



AGENDA

ORDINARY COUNCIL MEETING



*The Shire Office will be closed for
Christmas break from
1pm Friday 22 Dec -
8am Monday 8 January 2024*

21 December 2023

Commencing at 4:00pm 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 21 December 2023 in the Council Chambers, 27 Flint Street Wyalkatchem, commencing at 4:00pm.

An Agenda for this meeting will be made available from the Shire Administration Office and on our website www.wyalkatchem.wa.gov.au

ORDER OF EVENTS

Thursday, 21 December 2023

3:30pm Audit and Risk Management Committee Meeting

**4:00pm Ordinary Meeting of Council
followed by workshop and refreshments.**

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

Stephen Tindale

ACTING 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**

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 November 2023

Minutes of the Shire of Wyalkatchem Ordinary Meeting of Council held on Thursday 16 November 2023 ([Attachment 7.1.1](#))

OFFICER RECOMMENDATION:

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 16 November 2023 (Attachment 7.1.1) be confirmed as a true and correct record.

7.1.2. Audit and Risk Management Committee Meeting – 21 December 2023

Minutes of the Shire of Wyalkatchem's Audit and Risk Committee Management Meeting held on the 21 December 2023 (Attachment 7.1.2 to be provided).

Business Arising:

- VOTING REQUIREMENT
Absolute Majority

That on the recommendation of the Audit and Risk Management Committee Council;

1. Accepts the 2022/2023 Management Letter prepared by Office of Auditor General and accepts management comments and actions in relation to the audit outcomes and recommendations.
 2. Accepts and endorse the Report on Significant Matters for the financial year ended 30 June 2023.
 3. Acknowledge that the Audit and Risk Management Committee has met with the Auditors and has discharges its obligations, in accordance with Section 7.12A (2)) of the Local Government Act.
- VOTING REQUIREMENT
Absolute Majority

That on the recommendation of the Audit and Risk Management Committee Council;

1. Accepts the Annual Report and Financial Statements for the year ended 30 June 2023 year.
2. Holds a General Meeting of Electors on the 8 February 2024 commencing at 5:30pm in the Shire of Wyalkatchem Council Chambers.

COMMITTEE RECOMMENDATION:

That the minutes of the Wyalkatchem Audit and Risk Management Committee Meeting held on the 21 December 2023 (Attachment 7.1.2 to be provided) be received by Council and that Council:

1. *Accepts the 2022/2023 Management Letter prepared by Office of Auditor General and accepts management comments and actions in relation to the audit outcomes and recommendations.*
2. *Accepts and endorse the Report on Significant Matters for the financial year ended 30 June 2023.*
3. *Acknowledge that the Audit and Risk Management Committee has met with the Auditors and has discharges its obligations, in accordance with Section 7.12A (2)) of the Local Government Act.*
4. *Accepts the Annual Report and Financial Statements for the year ended 30 June 2023 year.*
5. *Holds a General Meeting of Electors on the 8 February 2024 commencing at 5:30pm in the Shire of Wyalkatchem Council Chambers.*

7.2. Receipt of Minutes

7.2.1. NEWROC Council Meeting – 4 December 2023

Minutes of the Shire of the NEWROC Council Meeting held on Monday 4 December 2023 ([Attachment 7.2.1](#)).

OFFICER RECOMMENDATION:

That the minutes of the NEWROC Council Meeting held on Monday 4 December 2023 (Attachment 7.2.1) be received.

7.2.2. Great Eastern Country Zone Meeting – 20 November 2023

Minutes of the WALGA Great Eastern Country Zone Meeting held on Monday 20 November 2023 ([Attachment 7.2.2](#)).

OFFICER RECOMMENDATION:

That the minutes of the WALGA Great Eastern Country Zone Meeting held on Monday 20 November 2023 (Attachment 7.2.2) be received.

7.2.3. Pioneer Pathway Meeting – 26 October 2023

Minutes of the Pioneer Pathway Stakeholders Meeting held on Monday 4 December 2023 ([Attachment 7.2.3](#)).

OFFICER RECOMMENDATION:

That the minutes of the Pioneer Pathway Stakeholders Meeting held on Monday 4 December 2023 (Attachment 7.2.3) be received.

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

10. REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – NOVEMBER 2023

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	07 December 2023
Reporting Officer:	Parul Begum
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1 – Accounts for Payment – November 2023

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the total payments for the month of November 2023 being \$696,742.31 which comprised of:

- 1. Electronic Funds Transfer (EFT) payments from the Municipal Fund totalling \$664,112.13;*
- 2. Direct Debit (DD) payments from the Municipal Fund totalling \$32,630.18.*

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 payment listing for November 2023 is presented to Council for endorsement.

Bank Account	Payment Type	Last Number	First Number in the report
Municipal and Trust	EFT	EFT 3231	EFT 3164
DD	DD	DD 2976.12	DD 2936.1

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 2023/2024 Annual Budget.

COMMUNITY and 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	<ul style="list-style-type: none"> Ensuring a well-informed Council makes good decisions for the community
		10.2	<ul style="list-style-type: none"> Ensuring sound financial management and plans for the Shire’s long-term financial sustainability
		10.3	<ul style="list-style-type: none"> High quality corporate governance, accountability and compliance
		10.4	<ul style="list-style-type: none"> Maintaining Integrated Strategic and Operational plans

10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARD – OCTOBER 2023

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	07 December 2023
Reporting Officer:	Parul Begum, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	File Ref: 12.10.02
Attachment Reference:	Attachment 10.1.2 – Credit Card – October 2023

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council endorses credit card payments for the period 29 September 2023 to 28 October 2023 totalling \$1,171.71 (refer to attachment 10.1.2).

BACKGROUND

Council governance procedures require 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 the 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 FY22/23 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

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"> Ensuring a well-informed Council makes good decisions for the community
		10.2	<ul style="list-style-type: none"> Ensuring sound financial management and plans for the Shire’s long-term financial sustainability
		10.3	<ul style="list-style-type: none"> High-quality corporate governance, accountability, and compliance
		10.4	<ul style="list-style-type: none"> Maintaining Integrated Strategic and Operational plans.

10.1.3. MONTHLY FINANCIAL REPORT – NOVEMBER 2023

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 December 2023
Reporting Officer:	Claire Trenorden, Manager of Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	25.08
Attachment Reference:	Attachment 10.1.3 – Monthly Financial Report November 2023

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Statements of Financial Activity for the month ending 30 November 2023 (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 of 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 all relate to the Statements of Financial Activity.

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

Total Cash Available as at 30 November 2023 is \$5,559,110;

- cash available is made up of unrestricted cash \$2,250,639 (40.49%) and
- restricted cash \$3,308,471 (59.51%).

Rates Debtors balance as at 30 November 2023 is \$235,773 and Rates Notices for 2022-23 were issued in July 2023. Rates collected as at end of November 2023 was \$1,278,603 - 84%.

November 2023: Operating Revenue – Operating revenue of \$1,956,436 is made up of Rates - 74%, Grants - 11%, Fees and Charges - 10%, Interest earnings – 5% and other – 0%.

Operating Expenses – Operating expenses of \$1,483,012 is made of Employee Costs – 40%, Materials and Contracts – 45%, Depreciation – 0%, Insurance – 12% and Utility – 3% and Other Charges – 0%.

COMMUNITY AND 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"> Ensuring a well-informed Council makes good decisions for the community
		10.2	<ul style="list-style-type: none"> Ensuring sound financial management and plans for the Shire’s long-term financial sustainability
		10.3	<ul style="list-style-type: none"> High quality corporate governance, accountability and compliance
		10.4	<ul style="list-style-type: none"> Maintaining Integrated Strategic and Operational plans.

10.1.4. RECOVERY OF RATES AND SERVICE CHARGES

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	14 December 2023
Reporting Officer:	Stephen Tindale, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	25/ 2023-24 Debt Collection
Attachment Reference:	Nil

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council;

- 1. Authorise the Chief Executive officer to engage a debt collection agency to assist in the process of taking possession of Wyalkatchem Townsite Lots 159 and 280 under the provisions of Section 6.64 of the Local Government Act 1995;*
- 2. Offer lots 159 and/or 280 for sale by public tender should the outstanding rates and service charges remain unpaid 3 months after due notice is issued.*

BACKGROUND

Rates on Lots 167 (no 13) and 166 (no 15) in Piesse St, Wyalkatchem have been outstanding for more than 3 years. It is proposed that Council take possession of both sites and as required by legislation, offer the sites for sale by public auction.

COMMENT

Council has a right to set terms and conditions on the sale and if a contract of sale has not been entered into, within 12 months from the date of auction, the land may be transferred in fee simple to the Shire.

STATUTORY ENVIRONMENT

The legislative requirements for acting where rates or service charges are unpaid, are contained in Part 6, Division 6, sections 6.63 to 6.75 and Schedules 6.2 and 6.3 of the *Local Government Act 1995* and Part 5 of the *Local Government (Financial Management) Regulations 1996* - regulations 72 to 78 and Forms 2 to 7.

The Department of Local Government and Communities has also issued *Operational Guidelines for the Possession of Land for Recovery of Rates*.

In addition, management has sought legal advice from Adam Watts, MacLeod Lawyers and will continue to do so to ensure the legislative obligations are met.

Once Council has resolved to take possession and to sell the properties the following steps will be taken;

- 1) A notice will be issued to the property owner or their representative, advising that Council is taking possession of the properties under section 6.64 of the Local Government Act 1995;
- 2) A statutory notice will be affixed to the property advising that the Council has taken possession of the property;
- 3) A second notice will be concurrently issued on the owners advising that unless payment is made of all outstanding amounts within 3 months of the date of the notice, the property will be offered for sale in accordance with section 6.64 of the Local Government Act 1995;
- 4) Council is to appoint a date & time for the auction to occur;

POLICY IMPLICATIONS

Council Policy 2.10 *Revenue Collection* contains the following provision:

3. Rates and Charges that Remain Unpaid for three years or more

3.1. If all reasonable attempts outlined in Section 2 results in no successful recovery and the rates and charges remain unpaid for three years or more the Chief Executive Officer is authorised to take possession of the land in accordance with Section 6.64(1) of the Local Government Act 1995.

3.2. A report is to be presented to Council detailing the amount of rates and charges outstanding, the attempts to recover the debt and the recommended action.

3.3. The Chief Executive Officer be authorised to engage a debt collection agency to assist in the administering the process and the Council approved action.

FINANCIAL IMPLICATIONS

The cost of engaging a debt collection agency has yet to be ascertained but is expected to be significantly less than the amounts owing on the land and the value of the land at sale.

The amount of rates and service charges outstanding for a full three years on Lots 167 (no 13) and 166 (no 15) is \$1,818.49 and \$7,438.37 respectively. The full amount outstanding on each is \$4,864.67 for 13 Piesse St and \$24,751.37 on 15 Piesse St.

10.2. GOVERNANCE AND COMPLIANCE

10.2.1. CHIEF EXECUTIVE OFFICER'S REPORT – DECEMBER 2023

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	8 December 2023
Reporting Officer:	Stephen Tindale, 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.

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 scheduled to attend the following substantial meetings and events to progress community and Council's interests;

- NEWROC Council meeting, Nungarin
- Michelle & Stephen Crute – Disability Access Ramp
- Craig Cooper – CRC agreements

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 direct financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

The CEO's activity promotes the Strategic Community Plan objectives, particularly those outlined in Goal 10 which calls on transparent, accountable and effective governance.

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

Goal No.	Action No.	Actions
10 Transparent, accountable and effective governance	10.1	Ensuring a well-informed Council makes good decisions for the community
	10.4	Maintaining Integrated Strategic and Operational plans
12 Form strategic partnerships and advocate for the community	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. PROPOSED HOSPITAL STAFF ACCOMODATION

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 December 2023
Reporting Officer:	Stephen Tindale, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council

- a) Endorse the application to the Growing Regions Fund for a proposed hospital staff accommodation project in Wyalkatchem;*
- b) Note that Council's 30% share of the project cost is to be met with reserve funds and is subject to the adoption of the 2024/25 budget.*

SUMMARY

The Growing Regions Fund was launched by the Federal Government earlier this year and was identified as a potential source of funding to support the Shire's construction of four, two-bedroom, two-bathroom units to accommodate hospital staff and to assist the WA Country Health Service to recruit and retain staff.

The Shire's expression of interest has been successful and we have now been invited to participate in Stage 2 which requires more detailed evidence to support claims and a business case to demonstrate 'value for money'.

The Stage 2 application is due for submission by 15 January 2024.

BACKGROUND

In making an application to the Growing Regions Fund, the Shire of Wyalkatchem joined with the shires of Tammin, Dowerin, Bruce Rock, Trayning, Kellerberrin & Cunderdin to make a joint Stage 1 application. The application involved the submission of an expression of interest that required us to demonstrate high level evidence of need for hospital staff accommodation and evidence of alignment with regional priorities and objectives. The application in total, sought funding for the construction of 35 dwellings across the 7 shires.

COMMENT

The specific criteria to be addressed in Stage 2 are:

- Project's contribution to economic opportunity, social and community inclusion (40 points)
- Project Alignment with broader Government and regional strategic priorities (20 points)
- Demonstrated capacity, capability and resources to deliver and sustain the project (40 points).

STATUTORY ENVIRONMENT

Clause 6.11 of the *Local Government Act 1995* provides the following:

- (1) *Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.*
- (2) *Subject to subsection (3), before a local government —*
 - (a) *changes* the purpose of a reserve account; or*
 - (b) *uses* the money in a reserve account for another purpose,*

it must give one month’s local public notice of the proposed change of purpose or proposed use.

*** Absolute majority required.**
- (3) *A local government is not required to give local public notice under subsection (2) —*
 - (a) *where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or*
 - (b) *in such other circumstances as are prescribed.*
- (4) *A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.*
- (5) *Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.*

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Whitney Consulting has been contracted to assist in drafting the joint Stage 2 application and a purchase order for \$3,500 has been issued, representing our share of the \$24,000 cost to draft this application.

If successful, the grant will contribute 70% of the estimated total cost of construction which, Evoke Homes has estimated to be \$1.61M. This is comprised of the following;

Wyalkatchem Hospital Staff Accommodation Village

Item	Qty	Unit Price	GST Inc.
Planning & design	1	\$80,000	\$80,000
The Ocean Retreat design	4	\$198,000	\$792,000
ADD Carport 3x6m	4	\$10,000	\$40,000
ADD Vinyl flooring to Ocean Retreat design	4	\$6,000	\$24,000
ADD two 2.5kW air-con split systems to each unit	4	\$5,800	\$23,200
PROVISIONAL SUM for Fencing and low maintenance landscaping	1	\$ 150,000	\$150,000

PROVISIONAL SUM for Service connections (power, water, sewer) within 10m	1	\$ 120,000	\$120,000
PROVISIONAL SUM for Clearing and earthworks	1	\$ 110,000	\$110,000
PROVISIONAL SUM - Shared outdoor area (shade shelter & table setting).	1	\$55,000	\$55,000
PROVISIONAL SUM for lockable linen cupboard	4	\$1,200	\$4,800
Contingency (15%)			\$209,850
TOTAL BUDGET ESTIMATE			\$1,608,850

Therefore, if the grant contributes \$1.126M (70%), the balance of \$483k (30%) would be drawn from Council's 'Community Health Reserve' which, has a current balance of \$1.12M. The Council's business case will require the recovery of this investment via rent charged to the WA Country Health Service.

The recovery of a \$483k investment over a 10-year period, assuming a discount rate of 4.83%, plus the recovery of annual operating costs, requires a weekly rental of \$567/unit.

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Capex Recovery Charge	\$62,050	\$62,050	\$62,050	\$62,050	\$62,050	\$62,050	\$62,050	\$62,050	\$62,050	\$62,050
Opex charge	\$46,833	\$48,706	\$50,654	\$52,680	\$54,788	\$56,979	\$59,258	\$61,629	\$64,094	\$66,658
Annual Rent	\$108,883	\$110,756	\$112,704	\$114,730	\$116,838	\$119,029	\$121,308	\$123,679	\$126,144	\$128,708
Monthly Rent	\$9,074	\$9,230	\$9,392	\$9,561	\$9,736	\$9,919	\$10,109	\$10,307	\$10,512	\$10,726
Weekly Rent/unit	\$567	\$577	\$587	\$598	\$609	\$620	\$632	\$644	\$657	\$670

NPV	
NPV (10-year repayment)	\$483,566

COMMUNITY AND STRATEGIC OBJECTIVES

Goal No.	Action No.	Actions
Goal 1		
A safe and healthy community	1.3	Support and advocate for appropriate & accessible health services.
Goal 12		
Form strategic partnerships and advocate for the community	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

10.2.3. STRATEGIC COMMUNITY PLAN

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 December 2023
Reporting Officer:	Stephen Tindale, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.04
Attachment Reference:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council support a comprehensive review of its Strategic Community Plan and that Caroline Robinson be engaged to facilitate the review for an estimated cost of \$8,000.

SUMMARY

Regulations under the *Local Government Act 1995* require the Council to have a strategic community plan that covers a 10-year period.

The plan is to be reviewed every 4 years and our plan is due for review in 2024. This review could be a cursory desktop review, just enough to comply with this obligation or it could be a thorough rewrite.

Management is advocating a total rewrite with an external facilitator because much has changed since the current plan was compiled.

BACKGROUND

Significant changes within the community include:

- an ongoing population decline,
- a steady increase in our median age,
- reduced numbers at school,
- the escalating cost of GP services,
- the loss of retail businesses (bank, butcher, café & football club all lost in the last 18 months), and
- the tightening housing market and an outlook that is just not as bright as it was pre-COVID.

There is also an emerging view that the community is seeking engagement on its future, on what's practical and who's going to do what.

COMMENT

A copy of the current Community Strategic Plan, is attached.

The existing strategic community plan is silent on specific subjects such as housing and sporting facilities.

This has the potential to let us down when seeking grant funds for related projects.

Funding bodies want to know that grant applications are consistent with the Council's plan and that expenditure proposals have community support. If we can't point to this support in our strategic plan, our case is significantly weakened.

Reviewing the plan will require consultation with the community via either a survey and/or consultative meetings.

To avoid potential conflicts of interest and minimise disruption to staff in providing ongoing services, a consultant should be appointed to help plan and guide Council through the process.

Caroline Robinson has been approached and has offered to provide this service for an estimated cost of \$8,000 and an allocation of this amount has been included in the FY23 budget.

STATUTORY ENVIRONMENT

Regulation 19C of the *Local Government (Administration) Regulations 1996* provides the following:

- (1) *A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.*
- (3) *A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.*
- (4) *A local government is to review the current strategic community plan for its district at least once every 4 years.*
- (5) *In making or reviewing a strategic community plan, a local government is to have regard to —*
 - (a) the capacity of its current resources and the anticipated capacity of its future resources; and*
 - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and*
 - (c) demographic trends.*
- (6) *Subject to sub regulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.*
- (7) *A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*
**Absolute majority required.*
- (8) *If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*
- (9) *A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.*
- (10) *A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.*

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Funding of \$8,000 for the review has been set aside in the current financial year.

COMMUNITY AND STRATEGIC OBJECTIVES

To be reviewed in their entirety.

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.

Goal: Transparent, accountable and effective governance and Form strategic partnerships and advocate for the Community.

Goal No.	Action No.	Actions
10 Transparent, accountable and effective governance	10.1	Ensuring a well-informed Council makes good decisions for the community
	10.4	Maintaining Integrated Strategic and Operational plans
12 Form strategic partnerships and advocate for the community	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

10.2.4. LOCAL ROADS & COMMUNITY INFRASTRUCTURE PROGRAM

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 December 2023
Reporting Officer:	Stephen Tindale, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	15.14
Attachment Reference:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- (1) *Note that there are two parts to the grant received by the Shire of Wyalkatchem under Phase 4 of the Local Road and Community Infrastructure Grant and that they are as follows;*
 - a) *\$320,734 for approved local road and community infrastructure projects; and*
 - b) *\$185,006 for approved road projects.*

- (2) *Approve the allocation of the above funds as follows;*
 - a) *the delivery of the pool upgrade; and*
 - b) *the repair of Cemetery Road together with any carryover from part a).*

SUMMARY

Council approval is requested for the allocation of Phase 4 of the Local Road and Community Infrastructure (LRCI) grant.

BACKGROUND

Phase 4 of the LRCI Program is a temporary measure of direct funding to local councils to deliver priority local road and community infrastructure projects, supporting local jobs, firms and procurement.

The objective of the LRCI Program is to support additional infrastructure construction activity in local communities across Australia.

The intended outcome of the LRCI Program is to deliver benefits to communities, such as improved road safety, accessibility and visual amenity.

The LRCI Program is administered by the Federal Government's Department of Infrastructure, Transport, Regional Development and Communications.

The Phase 4 grant agreement was executed by the Shire of Wyalkatchem on 25 October 2023.

There are two parts to the grant received by the Shire of Wyalkatchem under Phase 4 and these are as follows;

Part A: \$320,734 for approved local road and community infrastructure projects; and
Part B: \$185,006 for approved road projects.

COMMENT

Management has recommended that the above funds be allocated as follows.

Part A: for delivery of the pool upgrade. The total estimated cost of the pool upgrade is \$465,000 and Council has agreed, under its approved FY24 budget to fund the pool upgrade, as follows;

- \$200,000 from a successful grant application to the Community Sport and Recreation Facilities Fund; and
- \$265,000 from the Council’s own funds (LRCI phase 4).

Note: the upgrade cost is an estimate only and putting the job to tender would have invalidated our grant application. This means the project cost could be more (or less) than the estimated amount and consequently more (or less) than the estimated \$265k of own source funds might be required to complete the project.

It is proposed that any unused Part A funds be allocated to the Part B project described below.

Part B: for repairing Cemetery Road, to the extent that available funds allow together with any carryover from Part A, by stabilising and laying a single 4m bitumen seal.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The pool upgrade cost is an estimate only as putting the job to tender would have invalidated our grant application.

This means the project cost could be more (or less) than the estimated amount and consequently more (or less) than the estimated \$265,000 of own source funds that might be required to complete the project.

COMMUNITY AND STRATEGIC OBJECTIVES

Goal No.	Action No.	Actions
Goal 2		
An active, engaged and social community 12	2.3	Provide community venues, & open spaces that facilitate opportunities for the community to connect
Goal 12	12.1	Developing strategic partnerships with regional, State & Federal governments
Form strategic partnerships and advocate for the community	12.2	Ensuring that the Shire of Wyalkatchem is well positioned to meet future needs

10.2.5. REVIEW OF COUNCIL MEETING AND AUDIT COMMITTEE MEETING DATES

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 December 2023
Reporting Officer:	Stephanie Elvidge – Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.5.12
Attachment Reference:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council,

- 1. Consider and endorse the dates for the Ordinary Council Meetings and the Audit and Risk Committee Meetings for the 2024 calendar year as recommended.*
- 2. In accordance with the Local Government (Administration) Regulations, gives public notice of the Ordinary Council Meeting dates, Audit and Risk Management Committee Meeting dates and time and place.*

BACKGROUND

Council had adopted policy number 6.1 Ordinary Council Meeting Dates which stipulates that the Ordinary Council Meetings be conducted on the Third Thursday of each month, except January, unless otherwise determined by a Council as a 'Special Meeting' and that Council meetings commence at 4pm, with Public notice to be given annually.

COMMENT

Elected members attend council meetings to ensure that the district's electors are adequately represented. The number of council and committee meetings that elected members will be required to attend will vary according to the frequency of their local government's scheduled ordinary and committee meetings.

Ordinary Council Meetings

Ordinary council meetings are formal meetings of the elected council members and are required to be open to the public (although under certain conditions, council meetings can be closed under provisions of the *Local Government Act 1995*, (the Act). In order to promote the transparency and accountability required for good governance the closed meeting provisions should be applied as infrequently as possible.

Committee Meetings

Section 5.8 of the Act enables councils to form committees to assist it with its functions. Committee members can include elected members, employees and members of the public in a variety of combinations. Committees can operate with council delegated decision-making powers or solely on an advisory basis. Advisory committees where members are drawn from both council and the community give the community a significant opportunity to provide input into the council's decision-making meeting process.

Council operates an Audit Committee, being the Audit and Risk Management Committee. This is the only committee that currently exists under section 5.8 of the Act.

Review and Recommendation

It is recommended that no council meeting be held during January 2024.

Ordinary Council Meetings

To be conducted on the third Thursday on the month as follows unless otherwise determined by the Shire President as a 'Special Meeting' and that Council meetings commence at 4pm, unless otherwise determined by the Shire President.

No January Meeting

- 15 February 2024
- 21 March 2024
- 18 April 2024
- 16 May 2024
- 20 June 2024
- 18 July 2024
- 15 August 2024
- 19 September 2024
- 17 October 2024
- 21 November 2024
- 19 December 2024

Audit and Risk Committee Meetings

That the Audit and Risk Committee Management Meetings be conducted on the Third Thursday on the month as follows;

- 15 February 2024
- 16 May 2024
- 19 September 2024
- 19 December 2024

That Audit and Risk Management Committee meetings commence at 3:30pm, unless otherwise determined by the Shire President.

In accordance with the Act, both meetings will be open to the public, with the exception of confidential matters as defined under section 5.23(2) of the Act, where the meeting or part of the meeting is closed to the public.

STATUTORY ENVIRONMENT

The matter of the role of Council and conducting of Council and Committee meetings are prescribed within the *Local Government Act 1995*, *Local Government (Administration) Regulations 1996*, and *Local Government (Rules of Conduct) Regulations 2007*.

In particular, the following statutory environment is referenced in relation to this item;

- Local Government Act 1995- Section 5.3(2)*
- Local Government Act 1995- Section 5.8*
- Local Government Act 1995- Section 5.23*

Local Government (Administration) Regulations 1996 – Regulation 12(1)
Local Government (Financial Management) Regulations 1996 section 34(1)(a)

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are no direct 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.

Goal 10: Community and customer service focus

Goal 10	Strategies	
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

10.2.6. ANNUAL RODEO – 2024

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 December 2023
Reporting Officer:	Stephen Tindale, Acting 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 confirm its support for a rodeo event to be held in Wyalkatchem on 24 August 2024.

BACKGROUND

The second annual Wyalkatchem Rodeo was hosted at the Recreation Centre by the Shire of Wyalkatchem and Double Barrel Entertainment on Saturday 26 August 2023.

The event was very well attended, attracting almost 3,000 people, with attendance no doubt boosted by the warm spring-like weather which, was in stark contrast to the previous year's event.

The date for next year's event is proposed to be Saturday 24 August 2024. This date fits in with the rodeo calendar but unfortunately, will clash with the Central Wheatbelt Football League's Preliminary Final. The date does however, coordinate well with the following events;

- Dowerin Field Days - 28 & 29 August 2024;
- Central Wheatbelt football League Grand Final – 31 August 2024;
- Koorda Show – tbc, either 7 or 14 September 2024;
- TTPA Rock Solid Smoke 'N' Dirt – 14 September 2024.

COMMENT

There is a community appetite for hosting an annual rodeo event and subject to costs to the Shire being contained and continued volunteer support, there is nothing of any note that would prevent the event from continuing.

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

Last year the event cost the Council a total of \$30,591, as shown below. A number of expenses incurred last year will not be repeated for the 2024 rodeo and these are shown in red font colour below. In addition, staff labour will not be as intense next year as the camping grounds are established, signs produced and site layout has been optimised, for the time being.

Agenda for the Ordinary Meeting of Council held in the Shire of Wyalkatchem Council Chambers on the 21 December 2023

Income	
Campers (pre-booked)	1378
Campers (cash receipts)	88,875
Camping fee per person	\$20
Camping fees	\$29,338

Expenses	Lab Cost	Lab O/H	Plant Cost	Materials	Other Costs	Total
Traffic Control						
- Traffic Control Plan					\$715	\$715
- Signs (source & paint)				\$1,410		\$1,410
- Labour	\$1,000					\$1,000
Toilets						
Toilet Hire - Instant Toilets					\$10,936	\$5,468
Toilet Hire - Northam Shire's bank of 6					\$757	\$757
Toilet Cleaning (labour)					\$4,950	\$2,475
Cleaning Products / Materials				\$700		\$350
Waste water (Wheatbelt Liq Waste)					\$2,090	\$1,045
Arena						
- Sand royalty				\$288		\$288
- Carting sand						\$0
- Sand spreading						\$0
Site Set-up						
- fencing purchase				\$5,479		\$5,479
- fencing transport				\$700		\$700
- Recovery from DB						-\$1,188
- fencing (3 rolls of ringlock)				\$1,100		\$1,100
- fence licenced area: set up	\$720		\$800			\$1,520
- general set up						\$0
- mark out camping sites						\$0
- plan & draw site layout						\$0
- arena construction						\$0
Mens Shed						
- source & deliver shuttles						\$0
- source & deliver fire wood						\$0
Waste Management						
Avon Skip - (18 wheelie & 2x6m ³ skips bins)				\$1,400		\$700
Avon Waste - rubbish collection					\$0	
EHO						
- food vendor permitting					\$720	\$720
General						
- High viz vests				\$300		\$300
- stationary				\$100		\$100
- Pre-paid data (ticket scanning)				\$100		\$100
- camping wrist bands & yellow/red dots				\$200		\$200
- security						\$0
Site Clean-up						\$0
Total Cost (pre Double Barrel share)	\$1,720	\$0	\$800	\$11,777	\$20,168	\$34,464
Total Cost (post Double Barrel share)						\$23,238
Net profit/loss (ex labour)						\$6,099
Less labour & plant						\$36,690
Net Profit/loss (inc labour)						\$30,591

COMMUNITY & STRATEGIC OBJECTIVES

Goal No.	Action No.	Actions
Goal 2 An active, engaged and social community	2.1	Support and engage agencies to enhance local services and activities for all members of the community
	2.2	Facilitate, encourage and support community events
	2.3	Provide community venues, & open spaces that facilitate opportunities for the community to connect
	2.4	Partner with key stakeholders to achieve an increase in active participation for all ages
Goal 4 Increase visitors to our region	4.1	Promote, develop tourism & maintain/enhance local attractions
	4.2	Collaborate with our partners to promote local and regional tourism initiatives
	4.3	Provide facilities to encourage tourist and resident visitation
	4.4	Work with the community to develop & promote tourism initiatives
	4.5	Encouraging visitors into the town centre

10.2.7. BUSINESS SUPPORT GRANTS POLICY

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 December 2023
Reporting Officer:	Stephen Tindale, Acting Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	04.14.01
Attachment Reference:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

1. *That Council adopt the proposed Business Support Grants Policy as published below.*
2. *That for the purposes of considering applications for grant funding in the current financial year, applications be opened between 1 February to 31 March 2024.*

SUMMARY

This report proposes the adoption of a *Business Support Grants Policy*.

COMMENT

A number of other local governments have business support grants in place e.g. City of Karratha, City of Cockburn, Town of Victoria Park, City of Kwinana and the City of Perth.

Grant arrangements for these local governments generally require matching funding from the grant applicant but in some instances are fixed amounts. Local government grants to individual businesses appear to range in size from \$1,000 to \$25,000. In relation to the local governments identified above, a maximum grant limit of \$5,000 is not untypical.

STATUTORY ENVIRONMENT

Section 2.7 of the *Local Government Act 1995* provides the following

- (1) *The council —*
 - (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*
 - (a) *oversee the allocation of the local government's finances and resources; and*
 - (b) *determine the local government's policies.*

POLICY IMPLICATIONS

There are no direct policy implications in relation to this item - other than the creation of a new policy.

FINANCIAL IMPLICATIONS

An amount of \$5,000 has been set aside in the Shire's current 2023/24 budget which is in addition to the \$5,000 community grant.

When considering the adoption of the 2023/24 budget in May 2023, Council was provided with a copy of the draft policy and informed that:

The intent of the business grant is to demonstrate Council’s commitment to supporting our local business community which is consistent with our strategic plan because a vibrant retail/business sector supports a vibrant and engaged community. It’s primarily intended that the grant will be invested to improve the streetscape and/or business sustainability.

COMMUNITY & STRATEGIC OBJECTIVES

The proposed policy promotes the Strategic Community Plan objectives, particularly a number of those outlined in Goal 5 which calls for growth in business opportunity.

Goal No.	Action No.	Actions
5 Growth in business opportunity	5.1	Engage with & support local business community
	5.2	Support new industry, business, investment & diversity while encouraging growth of local businesses
	5.3	Encourage community to support local business
	5.4	Support traineeships & workplace training opportunities
	5.5	Town planning strategies support industry growth

The policy itself has the following objectives.

- a. Enhance local business capacity to invest to improve their streetscape presence.
- b. Encourage individual businesses to invest in online and e-commerce activities.
- c. Encourage local enterprises to invest in professional development and training.
- d. Assist local business in their ability to increase business opportunity and sustainability.
- e. Provide businesses with support for capital works projects to adapt to changes in business structure and/or conditions.
- f. Assist new enterprises that are establishing in Wyalkatchem.

BUSINESS SUPPORT GRANTS POLICY

PURPOSE

Council’s Annual Business Support Grants Program aims to support and encourage the sustainability of local small business and the adoption of business innovation.

The program will recognise the important role commercial enterprises play in achieving the Shire’s vision – “to be a socially interactive and inclusive community that embraces our rural character and sense of community”.

OBJECTIVE

- a. Enhance local business capacity to invest to improve their streetscape presence.
- b. Encourage individual businesses to invest in online and e-commerce activities.
- c. Encourage local enterprises to invest in professional development and training.
- d. Assist local business in their ability to increase business opportunity and sustainability.
- e. Provide businesses with support for capital works projects to adapt to changes in business structure and/or conditions.
- f. Assist new enterprises that are establishing in Wyalkatchem.

POLICY

Total funding of \$5000 is available to assist one or a number of local businesses to sustain their enterprise which in turn will improve local employment opportunities for residents and help achieve an interactive and inclusive community.

1. Allocation of Resources

- a. Council will review and confirm allocation of resources annually as part of their Annual Budget processes.
- b. Resources will be allocated to a specific General Ledger Account.
- c. A single tranche will be allocated and available to Local Businesses upon the adoption of the Annual Budget.
- d. Applications will be open between 1 September to 31 October. Businesses will be allowed to apply once per year. Organisations may not apply for funding under the Business Support Grants Program if they have also received funding under the Shire Community Grants Program in the same year. There is a requirement to provide an Acquittal Report back to the Shire to show where funds have been spent at the end of each financial year.

2. Eligibility Conditions

- a. Applicant must be based within the Shire of Wyalkatchem and hold an Australia Business Number.
- b. All successful projects are to be completed within 12 months of the funding being awarded.
- c. Verification by applicant that project request is not covered by Insurance.
- d. The program will not support organisations that are political or that have a political purpose, government departments or agencies, grant making bodies or which have a primary focus on fundraising.
- e. Requests for funding or support cannot be for a project / activity that has already occurred.
- f. The Grant will not fund operational costs such as marketing and wages or maintenance costs.
- g. The Grant will not fund the start-up of a business or service that will likely cause an adverse effect on an existing local business.
- h. The Applicant must have all insurances, permits and licences for business operation.

3. General Conditions

- a. Projects that will be considered, but not limited to, include:
 - I. Capital works projects including streetscape and aesthetic/amenity improvements.
 - II. Training and professional development.
 - III. Investing in e-commerce activities.
 - IV. Projects that increase business opportunity and sustainability.
- b. Budget allocation for the Business Support Program will be determined during the Council's Annual Budgeting Process.
- c. Allocation of grant funding, partial or entire, will be at the sole discretion of the Council.
- d. Council's position is to fund to a maximum of one half of the total project cost and applicants are encouraged to contribute their own funding and/or obtain grant or loan funding for the remaining project costs.
- e. In-kind labour and equipment may be included in the applicant's contribution but may not exceed one third of the completed value of the project.
- f. Council may opt to use their employees or equipment in lieu of a cash contribution.
- g. Council reserves the right to carry out a Progress Inspection or request a Progress Report at any stage of the project.
- h. The Chief Executive Officer is given delegated authority to approve or reject minor variations to the Applicant's Project Budget following approval of the grant from Council.

4. Acquittal

All Businesses that receive funding will have to provide the following after their project's completion within 12 months of the funding being awarded:

- a. Completed Acquittal Form (to be provided);
- b. Proof the project, activity or event took place (e.g. photographs etc.);
- c. Proof of expenditure (e.g. copy of financial records and invoices paid); and
- d. Evaluation of project, activity or event (e.g. copy of participant feedback, surveys etc.).

5. Assessment Process

- a. Applications will be assessed by the Grants Team based on Grant Criteria and a recommendation made to Council.
- b. Applications will be presented to Council and assessed based on eligibility and merit.
- c. Allocation of grant funding is at the discretion of the Council.
- d. All applicants will be contacted in writing regarding the outcome of their application.
- e. Applicants are encouraged to seek feedback on the outcome of their application

6. Submission Information

Applications can be received via mail, email or printed copies dropped into the Front Counter at Shire Administration Office.

GUIDELINES

Annexure A - Assessment Criteria

Annexure B – Shire of Wyalkatchem Business Support Grants Process

Application Form - (Separate Document)

STATUTORY ENVIRONMENT

Local Government Act (1995)

Record of Policy Review					
Version	Author	Council Adoption	Resolution	Reason for Review	Review Date

ANNEXURE A

1. Assessment Criteria

Each grant submission will be assessed based on the following criteria

Criteria 1 –Benefit:

- a. Is the project part of an overall Business Strategy?
- b. Is there identified and demonstrated business need?
- c. What are the benefits (value adding) to the business and the Community?
- d. Does the project align with outcomes in the Strategic Community Plan?

Criteria 2 – Organisation:

- a. ABN? Y/N
- b. Business type and purpose

Criteria 3 – Project Cycle:

- a. Planning and design of project
- b. Management and delivery of project (incl. milestones and works schedule)
- c. Project Budget
- d. Financial contribution - \$; In-Kind, External
- e. Evaluation of project
- f. Sustainability of project
- g. Use of local suppliers for capital works

2. Score

Each Grant Application will be assessed based on these criteria

Each criteria will be evaluated and given a score between 1 (Poor) and 5 (Excellent).

Weighting

Weighting for each criteria to be determined by the Council.

Proposed weighting is: -	
Community Benefit -	40%
Organisation -	20%
Project Planning -	40%

ANEXURE B

Shire of Wyalkatchem Business Support Grants Process

Step 1

Contact the Community Development Officer to discuss your project idea and confirm it is eligible for the Business Support Grants and request an application package 9681 1166 or cdo@wyalkatchem.wa.gov.au



Step 2

Complete the Application Form between 1 September & 31 October



Step 3

Submit the application form to the Shire of Wyalkatchem



Step 4

Grants Team to evaluate and score applications with recommendations forwarded to Council for consideration at the next Council Meeting



Step 5

Successful applicants will be notified in writing of their success. Unsuccessful applications will also be notified and encouraged to seek feedback



Step 6

Successful applicants must ensure they have acquitted their funds by way of completing the Business Support Grants Scheme Acquittal form and return it to the Shire of Wyalkatchem within 12 months of the funding being awarded

10.3. WORKS AND SERVICES

10.3.1. MANAGER OF WORKS OFFICER'S REPORT NOVEMBER/ DECEMBER 2023

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	13 December 2023
Reporting Officer:	Terry Delane, 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 accepts the Manager of Works Officer's report.

BACKGROUND

To inform Council of the activities of the works and services team during the period prior to the 13 December 2023.

COMMENT

ROADS:

BLACK SPOT PROJECTS

- Meeting held with Gren Putland, Project Manager and Allison Hunt, Interface Manager from MRWA where we reviewed the historical data results from previous submissions, and a strategy discussion took place for the coming submission.
- MRWA are very willing to assist and we intend starting to put the business case together early in the new year for submission before EOFY.

ROAD MAINTENANCE PROGRAM

- Sheeting works halted for the time being.
- Hammond and Tilbrook Road to be started in the New Year.
- Small section of Bookham Road to be done after that.
- Cox Rd floodway and Yorkrakine West Rd floodway completed.

ROADS: REGIONAL ROAD GROUP

- Wylie North contracts awarded to MACA – Wet mixing \$22K & COLAS – Sealing \$204K.
- Next RRG meeting 11th March 2024 in Northam.
- Agenda item being requested to discuss bitumen composition and seal failings.

ROAD 2 RECOVERY

- Cemetery Road options to be tabled once funding balance confirmed.
- Preferred option to wet mix the outer 1.2m and trim, compact and roll.
- Reseal middle section as required.

PARKS & GARDENS - TOWN SERVICES

Ashelford Park

- Irrigation in progress
- soil products end January 24
- green stock March '24

Recreation Reserve

- Still having issues with Water Corp. Further correspondence being sent about the pump and install of a VSD.
- Cricket wickets are going very well. Preparation for games has been excellent with the centre strip being rejuvenated coming along well. May even be able to play on it this season.
- Corellas causing massive problems.
- West Yorkie Cricket Club sign has been installed.

Cemetery

- Maintenance is ongoing. The results are fantastic.
- Rosemary shrubs with trickle retic being installed along the fence line this month.

WYLIE WATERPROOFING - NATIONAL GRID CONNECTION PROJECT

- Clearing of catchment drains to Railway Dam in progress.

AIRSTRIP

- Some maintenance rolling undertaken.
- Advice received to erect a surround to protect the lights being assessed.

RUBBISH TIP

- TBA

HUMAN RESOURCES

- A couple of staff tested positive to COVID.
- Christmas shutdown at 1 pm Friday 22nd
- All staff back at work on Monday 8th and Tuesday the 9th.
- Skeleton crew to manage watering over the break.

OH&S

- Quite a few snake sightings during the month, several relocated.
- More snake handling training being scheduled.

VEHICLE/PLANT

- Mitsubishi 2WD delivery to be deployed to Parks and Gardens crew.
- Some errors / omissions with the ordering specification being rectified.
- Leading Hand Roads has taken over the Ford Ranger.

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 some 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: Our built environment responds to the accessibility and connectivity needs of all.

Outcome No.	Action No.	Actions
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 and planning community infrastructure to improve use and social interaction.
	8.3	Implement Aged Friendly Plan.
	8.4	Implement the Disability Access and Inclusion Plan (DAIP).

10.4. PLANNING AND BUILDING

Nil

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

15.CLOSURE OF THE MEETING

ATTACHMENTS



DECEMBER 2023

ATTACHMENTS DECEMBER 2023

- 1. 7.1.1 OMC Minutes – 16 November 2023**
- 2. 7.1.2 Audit and Risk Committee Minutes – to be provided**
- 3. 7.2.1 NEWROC Council Meeting Minutes – 4 December 2023**
- 4. 7.2.2 Great Eastern Country Zone Minutes – 20 August 2023**
- 5. 7.2.3 Pioneer Pathway Stakeholder Meeting Minutes – 4 Dec 2023**
- 6. 10.1.1 Accounts for Payment – November 2023**
- 7. 10.1.2 Credit Card Declaration – October 2023**
- 8. 10.1.3 Monthly Financial Reports – November 2023**



**PUBLIC MINUTES
OF THE
ORDINARY MEETING
OF COUNCIL
HELD ON
THURSDAY 16 NOVEMBER 2023**

**Council Chambers
Honour Avenue
Wyalkatchem**

**Commencement: 4:01pm
Closure: 7:37pm**

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 23 November 2023.

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

Peter Klein

Chief Executive Officer

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

Shire President, Cr Garner, declared the meeting open at 4:01 pm.

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 4:01pm.

There were no questions.

2.3. Declaration of Public Question Time closed

Public Question Time closed at 4:01pm

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

Members:

Cr. Owen Garner	Shire President
Cr. Christy Petchell	Deputy president
Cr. Mischa Stratford	
Cr Christopher Loton	
Cr. Tracy Dickson	
Cr. Justin Begley	
Cr. Rod Lawson Kerr	

Staff:

Peter Klein	Chief Executive Officer
Terry Delane	Manager of Works
Stephanie Elvidge	Governance Executive Officer

Visitors:

Eddie and Vera Garner

3.2. Apologies

Claire Trenorden, Manager of Corporate Services

3.3. Approved Leave of Absence

Nil

3.4. Applications for Leave of Absence

Nil

4. OBITUARIES

It was advised that long term residents of Wyalkatchem - Malcolm Borgward and Arnold (Toby) Donaldson had recently passed.

5. PETITIONS, DEPUTATIONS, PRESENTATIONS

5.1. Petitions

Nil

5.2. Deputations

Nil

5.3. Presentations

Eddie Garner (former Shire President) presented Cr Owen Garner (Newly Elected President) with his hand made presidency Gavel.

VOTING REQUIREMENT

Simple Majority

PRESIDENTS RECOMMENDATION/ COUNCIL RESOLUTION

(127/2023) Moved: Cr Petchell

Seconded: Cr Loton

That Council suspends Standing Orders in order to carry out a Fitness for Duty procedure.

CARRIED 7/0

Standing Orders were suspended at 4:07pm

VOTING REQUIREMENT

Simple Majority

PRESIDENTS RECOMMENDATION/ COUNCIL RESOLUTION

(128/2023) Moved: Cr Stratford

Seconded: Cr Begley

That Council resumes Standing Orders.

CARRIED 7/0

Standing Orders were resumed at 5:32pm

6. DECLARATIONS OF INTEREST

6.1. Financial and Proximity Interest

Nil

6.2. Impartiality Interests

Nil

PRESIDENTS RECOMMENDATION/ COUNCIL RESOLUTION

(129/2023) Moved: Cr Loton

Seconded: Cr Stratford

That Council move Items 7.1.1, 7.1.2 and 7.1.3 en bloc.

CARRIED 7/0

7. CONFIRMATION AND RECEIPT OF MINUTES

7.1. Confirmation of Minutes

7.1.1. Ordinary Meeting of Council – 19 October 2023

Minutes of the Shire of Wyalkatchem Ordinary Meeting of Council held on Thursday 19 October 2023 (Attachment 7.1.1)

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 19 October 2023 (Attachment 7.1.1) be confirmed as a true and correct record subject to amendment of item 5.3 Presentations – surname Towell to be removed and replaced with Hawser.

CARRIED 7/0

7.1.2. Special Meeting of Council – 25 October 2023

Minutes of the Shire of Wyalkatchem Ordinary Meeting of Council held on Wednesday 25 October 2023 (Attachment 7.1.2)

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the Shire of Wyalkatchem Special Meeting of Council of Wednesday 25 October 2023 (Attachment 7.1.2) be confirmed as a true and correct Record.

CARRIED 7/0

7.1.3. Audit and Risk Committee Meeting – 17 August 2023

Minutes of the Shire of Wyalkatchem's Audit and Risk Committee Meeting held on the 17 August 2023 (Attachment 7.1.3)

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the Wyalkatchem Audit and Risk Committee Meeting held on the 17 August 2023 (Attachment 7.1.3) be received.

CARRIED 7/0

PRESIDENTS RECOMMENDATION/ COUNCIL RESOLUTION

(129/2023) Moved: Cr Stratford

Seconded: Cr Petchell

That Council move Items 7.2.1, 7.2.2 and 7.1.3 en bloc.

CARRIED 7/0

7.2. Receipt of Minutes

7.2.1. NEWROC Council Meeting – 31 October 2023

Minutes of the Shire of the NEWROC Council Meeting held on Tuesday 31 October 2023 (Attachment 7.2.1).

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the NEWROC Council Meeting held on Tuesday 31 October 2023 (Attachment 7.2.1) be received.

CARRIED 7/0

7.2.2. NEWTRAVEL Annual General Meeting – 26 October 2023

Minutes of the NEWTRAVEL General Meeting held on Thursday 26 October 2023 (Attachment 7.2.2).

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the NEWTRAVEL General Meeting held on Thursday 26 October 2023 (Attachment 7.2.2) be received.

CARRIED 7/0

7.2.3. NEWTRAVEL General Meeting – 31 October 2023

Minutes of the NEWTRAVEL General Meeting held on Thursday 31 October 2023 (Attachment 7.2.3).

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the NEWTRAVEL General Meeting held on Thursday 31 October 2023 (Attachment 7.2.3) be received.

CARRIED 7/0

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Shire President Cr Garner welcomed the new Councillors and made comment on their enthusiasm and willingness to learn.

Cr Garner congratulated Cr Stratford for her well received speech at the WALGA New Councillor Seminar.

Cr Garner reflected on Retired Councillors Quentin Davies, Stephen Gamble and Emma Holdsworth and the lengthy terms they served.

Cr Garner wished CEO Peter Klein all the best and a smooth transition into his new position as CEO with the Shire of Katanning.

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Item 14.1 Temporary CEO Contract

10.REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – OCTOBER 2023

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	07 November 2023
Reporting Officer:	Parul Begum
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1 – Accounts for Payment – October 2023

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 payment listing for October 2023 is presented to Council for endorsement.

Bank Account	Payment Type	Last Number	First Number in the report
Municipal and Trust	EFT	EFT 3114	EFT 3068
DD	DD	DD 2883.11	DD 2863.1

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 2023/2024 Annual Budget.

COMMUNITY and 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	<ul style="list-style-type: none"> Ensuring a well-informed Council makes good decisions for the community
		10.2	<ul style="list-style-type: none"> Ensuring sound financial management and plans for the Shire’s long-term financial sustainability
		10.3	<ul style="list-style-type: none"> High quality corporate governance, accountability and compliance
		10.4	<ul style="list-style-type: none"> Maintaining Integrated Strategic and Operational plans

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(130/2023) Moved: Cr Petchell

Seconded: Cr Lawson Kerr

That Council endorse the total payments for the month of October 2023 being \$203,844.70 which comprised of:

- 1. Electronic Funds Transfer (EFT) payments from the Municipal Fund totalling \$161,252.66;***
- 2. Direct Debit (DD) payments from the Municipal Fund totalling \$42,592.04.***

CARRIED 7/0

10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARD – SEPTEMBER 2023

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	07 November 2023
Reporting Officer:	Parul Begum, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	File Ref: 12.10.02
Attachment Reference:	Attachment 10.1.2 – Credit Card – September 2023

BACKGROUND

Council governance procedures require 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 the 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 FY22/23 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

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"> Ensuring a well-informed Council makes good decisions for the community
		10.2	<ul style="list-style-type: none"> Ensuring sound financial management and plans for the Shire’s long-term financial sustainability
		10.3	<ul style="list-style-type: none"> High-quality corporate governance, accountability, and compliance
		10.4	<ul style="list-style-type: none"> Maintaining Integrated Strategic and Operational plans.

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(131/2023) Moved: Cr Stratford *Seconded: Cr Loton*
That Council endorses credit card payments for the period 29 August 2023 to 28 September 2023 totalling \$4,396.54 (refer to attachment 10.1.2).

CARRIED 7/0

10.1.3. MONTHLY FINANCIAL REPORT – OCTOBER 2023

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 November 2023
Reporting Officer:	Claire Trenorden, Manager of Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	25.08
Attachment Reference:	Attachment 10.1.3 – Monthly Financial Report October 2023

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 of 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 all relate to the Statements of Financial Activity.

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

Total Cash Available as at 31 October 2023 is \$6,100,875;

- cash available is made up of unrestricted cash \$2,870,569 (47.05%) and
- restricted cash \$3,230,306 (52.95%).

Rates Debtors balance as at 31 October 2023 is \$320,449 and Rates Notices for 2022-23 were issued in July 2023. Rates collected as at end of October 2023 was \$1,193,927 - 79%.

October 2023: Operating Revenue – Operating revenue of \$1,807,559 is made up of Rates - 80%, Grants - 10%, Fees and Charges - 10%, Interest earnings – 0% and other – 0%.

Operating Expenses – Operating expenses of \$1,229,501 is made of Employee Costs – 38%, Materials and Contracts – 45%, Depreciation – 0%, Insurance – 14% and Utility – 3% and Other Charges – 0%.

COMMUNITY AND 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"> Ensuring a well-informed Council makes good decisions for the community
		10.2	<ul style="list-style-type: none"> Ensuring sound financial management and plans for the Shire’s long-term financial sustainability
		10.3	<ul style="list-style-type: none"> High quality corporate governance, accountability and compliance
		10.4	<ul style="list-style-type: none"> Maintaining Integrated Strategic and Operational plans.

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(132/2023) Moved: Cr Begley

Seconded: Cr Petchell

That Council accepts the Statements of Financial Activity for the month ending 31 October 2023 (refer attachment 10.1.3).

CARRIED 7/0

10.2. GOVERNANCE AND COMPLIANCE

10.2.1. CHIEF EXECUTIVE OFFICER'S REPORT – OCTOBER / NOVEMBER 2023

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 November 2023
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 scheduled to attended the following substantial meetings and events to progress community and Council's interests;

- NEWROC Council meeting, Mukinbudin
- NEWROC re Place Based Capital Program
- Paul Godfrey – Town & Country Asbestos Removal
- Josh Kirk, Greenfields Consulting re airport resurfacing
- Stephanie Brown – re family day care services
- Shauna Wells - re family day care services
- Craig Cooper re aged care services
- Nathan Gough – contract Building Inspector re 13 Piesse St
- Adam Watts – McLeods Lawyers re unpaid rates
- Doug Reynolds – Ampol re demolition of fuel depot
- Dr Emmanuel Awogun, Jannah Stratford, Cr Garner & Quentin Davies re GP service

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 direct financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

The CEO's activity promotes the Strategic Community Plan objectives, particularly those outlined in Goal 10 which calls on transparent, accountable and effective governance.

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

Goal No.	Action No.	Actions
10 Transparent, accountable and effective governance	10.1	Ensuring a well-informed Council makes good decisions for the community
	10.4	Maintaining Integrated Strategic and Operational plans
12 Form strategic partnerships and advocate for the community	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

(133/2023) Moved: Cr Petchell

Seconded: Cr Dickson

That Council accepts the Chief Executive Officer's report.

CARRIED 7/0

10.2.2. CHIEF EXECUTIVE OFFICER RECRUITMENT

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 November 2023
Reporting Officer:	Peter Klein, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 10.2.2 – CEO Recruitment Terms of Reference

DISCUSSION

The Shire of Wyalkatchem has adopted the model standards, endorsed by Government, for the recruitment, selection, performance management and termination of a local government CEO.

The Shire of Wyalkatchem’s CEO has resigned and will complete his notice period on 1 December 2023. Council is therefore required to undertake a recruitment process and this process is required to comply with the adopted model standards.

The *Local Government Act 1995* (the Act) provides the Council with the authority to form a committee that involves an independent person (s5.8 & s5.9(2)(d)) and *s5.17(1)(c) enables the Council to delegate any of its powers or duties that are necessary or convenient for the proper management of an event, such as the selection of a CEO.*

STATUTORY ENVIRONMENT

The *Local Government Act (1995)*, as referenced above provides the Council with the authority necessary to for the Committee and to delegate its responsibilities.

POLICY IMPLICATIONS

The draft Terms of Reference draw on the model standards, for the recruitment of a CEO that have been adopted by Council.

FINANCIAL IMPLICATIONS

CEO recruitment expenses are unbudgeted and will need to be addressed during the mid-year budget review.

COMMUNITY & STRATEGIC OBJECTIVES

This initiative promotes the following Strategic Community Plan objectives;

Goal No.	Action No.	Actions
10 – transparent accountable & effective governance	10.1	A well-informed Council makes decisions that benefit the community.

VOTING REQUIREMENT

Simple Majority

1. OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(134/2023) Moved: Cr Loton

Seconded: Cr Lawson Kerr

That Council approves the attached Terms of Reference for the CEO Selection Committee.

CARRIED 7/0

VOTING REQUIREMENT

Absolute Majority

2. OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(135/2023) Moved: Cr Petchell

Seconded: Cr Begley

- 1. That Council approves the establishment of a CEO Selection Committee, notes that standing orders will apply to the conduct of Committee meetings and appoints all Elected Members onto this Committee.***

- 2. That Council delegate the following responsibilities to the CEO Selection Committee;***
 - a) Appointment of a professional recruitment consultant;***
 - b) Recruitment of an independent member to the committee;***
 - c) Approval of the position description, selection criteria & remuneration package;***
 - d) Establishment of contract terms for appointment of the CEO;***
 - e) Conducting and reporting on interviews and for overseeing agreed due diligence processes;***
 - f) Responsibility for recommending to Council the appointment of their preferred candidate and the terms and conditions of their appointment.***
 - g) The Committee may recommend to Council that no candidate be appointed and if so, the position will be readvertised and the processes repeated.***

CARRIED 7/0

10.2.3. REGIONAL LANDFILL

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 November 2023
Reporting Officer:	Peter Klein, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 10.2.3 – Draft Letter of Council Endorsement

DISCUSSION

The North Eastern Wheatbelt Regional Organisation of Councils (the NEWROC) previously engaged ASK Waste Management (ASK) to assess their current facilities and regional situation and develop achievable concepts and strategies to improve waste management across the region.

Within the NEWROC region, there are nine operating landfills and while each of them is registered, only Dowerin’s landfill is gated and manned.

Common challenges seen at these facilities include;

- commercial waste being dumped (sometimes illegally), non-residents depositing waste at the sites, and maintaining site compliance.
- The uncontrolled disposal of waste at all the NEWROC sites also means that there are no gate fees being recovered.
- Currently residential rates are subsidising commercial waste disposal from businesses, organisations and State departments located in the region.
- Without any monitoring, there is also no way to collect data or be sure of exactly what kinds of waste are being deposited.
- Potential environmental risks of unmonitored landfills include air pollution, groundwater contamination and public health issues, for example contact with hazardous substances or disease spread through live-in rodents and other animal vectors.
- It is also possible that waste generated in Shires close to the NEWROC are transported to the NEWROC landfills to avoid paying gate fees elsewhere.

As per DWER policy and in alignment with the NEWROC objective to solve problems as a collective, NEWROC has been exploring scenarios to aggregate landfills to create a regional solution that results in less but larger and more efficiently run landfills.

Progress in recent times has been hampered by competing priorities, our inability to agree on a regional landfill site and funding constraints.

This matter was discussed during the recent NEWROC meeting in Bencubbin and it was resolved to explore making a funding application to the Federal Government’s recently released Regional Precincts and Partnership Program. This project appears to meet the Program’s objectives which are to;

- facilitate place-based approaches to planning, characterised by collaborative partnerships,
- engaging in shared design, stewardship and accountability of planned outcomes,

- provide targeted benefits related to productivity, equity and resilience for the people of regional, rural or remote Australia,
- support community priorities for rural or remote centres and areas, and
- reflect the Government’s approach to regional investment as outlined under the Regional Investment Framework.

To be successful the submission to the funds needs to be endorsed by each of NEWROC’s member councils.

It is intended that the preparation of a funding application submission be approved during NEWROC’s next scheduled meeting on 28 November 2023.

STATUTORY ENVIRONMENT

DWER are the custodians of standards for the management of landfills in WA. A regional landfill will reduce the Council’s risk of failing a landfill compliance test.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

No matching contribution from applicants is necessary under the *Federal Government’s Regional Precincts and Partnership Program*.

COMMUNITY & STRATEGIC OBJECTIVES

This initiative promotes the following Strategic Community Plan objectives;

Goal No.	Action No.	Actions
Goal 9. Sustainable management of resources.	3.1.1.5	Providing effective & efficient waste management services; and Maintain built assets in a manner consistent with asset service expectations

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(136/2023) Moved: Cr Stratford

Seconded: Cr Dickson

That Council endorse an application by NEWROC to the Federal Government’s Regional Precincts and Partnership Program to;

- a) Investigate and determine a preferred regional landfill site;*
- b) Deliver a masterplan for the preferred site;*
- c) Undertake studies and obtain approval from relevant authorities for site operation as a landfill;*

- d) Design & cost transfer stations for each participating NEWROC shire;**
- e) Develop a detailed business case to underpin individual council decisions regarding their future commitments to this project and to support future grant applications for physical project delivery.**
- f) Design & implement a consultation and communications plan to satisfy the information needs of both community & potential funding partners.**

CARRIED 7/0

10.2.4. NEWTRAVEL – ADDITIONAL FUNDING SUPPORT

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 November 2023
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 10.2.4.1 – NEWTRAVEL Events Support Proposal Attachment 10.2.4.2 – 2023-2024 NEWTRAVEL Marketing

BACKGROUND

NEWTRAVEL has been working diligently to bring positive tourism initiatives and marketing of our region through various projects and activities. In May of this year, NEWTRAVEL shared financial commitments and plans for the 2023-2024 financial year with your Council.

COMMENT

NEWTRAVEL is pleased to inform you of the outcomes of the recent Annual General Meeting, during which the 2023-2024 Council Membership Fees and Financial Contributions were finalised and will remain the same as previously projected - the total Council contribution for the year would be \$7,900.00 (attachment 10.2.4.2)

NEWTRAVEL has secured external grant funding for an Events Support Project, an exciting endeavour that will greatly benefit our communities and events tourism in the region. The grant amounts to \$69,200.00, which is undoubtedly good news, however, it falls short by \$20,000 in comparison to the initial application to ensure the successful execution of this project.

Over the past few months, NEWTRAVEL has been exploring alternative avenues to bridge this financial gap. In the attached project proposal (attachment 10.2.4.1) you will find the comprehensive plan.

NEWTRAVEL kindly requests additional financial assistance from member Councils to cover the travel costs outlined in the project budget over the course of the 18-month project. This commitment would require each Council to allocate a total of \$1,175.00 to support NEWTRAVEL in achieving the project's goals by June 30, 2025.

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

By entering into the agreement, the Shire will be committing to a two-year contribution of \$1,175.00.

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: Transparent, accountable and effective governance and community and customer service focus

Outcome	Action No.	Actions
High quality corporate governance, accountability & compliance.	4.1.1.3	Workplace safety is proactively managed and demonstrates our care for each other & community
Community is engaged in the direction & decisions of Council.	4.2	Effective communication & engagement with the community, including local groups and organisations

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(137/2023) Moved: Cr Begley

Seconded: Cr Loton

That Council agree to support the NEWTRAVEL Events Support Proposal (see attachment 10.2.4.1 at an additional financial contribution of:

- 1) 2023-2024: \$470.00 per NEWTRAVEL Member Council*
- 2) 2024-2025: \$705.00 per NEWTRAVEL Member Council*

CARRIED 7/0

10.2.5. APPOINTMENT OF MEMBERS TO COUNCIL COMMITTEES

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 November 2023
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 10.2.5 – ARC Terms of Reference

BACKGROUND

Following the Local Government Election, Council is required to appoint elected members to committees.

In accordance with sections 5.8, 5.9 and 5.10 of the *Local Government Act 1995* Council has formally established just one committee, the Audit and Risk Management Committee (ARC). The terms of reference for this committee are attached.

The tenure of members of Council Committees expired on the date of the Local Government Election.

Under the Committee’s terms of reference, membership must comprise at least three members and the majority of them are to be Councillors. It is expected that legislative changes will be made in 2024 which will require an independent member to be appointed to this committee.

Previously, Council has appointed all elected members to the Audit and Risk Management Committee and it is recommended that this practice continue.

Purpose:	The objective of the ARC is to oversee the annual external audit and liaise with the Shire’s auditor on their findings.
Meeting Frequency:	Quarterly
Next Meeting:	21 December 2023
Current Meeting Day:	Thursday
Current Representatives:	All Elected Members

STATUTORY ENVIRONMENT

- *Local Government Act 1995, Part 5 Administration, Division 2 Council meetings, committees and their meetings and electors’ meetings.*
- *Emergency Management Act 2005 Section 38 – Local Emergency Management Committees.*

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.

Goal: Transparent, accountable and effective governance and Form strategic partnerships and advocate for the Community.

Goal No.	Action No.	Actions
10 Transparent, accountable and effective governance	10.1	Ensuring a well-informed Council makes good decisions for the community
	10.4	Maintaining Integrated Strategic and Operational plans
12 Form strategic partnerships and advocate for the community	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

Absolute Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(138/2023) Moved: Cr Petchell

Seconded: Cr Stratford

That Council appoints all elected members to the Audit and Risk Management Committee.

CARRIED 7/0

10.2.6. APPOINTMENT OF MEMBERS TO ADVISORY COMMITTEES

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 November 2023
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 10.2.6 – LEMC Terms of Reference

BACKGROUND

Following the Ordinary Council Election Council is required to appoint elected members and where appropriate its staff to committees.

Council has established the Local Emergency Management Committee as an advisory committee.

COMMENT

Local Emergency Management Committee (LEMC):

Purpose	This committee is made up of Hazard Management Agencies (HMA’s), operational and combat agencies. While LEMC is a non-operational committee, if requested by the HMA members may become an Incident Support Group (ISG) to assist in an incident. This Committee is also to assist in the development of the local government’s emergency plans and procedures
Meeting Frequency	Minimum of twice/ year.
Next Meeting	6 March 2024
Current Meeting Day	Wednesday
Current Council Representatives:	Shire President Chief Executive Officer Governance and Emergency Officer
Term of Reference	As attached
Officers Comment	Term of reference developed 2021 – to revisit and update at the next meeting.

STATUTORY ENVIRONMENT

- *Local Government Act 1995, Part 5 Administration, Division 2 Council meetings, committees and their meetings and electors’ meetings.*
- *Emergency Management Act 2005 Section 38 – Local Emergency Management Committees.*

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.

Goal: Transparent, accountable and effective governance and Form strategic partnerships and advocate for the Community.

Goal No.	Action No.	Actions
10 Transparent, accountable and effective governance	10.1	Ensuring a well-informed Council makes good decisions for the community
	10.4	Maintaining Integrated Strategic and Operational plans
12 Form strategic partnerships and advocate for the community	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

Absolute Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(139/2023) Moved: Cr Petchell

Seconded: Cr Loton

That Council:

- 1. Appoints the following elected members to the Local Emergency Management Committee (LEMC);**
 - *Shire President*

- 2. Appoint the following Shire employees to the LEMC;**
 - *Chief Executive Officer*
 - *Manager of Works*
 - *Governance Executive Officer*

- 3. Appoint representatives from emergency and community organisations as per the Terms of Reference, attachment 10.2.5**

CARRIED 7/0

10.2.7. DELEGATES TO EXTERNAL COMMITTEES

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 November 2023
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(140/2023) Moved: Cr Stratford

Seconded: Cr Lawson Kerr

That Council appoint the following delegates:

- **Northam District Operational Advisory Committee.**
 - *Delegate 1: Chief Bush Fire Control Officer (primary)*
 - *Delegate 2: Fire Control Officer (primary)*
 - *Delegate 3 (Proxy): Cr Begley(alternate)*
 - *Delegate 4 (Proxy): Chief Executive Officer (alternate)*
- **Pioneers Pathway Advisory Committee**
 - *Delegate 1: Cr Lawson Kerr*
 - *Delegate 2 (Proxy): Governance Executive Officer*
- **NEWTravel**
 - *Delegate 1: Cr Petchell*
 - *Delegate 2 (Proxy): Governance Executive Officer*
- **Development Assessment Panel**
 - *Delegate 1: Shire President (primary)*
 - *Delegate 2: Cr Loton (primary)*
 - *Delegate 3 (Proxy): Cr Petchell (alternate)*
 - *Delegate 4 (Proxy): Cr Dickson (alternate)*

CARRIED 7/0

SUMMARY

To appoint Council delegates to external committees to which the Shire of Wyalkatchem has voting rights.

BACKGROUND

The Shire of Wyalkatchem is a member at a number of external groups and organisations. These external groups and organisations provide a regional collaborative approach to the objectives of the individual groups.

These committees are independent of Council.

The following are details of external committees on which the Shire of Wyalkatchem participates. The Council is required to appoint delegates, with voting rights, to these committees.

Committee Name:	Northam District Operational Advisory Committee. Previously known as: Great Eastern District Operations Advisory Committee (DOAC)
Purpose:	To represent and protect the interests of the Local Governments, Volunteer Advisory Bush Fire Brigade Committees and Volunteers within those Local Governments. As a representative committee, provide advice, direction and develop recommendations for fire management in the functional areas of Equipment, Training, Prevention, and Operational Preparation and Response.
Meeting Frequency:	At least two (2) meetings per year
Next Meeting:	To be confirmed
Current Meeting Day:	Non allocated
Meeting Location:	Generally, Northam.
Current Council Representatives:	Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer Chief Executive Officer
Comments	The committees' term of reference states the following; The Chief Bush Fire Control Officer or Fire Control Officer and Shire CEO or delegate from each Local Government shall have voting rights.

Committee Name:	Pioneers Pathway Advisory Committee
Purpose:	Comprising of six local government authorities working collaboratively developing tourism in the region by promoting a self-drive trail from Perth reminiscing the path of Pioneers' during the gold rush in eastern goldfields.
Meeting Frequency:	Quarterly
Next Meeting:	December 2023 - Online
Current Meeting Day:	Thursday
Meeting Location:	Various locations rotated between Members Council.
Current Council Representatives:	Governance Executive Officer and Community Development Officer

Committee Name:	NEWTRAVEL
Purpose:	To market and promote the Wheatbelt Way self-drive route and the tourism assets in the NEWTRAVEL area.
Meeting Frequency:	Quarterly
Next Meeting:	February 2023
Current Meeting Day:	Thursday
Meeting Location:	Various locations rotated between Members Council.
Current Council Representatives:	Cr Petchell Governance Executive Officer (proxy with voting rights)

Committee Name:	Development Assessment Panel
Purpose:	Council is required to nominated two primary and two alternate members to its Local Development Assessment Panel, however the likelihood of it meeting is remote (considers applications over \$2M).
Meeting Frequency:	N/A
Next Meeting:	N/A
Current Meeting Day:	N/A
Meeting Location:	Wyalkatchem
Current Council Representatives:	Nil

COMMENT

Council is requested to consider the role of its Councillors as delegate’s external committees. Councillors need to be aware of the time commitment that can occur with attendance at meetings. Only appointed delegates have voting rights to these external committees, other members may attend as an observer only.

STATUTORY ENVIRONMENT

Local Government Act 1995

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.

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

Goal No.	Action No.	Actions
10 Transparent, accountable and effective governance	10.1	Ensuring a well-informed Council makes good decisions for the community
	10.4	Maintaining Integrated Strategic and Operational plans
12 Form strategic partnerships and advocate for the community	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

Absolute Majority

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(140/2023) Moved: Cr Stratford

Seconded: Cr Lawson Kerr

That Council appoint the following delegates:

- **Northam District Operational Advisory Committee.**
 - ***Delegate 1: Chief Bush Fire Control Officer (primary)***
 - ***Delegate 2: Fire Control Officer (primary)***
 - ***Delegate 3 (Proxy): Cr Begley(alternate)***
 - ***Delegate 4 (Proxy): Chief Executive Officer (alternate)***

- **Pioneers Pathway Advisory Committee**
 - ***Delegate 1: Cr Lawson Kerr***
 - ***Delegate 2 (Proxy): Governance Executive Officer***

- **NEWTravel**
 - ***Delegate 1: Cr Petchell***
 - ***Delegate 2 (Proxy): Governance Executive Officer***

- **Development Assessment Panel**
 - ***Delegate 1: Shire President (primary)***
 - ***Delegate 2: Cr Loton (primary)***
 - ***Delegate 3 (Proxy): Cr Petchell (alternate)***
 - ***Delegate 4 (Proxy): Cr Dickson (alternate)***

CARRIED 7/0

10.2.8. REPRESENTATIVES TO COMMUNITY BASED COMMITTEES OR GROUPS

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 October 2023
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

SUMMARY

To appoint Council representatives to various community-based committees and groups.

BACKGROUND

Community based committees are an important part of the social structure of the wider community and give residents and ratepayers a voice in `their` community. Council representation on these committees demonstrates Council interest and allows for feedback to Council of community concerns and ideas.

In the past Council has had representation to the community committees and groups: Council representatives are not appointed as a delegate. Voting rights will be determined by the individual group or committee. The intent of attending these meetings is to act as a liaison between the community and the Shire.

COMMENT

The following is a list of community groups and previous representation

Organisation / Group	Representative
CBH Museum	Agenda and minutes only – Council representative to attend if required. Primary - Cr Owen Garner Secondary – Cr Holdsworth
Friends of the Cemetery	Nil
RSL	Primary - Cr Gamble Secondary - Cr Garner
Wheatbelt Agcare	Primary – Cr Stratford Secondary – Vacant
Local Health Advisory Group	Primary – Cr Stratford Secondary – Cr Garner
Senior Citizen Homes Trust	Delegate 1 – Shire President Secondary – Cr Stratford

Previously the Senior Citizen Home Trust constitution included a Shire representative as a committee member. It is understood that the new constitution excludes this requirement.

STATUTORY ENVIRONMENT

Local Government Act 1995

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

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

Goal No.	Action No.	Actions
10 Transparent, accountable and effective governance	10.1	Ensuring a well-informed Council makes good decisions for the community
	10.4	Maintaining Integrated Strategic and Operational plans

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(141/2023) Moved: Cr Dickson

Seconded: Cr Petchell

That Council makes the following appointments to community committees or groups.

- **CBH Museum**
 - *Cr Garner*
 - *Cr Begley*

- **Friends of the Cemetery**
 - *Manager of Works*
 - *Works Administration Officer*

- **RSL**
 - *Cr Petchell*
 - *Cr Garner*

- **Wheatbelt Agcare**
 - *Cr Stratford*
 - *Cr Dickson*

- **Local Health Advisory Group**
 - *Cr Stratford*
 - *Cr Loton*

- **Senior Citizen Home Trust**
 - *Cr Garner*
 - *Cr Stratford*

CARRIED 7/0

10.3. WORKS AND SERVICES

10.3.1. MANAGER OF WORKS OFFICER'S REPORT OCTOBER / NOVEMBER 2023

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	11 October 2023
Reporting Officer:	Terry Delane, Manager of Works
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

BACKGROUND

To inform Council of the activities of the works and services team during the period prior to the 9 November 2023.

COMMENT

BLACK SPOT PROJECTS

- A meeting has been requested with Gren Putland, Project Manager from MRWA for the next week or so to discuss operations strategy and Shire involvement in the project.

ROAD MAINTENANCE PROGRAM

- Sheeting is in progress on Benjaberring - Hindmarsh Rd.
- Gravel production completed on Ewen Dickson's and Graham Dickson's properties.
- Yorkrakine West Rd floodway works are scheduled for the week of 12th Nov.
- Short term look-ahead is to sheet sections of Tilbrook, Hammond Rd and Bookham Rd.

ROADS: REGIONAL ROAD GROUP

- RRG meeting 14th November. (Zoom)
- Culvert works have been completed Wylie North Rd on both Stage 1 and Stage 2.
- Cunderdin Rd is in poor condition and I will be discussing options with RRG.

ROAD 2 RECOVERY

- Some sheeting works and culvert / floodway upgrades are being funded by R2R. (Claire is collating)
- Cemetery Road options to be tabled.

PARKS & GARDENS - TOWN SERVICES

Ashelford Park

- Concrete works completed.
- Gazebo screens delayed.
- Ken fitting seating next week.
- Next stages are to install reticulation and soil products.
- Greenstock planting to be postponed to March 2024.

New Footpath

- The proposed footpath from the Hotel corner to the Town Hall is being revisited.
- Level problems with services may make concrete boxing out too risky, so an asphalt path is being priced.

Recreation Reserve

- Oval is looking good after the renovations.
- Cricket wicket preparation for the last game was done under Jen's supervision with outstanding results.
- West Yorkie Cricket Club investigating the cost of erecting a Club sign on outer side.
- I suggest removing the Dowerin / Wylie sign from the scoreboard. Replacement to be discussed.

Cemetery

- Maintenance on going with the Work Camp assisting when resources permit.
- Gabion seats being trialled this week. Thanks to Cardiff Pastoral for donating the rocks.

Swimming Pool

- Reticulation rewired.
- Mower repaired.
- Pump room roof fascia repaired.
- Now open.

Buildings

- Asbestos fence replacement program started (Wilson St).
- Modifications to the Town Hall in progress in preparation for the Aladdin and Arts event.

WYLIE WATERPROOFING - NATIONAL GRID CONNECTION PROJECT

- Pricing request from Dept of Water for clearing the catchment for the Railway Dam.

AIRSTRIP RESEALING

- Project completed.
- Maintenance rolling scheduled monthly.
- RFDS Operations have now marked the cross strip as available for use.

RUBBISH TIP

- Weekly push ups continue.
- Interim design completed.
- Unauthorised asbestos dumping investigated with no result.
- Authorised contractor has removed visible asbestos to the designated area.
- Remnant asbestos amongst building rubble to be relocated to the pit and backfilled ASAP.
- Demolition waste has been received from the Ampol depot.
- Concrete tank footings have been repurposed as armour rock for Shire roadworks.

HUMAN RESOURCES

- All staff present at work apart from those on Annual Leave.

OH&S

- Compliance testing and tagging done by LGIS.
- Next toolbox meeting scheduled for Friday 17th November.

10.4. PLANNING AND BUILDING

Planning approvals issued as per council resolutions.

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

**13.1. DELEGATES TO EXTERNAL COMMITTEES
WHEATBELT REGIONAL ROAD GROUP NORTH**

COMMENT

Council is requested to consider the role of its Councillors as delegate’s external committees. Councillors need to be aware of the time commitment that can occur with attendance at meetings. Only appointed delegates have voting rights to these external committees, other members may attend as an observer only.

It was advised that the Wheatbelt Regional Road Group North has the option to delegate a proxy vote.

STATUTORY ENVIRONMENT

Local Government Act 1995

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: A well-managed and effective Council organisation

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

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(143/2023) Moved: Cr Loton

Seconded: Cr Petchell

That Cr Garner be appointed as proxy to the Wheatbelt Regional Road Group North.

CARRIED 7/0

14. MATTERS BEHIND CLOSED DOORS

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(144/2023) Moved: Cr Stratford

Seconded: Cr Petchell

That Council moves behind closed doors in accordance with Section 5.23 (2)(b), (c) and (e)(iii) of the Local Government Act 1995 which states, that a Council may move its meeting behind closed doors;

- b) to deal with matters that relate to the personal affairs of a person;*
- c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
- e) (1) information that has a commercial value to a person; or
(11) to deal with a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person.*

CARRIED 7/0

14.1. TEMPORARY CEO CONTRACT - CONFIDENTIAL

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 October 2023
Reporting Officer:	Peter Klein, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 14.1 – Draft Contract Nov’23 – Confidential

DISCUSSION

The Council has formally resolved to employ Stephen Tindale as Acting CEO until the recruitment process for a new CEO is complete and the successful candidate arrives in Wyalkatchem to take up their appointment.

Stephen is an experienced local government CEO. He was CEO with the City of Subiaco between 2008 and 2015, Town of Cottesloe from 2002 to 2008 and for the Town of Narrogin from 1993 to 2002.

In the period immediately prior to the arrival of Peter Klein, Stephen was the Acting CEO for the Shire of Wyalkatchem and his contribution during this period was very well regarded.

The attached contract is based on the Model CEO Contract of Employment which, has been endorsed by WALGA.

STATUTORY ENVIRONMENT

The *Local Government Act (1995)*, s5.39C deals with the temporary employment of a CEO and requires a Council to prepare and adopt a policy setting out the process to be followed by the local government in relation to the appointment of a CEO for a period that must not exceed one year.

POLICY IMPLICATIONS

Council’s policy 5.17, deals with the appointment of an Acting Chief Executive Officer

FINANCIAL IMPLICATIONS

CEO's salary expenses are budgeted items and the Acting CEO has agreed to be employed on the same terms and conditions.

COMMUNITY & STRATEGIC OBJECTIVES

This initiative promotes the following Strategic Community Plan objectives;

Goal No.	Action No.	Actions
10 – transparent accountable & effective governance	10.1	A well-informed Council makes decisions that benefit the community.

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(145/2023) Moved: Cr Petchell

Seconded: Cr Lawson Kerr

That Council approves the attached draft contract of employment for the engagement of Stephen Tindale as Acting CEO for the period up until a new fixed-term CEO takes up office.

CARRIED 7/0

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(146/2023) Moved: Cr Loton

Seconded: Cr Stratford

That Council move out from behind doors.

CARRIED 7/0

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

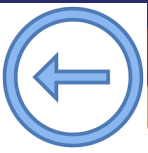
The Information Bulletin will now be provided as a separate document prior to the deadline for Agenda Items.

The Bulletin will contain the Status Report, Optional Councillor updates and other relevant information, hence Councillor Reports/ Updates have been removed from this meetings discussion.

16. CLOSURE OF THE MEETING

There being no other business to attend to, Shire President Cr Garner closed the meeting at 7.37pm.





North Eastern Wheatbelt Regional Organisation of Councils

Dowerin | Koorda | Mt Marshall | Mukinbudin | Nungarin | Trayning | Wyalkatchem

Council Meeting

Monday 4 December 2023

Shire of Nungarin
Recreation Centre

MINUTES

4pm Meeting
5pm End of Year Drinks

www.newroc.com.au

@northeast_roc

E caroline@newroc.com.au

ANNUAL CALENDAR OF ACTIVITIES

MONTH	ACTIVITY	MEETING
January		Executive
February	<ul style="list-style-type: none"> 👉 Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year) 👉 Council reviews NEWROC project priorities / strategic plan 	Council
March	<ul style="list-style-type: none"> 👉 WDC attendance to respond to NEWROC project priorities 👉 Submit priority projects to WDC, Regional Development and WA Planning 	Executive
April	👉 NEWROC Budget Preparation	Council
May	<ul style="list-style-type: none"> 👉 NEWROC Draft Budget Presented 👉 NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2027) 👉 Local Government Week agenda to be discussed at Executive meeting to determine if EA should attend 	Executive
June	👉 NEWROC Budget Adopted	Council
July		Executive
August	<ul style="list-style-type: none"> 👉 Information for Councillors pre-election 👉 NEWROC Audit 	Council
September		Executive
October	<ul style="list-style-type: none"> 👉 NEWROC CEO and President Handover (every 2yrs) 👉 NEWROC Dinner 	Council
November	<ul style="list-style-type: none"> 👉 NEWROC Induction of new Council representatives (every other year) 👉 Review NEWROC MoU (every other year) 	Executive
December	👉 NEWROC Christmas / End of Year Drinks	Council

ONGOING ACTIVITIES

Compliance

Media Releases

NEWROC Rotation

Shire of Mt Marshall

Shire of Nungarin

Shire of Wyalkatchem

Shire of Koorda

Shire of Mukinbudin

Shire of Trayning (Oct 2023 – Oct 2025)

Shire of Dowerin

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NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes for the Council Meeting held at the Nungarin Recreation Centre, commencing at 4.05pm on 4 December 2023.

MINUTES

1. OPENING AND ANNOUNCEMENTS

Cr Brown, NEWROC Chair welcomed everyone and opened the meeting at 4.05pm.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1. Attendance

Cr Melanie Brown	President, Shire of Trayning, NEWROC Chair
Cr Gary Shadbolt	President, Shire of Mukinbudin
Cr Pippa De Lacy	President, Shire of Nungarin
Cr Tony Sachse	President, Shire of Mt Marshall
Cr Robert Trepp	President, Shire of Dowerin
Cr Owen Garner	President, Shire of Wyalkatchem
Leanne Parola	CEO NEWROC, Shire of Trayning
Dirk Sellenger	CEO Shire of Mukinbudin
Lana Foote	A/CEO Shire of Koorda
Ben McKay	CEO, Shire of Mt Marshall
Ric Halse	CEO, Shire of Nungarin
Stephen Tindale	A/CEO, Shire of Wyalkatchem

NEWROC Officer

Caroline Robinson Executive Officer, NEWROC

2.2. Apologies

Cr Jannah Stratford	President, Shire of Koorda
David Singe	CEO, Shire of Dowerin

2.3. Guests

Cr Mischa Stratford	Shire of Wyalkatchem
Cr Chris Logan	Shire of Wyalkatchem
Cr Rod Lawson Kerr	Shire of Wyalkatchem
Quentin Davies	Entered at 4.50pm

2.4. Leave of Absence Approvals / Approved

Nil

3. Declarations of Interest and Delegations Register

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
----------------------------	-----------	--------------	----------

NEWROC Council Meeting 4 December 2023 - Minutes

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 Trayning)	Council	CEO	Council Dec 2017
NEWROC Website	CEO	NEWROC EO	Council June 2017

4. Presentations

Nil

5. MINUTES OF MEETINGS

RESOLUTION

That the Minutes of the Council Meeting held on 31 October 2023 be received as a true and correct record of proceedings (amend hours to honours).

Move Cr De Lacy

Seconded Cr Garner

CARRIED 6/0

5.1. Business Arising

Nil

6. FINANCIAL MATTERS

6.1. Income, Expenditure and Profit and Loss

FILE REFERENCE:	42-2 Finance Audit and Compliance
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	1 December 2023
ATTACHMENT NUMBER:	#1P and L
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

Account transactions from 1 October – 31 October 2023

Date	Description	Reference	Credit	Debit	Running Balance
BB NEWROC Funds-5557					
Opening Balance			221,453.00	0.00	221,453.00
01 Oct 2023	Bendigo Bank		0.00	1.20	221,451.80
02 Oct 2023	Xero Australia	XERO	0.00	61.75	221,390.05
03 Oct 2023	Payment: Alyce Ventris	2058	0.00	5,902.38	215,487.67
03 Oct 2023	Payment: Alyce Ventris	2056	0.00	5,902.38	209,585.29
03 Oct 2023	Payment: 150Square	INV-0247	0.00	3,970.63	205,614.66
Total BB NEWROC Funds-5557			0.00	15,838.34	205,614.66
Closing Balance			205,614.66	0.00	205,614.66
Total			0.00	15,838.34	(15,838.34)

Balance Sheet

North Eastern Wheatbelt Regional Organisation of Councils
As at 31 October 2023

31 OCT 2023

Assets

Bank

BB NEWROC Funds-5557	205,614.66
BB Term Deposit Account-1388	299,025.69
Total Bank	504,640.35

Total Assets 504,640.35

Liabilities

Current Liabilities

GST	4,977.13
Rounding	0.05
Total Current Liabilities	4,977.18

Total Liabilities 4,977.18

Net Assets 499,663.17

Equity

Current Year Earnings	30,061.47
Retained Earnings	469,601.70
Total Equity	499,663.17

RESOLUTION

That the income and expenditure from 1 October 2023 – 31 October 2023, P and L and balance sheet be received.

Moved Cr Shadbolt

Seconded Cr Garner

CARRIED 6/0

Discussion:

- Town Team Movement overcharged on invoice (rectified in November accounts)

7. MATTERS FOR DECISION

7.1. NEWROC MOU

FILE REFERENCE:	041-4 Memorandum of Understanding
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	1 December 2023
ATTACHMENT NUMBER:	#2 NEWROC MoU 2023- 2025
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

The NEWROC MoU expired on June 30 2023. The presentation and re-signing of the MoU was an oversight of the Executive Officer.

An MoU is presented for signing. No changes have been made to the previous version. A significant review of the MoU was completed in 2020.

RESOLUTION

Members adopt, sign and issue their common seal on the NEWROC Memorandum of Understanding 2023 – 2025.

Moved Cr Trepp

Seconded Cr Sachse

CARRIED 6/0

Discussion:

- David Singe sent through some minor amendments and these will be made, MoU to be sent out

7.2. WASTE MANAGEMENT

FILE REFERENCE: 103-1 Waste Management
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 1 December 2023
ATTACHMENT NUMBER:
CONSULTATION:
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

COMMENT

At the last NEWROC Council meeting the following resolution was passed:

RESOLUTION

NEWROC distribute information relating to the Regional Precincts Funding (for waste management planning purposes) for consideration at each members next Council meeting.

Moved Cr Sachse Seconded Cr Shadbolt CARRIED 7/0

To date the following Councils have discussed the Regional Precincts Funding at Council with the following resolutions:

Shire of Mt Marshall

2023/10-005 OFFICER'S RECOMMENDATION/COUNCIL DECISION:

That Council endorse an application by NEWROC to the Federal Government's Regional Precincts and Partnership Program to;

- a) *Investigate and determine a preferred regional landfill site;*
- b) *Deliver a masterplan for the preferred site;*
- c) *Undertake studies and obtain approval from relevant authorities for site operation as a landfill;*
- d) *Design & cost transfer stations for each participating NEWROC shire;*
- e) *Develop a detailed business case to underpin individual council decisions regarding their future commitments to this project and to support future grant applications for physical project delivery;*
- f) *Design & implement a consultation and communications plan to satisfy the information needs of both community & potential funding partners.*

Moved Cr SR Putt Seconded Cr TM Gibson Carried 6/0

Shire of Trayning

Moved Cr ML McHugh Seconded Cr PM Barnes

That the Shire of Trayning supports the NEWROC to apply for Regional Precincts Funding for waste management planning. Resolution 11-2023.108

Carried 7/0

For Cr Brown, Cr Barnes, Cr McHugh, Cr Marchant, Cr Harken, Cr Naughton, Cr Leslie

Shire of Koorda

RESOLUTION 121123 Moved Cr GL Boyne Seconded Cr NJ Chandler

That Council endorse an application by NEWROC to the Federal Government's Regional Precincts and Partnership Program for waste management planning.

CARRIED 5/0

Shire of Mukinbudin

Council Decision Number – 14 11 2023 Moved: Cr Bent Seconded: Cr Nicoletti

That Council supports NEWROC in applying for Regional Precincts Funding for waste management planning.

Vote 1 / 4

Cr Bent, Cr McGlashan, Cr Shadbolt, Cr Walker - Against Motion LOST

Shire of Nungarin

COUNCIL RESOLUTION _98/11/23

That Council Resolves to support NEWROC to apply for Regional Precincts Funding for waste management planning.

Moved: Cr RE O'Connell Seconded: Cr G Coumbe CARRIED

Shire of Wyalkatchem

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION (136/2023)

Moved: Cr Stratford Seconded: Cr Dickson

That Council endorse an application by NEWROC to the Federal Government's Regional Precincts and Partnership Program to;

- a) Investigate and determine a preferred regional landfill site;*
- b) Deliver a masterplan for the preferred site;*
- c) Undertake studies and obtain approval from relevant authorities for site operation as a landfill;*
- d) Design & cost transfer stations for each participating NEWROC shire;*
- e) Develop a detailed business case to underpin individual council decisions regarding their future commitments to this project and to support future grant applications for physical project delivery.*
- f) Design & implement a consultation and communications plan to satisfy the information needs of both community & potential funding partners. CARRIED 7/0*

Shire of Dowerin

Yet to include in Council agenda.

As the Shire of Mukinbudin has indicated it does not support an application to the Regional Precincts Funding, members are asked for their input into how this will impact the potential project.

A meeting of the waste sub committee will be held online in December.

RESOLUTION

The Shires of Nungarin, Trayning, Wyalkatchem, Koorda, Mt Marshall and Dowerin (subject to their Council decision) submits an application to the Regional Precincts and Partnerships Program for waste management planning under the NEWROC organization, with the lead Shire being Trayning.

Moved Cr Shadbolt

Seconded Cr De Lacy

CARRIED 6/0

Discussion:

- NEWROC financial contribution will be required however quotes for the project need to be updated and the budget prepared. It will be brought back to members to vote on prior to submission (Feb).
- Dec and Jan to prepare the application.
- Shire of Dowerin still to vote on the item.
- Shire of Mukinbudin will provide a grant application update to their Council as it proceeds.

8. MATTERS FOR INFORMATION**8.1. TOWN TEAM MOVEMENT**

FILE REFERENCE:
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 1 December 2023
ATTACHMENT NUMBER:
CONSULTATION:
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

COMMENT

Congratulations to the Shire of Trayning on winning a Planning Institute of Australia award in partnership with the with RAC, Town Team Movement and Town of Port Hedland. The award was for 'Community Wellbeing and Diversity'.

See more at this link [Planning Institute of Australia](#)

The award recognizes the Shire of Trayning, KTY Town Team and Town Team Movement Do Over in 2022, assisted by the NEWROC Town Team Builder.

Information was received.

8.2. LIVE SHEEP BY SEA – DELEGATION REPORT

FILE REFERENCE:	130-1 Economic Services
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	1 December 2023
ATTACHMENT NUMBER:	#3 Media Report
CONSULTATION:	Cr Brown
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

Two written and verbal reports will be provided at the meeting and sent prior by email.

Delegation itinerary's were as follows:

CANBERRA

Monday 27 November

5.15pm Mark Harvey Sutton, CEO, Australian Live Export Council

Tuesday 28 November

10am Greg Hoskins, Head of Policy, National Farmers Federation

10am Australian Local Government Association

11am Liz Ritchie, Regional Australia Institute

12pm David Littleproud
Leader Nationals, Shadow Agriculture

1.45pm Senator Bridget McKenzie

2pm Pauline Hanson Policy Advisor

2pm Jemma Martin Assistant Secretary, Live Sheep Transition, DAFF

3pm Minister Kristy McBain Policy Advisor

3.10pm Senator Slade Brockman

3.30pm Senator Louise Pratt Policy Advisor

4.15pm Rick Wilson, Melissa Price
Peter Dutton Policy Advisor

5pm Kate Boyd, Parliamentary Advisor
Minister Murray Watt

Wednesday 29 November

9.30am Senator Dorinda Cox, Greens

9.30am Senator Peter Whish-Wilson, Greens

PERTH

Wednesday 29 November

8.45am National Party members

John Hassell, President WAFF

11.30am Steve Martin

12pm Darren West

Coming Up

Monday 11 December

2.30pm Minister Jackie Jarvis

TBC Senator Pocock will meet with NEWROC in early 2024

TBC Presentation to Jessica Romeo, Policy, and Board of Sheep Producers Australia via TEAMS

Information was received.

Discussion:

- NEWROC EO to request a meeting with the WA Local Government Minister.
- Report will be emailed to all members of State and Federal Parliament.
- Members to be aware of Rick Wilson MP's speech in the Federation Chamber.
- Thank you to all members for their support and work.

8.3. END OF YEAR REPORT

FILE REFERENCE:
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 1 December 2023
ATTACHMENT NUMBER:
CONSULTATION:
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

COMMENT

An end of year report was provided to members for distribution.

9. GENERAL UPDATES

9.1. Place Based Capital Update

- Ali Daniels, PBC member has met with the Shire of Trayning
- Shire of Nungarin has submitted a project to the PBC group for discussion

9.2. Meeting with Tim Fraser, Department of Local Government

- Potential meeting in the new year. Members to identify areas to discuss with Tim e.g. audit costs.

9.3. Economic Development Strategy Update

- Sub committee meeting held in Dowerin to commence the development of an Economic Development Strategy for the NEWROC.

10. 2024 MEETING SCHEDULE

27 February	Executive	Shire of Wyalkatchem
26 March	Council	Shire of Koorda
30 April	Executive	Shire of Mt Marshall
28 May	Council	Shire of Dowerin
25 June	Executive	Shire of Trayning
30 July	Council	Shire of Mukinbudin
23 August	Executive	Shire of Nungarin **FRIDAY
24 September	Council	Shire of Wyalkatchem
29 October	Executive	Shire of Koorda
26 November	Council	Shire of Dowerin

RESOLUTION

The 2024 NEWROC meeting dates are adopted.

Moved Cr Trepp

Seconded Cr Sachse

CARRIED 6/0

11. CLOSURE

Cr Brown thanked Peter Klein for his efforts and enthusiasm as the CEO Shire of Wyalkatchem.

Cr Brown acknowledged the 2023 Local Government honour recipients – Cr Shadbolt, Quentin Davies, Dirk Sellenger and Belinda Taylor.

Cr Brown thanked everyone and closed the meeting at 5pm.



North Eastern Wheatbelt Regional Organisation of Councils

Dowerin | Koorda | Mt Marshall | Mukinbudin | Nungarin | Trayning | Wyalkatchem

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is between the following parties:

SHIRE OF DOWERIN of Cottrell Street, DOWERIN, Western Australia
AND SHIRE OF KOORDA of Allenby Street, KOORDA, Western Australia
AND SHIRE OF MT MARSHALL of Monger Street, BENCUBBIN, Western Australia
AND SHIRE OF MUKINBUDIN of Maddock Street, MUKINBUDIN, Western Australia
AND SHIRE OF NUNGARIN of Railway Avenue, NUNGARIN, Western Australia
AND SHIRE OF TRAYNING of Railway Street, TRAYNING, Western Australia
AND SHIRE OF WYALKATCHEM of Corner Honour Avenue and Flint Street,
WYALKATCHEM, Western Australia

Term of Agreement 1 July 2023 – 30 June 2025

1. DEFINITIONS

In this Memorandum of Understanding unless the context requires otherwise;

“Act” means the Local Government Act 1995;

“NEWROC” means the North Eastern Wheatbelt Regional Organisation of Councils;

“Operative Date” means 1 July 2023

“Participant” means the Shires of Dowerin, Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning, or Wyalkatchem, either jointly or individually, as the context requires;

“Project” means the undertaking of any activity on behalf of the NEWROC;

“Proposal” means the proposal to undertake a Project;

“Region” means the communities of the Participants

2. NAME

The name of the regional organisation of councils is the North Eastern Wheatbelt Regional Organisation of Councils (NEWROC).

Notes:

1. Section 3.62(1) of the Act provides that a regional local government is a body corporate with perpetual succession and a common seal.
2. A regional local government has the same general function of a local government including its legislative and executive functions. See part 3 and section 3.66 of the Act.
3. Except as stated in section 3.66, the Local Government Act 1995 applies to a regional local government as if:
 - a. The participants’ districts together made up a single district; and
 - b. The regional local government were the local government established for that district.

3. PURPOSE

The purpose of this memorandum of understanding is to affirm the partnership and collaboration of the seven local governments (Participants) and to further the shared aims as below.

The purpose for which NEWROC is established is to:

Provide a means for the Participants, through voluntary participation and the integration and sharing of resources to:

- a. Assess the possibilities and methodology of facilitating a range of projects, services and facilities on a regional basis under the themes of advocacy, community, economic, environment and governance;
- b. Promote, initiate, undertake, manage and facilitate under the themes of advocacy, community, economic, environment and governance;
- c. Promote productive effectiveness and financial benefit to the Participants where there are common and shared community of interest linkages;
- d. To take an active interest in all matters affecting the communities of the Participants with the view to improving, promoting and protecting them
- e. Be recognised as representing the view of community and business in the Participants.

Notes:

- f. In certain circumstances, a proposal may require the preparation of a business plan under the Act – see section 3.59;
- g. A proposal to undertake a “Project” and may only be undertaken in accordance with clause 8.

4. OBJECTIVES

The objectives of NEWROC shall be:

- a. To endeavour to enhance and assist in the advancement of the Region;
- b. To encourage cooperation and resource sharing on a regional basis;
- c. To respect the relationships a Participant holds within its community, with the state and federal governments and other entities it interacts with in the course of usual business.

5. THE COUNCIL

Appointment of members:

- a. A Participant is to appoint one member (delegate) of the Council of the Participant to be a member of the NEWROC Council.
- b. A Participant may appoint a first and a second delegate from the Council of the Participant who are able to attend the NEWROC meetings and who may act temporarily in place of either delegate of the NEWROC appointed by the Participant during any period in which the member of the NEWROC is unable by reason of illness, temporary absence from State, conflict of interest or for any other cause to perform the functions of the office.
- c. The Participant has one vote

Note:

Section 3.62(b) of the Act provides that a regional local government is to have, as its governing body, a Council established under the Memorandum of Understanding and consisting of members of the Councils of the Participants.

5.1 Tenure of members of NEWROC

A member of the NEWROC Council shall be appointed annually and shall hold office until either:

- a. The member ceases to be a member of the Council of the Participant or
- b. The member is removed by the Participant.

Note:

Section 2.32 and 2.33 of the Act set out circumstances in which the office of a member of a Councillor becomes vacant.

5.2 Election of Chair and Deputy Chair

The members of the NEWROC Council shall elect a Chair and a Deputy Chair at the first meeting of NEWROC Council following each local government election. The election of the Chair and Deputy Chair will be flexible to accommodate new Presidents or CEO's and structured accordingly e.g. term. The Chair and Deputy Chair shall be rotated accordingly:

Shire of Mt Marshall
Shire of Nungarin
Shire of Wyalkatchem
Shire of Koorda
Shire of Mukinbudin
Shire of Trayning
Shire of Dowerin

If the office of Chair or Deputy Chair becomes vacant then the members of the NEWROC Council shall elect a new Chair and Deputy Chair, as the case requires.

5.3 Tenure of Chair and Deputy Chair

The Chair and Deputy Chair hold office until:

- a. no longer eligible to be a member pursuant to clause 6.2;
- b. the election of a new Chair and a Deputy Chair pursuant to clause 6.3; or
- c. the incoming Chair and/or Deputy Chair are new members to NEWROC and do not wish to take on the role immediately.

5.4 Role of Chair

The Chair:

- a. Presides at meetings of the NEWROC Council;
- b. Carries out civic and ceremonial duties on behalf of NEWROC;
- c. Speaks on behalf of NEWROC to media;
- d. Advocates for the NEWROC on issues and projects of significance;
- e. Meets with stakeholders on behalf of the NEWROC, together with the NEWROC CEO and EO;
- f. Performs such other functions as are given to the Chair by the Act, any other written law or this Agreement; and
- g. Liaises with the CEO on NEWROC affairs and the performance of its functions.

Notes:

The role of the NEWROC Council is set out in section 2.7 of the Act.

The functions of the CEO are set out in section 5.41 of the Act.

The Chair may agree to the CEO speaking on behalf of the NEWROC – see section 5.41(f) of the Act.

5.5 Role of Deputy Chair

The Deputy Chair may perform the functions of Chair if;

- a. The office of Chair is vacant; or
- b. The Chair is not available or is unable or unwilling to perform the functions of Chair,

5.6 Role of members of NEWROC Council

- a. Achievement of the NEWROC purpose
- b. Strategic direction of the NEWROC and its management;
- c. Oversee the delivery of the annual implementation plan;
- d. Work cooperatively with other members;
- e. Support the involvement of CEO's and senior staff in the NEWROC;
- f. Promote the NEWROC;
- g. Represent the interests of the electors and residents of the Region;
- h. Facilitate communication between the community of the Region and NEWROC;
- i. Participate in NEWROC's decision-making processes at meetings of the NEWROC and its committees;
- j. Represent and undertake actions on behalf of NEWROC as authorised by the NEWROC Council;
- k. Form sub committees of the NEWROC; and
- l. Perform such other functions as are given to the member by the Act or any other written law.

5.7 Role of the NEWROC Executive

The role of the Executive is to:

- a. Assist in the achievement of the NEWROC purpose;
- b. Assist in the strategic direction of the NEWROC and its management;
- c. Identify opportunities and advocacy for the NEWROC Council;
- d. Participate in NEWROC's decision-making processes at Executive meetings of the NEWROC;
- e. Represent and undertakes actions as directed by the NEWROC Council;
- f. Assist to ensure the advice and information is available to the NEWROC Council so that informed decisions can be made;
- g. Perform such other functions as are given by the NEWROC Council.

5.8 Role of CEO of NEWROC

The NEWROC CEO is to be from the Council that holds the Chair role and shall be rotated accordingly:

Shire of Mt Marshall
 Shire of Nungarin
 Shire of Wyalkatchem
 Shire of Koorda
 Shire of Mukinbudin
 Shire of Trayning
 Shire of Dowerin

If the NEWROC CEO position becomes vacant then the members of the NEWROC Council shall elect a new NEWROC CEO, as the case requires.

The role of the CEO is to:

- a. Advise the council in relation to functions of the NEWROC Council;

- b. Ensure the advice and information is available to the NEWROC Council so that informed decisions can be made;
- c. Cause the NEWROC Council decisions to be implemented;
- d. Together with the NEWROC Chair, meets with stakeholders on behalf of the NEWROC;
- e. Liaise with the NEWROC Chair and NEWROC Executive Officer on the affairs of the NEWROC;
- f. Manage the NEWROC Executive Officer;
- g. Ensure that records and documents of the NEWROC are properly kept (delegated to the Executive Officer);
- h. Be the signatory to NEWROC bank accounts and oversees finances; and
- i. Perform any other function specified or delegated by the NEWROC Council.

5.9 Role of the Executive Officer of the NEWROC

The role of the Executive Officer is to:

- a. Action NEWROC Council and NEWROC Executive decisions;
- b. Keep the accounts of the NEWROC in order and receive all monies;
- c. Adhere to all financial and legal responsibilities;
- d. Custody of all books, documents, records and registers of the NEWROC;
- e. Assist in implementing the Strategic Plan;
- f. Compile agendas, minutes, grant applications, discussion papers, project plans (including implementation)
- g. Foster partnerships;
- h. Undertake regular communication within the NEWROC and to key stakeholders;
- i. Undertake any other function as specified or directed by the NEWROC Council, Chair or CEO.

6. FINANCIAL CONTRIBUTIONS

6.1 Financial Year

The financial year of the NEWROC is 12 months from July 1

6.2 Annual membership

Each Participant shall make an annual contribution towards the amount necessary to meet the deficiency, if any, disclosed in the annual budget of NEWROC, which contribution shall be in the following proportions:

Shire of Koorda	-	1/7th
Shire of Mt Marshall	-	1/7th
Shire of Mukinbudin	-	1/7th
Shire of Nungarin	-	1/7th
Shire of Trayning	-	1/7th
Shire of Wyalkatchem-		1/7th
Shire of Dowerin -		1/7th

6.3 Additional contributions

Where the NEWROC Council determines that the Participants will make any contribution (other than the annual contribution) including, without limitation, any contribution towards the acquisition of any asset of a capital nature, then the Participants will make those contributions in the same proportions as set out in clause 6. The contributions so determined shall be as disclosed in the budget of NEWROC for each financial year

6.4 Manner of Payment

The contributions shall be paid by each Participant to NEWROC in the manner determined by the NEWROC Council.

6.5 Late Payment

Unless otherwise agreed, if a Participant fails to pay to NEWROC a sum of money owing under this clause on or before the due date for payment, that Participant must, in addition to the sum of money due and payable, pay to NEWROC, interest at the overdraft rate charged by NEWROC's bank on amounts of the same size as the unpaid sum, calculated from and including the due date of payment to but excluding the actual date of payment.

6.6 Winding Up of NEWROC Project

The NEWROC Council may resolve to wind up a Project. An absolute majority vote will be required by the NEWROC Council to resolve to wind up any Project.

6.7 Division of Assets

If a Project is to be wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of the Project then the property and assets shall be realised and the proceeds along with any surplus funds shall be divided among the Project Participants in the proportions referred to in the Project Plan.

Clause 6.6 shall not apply where the Project Participants advise NEWROC that a realisation of the property and assets is not necessary.

6.8 Division of Liabilities

If a Project is to be wound up and there remains any liability or debt in excess of the realised property and assets of the Project then the liability or debt is to be met by the Project Participants in the proportions referred to in the original agreement.

6.9 Indemnification by Project Participants of NEWROC

If a Project is wound up then the Project Participants shall indemnify NEWROC (in the proportions referred to in the original plan) with respect to that liability or debt.

7. TERM AND TERMINATION

7.1 Winding up by Agreement

The Participants may, by agreement, wind up NEWROC.

7.2 Extension of Agreement

The Participants may, by agreement, extend the term of NEWROC.

7.3 Term of Agreement

Unless otherwise wound up or extended, this Agreement will terminate on 30 June 2025

7.4 Division of assets

If NEWROC is to be wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of NEWROC then the property and assets shall be realised and the Proceeds along with any surplus funds shall be divided among each of the Participants in the same proportions as the contributions of a particular Participant to the assets of NEWROC bear to the total of such contributions by all Participants. Division of assets to be realised at the end of the financial year plus any other project commitments.

7.5 Division of liabilities

If NEWROC is to be wound up and there remains any liability or debt in excess of the realised property and assets of NEWROC then the liability or debt is to be met by each of the Participants in the same proportions as the contributions of a particular Participant to the assets of NEWROC bear to the total of such contributions by all Participants.

8. WITHDRAWAL OF A PARTICIPANT

8.1 Withdrawal

The minimum term of membership is three years – aligned to the NEWROC MoU signing date. No withdrawal can take place during this period. If a Participant intends to withdraw at the end of the three year MoU they must give notice advising the NEWROC of their intent to withdraw from the NEWROC.

8.2 When Withdrawal to Take Effect

Withdrawal will take effect as from 30 June next following.
The NEWROC Council may reinstate by absolute majority the membership of a former Participant once they have cleared all debts owed to the NEWROC

8.3 Entitlement or Liability of Withdrawing Participant

As soon as practicable following withdrawal taking effect on 30 June NEWROC shall distribute to the Participant an amount equal to the proceeds and any surplus funds which would have been payable if NEWROC was wound up; or

Be entitled to recover from the Participant an amount equal to the liability or debt which would be payable by the Participant if the NEWROC was wound up, as the case may be.

8.4 Participants May be Required to Pay Distribution

If the NEWROC is unable to meet the distribution from funds on hand then, unless the NEWROC decides otherwise, the Participants (other than the Participant that has withdrawn) shall pay the distribution in the proportions equal to their respective equities in the NEWROC.

9. ADMITTING NEW MEMBERS

Section 3.65 of the Local Government Act 1995 is to apply.

Prospective new members may be admitted by a decision of the NEWROC Council and shall be required to contribute to NEWROC a sum determined by the NEWROC Council that is described as "the entry sum" and in addition a sum equal to the current year's contribution schedule or such other sum agreed to by the NEWROC Council.

Note:

This Memorandum of understanding can be amended to include another local government as a party to the amending agreement – see section 3.65(2) of the Act.

10. BORROWINGS

NEWROC is not permitted to borrow funds.

Notes:

Section 3.66 (4) of the Act provides that Part 6, Division 5, subdivision 3 does not apply in relation to a regional local government unless the Memorandum of Understanding provides that it does.

Part 6, Division 5, subdivision 3 of the Act deals with borrowings and includes the power to borrow and restrictions on borrowings.

11. DISPUTE RESOLUTION

11.1 Dispute

In the event of any dispute or difference ('dispute') arising between the Participants and NEWROC or any of them at any time as to any matter or thing arising under or in connection with this Memorandum of Understanding, then a Participant or NEWROC may give to the other Participants and NEWROC (as the case may be) notice in writing ('dispute notice') adequately identifying the matters, the subject of the dispute, and the giving of the dispute notice shall be a condition precedent to the commencement by any Participant or NEWROC of proceedings (whether by way of litigation or arbitration) with regard to the dispute as identified in the dispute notice.

11.2 Arbitration

At the expiration of 25 business days from the date of sending the dispute notice, the Participant or NEWROC giving the dispute notice may notify the others in writing ('arbitration notice') that it requires the dispute to be referred to arbitration and the dispute (unless meanwhile settled) shall upon receipt of the arbitration notice by the recipients then be and is hereby referred to arbitration under and in accordance with the provisions of the Commercial Arbitration Act 1985.

11.3 Legal Representation

For the purposes of the Commercial Arbitration Act 1985, the Participants consent to each other and to NEWROC being legally represented at any such arbitration.

12. INTERPRETATION

In this Memorandum of Understanding unless the context requires otherwise:

Words importing the singular include the plural and vice versa;

Words importing any gender include the other gender;

References to persons include corporations and bodies politic;

References to a person include the legal personal representatives, successors and assigns of that person;

A reference to a statute, ordinance, code or other law includes regulations and other statutory instruments under it and consolidations, amendments, re-enactments or replacements of any of them (whether of the same or any other legislative authority having jurisdiction);

References to this or any other document include the document as varied or replaced, and not withstanding any change in the identity of the parties;
 References to writing include any mode of representing or reproducing words in tangible and permanently visible form, including confirmed facsimile transmission and email with receipt confirmation;
 An obligation of two or more parties shall bind them jointly and severally;
 If a word or phrase is defined cognate words and phrases have corresponding definitions;
 An obligation incurred in favour of two or more parties shall be enforceable by them jointly and severally;
 Reference to anything (including, without limitation, any amount) is a reference to the whole or any part of it and a reference to a group of things or persons is a reference to any one or more of them;

12.1 Headings and footnotes

Headings and footnotes shall be ignored in construing this Memorandum of Understanding.

Time - References to time are to local time in Perth, Western Australia;
 Where time is to be reckoned from a day or event, such day or the day of such event shall be excluded.

13. AMENDMENT TO MEMORANDUM OF AGREEMENT

The Participants may amend this Memorandum of Understanding by unanimous consent,

Note:

1. Refer section 3.65(1) of the Act.

EXECUTED by the Parties

PARTICIPANT	Date of resolution to enter this Memorandum of Understanding
Shire of Dowerin	
Shire of Koorda	
Shire of Mt Marshall	
Shire of Mukinbudin	
Shire of Nungarin	
Shire of Trayning	
Shire of Wyalkatchem	

THE COMMON SEAL of SHIRE OF DOWERIN was hereunto affixed in the presence of:

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF KOORDA was hereunto affixed in the presence of:

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF MT MARSHALL was hereunto affixed in the presence of:

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF MUKINBUDIN was hereunto affixed in the presence of:

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF NUNGARIN was hereunto affixed in the presence of:

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF TRAYNING was hereunto affixed in the presence of:

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF WYALKATCHEM was hereunto affixed in the presence of:

President

Chief Executive Officer





Great Eastern Country Zone Minutes

Monday, 20 November 2023
Commencing at 9:36am

Shire of Kellerberrin

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1. Opening and Welcome

The Chair declared the meeting open at 9.36am.

1.1 Acknowledgement of Country

We, the Great Eastern Country Zone of WALGA acknowledge the Traditional Custodians of this land, and pay our respects to their Elders past, present and future.

The first item of the meeting was the conduct of elections.

2. ELECTIONS

Pursuant to the WALGA Constitution, the Secretariat assumed the Chair for conducting the election of office bearers.

Guidelines for elections were distributed to Member Councils via email dated 19 October 2023.

Nominations were asked to be submitted preferably by Wednesday, 8 November. However, nominations can still be submitted prior to the commencement of the Zone meeting and from the floor.

2.1 Elections of Chair and Deputy Chair of the Great Eastern Country Zone

The election for the Chairperson and Deputy Chairperson was conducted and the term set at two years expiring in November 2025, in line with the terms of State Council representatives and in sync with Local Government Elections.

Zone Chairperson:

The following nomination were received for the positions of Chair for 2 years, November 2023 to November 2025.

- Cr Tony Sachse Shire of Mt Marshall

No further nominations were received.

DECLARATION

That Cr Tony Sachse is declared elected as Chairperson of the of the Great Eastern Country Zone for the term of 2 years, November 2023 to November 2025.

Deputy Zone Chairperson:

No written nominations were received for the position of Deputy Chairperson. Nominations were called from the floor.

The initial nominations were received from the floor:

- Cr Mark McKenzie Shire of Merredin

Cr McKenzie was not in attendance at the meeting. On contacting Cr McKenzie, he declined the nomination.

The position was not filled.

2.2 Elections of State Council Representatives and Deputy State Council Representatives to the Great Eastern Country Zone

WALGA incorporates a 24 members State Council with its members derived from Metropolitan and Country Zones. The State Council is chaired by the Association President.

In accordance with sub-clause 9(3) of the WALGA Constitution representatives and deputy representatives to the State Council shall be elected by Zones of the Metropolitan and Country constituencies for two (2) year terms, commencing from the Ordinary Meeting of State Council in December 2021 and concluding at the Ordinary Meeting of State Council two years later.

For the Great Eastern Country Zone, there is one (1) representative position on State Council and one (1) deputy representative position. The term is from the Ordinary Meeting of State Council in December 2023 and concluding at the Ordinary Meeting of State Council in December 2025.

State Councillor:

The following written nominations were received for the position of State Council Representative:

- Cr Stephen Strange Shire of Bruce Rock

No further nominations were received.

DECLARATION

That

Cr Stephen Strange is declared elected as State Council Representative of the Great Eastern Country Zone to the State Council for the term of 2 years, December 2023 to December 2025.

Deputy State Councillor:

The following written nominations were received for the position of Deputy State Council Representative.

- Cr Stephen Strange Shire of Bruce Rock
- Cr Tony Sachse Shire of Mt Marshall

As Cr Stephen Strange was elected State Councillor, his nomination for Deputy State Councillor lapsed .

No further nominations were received.

DECLARATION

That

Cr Tony Sachse is declared elected as Deputy State Council Representative of the Great Eastern Country Zone to the State Council for the term of 2 years, December 2023 to December 2025.

We asked the elected delegates to note the following details:

WALGA will host a 'State Councillor Induction Session' on 30 November, 2023.

Further information will be e-mailed shortly.

Deputy Delegate

Nominations were taken from the floor.

- Cr Melanie Brown Shire of Trayning

DECLARATION

That Cr Melanie Brown is declared elected as Wheatbelt District Emergency Management Committee/ Wheatbelt Operational Area Support Group Committee Deputy Delegate of the Great Eastern Country Zone

2.5 Election of the Regional Health Advocacy Representative of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate

The election for the Regional Health Advocacy Representative of the Great Eastern Country Zone shall be conducted.

Delegate

Nominations were taken from the floor.

- Cr Alison Harris Shire of Cunderdin

DECLARATION

That Cr Alison Harris is declared elected as the Regional Health Advocacy Representative Delegate of the Great Eastern Country Zone.

Deputy Delegate

Nominations for the Regional Health Advocacy Representative Deputy Delegate were taken from the floor.

- Cr Ramesh (Ram) Rajagopalan Shire of Bruce Rock

DECLARATION

That Cr Ramesh (Ram) Rajagopalan is declared elected as the Regional Health Advocacy Representative Deputy Delegate of the Great Eastern Country Zone.

At the conclusion of the election process, Cr Tony Sachse assumed the Chair.

Cr Sachse congratulated all those recently elected and thanked delegates for their contribution to the Zone.

3. Attendance and Apologies

Shire of Bruce Rock

President Cr Ram Rajagopalan

Cr Stephen Strange

Mr Darren Mollenoyux, Chief Executive Officer, non-voting

Shire of Cunderdin	President Cr Alison Harris Mr Stuart Hobley, Chief Executive Officer, non-voting
Shire of Dowerin	President Cr Robert Trepp Deputy President Cr Nadine McMorran
Shire of Kellerberrin	Deputy President Cr Emily Ryan Mr Raymond Griffiths, Chief Executive Officer, non-voting
Shire of Kondinin	Mr David Burton, Chief Executive Officer, non-voting
Shire of Koorda	President Cr Jannah Stratford Ms Lana Foote, A/Chief Executive Officer, non-voting
Shire of Merredin	Deputy President Cr Renee Manning Ms Leah Boehme, Executive Manager Corporate Services, non-voting
Shire of Mount Marshall	Cr Tony Sachse Mr Ben Mckay, Chief Executive Officer, non-voting
Shire of Mukinbudin	Mr Dirk Sellenger, Chief Executive Officer, non-voting
Shire of Narembeen	President Cr Scott Stirrat Rebecca McCall, Chief Executive Officer, non-voting
Shire of Nungarin	President Cr Pippa de Lacy Mr John Merrick, A/Chief Executive Officer, non-voting
Shire of Tammin	Deputy President Cr Tanya Nicholls Ms Joanne Soderlund, Chief Executive Officer, non-voting
Shire of Trayning	President Cr Melanie Brown
Shire of Westonia	President Cr Mark Crees Deputy President Ross Della Bosca
*Shire of Wyalkatchem	President Cr Owen Garner Mr Peter Klein, Chief Executive Officer, non-voting
Shire of Yilgarn	Mr Nic Warren, Chief Executive Officer, non-voting
Guests	
Department of Fire and Emergency Services	Murray Carter, Executive Director – Rural Fire Division
Wheatbelt Development Commission	Susan Hall, A/Chief Executive Officer
Water Corporation	Rebecca Bowler, Manager Customer & Stakeholder – Goldfields & Agricultural Region

Regional Development Australia WA	Mandy Walker, Director Regional Development
Members of Parliament	Hon Mia Davies MLA, Member for Central Wheatbelt
WALGA	Daniel Thompson, Economist Naoimh Donaghy, Governance & Organisational Services Officer
Apologies	
Shire of Dowerin	Mr David Singe, Chief Executive Officer, non-voting
Shire of Kellerberrin	President Cr Matt Steber
Shire of Kondinin	President Cr Kent Mouritz Deputy President Cr Bev Gangell
Shire of Koorda	Deputy President Cr Gary Greaves
Shire of Merredin	President Cr Mark McKenzie Ms Lisa Clack, Chief Executive Officer, non-voting
Shire of Mount Marshall	Deputy President Cr Nick Gillett
Shire of Mukinbudin	President Cr Gary Shadbolt
Shire of Narembeen	Deputy President Cr Holly Cusack
Shire of Nungarin	Deputy President Cr Gary Coumbe
Shire of Tammin	Cr Nick Caffell
Shire of Trayning	Cr Michelle McHugh Ms Leanne Parola, Chief Executive Officer, non-voting
Shire of Westonia	Mr Bill Price, Chief Executive Officer, non-voting
Shire of Yilgarn	President Cr Wayne Della Bosca Deputy President Cr Bryan Close
Members of Parliament	Hon Martin Aldridge MLC, Member for Agricultural Region Hon Colin de Grussa MLC, Member for Agricultural Region Hon Steve Martin, Member for the Agricultural Region Rick Wilson MP, Federal Member for O'Connor Hon Peter Rundle MLA, Member for Roe Hon Shelley Payne MLC, Member for Agricultural Region Hon Darren West MLC, Member for Agricultural Region Hon Sandra Carr MLC, Member for Agricultural Region
Wheatbelt Development Commission	Pip Gooding, Regional Development Officer Wheatbelt South
Main Roads WA	Mohammad Siddiqui, Regional Manager Wheatbelt
Department of Local Government, Sport, & Cultural Industries	Samantha Cornwathie, Regional Manager Wheatbelt
WALGA	James McGovern, Manager Governance & Procurement Cliff Simpson, Regional Road Safety Advisor

Attachments

The following are provided as attachments to the Minutes:

1. Item 8.5 Water Corporation

[State Council Agenda 6 December](#)

4. **Declarations of Interest**

NIL

5. **Announcements**

6. **Guest Speakers / Deputations**

6.1 Speakers for the November Zone Meeting

Department of Fire and Emergency Services

Murray Carter, Executive Director, Rural Fire Division

Murray Carter attended to provide a Department of Fire and emergency Services update, relevant to the Zone.

Attachment 1 to the agenda was received by WALGA from the Department of Fire and Emergency services on Friday 27 October. This presentation, 'Road works during Total Fire Bans, Proposed regulatory changes' takes into consideration concerns raised by the Zone and brought to DFES's attention. Slides 13 through 15 outlined the conditions and benefits of these proposed changes.

Murrays presentation included the below:

- Year to date 2,030 bush fires compared to 1,400 at this time last year.
- 30% were suspicious or deliberate.
- 5% of fires have been caused by lightening.
- 10% are escaped burns.
- Staffing – 29 permanent staff plus 32 temporary staff are currently employed.
- 600 bushfire courses have been facilitated in the last 12 months with a total of 8,000 participants.
- *The Bushfire Controls Officer Forum* was in July. There were 60 attendees, 8 of which were from the Great Eastern Country Zone.
- 60 Local Governments have participated in the '*Road works during Total Fire Bans*' workshops.
- 90 Local Governments are involved in creating bushfire risk management plans with DFES. Roughly a third of Great Eastern Country Zone members are involved, three are going through the process of grant approval.

If something is inflated or ratings don't look right on the ground, please notify DFES.

Murray also took questions from the floor.

NOTED

2.1 Elections of the Deputy Chair of the Great Eastern Country Zone

Deputy Zone Chairperson:

WALGA assumed the Chair and revisited the position of Deputy Chair of the Great Eastern Country Zone

Nominations were called from the floor:

Cr Melanie Brown Shire of Trayning

DECLARATION

That Cr Melanie Brown is declared elected as Deputy Chairperson of the Great Eastern Country Zone for the term of 2 year, November 2023 to November 2025.

2.3 Election of up to three (3) Zone Executive Committee Members of the Great Eastern Country Zone

As Cr Brown was elected to the position of Deputy Chair (which automatically assumes a position on the Executive Committee) this created a vacancy on the Executive Committee.

Nominations were called from the floor:

- Cr Alison Harris Shire of Cunderdin
- Cr Renee Manning Shire of Merredin

Each voting delegate was entitled to cast one (1) vote in the ballot process.
The candidate with the greater number of votes was elected.

DECLARATION

That Cr Alison Harris is declared elected as Zone Executive Committee representative for the term of 2 years, November 2023 to November 2025.

Cr Tony Sachse assumed the role as Chair.

7. Members of Parliament

Any Members of Federal and State Government in attendance are invited to provide a brief update on matters relevant to the Zone.

- Hon Mia Davies MLA, Member for Central Wheatbelt

Presentation included:

- Firearms Act Reform public consultation – more time than is being allowed to consider the Reform proposals.
- Aboriginal Cultural Heritage Act has been replaced with the original Act with some amendments – advised Councillors to be aware of these changes.
- Live Exports
- Electoral amendment bill in terms of political donations, gifts etc

Hon Mia Davies MLA took questions from the floor.

- The Shire of Wyalkatchem enquired about nurse practitioners and aged care staffing/facilities. The Hon Mia Davies shared that Martin Aldridge MLA is currently enquiring about funds announced in 2019 for health upgrades in the region. These appear to have been redirected.
- The Shire of Bruce Rock raised concerns about the qualifications of truck drivers. The Hon Mia Davies MLA shared this is a topic of discussion within her party.

Mia congratulations new and re-elected members.

RESOLUTION:

That the Executive Committee note the 2019 health upgrade monies as a priority.

CARRIED

8. Agency Reports

8.1 Department of Local Government, Sport, and Cultural Industries

Samantha Cornthwaite, Regional Director Wheatbelt was an apology. The November 2023 report was attached.

The Shire of Kellerberrin voiced ongoing frustrations that aspects of the Audit process. Auditors are insisting on reporting that is no longer legislatively required. That the regulations are not in line with the accounting standards.

RESOLUTION:

Moved: Cr Jannah Stratford

Seconded: Cr Mark Crees

That the Executive extend an invite to Grant Robertson, Assistant Auditor General to the February meeting of the Zone.

CARRIED

8.2 Wheatbelt Development Commission

Renee Manning, Principal Regional Development Officer provided a report.

NOTED

8.3 Regional Development Australia Wheatbelt

Mandy Walker, Director Regional Development, provided a report.

Mandy announced that this will be her last Zone meeting as she will be stepping back from her role at RDAW. State Councillor Stephen Strange thanked Mandy for her wonderful contribution and passion for what she does, and all she has done for the Great Eastern Country Zone.

NOTED

8.4 Main Roads Western Australia

Mohammad Siddiqui, Regional Manager Wheatbelt, was an apology for this meeting.

RESOLUTION:

That on behalf of the Zone, WALGA enquire about the requirements for overseas heavy vehicle drivers to drive in WA, and voice the Zone's concerns about dangerous driving causing accidents in the region.

CARRIED

8.5 Water Corporation

Rebecca Bowler, Manager Customer & Stakeholder, provided a report which is now attached to the Minutes (**Attachment 1**)

NOTED

9. Minutes

9.1 Confirmation of Minutes from the Great Eastern Country Zone meeting held on Monday 21 August 2023

The Minutes of the Great Eastern Country Zone meeting held on Monday 21 August 2023 have previously been circulated to Member Councils.

RESOLUTION:

Moved: Cr Owen Garner

Seconded: Cr Mark Crees

That the minutes of the Great Eastern Country Zone meeting held on Monday 21 August 2023 be confirmed as a true and accurate record of the proceedings.

CARRIED

9.2 Business Arising from the Minutes from the Great Eastern Country Zone Meeting held on Monday 21 August 2023

NIL

10. Zone Business

10.1 Wheatbelt Human Services Management Forum

Through his association with the Wheatbelt District Emergency Management Committee and the Wheatbelt Operational Area Support Group Committee, Cr Tony Sachse has sat on the committee of the Wheatbelt Human Services Management Forum as a Local Government representative.

This Forum covers areas such as Education (e.g truancy), housing, health and other areas that Local Government can have input into

The Zone is asked to consider if a Great Eastern Country Zone representative should sit on this committee.

Cr Tony Sasche gave an overview of the forum.

RESOLUTION:

Moved: Cr Melanie Brown

Seconded: Cr Owen Garner

That the Great Eastern Country Zone appoint a representative for the Wheatbelt Human Services Management Forum.

CARRIED

10.2 Wheatbelt Human Services Management Forum Representative of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate

The election for the Wheatbelt Human Services Management Forum delegates of the Great Eastern Country Zone shall be conducted.

Nominations were taken from the floor.

- Cr Alison Harris Shire of Cunderdin

DECLARATION

That Cr Alison Harris is declared elected as Wheatbelt Human Services Management Forum Representative Delegate of the Great Eastern Country Zone

Deputy Delegate

Nominations were taken from the floor.

- Cr Melanie Brown Shire of Trayning

DECLARATION

That Cr Melanie Brown is declared elected as Wheatbelt Human Services Management Forum Representative Deputy Delegate of the Great Eastern Country Zone

10.3 Proposed 2024 meeting dates

Background:

Meeting dates for the Great Eastern Country Zone's Executive Committee and Zone meetings are presented for the Zone's review and acceptance.

The Executive Committee dates are 1.5 weeks prior to the Zone meeting. Zone meetings are scheduled to align with State Council meetings.

NOTICE OF MEETINGS
GREAT EASTERN COUNTRYZONE EXECUTIVE COMMITTEE 2024

Exec Comm Meeting Dates Tuesday	Time	HOST COUNCIL
6 February	Tuesday 8am	MsTeams
2 April	Tuesday 8am	MsTeams
4 June	Tuesday 8am	MsTeams
6 August	Tuesday 8am	MsTeams
5 November	Tuesday 8am	MsTeams

NOTICE OF MEETINGS
GREAT EASTERN COUNTRY ZONE 2024

Zone Meeting Dates Monday	Time	Host Council	Window for Zone meetings to occur	State Council meeting Dates 2024
19 February	Monday 9.30 am	Merredin	Thursday 15 – Monday 26 February	Wednesday 6 March
15 April	Tuesday 9.30 am	Kellerberrin	Thursday 11 – Monday 22 April	Wednesday 1 May
17 June	Monday 9.30 am	Merredin	Thursday 13 – Monday 24 June	Wednesday 3 July
19 August	Monday 9.30 am	Kellerberrin	Thursday 15 – Monday 26 August	Regional Meeting 5-6 September
18 November	Monday 9.30 am	Merredin	Thursday 14 – Monday 25 November	Wednesday 4 December

RESOLUTION:

That the Executive assess the possibility of holding the Great Eastern Country Zone meetings on a day other than a Monday that will facilitate most Ordinary Council meetings of the Members.

CARRIED

10.4 Financial Report for the Period Ended 30 September 2023

Background:

Presenting the Financial Report for the three months ended 30 September 2023.

Consistent with accrual accounting, this includes the Profit and Loss Statement reporting income and expenses for the year to date against budget. Also provided is the Zone's Balance Sheet as at 30 September 2023.

Comments:

Balance Sheet

Attachment 6 was the Balance Sheet as at 30 September 2023, this shows cash and investments at the bank with a total of \$215,690. This includes \$180,000 invested in a Term Deposit, the remainder of the funds are available for use at short notice if required.

The accrual of \$2,100 relates to the audit fee accrual for the 30 June 2023 audit. This will be paid in October.

Net assets are \$213,590, representing the Zone's equity.

Profit and Loss Statement

Attachment 7 was the Profit and Loss Statement for the 3 months to 30 September 2023. The result is a surplus of \$23,505, which compares favourably to the budgeted full-year deficit of \$13,140.

Membership subscriptions for the 2023-24 financial year were invoiced in September. As of 25th October, all 16 members have paid their invoices and therefore, no invoices remain outstanding.

Interest is accruing at a rate of 5.1% on the term deposit.

Moved: Cr Alison Harris

Seconded: Cr Scott Stiratt

RESOLUTION

That the Profit and Loss Statement and Balance Sheet at 30 September 2023 be received.

CARRIED

10.5 List of Accounts Paid

Date	Payee	Purpose	Amount (Incl GST)
24/07/2023	Up2Date Accounting	bookkeeping service for June	\$231.00
14/08/2023	Committee members	Direct Credit 301500 - CommBiz GECZHonorarium2223	\$1,100.00
22/08/2023	Up2Date Accounting	fees for July23	\$594.00
23/08/2023	Merredin Regional Community and Leisure Centre	21/8 GECZ meeting - catering	\$1,679.76
		Total	\$3,604.76

Moved: Cr Melanie Brown
Seconded: Cr Jannah Stratford

RESOLUTION

That the Accounts Paid for the period 1 July 2023 to 30 September 2023 totalling \$3,604.76 be approved.

CARRIED

10.6 Closure of Westpac Bank accounts

The zone's two bank accounts with Westpac closed down as the balance was \$0. All funds have been transferred to WALGA bank accounts including preserving the term deposit as a separate deposit with CBA.

In order to close down the Westpac bank accounts, a letter requesting closure was provided to the bank. This letter needed to be signed by 2 existing authorised signatories – Tim Lane & Cr Stephen Strange.

This process was completed in October 2023.

NOTED

10.7 Audited Financial Statements to 30 June 2023

The audit of the financials for 2022-23 is complete & the audit report was signed off on the 19th of October 2023. A copy of the audited financial statements was attached as Attachment 8.

RESOLUTION

Moved: Cr Robert Trepp
Seconded: Cr Alison Harris

That the Zone endorse the audited annual financial statements for the year ended 30 June 2023

CARRIED

11. Zone Reports

11.1 Zone President Report

There was no report.

NOTED

11.2 Wheatbelt District Emergency Management Committee (DEMC)

President Cr Tony Sachse shared the last meeting was on 19th October. A report will be prepared for the next meeting of the Zone.

NOTED

11.3 Regional Health Advocacy Group

Cr Alison Harris provided a report.

RESOLUTION

**Moved: Cr Pippa De Lacy
Seconded: Cr Emily Ryan**

That the Regional Health Advocacy Report be received.

CARRIED

11.4 WALGA RoadWise

Cliff Simpson, Road Safety Advisor, was an apology for this meeting, however provided a written report with the Agenda.

NOTED

12. Western Australian Local Government Association (WALGA) Business

12.1 State Councillor Report

State Councillor Stephen Strange

- Cr Strange gave a brief overview of the regional State Council meeting held in September. This meeting including presentations from other Zones. Cr Strange stated he is very proud of the progress of the Great Eastern Country Zone.
- Cr Strange spoke to the recent Local Government elections and how WALGA are on the front foot for initiating change that will streamline the process for the next election.
- The WALGA Convention had a great number of registrations, however the number of people in the room for guest speakers was embarrassing. Respect should be shown to those people giving their time to us. He also congratulated all those who received accolades at the Convention and suggested these presentations should happen at a different time of the next Convention. Cr Strange suggested the Zones have input into the programming of the Convention.

Zone discussion in relation to the venue led to the following resolution:

RESOLUTION

Moved: Cr Mark Crees

Seconded: Cr Stephen Strange

That the 2024 WALGA Convention be hosted by the Perth Convention Exhibition Centre.

CARRIED

RESOLUTION

Moved: Cr Jannah Stratford

Seconded: Cr Mark Crees

That the State Councillor Report be received.

CARRIED

12.2 WALGA Status Report

COMPLETE ZONE STATUS REPORT November 2023

Zone	Agenda Item	Zone Resolution	WALGA Response	Update	WALGA Contact
Grt Eastern C	20 June 2023 Zone Agenda Item 10.2 – Aboriginal Cultural Heritage Act 2021 – Aboriginal Cultural Heritage Act Update	<p>That the Great Eastern Country Zone:</p> <ol style="list-style-type: none"> 1. request the Department of Planning Lands and Heritage (DPLH) to provide information on the cost to Local Governments and to fund implementation of the regulations. 2. request WALGA to collate the information on the impacts/anticipated costs to Local Governments of the Aboriginal Cultural Heritage Act 2021 and the implementation of the Regulations. 3. writes urgently to DPLH to raise concerns the community feedback from the Wheatbelt Community Forum on the Aboriginal Cultural Heritage Act 2021, held in Morredin on 19 June 2023 needs to be addressed urgently. Key concerns include: <ol style="list-style-type: none"> a. Further details and guidance is needed to understand how decision-making criteria should be applied, and the consultation process with the LACHs (Local Aboriginal Cultural Heritage Services). b. Traditional Owners raised concerns about who can talk for County in the Eastern Wheatbelt, calling on communities and Shires for their support for an additional LACH to be endorsed for our area. As the Act will be in effect within weeks, this is something that urgently need consideration by the Government and Minister. c. Based on the above, WALGA State Council advocate for a delay in the implementation of the Aboriginal Cultural Heritage Act 2021 until such time as all affected stakeholders are satisfied. 	<p>The Aboriginal Cultural Heritage Act (2021) is to be repealed and the amended Aboriginal Heritage Act (1972) is to be reintroduced.</p> <p>WALGA continues to advocate for Local Government exemption for costs associated with compliance with the Aboriginal Heritage legislation, in particular the fees payable for section 18 applications.</p>	August 2023	Nicole Matthews Executive Manager Policy nmatthews@walga.asn.au 9243 2039

RESOLUTION:

That the November Status Report be deleted – no longer relevant.

CARRIED

12.3 State Council Agenda Items – 6 December 2023

Background

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The full State Council Agenda can be found via link: [State Council Agenda 6 December](#)

The Zone is able to provide comment or submit an alternative recommendation that is then presented to the State Council for consideration.

MATTERS FOR DECISION

7.1 2023 Annual General Meeting Resolutions

That:

1. the following resolutions from the 2023 WALGA Annual General Meeting be referred to the People and Place Policy Team for further work to be undertaken:

- 5.1 Local Governments' representation at the State Administrative Tribunal relating to planning matters within its district

That WALGA lobby the State Government for legislative reform to enable Local Governments the automatic right to be a represented party at all State Administrative Tribunal hearings related to planning matters within its district.

- 5.2 Land Use Policy

That WALGA establish and promote policies to protect and prioritise the preservation of agricultural land against its displacement by non-agricultural activities that lead to a net reduction of the State's productive agricultural land.

- 5.4 Regional and Remote Housing

That WALGA advocates to the WA State and Commonwealth Governments to address the dire shortage of affordable key worker family housing options in regional and remote towns to encourage families to live and work in regional and remote towns. Social housing is addressed at both the State and Federal levels.

State Council notes that the following resolution is being considered in Agenda item 7.2 of this meeting Agenda:

- 5.3 Transparency – Management Order Determinations

That WALGA:

1. Advocates for Department of Planning, Lands and Heritage to consult and collaborate with Local Governments in reviewing and publishing its policies, decision making criteria, guidelines and procedures associated with the administration of management orders;

2. Ensure the review recognises the cost burden on local governments in managing reserves and options for supporting local governments in meeting that responsibility; and
3. Calls for proactive consultation and advice to Local Government management bodies.

7.2 Advocacy Position – Crown Land and Management Order Administration – Land Administration Act 1997

That WALGA endorse the below Advocacy Position:

Crown Land and Management Order Administration - Land Administration Act 1997

WALGA advocates to the Department of Planning, Lands and Heritage (DPLH) to:

1. Apply the following principles when dealing with matters affecting Local Government's role in managing Crown land:
 - a. Local Government is an equal partner with State Government in managing, developing and administration of Crown land for community benefit.
 - b. Local Government should be provided timely advice and consulted where State Government proposals impact management of or investment in Crown land.
 - c. Ensure timely communication with Local Government where DPLH intends to challenge an intention to levy leasing or land use revenues under a power to lease arrangement.
 - d. Decision-making criteria, policy and procedure transparency contributes to whole of government efficiency, effectiveness and accountability.
2. Publish the policies and procedures that underpin decision making regarding:
 - a. Establishing, varying or revoking management orders.
 - b. Leasing Crown land or facilities, subject to a management order.
 - c. Decision review where a management body or proponent lessee is dissatisfied with a decision or process.

7.3 Review of Public Open Space Advocacy Positions

That WALGA endorse:

1. the deletion of Advocacy Position 4.3 Water Management;
2. the deletion of Advocacy Position 4.4 Public Open Space; and
3. new Advocacy Position 6.11 Public Open Space as follows:

6.11 Public Open Space

New subdivisions and developments should provide appropriate Public Open Space (POS) or POS contributions to provide environmental benefits and meet the needs of the community.

The State Government should take a leadership role in the strategic planning of POS, in consultation with Local Government, including:

1. Reviewing the requirement for a minimum 10 per cent of all new residential land to be provided as POS to determine if this metric is still appropriate.
2. Developing a 10+ year regional level sporting facilities plan to identify and prioritise gaps in regional sporting facilities and acquire and fund regional open spaces, specifically sporting facilities, in a timely manner to align with population growth.
3. Developing contemporary legislative and policy mechanisms to ensure that:
 - a. POS design and delivery:

- i. appropriately allocates different POS uses and purposes, balancing environmental, recreational, sporting and community needs.
 - ii. does not have its use impeded by drainage and utilities facilities.
 - iii. is accessible and appropriately distributed.
 - iv. is cost effective to enable sustainable maintenance and replacement by Local Government.
 - v. is responsive to urban ecology, regional climatic conditions, and climate change.
 - vi. considers water requirements and availability as a priority, includes water sensitive urban design principles, and prioritises water allocations for the irrigation and maintenance of functional active recreational and sport facilities.
 - b. POS cash in lieu contributions are equitable, transparent, and simplified by:
 - i. streamlining the process to collect and expend cash in lieu contributions by delegating functions to Local Government.
 - ii. broadening how cash in lieu funds can be spent to include works beyond the current scope.
 - iii. allowing for the collection of cash in lieu contributions at development application stage and for all forms of subdivision, including two lot subdivisions or developments.
 - iv. investigating the option of a standard fixed rate contribution fee per lot or dwelling when contributions are intended for public open space upgrades.
4. Providing guidance documents and support to assist Local Governments with their strategic POS planning.

7.4 2024 Salaries and Allowances Tribunal Remuneration Inquiry for Local Government Chief Executive Officers and Elected Members

That WALGA endorse the submission to the 2024 Salaries and Allowances Tribunal Remuneration Inquiry for Local Government Chief Executive Officers and Elected Members.

7.5 Household Hazardous Waste Policy Statement and Advocacy Position

That WALGA:

1. Rescind the 2003 WALGA Household Hazardous Waste Policy Statement and Advocacy Position 7.10 Household Hazardous Waste; and
2. Endorse a new Household Hazardous Waste Policy Statement and Advocacy Position as follows:

7.10 Household Hazardous Waste

1. Household Hazardous Waste (HHW) is a small but significant component of the waste stream which requires specialised management strategies to protect human health, property and the environment.
2. This requires:
 - a. Effective Product Stewardship for all HHW; and
 - b. The maintenance and expansion of the HHW Program, funded by the State Government and Product Stewardship Schemes, to provide for the management of HHW collected from the community by Local Government.

7.6 Waste Education Policy Statement and Advocacy Position

That WALGA:

1. Rescind the existing WALGA Waste Management Education Policy Statement 2008 and Advocacy Position 7.8 Waste Management Education; and
2. Endorse a revised WALGA Waste Education Policy Statement 2023 and Advocacy Position as follows:

1. Waste education is essential part of waste management that empowers the community to engage in waste avoidance, reuse and recovery, and to use services correctly.
2. Effective waste education requires:
 - a. Consistent communications by all stakeholders to ensure messages are clear and the community has confidence in the information provided.
 - b. A strategic and long-term investment from the State Government, with funding mechanisms in place to support and enable collaboration between Local Governments and Regional Councils.
 - c. Recognition of waste education in the definition of 'waste service' in the Waste Avoidance and Resource Recovery Act 2007, in order to allow a charge for waste education as part of the waste service charge.
 - d. Identification of priority problematic materials within the waste stream and ongoing advocacy for evidence based alternative approaches.

7.7 Submission E-Waste Landfill Ban Regulations

That WALGA endorse the Submission on the Waste Avoidance and Resource Recovery (e-waste) Regulations 2023.

7.8 Submission on Philanthropic Engagement Framework for Emergency Management

That WALGA endorse the submission to the State Emergency Management Committee on the Draft Philanthropic Engagement Framework for Emergency Management.

7.9 Submission to the WA Action Plan for Young People Consultation Paper

That WALGA endorse the submission to the WA Action Plan for Young People Consultation Paper.

POLICY TEAM AND COMMITTEE REPORTS

- 8.1 Environment and Waste Policy Team Report
- 8.2 Governance and Organisational Services Policy Team Report
- 8.3 Infrastructure Policy Team Report
- 8.4 People and Place Policy Team Report
- 8.5 Municipal Waste Advisory Council (MWAC) Report

MATTERS FOR NOTING / INFORMATION

- 9.1 Planning and Development Amendment Bill 2023 and Associated Regulations and Guidelines
- 9.2 WALGA Emergency Management Survey 2023
- 9.3 WALGA Submission on Aboriginal Cultural Heritage Legislation dated 26 September 2023 and Update
- 9.4 Legal Response to the Local Government Approaches to Tree Retention Issues Paper
- 9.5 Flying Minute: Submission to the Review of the Main Roads Pedestrian Crossing Facilities Guidelines
- 9.6 Flying Minute – Draft Operational Policy 2.3: Planning for Public Open Space
- 9.7 Flying Minute – Submission on Independent Review of Commonwealth Disaster Funding Arrangements
- 9.8 Flying Minute – Objection to the 2023 WA Electoral Distribution Commission Proposed Boundaries
- 9.9 Flying Minute: Submission on the Exposure Draft of the Recycling and Waste Reduction (Export – Paper and Cardboard) Rules 202396
- 9.10 Flying Minute: Submission on National Asbestos Strategic Plan

- 9.11 Flying Minute: Draft Code of Practice for On-Site Wastewater Disposal
- 9.12 Flying Minute – 2024-25 WALGA State Budget Submission

RESOLUTION

Moved: Cr Alison Harris
Seconded: Cr Owen Garner

That the Great Eastern Country Zone:

1. Supports all Matters for Decision as listed above in the December 2023 State Council Agenda; and
2. Notes all Matters for Noting, Policy Team and Committee Reports and Organisational Reports as listed in the December 2023 State Council Agenda.

CARRIED

12.4 WALGA President's Report – December 2023

The WALGA President's Report WAS attached to the agenda.

RESOLUTION

Moved: Cr Ram Rajagopalan
Seconded: Cr Tanya Nicholls

That the Great Eastern Country Zone notes the WALGA President's Report.

CARRIED

13. Emerging Issues

- 13.1 Cr Alison Harris raising concerns in relation to lights on train carriages. It was agreed that this be a topic of interest for the Executive Committee, to advocate for the lighting of carriages on the rail network.

NOTED

- 13.2 The Shire of Mukinbudin referred to communications from Telstra stating that 3G coverage will be turned off on 30 June 2024 without reference to filling the gaps in coverage when that happens. Update to be provided to future Zone meeting.

NOTED

- 13.3 Cr Alison Harris brought a Medicare item forward, that Medicare are proposing that the rebate will not be offered for first consultations with speciality doctors. This item will be brought to the Executive Committee.

NOTED

- 13.4 WALGA were asked to remind Local Governments of the Zone Training Rebate allocated in the 2023/2024 Zone Budget. This matter was discussed at the June 2023 Executive Committee meeting and will be actioned by the Zone Executive.

NOTED

14. Date, Time, and Place of Next Meetings

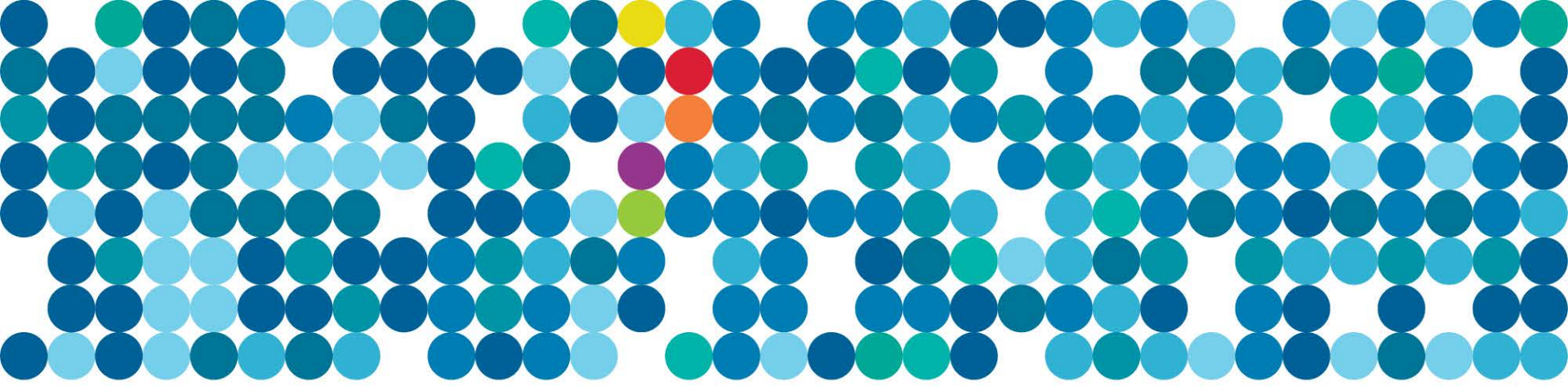
As resolved in item 10.3;

That the Executive assess the possibility of holding the Great Eastern Country Zone meetings on a day other than a Monday that will facilitate most Ordinary Council meetings of the Members.

Once agreed, notification will be sent to all Zone Members.

15. Closure

There being no further business the Chair declared the meeting closed at 1.pm.



Great Eastern Country Zone

20 November 2023

Rebecca Bowler

Manager- Customer & Stakeholder

Goldfields & Agricultural Region

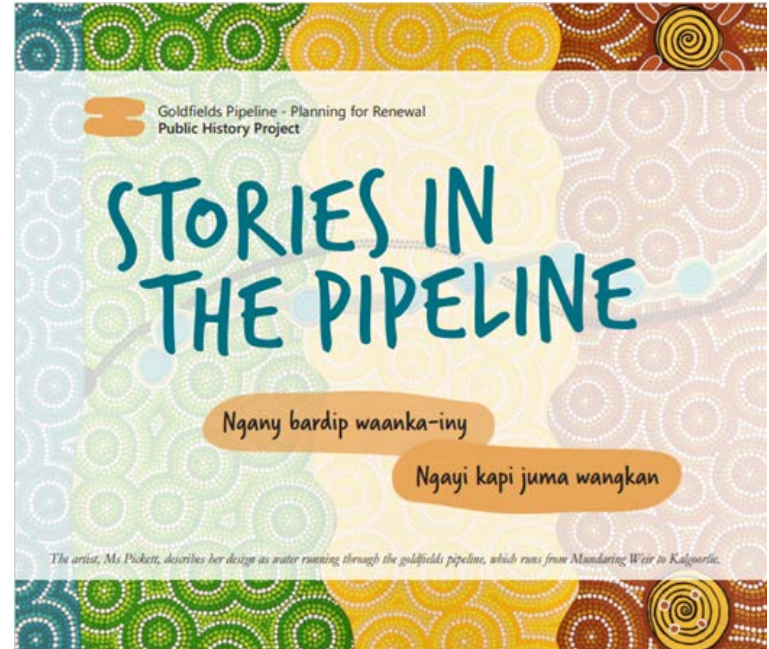
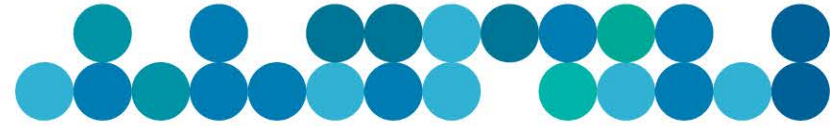
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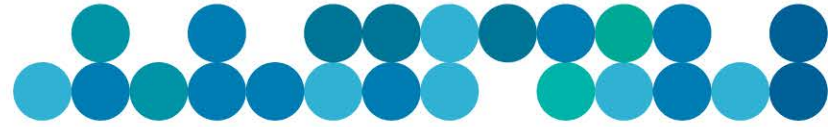
Think climate change.
Be waterwise.



Goldfields Pipeline Heritage Project - Update

- Stories in the pipeline completed community engagement in October '23
- Heritage Management Plan and Interpretation strategy currently being finalised
- Stakeholders inc. LGAs, comment period first half of 2024





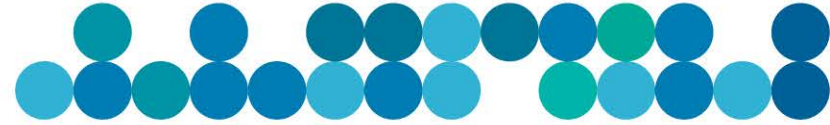
Ghooli ACM Remediation update

- Workers cottages removed
- Found new deposits= slight delay
- Works scheduled for completion end of Feb '24



Farmlands pipeline renewal program

- Water Corporation currently has six local and seven Aboriginal contractors (3 Joint Ventures) bidding for Farmlands Projects.
- Packages of work are prioritised based on water quality and asset related risk factors.
- The current stage (9) is currently on track with:
 - Two packages of work completed : Kellerberrin Shire and Wyalkatchem Shire;
 - Two packages of work currently in construction : Northam Shire and Koorda Shire; and
 - Two contracts still to be awarded



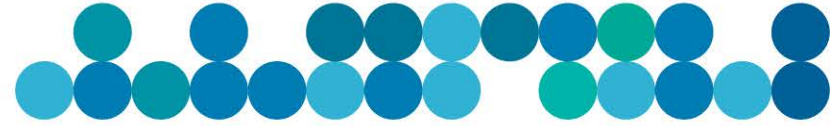
- The Business Case for Stage 10 has been completed and submitted and will be ready for delivery in the 2024-2025 financial year.
- Stage 10 works in the Shires of : Wongan-Ballidu, Mukinbudin, Kellerberrin, Cunderdin and Merredin.
- Stage 10 will be the final stage in this five year program of replacement works.
- The next five year program is currently being developed with the pipeline earmarked for replacement being prioritised accordingly.
- Water Corporation is pleased to have coached and upskilled local contractors to better enable their successful bid for other government and local authority work.

LGAs

vital role in understanding GAWS demand

- Important to understand development requirements in a changing “climate”
- Infrastructure investment decisions in-part driven by “high likelihood” scheme demand
- LGAs are the “first touch” in development application process
- Please send them our way... “turn aspirations into applications/service enquiries”

5



Please direct all development enquiries to Development Services:

<https://www.watercorporation.com.au/Developing-and-building/Subdividing/Request-servicing-advice>



Message(s) for BuilderNet Users:

- Have you carefully read and fully understood our [Residential Guidelines for Designers](#) and the plans obtained from [Dial before You Dig](#) and any other information provided to ensure that your building or construction activities do not damage our pipelines?
- The Water Corporation reserves the right to recover from the applicant the cost of any damages, costs or losses associated with misinformation provided within your application.
- It is important that the estimated completion date supplied by you is as accurate as possible. We appreciate your cooperation.
- To minimise the risk of your session timing out before completing your application, please have your documents ready for attaching e.g. site and floor plans, pile details, hydraulic plans, trade waste, fire service, and additional service.
- Need Help? We now have instructional videos that may assist you in using BuilderNet. Please follow this [link](#) to view these videos.

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Click here to sign in to BuilderNet using our guest account for single or occasional use (i.e. once per month or less)

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Questions?

0409 293 618

NEXT 



PIONEERS' PATHWAY

Advisory Committee meeting

Monday 4th December 2023,
10.00am, Online

MINUTES

ATTENDEES

Pioneers Pathway Executive Officer

Linda Vernon Pioneers' Pathway Project Officer

Participating Council Delegates

Stephanie Elvide	Governance Executive Officer	Shire of Wyalkatchem
Cr Kerry Dayman	Councillor	Shire of Nungarin
Ric Halse	CEO	Shire of Nungarin
Linley Dreghorn	Dowerin CRC/CDO	Shire of Dowerin
Robyn McCarthy	Manager, CWVC	Shire of Merredin
Peter Bentley	Chief Executive Officer	Shire of Goomalling
Kimberley Hardie	Economic Development Coordinator	Shire of Toodyay

Community stakeholders

2. APOLOGIES

Codi Brindley-Mullen	Executive Manager Strategy and Community	Shire of Merredin
Tahnee Bird	Community Development Officer	Shire of Goomalling

3. Marketing Activities

- Review draft Brochure – [view here](#).
 - Front page picture, reserve photo has weeds and Patterson's curse.
ACTION – Kimberly to send through better image options.

OR to capture the past and present concept for each town to provide a photo of now and then and could use one of these.

- Consider brochure racking top 1/3 to be most important, Names of towns to be at the bottom of the page, move the Pioneers' Pathway logo up or consider having words Pioneers' Pathway at the very top.

Stories section:

- Review font size/increase font size.
- Look to summarise text to lessen amount.
- Add opening hours and contacts for each site (either here or on back page).
- Add a QR code to individual websites – maybe?
- Consider using a background photo (faded) instead of colour backgrounds.

Map section

- Ensure text is justified consistently.
- Yes, to add in distances.
- Do not add in towns along the GE Hwy.

Back Page

- Either have a better photo panel in middle section (i.e., Image theme e.g., old buildings)
- Or include site contact details here.
- Really like the old map – maybe consider having this included on the front page.

- Review draft website (home page only) – [view here](#)
 - Main front image to be a slider and have a photo of each of the 6 towns and/or stories.
 - Confirming that QR code from brochure links through to website
 - Update itineraries to include, 1 day, 2 day, 3day and 5 day suggestions.
 - Have consistency between brochure and website with text i.e.. It is white on brochure and brown on website.

ACTION – any further feedback on brochure or website to be provided by Thursday 7th December.

Second draft to be circulated mid-late December, with final draft in late January.

4. Planning for beyond 30 June 2024

- Update on Action from October meeting and general discussion:

ACTIONS:

1. Linda to approach Creative Spaces to ask for quote to.
 - a. Further develop/enhance existing Pioneers Pathways sites in each town.
 - b. Improve signage interpretation along the trail including entry statements, directional signage and site interpretative signage.

Linda will be having an online meeting with Rikki from Creative Spaces on Monday December 11th, 2023 and anticipates having a draft plan to present to the advisory group in February 2024.

5. Other Business

Nil.

Meeting Close: 11.56am, **Next Meeting Monday 19th February 2024**

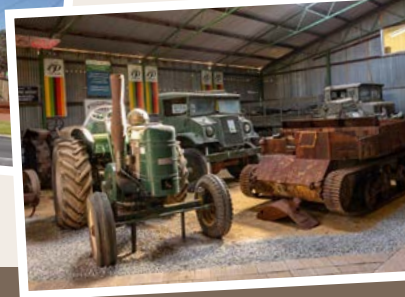


PIONEERS' PATHWAY

Follow in the footsteps of the early pioneers who journeyed east into the West Australian Wheatbelt to find their fortunes living on the land.

The Pioneers' Pathway is the self-drive route that traverses the well worn trail many prospectors once took on their way to the Yilgarn and Kalgoorlie Goldfields.

Discover the people who have helped make the Wheatbelt the place it is today.



Discover the character, charm and unique history of Pioneers' Pathway through the Storytowns audio tour.

Storytowns immersive audio guide offers authentic tales from the heart of each community. Download the Storytowns app for free from the app store and start your journey today.



Scan the QR code to download the App

STORYTOWNS

www.pioneerspathway.com.au

For more information please contact

Toodyay Visitor Centre: 08 9574 9380

Central Wheatbelt Visitors Centre: 08 9041 1666

Follow us on social media:

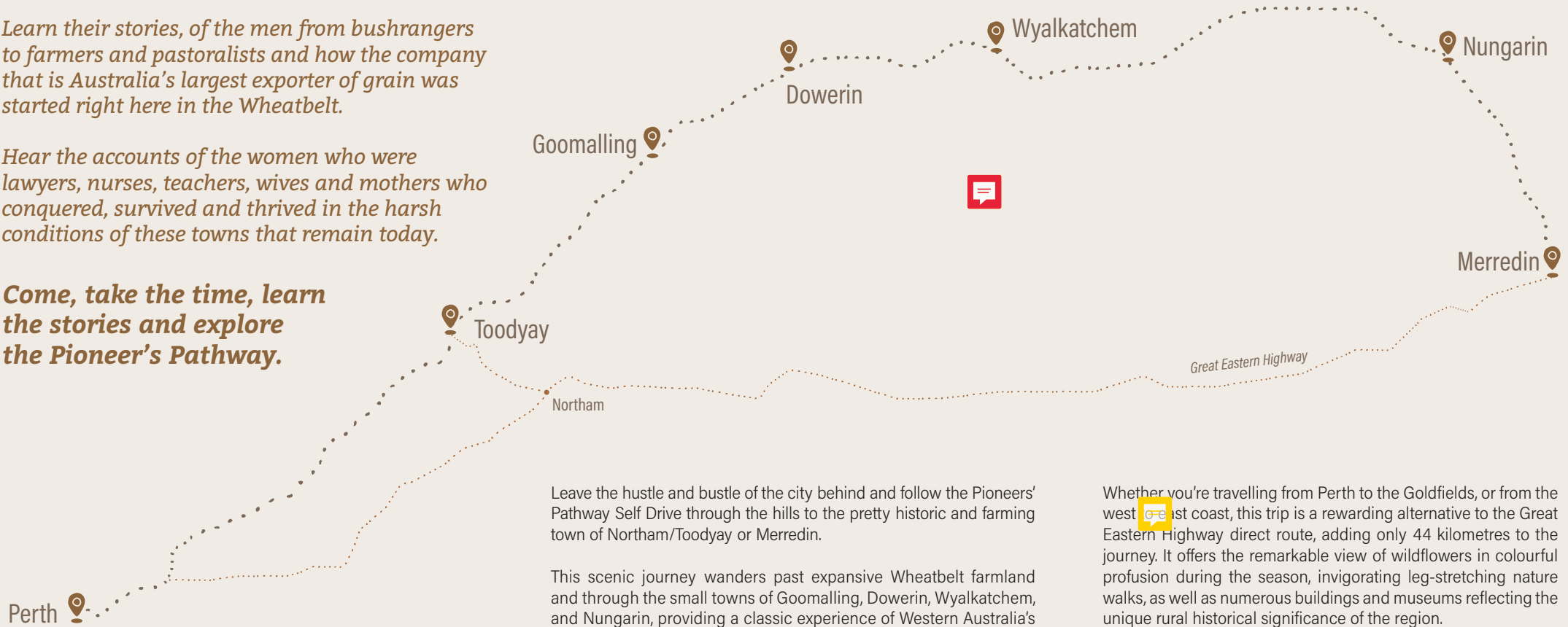
@pioneerspathway



Learn their stories, of the men from bushrangers to farmers and pastoralists and how the company that is Australia's largest exporter of grain was started right here in the Wheatbelt.


Hear the accounts of the women who were lawyers, nurses, teachers, wives and mothers who conquered, survived and thrived in the harsh conditions of these towns that remain today.

Come, take the time, learn the stories and explore the Pioneer's Pathway.



Leave the hustle and bustle of the city behind and follow the Pioneers' Pathway Self Drive through the hills to the pretty historic and farming town of Northam/Toodyay or Merredin.

This scenic journey wanders past expansive Wheatbelt farmland and through the small towns of Goomalling, Dowerin, Wyalkatchem, and Nungarin, providing a classic experience of Western Australia's Wheatbelt heartland.

Whether you're travelling from Perth to the Goldfields, or from the west  east coast, this trip is a rewarding alternative to the Great Eastern Highway direct route, adding only 44 kilometres to the journey. It offers the remarkable view of wildflowers in colourful profusion during the season, invigorating leg-stretching nature walks, as well as numerous buildings and museums reflecting the unique rural historical significance of the region.



Moondyne Joe Toodyay's most infamous character

Joseph Bolitho Johns aka Moondyne Joe seemed to have been the Artful Dodger of Western Australia. His life resembled a character in a Charles Dickens novel.

Joe seems to have spent the better part of his life captured and then escaping nimbly from various prisons. Legend has it the then Governor found him to be a painful and irritating thorn in his side.

Slippery fish or a man who disliked authority? Local legend has portrayed his defiance and cheeky contempt against the law in a rosy light.

Born in the UK, Joe spent four years in different English prisons before arriving in Fremantle where he received a ticket of leave. From 1853 onwards, Joe worked at various jobs in the colony, including stock trapping near Moondyne Springs in the district.

It took just eight years on the straight and narrow before Joe got up to his old tricks again. Accused and charged for stealing a horse near Toodyay, Joe broke out of prison using the same horse and the local judge's new saddle and bridle.



Annoyed authorities spent the next two days looking for him, as the enraged magistrate likely breathed down their necks! He was caught and brought back to be charged with the extremely serious offence of horse stealing (breaking out of prison was seen as a lesser charge at that time because so many convicts did it).

He was transferred to Convict Establishment at Fremantle and released eventually. Records show that Joe even took up an off-the-cuff challenge from Governor Hampton in 1871 who promised him that if he could escape from the special cell built for prisoners like him, he would be granted freedom. Authorities were thoroughly tired of his escapades and sending him to trial by this point.

The Newcastle Gaol Museum in Toodyay has a cell dedicated to his memory (ironic much for the man who craved freedom?). Authorities commissioned the cell to stop other prisoners after Joe's dramatic escape from The Toodyay Convict Depot lock up.

Whilst Fremantle Prison have the cell where Moondyne Joe spent hours thinking of freedom and how to hoodwink those who wanted him locked up, it's Toodyay who celebrates Moondyne Joe in style - with a free, family-friendly (and very enthusiastic) Moondyne Festival midyear and you can visit the Newcastle Gaol Museum in Clinton Street throughout the year. Drop in for the day tour and experience the convict era in all its infamous glory.



Tractor fan? Come to Wyalkatchem

It seems visitors to the area have a bit of trouble pronouncing Wyalkatchem, so locals have shortened it to Wylie (as you do in Australia).

Prospectors in search of gold once passed through Wyalkatchem on their way to Kalgoorlie. The town is also famous for its farming and pioneer heritage. A popular attraction in town, the C.B.H. museum is housed in a 1936 "K" type wheat bin. This wheat bin is also a cultural heritage site and the oldest bin preserved in history. Quite apt considering Wyalkatchem is known as the cradle of bulk wheat handling.

For the tractor fans, it's your chance to see the 'Waterloo Boy' one of the first John Deere tractor models made in 1920 - which still works 100 years later! How's that for efficiency?

Farming equipment, rare wagons, tractors and agricultural memorabilia also takes pride of place in the C.B.H. museum - with over 500 items on display from the 19th century.

A second shed displaying 40 original tractors was built partly from materials salvaged from a demolished wheat bin. Wyalkatchem is also famous for being the first shire to handle bulk wheat in 1931. Bulk handling and collection of wheat started with Mr Harry Threlfall from Korrellocking on 9 November 1931. A year later, two engine driven grain elevators were installed at the railway to cope with the demand and the first trainload of Wheat departed Wyalkatchem for Fremantle port.

John Lindsay was Wyalkatchem's early pioneers and a key advocate for the bulk handling of wheat. He arrived in Western Australia after spending some years in South Africa. While John knew little about farming when he started off, he was familiar with the Australian bush and hard work.

As a farmer, John struggled from day one; he scrimped and saved to buy land from the government, did jobs for local people to earn money, lost all his personal and valued possessions in a fire that destroyed his camp and made expensive mistakes in farming his land.

Later, he entered politics and served in local government. John was appointed as the first Chairman of the Wyalkatchem Road Board, and as Minister for Public Works and Labour and J.P. Given Wyalkatchem's important role in contributing to the grain economy, he continuously advocated to increase the amount of farming land available to people in his electorate. "...I learned my farming, not by driving a railway engine but by going on the land..." said he once in Parliament.

Was he a farmer who was a successful politician? Or was he a politician with a farmer's mind? Whichever way you look at it, John Lindsay turned the hard lessons he learned on the land into progress and development for Wyalkatchem.



The Slater Family Goomalling's true pioneers

If you want to feel the true spirit of the word 'pioneer' then George Slater would be it.

Making progress where there was none, George was a man ahead of his time and given to many firsts.

Think the 19th century equal of Elon Musk, living in Goomalling.

George was the first settler and farmer in Goomalling, built the first homestead, residence, and also the schoolroom for children in the district. The man he hired as the town's first teacher spent 30 years teaching the children thanks to George's support. Irish-born Mary Lynch later became Mrs Slater and they had 12 children over the next two decades.

George was not only progressive; he was also a keen entrepreneur great at spotting 'golden' opportunities and profiting from them. He had his finger in many pies - including breeding horses for the Indian Army.

One of his most profitable ventures was turning Slater Homestead into an Inn during the gold rush years. Attracting all types of adventurous sorts, he provided rooms and meals to gold prospectors and their horses on the way to the goldfields in Yilgarn, Kalgoorlie, and Southern Cross.

Legend has it that George played host to Arthur Bayley and William Ford, the first miners to find gold at Coolgardie. Sir John Forrest, an explorer and the first premier of Western Australia also stopped at the inn while on an expedition. Oh, to be a fly on the wall at the time!

The Slater Homestead is now a heritage property open to the public and for events. This is a must visit for those wanting to feel the spirit of the pioneering days and those youngsters needing to stand in the spot where one of the 19th century's first entrepreneurs really found his place!

Continuing George Slater's legacy into the 21st century, modern travellers can eat and stay at the beautifully restored homestead or drop in for the day. Pop in to the old barn, which displays a collection of local photos and indulge in some scones and tea at Mary's Tearoom.

Jane Adams The pioneering spirit of women

It's not often that women are credited with showing the pioneering spirit. They are often painted as silent spectators tending to the home and children while the men go off to explore uncharted territory. However, Jane Swain Adams's name is known with the best of the pioneers. Affectionately known as 'Granny Adams', she showed resilience and foresight in maintaining the Mangowine Homestead in Nungarin.

Born in Toodyay, local girl Jane married cobbler Charles Frederick Adams and they settled in Mangowine, the furthest point anyone had lived up until that point. Their new home was built of stone and mud brick, paved with large flat stones and roofed with gimlet rafters and reeds. They lived in isolation, the only contact being with the local Aboriginal community. Soon, Jane started keeping detailed weather records for the meteorological office.

She continued to keep records for 47 years as she managed the home, children, and the inn providing rooms and meals to prospectors heading to Yilgarn. Unfortunately, her isolation was to continue as her husband Charles died of a heart attack leaving her a widow at 44 years of age, the sole carer and provider for nine children.

Jane took to the task like a duck to water and ran the property, kept sheep, and grew vegetables for railway workers who stayed nearby and cropped their wheat-fields. A year after she recovered from typhoid, Jane applied for and won a tender to do the mail run with her teenage son Charles. It used to take Charles one full week to do the mail run at the time!

After the year 1900, the government opened up land in the area and Granny Adams became a mentor for inexperienced farmers who were struggling to make a living.

She died at the age of 83 and is buried in Nungarin cemetery. Jane was inducted into the Western Australian Agricultural Hall of Fame in 2003 for her many outstanding contributions and spirit. If you're a woman travelling through the area, you've just got to go and pay your respects to this pioneer - of the land and of women of our time.



Joe Anderson The past and present and the spirit

Dowerin spent almost 70 years in obscurity. Not many people, apart from those who traded in sandalwood, (these trees grew in abundance) even knew about the town then. Two striking features of the town in the 1800s were deep lakes that spread for miles in winter and thick, dense growth of native trees, shrubs and flowers - later cleared by settlers for agriculture.

It could be said the pioneers who left their mark on Dowerin also placed it on the map. Without some of these enterprising settlers, history may have overlooked this West Australian town with the beautiful trees and wildflowers.

This thick vegetation in Dowerin posed a challenge for early pioneers. However, the men who bought land were undaunted by the massive task. One of Dowerin's most notable pioneers, Joe Anderson, came from Kalgoorlie in 1897 after he heard about a proposed railway line. In the beginning, he worked on clearing other people's land before buying his own. Unfortunately, a mix-up in names with another pioneer - Johansen - meant that Joe spent a week clearing land that wasn't even his!

Luckily, the surveyor, Mr King turned out to be a kind soul and gave Joe a letter for the Surveyor General explaining the mistake. Mr. King also asked Joe to return with him to camp and choose whichever block he liked from the map. Joe chose new land but again it had already been allocated to someone else. He found this out just in time.

It was third time lucky for Joe when the surveyor allocated him land at Thirteen Mile next to Tin Dog Creek, named after the miners who left their bully beef tins on the way to Yilgarn's goldfields. So determined was Joe to settle in and start work on his land that he left for Perth as soon as Mr King gave him the letter and returned on the same day.

Dowerin's other famous resident is Rusty the Tin Dog. Rusty, a sculpture, is the brainchild of local high school students who were determined to leave their own mark on the town. In 2004, the students helped brainstorm ideas for the initial sculpture design, sourced funding for the materials and commissioned an artist. The idea behind it is to encourage people to visit Dowerin and a nod to its pioneer past.

Today Rusty the Tin Dog stands proudly in Dowerin, a product of two worlds that existed over 100 years apart. He embodies the survival spirit of the pioneers and the never-give-up spirit of the current Dowerin residents.



Alice Cummins Changing Merredin's fate

Alice Mary Cummins might have felt completely at home in the 21st century given her progressive upbringing, interest in arts and culture, and an entrepreneurial streak - rarely seen in a woman in the pioneer era.

Alice was a gifted woman with many talents and interests: law, music, travel, arts, culture, history, and business. The only child of Mr James Cummins and Mrs Mary Cummins, her two (out of many) notable achievements are WA's first female barrister admitted to the Bar in 1930 and Managing Director of Kalgoorlie Brewing & Ice Co. Ltd after her father's death.

She began by maintaining ledger accounts for the business and quickly grasped all the different aspects of the brewing industry leading her father to comment proudly, "there was nothing Alice didn't know."

It was Alice's idea to start making German-style lager. Despite facing stiff competition from others in the industry, she expanded the company's operations aggressively by installing new plant and equipment and increasing the number of outlets owned by the brewery. That big risk paid off eventually when Kalgoorlie Brewery's German lager Hannans went on to sell highly, year on year.

Kalgoorlie Brewery was only one of the Cummins' family diverse investments, others being farming and mining. James Cummins was also involved in politics and held the office of the Mayor for Kalgoorlie for two years. He wanted Merredin to become a business and cultural hub and went on to commission the building of a theatre in town - eventually named Cummins Theatre in recognition of the family's contributions.

The materials used in the building of Cummins Theatre belonged to Tivoli Theatre in Coolgardie that James bought, dismantled and then transported to Merredin by rail. Structurally, Cummins Theatre was a building ahead of its time. The specifications for the building was higher than that required to show pictures - the fly tower and proscenium arch was included for professional stage performance.

The main aim for the theatre was to encourage culture in the region and many musical legends graced its halls - AC/DC, Slim Dusty, Marcia Hines, and The Wiggles. Along with musical performances, the theatre also played talking pictures (it was the first venue to do so), hosted balls, theatre, and stand-up comedy.

Today, Cummins Theatre provides a flexible multi-purpose performance space for touring companies, in-house products, live simulcasts, films and events. Facilities include; a conference room, commercial kitchen, licensed bar and a visual arts gallery accommodating all sizes of events and performances.

NEXT



Shire of Wyalkatchem
List of Accounts - November 2023

EFT3164	02/11/2023	Perfect Computer Solutions Pty Ltd	-1017.50	1	CSH
EFT3165	02/11/2023	Seton Australia	-251.58	1	CSH
EFT3166	02/11/2023	Goomalling Farm Shed	-25.00	1	CSH
EFT3167	02/11/2023	Wormald Australia Pty Ltd	-423.23	1	CSH
EFT3168	02/11/2023	Mineral Crushing Services	-525.80	1	CSH
EFT3169	02/11/2023	Michelle Lea Eaton	-47.50	1	CSH
EFT3170	02/11/2023	Wyalkatchem Licensed Post Office(RJ+ME Crute_	-159.51	1	CSH
EFT3171	02/11/2023	Bunnings Midland	-597.61	1	CSH
EFT3172	02/11/2023	Wyalkatchem Electrical and Air conditioning Services	-1298.00	1	CSH
EFT3173	02/11/2023	Integral Fire Protection	-2417.78	1	CSH
EFT3174	02/11/2023	Not Too Dusty Plant Hire	-1155.00	1	CSH
EFT3175	02/11/2023	Petchell Mechanical	-2113.82	1	CSH
EFT3176	02/11/2023	Planwest	-363.00	1	CSH
EFT3177	02/11/2023	Shire of Trayning	-20.00	1	CSH
EFT3178	02/11/2023	T & E Services Pty Ltd	-10725.00	1	CSH
EFT3179	02/11/2023	WA Contract Ranger Services	-627.00	1	CSH
EFT3180	02/11/2023	Wheatbelt Office & Business Machines	-380.26	1	CSH
EFT3181	03/11/2023	Flying Sheep Farm Co	-450.00	1	CSH
EFT3182	07/11/2023	The Happy Pill Pharmacy	-84.75	1	CSH
EFT3183	07/11/2023	Perfect Computer Solutions Pty Ltd	-255.00	1	CSH
EFT3184	07/11/2023	Wyalkatchem General Store	-390.12	1	CSH
EFT3185	07/11/2023	Shred-X Pty Ltd	-26.00	1	CSH
EFT3186	07/11/2023	Gary Thorpe {Personal}	-359.10	1	CSH
EFT3187	07/11/2023	Five Rivers Plumbing and Gas	-3145.99	1	CSH
EFT3188	07/11/2023	Newground Water Services Pty Ltd	-11383.85	1	CSH
EFT3189	07/11/2023	Terence W Delane	-770.43	1	CSH
EFT3190	07/11/2023	Stratco WA Pty Ltd	-243.54	1	CSH
EFT3191	07/11/2023	Stirling Asphalt	-65277.87	1	CSH
EFT3192	07/11/2023	Wormald Australia Pty Ltd	-423.23	1	CSH
EFT3193	07/11/2023	Wattleup Tractors	-1045.41	1	CSH
EFT3194	07/11/2023	D &GJ Pease(Airport Maintenance)	-242.00	1	CSH

Shire of Wyalkatchem
List of Accounts - November 2023

EFT3195	07/11/2023	Michelle Lea Eaton	-190.00	1	CSH
EFT3196	07/11/2023	Darryl Johnson	-228.00	1	CSH
EFT3197	07/11/2023	D R AND M T SIMS	-1879.52	1	CSH
EFT3198	07/11/2023	Avon Waste	-9676.35	1	CSH
EFT3199	07/11/2023	BOC Gases	-52.85	1	CSH
EFT3200	07/11/2023	Bunnings Midland	-484.08	1	CSH
EFT3201	07/11/2023	Koorda Community Resource Centre	-25.00	1	CSH
EFT3202	07/11/2023	Nutrien Ag Solutions Ltd	-1548.32	1	CSH
EFT3203	07/11/2023	LGIS Liability	-94856.67	1	CSH
EFT3204	07/11/2023	Petchell Mechanical	-697.19	1	CSH
EFT3205	07/11/2023	Shire of Dowerin	-23485.00	1	CSH
EFT3206	07/11/2023	T & E Services Pty Ltd	-14661.90	1	CSH
EFT3207	07/11/2023	WA Contract Ranger Services	-462.00	1	CSH
EFT3208	07/11/2023	WA Local Government Association	-583.00	1	CSH
EFT3209	07/11/2023	Wyalkatchem Community Resource Centre	-2464.68	1	CSH
EFT3210	07/11/2023	Wyalkatchem Tyre Service	-870.00	1	CSH
EFT3211	13/11/2023	Gary Thorpe {Personal}	-79.90	1	CSH
EFT3212	13/11/2023	Michelle Lea Eaton	-47.50	1	CSH
EFT3213	13/11/2023	Wheatbelt Plumbing & Gas	-6200.92	1	CSH
EFT3214	13/11/2023	Australia Post	-144.63	1	CSH
EFT3215	13/11/2023	TOLL Australia	-63.81	1	CSH
EFT3216	13/11/2023	DFES	-2919.62	1	CSH
EFT3217	13/11/2023	Dunnings	-19654.97	1	CSH
EFT3218	23/11/2023	Five Rivers Plumbing and Gas	-308.82	1	CSH
EFT3219	23/11/2023	Terence W Delane	-484.00	1	CSH
EFT3220	23/11/2023	KEE SURFACING PTY LTD	-326953.77	1	CSH
EFT3221	23/11/2023	D &GJ Pease(Airport Maintenance)	-1495.00	1	CSH
EFT3222	23/11/2023	Town And Country Demolition	-4807.00	1	CSH
EFT3223	23/11/2023	Paula Dawn Bending	-120.00	1	CSH
EFT3224	23/11/2023	A P Concrete Pty Ltd	-14025.00	1	CSH
EFT3225	23/11/2023	Burgess Rawson (wa) Pty Ltd	-883.55	1	CSH

Shire of Wyalkatchem
List of Accounts - November 2023

EFT3226	23/11/2023	Kleenheat Gas	-169.40	1	CSH
EFT3227	23/11/2023	T & E Services Pty Ltd	-5720.00	1	CSH
EFT3228	28/11/2023	Department of Mines, Industry Regulation and Safety	-1086.00	1	CSH
EFT3229	28/11/2023	Sally J Design (Putt, Sally Jane)	-891.00	1	CSH
EFT3230	28/11/2023	Jennie A Gorham	-511.10	1	CSH
EFT3231	28/11/2023	PJ & DE Robinson	-19136.70	1	CSH
Total EFT			-664112.13		
DD2936.1	07/11/2023	HESTA Superannuation	-1018.24	1	CSH
DD2936.2	07/11/2023	Macquarie Super Consolidator II	-264.53	1	CSH
DD2936.3	07/11/2023	MTAA Superannuation Fund	-282.86	1	CSH
DD2936.4	07/11/2023	The Pease Family Superannuation Fund	-66.00	1	CSH
DD2936.5	07/11/2023	CBUS Superannuation	-891.77	1	CSH
DD2936.6	07/11/2023	Aware Superannuation Fund	-3349.13	1	CSH
DD2936.7	07/11/2023	BT Panorama Superannuation	-961.35	1	CSH
DD2936.8	07/11/2023	Suncorp Superannuation	-155.76	1	CSH
DD2936.9	07/11/2023	AMP Superannuation	-640.97	1	CSH
DD2941.1	01/11/2023	Water Corporation.	-2296.43	1	CSH
DD2944.1	02/11/2023	Crisp Wireless	-526.90	1	CSH
DD2952.1	21/11/2023	HESTA Superannuation	-1045.13	1	CSH
DD2952.2	21/11/2023	Macquarie Super Consolidator II	-264.53	1	CSH
DD2952.3	21/11/2023	MTAA Superannuation Fund	-199.55	1	CSH
DD2952.4	21/11/2023	The Pease Family Superannuation Fund	-39.60	1	CSH
DD2952.5	21/11/2023	CBUS Superannuation	-891.77	1	CSH
DD2952.6	21/11/2023	Aware Superannuation Fund	-2699.67	1	CSH
DD2952.7	21/11/2023	BT Panorama Superannuation	-961.35	1	CSH
DD2952.8	21/11/2023	Suncorp Superannuation	-153.89	1	CSH
DD2952.9	21/11/2023	AMP Superannuation	-640.97	1	CSH
DD2954.1	17/11/2023	Foxtel	-140.00	1	CSH
DD2956.1	07/11/2023	Water Corporation.	-318.33	1	CSH
DD2958.1	07/11/2023	Synergy	-164.15	1	CSH
DD2963.1	09/11/2023	Water Corporation.	-575.33	1	CSH

Shire of Wyalkatchem
List of Accounts - November 2023

DD2965.1	21/11/2023 Synergy	-109.97	1	CSH
DD2967.1	21/11/2023 Telstra	-249.60	1	CSH
DD2971.1	29/11/2023 Synergy	-5587.54	1	CSH
DD2974.1	30/11/2023 Synergy	-540.36	1	CSH
DD2975.1	08/11/2023 Water Corporation.	-2082.00	1	CSH
DD2976.1	06/11/2023 Water Corporation.	-4289.69	1	CSH
DD2936.10	07/11/2023 Jonas Superannuation Fund	-86.64	1	CSH
DD2936.11	07/11/2023 Rest Super	-229.21	1	CSH
DD2936.12	07/11/2023 Australian Retirement	-278.20	1	CSH
DD2952.10	21/11/2023 Jonas Superannuation Fund	-121.35	1	CSH
DD2952.11	21/11/2023 Rest Super	-229.21	1	CSH
DD2952.12	21/11/2023 Australian Retirement	-278.20	1	CSH
TOTAL DD		-32630.18		
TOTAL EFT and DD		-696742.31		






SHIRE OF WYALKATCHEM
NAB BUSINESS VISA
PAYMENTS OF ACCOUNTS BY CREDIT CARD
FOR THE STATEMENT PERIOD: 29 September 2023 to 27 October 2023

DATE	PAYEE	DESCRIPTION	AMOUNT
CARD NUMBER 4557-XXXX-XXXX-4705			
04-Oct-23	IRIS Consulting Group Morley	Keyboard Classification Training - Nikki Towel	\$ 209.00
09-Oct-23	Department of Transport	Vehicle Registration	\$ 25.30
09-Oct-23	Dunnings	Refreshment for members	\$ 52.00
09-Oct-23	Department of Transport	Insurance and licence for 1HCZ744	\$ 269.40
09-Oct-23	SP KETO NUTRITION	Revitalise - Daily Electrolights	\$ 179.75
10-Oct-23	Shein Australia	Items for Halloween	\$ 185.98
11-Oct-23	Wyalkatchen Hotel	Refreshment for members	\$ 14.00
20-Oct-23	JAMF Software	Subscription and Donation	\$ 38.14
20-Oct-23	Wyalkatchen Hotel	Refreshment for member	\$ 188.00
27-Oct-23	Card fee and other Bank Charges	Card fee and other Bank Charges	\$9.00
TOTAL CREDIT CARD PAYMENTS			\$ 1,170.57

I, Parul Begum, 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

Parul Begum 





SHIRE OF WYALKATCHEM

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 30 November 2023

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF WYALKATCHEM
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

	Supplementary Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	9	1,458,642	1,458,642	1,450,155	(8,487)	(0.58%)	
Grants, subsidies and contributions	12	274,645	163,564	218,433	54,869	33.55%	▲
Fees and charges		211,683	154,454	204,505	50,051	32.41%	▲
Interest revenue		14,450	6,010	83,315	77,305	1286.27%	▲
Other revenue		1,050	435	28	(407)	(93.56%)	▼
Profit on asset disposals	5	142,867	44,260	0	(44,260)	(100.00%)	▼
		2,103,337	1,827,365	1,956,436	129,071	7.06%	
Expenditure from operating activities							
Employee costs		(1,505,318)	(627,240)	(586,286)	40,954	6.53%	▲
Materials and contracts		(1,584,764)	(635,480)	(665,809)	(30,329)	(4.77%)	▼
Utility charges		(195,123)	(81,135)	(49,579)	31,556	38.89%	▲
Depreciation		(1,484,522)	(618,490)	0	618,490	100.00%	▲
Finance costs		(2,312)	(960)	(863)	97	10.10%	▲
Insurance		(170,847)	(171,055)	(176,565)	(5,510)	(3.22%)	
Other expenditure		(51,681)	(4,840)	(3,910)	930	19.21%	▲
		(4,994,567)	(2,139,200)	(1,483,012)	656,188	30.67%	
Non-cash amounts excluded from operating activities	Note 2(b)	1,341,655	574,230	0	(574,230)	(100.00%)	▼
Amount attributable to operating activities		(1,549,575)	262,395	473,424	211,029	80.42%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	13	1,570,316	205,125	158,150	(46,975)	(22.90%)	▼
Proceeds from disposal of assets	5	244,544	0	0	0	0.00%	
		1,814,860	205,125	158,150	(46,975)	(22.90%)	
Outflows from investing activities							
Payments for property, plant and equipment	4	(835,499)	(117,377)	(167,904)	(50,526)	(43.05%)	▼
Payments for construction of infrastructure	4	(1,908,646)	(429,654)	(485,389)	(55,734)	(12.97%)	▼
		(2,744,145)	(547,032)	(653,292)	(106,261)	(19.42%)	
Amount attributable to investing activities		(929,285)	(341,907)	(495,142)	(153,236)	(44.82%)	
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from new debentures	10	165,000	0	0	0	0.00%	
Transfer from reserves	3	472,408	0	0	0	0.00%	
		637,408	0	0	0	0.00%	
Outflows from financing activities							
Repayment of borrowings	10	(62,897)	(26,185)	(26,185)	0	0.00%	
Transfer to reserves	3	(184,291)	0	(78,165)	(78,165)	0.00%	▼
		(247,188)	(26,185)	(104,350)	(78,165)	(298.51%)	
Amount attributable to financing activities		390,220	(26,185)	(104,350)	(78,165)	(298.51%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		2,088,640	2,088,640	2,202,696	114,056	5.46%	▲
Amount attributable to operating activities		(1,549,575)	262,395	473,424	211,029	80.42%	▲
Amount attributable to investing activities		(929,285)	(341,907)	(495,142)	(153,236)	(44.82%)	▼
Amount attributable to financing activities		390,220	(26,185)	(104,350)	(78,165)	(298.51%)	▼
Surplus or deficit after imposition of general rates		0	1,982,943	2,076,628	93,685	4.72%	▲

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

* Refer to Note 3 for an explanation of the reasons for the variance.

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

SHIRE OF WYALKATCHEM
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

	Supplementary Information	30 June 2023	30 November 2023
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	2	2,581,555	2,252,402
Trade and other receivables		322,842	314,173
Other financial assets		3,230,306	3,308,471
Inventories	7	5,168	59,334
TOTAL CURRENT ASSETS		6,139,871	5,934,380
NON-CURRENT ASSETS			
Trade and other receivables		29,740	29,740
Other financial assets		61,117	61,117
Property, plant and equipment		13,446,168	13,616,073
Infrastructure		56,079,905	56,563,292
TOTAL NON-CURRENT ASSETS		69,616,930	70,270,222
TOTAL ASSETS		75,756,801	76,204,602
CURRENT LIABILITIES			
Trade and other payables	8	402,857	245,769
Other liabilities	11	236,238	236,238
Borrowings	10	53,126	26,941
Employee related provisions	11	88,414	88,414
TOTAL CURRENT LIABILITIES		780,635	597,362
NON-CURRENT LIABILITIES			
Employee related provisions		40,032	40,032
TOTAL NON-CURRENT LIABILITIES		40,032	40,032
TOTAL LIABILITIES		820,667	637,394
NET ASSETS		74,936,134	75,567,208
EQUITY			
Retained surplus		26,351,153	26,904,062
Reserve accounts	3	3,230,306	3,308,471
Revaluation surplus		45,354,675	45,354,675
TOTAL EQUITY		74,936,134	75,567,208

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 NOVEMBER 2023

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

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 financial 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.

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.

All monies held in the Trust Fund are excluded from the financial statements.

Judgements and 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 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 balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 08 November 2023

SHIRE OF WYALKATCHEM
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Net current assets used in the Statement of Financial Activity	Supplementary Information	Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 30 November 2023
		\$	\$	\$
Current assets				
Cash and cash equivalents	2	2,384,124	2,581,555	2,252,402
Trade and other receivables		377,104	322,842	314,173
Other financial assets		3,230,306	3,230,306	3,308,471
Inventories	7	45,768	5,168	59,334
		6,037,302	6,139,871	5,934,380
Less: current liabilities				
Trade and other payables	8	(476,699)	(402,857)	(245,769)
Other liabilities	11	(176,665)	(236,238)	(236,238)
Borrowings	10	(53,126)	(53,126)	(26,941)
Employee related provisions	11	(64,992)	(88,414)	(88,414)
		(771,482)	(780,635)	(597,362)
Net current assets		5,265,820	5,359,236	5,337,018
Less: Total adjustments to net current assets	Note 2(c)	(3,177,180)	(3,156,540)	(3,260,390)
Closing funding surplus / (deficit)		2,088,640	2,202,696	2,076,628

(b) Non-cash amounts excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

Non-cash amounts excluded from operating activities		Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	5	(142,867)	(44,260)	0
Add: Depreciation		1,484,522	618,490	0
Total non-cash amounts excluded from operating activities		1,341,655	574,230	0

(c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

Adjustments to net current assets		Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 30 November 2023
		\$	\$	\$
Less: Reserve accounts	3	(3,230,306)	(3,230,306)	(3,308,471)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	10	53,126	53,126	26,941
- Current portion of employee benefit provisions held in reserve	3	0	20,640	21,139
Total adjustments to net current assets	Note 2(a)	(3,177,180)	(3,156,540)	(3,260,390)

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
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2023-24 year is \$10,000 or 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Grants, subsidies and contributions	54,869	33.55%	▲
Budget for FAGS was \$0 as 100% of grant was prepaid in 2022/23 but we have received a further allocation of \$91,903, of which the 1st and 2nd instalments have been paid (\$45,952). This will be amended in the Budget Review.		Permanent	
Fees and charges	50,051	32.41%	▲
Income for the Rodeo was not budgeted for (\$31,770) and rental income for 10 Honour Ave was not budgeted as it was unknown when/if it would be rented (\$4,680). This will both be amended in the Budget Review.		Permanent	
Interest revenue	77,305	1286.27%	▲
Interest on both the Reserve Term Deposit and surplus Municipal funds is budgeted to be a nominal figure as it is always unknown what actual interest will be. To date Reserve interest is \$53,575 higher than budget and Municipal interest is \$20,743 higher.		Permanent	
Other revenue	(407)	(93.56%)	▼
No material variance			
Profit on asset disposals	(44,260)	(100.00%)	▼
Izuzu ute will be traded when the new ute arrives.		Timing	
Expenditure from operating activities			
Employee costs	40,954	6.53%	▲
There has been 2-3 unfilled positions through the start of the year.			
Materials and contracts	(30,329)	(4.77%)	▼
No material variance			
Utility charges	31,556	38.89%	▲
Timing due to receipt of bills		Timing	
Depreciation	618,490	100.00%	▲
Depreciation won't be run until after the Annual Report is finalised and assets for 2022/23 are capitalised		Timing	
Finance costs	97	10.10%	▲
No material variance			
Other expenditure	930	19.21%	▲
No material variance			
Non-cash amounts excluded from operating activities	(574,230)	(100.00%)	▼
Depreciation won't be run until after the Annual Report is finalised and assets for 2022/23 are capitalised			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(46,975)	(22.90%)	▼
Due to the timing of grants being received.		Timing	
Outflows from investing activities			
Payments for property, plant and equipment	(50,526)	(43.05%)	▼
Variance due to timing of the museum refurbishment, the new dolly being purchased and also the new photocopier - these were both expected to be in 2022/23 and weren't carried over to this year's budget. This is offset by a higher opening surplus and it will be amended in the budget review.		Permanent	
Payments for construction of infrastructure	(55,734)	(12.97%)	▼
Ashelford Park budget was not carried over - this is offset by a higher opening surplus and will be amended in the Budget Review.		Permanent	
Outflows from financing activities			
Transfer to reserves	(78,165)	0.00%	▼
Interest on the Reserve Term Deposit is budgeted to be a nominal figure as it is always unknown what actual interest will be. To date Reserve interest received is \$78,165.			
Surplus or deficit at the start of the financial year	114,056	5.46%	▲
Pre-paid FAGS were \$130,000 higher than anticipated.			
Surplus or deficit after imposition of general rates	93,685	4.72%	▲
Due to variances described above			

SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION
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SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.09 M	\$2.09 M	\$2.20 M	\$0.11 M
Closing	\$0.00 M	\$1.98 M	\$2.08 M	\$0.09 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$2.25 M	40.5%
Restricted Cash	\$3.31 M	59.5%

Refer to 2 - Cash and Financial Assets

Payables	
	% Outstanding
Trade Payables	
0 to 30 Days	100.0%
Over 30 Days	0.0%
Over 90 Days	0.0%

Refer to 8 - Payables

Receivables		
	\$	%
Rates Receivable	\$0.24 M	84.4%
Trade Receivable	\$0.08 M	% Outstanding
Over 30 Days		(130.3%)
Over 90 Days		(130.3%)

Refer to 6 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.55 M)	\$0.26 M	\$0.47 M	\$0.21 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$1.45 M	
YTD Budget	\$1.46 M	(0.6%)

Refer to 9 - Rate Revenue

Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.22 M	
YTD Budget	\$0.16 M	33.5%

Refer to 12 - Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.20 M	
YTD Budget	\$0.15 M	32.4%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.93 M)	(\$0.34 M)	(\$0.50 M)	(\$0.15 M)

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.00 M	
Adopted Budget	\$0.24 M	(100.0%)

Refer to 5 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$0.49 M	
Adopted Budget	\$1.91 M	(74.6%)

Refer to 4 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$0.16 M	
Adopted Budget	\$1.57 M	(89.9%)

Refer to 4 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.39 M	(\$0.03 M)	(\$0.10 M)	(\$0.08 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$0.03 M)
Interest expense	(\$0.00 M)
Principal due	\$0.03 M

Refer to 10 - Borrowings

Reserves	
Reserves balance	\$3.31 M
Interest earned	\$0.08 M

Refer to 3 - Cash Reserves

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

**SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

2 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Municipal Bank Account	Cash and cash equivalents	738,239		738,239		NAB		
Municipal Investment	Cash and cash equivalents	1,512,400		1,512,400		BOQ	4.65%	Dec-23
Reserve Investment Account	Financial assets at amortised cost	0	3,308,471	3,308,471		BOQ	5.20%	May-24
Total		2,250,639	3,308,471	5,559,110	0			
Comprising								
Cash and cash equivalents		2,250,639	0	2,250,639	0			
Financial assets at amortised cost		0	3,308,471	3,308,471	0			
		2,250,639	3,308,471	5,559,110	0			

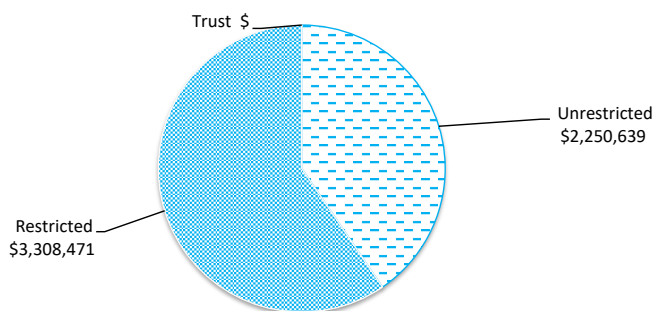
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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. 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 a



SHIRE OF WYALKATCHEM
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 30 NOVEMBER 2023

3 RESERVE ACCOUNTS

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfer s In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Interest Earned	Actual Transfer s In (+)	Actual Transfer s Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council										
Reserve account - by council - Building	331,555	616			332,171	331,555	8,023	0	0	339,578
Reserve account - by council - Waste Management	111,395	207			111,602	111,395	2,695	0	0	114,090
Reserve account - by council - Plant & Equipment	647,644	1,203	178,291	(312,273)	514,865	647,644	15,671	0	0	663,315
Reserve account - by council - Community Bus	85,826	159			85,985	85,826	2,077	0	0	87,903
Reserve account - by council - Government Joint Venture Housing	11	0			11	11	0	0	0	11
Reserve account - by council - Sport & Recreation Facilities	338,363	628		(160,135)	178,856	338,363	8,187	0	0	346,550
Reserve account - by council - Community Development	529,706	984			530,690	529,706	12,817	0	0	542,523
Reserve account - by council - Community Health	1,120,174	2,082			1,122,256	1,120,174	27,105	0	0	1,147,279
Reserve account - by council - Airport Development	44,830	83			44,913	44,830	1,085	0	0	45,915
Reserve account - by council - Depot	162	0			162	162	4	0	0	166
Reserve account - by council - Leave	20,640	38			20,678	20,640	499	0	0	21,139
	3,230,306	6,000	178,291	(472,408)	2,942,189	3,230,306	78,165	0	0	3,308,471

4 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings - non-specialised	128,632	37,377	43,936	6,558
Furniture and equipment	0	0	8,168	8,168
Plant and equipment	706,867	80,000	115,800	35,800
Acquisition of property, plant and equipment	835,499	117,377	167,904	50,526
Infrastructure - roads	827,535	135,211	132,229	(2,983)
Infrastructure - footpaths	75,000	0	0	0
Infrastructure - other	1,006,111	294,443	353,160	58,717
Acquisition of infrastructure	1,908,646	429,654	485,389	156,787
Total capital acquisitions	2,744,145	547,032	653,292	207,314
Capital Acquisitions Funded By:				
Capital grants and contributions	1,570,316	205,125	158,150	(46,975)
Borrowings	165,000	0	0	0
Other (disposals & C/Fwd)	244,544	0	0	0
Reserve accounts				
Reserve account - by council - Plant & Equipment	312,273		0	0
Reserve account - by council - Sport & Recreation Facilities	160,135		0	0
Contribution - operations	291,877	341,907	495,143	153,236
Capital funding total	2,744,145	547,032	653,292	106,261

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

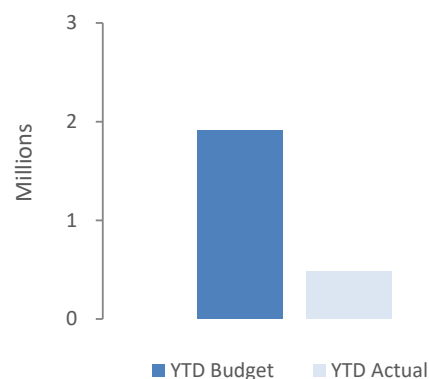
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

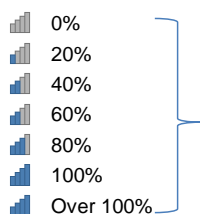
Payments for Capital Acquisitions



4 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total

Level of completion indicators



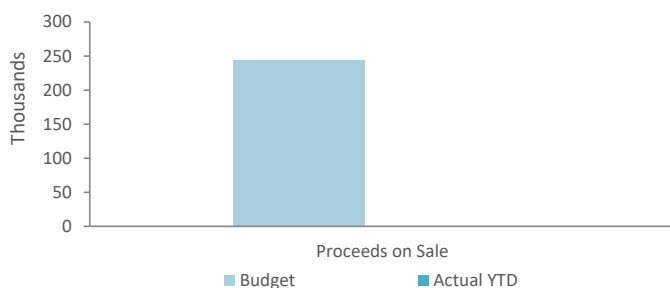
Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

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

Account Description		Adopted			Variance (Under)/Over
		Budget	YTD Budget	YTD Actual	
		\$	\$	\$	\$
Land & Buildings					\$0
█ LRC001	Railway Tce (NAB) Building Improvement	47,632	15,877	16,400	(\$523)
█ BC045	Asbestos remediation program	45,000	20,000	17,397	\$2,603
█ BC040	Depot	26,000	1,500	1,346	\$154
█ BC043	Carport for light vehicles at Grace St Depot	10,000	0	0	\$0
█ BC046	Museum Building Refurbishment	0	0	8,792	(\$8,792)
Plant & Equipment					\$0
█ WM000	WM000 Toyota Hilux	53,475	0	0	\$0
█ WM216	Mitsubishi Triton 4x2	30,674	0	0	\$0
█ Prime	Prime Mover	220,000	0	0	\$0
█ Side Tipper	Side Tipper Trailer	80,000	80,000	80,000	\$0
█ Grader	Second grader (second hand)	250,000	0	0	\$0
█ PC0101	Dolly	0	0	35,800	(\$35,800)
█ WM00	WM00 Toyota Prado	72,718	0	0	\$0
Furniture and Equipment					\$0
█ PEC002	Photocopier	0	0	8,168	(\$8,168)
Roads					\$0
█ RRG02	Wyalkatchem North Rd	542,535	45,211	44,180	\$1,032
█ R2R	Roads 2 Recovery program 2023/24	285,000	90,000	88,049	\$1,951
Footpaths					\$0
█ LRCI	Footpath & kerbing upgrade project	75,000	0	0	\$0
Infrastructure - Other					\$0
█ LRCI	Wyalkatchem Pool Refurbishment program	463,650	0	0	\$0
█ CSRFF	Practice Cricket Wicket	51,657	0	0	\$0
█ CSRFF	Gymnasium	54,106	0	0	\$0
█ LRC010	Korrelocking Cemetery	15,096	0	632	(\$632)
█ LRC009	Flag poles at Admin Building	2,084	0	0	\$0
█ LRC006	Town entry statement improvements	8,825	0	0	\$0
█ LRCI/Shire	Rubbish Tip	45,000	0	0	\$0
█ Shire	Rubbish Bin - CRC	3,500	0	0	\$0
█ Shire	Asset Security/Protection - CCTV	40,000	0	0	\$0
█ Shire	Shire Asset Signage	2,750	0	0	\$0
█ BC036	Family Day Care Centre upgrade	10,000	0	2,000	(\$2,000)
█ CIO007	Cemetery	15,000	0	0	\$0
█ CIO013	Airport Runway Reseal	294,443	294,443	306,085	(\$11,642)
█ LRC004	Waterwise garden	0	0	44,443	(\$44,443)
		2,744,145	547,032	653,292	(\$106,261)

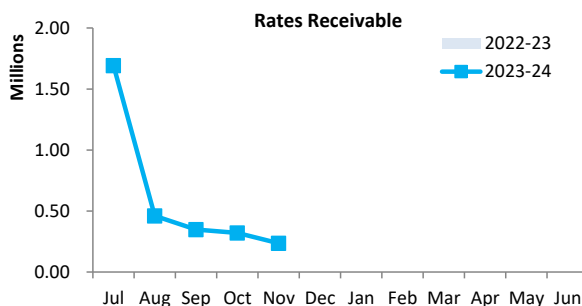
5 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
		Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$		
	Plant and equipment								
	WM000 Toyota Hilux	49,842	50,909	1,067	0	0	0	0	0
	Isuzu Dmax	1,136	18,181	17,045	0	0	0	0	0
	Isuzu 6 wheeler	0	72,727	72,727	0	0	0	0	0
	WM00 Toyota Prado	47,914	72,727	24,813	0	0	0	0	0
	Skid steer	2,785	30,000	27,215	0	0	0	0	0
		101,677	244,544	142,867	0	0	0	0	0



6 RECEIVABLES

Rates receivable	30 Jun 2023	30 Nov 2023
	\$	\$
Opening arrears previous years	54,644	64,221
Levied this year	0	1,450,155
Less - collections to date	9,577	(1,278,603)
Gross rates collectable	64,221	235,773
Net rates collectable	64,221	235,773
% Collected	(17.5%)	84.4%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(36,668)	115,068	0	0	(44,363)	34,037
Percentage	(107.7%)	338.1%	0.0%	0.0%	(130.3%)	
Balance per trial balance						
Trade receivables	0	34,037	0	0	0	34,037
GST receivable	0	81,031	0	0	0	81,031
Allowance for credit losses of other	(36,668)	0	0	0	0	(36,668)
Total receivables general outstanding						78,400

Amounts shown above include GST (where applicable)

KEY INFORMATION

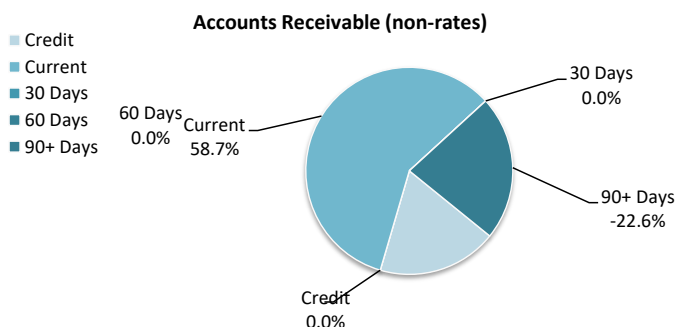
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



7 OTHER CURRENT ASSETS

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 30 November 2023
	\$	\$	\$	\$
Other current assets				
Inventory				
Diesel	5,168	54,166	0	59,334
Total other current assets	5,168	54,166	0	59,334

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

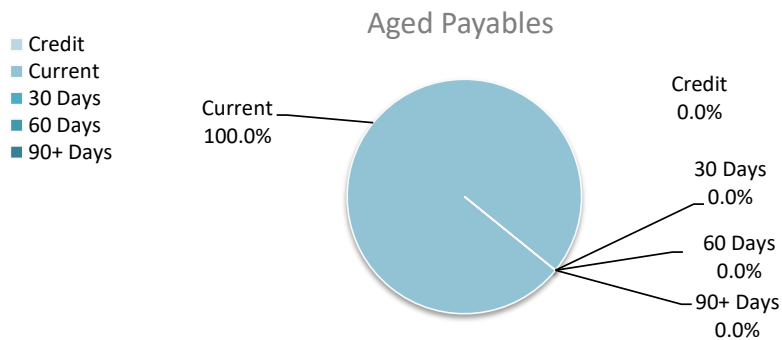
8 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	245,769	0	0	0	245,769
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors	0	188,969	0	0	0	188,969
Other payables	0	(1,534)	0	0	0	(1,534)
Bonds and deposits held	0	10,811	0	0	0	10,811
GST Payable	0	2,997	0	0	0	2,997
PAYG Payable	0	44,526	0	0	0	44,526
Total payables general outstanding						245,769

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period 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. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



9 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	YTD Actual	Total
	\$ (cents)	Properties	Value	Revenue	Interim	Revenue	Revenue	Interim	Revenue
				\$	\$	\$	\$	\$	\$
Gross rental value									
Gross Rental Value - Town	0.1173	194	1,340,466	157,272	0	157,272	157,271		157,271
Unimproved value									
Unimproved Value - Rural	0.0108	209	119,273,500	1,287,438	0	1,287,438	1,287,438		1,287,438
Unimproved Value - Mining	0.0108	0	0	0	0	0			0
Sub-Total		403	120,613,966	1,444,710	0	1,444,710	1,444,709	0	1,444,709
Minimum payment									
			Minimum Payment \$						
Gross rental value									
Gross Rental Value - Town	533	53	71,787	28,249	0	28,249	28,249		28,249
Unimproved value									
Unimproved Value - Rural	593	18	521,600	10,674	0	10,674	10,674		10,674
Unimproved Value - Mining	593	17	57,595	10,081	0	10,081	10,081		10,081
Sub-total		88	650,982	49,004	0	49,004	49,004	0	49,004
Discount						(45,824)			(43,558)
Amount from general rates						1,447,890			1,450,155
Ex-gratia rates						10,752			0
Total general rates						1,458,642			1,450,155

10 BORROWINGS

Repayments - borrowings

Information on borrowings	Particulars	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
			1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$	\$	\$	
	43 & 45 Wilson St Grader	68	28,959	0	0	(14,234)	(28,959)	14,725	0	(998)	(1,506)
	CRC Building	73	24,167	0	0	(11,951)	(24,167)	12,216	0	(535)	(806)
	Total		53,126	0	165,000	(26,185)	(62,897)	26,941	155,229	(1,533)	(2,312)
	Current borrowings		53,126					26,941			
			53,126					26,941			

All debenture repayments were financed by general purpose revenue.

New borrowings 2023-24

Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Grader	0	165,000	WATC			0		0	165,000	0
	0	165,000				0		0	165,000	0

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

11 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 November 2023
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Capital grant/contributions liabilities		236,238	0	0	0	236,238
Total other liabilities		236,238	0	0	0	236,238
Employee Related Provisions						
Provision for annual leave		88,414	0	0	0	88,414
Total Provisions		88,414	0	0	0	88,414
Total other current liabilities		324,652	0	0	0	324,652

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget	YTD	YTD
	1 July 2023		(As revenue)	30 Nov 2023	30 Nov 2023	Revenue	Budget	Revenue
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
GEN PUR - Financial Assistance Grant - General	0	0	0	0	0	0	0	15,979
GEN PUR - Financial Assistance Grant - Roads	0	0	0	0	0	0	0	29,973
GEN PUR - Other Grants	0	0	0	0	0	0	0	300
ESL BFB - Operating Grant	0	0	0	0	0	36,410	18,206	21,420
ESL BFB - Admin Fee/Commission	0	0	0	0	0	4,000	4,000	4,000
ROADM - Direct Road Grant (MRWA)	0	0	0	0	0	135,748	135,748	137,977
	0	0	0	0	0	176,158	157,954	209,649
Contributions								
OTH HEALTH - Contributions, Donations & Reimbursements	0	0	0	0	0	84,987	0	0
STF HOUSE - Staff Rental Reimbursements - 2 Slocum St	0	0	0	0	0	2,000	830	1,683
STF HOUSE - Staff Rental Reimbursements - 22a Flint St	0	0	0	0	0	2,800	1,165	1,185
STF HOUSE - Staff Rental Reimbursements - 43 Wilson St	0	0	0	0	0	2,800	1,165	0
STF HOUSE - Staff Rental Reimbursements - 45 Wilson St	0	0	0	0	0	2,800	1,165	1,185
STF HOUSE - Staff Rental Reimbursements - 45 Wilson St	0	0	0	0	0	2,800	1,165	1,185
OTH HOUSE - Rental Reimbursements	0	0	0	0	0	100	40	2,811
OTH HOUSE - Rental Reimbursements - Joint Venture	0	0	0	0	0	200	80	0
ADMIN - Fees & Charges	0	0	0	0	0	0		736
	0	0	0	0	0	98,487	5,610	8,784
TOTALS	0	0	0	0	0	274,645	163,564	218,433

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability 1 July 2023	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Nov 2023	Current Liability 30 Nov 2023	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
GEN PUR - Other Grants	59,573	0	0	59,573	59,573	501,101	8,335	0
Recreation and Culture								
REC - Grants	0	0	0	0	0	35,615	14,840	0
ROADC - Regional Road Group Grants (MRWA)	0	0	0	0	0	436,938	174,775	158,150
ROADC - Roads to Recovery Grant	0	0	0	0	0	285,000	0	0
AERO - Grants	176,665	0	0	176,665	176,665	294,443	0	0
	236,238	0	0	236,238	236,238	1,553,097	197,950	158,150
Capital contributions								
REC - Non- Operating Contributions	0	0	0	0	0	17,219	7,175	0
	0	0	0	0	0	17,219	7,175	0
TOTALS	236,238	0	0	236,238	236,238	1,570,316	205,125	158,150

