



SHIRE OF WYALKATCHEM



NOVEMBER 2018

ATTACHMENTS

LIST OF ATTACHMENTS

1. 7.1.1 Ordinary Meeting of Council Minutes 18 October 2018
2. 7.2.1 Central East Aged Care Alliance Inc. – Special Meeting Minutes – 10 October 2018
3. 7.2.2 NEWROC Committee Minutes – 23 October 2018
4. 7.2.3 LEMC Committee Minutes – 31 October 2018
5. 10.1.1.1 Payment Listing October 2018
6. 10.1.1.2 Credit Card Statement October 2018
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8. 10.1.2 Monthly Financial Report October 2018
9. 10.3.1 Standpipe Estimate Price Summary
10. 15.1 Information Bulletin



**MINUTES
OF THE
ORDINARY MEETING OF
COUNCIL**

**HELD ON
THURSDAY, 18 OCTOBER 2018**

**Council Chambers
Honour Avenue
Wyalkatchem**

**Commencement: 3.35pm
Closure: 5.00pm**

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

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

Unconfirmed Minutes

These minutes were approved for distribution on 24 October 2018.



Taryn Dayman
Chief Executive Officer
Shire of Wyalkatchem

Confirmed Minutes

These minutes were confirmed at the Ordinary Meeting of Council held on the 18 October 2018

Signed:

Cr Quentin Davies, Shire President and Presiding Member
Shire of Wyalkatchem

Note: The Presiding Member at the meeting at which the minutes where confirmed is the person who signs above

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1. DECLARATION OF OPENING

The Chairperson, Shire President Cr Q Davies opened the meeting at 3.35pm

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 3.36pm.

There were no members of the public.

2.3. Declaration of Public Question Time closed

Public Question time closed at 3.36pm.

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

Members:

Cr. Quentin Davies President (Presiding Member)

Cr. Stephen Gamble

Cr. Fred Butt

Cr. Heather Metcalfe

Cr. Emma Holdsworth

Staff:

Taryn Dayman

Chief Executive Officer

Claire Trenorden

Manager Corporate Services

Sarah Hammond

Community & Economic Development
Officer

3.2. Apologies

Nil

3.3. Approved Leave of Absence

Nil

3.4. Applications for Leave of Absence

Nil

4. PETITIONS, DEPUTATIONS, PRESENTATIONS

4.1. Petitions

Nil

4.2. Deputations

Nil

4.3. Presentations

Nil

5. DECLARATIONS OF INTEREST

5.1. Financial and Proximity Interest

Nil

5.2. Impartiality Interests

Nil

6. CONFIRMATION AND RECEIPT OF MINUTES

6.1. Confirmation of Minutes

6.1.1. Ordinary Meeting of Council – 20 September 2018

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 20 September 2018 (Attachment 6.1.1)

OFFICER RECOMMENDATION:

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 20 September 2018 (Attachment 6.1.1) be confirmed as a true and correct record.

COUNCIL RESOLUTION:

(129/2018) Moved: Cr Butt

Seconded: Cr Gamble

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 20 September 2018 (Attachment 6.1.1) be confirmed as a true and correct record.

CARRIED 6/0

6.2. Receipt of Minutes

6.2.1. NEWROC Council Minutes – 25 September 2018

Minutes of the NEWROC Executive Meeting held on Tuesday 25 September 2018 (Attachment 6.2.1)

OFFICER RECOMMENDATION:

That the minutes of the NEWROC Executive Meeting of Tuesday 28 September 2018 (Attachment 6.2.1) be received by Council.

COUNCIL RESOLUTION:

(130/2018) Moved: Cr Gamble

Seconded: Cr Garner

That the minutes of the NEWROC Executive Meeting of Tuesday 28 September 2018 (Attachment 6.2.1) be received by Council.

CARRIED 6/0

- 6.2.2. Central East Aged Care Alliance Inc. Committee Minutes – 5 September 2018**
Minutes of the Central East Aged Care Alliance Inc. Committee meeting of
Wednesday 5 September 2018 (Attachment 6.2.2)

OFFICER RECOMMENDATION:

*That the minutes of the Central East Aged Care Alliance Inc. Committee meeting of
Wednesday 5 September 2018 (Attachment 6.2.2) be received by Council.*

COUNCIL RESOLUTION:

(131/2018) Moved: Cr Holdsworth

Seconded: Cr Metcalfe

*That the minutes of the Central East Aged Care Alliance Inc. Committee meeting
of Wednesday 5 September 2018 (Attachment 6.2.2) be received by Council.*

CARRIED 6/0

7. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Cr Davies discussed with CEO Taryn Dayman, to be brought up at next workshop about obituaries. Cr Davies acknowledged the passing of long time resident and former Shire employee Tom Cleverly, two long term Wyalkatchem residents, David Rhind and Geoffrey Threfall, Koorda resident Mary Nicholls and Trayning Councillor Melanie Browns brother Jamie Pearson and expressed condolences to their families. Cr Davies thanked Cr Garner for stepping in at the last CEACA meeting and for taking on those duties.

8. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

9. REPORTS

9.1. CORPORATE AND COMMUNITY SERVICES

9.1.1. FINANCIAL MANAGEMENT –MONTHLY FINANCIAL REPORT – SEPTEMBER 2018

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 October 2018
Reporting Officer:	Claire Trenorden – Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 9.1.1 Monthly Financial Report September 2018

SUMMARY

In accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Shire is to prepare a monthly Statement of Financial Activity for approval by the Council.

BACKGROUND

The Statement of Financial Activity was introduced by the Department of Local Government from 1 July 2005. The change was implemented to provide elected members with a better idea of operating and capital revenue and expenditure. It was also intended to link operating results with balance sheet items and to reconcile with end of month balances.

COMMENT

September 2018 Financial Statements

- Yearly operating revenue is \$1,678,634 inclusive of net rate income of \$1,248,202 (net of prepaid rates and discounts) – 68% of Budget;
- Yearly operating expenditure is \$948,038 – 25% of Budget;
- Yearly capital expenditure is \$199,710 – 15% of Budget;
- Yearly capital revenue is \$941,412 – 70% of Budget;
- Net current assets as at 30 September 2018 are \$2,057,051.

Operating Revenue

Rates: Revenue of \$1,454,232 has been raised during the rate run for 2018/19. The total Rate Run is broken down between Rates \$1,301,824, Rubbish \$96,390, Health Levy \$15,120 and ESL Levy \$40,898. To date income received is \$1,107,685 and discounts applied equate to \$18,583. Approximately 77% of Rates have been collected to date, with \$313,158 outstanding.

Transport: Main Roads were invoiced for the Direct Grant (\$101,049), this was \$41,834 higher than was budgeted. The Annual Budget figure was based on what was received in 2017/18 when the State Government reduced the grant by about half. In 2018/19 the grant has returned to what it was prior to this reduction. Main Roads were also invoiced for the first 40% payment of the Regional Road Group grant (\$114,816) as per the Annual Budget.

Capital Expenditure

Land and Buildings	\$21,045	The Shire Office, Lady Novar, Railway Station and Railway Barracks capital works have commenced as of September 2018. 1 Slocum St capital works have been completed.
Plant and Equipment	\$104,058	The Doctors vehicle and Works Manager vehicle changeovers have been completed. The new cylinder mower has been purchased.
Roads	\$10,451	Goldfields Rd has commenced as of September 2018.

Net Assets: Net Current Assets as at 30 September 2018 amount to \$2,057,051. This in the majority comprises of Cash Unrestricted – Municipal Funds (\$1,661,013).

STATUTORY ENVIRONMENT

Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996* applies.

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

Outcome No.	Outcome	Action No.	Actions
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

Objective: Well utilised and effectively managed facilities and assets

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets
		6.1.3	Implement Council's capital works programme

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive the Statement of Financial Activity for the period ended 30 September 2018, as provided for in attachment 9.1.1.

COUNCIL RESOLUTION:

(132/2018) Moved: Cr Butt

Seconded: Cr Holdsworth

That Council receive the Statement of Financial Activity for the period ended 30 September 2018, as provided for in attachment 9.1.1.

CARRIED 6/0

9.1.2 FINANCIAL MANAGEMENT - PAYMENT LISTINGS – SEPTEMBER 2018

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 October 2018
Reporting Officer:	Claire Trenorden – Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 9.1.2.1 Payment Listing September 2018 Attachment 9.1.2.2 Credit Card Statement – September 2018 Attachment 9.1.2.3 Fuel Card Statement – September 2018

SUMMARY

This report recommends that Council receive the monthly transaction financial activity statement for the Shire of Wyalkatchem as required by the *Local Government Act 1995* Section 6.8(2)(b).

BACKGROUND

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the Trust and Municipal Fund (Delegation A1). The CEO has sub-delegated these payments to the Manager Corporate Services and the Administration Officers. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid is to be presented to Council and be recorded in the minutes of the meeting at which the list was presented.

COMMENT

Pursuant to Section 6.8(2)(b) of the *Local Government Act 1995*, where expenditure has been incurred by a local government it is to be reported to the next Ordinary Meeting of Council. Values have been rounded to the nearest dollar.

Municipal Account

Total Payments September 2018	\$268,351
Total Payments September 2017	\$400,919
Variance \$	-\$132,568
Variance %	-33%

Percentage paid by EFT September 2018	100%
Percentage paid by cheque September 2018	0%

Percentage of Wyalkatchem based suppliers September 2018 (excluding wages, bank fees, loan payments and utilities providers) 13%

Percentage of suppliers used where no Wyalkatchem based option is available September 2018 85%

Dollar value spent with Wyalkatchem based suppliers September 2018 \$21,237

Trust Account – Working

No transactions

Reserve Account

No transactions

STATUTORY ENVIRONMENT

Section 6.8(2)(b) of the *Local Government Act 1995* requires that where expenditure has been incurred by a local government it is to be reported to the next Ordinary Meeting of Council.

POLICY IMPLICATIONS

Relates to Policy Number GP2 – Purchasing Policy.

FINANCIAL IMPLICATIONS

Payments of accounts payable as per the attached transaction statements to the value of \$268,351 for September 2018.

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

Outcome No.	Outcome	Action No.	Actions
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

Objective: Well utilised and effectively managed facilities and assets

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets
		6.1.3	Implement Council's capital works programme

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive the Payment Listing as of 30 September 2018, as provided for in attachment 9.1.2.1.

COUNCIL RESOLUTION:

(133/2018) Moved: Cr Gamble

Seconded: Cr Butt

That Council receive the Payment Listing as of 30 September 2018, as provided for in attachment 9.1.2.1.

CARRIED 6/0

UNCONFIRMED

9.1.3. PURCHASING POLICY

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	20 October 2018
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	4.14.01
Attachment Reference:	Attachment 9.1.3 Purchasing Policy

SUMMARY

This report relates to the review of Council's Purchasing Policy.

BACKGROUND

The Shire's Purchasing Policy was identified in the Department of Local Government and Community Better Practice review in 2016 as a policy that requires updating to reflect the changes to the *Local Government (Function and General) Regulations 1996*.

As part of the Chief Executive Officer Compliance health check review, WALGA's Integrity in procurement self-audit tool was utilised to review Council's Procurement framework and identified the need for Council's Purchasing Policy to be reviewed to ensure it meets compliance as a priority.

COMMENT

Procurement and its compliance is complex issue. WALGA has prepared a template document as a guide for local government authorities to consider when creating or amending a purchasing policy to comply with Regulations 11A and 24AC of the *Local Government (Functions and General) Regulations 1996*.

The revised Purchasing Policy has been based on the WALGA template and has been customised to meet the Shire of Wyalkatchem requirements.

The proposed reviewed Purchasing policy was discussed at Council's workshop forum on the 8 October 2018.

The revised Purchasing Policy is provided to Council as attachment 9.1.3 and is presented for Council's consideration and endorsement.

STATUTORY ENVIRONMENT

Local Government Act 1995 s2.7(2)(b) – Determine the Local Government's policies

Local Government (Function and General) Regulations 1996 s11A - Purchasing policies for local governments

Local Government (Function and General) Regulations 24AC – Requirements before establishing panel of pre-qualified suppliers

POLICY IMPLICATIONS

Revised Purchasing Policy

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

Outcome No.	Outcome	Action No.	Actions
5.1	A well-managed and effective Council organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
		5.1.4	Implement systems and processes to enhance organisational capability

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt the revised 'Purchasing Policy' as provided for in Attachment 9.1.3.

COUNCIL RESOLUTION:

(134/2018) Moved: Cr Garner

Seconded: Cr Holdsworth

That Council adopt the revised 'Purchasing Policy' as provided for in Attachment 9.1.3.

CARRIED 6/0

9.1.4. WYALKATCHEM COMMUNITY MART COMMUNITY GRANT APPLICATION

Applicant:	Wyalkatchem Community Mart
Location:	Shire of Wyalkatchem
Date:	10 October 2018
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	15.2.1
Attachment Reference:	Attachment 9.1.4 - Community Grant Application

SUMMARY

This report relates to the Council's consideration of the Wyalkatchem Community Mart Application under Council's Community Grants scheme.

BACKGROUND

Community groups can make application to Council for a financial contribution or granting reduction of fees and charges to community and sporting groups. Council has adopted policy FP7 – Community Grants and Users Groups to ensure transparency in the process of selecting and approving community grants.

COMMENT

An application to Council's Community Grants Scheme has been received by the Wyalkatchem Community Mart, requesting a financial contribution of \$1,000 to assist with the operational expense of the organisation.

Policy FP7 outlines the criteria in regards to applications. The following is an assessment of the Wyalkatchem Community Mart application against the required criteria.

Criteria	Criteria Met	Comments
An Incorporated Body	NO	
A group with an ABN	NO	
A group registered for GST	NO	
A group benefitting the community, which has been formed for a minimum of six months	YES	See comments below
Grant excludes Capital Works	YES	Funds to go towards insurance expenditure
Previous awarded grants correctly discharged	YES	

The Wyalkatchem Community Mart is a not for profit retail outlet located in Railway Terrace and is operated by volunteers. The Mart obtains donated and recycled goods and sells these for the benefit of community groups, including:

- Wyalkatchem-Koorda District Hospital auxiliary;

- Wallambin Lodge;
- Wyalkatchem Anglican Church;
- Wyalkatchem Catholic Church; and,
- The School House Museum.

This means serviceable items are re-used, diverting them from waste and that funds are generated for beneficial community purposes. Additionally, the operation of the Mart adds to the commerce of Railway Terrace and provides social interaction. The Community Mart has been operating continuously for more than 30 years.

In recent times the group has experienced an increase in operating expenditure, with their rental arrangements increasing to \$3,000 pa.

Assessing the application against the criteria stated within Council Policy FP7 has indicated that the Wyalkatchem Community Mart does not meet the requirements under the community grant scheme. However it is noted that Council has previously supported applications received from the Wyalkatchem Community Mart and has made financial contributions toward their operating expenditure. It is in this light that it is recommended that Council accept and endorse a financial contribution of \$1,000 to the Wyalkatchem Community Mart.

Council may want to consider reviewing Council Policy FP7 to ensure that it is meeting Council's requirements of administering the Community Scheme.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

FP7 – Community Grants and Users Groups

FINANCIAL IMPLICATIONS

Expenditure of \$1,000 from the Community Assistance Grant pool budget allocation of \$5,000 which has been provided for in the 2018/2019 budget provision. No expenditure has occurred to date.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: Healthy, strong and connected communities

Outcome No.	Outcome	Action No.	Actions
1.3	Connected and effective community groups	1.3.1	Support and strengthen community organisations and networks
		1.3.2	Encourage volunteering to create an active, confident and resilient

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council approves the Wyalkatchem Community Mart Community Grant Application and makes a financial contribution of \$1000 towards their operating costs.

COUNCIL RESOLUTION:

(135/2018) Moved: Cr Holdsworth

Seconded: Cr Metcalfe

That Council approves the Wyalkatchem Community Mart Community Grant Application and makes a financial contribution of \$1000 towards their operating costs.

CARRIED 6/0

9.2. GOVERNANCE AND COMPLIANCE

9.2.1. CHIEF EXECUTIVE OFFICER – SEPTEMBER 2018

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 September 2018
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

SUMMARY

This report is prepared by the Chief Executive Officer to provide Council and the community of Wyalkatchem with information about CEO activities and the operations of the Shire.

COMMENT

In the month of September 2018 the CEO has attended the following meetings and events.

- CEACA Committee Meeting - Merredin
- Council Workshop
- Community Discussions with National Australia Bank - Northam
- Meeting with Angelo Nardio from ITvision via phone
- Meeting with Paul dePeirres
- Welfare Evacuation Centre Exercise – “Microburst” – Bruce Rock
- Ordinary Council Meeting
- NEWROC executive Meeting - Bencubbin

The CEO commitments in October include;

- Meeting with Angelo Nardio from ITvision
- Council Workshop
- Chris Gilmore – LGIS
- Council Workshop
- CEACA Meeting – Nungarin
- Mark Harris – LGIS
- Bush Fire Annual General Meeting
- LEME Meeting
- Meeting with Sue Bruce, Rotary
- Council Meeting
- Resource Centre AGM
- NEWROC Full Council meeting – Mt Marshall
- Local Government Act Facilitated Forum Meeting - Merredin

Staff

Applications closed for the Governance & Emergency Officers position on the 28 September 2018. Interviews will commence shortly.

Simon Martin has resigned from the position part-time General Hand / Gardener. The position is currently being advertised, closing on the 26 October 2018.

Welfare Evacuation Centre Exercise

The Chief Executive Officer attended a Welfare Evacuation Centre Exercise – “Microburst” in Bruce Rock.

The aim of the exercise was “To practice the capability and capacity to set up and operate a local welfare evacuation centre for a significant local emergency”.

Exercise “Microburst” was a welfare field exercise to provide a learning opportunity for all participants in a simulated operational environment. It was a collaborative exercise requiring Department of Communities staff, Local Government staff as well as other agency staff and volunteers to perform particular functions associated with the activation of a Department of Communities’ Local Emergency Management Plan for the Provision of Welfare Support (Local Welfare Plan) for the Merredin District.

The scenario was relevant to the local communities and required the centre to be open notionally for a period, including overnight and offering a range of welfare supports and services. Participants were asked to operate within the bounds of local and state emergency management arrangements. As there were a number of Local Governments in attendance it was considered that they were in an evacuation centre within their own town.

The exercise was extremely beneficial and gave a great insight into the preparation and action required in this type of an event.

The Department of Communities have held a number of these exercises and is collating outcomes to be circulated with local governments and agencies, to provide a resource to assist in the preparation required. The Chief Executive Officer has expressed an interest in a similar event being held in Wyalkatchem.

Bushfire Control

A review of Council’s delegations and Bushfire control policies has been conducted and are currently being considered for Council’s endorsement.

The Bush Fire Annual General Meeting has been scheduled for the 11 October and will include appointments of Bush Fire Control Officers along with other matters. Recommendations and outcomes from this meeting will be considered at the October Ordinary Meeting.

An inspection of Townsite properties was conducted by Council rangers on the 28 September 2018 for potential non-compliance to Council's Firebreak order. A total of 37 properties were found to require action in order to meet the requirements on the 1 November 2018. A courtesy reminder letter was sent to property owners.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
		5.1.3	Deliver open and transparent Council decision-making and reporting
		5.1.4	Implement systems and processes to enhance organisational capability
5.2	A customer focussed organisation	5.2.1	Improve awareness of Council's services, activities and performance
5.3	An organisation that demonstrates community inspired leadership	5.3.3	Enhance the delivery of service and advice that meets compliance and best practice
		5.3.6	Implement best practice people management policies and practices.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Chief Executive Officers report for the month of September 2018.

COUNCIL RESOLUTION:

(136/2018) Moved: Cr Butt

Seconded: Cr Garner

That Council accepts the Chief Executive Officers report for the month of September 2018.

CARRIED 6/0

UNCONFIRMED

9.2.2. PRINCIPAL ENVIRONMENTAL HEALTH OFFICER – SEPTEMBER 2018

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 October 2018
Reporting Officer:	Peter Toboss – Principal Environmental Health Officer
Disclosure of Interest:	NIL
File Number:	13.09.01
Attachment Reference:	NIL

SUMMARY

Council is to consider and accept the Principal Environmental Health Officer report for September 2018 as presented.

BACKGROUND

The report will provide an insights into the important tasks undertaken by the Principal Environmental Health Officer (PEHO) on Monthly basis

COMMENT

The Principal Environmental Health Officer attends the Wyalkatchem office each Thursday.

FOOD PREMISES AND PUBLIC BUILDINGS INSPECTION

Nil.

WASTE & RECYCLE CONFERENCE 2018

The PEHO attended the Waste and Recycle 2018 Conference in Perth. The conference was successful and it covered diverse range of issues such as the new container deposit scheme program, community waste reduction strategies, waste circular economy, recycling of plastic and E-Waste etc.

2017-18 WASTE & RECYCLING LOCAL GOVERNMENT CENSUS

The annual waste census from the Department of Water and Environmental Regulation was completed and submitted. This waste census is conducted annually and completion of the census is a Waste Authority requirement for any local government wishing to access funding from the Waste Avoidance and Resource Recovery Account.

DEPARTMENT OF HEALTH & WATER CORPORATION AUDIT

Officers from Water Corporation conducted an annual audit of the Shire of Wyalkatchem Recycling Scheme on Thursday 13 September 2018. The audit was undertaken to ensure that the management system is functional satisfactorily and the microbial water quality is within the levels set in the Guidelines for the Non-Portable Uses of Recycled Water in Western Australia (2011).

The audit also covered:

- Scheme design and asset compliance,
- Recycled Water Quality Management Plant
- Operations and maintenance manuals
- Complaint register
- Inspection reports/log books/checklists

WASTEWATER SAMPLING

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

STATUTORY ENVIRONMENT

Food Act 2008,
Public Health Act 2016

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: Healthy, Strong and connected communities

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

Objective: A prosperous and dynamic district

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accept the Principal Environmental Health Officer Report for September 2018 as presented.

COUNCIL RESOLUTION:

(137/2018) Moved: Cr Gamble

Seconded: Cr Metcalfe

That Council accept the Principal Environmental Health Officer Report for September 2018 as presented.

CARRIED 6/0

UNCONFIRMED

9.2.3. COMMUNITY AND ECONOMIC DEVELOPMENT OFFICER– SEPTEMBER 2018

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 October 2018
Reporting Officer:	Sarah Hammond, Community and Economic Development Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	NIL

SUMMARY

Council is to consider and accept the Community and Economic Development report for the month of September 2018.

BACKGROUND

Officers report to Council every month to keep Council up to date on the operational proceedings of the Officer's portfolio. The Community and Economic Development Officer reports on matters pertaining to community engagement, tourism, economic development and grants management.

COMMENT

Youth Grant – Community Resource Centre

Community Resource Centre (CRC) meeting – banner from Banners on the Terrace competition will be on display in museum, has not been hung yet. The CRC have been successful in attaining a Youth Engagement Grant for a youth group, this grant will be used to hold a number of youth focused events at the CRC and for purchase of equipment for these events. For example the CRC will be purchasing table top easels and pastels to hold regular pastel classes, presentations from indigenous cultural experiences with visiting Elders; work ethics and job interview techniques; drug and alcohol awareness and much more.

Pioneer's Pathway Website Story

The Community and Economic Development Officer has been sent the first draft for the Wyalkatchem Pioneer's Pathway website story, this is a condensed version of the main story which will be placed on the Pioneer's Pathway website. Feedback was to be sent back to the EO by Wednesday the 19 September. Draft story and feedback given below;

Wyalkatchem Story: John Lindsay

SEO keyword:

Wyalkatchem John Lindsay

Metatag:

Wyalkatchem was once the home of politician and farmer John Lindsay and is now renowned for the C.B.H. agricultural museum.

Header:

H1:

Tractor fan? Come to Wyalkatchem

Body Copy:

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 **from the mines** once passed through Wylie on their way to Kalgoorlie. Wylie is also famous for its farming and pioneering heritage. **The main** attraction in town, the C.B.H. museum is **underground** and housed in a 1936 wheat bin. I wonder who came up with this **wheat-y idea!**

A second shed displaying 40 original tractors **was also built from recycled wheat bin materials**. An ingenious use of wheat bins for a community renowned for their farming. Wylie is also famous for being the first shire to handle bulk wheat in 1931.

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.

One of Wylie's early settlers was John Lindsay, who arrived in Western Australia in 1905 after spending five years in South Africa. The call of the land eventually brought him home. He wanted to settle down and become independent - buying land seemed the right way to go.

Although John knew little about farming, he was familiar with the Australian bush and hard work – it would be enough to give it a good go.

He 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 costly mistakes in farming his land.

Eventually John succeeded and then found himself going head-to-head with the members of the Dowerin Road Board where he was Chairman. He was opposed to them building a new office and instead petitioned for a completely new Board in Wylie. He was clever enough to create a map of the area showing the new boundaries – thereby doing away with any opposition at the official meeting.

John succeeded in getting support for the new Board. He eventually became spokesperson for the area, and then Chairman of the first Hospital Committee. He was also the first J.P to be appointed in the District.






Supporting these causes and taking an active leadership role saw him end up in Parliament, fighting for the local farmers in Wylie. A passionate speech he delivered in parliament is on record as "...I learned my farming, not by driving a railway engine but by going on the land..." when presenting arguments in favour of increasing farming land in his electorate.

As one of Wyalkatchem's pioneers and the first Chairman of the Wyalkatchem Road Board, he went on to serve successfully as Minister for Public Works and Labour.

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.

End story

Feedback

-  Museum is not underground, but is housed in a 1936 "K" type wheat bin
 -  What is the play on words meant to be? Doesn't really make sense.
 -  Check if it was made from recycled material – unsure that it was.
 -  Don't think it need to mention that they were looking in mines, if it just read "Prospectors in search of gold once passed through Wylie on their way to Kalgoorlie..." it flows a bit
 -  better
- Change from the main to "A popular attraction in town"

Would like there to be something relating to the cradle of bulk handling and John Lindsay's advocacy for bulk handling in WA to make that connection between pioneer and museum. From the Museum's website "With grain production being an important contributor to Australia's economy, there is a large display of agricultural equipment within the museum. **The first bulk handling of wheat in Australia** began with Mr Harry Threlfall from Korrelocking on the 9th of November 1931 in the Shire of Wyalkatchem." "In 1932 the Wheat Pool of Western Australia announced that the town would have two engine driven grain elevators, each fitted with an engine, installed at the railway siding." "The first trainload of bulk wheat departed from Wyalkatchem in 1931. Wyalkatchem originally had three of the five bulk loading facilities in Western Australia and is now known as the cradle of bulk loading in Western Australia's wheatbelt region."

Like the line about the shortening of Wyalkatchem to Wylie, but feel the use of it in the story is unnecessary, and should be Wyalkatchem throughout.

End feedback

Council Newsletter

Articles included in the two September issues of the newsletter were;

- Message from the CEO
- Meet the manager of works questionnaire
- Harvest Mass Management Scheme update
- Employment – Governance and Emergency Services Officer position
- Important notice regarding cheque payments
- Responsible cat ownership
- 7 News Young Achiever Awards
- Councillor Vacancy
- Australia Day, Community Citizen of the Year Awards – nominations

- Arts project grant, Lotterywest project grant, volunteer grant, local sporting champions round two and 30 million safer communities funding
- October is National Safe Work Month
- Save the date for the Wyalkatchem Fair and call for feedback or stall holders
- Restricted Burning Period Notice
- Fire Permits/Burning Information
- Save the date for Bush Fire Advisory meeting
- Fire Break Order Notice

There has been one subscription to the newsletter in September.

Community Grants

Glyn Harrington approached the Shire and the CRC looking for information into possible grants for a paintballing event he hopes to organise in October. The Community and Economic Development Officer discussed the possibilities with Glyn, an email was also sent to Glyn with websites and further information on available grants.

Wheatbelt Way

Feedback has been received from a traveller of the Wheatbelt Way, the feedback was received by the Central Wheatbelt Visitor Centre and forwarded to NewTravel members;

From: Chris Tollis

Subject: Wheatbelt Way

Hi

We recently went on the North Eastern Wheatbelt Drive Trail.

I have to compliment you on your Wheatbelt Way booklet. This is probably the best promotional travel guide that I have had.

The information was so well set out that my wife & I together with another friend managed to stop & see most of the recommended sites which were previously unknown to us

Our only criticism is that the signposts give no indication of the distance from the road turnoffs.

I realise that this is not your responsibility & also seems a common fault or omission throughout the State.

We are West Australians but feel it would be difficult for overseas visitors not used to our vast distances.

Many thanks again.

Regards

Chris Tollis

Wyalkatchem Fair update

- Emails sent to some stall holders, a few have booked sites
- Caricature artist booked
- Lotterywest grant submitted

- Kite workshop confirmed

STATUTORY ENVIRONMENT

There is no statutory environment relevant to this issue

POLICY IMPLICATIONS

There is no Council Policy relative to this report.

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

Various. This report covers a range of activities and is in line with a large number of outcomes as expressed in the revised Shire of Wyalkatchem Strategic Community Plan. Due to the large number of outcomes, they have not been listed individually. This report covers outcomes as identified within the following objectives;

Objective: Healthy, Strong and connected communities

Objective: A prosperous and dynamic district

Objective: A sustainable natural and built environment

Objective: An Effective Voice

Objective: A well-managed and effective Council organisation

Objective: Well utilised and effectively managed facilities and assets

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accept the Community and Economic Development report for the month of September 2018.

COUNCIL RESOLUTION:

(138/2018) Moved: Cr Garner

Seconded: Cr Metcalfe

That Council accept the Community and Economic Development report for the month of September 2018.

CARRIED 6/0

9.2.4. PROPERTY AND FINANCE OFFICERS REPORT - SEPTEMBER 2018

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	09 October 2018
Reporting Officer:	Tegan McCarthy - Property and Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

SUMMARY

This report is prepared by the Property and Finance Officer to provide Council and the Community of Wyalkatchem with information on building and financial operations of the Shire.

COMMENT

There was no major activity in Property in September.

Finance work was operational and included reconciliations; rates related duties; bill payments; records filling; and general enquiries.

There were no project or strategic duties in September.

Instalment reminder notices were sent out mid-September and due on 26th October 2018.

In September Council property hired out included

- Korrelocking hall for eight hours.
- Railway Station for one day.
- Community Bus for six days.
- Tree planter for one day.
- Railway Barracks 77 nights/ seven bookings

STATUTORY ENVIRONMENT

There is no statutory environment relevant to this issue

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

Outcome No.	Outcome	Action No.	Actions
5.4	Robust and accountable business and financial processes	5.4.1	Maintain long term financial plan that is integrated with asset management plans

Objective: Well utilised and effectively managed facilities and assets

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Property and Finance Officers report for the month of September 2018.

COUNCIL RESOLUTION:

(139/2018) Moved: Cr Gamble

Seconded: Cr Holdsworth

That Council accepts the Property and Finance Officers report for the month of September 2018.

CARRIED 6/0

9.2.5. BUSHFIRE DELEGATIONS

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 October 2018
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	22.02.02
Attachment Reference:	Attachment 9.2.5 Bush fire delegations

SUMMARY

That Council considers rescinding delegation C17 – Appointment of Authorised Officers – Bush Fire Act 1954 and adopt new delegations pertaining to the *Bush Fire Act 1954*.

BACKGROUND

In accordance with the *Local Government Act 1995*, Council reviews its delegation register annually. The last review was conducted on the 15 February 2018 with only minor variations.

COMMENT

WALGA has released a delegation register template, which includes a great number of possible delegations that Council could consider and delegate to the Chief Executive Officer.

The template provides a great deal of clarity on the delegation that is being provided and the conditions that are being or can be applied. It provides an increase in direction to the CEO on what duties they are delegated to perform and provides for limited “grey” areas.

Delegation C17 – Appointment of Authorised Officers – Bush Fires Act 1954 provides delegation from Council to the CEO. However the delegation in its current wording and format doesn’t provide for clear indication on what is being delegated.

At Councils workshop held on the 8 October 2018 sections of the WALGA delegations template was reviewed with the intention of reviewing the entire document and adopting a new delegation register in the new format.

With the bushfire season just about to commence, it is recommended that delegation be rescinded and new delegations under the *Bush Fire Act 1954* be adopted by Council.

New and/or replacement delegations from Council to the CEO under the *Bush Fire Act 1954* are attached for Council’s consideration.

STATUTORY ENVIRONMENT

Local Government Act 1995 s 5.42 – Delegation of some powers and duties to CEO

Local Government Act 1995 s5.43 – Limits on delegations to CEO

Bush Fire Act 1954

POLICY IMPLICATIONS

Current and proposed replacement Bush Fire Control Policies.

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

Outcome No.	Outcome	Action No.	Actions
5.1	A well-managed and effective Council organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
		5.1.4	Implement systems and processes to enhance organisational capability

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council

- 1. Rescind delegation C17 – Appointment of Authorised Officers – Bush Fire Act 1954:*
- 2. Adopt the following delegations to the CEO, as provided for in attachment 9.2.5, under the Bush Fire Act 1954;*
 - 3.1.1 Make Request to FES Commissioner – Control of Fire;*
 - 3.1.2 Prohibited Burning Times – Vary;*
 - 3.1.3 Prohibited Burning Times – Control Activities;*
 - 3.1.4 Restricted Burning Times – Vary and Control Activities;*
 - 3.1.5 Control of Operations Likely to Create Bush Fire Danger;*
 - 3.1.6 Burning Garden Refuse / Open Air Fires;*
 - 3.1.7 Firebreaks;*
 - 3.1.8 Appoint Bush Fire Control Officer/s;*
 - 3.1.9 Control and Extinguishment of Bush Fires;*
 - 3.1.10 Recovery of Expenses Incurred through Contraventions of this Act; and*
 - 3.1.11 Prosecution of Offences.*

COUNCIL RESOLUTION:

(140/2018) Moved: Cr Holdsworth

Seconded: Cr Gamble

That Council

- 1. Rescind delegation C17 – Appointment of Authorised Officers – Bush Fire Act 1954:**
- 2. Adopt the following delegations to the CEO, as provided for in attachment 9.2.5, under the Bush Fire Act 1954;**
 - 3.1.1 Make Request to FES Commissioner – Control of Fire;**
 - 3.1.2 Prohibited Burning Times – Vary;**
 - 3.1.3 Prohibited Burning Times – Control Activities;**
 - 3.1.4 Restricted Burning Times – Vary and Control Activities;**
 - 3.1.5 Control of Operations Likely to Create Bush Fire Danger;**
 - 3.1.6 Burning Garden Refuse / Open Air Fires;**
 - 3.1.7 Firebreaks;**
 - 3.1.8 Appoint Bush Fire Control Officer/s;**
 - 3.1.9 Control and Extinguishment of Bush Fires;**
 - 3.1.10 Recovery of Expenses Incurred through Contraventions of this Act; and**
 - 3.1.11 Prosecution of Offences.**

CARRIED 6/0

9.2.6. BUSHFIRE POLICIES

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 October 2018
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	4.14.01
Attachment Reference:	Attachment 9.2.6 - Bush fire Policies

SUMMARY

That Council considers rescinding Bush Fire related policies adopt new policies.

Recommended Council Policies to be rescinded:

- EP2 – Implementation of Fire Warnings;
- EP3 – Bush Fire Permits;
- B4 – Firebreaks;
- G05 – Burning Off; and
- Management of Bushfires

BACKGROUND

A recent compliance audit has identified the need to review all of Council's policies. A review of Council's policies has commended and a new register of policies will be presented to Council for their consideration on completion of the review.

COMMENT

With the bushfire season just about to commence, it is timely to review both Council delegation under the *Bush Fire Act 1954* as well as Council's policy pertaining to Bush Fire Control.

Delegations from Council to the CEO under the *Bush Fire Act 1954* are being considered under a separate item.

A review of Council's Bush Fire Control policies has been carried complete and new policies, in a new form has been prepared and are provided to Council in attachment 9.2.6 for their consideration. The Bush Fire Control policies include;

- 10.1 Advisory Committee
- 10.2 Bush Fire Brigades
- 10.3 Officers Profiles
- 10.4 Bush Fire Appliances
- 10.5 Fire Hazard Reduction
- 10.6 Bush Fire – Personnel Protective Clothing / Equipment
- 10.7 Harvest and Moment of Vehicle Bans
- 10.8 Bush Fire Control – Provision of Shire Plant and Equipment
- 10.9 District Operations Advisory Committee

The proposed reviewed Bush Fire Policies was discussed at Council's workshop forum on the 8 October 2018.

STATUTORY ENVIRONMENT

Local Government Act 1995 s2.7(2)(b) – Determine the Local Government’s policies
Bush Fire Act 1954

POLICY IMPLICATIONS

Proposed replacement Bush Fire Control Policies.

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

Outcome No.	Outcome	Action No.	Actions
5.1	A well-managed and effective Council organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
		5.1.4	Implement systems and processes to enhance organisational capability

VOTING REQUIREMENT

Absolute Majority

OFFICER’S RECOMMENDATION

That Council

1. *Rescind the following Council policies;*
 - a) EP2 – Implementation of Fire Warnings;
 - b) EP3 – Bush Fire Permits;
 - c) B4 – Firebreaks;
 - d) G05 – Burning Off; and
 - e) Management of Bushfires
2. *That Council adopt the replacement Bush Fire Control Policies as provided for in Attachment 9.2.6, which includes the following policies;*
 - a) 10.1 Advisory Committee;
 - b) 10.2 Bush Fire Brigades;
 - c) 10.3 Officers Profiles;
 - d) 10.4 Bush Fire Appliances;

- e) 10.5 Fire Hazard Reduction;
- f) 10.6 Bush Fire – Personnel Protective Clothing / Equipment;
- g) 10.7 Harvest and Moment of Vehicle Bans;
- h) 10.8 Bush Fire Control – Provision of Shire Plant and Equipment; and
- i) 10.9 District Operations Advisory Committee.

COUNCIL RESOLUTION:

(141/2018) Moved: Cr Gamble

Seconded: Cr Metcalfe

That Council

- 1. Rescind the following Council policies;**
 - a) EP2 – Implementation of Fire Warnings;
 - b) EP3 – Bush Fire Permits;
 - c) B4 – Firebreaks;
 - d) G05 – Burning Off; and
 - e) Management of Bushfires
- 2. That Council adopt the replacement Bush Fire Control Policies as provided for in Attachment 9.2.6, which includes the following policies;**
 - a) 10.1 Advisory Committee;
 - b) 10.2 Bush Fire Brigades;
 - c) 10.3 Officers Profiles;
 - d) 10.4 Bush Fire Appliances;
 - e) 10.5 Fire Hazard Reduction;
 - f) 10.6 Bush Fire – Personnel Protective Clothing / Equipment;
 - g) 10.7 Harvest and Movement of Vehicle Bans;
 - h) 10.8 Bush Fire Control – Provision of Shire Plant and Equipment; and
 - i) 10.9 District Operations Advisory Committee.

CARRIED 6/0

9.2.7. STAFF POLICY – VOLUNTARY SERVICES

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	20 October 2018
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	4.14.01
Attachment Reference:	Attachment 9.2.7 Voluntary Service policy

SUMMARY

This report relates to the inclusion of an additional Council Policy relating to Voluntary Service.

BACKGROUND

Council's Bush Fire Control policies have recently been reviewed and are currently presented to Council for consideration. As part of reviewing Council's Bush Fire Control policies, the need to a Voluntary Service policy was identified.

COMMENT

This Draft Voluntary Service Policy has been prepared that permits employees to leave the workplace to render voluntary emergency assistance in the event of an emergency and covers the payment of wages in such events.

A copy of the proposed Voluntary Service Policy is provided in attachment 9.2.7 for Council's consideration

STATUTORY ENVIRONMENT

Local Government Act 1995 s2.7(2)(b) – Determine the Local Government's policies

POLICY IMPLICATIONS

New Staff Policy - Voluntary Service

FINANCIAL IMPLICATIONS

Payment of wages to employees while performing voluntary emergency assistance.

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

Outcome No.	Outcome	Action No.	Actions
5.1	A well-managed and effective Council organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
		5.1.4	Implement systems and processes to enhance organisational capability

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt Staff Policy – 'Staff Voluntary Services' as provided for in Attachment 9.2.7.

COUNCIL RESOLUTION:

(142/2018) Moved: Cr Gamble

Seconded: Cr Holdsworth

That Council adopt Staff Policy – 'Staff Voluntary Services' as provided for in Attachment 9.2.7.

CARRIED 6/0

9.2.8. APPOINTMENTS – BUSH FIRE ACT

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 October 2018
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	9.01
Attachment Reference:	Nil

SUMMARY

This report is provided to Council to consider and endorse appointments in accordance with the *Bush Fire Act 1954*.

BACKGROUND

In accordance with legislative requirements the Council is required to formally appoint its Bush Fire Control Officers. This is done to ensure compliance and lawfully legitimise their authorisation under the *Bush Fires Act 1954*, in fulfilling their duty.

The Annual General meeting of the Wyalkatchem & Districts Bushfire Brigade was held on the 11 October 2018 and included the appointments of officers. Council is required to endorse the appointments in order to meet requirements as an appointed Bush Fire Control Officer under the *Bush Fire Act 1954*.

COMMENT

The majority of appointments remain unchanged. Council employees, Claire Trenorden and Darryn Watkins have been included in the recommendation to appoint as Fire Control Officers, to allow for administration duties, such as issuing of permits to be carried out at the Shire Administration Office in the absence of the Chief Executive Officer.

In addition to the required appointments, the matter of reinstating the Bush Fire Advisory Committee was discussed. An overview of the benefits of an Advisory Committee was discussed and it was agreed in principal to reinstate the Bush Fire Advisory Committee.

STATUTORY ENVIRONMENT

Bush Fire Act 1954

POLICY IMPLICATIONS

Current and proposed reviewed / replacement Bush Fire Control Policies.

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

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
		5.1.5	Continually improve the planning readiness and support for emergency services

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council makes the following appointing under section 38 of the Bush Fire Act 1954

- 1. That Mr Trent Tyler be appointed as the Shire of Wyalkatchem Chief Bush Fire Control Officer.*
- 2. That Mr Marcus Reilly be appointed as the Deputy Chief Bush Fire Control Officer.*
- 3. That the following be appointed as Shire of Wyalkatchem Fire Control Officers;*
 - Dennis Reid,*
 - Ray Reid,*
 - James Ryan,*
 - Dale Tyler,*
 - Trent Tyler,*
 - Ian Jones,*
 - Marcus Reilly*
 - Taryn Dayman*
 - Claire Trenorden*
 - Darryn Watkins*
- 4. That the following be appointed as Dual Fire Control Officer under section 40 of the Bush Fire Act 1954 for the following shires;*
 - Shire of Dowerin - Marcus Reilly and Ian Jones*
 - Shire of Cunderdin – TBA*
 - Shire of Tammin – Dennis Reid, Ray Reid and James Ryan*
 - Shire of Trayning - Dennis Reid, Ray Reid James Ryan, Dale Tyler, Trent Tyler*
 - Shire of Kellerberrin - Dennis Reid, Ray Reid and James Ryan*
 - Shire of Koorda - Dale Tyler, Trent Tyler, Marcus Reilly and Ian Jones*
- 5. That the Chief Executive Officer commence the process of re-instatement of the Bush Fire Advisory Committee.*

COUNCIL RESOLUTION:

(143/2018) Moved: Cr Butt

Seconded: Cr Metcalfe

That Council makes the following appointing under section 38 of the Bush Fire Act 1954

- 1. That Mr Trent Tyler be appointed as the Shire of Wyalkatchem Chief Bush Fire Control Officer.**
- 2. That Mr Marcus Reilly be appointed as the Deputy Chief Bush Fire Control Officer.**
- 3. That the following be appointed as Shire of Wyalkatchem Fire Control Officers;**
 - Dennis Reid,**
 - Ray Reid,**
 - James Ryan,**
 - Dale Tyler,**
 - Trent Tyler,**
 - Ian Jones,**
 - Marcus Reilly**
 - Taryn Dayman**
 - Claire Trenorden**
 - Darryn Watkins**
- 4. That the following be appointed as Dual Fire Control Officer under section 40 of the Bush Fire Act 1954 for the following shires;**
 - Shire of Dowerin - Marcus Reilly and Ian Jones**
 - Shire of Tammin – Dennis Reid, Ray Reid and James Ryan**
 - Shire of Trayning - Dennis Reid, Ray Reid James Ryan, Dale Tyler, Trent Tyler**
 - Shire of Kellerberrin - Dennis Reid, Ray Reid and James Ryan**
 - Shire of Koorda - Dale Tyler, Trent Tyler, Marcus Reilly and Ian Jones**
- 5. That the Chief Executive Officer commence the process of re-instatement of the Bush Fire Advisory Committee.**

CARRIED 6/0

9.2.9. APPOINTMENTS – DUAL FIRE CONTROL OFFICER – SHIRE OF KELLERBERRIN

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 October 2018
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	9.01
Attachment Reference:	Nil

SUMMARY

This report is provided to Council to consider and endorse Dual Fire Control Officer appointments for the Shire of Kellerberrin and the Shire of Wyalkatchem in accordance with the section 40 *Bush Fire Act 1954*.

BACKGROUND

In accordance with legislative requirements Council is required to formally appoint its Bush Fire Control Officers. This is done to ensure compliance and lawfully legitimise their authorisation under the *Bush Fires Act 1954*, in fulfilling their duty. Section 40 of the *Bush Fire Act 1954* allows two or more local governments by agreement join in appointing bush fire control officers for the purpose of the act, commonly referred to as Dual Fire Control Officers.

COMMENT

Council has received correspondence from the Shire of Kellerberrin nominating the following Fire Control Officers for Dual Appointment as Fire Control officers with the Shire of Wyalkatchem and Shire of Kellerberrin.

STATUTORY ENVIRONMENT

Bush Fire Act 1954, section 40

POLICY IMPLICATIONS

Current and proposed reviewed / replacement Bush Fire Control Policies.

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

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
		5.1.5	Continually improve the planning readiness and support for emergency services

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council;

- 1. Appoints the Mr Gavin Morgan, Shire of Kellerberrin Fire Control Officers as Dual Fire Control Officers for the Shire of Kellerberrin and Shire of Wyalkatchem.*
- 2. That the appointment of the above officer excludes the ability of issuing permits to landholders without prior consent from the Shire of Wyalkatchem in writing.*

COUNCIL RESOLUTION:

(144/2018) Moved: Cr Garner

Seconded: Cr Gamble

That Council;

- 1. Appoints Mr Gavin Morgan, Shire of Kellerberrin Fire Control Officers as Dual Fire Control Officers for the Shire of Kellerberrin and Shire of Wyalkatchem.*
- 2. That the appointment of the above officer excludes the ability of issuing permits to landholders without prior consent from the Shire of Wyalkatchem in writing.*

CARRIED 6/0

9.3. WORKS AND SERVICES

9.3.1. MANAGER OF WORKS – OCTOBER 2018

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	9 th October 2018
Reporting Officer:	Darryn Watkins – Manager of Works
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

SUMMARY

Council is to consider and accept the Manager of Works report for the month of October 2018.

BACKGROUND

To inform Council of the activities of the Works team during the last month.

COMMENT

Road Crew

The maintenance grading program was completed on the 12th September 2018.

Culvert pipe installation to repair washout on Boyle Road.

Private works completed at 44 Johnston Street – crossover construction.

Gravel Re-sheet on Goldfields Road completed

Culvert repairs to drainage structures on Goldfields Road.

Culvert replacement on Goldfields Road. Existing structure was unserviceable.

Sightline vegetation clearing on Elashgin Road x Merredin- Goomalling Road

Maintenance grade sections of Elashgin Road and Hobden Road due to heavy vehicle use in wet conditions.

Gravel sheeting completed on Lewis East – West Road.

Commenced works on Cunderdin Road RRG projects.

Parks / Town Services Crew

Town street sweeping completed.

Town street verge maintenance.

Oval reticulation repairs – replacement of tapping bands and reticulation balance.

Grounds maintenance to shire owned housing.

Planting of 200+ seedling to Railway Terrace nibs.

Routine mowing maintenance.

Spraying of broadleaf on recreation oval.

Admin park mowing and playground sand replacement.

Cricket pitch preparation.

Ongoing maintenance of landfill facility.

Town Hall garden maintenance.

Aerodrome

Runway strip vegetation spraying completed

Recycled Water Scheme

Meeting with Water Corporation regarding effluent re-use – disinfection upgrade project.
Dept of Health compliance audit of the Shire's re-use system undertaken by Water Corporation on behalf of the Department of Health. A number of non-conformances have been identified and actions required to comply with the operating conditions as prescribed in Department of Health approval.

Plant Servicing and Repairs

1000km service of Hilux WM 000
Replacement of UHF radio on Hilux WM 000 (under warranty)
Service of brush cutter
Replacement of battery in tractor WM005
Purchase of spare rim and tyre for side tipper trailer
Puncture repair to side tipper trailer
Tyre replacement (1 off) on plant trailer
Wyalkatchem 2-4B Battery replacement – charger replacement
1000HR service to Cat 12M Grader – reverse camera replacement under warranty
Service of Isuzu 6 wheel tip truck
Service and pressure vessel certification of depot compressor (Head gasket replacement required)
Rectify brake fault on side tipper trailer
Rectify exhaust brake issue on crew truck WM003

General Items

Works Manager is now conducting daily pre-starts with the outside crew.
Review of OH&S practices
Review / schedule of capital works projects in conjunction with leading hand.
Develop and advertise application package for part time Parks/ Town Services vacancy.
Gravel shoulder pot holing on Cunderdin Road re upcoming RRG projects.
Review of WANDRRA claim 5.
Vegetation spraying of White Dam roaded catchment.
Review of traffic management practices
Review and issue of RFQ on WALGA E quotes for the provision of wet mixing works and bituminous surfacing.

STATUTORY ENVIRONMENT

Not applicable

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 prosperous and dynamic district

Outcome No.	Outcome	Action No.	Actions
2.5	Functional roads, traffic management and transport links	2.5.1	Long term functional roads, traffic management and transport strategy

Objective: Well utilised and effectively managed facilities and assets

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets
6.3	Parks, playgrounds and reserves meet community needs	6.3.1	Develop and implement master plan for parks, playgrounds and reserves

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accept the Manager of Work's report for the month of October 2018 as presented.

COUNCIL RESOLUTION:

(145/2018) Moved: Cr Holdsworth

Seconded: Cr Metcalfe

That Council accept the Manager of Work's report for the month of October 2018 as presented.

CARRIED 6/0

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

12. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Nil

13. MATTERS BEHIND CLOSED DOORS

Nil

14. INFORMATION BULLETIN

14.1. Information Bulletin

The information bulletin has been provided as an attachment (Attachment 14.1)

14.2. Business Arising from the Information Bulletin

There were no business arising from the information bulletin.

15. CLOSURE OF THE MEETING

There being no further business to discuss, the Chairperson thanked everyone for their attendance and closed the meeting at 5.00pm.





CEACA

Supporting Age Friendly Communities

**CENTRAL EAST AGED CARE ALLIANCE
INC (CEACA) SPECIAL COMMITTEE
MEETING**

**NUNGARIN COMMUNITY RECREATION
CENTRE**

**WEDNESDAY 10 OCTOBER 2018,
COMMENCING AT 10.08AM**

MINUTES



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Minutes

Central East Aged Care Alliance Inc (CEACA)

Special Committee Meeting

1. OPENING AND ANNOUNCEMENTS

A special meeting of the CEACA Committee, the purpose of the meeting will be to discuss issues associated with funding for the CEACA Seniors Housing Project and the management of the houses once construction is completed.

CEACA's Acting Chair, Gary Shadbolt opened the meeting at 10.08am welcoming all in attendance.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance - Members

Mr Gary Shadbolt (Acting Chair)
Mr Ken Hooper, Secretary
Ms Rachel Kirby, Treasurer

Mr Rod Forsyth, Member
Mr Louis Geier, Member
Mr Ricky Storer, Member
Ms Freda Tarr, Member

Mr David Burton, Deputy Member
Mr Jamie Criddle, Deputy Member
Ms Taryn Dayman, Deputy Member (voting member for the meeting)
Mr Wayne Della Bosca, Deputy Member (voting member for the meeting)
Mr Raymond Griffiths, Deputy Member
Mr Darren Mollenoyux, Deputy Member (voting member for the meeting)
Mr Tony Sachse, Deputy Member

Mr Adam Majid, CEO Shire of Nungarin (voting member for the meeting)

Ms Helen Westcott, Executive Officer

2.2 Attendance - Observers

Mr Peter Clarke (CEO, Shire of Yilgarn)
Mr Owen Garner (Shire of Wyalkatchem)
Mr John Nuttall (CEO, Shire of Mt Marshall)
Mr Dirk Sellenger (CEO Shire of Mukinbudin)
Mr Paul Sheedy (A/CEO Shire of Trayning)

2.3 Apologies

Mr Quentin Davies, Member
Ms Eileen O'Connell, Member
Mr Stephen Strange, Member
Ms Onida Truran, Member

Ms Melanie Brown, Deputy Member
Ms Kerry Dayman, Deputy Member
Mr Greg Powell, Deputy Member

3. DECLARATION OF INTEREST

Pursuant to Clause 18 of the Central East Aged Care Alliance Inc Constitution, Members must declare to the Chairman any potential conflict of interest they may have in a matter before the meeting as soon as they become aware of it. Members and Deputies may be directly or indirectly associated with some recommendations of Central East Aged Care Alliance Inc. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

This is in accordance with Clause 18.4 of the Constitution which states:

18.4 *When a member or employee discloses a pecuniary interest he or she may neither participate in discussions nor take any part in the decision making process in respect to that matter nor be present when the matter is being discussed or voted upon*

Nil

4. MATTERS FOR NOTING

4.1 Complying with the Associations Incorporation Act 2015 – Self-Check (Attachment)

The Department of Commerce publishes a self-check for incorporated bodies such as the Central East Aged Care Alliance Inc (CEACA). The purpose of the self-check is to assist in determining whether a group such as CEACA is complying with each section of the *Associations Incorporation Act 2015*. A copy of the self-check forms an attachment to the meeting agenda.

In relation to record keeping, the Executive Officer will have available for inspection the following records:

- A copy of the certificate of incorporation;
- A copy of the CEACA constitution;
- The Members Register; and
- The Record of Office Bearers.

These records are made available for inspection at all in-person meetings.

No action is required – the matter is presented for Members' information only.

Noted

5. BUSINESS OF THE MEETING

5.1 Development of a Head Lease Agreement between CEACA and Access Housing Australia (AHA)

Author: Helen Westcott, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 October 2018

Attachments: Nil

Background:

As previously advised, work has commenced with respect to the development of a head lease agreement between CEACA and Access Housing Australia (AHA), with AHA providing CEACA with a copy of the draft Head Lease Agreement on 31 August 2018. Whilst the draft was not considered by the Committee as a whole when it met on Wednesday 5 September, the manner in which the matter would be progressed was, with the CEACA Committee resolving as shown below:

RESOLUTION: Moved: Stephen Strange Seconded: Onida Truran

That the CEACA Executive Committee be given delegated authority to enter into discussions with Access Housing Australia to finalise arrangements for a Heads of Agreement with respect to housing being constructed through the CEACA Seniors Housing Project.

CARRIED

Executive Officer Comment:

CEACA's Executive Committee reviewed the draft Heads of Agreement, resolving by flying email as shown below on Wednesday 12 September 2018:

RESOLUTION: Moved: Rachel Kirby Seconded: Ken Hooper

- 1. That the Central East Care Aged Alliance Inc (CEACA) agree in principle to enter into a Head of Agreement with Access Housing Australia (AHA) for the purposes of securing the Services of Access Housing Authority as the Property and Tenancy Management Company for the properties owned by CEACA. Formal agreement will be subject to:
 - a) CEACA meeting with AHA representatives to seek clarification on aspects of the Draft Heads of Agreement provided for its consideration;*
 - b) CEACA reviewing the financial modelling data once provided by AHA; and*
 - c) CEACA seeking independent advice on the Draft Heads of Agreement.**
- 2. That CEACA work with AHA to secure a signed Heads of Agreement, allowing for a Head Lease to be developed and signed as soon as possible.*

CARRIED

AHA provided a response to CEACA's comments and request for additional information on Thursday 27 September 2018. At the time of preparing the meeting agenda financial modelling data had not been provided by AHA.

The Executive Officer has sought independent advice on the draft Heads of Agreement as per the CEACA Executive Committee's request.

Natalie Sangalli, AHA's General Manager Community Housing, is meeting with the CEACA Executive Committee on Monday 15 October 2018 at which time it is hoped that final discussions around the Draft Heads of Agreement can take place.

RECOMMENDATION:

That the Executive Officer's report on the development of a Heads of Agreement between CEACA and Access Housing Australia be noted.

RESOLUTION: **Moved: Freda Tarr** **Seconded: Ricky Storer**

That the Executive Officer's report on the development of a Heads of Agreement between CEACA and Access Housing Australia be noted.

CARRIED

5.2 Funding for the CEACA Seniors Housing Project – A Request to Meet with the Minister for Regional Development

Author: Helen Westcott, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 October 2018

Attachments: Nil

Background:

As was reported at the last Committee Meeting. CEACA's Acting Chair, Gary Shadbolt requested the Executive Officer contact former Chair Graham Lovelock, who has re-joined CGM Communications, for the purpose of CEACA obtaining a meeting with the Minister for Regional Development to see whether CEACA could seek additional funding to assist in the completion of the CEACA Seniors Housing Project.

Whilst the Executive Officer did not contact Graham Lovelock she did contact the Minister's office speaking with Mr Cole Thurley, the Minister's Chief of Staff.

Executive Officer Comment:

Mr Thurley advised by email on Thursday 13 September 2018 that the Minister was about to go on leave and had heavy diary commitments upon her return. The Minister requested that CEACA meet with officers from the Department of Primary Industries and Regional Development in the first instance so they can provide her with advice on the progress of CEACA's housing project and options to address the funding challenges CEACA is currently facing.

As Committee Members were advised a meeting was arranged for Friday 28 September. The meeting, however, had to be rescheduled and will now take place on Friday 5 October. Attending the meeting will be as previously advised, that is:

- Gary Shadbolt, CEACA's Acting Chair;
- Greg Powell, CEO Shire of Merredin;
- Helen Westcott, CEACA's Executive Officer; and
- Ralton Benn from Access Housing Australia, CEACA's project manager.

Gary Shadbolt will provide a report on the meeting.

Additional Meeting Comment:

Gary Shadbolt's report to the meeting highlighted the following points:

- The meeting was very disappointing in that the officers from the Department of Primary Industries and Regional Development (DPIRD) really had no idea about the CEACA project and did not appear to have been briefed as to the purpose of the meeting.
- CEACA's only avenue for additional funding would be through the usual budgetary process which is obviously of no benefit to CEACA as it needs additional funds now and not into the future.
- Darren West's office has been contacted in order that a meeting can be arranged to follow up with him on the potential sources of funds to assist CEACA in completing the construction of its aged housing.

The meeting considered what other actions it could take to get greater awareness for its need for additional funding. The meeting agreed that in the first instance CEACA should await the outcome of its meeting with Darren West before deciding on any future action.

RECOMMENDATION:

That the Acting Chair's report be noted.

RESOLUTION: **Moved: Louis Geier** **Seconded: Wayne Della Bosca**

That the Acting Chair's report be noted.

CARRIED

5.3 Funding for the CEACA Seniors Housing Project - Building Application Fees

Author: Helen Westcott, Executive Officer

Disclosure of Interest: Nil

Date: 1 October 2018

Attachments: Nil

Background:

In mid-September CEACA's Project Manager and Executive Officer received a number of queries regarding the payment of building application fees. In addition to responding to these queries, the Executive Officer emailed the CEOs from each of CEACA's 11 Member Councils. To quote from the email sent Tuesday 18 September 2018:

Last week Ralton Benn and I received a number of queries regarding CEACA's request for Councils to waive building fees. Whilst I have responded to those queries I thought an email to all CEOs might also be of value.

CEACA has previously requested that Councils waive building fees for housing within the CEACA Seniors Housing Project. The decision was taken at the Committee held on 7 June last year (a copy of the minutes from the meeting are attached for your information), with the meeting resolving as shown below:

RESOLUTION: Moved: Ken Hooper Seconded: Gary Shadbolt

That CEACA requests Member Councils not to include the revenue from building fees associated with the CEACA Seniors Housing Project in their 2017/2018 budgets, with all Member Councils refunding the cost of lodging its building applications by way of a donation for the amount involved to the Shire of Merredin for transfer back to the CEACA account.

CARRIED

Whilst building permit fees are made up of three (3) components – the building fees are the only ones that can be waived by Council. The Building and Construction Industry Training Fund Levy and the Building Services Levy are paid to the Government and cannot be waived and are the responsibility of the builder.

I hope the above information is sufficient. Should you require further information please do not hesitate to contact me.

Take care

HW

*Helen Westcott
Executive Officer
Central East Aged Care Alliance Inc (CEACA)*

Executive Officer Comment:

Subsequent to this email being sent, the Shire of Wyalkatchem has advised the Shire of Merredin that the refund of building application fees has been approved by the Wyalkatchem Council.

Comment is sought from other Members as to whether their Councils will be refunding CEACA the cost of building fees.

Additional Meeting Comment:

The meeting agreed that further work on this matter was required before a decision could be made.

The Chair requested that Council resolutions around the payment of building fees be sent to the Executive Officer as soon as possible so the Executive Officer can review the matter and prepare a report for the Committee's consideration.

The matter is presented for discussion and decision.

RESOLUTION: **Moved: Rod Forsyth** **Seconded: Ricky Storer**

That the matter lie on the table until the Executive Officer has prepared a report regarding the payment of building application fees by Councils involved in the CEACA Seniors Housing Project.
CARRIED

5.4 Cost Recovery on Unexpected Expenditure on the CEACA Seniors Housing Project

Author: Helen Westcott, Executive Officer

Disclosure of Interest: Nil

Date: 1 October 2018

Attachments: Nil

Background:

At the CEACA Meeting held Wednesday 5 September 2018 the matter of cost recovery from Member Councils for expenditure that could not be considered the responsibility of either Pindan or CEACA was raised.

Whilst the matter was only noted, CEACA's Acting Chair has requested that the matter be listed for discussion given the project's significant financial challenges.

Executive Officer Comment:

No further comment.

RESOLUTION: **Moved: Ricky Storer** **Seconded: Louis Geier**

- 1. That Access Housing Australia as project manager for the CEACA Seniors Housing Project be responsible for working with affected Members on an individual basis to resolve the issue of cost recovery for expenditure that could not be considered the responsibility of either Pindan or CEACA; and**
- 2. Should Access Housing not be able to resolve cost recovery issues with the affected Member a report be provided to the CEACA Committee, with a final decision on the issue made by the CEACA Committee.**

CARRIED

5.5 Implications of GST for the CEACA Seniors Housing Project

Author: Helen Westcott, Executive Officer

Disclosure of Interest: Nil

Date: 1 October 2018

Attachments: Nil

Background:

As Committee Members are aware, on 5 July 2018 the Ministers for Planning, the Aged and Health released a joint statement regarding the transfer of Crown Land in Westonia to CEACA for use in the CEACA Seniors Housing Project. A copy of the media statement can be found by following the link shown below:

<https://www.mediastatements.wa.gov.au/Pages/McGowan/2018/07/Land-made-available-for-aged-care-facility-in-Westonia.aspx>

The media release generated considerable interest about CEACA, largely from companies wishing to sell various products to CEACA.

The Executive Officer also received a phone call from Chris Jenkins, Partner Indirect Tax at Deloitte Australia who had seen the media statement and was interested in discussing the potential impact to CEACA of the GST treatment of houses being constructed through the CEACA Seniors Housing Project.

With the Shire of Merredin's Executive Manager Corporate Services, the Executive Officer met with Chris Jenkins and Lisa Chatfield from Deloitte Australia on Monday 10 September 2018 to discuss this issue.

From this meeting it is apparent that CEACA has a number of GST related issues which must be resolved, both as part of the construction phase of the CEACA Seniors Housing Project and in the management of the housing once tenanted.

Deloitte Australia offered to review CEACA's situation with respect to the recoverability of input tax credits associated with the CEACA Seniors Housing Project.

This offer was accepted and a proposal prepared.

Executive Officer Comment:

Deloitte's review and proposal for the advice and action plan to address the GST issues were provided to CEACA's Acting Chair, Gary Shadbolt, on Wednesday 26 September 2018.

Gary Shadbolt will meet with both Chris Jenkins and Lisa Chatfield on Friday 5 October to work through the proposal.

Gary Shadbolt will provide a report on the meeting.

Additional Meeting Comment:

Gary Shadbolt provided report on the meeting with representatives from Deloitte's.

At the meeting the Deloitte's proposal to assist CEACA in addressing its GST issues was explained in greater detail. The project has been scoped to consist of two phases. The first phase has been costed at \$10,500 (excl GST) and will give CEACA a letter of advice outlining the following:

- The current structure and Deloitte's understanding of the arrangement between the Shire of Merredin and CEACA and various third-party service providers.
- The issues associated with the attribution of GST payable and input tax credit entitlement and recovery of input tax credits under the current structure.
- The proposed course of action to address the issues noted above and maximise input tax credit recovery (Deloitte's have estimated that the unclaimable GST, without an alternative solution could cost CEACA in the range of \$1.6m to \$1.8m).

A costing for Phase 2 has not been prepared as it will depend on the findings provided in Phase 1. This will be a matter for discussion between CEACA and Deloitte.

Gary Shadbolt also advised the meeting that he had taken some independent advice from his personal accountant. The advice was that the fee proposed was reasonable given the complexity of the issue.

David Burton commented that the City of Bayswater was faced with a similar situation with aged housing it had constructed soon after the introduction of the GST. He believed that CEACA should seek advice.

RECOMMENDATION:

That the Acting Chair's report be noted.

RESOLUTION: **Moved: Ken Hooper** **Seconded: Rod Forsyth**

That:

- 1. The Executive Officer seek a further costing from Moore Stephens, who provide the WALGA Taxation Support and Advisory Service, to assist in addressing its GST issues;**
- 2. The CEACA Executive Committee be given delegated authority to review the costings from both Moore Stephens and Deloitte and finalise the appointment of one of the consultancies to assist CEACA in addressing its GST issues; and**
- 3. Funds for the above work be funded from Business Case Consultancy (Account Number 1841).**

CARRIED

6. FUTURE MEETINGS

6.1 Meetings of the CEACA Committee

Wednesday 14 November 2018 AGM and Ordinary Committee Meeting (Merredin)

6.2 Meetings of CEACA Executive Committee

Monday 15 October 2018 An in-person meeting held in Kellerberrin
Wednesday 12 December 2018 An in-person meeting held in Kellerberrin

7. CLOSE OF MEETING

There being no further business the meeting was declared closed at 11.20am

DECLARATION

These minutes were confirmed by the Central East Aged Care Alliance Inc Committee at the meeting held Wednesday 14 November 2018

Signed _____
Person presiding at the meeting at which these minutes were confirmed





North Eastern Wheatbelt Regional Organisation of Councils

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

Council Meeting

Tuesday 23 October 2018

Meeting held at the Shire of Mt Marshall
Council Chambers
80 Monger Street, Bencubbin

MINUTES

NEWROC Vision Statement

NEWROC is a strong, cohesive regional leadership group that fosters economic prosperity of member Councils.

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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 	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  Discussion regarding portfolios vs projects, current governance structure  Group insurance discussion 	Executive
April	<ul style="list-style-type: none">  NEWROC Budget Preparation  Review NEWTRAVEL Tourism Officer Contract - expires June 2018 	Council
May	<ul style="list-style-type: none">  NEWROC Draft Budget Presented  NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2019)  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	 Information for Councillors pre-election	Council
September		Executive
October	 NEWROC CEO and President Handover	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 Drinks	Council

ONGOING ACTIVITIES

Compliance

Media Releases

NEWROC Chair Rotation

Shire of Mt Marshall

Shire of Nungarin

Shire of Wyalkatchem (November 2017 – November 2019)

Shire of Koorda

Shire of Mukinbudin

Shire of Trayning

NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Ordinary Meeting of Council held at the Shire of Mt Marshall, Council Chambers 80 Monger Street, Bencubbin on Tuesday 23 October 2018 commencing at 2.01pm.

MINUTES

1. OPENING AND ANNOUNCEMENTS

The interim Chair, Cr Sasche welcomed everyone and declared the meeting open at 2:01pm

2. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1. Attendance

Elected Members

Cr Tony Sachse	Delegate	President, Shire of Mt Marshall
Cr Eileen O'Connell	Delegate	President, Shire of Nungarin
Cr Ricky Storer	Delegate	President, Shire of Koorda
Cr Marlon Hudson	Delegate	Shire of Trayning
Cr Bev Palmer	Observer	Councillor, Shire of Nungarin
Cr Nick Gillett	Observer	Councillor, Shire of Mt Marshall

Chief Executive Officers

Taryn Dayman	CEO, Shire of Wyalkatchem
David Burton	CEO, Shire of Koorda
John Nuttall	CEO, Shire of Mt Marshall
Adam Majid	CEO, Shire of Nungarin
Paul Sheedy	Acting CEO, Shire of Trayning

NEWROC Officer

Caroline Robinson	NEWROC Executive Officer
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Guests

Anne Banks McAllister	WALGA
Jennifer Collins	Manager Wheatbelt, Department of Local Government Sport and Cultural Industries
Melissa Spark	Primary Health Liaison, WAPHA
Amy Ryan	Wheatbelt Manager, WAPHA

2.2. Apologies

Cr Quentin Davies	Delegate	NEWROC Chair, President, Shire of Wyalkatchem
Cr Gary Shadbolt	Delegate	President, Shire of Mukinbudin
Cr Melanie Brown	Delegate	President, Shire of Trayning
Dirk Sellenger	CEO, Shire of Mukinbudin	

2.3. Requests for Leave of Absence

Nil

2.4. DECLARATIONS OF INTEREST AND DELEGATIONS REGISTER

2.5. Declarations of Interest

Nil

2.6. Delegations Register – October 2018

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

Description of Delegations	Delegatee	Delegated to	Approval
Records Management	CEO	NEWROC EO	Council
NEWROC Financial Management	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (NEWROC)	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (Shire of Wyalkatchem)	Council	CEO	Council Dec 2017
Management of NEWTravel EO	CEO	NEWROC EO	Council
NEWROC Website	CEO	NEWROC EO	Council June 2017

3. PRESENTATIONS

3.1. Jennifer Collins - DLGSC

- 🌟 Presented on the machinery of Government changes since July 1 2017
- 🌟 DLGSC – 6 agencies and 3 Ministers
- 🌟 Director General is Malcolm Ord
- 🌟 Local Government Act review – responses to date have focused on financial management, integrated planning and community engagement, over 300 submissions on the Local Government Act review
- 🌟 Over \$1million approved CSRFF for Wheatbelt last financial year
- 🌟 CDO Scheme - \$77,000 investment (4 officers over multiple local governments). New strategy is Every Club (2yr funding round)
- 🌟 Kids Sport – was initiated in June 2011 and has been an excellent scheme, thank you to the local governments for supporting the scheme
- 🌟 Wheatbelt Athlete Support Program (\$25,000 annually) – new panel from across the Wheatbelt, opportunities for coaches, athletes and officials to upskill within the region

Jennifer Collins left the meeting at 2.21pm

3.2. Melissa Spark, Amy Ryan - WAPHA

Discussion:

- 🌟 The role of the Primary Health Liaison Manager (Melissa Spark) is to work with the Wheatbelt GP's (offer services, support, funding programs)
- 🌟 Comprehensive Primary Care (CPC) – in draft format at the moment but the focus is on building the capacity of Wheatbelt GP practices in preparation for any Federal Government changes, accreditation and also to help practice sustainability. It is not mandatory for GP practices to participate in (there are 5 in the Wheatbelt currently participating, 38 practices in the whole region).
- 🌟 CPC offers - targeted support, tools, training (purchased by WAPHA), in depth reports for analysis (patient demographics, patient illnesses etc), support for Federal Government funding changes, support for accreditation (occurs every 3yrs), being proactive in health care delivery, looking at the long term sustainability of Wheatbelt GP Practices (helping local government subsidies reduce), supporting practice administration
- 🌟 WAPHA is working with WACHS, Rural Health West, WAPHA on the CPC and workforce development

- 🌟 Next step for CPC – it requires approval from WAPHA head office and then the NEWROC will be updated, possibly hold a networking event to begin the CPC
- 🌟 Need to be considerate of how the CPC program is initiated and to ensure it is equitable
- 🌟 Discussion on the Wheatbelt health workforce – developing a local workforce, upskilling health administrators as well as health practitioners, career development options, promotion of a wide variety of health career pathways
- 🌟 Additionally, on the 15 November 2018 residents can opt out of My Record (only a summary, not a clinical summary), apparently as secure if not securer than internet banking

Melissa and Amy left at 2.51pm

4. MINUTES OF MEETINGS

4.1. Minutes of Ordinary Meetings

4.1.1. Minutes of Ordinary Meeting of NEWROC Council – 28 August 2018

Minutes of the meeting held 28 August 2018 have previously been circulated.

RESOLUTION:

That the Minutes of the NEWROC Meeting of Council held on 28 August 2018, with an amendment to Lana Foote’s role, be confirmed as a true and correct record of proceedings.

Moved Cr O’Connell

Seconded Cr Storer

Carried 4/0

4.1.2. Business Arising from NEWROC Council meeting

4.2. Minutes of Executive Committee Meetings

4.2.1. NEWROC Executive Committee Meeting – 25 September 2018

Minutes of the NEWROC Executive Committee Meeting held on 25 September 2018 have been circulated.

RESOLUTION:

That the Minutes of the NEWROC Executive Committee Meeting held on 25 September 2018, be received.

Moved Cr Storer

Seconded Cr O’Connell

Carried 4/0

4.2.2. Business Arising from the NEWROC Executive Meeting

At the September Executive Meeting the following was discussed:

- 🌟 CEO’s agreed that they do not need to be allocated directories, portfolios or projects, rather the NEWROC EO calls on assistance when needed or a CEO with a particular interest/skillset agrees to assist
- 🌟 Activity Sheet at the front of the agenda should be used as a Project Status Report, replace the Director Information Agenda Item
- 🌟 Discussion regarding records management, all agreed that IT Vision should be contacted again to discuss a group purchase rate for software and training (does not need to be all

6 members, can be 2-3 taking up the arrangement). Some members have budgeted for records management and are keen to progress.

RESOLUTION:

Director Information Session agenda item be replaced with a Status Report on NEWROC Strategic Priorities, Directorships to also be removed and CEO's support the NEWROC EO when requested or when they have an interest/skills in a project

A meeting be requested with the Department of Local Government regarding the desire to progress with a regional subsidiary model. Purpose is to raise our profile in the regional subsidiary discussions, push for amendments to the legislation and indicate to the Department that the NEWROC are keen to participate in a regional subsidiary to help achieve our strategic priorities.

Moved: J Nuttall

Seconded: D Burton

CARRIED 4/0

ACTION

Taryn Dayman to contact IT Vision regarding records management

ACTION

David Burton to discuss the delivery of additional secondary courses using technology solutions with Mukinbudin DHS (subject to student demand).

Since the meeting, the NEWROC Executive Officer has developed a Strategic Project Status Report and will include this in each of the Agenda's. As below:

NEWROC STRATEGIC PROJECTS – Status Report

	NEWROC PRIORITY PROJECT as developed at February 2018 Strategy Day	PROGRESS	NEWROC EO NEXT STEP	FUTURE FUNDING
			CEO SUPPORT	
Projects 2018	1. Renewable Energy Investigation Business Case	<ul style="list-style-type: none"> Summary of current energy market completed by RRE (August 2018) Submission to Energy Review (endorsed at Executive Meeting 27/09/18) 	David Burton	BBRF - \$20,000 under Business Case (Announced Sept 2018)
	2. IT Services Investigation into IT support for members as well as businesses in the district	<ul style="list-style-type: none"> Presentation to Executive at May Executive meeting by IWS Corporate Discussion regarding records management at Executive September meeting 	<ul style="list-style-type: none"> EO to contact IT Vision to discuss their original proposal and update them on NEWROC's recent discussions 	
	3. Regional Subsidiary Investigation and preparation	<ul style="list-style-type: none"> Executive working on charter and business plan (DRAFT) Request a meeting with the Department of LG regarding our intentions (in light of LG Act Review) 	<ul style="list-style-type: none"> Meeting request with the Department requires endorsement by NEWROC Council 	
	4. Telecommunications – contemporary and future focused Advocacy	<ul style="list-style-type: none"> Crisp Wireless to develop a strategic infrastructure investment list to help the NEWROC identify where 	<ul style="list-style-type: none"> Continue to promote CW for sign ups Referrals to Education and Health 	

		additional investment in the district is needed	John Nuttall	
2019	5. Roads Contracting to MRWA Investigation			
	6. Advocacy of Education	<ul style="list-style-type: none"> David has indicated he will meet with the Mukinbudin DHS prior to the end of the year 	David Burton	

Other Projects

Other NEWROC Project	DETAILS	PROGRESS	FUTURE FUNDING
NEWTRAVEL multiplier effect study	Investigation	<ul style="list-style-type: none"> NEWTravel has discussed the multiplier effect study with the Wheatbelt Business Network 	
Youth Officer / Youth Projects			
NEWROC Health Strategy	Progress strategies	<ul style="list-style-type: none"> Engagement with WAPHA and WACHS Presented to Kununoppin LHAG Presentation by Amity Health at September Executive NEWROC EO to follow up Kununoppin Bonded Medical Scholarship recipients future role in the district 	

Additionally, the NEWROC Executive Officer as well as John Nuttall have spoken to Anne Banks McAllister regarding progress on the regional subsidiary legislation. WALGA has received a draft of the regulatory changes from Kott Gunning lawyers who are carrying out the work for them. WALGA expect to have reviewed and finalised their work within 2 weeks.

WALGA will then write to the Minister for Local Government providing the proposed amended regulations for his consideration. WALGA supports the suggestion to meet with the Minister after WALGA provides the amended regulations to the Minister, that way the Minister will know what is proposed.

WALGA can provide NEWROC with a copy of the draft regulations once they are complete and are available to support NEWROC at the meeting with the Minister.

RESOLUTION:

Director Information Session agenda item be replaced with a Status Report on NEWROC Strategic Priorities, Directorships to also be removed and CEO's support the NEWROC EO when requested or when they have an interest/skills in a project

A meeting be requested with the Department of Local Government regarding the desire to progress with a regional subsidiary model. Purpose is to raise our profile in the regional subsidiary discussions, push for amendments to the legislation and indicate to the Department that the NEWROC are keen to participate in a regional subsidiary to help achieve our strategic priorities. Cr Davies, CEO of Wyalkatchem, Tony and Anne WALGA, NEWROC EO – if unavailable then another CEO, Deputy Chair next in line

Moved Cr O'Connell

Seconded Cr Hudson

Carried 4/0

Discussion:

- 🌻 WALGA is working with the Department of Local Government and reviewing the legislation at the moment
- 🌻 A discussion paper has been released on various governance structures
- 🌻 Beneficial enterprises have been discussed. However there is a push back from business and other stakeholders that Local Government is possibly competing with business. Rather Local Government is filling a market failure by using the beneficial enterprise structure e.g. land developments
- 🌻 Beneficial enterprises sit under the Corporations Act, with a skills based board of directors, dividends to member Councils
- 🌻 The NEWROC Director Portfolios were introduced back in 2004 and the way we operate today is different, so our reporting activities should reflect this

Cr Storer called a Point of Order that we have been voting with 5 member Councils when it should be 4 member Councils. All accepted and previous resolutions to be amended from 5 to 4.

5. FINANCIAL MATTERS

5.1. List of Income and Expenditure
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PORTFOLIO:	Corporate Capacity
FILE REFERENCE:	42-2 Finance Audit and Compliance
REPORTING OFFICER:	Caroline Robinson, Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE:	16 October 2018
ATTACHMENT NUMBER:	Nil
CONSULTATION:	Dannelle Foley
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENTS

The below list outlines the income and expenditure from 1 September to 30 September 2018

NEWROC Funds #5557 Transactions

North Eastern Wheatbelt Regional Organisation of
Councils
For the period 1 September 2018 to 30 September
2018

Date	Reference	Credit	Debit	Running Balance	Gross
NEWROC Funds #5557					
Opening Balance		134,497.70	0.00	134,497.70	0.00
01 Sep 2018	Interest Received	17.06	0.00	134,514.76	17.06
01 Sep 2018	Transaction Fees	0.00	2.00	134,512.76	(2.00)
03 Sep 2018	D1G1T Subscription	0.00	50.00	134,462.76	(50.00)
05 Sep 2018	Koordas - LGW Dinner	559.90	0.00	135,022.66	559.90
07 Sep 2018	Wyalkatchem LGW Dinner	335.94	0.00	135,358.60	335.94
07 Sep 2018	Mt Marshall LGW Dinner	671.88	0.00	136,030.48	671.88
13 Sep 2018	RRES Inv 18270701 - Energy Briefing Note	0.00	5,500.00	130,530.48	(5,500.00)
13 Sep 2018	Solum Inv 0025 - EO Services	0.00	3,032.50	127,497.98	(3,032.50)
13 Sep 2018	WALGA - EO LGW Attendance	0.00	845.00	126,652.98	(845.00)
13 Sep 2018	Nungarin - LGW Dinner	559.90	0.00	127,212.88	559.90
13 Sep 2018	Koorda CRC - Inv 3951 - MOU Printing	0.00	87.50	127,125.38	(87.50)
18 Sep 2018	Trayning - LGW Dinner	447.92	0.00	127,573.30	447.92
Total NEWROC Funds #5557		2,592.60	9,517.00	127,573.30	(6,924.40)
Closing Balance		127,573.30	0.00	127,573.30	0.00
Total		2,592.60	9,517.00	(6,924.40)	(6,924.40)

Profit & Loss
North Eastern Wheatbelt Regional Organisation of Councils
For the month ended 30 September 2018

	Sep-18	Total	YTD
Income			
Interest Received	\$17.06	\$17.06	\$51.14
NEWROC Subscriptions Received	\$66,000.00	\$66,000.00	\$66,100.85
Tourism Officer Subscriptions Rec.	\$15,000.00	\$15,000.00	\$15,000.00
Wheatbelt Way Marketing Subscription	\$3,000.00	\$3,000.00	\$3,000.00
Total Income	\$84,017.06	\$84,017.06	\$84,151.99
Gross Profit	\$84,017.06	\$84,017.06	\$84,151.99
Less Operating Expenses			
Accounting/Audit fees	\$1,317.27	\$1,317.27	\$1,408.17
Bank charges	\$2.00	\$2.00	\$6.00
Consultancy Fees	\$0.00	\$0.00	\$471.60
Event / Ceremony Expenses	\$0.00	\$0.00	\$68.18
Executive Officer Business Case/Project Work	-	-	-\$7,000.00
Executive Officer Contract Services	\$12,000.00	\$12,000.00	\$8,917.50
Executive Officer Office Expenses	\$5,945.00	\$5,945.00	\$1,632.27
Executive Officer Office Expenses	\$1.82	\$1.82	\$768.18
Executive Officer Seminars/Conferences	\$0.00	\$0.00	\$810.00
Executive Officer Travel	\$435.00	\$435.00	\$68.18
Executive Officer Travelling Expenses (Accom)	\$0.00	\$0.00	\$168.19
Expenses for Reimbursement	\$0.00	\$0.00	\$600.00
Literary Luncheon	\$0.00	\$0.00	\$25.00
Telecommunications Contractor/Services	\$0.00	\$0.00	\$1,000.00
Tourism Officer Contract Services	\$0.00	\$0.00	-
Total Operating Expenses	-\$4,298.91	-\$4,298.91	\$8,943.27
Net Profit	\$88,315.97	\$88,315.97	\$75,208.72

RESOLUTION:

That the income and expenditure and the profit and loss report as at 30 September 2018, as listed, be endorsed.

Moved Cr Storer

Seconded Cr Hudson

Carried 4/0

5.2. NEWROC Audit

PORTFOLIO:	Corporate Capacity
FILE REFERENCE:	42-2 Finance Audit and Compliance
REPORTING OFFICER:	Caroline Robinson, Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE:	18 September 2018
ATTACHMENT NUMBER:	#1 Audit Report
CONSULTATION:	Neville Middleton - Middleton Accountants
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

The NEWROC Audit has been completed by Middleton Accountants.

The Audit found the Statement of Income and Expenditure presented a true and fair view of the financial position and results of the operations for the NEWROC, year ending 30 June 2018.

Middleton Accountants did note the following amendments to be made to the accounts:

- 🌟 Credit amount of \$14.76 in June 2018 – currently shown in Xero as unreconciled and needs to be deleted
- 🌟 Payment to Digit Books (Xero subscription) entered twice in January 2018 in Xero, both have been reconciled and one will need to be deleted
- 🌟 Rounding balance of 0.02 on the balance sheet – can be cleared

RESOLUTION:

That the NEWROC Audit for year ending June 30 2018 be received and suggested amendments to the accounts, in the audit report be made (deletion of double entry for Digit Books in January 2018, deletion of unreconciled amount in June 2018 and deletion of 0.02 rounding balance)

Moved Cr O'Connell

Seconded Cr Storer

Carried 4/0

5.3. NEWROC Term Deposit

PORTFOLIO:	Corporate Capacity
FILE REFERENCE:	42-2 Finance Audit and Compliance
REPORTING OFFICER:	Caroline Robinson, Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE:	18 September 2018
ATTACHMENT NUMBER:	Nil
CONSULTATION:	Bendigo Bank Mukinbudin
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

The Executive Officer suggests to the members to open a term deposit for the NEWROC with Bendigo Bank Mukinbudin for the amount of \$150,000. The term of the deposit to be no more than 12 months, at the best possible rate (term deposit may be for 6 months if the rate is the best at the time of application).

The application for the term deposit will be made after the Shire of Nungarin returns the telecommunications project funding, that is has held on behalf of the NEWROC for the delivery of the telecommunications project. An invoice will be issued to the Shire of Nungarin this week – the delay has been with the Executive Officer, not the Shire of Nungarin.

RESOLUTION:



That the NEWROC open a Term Deposit with Bendigo Bank Mukinbudin, for up to six months at the best possible rate, the amount being \$150,000

Moved Cr Hudson

Seconded Cr O'Connell

Carried 4/0

Discussion:

-  Current rate with Bendigo Bank is 2.6%
-  The NEWROC EO has not investigated at other banks, however the Shire of Koorda has investigated rates at other banks and Bendigo Bank is competitive

6. MATTERS FOR DECISION

6.1. NEWROC Strategic Planning

PORTFOLIO:	Corporate Capacity
FILE REFERENCE:	041-5 Strategic and Future Planning
REPORTING OFFICER:	Caroline Robinson, Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE:	16 October 2018
ATTACHMENT NUMBER:	#2 Renewable Energy Briefing Note
CONSULTATION:	David Burton Juliet Grist
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

The following resolution was made at the August Council meeting regarding the renewable energy project after Juliet Grist's presentation:

RESOLUTION:

That:

- 1) NEWROC consider a submission to the Economic and Industry Standing Committee enquiry into micro grids to signal that the NEWROC wishes to be part of the State conversation (no closing date);
- 2) NEWROC consider focusing on relationship development and advocacy working towards the end goal of leading or participating in a regional micro grid pilot; and
- 3) NEWROC consider engaging Rural and Regional Economics to add further detail to the Briefing Note already submitted to give members a greater understanding of the options available.

Moved Cr Sachse

Seconded Cr Shadbolt

Carried 6/0

Rural and Regional Economic Solutions has provided a quote to the NEWROC to make a submission to the Economic and Industry Standing Committee enquiry into micro grids.

RESOLUTION:


NEWROC engage Rural and Regional Economic Solutions to make a submission to the Economic and Industry Standing Committee enquiry into micro grids (Option A in Rural and Regional Economics Quote)

Moved Cr Storer

Seconded Cr O'Connell

Carried 4/0

Discussion:

-  Members to note this is not the full business case

6.2. Telecommunications Project

PORTFOLIO:	Transport and Infrastructure
FILE REFERENCE:	035-1 Grants General
REPORTING OFFICER:	Caroline Robinson, Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE:	16 October 2018
ATTACHMENT NUMBER:	#3 Draft Agreements
CONSULTATION:	John Nuttall, Shire of Mt Marshall Leigh Ballard – Crisp Wireless
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

John Nuttall met with Crisp Wireless (Maree Gooch and Leigh Ballard) at the Dowerin Field Days. Some of the points in the meeting included:

- 👉 Discussion regarding the Agreement between the two organisations
- 👉 Progress of sign-ups to the Network plans
- 👉 Promotional activities by Crisp Wireless
- 👉 Progress of the Mukinbudin tower
- 👉 Assisting Crisp Wireless development relationships with the education department and health department representatives in the district

Additionally, the following media statement from the Minister for Regional Development was made on the 5 September 2018:

Boosting broadband capacity in the grainbelt

- Open call to telecommunications industry to develop innovative solutions for large-scale broadband project in the grainbelt
- Part of the McGowan Government's \$22 million Agricultural Telecommunications Infrastructure Fund, to boost productivity in the agricultural sector

The McGowan Government is calling for expressions of interest (EOI) to develop proposals to vastly improve telecommunications in the agricultural region, and provide a true enterprise-grade broadband service in the bush.

The Grainbelt Digital Enhancement project, an initiative under the \$22 million Agricultural Telecommunications Infrastructure Fund, will focus on large-scale broadband solutions to deliver high-speed internet across the grainbelt.

The EOI process will identify suitably capable organisations to work with the State Government to deliver consistent, high capacity broadband services to all recipients throughout the grainbelt.

The first stage will involve identifying innovative technical and commercial solutions to the current broadband service issues within the region, and determining the level of service that can be delivered.

Up to three proponents will be supported to progress through to stage two to develop proposals and identify future options for co-investment by the State Government.

For more information, visit <http://www.agric.wa.gov.au/digitaleenhancement>

Submissions close on 2 November 2018

Discussion from the Executive meeting:

- 👉 NEWROC and Crisp Wireless Agreement has been presented to Crisp Wireless. John Nuttall discussed individual contracts with Crisp Wireless (customers) vs the NEWROC Agreement. NEWROC is not responsible for services with individual customers
- 👉 PPSR was also discussed and the claim over infrastructure should anything go wrong
- 👉 Once Crisp Wireless has an income of \$20,000 per month, NEWROC should not be responsible for ensuring this income is maintained. Agreement will need reviewing.
- 👉 Sign ups are steady, it requires more promotion
- 👉 There is an issue with Netflix and Foxtel (unable to be accessed at the moment). This is an ISP issue with Netflix and Foxtel. Crisp Wireless are working on resolving it.

Actions since the Executive Meeting:

- 👉 NEWROC EO has provided contacted to Crisp Wireless in Education Department for additional plans
- 👉 John Nuttall will provide information on Crisp Wireless to the local health advisory boards
- 👉 NEWROC EO and John Nuttall have worked on the draft agreement again, following comments received from Crisp Wireless
- 👉 NEWROC EO has assisted in promotion activities of the service – mostly 1-1
- 👉 Shire of Mukinbudin to provide an update on their tower – Shire was seeking further information about possible locations in the northern areas of the Shire

RESOLUTION:

That:

- 1) **Member Shires continue to assist in promoting the Crisp Wireless service.**
- 2) **NEWROC encourage and support Crisp Wireless to consider making a submission to the Digital Enhancement Project; and**
- 3) **The information be received.**

Moved Cr Storer

Seconded Cr Hudson

Carried 4/0

Discussion:

- 👉 Cr Hudson requested the agenda item include John Nuttall's surname
- 👉 Minutes from the meeting with John Nuttall, NEWROC EO and Crisp Wireless was circulated
- 👉 Number of sign ups is well below the \$20,000 month target, no determination of a date for the achievement of this
- 👉 Strong emphasis on members to assist Crisp Wireless market the service – case studies, promotion that the product is far superior than what already exists in the area (possibly a lack of understanding regarding the service), self promoting the service (word of mouth)
- 👉 Shire of Mt Marshall has Crisp Wireless installed as well as running their old internet service. The Shire needs the Crisp Wireless service to roll out WiFi to the caravan park and main street
- 👉 Shire of Mt Marshall encourages members to take up the services in their Shire administration blocks, help with personal introductions to promote the service to education and health services
- 👉 NEWROC EO to request an update on the NETFLIX and Foxtel licencing issue
- 👉 Discussion regarding the tower in Mukinbudin
- 👉 Cr Hudson – suggested a few free subscriptions to promote the service

6.3. NEWTRAVEL

PORTFOLIO:	Tourism and Economic Development
FILE REFERENCE:	132-1 NEWTRAVEL
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	16 October 2018
ATTACHMENT NUMBER:	Nil
CONSULTATION:	Linda Vernon - NEWTravel
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

The August NEWTravel newsletter was released with an excellent summary of how tourism operators, supporters and key stakeholders across the district could encourage lengthier stays along the Wheatbelt Way. It read as follows:

To double the economic benefit of visitors to the Wheatbelt Way we do not need double the number of tourists. We just need to get those coming to stay 1 extra night! So below is a list of things you can do to help us convince visitors to stay just 1 more day!

1. *Ensure that the content on your website and your information on the Wheatbelt Way website is up to date and correct. Remember this is essentially your visitors "first impression" of our region.*
2. *Understand who your visitor is and encourage your staff to mention and promote your towns attractions, activities and events when speaking to visitors as well as cross-promoting whats happening in your neighboring towns and their Wheatbelt Way sites. Cross-selling each other cannot be under estimated as many tourists passing through the region at present have no time frame for their travels!*
3. *Review your hours of operation. Some of the best things to see, do and eat in our towns are missed opportunities due to closed signs. Experiment to see what might work for your business to capture those visitors during this peak season. Access to these services and facilities can be dramatically important for Weekend Visitors and getting them to stop and stay.*
4. *Check your Wheatbelt Way Drive Trail sites frequently to ensure that they are up to the expected standard! Toilets working, signs are in the correct place, no rubbish or vandalism.*
5. *Embrace social media! Create your own Facebook page put up photos of experiences you can offer, discounts or promotions. One image can inspire someone to do quite a bit more research then convince them to take that trip! Visuals sell your town, business or activity to tourists!*
6. *Be a local! Be trustworthy, be friendly, smile! Speak clearly, be helpful, listen closely. When visitors trust you and have a great experience they will then recommend you to their friends and family when they get home.*

Additionally, NEWTravel is seeking photos and stories to be used in blogs for the Wheatbelt Way website. Please send these through to Linda.

NEWTravel is also offering two free social media workshops to businesses and key stakeholders. Monday 22 October – Mukinbudin, Tuesday 23 October – Dowerin. The NEWROC EO has contacted the Shires of Dowerin and Westonia again regarding their contributions to the NEWTravel position. A new CEO, Rebecca McCall is at Dowerin and was supportive and has gone to investigate whether it was put in the 2018/19 Budget. Shire of Westonia is likely to support the initiative following discussions with both the NEWTravel EO and NEWROC EO.

NEWTravel AGM is on Thursday 25 October where the updated constitution will be presented additionally a discussion on the process and systems required for NEWTravel to take over the management of the NEWTravel EO

RESOLUTION:

That the information be received.

Moved Cr Hudson

Seconded Cr Storer

Carried 4/0

6.4. Regional Economic Development Grant

PORTFOLIO:	Economic Development
FILE REFERENCE:	035-1 Grants General
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Caroline Robinson – EO WBN
DATE:	18 September 2018
ATTACHMENT NUMBER:	Nil
CONSULTATION:	Nil
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

On 14 September, Hon Alannah MacTiernan MLC, Minister for Regional Development; Agriculture and Food, has announced that the Regional Development (RED) Grants program is now open.

The Regional Economic Development Grants (RED Grants) program is a State Government initiative that invests in community driven projects to stimulate economic growth and development in regional Western Australia. Up to \$6.25 million has been allocated for the first year of the program, to be delivered locally by the nine Regional Development Commissions, this will provide almost \$700,000 in each region.

Up to \$250,000 is available for individual projects that promote sustainable jobs, partnerships, productivity, skills and capability, as well as stimulate new investment and industry diversification. RED Grant proposals submitted should demonstrate alignment with the following regional priorities:

- Jobs and economic growth;
- Private investment;
- Population attraction (workforce);
- Vibrant communities (cross community solutions); and
- Innovative solutions.

Members are asked to consider whether there are any strategic NEWROC projects that could be put forward for this round. Applications close 2 November 2018. NEWTravel and the Wheatbelt Business Network have been in brief discussions about submitting a joint application towards determining the multiplier effect of tourist / visitor dollars spent in the NEWTravel area, as this has been a consistent theme and request for the past few years and knowledge of exact tourist / visitor expenditure could assist in future investment into the industry by both private business and government.

<https://www.wheatbelt.wa.gov.au/funding/regional-economic-development-scheme/>

RESOLUTION:

Submitted for discussion

Moved Cr O'Connell

Seconded Cr Hudson

Carried 4/0

Discussion:

- 🌟 NEWROC does not have a project for submission but can support members with a letter of support
- 🌟 Shire of Trayning has submitted an application for their pool

 Possible Wheatbelt Secondary Freight Route application for executive support

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

Nil

8. WALGA ZONE ISSUES

- Local Government Act review to be discussed at the next Zone meeting, via a video conference – further details to follow
- Discussion regarding video conferencing for the GECZ members and possibly smaller hubs where people meet to participate in video conferencing

Cr Gillett left the meeting at 3.55pm

9. OTHER MATTERS

9.1. Telecommunications Project

Discussion regarding the tower in Mukinbudin for Crisp Wireless

NEWROC write to the Shire of Mukinbudin kindly requesting an update on the progress of their tower location for the telecommunications project

Moved Cr Storer

Seconded Cr O'Connell

Carried 4/0

9.2. Waste

- Discussion regarding member waste contracts – alignment of contracts or a regional contract
- Discussion regarding a regional waste site e.g. RoeROC waste service, Great Southern waste project with Curtin University, Dale Chapman (WALGA) working with AROC and a group waste tender

ACTION: Executive to discuss waste at its next meeting

9.3. NEWROC Health

- NEWROC Health Plan to be sent to both GP's
- Individual members have received their local government health plans, Shires now need to update them to be reflective of their community

9.4. Water Corporation

- Cr O'Connell declared an interest in the item as her husband is an employee at the Water Corporation. All agreed it was a general discussion and Cr O'Connell remained
- Discussion on fixed standpipe changes
- 1 November closing date for submissions – possibility of extension (Cr Sasche and Cr O'Connell both on the Rural Water Council)

9.5. Snake Bite Venom

- Anti-venom should be located at Wyalkatchem Hospital (as it was previously pulled from the two hospitals in the NEWROC area), just a discussion regarding whether it is available

9.6. Road Construction Crew – strategic project

- 👉 Wheatbelt Secondary Freight Route project met with the Deputy Prime Minister last week, request for phase 1 funding (total project \$130m)
- 👉 If the project gets up there will be scope for considerable road construction and maintenance
- 👉 Is there a possibility of looking into a Regional Road Construction crew? REDS application in the future

ACTION: Executive to discuss regional road construction crew at its next meeting

10. MEETING SCHEDULE

27 November	Executive	Shire of Trayning
11 December	Council	Shire of Trayning
		(Drinks afterwards, 2pm commence)

****NEWHEALTH EHO meeting commencing at 1pm on the 27 November 2018 in Trayning**

11. CLOSURE OF MEETING

The Chair, Cr Sasche thanked everyone for their input and attendance and declared the meeting closed at 4.29pm





**WYALKATCHEM LOCAL EMERGENCY MANAGEMENT COMMITTEE
MINUTES
OF THE MEETING HELD ON THE 31 OCTOBER 2018**

Purpose of Local Emergency Management Committee (LEMC) Meetings

The purpose of the LEMC is to:

- 1.0 Foster effective communication between stakeholders to ensure that emergency management for Wyalkatchem is in place;
- 2.0 Assist the Shire of Wyalkatchem comply with the requirements of the Emergency Management Act.

1. Opening of Meeting:

The Chairperson, Quentin Davies opened the meeting at 5.03pm

2. Attendance and Apologies

Attendance

Taryn Dayman	Chief Executive Officer
Quentin Davies	Shire President
Craig Cooper	CRC
Jay Hammond	St John Ambulance
Duncan Jones	St John Ambulance
Susan Bruise	WDHS
Glen Metcalf	Water Corporation & VFERS
Subin Daniel	WKHS
Marcus Reilly	DCBFCO

Apologies

Corrine Graham	Community Home Support Provider
Graeme Keals	Parks & Wildlife
Jo Spadaccini	Department of Communities
Tracey Print	WA Police - Wyalkatchem
Yvette Grigg	Department of Fire & Emergencies
Peter Wood	St John Ambulance
Trent Tyler	Bush Fire Brigade

3. Confirmation of Previous Meeting Minutes

Moved – Jay Hammond

Seconded – Marcus Reilly

The Minutes of the LEMC meeting held on the 22 August 2018 are confirmed as a true and accurate record.

CARRIED

4. Business arising from previous Minutes-

Nil

5. Stakeholder Reports

Stakeholders to report on relevant activities.

5.1 Bush Fire Brigades

Mr Reilly advised that the Wyalkatchem & District Bush Fire Brigade Annual General meeting was held on the 11 October 2018 and was well attended. All brigades have held their AGM. Appointments remain mostly unchanged.

Today is the last day that burning permits can be issued with tomorrow the commencement of the prohibited burning period.

The CEO advised that all vehicles had been serviced. Vehicles inspections have been conducted and stock ordered. Majority of the stock has arrived, waiting on a few items.

5.2 Volunteer Fire & Rescue Service

Nothing to report

5.3 St John Ambulance

Mr Hammond advised that since the LEMC meeting the Wyalkatchem Sub Centre has had 25 jobs, 3 new volunteers located in Koorda who have all completed their level 1 training course, currently pending driving course, will be operational shortly.

At the Wyalkatchem Sub Centre meeting held last night, it was agreed to review the sub centre guidelines, looking at implementing policies instead of guidelines. A decision has been made to upgrade the sub centre building, this will include rendering and painting, with the color scheme being in the St Johns Corporate colors. Fencing will also be installed.

Mr Jones advised that today would be his last Wyalkatchem LEMC meeting. That new community paramedic Maxie McDonald will commence in early November.

A review on ambulance services has been coordinated by the Health Department. The Country Ambulance Draft Strategy has been released and is currently seeking comment and feedback. Part of the recommendations include increasing the number of community paramedics.

Mr Davies asked about the St John Ambulance protocols surrounding the allocation of jobs, should the local crew not be available. Recently there was a call out in the Cunderdin district and it is understood that a crew was dispatched from Bolgart and questioned why Wyalkatchem wouldn't have been called being closer. It was confirmed that Wyalkatchem Sub Centre was not contacted for this job, which would have been in line with protocols. Mr Jones to investigate

5.4 Police
Nil

5.5 District High School

Mrs Bruise advised that the school has been requested for its Bush Fire Plan. It was noted that the School last day for 2018 is the 13 December.

5.6 Wyalkatchem Koorda District Hospital

Mr Daniel advised that they have recently been through the accreditation process, which occurs every 4 years. Mr Daniels was pleased to advise that they had passed.

Mr Daniel advised that works were continuing at the hospital with painting and carpets to be completed by the end of the week. The hospital opening is scheduled for the 26 November 2018.

Mr Daniel gave an overview of the clinical operations occurring recently at the Wyalkatchem Hospital. There was a great deal of discussion surrounding Snake Anti-Venom. Mr Daniel confirmed that there is anti-venom in stock at the Wyalkatchem hospital and explained the protocols surrounding a patient presenting with a snake bite.

Mr Hammond advised that the Wyalkatchem St Johns sub centre are looking at providing Snake Bites Kits for residents in Wyalkatchem and Koorda. In addition they will be running some education programs.

5.7 Shire of Wyalkatchem

Ms Dayman confirmed the Ms McDonald has resigned and left the organisation. Currently recruiting for her replacement.

Ms Dayman advised that contact has been made with Telstra in regards to the mobile phone tower and the issues experienced with power outages. Ms Dayman advised that a fault had been located, currently there is no estimated time provided to rectify the fault.

5.8 Department of Communities
Nil

5.9 Water Corporation
Nothing to report

5.10 Main Roads
Nil

5.11 Roadwise

Nil

5.12 DFES

Nil

5.13 OEM

Nil

5.14 Wyalkatchem CRC

Mr Cooper advised that the CRC is available to provide assistance where it can, this invitation was extended to St Johns, with assistance for the Snake Bite training. Also offered a venue to host future exercises.

6. General Business

6.1. LEMA Review

LEMA Review: Due to staff shortages, the CEO has taken over the LEMA review. Previously the intention was to finalise the document at the October 2018 meeting. However the CEO has decided to continue to work on the document and intends to bring it to LEMC in the New Year. This will still allow enough time for the approval process to be completed and the final LEMA to be in place by June 2019.

6.2. Welfare Evacuation Centre Exercise – Bruce Rock

The Chief Executive Officer attended a Welfare Evacuation Centre Exercise – “Microburst” in Bruce Rock.

The aim of the exercise was “To practice the capability and capacity to set up and operate a local welfare evacuation centre for a significant local emergency”.

Exercise “Microburst” was a welfare field exercise to provide a learning opportunity for all participants in a simulated operational environment. It was a collaborative exercise requiring Department of Communities staff, Local Government staff as well as other agency staff and volunteers to perform particular functions associated with the activation of a Department of Communities’ Local Emergency Management Plan for the Provision of Welfare Support (Local Welfare Plan) for the Merredin District.

The scenario was relevant to the local communities and required the centre to be open notionally for a period, including overnight and offering a range of welfare supports and services. Participants were asked to operate within the bounds of local and state emergency management arrangements. As there were a number of Local Governments in attendance it was considered that they were in an evacuation centre within their own town.

The exercise was extremely beneficial and gave a great insight into the preparation and action required in this type of an event.

The Department of Communities have held a number of these exercised and is collating outcomes to be circulated with local governments and agencies, to provide a resource to assist

in the preparation required. The Chief Executive Officer has expressed an interest in a similar event being held in Wyalkatchem.

Attached is a post exercise report for everyone's information.

6.3. Meeting Schedule 2019

The following meeting dates have been scheduled for 2019

27 Feb 2019

1 May 2019

7 August 2019

16 October 2019

8.0 Status Report

Task No.	Task	Responsible Person	Comment	% Complete	Last update
1.	Training requirements for FCO's and Volunteers	AO CFCO	Bushfire policy is being updated. "Recommended that all those attending a fire have at a minimum completed the 'introduction to bush firefighting'. DFES offer training for FCO's and BFB volunteers Upon inspection 11/10/17 – (refer policy EP2) – suggest developing the policy to reflect the above. For discussion at BFAC		11/4/18: Ella to discuss with BFB Captains – spoke with Daniel re local training. Ella and Daniel did training on DFES portal today
2.	Health certification for Volunteers	AO CFCO	Bushfire policy being updated to include "Maintain a reasonable standard of physical fitness" "To advise of any health condition that may impede their abilities at a fire" "FCO's responsibility to ensure those at fire front are of good enough health" If not then delegate to other tasks" FCO's are aware of their responsibilities with regards to this.		11/4/18: Ella to review policy in the near future
3.	Assessment of Shire Weather Station to ensure continuity	AO MCS	Weather station requires replacement as it is irreparable – quotes to be obtained, hoping to replace in near future.		4/4/18 Data 3 to look at communications/ receivers
5.	Establishment of Plant Replacement and Servicing Schedule	CBFCO DFES	DFES are aware that Nalkain require a truck, this application is still progressing. Request for a high fuel season truck put in (June 2016). DFES have their schedule for replacements.		4/4/18: Replacement request for truck put in for in this year's LGGS grant for when the appliance is due for replacement.

6.	Develop an unallocated crown land and unmanaged reserves program in relation to fire and risk protection	DCEO MOW CFCO	Identification of reserves has commenced. “Plans are in bush fire policy document” Firebreaks are placed around reserves Need to develop a position – write to various actual owners with what we want – for discussion at BFAC.		
7.	Inspect water standpipes and water tanks pre and post fire season. Ensure watersupplies have fittings suitable for fire appliances	MOW CFCO DCFCO	Were checked June 2016 Negotiations are ongoing with Water Corp regarding the tundish & RPZ installations to standpipes. Trevor negotiating with water corp to use washings for watering lawns. Shire to place on works schedule for action		

7. Next Meeting: TBA

27 February 2019

8. Meeting Closure:

With there being no further discussions, the Chairperson thanked everyone for attendance and closed the meeting at 5.48pm.





Shire of Wyalkatchem
Payment Listing
As of October 31, 2018

Type	Date	Num	Name	Description	Amount
A01100 - Cash at Bank					
A01101 - Unrestricted Municipal Bank					
Bill Pmt -Cheque	01/10/2018	DD011018	Synergy	ELECTRICITY 110718-070918	-485.20
Cheque	01/10/2018	DD01101	Westnet	Internet Access Oct 2018, Email Hosting 190718-190818	-193.05
Bill Pmt -Cheque	02/10/2018		Australia Post - Mail - EFT	POSTAGE August 2018	-177.24
Bill Pmt -Cheque	02/10/2018		Courier Australia - EFT	FREIGHT Reticulation parts 100918, Business cards	-21.46
Bill Pmt -Cheque	02/10/2018		Domus Nursery - EFT	STREET SCAPE candicans Silversunrise x 40, Grevillea Amber Blaze x 10, Grevillea Gilt Dragon x 20, Grevillea Winter Delight x 20	-799.95
Bill Pmt -Cheque	02/10/2018		Drainflow Services Pty Ltd - EFT	STREET CLEANING Street sweeping of town streets 110918	-1,959.00
Bill Pmt -Cheque	02/10/2018		Eastern Hills Saws & Mowers - EFT	DEPOT Brushcutter, Blower, Pressure cleaner	-997.00
Bill Pmt -Cheque	02/10/2018		Fast Finishing Services - EFT	RECORDS MANAGEMENT Council Minute Books April 2017-March 2018, Inserts into existing books	-277.95
Bill Pmt -Cheque	02/10/2018		Great Eastern Country Zone WALGA - EFT	SUBSCRIPTION Annual Subscription 2018/19	-3,850.00
Bill Pmt -Cheque	02/10/2018		Playmaster Pty Ltd - EFT	ADMIN PARK Combination swing including birdsnest, toddler seat and normal seat	-4,235.00
Bill Pmt -Cheque	02/10/2018		Shire of Mt Marshall - EFT	NEWHEALTH expences July 2018	-1,695.01
Bill Pmt -Cheque	02/10/2018		Wyalkatchem Hotel - EFT	REFRESHMENTS Carlton Dry 1 ctn, REFRESHMENTS Ice x 2 bags	-66.00
Bill Pmt -Cheque	02/10/2018		Wheatbelt Construction - EFT	53 PIESSE ST Replace penetration boots on roof that were causing roof leaks, RAILWAY BARRACKS Straighten shade awning to west side of rooms including replacing timber, REC CENTRE Cut back verandah rafters to remove weather damaged sections and repaint	-2,758.00
Bill Pmt -Cheque	02/10/2018	DD021018	Fuji Xerox - EFT	PHOTOCOPY Lease 230818-220918	-317.02
Cheque	02/10/2018	DD021018	Treasury Corp	LOAN 73 - CRC BUILDING	-12,486.59
Paycheque	03/10/2018		Salaries and Wages	PPE031018	-26,389.66
Bill Pmt -Cheque	03/10/2018	16864	Wylie News & Lotteries	NEWSPAPERS July 2018	-114.10
Paycheque	04/10/2018		Salaries and Wages	PPE041018	-63.30
Liability Cheque	04/10/2018		Dept of Human Services - EFT	CHILD SUPPORT Sept 2018	-701.86
Liability Cheque	04/10/2018		Small Business Super Clearing House - EFT	SUPERANNUATION Sept 2018	-8,899.81
Bill Pmt -Cheque	04/10/2018	DD041018	NAB Visa	CREDIT CARD September 2018	-311.20
Bill Pmt -Cheque	05/10/2018		Alan's Auto Electrics - EFT	MAINTENANCE WM006 Battery charger, WM000 Amber beacon	-931.50
Bill Pmt -Cheque	05/10/2018		Avon Valley Toyota - EFT	MAINTENANCE WM000 Soft tonneau cover, Aero roof racks	-937.50
Bill Pmt -Cheque	05/10/2018		Avon Waste - EFT	BINS September 2018, RECYCLING Service bins x 10 120918	-4,366.83
Bill Pmt -Cheque	05/10/2018		Benara Nurseries - EFT	STREET SCAPE Main street plants x 163	-1,658.53
Bill Pmt -Cheque	05/10/2018		Bunnings Midland - EFT	MAINTENANCE Cargo case, Bow shackles.EXPENDABLE TOOLS various hand tools	-364.41
Bill Pmt -Cheque	05/10/2018		Coates Hire Group - EFT	MAINTENANCE GRADING Roller and grader hire 250818-110918	-14,369.80
Bill Pmt -Cheque	05/10/2018		Courier Australia - EFT	FREIGHT Works parts 260918	-53.13
Bill Pmt -Cheque	05/10/2018		Covs Parts - EFT	OCC HEALTH Safety Glasses x 10	-166.65
Bill Pmt -Cheque	05/10/2018		JK Williams - EFT	57 FLINT ST TV, 51 FLINT ST Double dishwasher, MEDICAL CENTRE Bar fridge	-2,407.00
Bill Pmt -Cheque	05/10/2018		Shire of Cunderdin - EFT	OCC SAFETY Velpic software for contractor inductions 2018/19	-455.91
Bill Pmt -Cheque	05/10/2018		Total Eden - EFT	PIONEER PARK Valve timer and station controller	-280.67
Bill Pmt -Cheque	05/10/2018		Wheatbelt Construction - EFT	REC CENTRE Replace box guttering, MUSEUM HOUSE Replace floor stumps	-3,592.00
Bill Pmt -Cheque	05/10/2018		Wheatbelt Office & Business Machines -EFT	PHOTOCOPY Colour Copies x 450, B&W Copies x 5268 Sept 2018	-85.96
Bill Pmt -Cheque	05/10/2018		Wyalkatchem Hotel - EFT	REFRESHMENTS Staff catchup 160818, Council Meeting Sept 18	-440.00
Bill Pmt -Cheque	05/10/2018		Wyalkatchem IGA Express - EFT	REFRESHMENTS Office Amenities, Council Workshop, DEPOT Party Maintenance grading	-80.84
Bill Pmt -Cheque	05/10/2018		Wyalkatchem Spraying Service - EFT	AIRSTRIP Spraying of runway and surrounds, REC CENTRE OVAL spraying of broadleaf, PUMP MAINTENANCE White dam weed spraying	-1,860.00
Bill Pmt -Cheque	09/10/2018	DD091018	Telstra	TELEPHONE Landlines 170918-161018	-820.61
Bill Pmt -Cheque	16/10/2018	DD161018	Water Corporation.	SERVICE CHARGE De Pierres Rd 010918-311018	-44.36
Cheque	17/10/2018		Building Commission - EFT	BSL September 2018	-1,479.67
Paycheque	17/10/2018		Salaries and Wages	PPE171018	-26,509.83

Shire of Wyalkatchem
Payment Listing
As of October 31, 2018

Cheque	17/10/2018	DD91021	Foxtel	57 FLINT ST Doctors House Foxtel	-154.00
Bill Pmt -Cheque	17/10/2018	DD171018	Synergy	ELECTRICITY 110718-060918	-737.70
Cheque	18/10/2018		Trenorden, Claire L	REIMBURSEMENT Telephone charges 050718-040918	-146.00
Bill Pmt -Cheque	18/10/2018		Bandicoot Express - EFT	ADVERTISING Administration Officer GEO 200918	-15.00
Bill Pmt -Cheque	18/10/2018		BOC Gases - EFT	DEPOT Container Service Charges 290718-280818	-66.17
Bill Pmt -Cheque	18/10/2018		Coates Hire Group - EFT	MAINTENANCE GRADING hire 250718-250818	-19,352.96
Bill Pmt -Cheque	18/10/2018		Courier Australia - EFT	FREIGHT 130818 and 170818	-26.91
Bill Pmt -Cheque	18/10/2018		D & D Transport - EFT	FREIGHT Blades from Cutting Edges, PARKS & GARDENS Freight fertiliser from Baileys	-464.60
Bill Pmt -Cheque	18/10/2018		Data#3 - EFT	COMPUTER Microsoft office and Windows licencing x 11 011117-311018	-2,479.05
Bill Pmt -Cheque	18/10/2018		LD Total - EFT	REC CENTRE OVAL Works to irrigation system	-9,619.48
Bill Pmt -Cheque	18/10/2018		Shire of Trayning - EFT	ADVERTISING 110918 and 250918	-20.00
Bill Pmt -Cheque	18/10/2018		Wyalkatchem Weekly - EFT	ADVERTISING 060718-280918	-472.00
Bill Pmt -Cheque	18/10/2018	DD181018	Water Corporation.	WATER USAGE 200718-270918, SERVICE CHARGE 010918-311018	-433.36
Bill Pmt -Cheque	19/10/2018	DD191018	Water Corporation.	WATER USAGE 200718-270918, SERVICE CHARGE 010918-311018	-269.12
Bill Pmt -Cheque	22/10/2018	DD221018	Telstra	TELEPHONE Mobile phones 021018-011118	-116.59
Cheque	23/10/2018	DD231018	CNH Industrial Capital	LOAN 74 - NEW HOLLAND TRACTOR	-16,270.24
Bill Pmt -Cheque	23/10/2018	DD231018	Synergy	ELECTRICITY Street lights 250818-240918	-2,218.90
Bill Pmt -Cheque	26/10/2018	DD261018	Water Corporation.	WATER USAGE 060818-091018, SERVICE CHARGE 010918-311018	-1,932.57
Bill Pmt -Cheque	26/10/2018	DD261018	Synergy	ELECTRICITY Airport terminal 120918-091018	-115.70
Bill Pmt -Cheque	29/10/2018	DD291018	Water Corporation.	WATER USAGE 060818-091018, SERVICE CHARGE 010918-311018	-1,780.74
Bill Pmt -Cheque	30/10/2018		BA & VM Brookes - EFT	GOLDFIELDS RD Cart gravel from Tylers Pit 170918,180918, and 190919, LEWIS EAST RD Cart gravel from Reilly's Pit 260918 and 270918	-8,118.00
Bill Pmt -Cheque	30/10/2018		BOC Gases - EFT	DEPOT Container Service Charges, SWIMMING POOL C size oxygen bottles x 2 290818-270918	-64.02
Bill Pmt -Cheque	30/10/2018		Brendon Wilkes Electrical - EFT	2A SLOCUM ST Fit new battern light and check why power bill is so high	-272.25
Bill Pmt -Cheque	30/10/2018		Chatfields - EFT	NRM PROJECTS Repairs to tree planter replacement of jack	-214.50
Bill Pmt -Cheque	30/10/2018		Dunnings - EFT	FUEL September 2018	-10,588.58
Bill Pmt -Cheque	30/10/2018		Elders Rural Services - EFT	REC CENTRE OVAL Agri-max 200L x 2 drums, CRICKET WICKETS DTER repellent 4kg	-1,450.90
Bill Pmt -Cheque	30/10/2018		Kleenheat Gas - EFT	REC CENTRE Yearly facility fees 210kg & 190kg gas cylinders	-598.40
Bill Pmt -Cheque	30/10/2018		Landmark - EFT	53 PIESSE ST Gas bottle 45kg, 57 FLINT ST Gas bottle 45kg, AIRSTRIP Wetter 20L, Round up 20L x 3, GOLDFIELDS RD Cement x 10bags, Stock on hand Cement x 54 bags, WHITE DAM Round up 20L, Ally 1kg, Garlon 20L	-2,566.48
Bill Pmt -Cheque	30/10/2018		Liebherr-Australia Pty Ltd - EFT	FUELS & OILS WM016 Gear oil 20L	-282.70
Bill Pmt -Cheque	30/10/2018		Mayday Earthmoving - EFT	DRAINAGE RURAL Hire of 1.5t excavator 210918	-220.00
Bill Pmt -Cheque	30/10/2018		NEWROC - EFT	NEWROC Annual Subscriptions and contributions 2018/19	-17,600.00
Bill Pmt -Cheque	30/10/2018		Petchell Mechanical - EFT	PLANT PARTS WM4014 Tree planter wheel bearings, WM003 Batteries x 2, WM005 Battery, REPAIRS WM016 Repair grease line, WM006 replace battery and battery leads, MAINTENANCE GRADING Hire grader coolant hose	-1,884.58
Bill Pmt -Cheque	30/10/2018		Shire of Merredin - EFT	AREA PROMOTION Central Wheatbelt Visitor Centre Level 1 membership 2018/2019	-187.00
Bill Pmt -Cheque	30/10/2018		Spraymaster Spray Shop	PARKS & GARDENS Backpack spray packs	-368.00
Bill Pmt -Cheque	30/10/2018		T & E Services Pty Ltd - EFT	MEDICAL SERVICES October 2018	-14,259.70
Bill Pmt -Cheque	30/10/2018		Wyalkatchem IGA Express - EFT	COUNCIL MEETING Sept 2018, OFFICE AMENITIES Sept 2018	-65.68
Bill Pmt -Cheque	30/10/2018		Wyalkatchem Spraying Service - EFT	ROADSIDE SPRAYING TOWN Goomaling/Merredin rd and Hands dr 051018, AIRSTRIP Spraying west side of runway 051018	-200.00
Bill Pmt -Cheque	30/10/2018		Wyalkatchem Tyre Service - EFT	MAINTENANCE WM000 Rubber ute matting, TYRES WM015 Repair punctured side tipper tyre, WM4559 Supply and fit new tyre, WM015 Supply and fit new rim and tyre to side tipper	-988.00
Paycheque	31/10/2018		Salaries and Wages	PPE311018	-27,075.69
General Journal	31/10/2018	3154	NAB	Account Keeping Fee	-34.40

Shire of Wyalkatchem
Payment Listing
As of October 31, 2018

Bill Pmt -Cheque	31/10/2018	DD311018	Fuji Xerox - EFT	PHOTOCOPY Lease 230918-221018	-317.02
Bill Pmt -Cheque	31/10/2018	DD311018	Water Corporation.	WATER USAGE 060818-091018, SERVICE CHARGE 010918-311018	-914.24
Total A01101 - Unrestricted Municipal Bank					<u>-272,664.83</u>

CERTIFICATION OF CHIEF EXECUTIVE OFFICER

I hereby certify that the Schedule of Accounts paid was submitted to Council on Thursday, 15 November 2018. All payments are as per the Annual Budget and are supported by vouchers and invoices and were not processed until goods and services were certified as received.

Taryn Dayman, Chief Executive Officer

CERTIFICATION OF CHAIRMAN

I hereby certify this schedule of accounts paid was submitted to the Council on Thursday, 15 November 2018 for information pursuant to Section 6.8(2)(b) of the Local Government Act 1995.

Cr Quentin Davies, Chairman





Statement for
NAB Business Visa

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

WYALKATCHEM SHIRE
27 FLINT STREET
WYALKATCHEM WA 6485

Statement Period 29 August 2018 to 28 September 2018
Company Account No: 4557 0498 0000 4281
Facility Limit: \$13,000

Your Account Summary

Balance from previous statement	\$0.00
Payments and other credits	\$0.00
Purchases, cash advances and other debits	\$302.20 DR
Interest and other charges	\$9.00 DR
Closing Balance	\$311.20 DR

**YOUR DIRECT DEBIT PAYMENT OF \$311.20 WILL BE
CHARGED TO ACCOUNT 000086977- 0000508383313 ON
04/10/2018 AS PER OUR AGREEMENT.**

27-1/21/01/M04181/S011372/022743

see reverse for transaction details



Statement for

NAB Business Visa

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

Cardholder Details

Cardholder Name: MISS TARYN LEANNE DAYMAN
Account No: 4557 0455 3793 8668
Statement Period: 29 August 2018 to 28 September 2018
Cardholder Limit: \$13,000

Transaction record for: MISS TARYN LEANNE DAYMAN

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
31 Aug 2018	\$24.30	DEPARTMENT OF TRANSPOR PERTH E144035	LICENCE 1T0B537	12 months			74940528242
31 Aug 2018	\$77.95	DEPARTMENT OF TRANSPOR PERTH E144035	LICENCE WMOOS	12 months			74940528242
11 Sep 2018	\$100.00	Mecca Brands Australia 0394207373 E042095	STAFF FAREWELL	Gift Vouchers		McDonald	02170765689
12 Sep 2018	\$99.95	PAYPAL *BINBOMBPTYL 4029357733 E f01012	STREET BINS	Bin odour removal powder		4kg	74766188254
28 Sep 2018	\$9.00	CARD FEE E041221	CREDIT CARD	September 2018			74557048271
Total for this period	\$311.20		Totals				

Employee declaration

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

Cardholder signature: *Dayman*

Date: 30/10/18



Account Statement

DUNNING INVESTMENTS P/L
ATF Dunning Family Trust
PO BOX 169 NORTHAM WA 6401

E-mail: admin@dunningsfuel.com.au
Web: www.dunningsfuel.com.au
Phone: 08 96221413
Fax: 08 96222606
ABN: 29384905038

SHIRE OF WYALKATCHEM
PO BOX 224
WYALKATCHEM
WESTERN AUSTRALIA, 6485



DUNNING INVESTMENTS P/L
ATF Dunning Family Trust
PO BOX 169 NORTHAM WA 6401

Name
SHIRE OF WYALKATCHEM

Date 30/09/2018
Acc. No. SHIRW
Acc. Type 001
ABN 47096937882

Please detach and return
with your payment

Account No. SHIRW	Statement Date 30/09/2018	Terms 21 EOM	Page No. 1
----------------------	------------------------------	-----------------	---------------

Date	Reference	Amount \$	Balance
	B/Fwd		7534.17
01/09/2018	SMY	2138.92	9673.09
07/09/2018	00126533/JL/	8415.01	18088.10
14/09/2018	PAYMT	-7534.17	10553.93
30/09/2018	CARD FEE	34.65	10588.58

Reference	Amount \$
B/Fwd	7534.17
SMY	2138.92
00126533/JL/	8415.01
PAYMT	-7534.17
CARD FEE	34.65

Please make your payment to our account.
BSB: 016-780
ACC: 835405276

**\$500.00 FREE FUEL WINNER - FONTYS CONTRACTING
TO BE ELIGIBLE MAKE YOUR PAYMENT
ON OR BEFORE 14TH OCTOBER 2018**

Due 21/10/18 Current \$10588.58

Overdue	Current	Total Due
0.00	10,588.58	10,588.58

	Total Due
Please pay this amount	10,588.58

E & OE



Your Local Fuel Distributor

DUNNING INVESTMENTS P/L
 ATF Dunning Family Trust
 PO BOX 169 NORTHAM WA 6401

PH: 08 96221413
 FAX: 08 96222606
 admin@dunningsfuel.com.au

ABN: 29384905038
 SHIRE OF WYALKATCHEM
 PO BOX 224
 WYALKATCHEM 6485

30/09/2018

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 SHIRW

**** TAX INVOICE ****

Location	Order No	ODO	Date	Tax Invoice	Product	Quantity	Unit Price	Amount \$
Card: Volvo 5	No Card							
Card: 7034320089961764		WM000	07/09/2018 00:00	001400585503	DISTILLATE BULK	5,500.00	1.530	8,415.01
X190 - WYALKATCHEM WA	Rego:	WM000	Driver: 174		Card Totals	5,500.00		8,415.01
X190 - WYALKATCHEM WA		0	07/09/2018 13:57		DIESEL - SERVICE STN	44.63	1.549	69.12
X190 - WYALKATCHEM WA		0	09/09/2018 15:30		DIESEL - SERVICE STN	51.64	1.549	79.98
X190 - WYALKATCHEM WA		0	14/09/2018 13:08		DIESEL - SERVICE STN	41.91	1.579	66.18
S668 - NORTHAM WA		0	16/09/2018 15:06		DIESEL - SERVICE STN	42.23	1.659	70.06
X190 - WYALKATCHEM WA		0	18/09/2018 10:39		DIESEL - SERVICE STN	45.03	1.579	71.09
X190 - WYALKATCHEM WA		0	20/09/2018 15:21		DIESEL - SERVICE STN	55.04	1.579	86.91
X190 - WYALKATCHEM WA		0	25/09/2018 15:00		DIESEL - SERVICE STN	40.65	1.579	64.19
X190 - WYALKATCHEM WA		0	28/09/2018 12:44		DIESEL - SERVICE STN	42.54	1.579	67.18
S668 - NORTHAM WA		0	29/09/2018 15:44		DIESEL - SERVICE STN	38.58	1.659	64.00
			30/09/2018 00:00	001400589067	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	403.25		642.56
Card: 7034320089961772		ROADPLN1	30/09/2018 00:00	001400589068	ROADPLANT	1.00	3.850	3.85
	Rego:	ROADPLN1	Driver: 171		Card Totals	1.00		3.85
Card: 7034320089961780		WM027	06/09/2018 14:01	001400589069	ROADPLANT	61.88	1.549	95.85
X190 - WYALKATCHEM WA	Rego:	WM027	Driver: 248		DIESEL - SERVICE STN	66.04	1.579	104.28
X190 - WYALKATCHEM WA		0	28/09/2018 07:26		DIESEL - SERVICE STN	1.00	3.850	3.85
		0	30/09/2018 00:00		DIST CARD FEE	1.00		3.85
					Card Totals	128.92		203.98
Card: 7034320089961798		WM216	03/09/2018 06:45	001400589070	WM 216	60.59	1.519	92.04
X190 - WYALKATCHEM WA	Rego:	WM216	Driver: 158		DIESEL - SERVICE STN	59.51	1.549	92.18
X190 - WYALKATCHEM WA		0	12/09/2018 12:42		DIESEL - SERVICE STN	56.91	1.579	89.87
X190 - WYALKATCHEM WA		0	18/09/2018 15:44		DIESEL - SERVICE STN	53.87	1.579	85.06
X190 - WYALKATCHEM WA		0	21/09/2018 09:36		DIESEL - SERVICE STN	50.28	1.579	79.40
X190 - WYALKATCHEM WA		0	28/09/2018 07:16		DIESEL - SERVICE STN	1.00	3.850	3.85
			30/09/2018 00:00		DIST CARD FEE	1.00		3.85
					Card Totals	282.16		442.40
Card: 7034320089961806		DOCTOR	06/09/2018 15:07	001400589071	DOCTOR	48.18	1.509	72.70
X190 - WYALKATCHEM WA	Rego:	DOCTOR	Driver: 172		UNLEADED - SERVICE STN	1.00	3.850	3.85
		0	30/09/2018 00:00		DIST CARD FEE	1.00		3.85
					Card Totals	49.18		76.55
Card: 7034320089961814		WM000	01/09/2018 12:24	001400589072	WM 000	35.52	1.499	53.24
X190 - WYALKATCHEM WA	Rego:	WM000	Driver: 152		UNLEADED - SERVICE STN	29.78	1.499	44.65
X190 - WYALKATCHEM WA		0	04/09/2018 08:24		UNLEADED - SERVICE STN	31.20	1.509	47.07
X190 - WYALKATCHEM WA		0	10/09/2018 12:58		UNLEADED - SERVICE STN	1.00	3.850	3.85
			30/09/2018 00:00		DIST CARD FEE	1.00		3.85
					Card Totals	97.50		148.81



Your Local Fuel Distributor

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ATF Dunning Family Trust
PO BOX 169 NORTHAM WA 6401

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admin@dunningfuel.com.au

ABN: 29384905038
SHIRE OF WYALKATCHEM
PO BOX 224
WYALKATCHEM 6485

30/09/2018

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SHIRW

** TAX INVOICE **

Location	Order No	ODO	Date	Tax Invoice	Product	Quantity	Unit Price	Amount \$
Card: 7034320089961822	Rego: WYLIE	Driver: 651	WM006					
S662 - KOJONUP WA		14/09/2018 17:18		DIESEL - SERVICE STN	57.31	1.599	91.65	
S662 - KOJONUP WA		16/09/2018 13:25		DIESEL - SERVICE STN	64.88	1.599	103.75	
X190 - WYALKATCHEM WA		18/09/2018 07:33		DIESEL - SERVICE STN	47.10	1.579	74.36	
X190 - WYALKATCHEM WA		28/09/2018 12:24		DIESEL - SERVICE STN	67.13	1.579	106.00	
		30/09/2018 00:00		DIST CARD FEE	1.00	3.850	3.85	
				Card Totals	237.42		379.61	
Card: 7034320089963968	Rego: WYLIEBUS	Driver: 001400589074	WM006					
		30/09/2018 00:00		DIST CARD FEE	1.00	3.850	3.85	
				Card Totals	1.00		3.85	
Card: 7034320091090800	Rego: WM012	Driver: 159	WM012					
X190 - WYALKATCHEM WA		03/09/2018 07:46		DIESEL - SERVICE STN	60.70	1.519	92.21	
X190 - WYALKATCHEM WA		04/09/2018 07:48		UNLEADED - SERVICE STN	28.34	1.499	42.48	
X190 - WYALKATCHEM WA		27/09/2018 07:30		DIESEL - SERVICE STN	62.26	1.579	98.31	
X190 - WYALKATCHEM WA		28/09/2018 07:50		UNLEADED - SERVICE STN	22.81	1.539	35.11	
		30/09/2018 00:00		DIST CARD FEE	1.00	3.850	3.85	
				Card Totals	175.11		271.96	

Total Discount	23.27	
GST Incl in Total	962.60	Invoices Total
		UNLEADED - SERVICE STN
		DISTILLATE BULK
		DIESEL - SERVICE STN
		DIST CARD FEE
Total excl. GST	9,625.98	Total
		UNLEADED - SERVICE STN
		DISTILLATE BULK
		DIESEL - SERVICE STN
		DIST CARD FEE
		Total
		295.25
		8,415.01
		1,843.67
		34.65
		10,588.58

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Shire of Wyalkatchem

MONTHLY FINANCIAL REPORT

For the Period Ended 31 October 2018

TABLE OF CONTENTS

Statement of Financial Activity

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Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 October 2018

Note	Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b) - (a) 3	Var. % (b) - (a) / (b) 3	Var.
Operating Revenues	\$	\$	\$	\$	%	
Governance	2,000	1,267	1,260	(7)	(0.6%)	
General Purpose Funding	565,548	146,640	156,763	10,123	6.5%	
Law, Order and Public Safety	39,486	18,662	10,306	(8,356)	(81.1%)	
Health	57,105	0	0	0		
Education and Welfare	0	0	0	0		
Housing	85,986	27,662	25,203	(2,459)	(9.8%)	
Community Amenities	107,388	106,176	106,944	768	0.7%	
Recreation and Culture	6,817	2,272	1,716	(556)	(32.4%)	
Transport	278,034	113,565	152,540	38,975	25.6%	▲
Economic Services	14,870	4,957	6,776	1,819	26.8%	
Other Property and Services	20,247	9,249	10,235	986	9.6%	
Total (Excluding Rates)	1,177,481	430,450	471,742	41,293	8.8%	
Operating Expense						
Governance	(293,087)	(87,696)	(82,919)	4,777	5.8%	
General Purpose Funding	(67,929)	(20,643)	(18,878)	1,765	9.3%	
Law, Order and Public Safety	(118,942)	(39,647)	(40,345)	(697)	(1.7%)	
Health	(317,241)	(91,747)	(86,830)	4,917	5.7%	
Education and Welfare	(44,794)	(31,391)	(32,546)	(1,154)	(3.5%)	
Housing	(246,030)	(97,010)	(103,835)	(6,825)	(6.6%)	
Community Amenities	(203,241)	(67,747)	(75,130)	(7,383)	(9.8%)	
Recreation and Culture	(755,294)	(251,765)	(249,739)	2,026	0.8%	
Transport	(1,631,370)	(543,790)	(540,756)	3,034	0.6%	
Economic Services	(111,990)	(39,130)	(43,094)	(3,964)	(9.2%)	
Other Property and Services	(39,062)	6,979	41,375	34,396	(83.1%)	
Total	(3,828,980)	(1,263,587)	(1,232,697)	30,890		
Funding Balance Adjustment						
Add back Depreciation	1,237,985	412,662	430,241	17,580	4.1%	
Adjust (Profit)/Loss on Asset Disposal	30,971	23,721	23,721	0	0.0%	
Movement in Deferred Pensional Rates (Non-Current)			0	0		
Movement in Accrued Salaries and Wages			0	0		
Movement in Employee Benefit Provisions			0	0		
Adjust Provisions and Accruals			0	0		
Net Operating (Ex. Rates)	(1,382,543)	(396,754)	(306,992)	89,762		
Capital Revenues						
Proceeds from Disposal of Assets	102,844	52,728	52,728	0	0.0%	
Non-Operating Grants	495,566	114,816	114,816	0	0.0%	
Proceeds from New Debentures	0	0	0	0		
Proceeds from Sale of Investments				0		
Proceeds from Advances				0		
Self-Supporting Loan Principal	6,908	4,578	4,578	0	0.0%	
Transfer from Reserves	741,042	770,445	770,445	0	0.0%	
Total	1,346,361	942,567	942,567	0		
Capital Expenses						
Land Held for Resale	0	0	0	0		
Land and Buildings	(222,000)	(30,782)	(30,782)	0	0.0%	
Plant and Equipment	(329,256)	(104,058)	(104,058)	0	0.0%	
Furniture and Equipment	(25,000)	0	0	0		
Infrastructure Assets - Roads	(520,080)	(106,124)	(106,124)	0	0.0%	
Infrastructure Assets - Other	(35,000)	0	0	0		
Purchase of Investments				0		
Repayment of Debentures	(56,086)	(35,780)	(35,780)	0	0.0%	
Advances to Community Groups				0		
Transfer to Reserves	(107,579)	(66,029)	(66,029)	0	0.0%	
Total	(1,295,001)	(342,773)	(342,773)	0		
Net Capital	51,360	599,793	599,793	0		
Total Net Operating + Capital	(1,331,183)	203,039	292,801	89,762		
Rate Revenue	1,289,113	1,289,113	1,248,202	(40,911)	(3.3%)	
Opening Funding Surplus(Deficit)	122,000	122,000	236,294	114,293	48.4%	▲
Closing Funding Surplus(Deficit)	79,931	1,614,153	1,777,297	163,144	9.2%	

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
For the Period Ended 31 October 2018

	Note	Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b) - (a) 3	Var. % (b) - (a) / (b) 3	
Operating Revenues		\$	\$	\$	\$	%	
Grants, Subsidies and Contributions	8	888,639	262,289	306,322	44,033	14.4%	▲
Profit on Asset Disposal	10	5,247	1,749	0	(1,749)	(100.0%)	
Fees and Charges		228,446	148,029	148,444	415	0.3%	
Interest Earnings		55,149	18,383	16,976	(1,407)	(8.3%)	
Other Revenue		0	0	0	0		
Total (Excluding Rates)		1,177,481	430,450	471,742	41,293		
Operating Expense							
Employee Costs		(1,090,989)	(363,663)	(330,328)	33,335	10.1%	▼
Materials and Contracts		(1,140,808)	(367,529)	(324,085)	43,445	13.4%	▼
Utilities Charges		(177,742)	(59,247)	(33,887)	25,361	74.8%	▼
Depreciation (Non-Current Assets)		(1,237,985)	(412,662)	(430,241)	(17,580)	(4.1%)	
Interest Expenses		(15,623)	(5,208)	(3,059)	2,149	70.2%	
Insurance Expenses		(129,614)	(43,205)	(87,376)	(44,171)	(50.6%)	▲
Loss on Asset Disposal	10	(36,219)	(12,073)	(23,721)	(11,648)	(49.1%)	
Other Expenditure		0	0	0	0		
Total		(3,828,980)	(1,263,587)	(1,232,697)	30,890		
Funding Balance Adjustment							
Add Back Depreciation		1,237,985	412,662	430,241	17,580	4.1%	
Adjust (Profit)/Loss on Asset Disposal	10	30,971	23,721	23,721	0	0.0%	
Movement in Deferred Pensional Rates (Non-Current)				0	0		
Movement in Accrued Salaries and Wages					0		
Movement in Employee Benefit Provisions					0		
Adjust Provisions and Accruals					0		
Net Operating (Ex. Rates)		(1,382,543)	(396,754)	(306,992)	89,762		
Capital Revenues							
Grants, Subsidies and Contributions	8	495,566	114,816	114,816	0	0.0%	
Proceeds from Disposal of Assets	10	102,844	52,728	52,728	0	0.0%	
Proceeds from New Debentures					0		
Proceeds from Sale of Investments					0		
Proceeds from Advances					0		
Self-Supporting Loan Principal		6,908	4,578	4,578	0	0.0%	
Transfer from Reserves	9	741,042	770,445	770,445	0	0.0%	
Total		1,346,361	942,567	942,567	0		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	10	(222,000)	(30,782)	(30,782)	0	0.0%	
Plant and Equipment	10	(329,256)	(104,058)	(104,058)	0	0.0%	
Furniture and Equipment	10	(25,000)	0	0	0		
Infrastructure Assets - Roads	10	(520,080)	(106,124)	(106,124)	0	0.0%	
Infrastructure Assets - Other	10	(35,000)	0	0	0		
Purchase of Investments			0	0	0		
Repayment of Debentures		(56,086)	(35,780)	(35,780)	0	0.0%	
Advances to Community Groups					0		
Transfer to Reserves	9	(107,579)	(66,029)	(66,029)	0	0.0%	
Total		(1,295,001)	(342,773)	(342,773)	0		
Net Capital		51,360	599,793	599,793	0		
Total Net Operating + Capital		(1,331,183)	203,039	292,801	89,762		
Rate Revenue		1,289,113	1,289,113	1,248,202	(40,911)	(3.3%)	
Opening Funding Surplus(Deficit)		122,000	122,000	236,294	114,293	48.4%	▲
Closing Funding Surplus(Deficit)	3	79,931	1,614,153	1,777,297	163,144	9.2%	

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

- (a) **Basis of Accounting**
This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).
- (b) **The Local Government Reporting Entity**
All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 11.

- (c) **Rounding Off Figures**
All figures shown in this statement are rounded to the nearest dollar.
- (d) **Rates, Grants, Donations and Other Contributions**
Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.
- (e) **Goods and Services Tax**
In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.
- (f) **Cash and Cash Equivalents**
Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.
- (g) **Trade and Other Receivables**
Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

Inventories are valued 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 of necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of the cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

Each class of fixed assets is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Mandatory Requirement to Revalue Non-Current Assets

Effective from 1 July 2012, the Local Government (Financial Management) Regulations were amended and the measurement of non-current assets at Fair Value became mandatory.

The amendments allow for a phasing in of fair value in relation to fixed assets over three years as follows:

- (a) for the financial year ending 30 June 2013, the fair value of all of the assets of the local government that are plant and equipment; and
 - (b) for the financial year ending 30 June 2014, the fair value of all of the assets of the local government -
 - (i) that are plant and equipments; and
 - (ii) that are -
 - (I) land and buildings; or
 - (II) infrastructure;
- and
- (c) for a financial year ending on or after 30 June 2015, the fair value of all of the assets of the local government.

Thereafter, in accordance with the regulations, each asset class must be revalued at least every 3 years.

Council has commenced the process of adopting Fair Value in accordance with the Regulations.

Relevant disclosures, in accordance with the requirements of Australian Accounting Standards, have been made in the financial report as necessary.

Land under Control

In accordance with Local Government (Financial Management) Regulation 16(a), the Council is required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or regional significance.

Under initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies details in this Note.

Whilst they were initially recorded at cost, fair value at the date of acquisition was deemed cost as per AASB 116.

Consequently, these assets were initially recognised at cost but revalued along with other items of Land and Buildings at 30 June 2013.

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Fixed Assets (Continued)

Initial Recognition

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Council and the cost of the item can be measured reliably. All other repairs and maintenance are recognised as expenses in the statement of comprehensive income in the period in which they are incurred.

Revaluation

When performing a revaluation, the Council uses a mix of both independent and management valuations using the following as a guide:

Revalued assets are carried at their fair value being the price that would be received to sell the asset, in an orderly transaction between market participants at the measurement date (Level 1 inputs in the fair value hierarchy).

For land and buildings, fair value will be determined based on the nature of the asset class. For land and non-specialised buildings, fair value is determined on the basis of observable open market values of similar assets, adjusted for conditions and comparability at their highest and best use (Level 2 inputs in the fair value hierarchy).

With regards to specialised buildings, fair value is determined having regard for current replacement cost and both observable and unobservable costs. These include construction costs based on recent contract prices, current condition (observable Level 2 inputs in the fair value hierarchy), residual values and remaining useful life assessments (unobservable Level 3 inputs in the fair value hierarchy).

For infrastructure and other asset classes, fair value is determined to be the current replacement cost of an asset (Level 2 inputs in the fair value hierarchy) less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset (Level 3 inputs in the fair value hierarchy).

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Those assets carried at a revalued amount, being their fair value at the revaluation less any subsequent accumulated depreciation and accumulated impairment losses, are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

In addition, the amendments to the Financial Management Regulations mandating the use of Fair Value imposes a further minimum of 3 years revaluation requirement. As a minimum, all assets carried at a revalued amount, will be revalued at least every 3 years.

Transitional Arrangement

During the time it takes to transition the carrying value of non-current assets from the cost approach to the fair value approach, the Council may still be utilising both methods across differing asset classes.

Those assets carried at cost will be carried in accordance with the policy details in the *Initial Recognition* section as details above.

Those assets at fair value will be carried in accordance with the *Revaluation Methodology* section as detailed above.

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Fixed Assets (Continued)

Early Adoption of AASB 13 - Fair Value Measurement

Whilst the new accounting standard in relation to Fair Value, *AASB 13 - Fair Value Measurement* does not become applicable until the year ended 30 June 2014 (in relation to Council), given the legislative need to commence using Fair Value methodology for this reporting period, the Council chose to early adopt AASB 13 (as allowed for in the standard).

As a consequence, the principles embodied in *AASB 13 - Fair Value Measurement* have been applied to this reporting period (year ended 30 June 2013).

Due to the nature and timing of the adoption (driven by legislation) the adoption of this standard has had no effect on previous reporting periods.

Land Under Roads

In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16 (a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16 (a)(i) prohibits local governments from recognising such land as an asset.

Whilst treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life (excluding freehold land) are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	50 years
Land	Not Depreciated
Furniture	3 years
Computers	2.5 years
Vehicles	5 years
Graders	8 years
Other Plant & Equipment	3 years
Roads and Streets	
formation	Not Depreciated
pavement	50 years
seal	15 years
Kerbing	30 years
Airstrip Seal	15 years
Airstrip Pavement	50 years

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets (Continued)

Capitalisation Threshold

Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.

(k) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the local government prior to the end of the financial year 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 and are usually paid within 30 days of recognition.

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

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.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) Current and Non-Current Classification

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Details expenses related to Councils seven councillors, who normally meet the third Thursday of each month, make policy decisions, review Councils operations, plan for current and future service provision requirements and undertake necessary appropriate training and attend conferences.

GENERAL PURPOSE FUNDING

Rates - the amount raised is determined by Councils budget "shortfall" that is known income and desired expenditure.

General purpose grants - are the grant amounts paid to the shire from Federal Government funding as determined by and via the Western Australian Local Government Grants Commission.

Interest - interest earned on monies invested or deposited by Council.

LAW, ORDER, PUBLIC SAFETY

Supervision of by-laws, fire prevention and animal control.
Requirements that Council carries out by statute.

HEALTH

Food quality control, immunisation, contributions to medical, health and operation of the child health clinic.

Council is a member of a group health scheme North Eastern Wheatbelt Health Scheme. Monitors food quality and caters for health requirements for the broader community.

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) STATEMENT OF OBJECTIVE (Continued)

EDUCATION AND WELFARE

Assists in the provision of the Home and Community Care services, Seniors and Pensioner requirements.

HOUSING

Provides and maintains housing rented to staff and non-staff. Council is a major landlord, providing accommodation for aged, pensioner, single, married and Government Employees.

COMMUNITY AMENITIES

Operation and control of cemeteries, public conveniences and sanitation service. Provides public amenities. Owns and operates the town site deep sewerage service. Controls and maintains one rubbish disposal site.

RECREATION AND CULTURE

Maintenance of hall, the aquatic centre, library and various reserves.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works and cleaning of streets. Provision of infrastructure necessary to ensure adequate transport, communication, freight, social access routes and environmental enhancement within the shire.

ECONOMIC SERVICES

Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

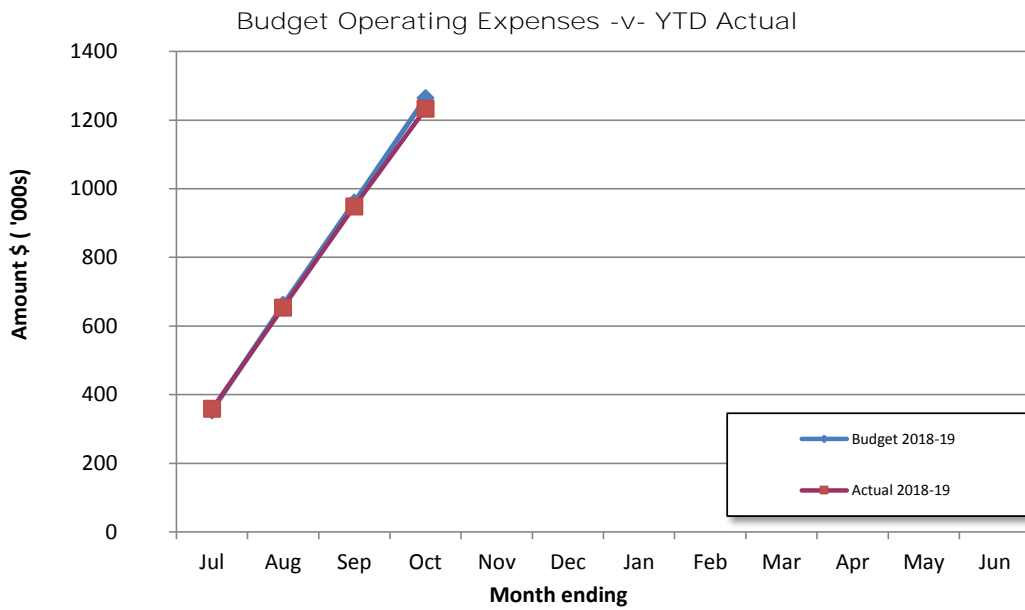
OTHER PROPERTY & SERVICES

Private works carried out by council and indirect cost allocation pools.

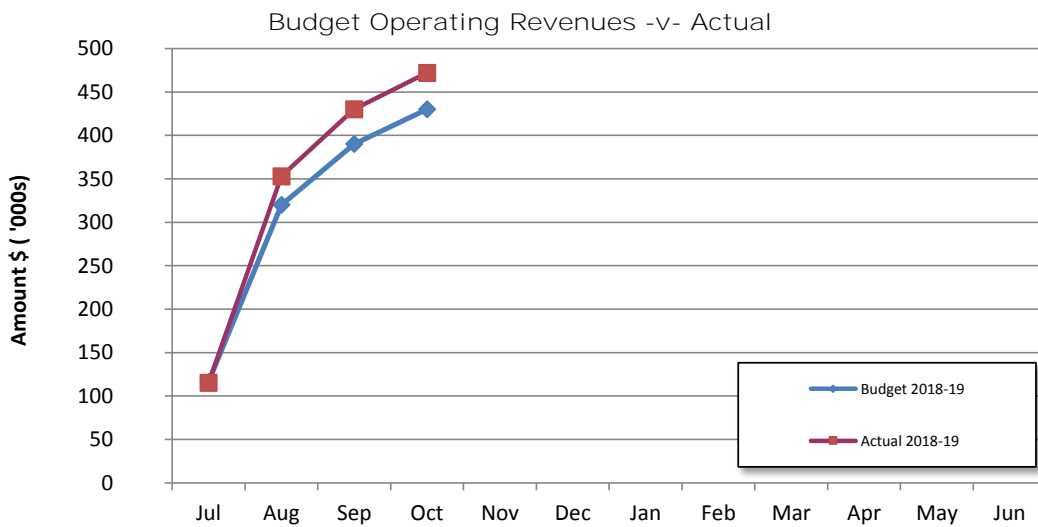
Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 2 - Graphical Representation - Source Statement of Financial Activity



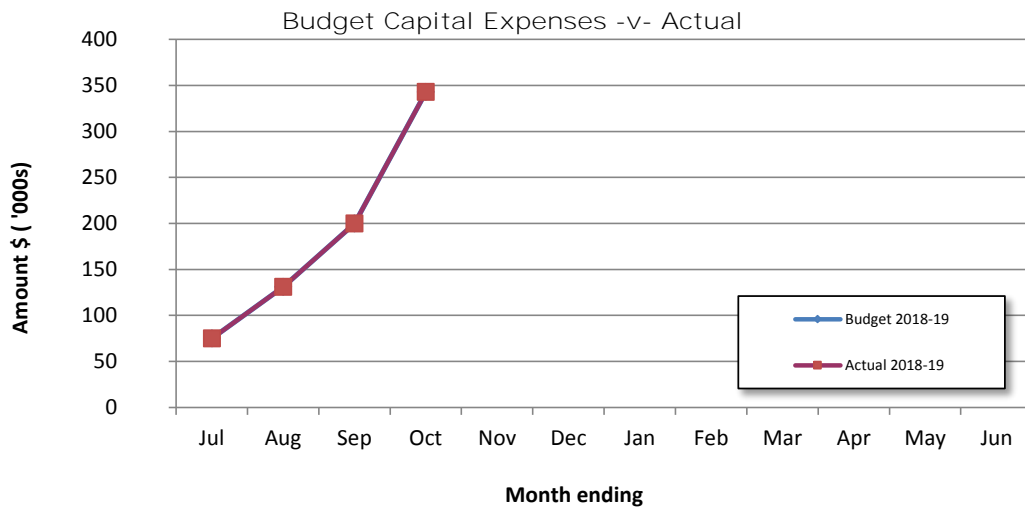
Comments/Notes - Operating Expenses



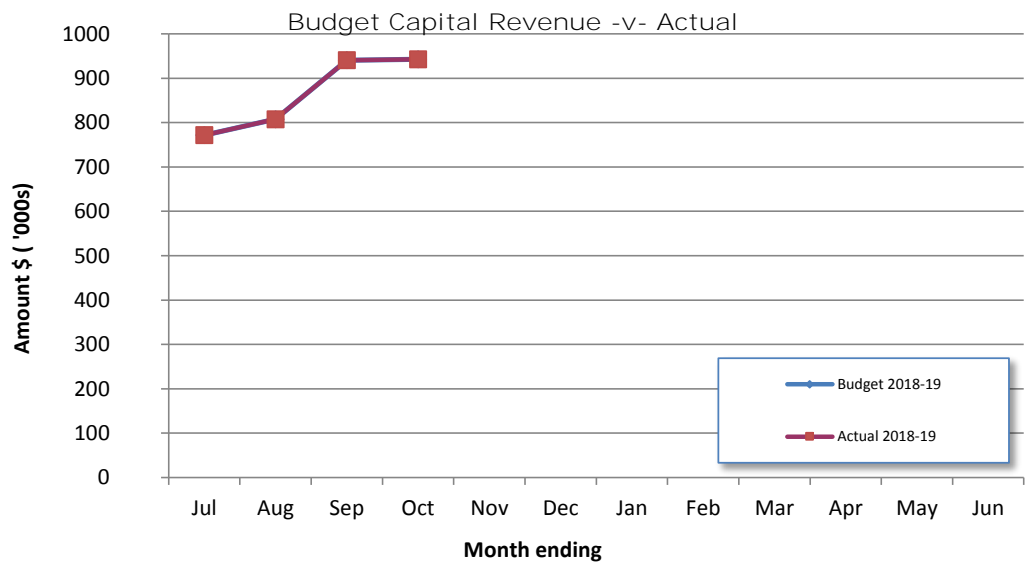
Comments/Notes - Operating Revenues

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses

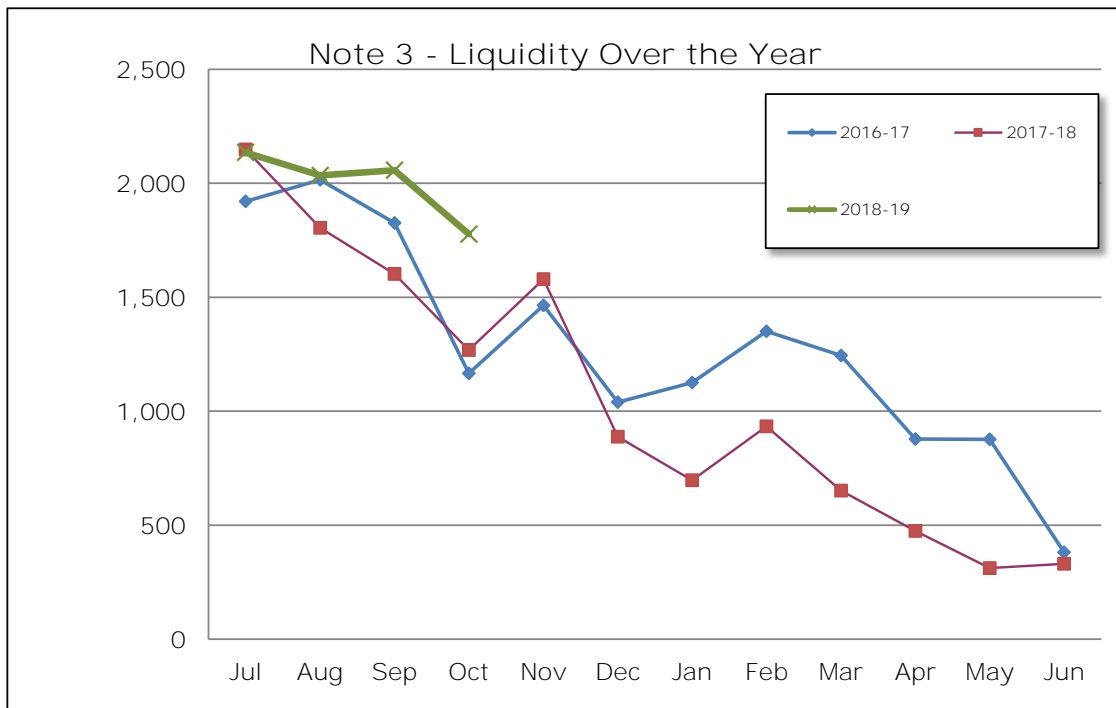


Comments/Notes - Capital Revenues

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 3: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)			
2018-19			
	This Month	Last Month	Same Period Last Year
	\$	\$	\$
Current Assets			
Cash Unrestricted	1,479,763	1,661,013	1,273,615
Cash Restricted	1,985,118	1,973,102	1,939,895
Investments			
Receivables - Rates and Rubbish	230,030	313,158	187,523
Receivables -Other	93,393	91,909	4,196
Inventories	95,394	87,148	92,562
	3,883,699	4,126,330	3,497,791
Less: Current Liabilities			
Payables	(55,332)	(30,225)	(240,419)
Current Employee Benefits Provision	(65,952)	(65,952)	(49,891)
	(121,283)	(96,177)	(290,310)
Less: Cash Restricted	(1,985,118)	(1,973,102)	(1,939,895)
Net Current Funding Position	1,777,297	2,057,051	1,267,585



Comments - Net Current Funding Position

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
At Call - Municipal	0.05%	679,548				679,548	NAB	Call
At Call - Working	0.01%			6,257		6,257	NAB	Call
(b) Term Deposits								
Reserves	2.50%		1,985,118			1,985,118	NAB	17/01/2019
Surplus Funds	2.50%				800,000	800,000	NAB	7/01/2019
(c) Investments								
Total		679,548	1,985,118	6,257	800,000	3,470,923		

Comments/Notes - Investments

Shire of Wyalkatchem Monthly Investment Report

For the Period Ended 31 October 2018

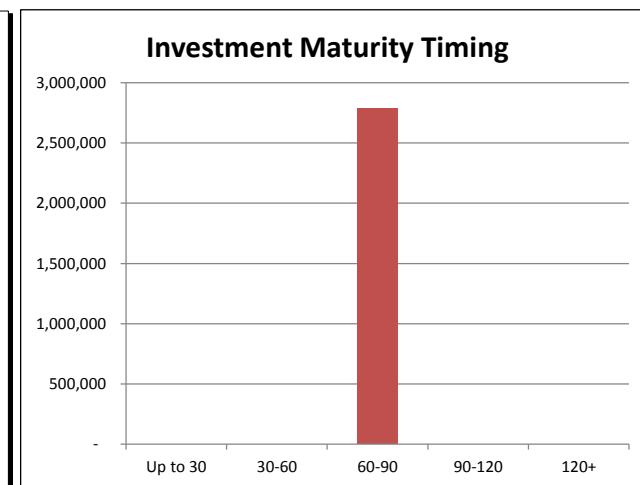
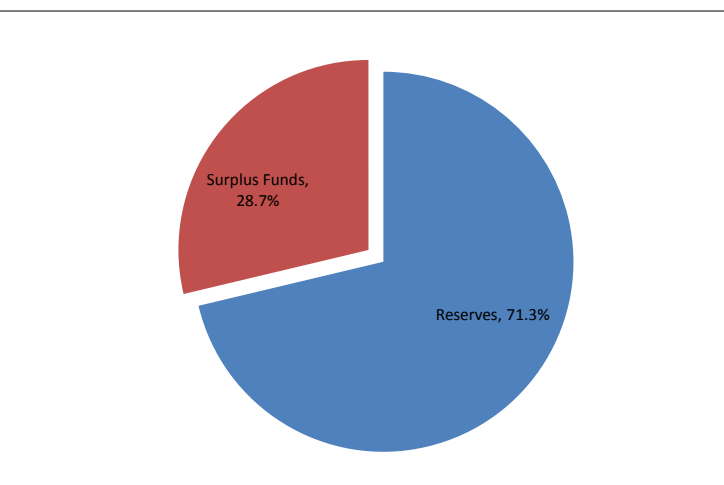
Note 4A: CASH INVESTMENTS

Deposit Ref	Deposit Date	Institution	Term (Days)	Invested Interest rates	Expected Interest
General Municipal					
Surplus Funds	9/10/2018	NAB	90	2.50%	4,932
					-
					-
					Subtotal
					4,932
Restricted					
Reserves	19/10/2018	NAB	90	2.50%	12,237
					-
					-
					Subtotal
					12,237
					Total Funds Invested
					17,169

Amount Invested (Days)					Total
Up to 30	30-60	60-90	90-120	120+	
-	-	800,000	-	-	800,000
-	-	800,000	-	-	800,000
-	-	1,985,118	-	-	1,985,118
-	-	1,985,118	-	-	1,985,118
-	-	2,785,118	-	-	2,785,118

Comparative rate		Budget v Actual		
Average Interest time of deposit	Interest Rate at time of Report	Annual Budget	Year to Date Actual	Var.\$
		-	-	-

Deposit Ref	Deposit Date	Term (Days)	Invested Interest rates	Amount Invested	Percentage of Portfolio
NAB - Reserves					
TD114022574	19/10/2018	90	2.50%	1,985,118	
				Subtotal	71.3%
NAB - Surplus Funds					
	9/10/2018	90	2.50%	800,000	
				Subtotal	28.7%
				Subtotal	0.0%
				Subtotal	0.0%
				Subtotal	0.0%
				Subtotal	0.0%
				Total Funds Invested	100.0%
				2,785,118	



Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 5: MAJOR VARIANCES

Comments/Reason for Variance						
		ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.1 OPERATING REVENUE (EXCLUDING RATES)						
5.1.1 GOVERNANCE						
5.1.2 GENERAL PURPOSE FUNDING						
I032010	FAGS General Purpose	502,514	125,629	134,757	9,129	The amount budgeted for FAGS is based on the 2017/18 figure and when the amounts for 2018/19 were announced in August 2018 Wyalkatchem has received \$36,512 more for the year.
5.1.3 LAW ORDER AND PUBLIC SAFETY						
I051005	DFES Operating Grant	33,986	8,497	0	(8,497)	The first instalment of the DFES operating grant was prepaid in June 2018. This should even out at the end of the year if the first instalment for 2019/20 is prepaid again.
5.1.4 HEALTH						
5.1.5 EDUCATION AND WELFARE						
5.1.6 HOUSING						
5.1.7 COMMUNITY AMENITIES						
5.1.8 RECREATION AND CULTURE						
5.1.9 TRANSPORT						

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 5: MAJOR VARIANCES

Comments/Reason for Variance		ANNUAL	YTD			
		BUDGET	BUDGET	ACTUAL	VARIANCE	COMMENTS
I121061	Main Roads Direct Grant	59,215	59,215	101,049	41,834	The amount budgeted for Direct Grant is based on the 2017/18 figure and when the amounts for 2018/19 were announced in August 2018 Wyalkatchem has received \$41,834 more for the year. In 2017/18 the grant was reduced by the State Government to offset the reversal of the removal of the Local Government concession on vehicle licensing, so now the grant is back to an amount like what was received prior to this change.
5.1.10 ECONOMIC SERVICES						
I133005	Building Licence Application	500	126	2,281	2,155	The building licence application fee budgeted is a nominal figure and was not increased to allow for the CEACA project. These fees were \$1,987.40 but this is offset by an increase in expenditure on E081015 as the fees are being refunded as per Council Decision number 122/2018.
5.1.11 OTHER PROPERTY AND SERVICES						
5.2 OPERATING EXPENSES						
5.2.1 GOVERNANCE						
5.2.2 GENERAL PURPOSE FUNDING						
5.2.3 LAW, ORDER AND PUBLIC SAFETY						

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 5: MAJOR VARIANCES

Comments/Reason for Variance					
	ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.2.4 HEALTH					
5.2.5 EDUCATION AND WELFARE					
5.2.6 HOUSING					
5.2.7 COMMUNITY AMENITIES					
5.2.8 RECREATION AND CULTURE					
5.2.9 TRANSPORT					
5.2.10 ECONOMIC SERVICES					

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 5: MAJOR VARIANCES

Comments/Reason for Variance						
		ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.2.11	OTHER PROPERTY AND SERVICES					
E143	Overheads	0	(20,000)	(57,748)	(37,748)	The overhead rate is too high, this will be reviewed in November and adjusted as required.
5.3	CAPITAL REVENUE					
5.3.1	GRANTS, SUBSIDIES AND CONTRIBUTIONS					
5.3.2	PROCEEDS FROM DISPOSAL OF ASSETS					
5.3.3	PROCEEDS FROM NEW DEBENTURES					
5.3.4	PROCEEDS FROM SALE OF INVESTMENT					
5.3.5	PROCEEDS FROM ADVANCES					
5.3.6	SELF-SUPPORTING LOAN PRINCIPAL					
5.3.7	TRANSFER FROM RESERVES (RESTRICTED ASSETS)					
5.4	CAPITAL EXPENSES					
5.4.1	LAND HELD FOR RESALE					
5.4.2	LAND AND BUILDINGS					
5.4.3	PLANT AND EQUIPMENT					
5.4.4	FURNITURE AND EQUIPMENT					

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 5: MAJOR VARIANCES

Comments/Reason for Variance						
		ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.4.5	INFRASTRUCTURE ASSETS - ROADS					
5.4.6	INFRASTRUCTURE ASSETS - OTHER					
5.4.7	PURCHASES OF INVESTMENT					
5.4.8	REPAYMENT OF DEBENTURES					
5.4.9	ADVANCES TO COMMUNITY GROUPS					
5.4.10	TRANSFER TO RESERVES (RESTRICTED ASSETS)					
5.4.11	TRANSFER FROM RESERVES (RESTRICTED ASSETS)					
5.5	OTHER ITEMS					
5.5.1	RATE REVENUE					
1031031	Pre Paid Rates	0	0	(43,602)	(43,602)	These are rates for 2018/19 that were pre-paid in the 2017/18 financial year. It is assumed that if about the same amount are pre-paid in June 2019 for next year that the closing balance as at 30 June 2019 will be \$0.
5.5.2	OPENING FUNDING SURPLUS(DEFICIT)					
	Opening Surplus	122,000	122,000	236,294	114,293	As per reasons in June 2018 8.2.1 agenda item note 5
5.5.3	DEPRECIATION					

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 6: BUDGET AMENDMENTS

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

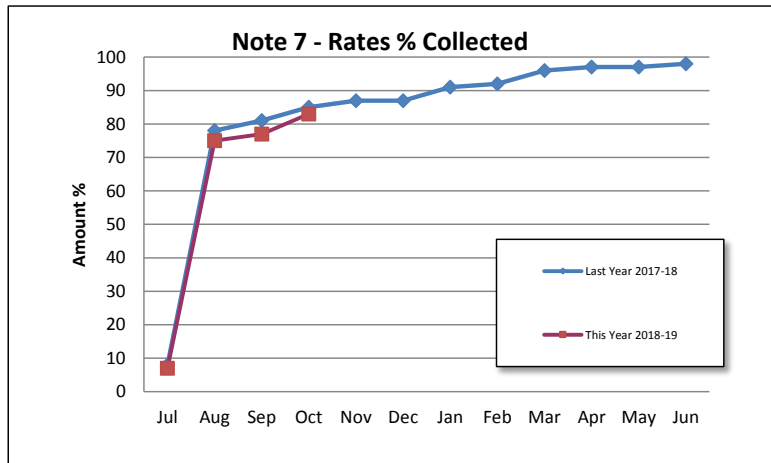
GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption			\$	\$	\$	\$
							0
							0
	Closing Funding Surplus (Deficit)			0	0	0	0

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 7: RECEIVABLES

Receivables - Rates and Rubbish

	Current 2018-19	Previous 2017-18	Total
	\$	\$	\$
Opening Arrears Previous Years		14,889	14,889
Rates Levied this year	1,454,232	0	1,454,232
Interim Rates	138		138
Rates in Advance (Pre-Paid)	(43,602)	0	(43,602)
Instalment Fees	4,974	0	4,974
Administration/Legal Fees	0	0	0
Interest	370	0	370
Less Discount/Concessions/Write off	(18,583)	0	(18,583)
<u>Less Collections to date</u>	<u>(1,179,235)</u>	<u>(3,153)</u>	<u>(1,182,388)</u>
Equals Current Outstanding	218,294	11,736	230,030
Ex-Gratia Rates	8,425		8,425
Net Rates Collectable	(8,425)		230,030
% Collected			82.63%



Comments/Notes - Receivables Rates and Rubbish

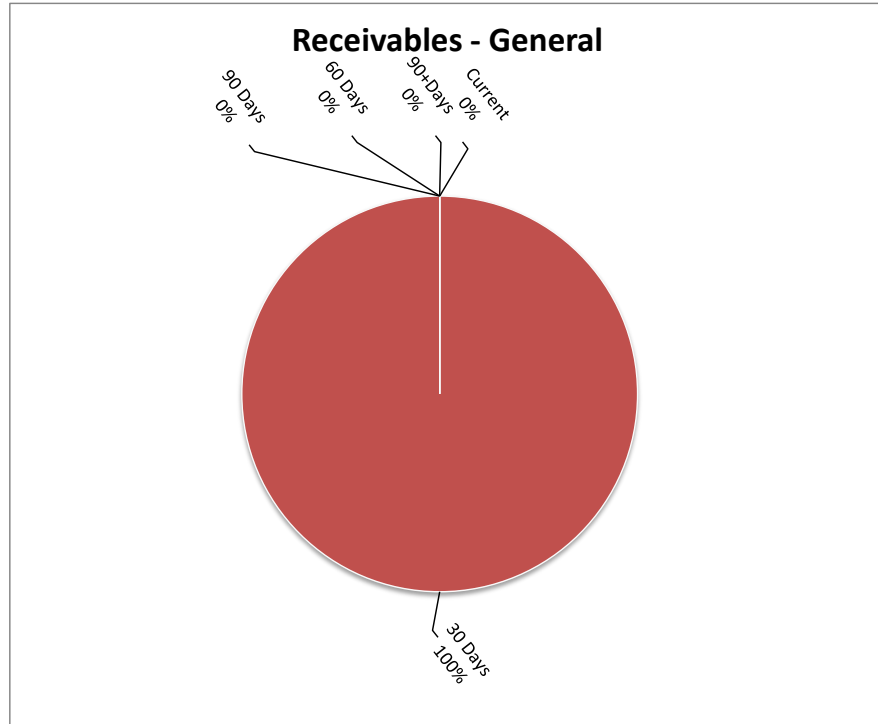
Rates Levied Includes: Rates \$1,126,489; ESL Levy \$33,556; Rural Health Levy \$14,570; Refuse Collection \$98,571

Receivables - General

Current	30 Days	60 Days	90 Days	90+Days
\$	\$	\$	\$	\$
0	93,393	0	0	0
Total Outstanding				93,393

Total Outstanding

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables General

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 8: GRANTS AND CONTRIBUTIONS

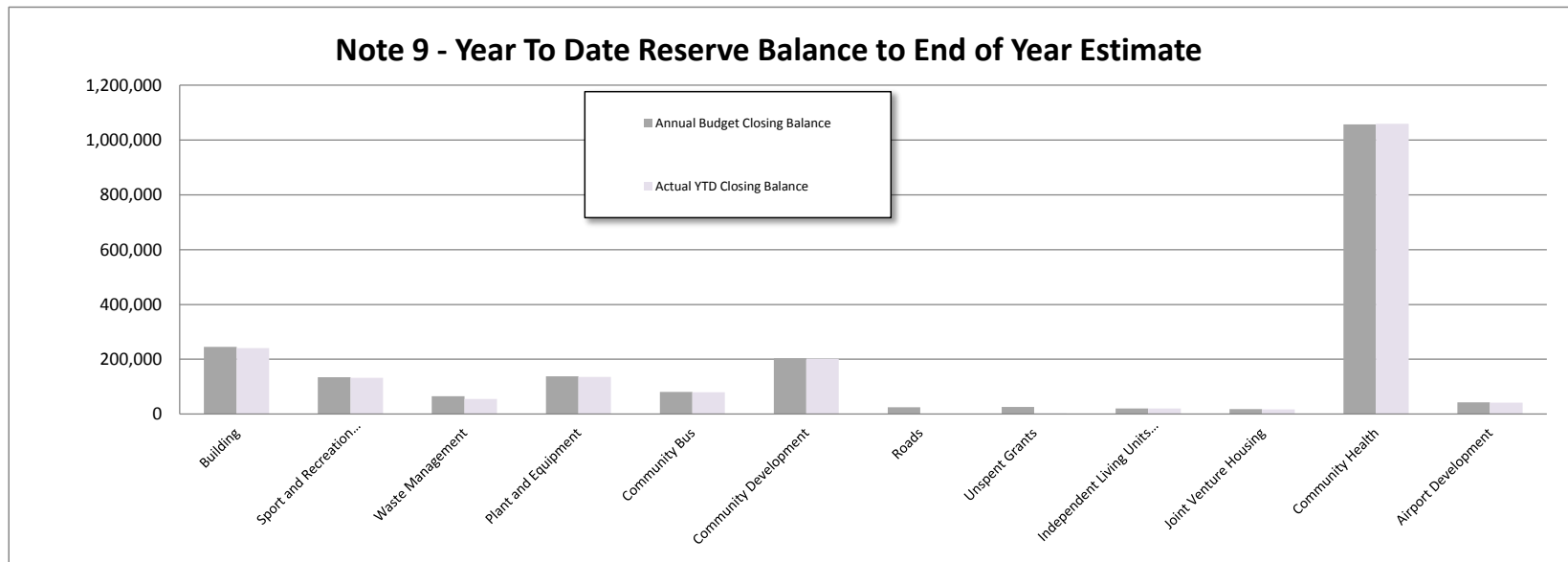
Program/Details GL	Provider	Approval Yes No (Yes/No)	2018-19 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status		Estimated Receival Dates
						Received	Not Received	
GENERAL PURPOSE FUNDING			\$	\$	\$	\$	\$	
Financial Assistance Grant	State Government	Yes	502,514	0	502,514	134,757	367,758	Quarterly - Nov, Feb, May
GOVERNANCE								
Reimbursements - Miscellaneous	Various		2,000	0	2,000	1,259	741	
LAW, ORDER, PUBLIC SAFETY								
DFES Operating Grant	DFES	Yes	33,986	0	33,986	9,927	24,060	4 instalments
HEALTH								
Medical Centre Contribution	Shire of Koorda	Yes	57,105		57,105	0	57,105	Quarterly - Nov, Jan, Apr, Jun
COMMUNITY AMENITIES								
RECREATION AND CULTURE								
TRANSPORT								
Financial Assistance Grant	State Government	Yes	217,400	0	217,400	51,491	165,909	Quarterly - Nov, Feb, May
Main Roads Direct Grant	Main Roads WA	Yes	59,215	0	59,215	101,049	(41,834)	Sep-18
Street Lighting Subsidy	Main Roads WA	Yes	1,419		1,419	0	1,419	May-19
Regional Road Group	Main Roads WA	Yes	293,877	0	293,877	114,816	179,061	60% Feb-19
Roads to Recovery	Department of Infrastructure and Regional Development	Yes	201,689		201,689	0	201,689	Quarterly - Oct, Jan, Apr
OTHER PROPERTY & SERVICES								
Diesel Fuel Rebate	Australian Taxation Office	Yes	15,000		15,000	7,840	7,160	Monthly
TOTALS			1,384,205	0	1,384,205	421,138	963,067	

Comments - Grants and Contributions

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 9: Cash Backed Reserve

Name	Opening Balance	Annual Budget Interest Earned	Actual Interest Earned	Annual Budget Transfers In (+)	Actual Transfers In (+)	Annual Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Annual Budget Closing Balance	Actual YTD Closing Balance
Building	\$ 239,055	\$ 5,834	\$ 1,792						\$ 244,889	\$ 240,847
Sport and Recreation Facilities	130,873	3,194	981						134,067	131,854
Waste Management	55,107	1,345	413	8,578					65,030	55,520
Plant and Equipment	134,288	3,277	1,007						137,565	135,295
Community Bus	79,097	1,930	593						81,027	79,690
Community Development	150,450	3,672	1,432	50,000	50,000				204,122	201,882
Roads	242,449	330	339			(217,729)	(242,788)		25,050	0
Unspent Grants	528,622	842	751		255	(503,313)	(527,657)		26,151	1,971
Independent Living Units project	19,737	492	148						20,229	19,885
Joint Venture Housing	16,744	409	126	1,000					18,153	16,870
Community Health	1,051,796	25,668	7,884			(20,000)			1,057,464	1,059,680
Airport Development	41,315	1,008	310						42,323	41,625
	2,689,534	48,001	15,774	59,578	50,255	(741,042)	(770,445)		2,056,071	1,985,118



Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Profit(Loss) of Asset Disposal				Disposals	Current Budget		
Cost	Accum Depr	Proceeds	Profit (Loss)		Replacement		
					Annual Budget	Actual	Variance
\$	\$	\$	\$	\$	\$	\$	
35,000	(8,419)	16,364	(10,217)	Other Property and Services	50,000	51,455	1,455 ▲
64,000	(14,133)	36,364	(13,503)	Toyota Camry	58,710	45,431	(13,279) ▼
			0	Land Rover Discovery	42,547	0	(42,547) ▼
			0	Toro Mower	170,000	0	(170,000) ▼
				Roller			
99,000	(22,552)	52,728	(23,721)	Totals	321,257	96,885	(224,372)

Comments - Capital Disposal

Contributions Information					Summary Acquisitions	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance
\$	\$	\$	\$	\$		\$	\$	\$
0	0	0	0	0	Property, Plant & Equipment			
222,000	0	0	0	222,000	Land for Resale	0	0	0
226,412	0	102,844	0	329,256	Land and Buildings	222,000	30,782	(191,218) ▼
25,000	0	0	0	25,000	Plant & Property	329,256	104,058	(225,198) ▼
					Furniture & Equipment	25,000	0	(25,000) ▼
					Infrastructure			
24,514	495,566	0	0	520,080	Roadworks	520,080	106,124	(413,956) ▼
0	0	0	0	0	Drainage	0	0	0
0	0	0	0	0	Bridges	0	0	0
0	0	0	0	0	Footpath & Cycleways	0	0	0
0	0	0	0	0	Parks, Gardens & Reserves	0	0	0
35,000	0	0	0	35,000	Airports	35,000	0	(35,000) ▼
0	0	0	0	0	Sewerage	0	0	0
0	0	0	0	0	Other Infrastructure	0	0	0
532,926	495,566	102,844	0	1,131,336	Totals	1,131,336	240,964	(890,372)

Comments - Capital Acquisitions

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions					Land for Resale	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year		
						Annual Budget	Actual	Variance
\$	\$	\$	\$	\$	\$	\$	\$	
				0			0	
				0			0	
				0			0	
0	0	0	0	0	Totals	0	0	0

Contributions					Land & Buildings	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year		
						Annual Budget	Actual	Variance
\$	\$	\$	\$	\$	\$	\$	\$	
10,000				10,000	Governance Shire Office	10,000	2,780	(7,220) ▼
10,000				10,000	Education and Welfare Aged Care Services and Accommodation	10,000	0	(10,000) ▼
10,000				10,000	Housing 1 Slocum St	10,000	9,608	(392) ▼
7,000				7,000	22a Flint St	7,000	0	(7,000) ▼
15,000				15,000	Lady Novar Recreation and Culture	15,000	3,287	(11,713) ▼
25,000				25,000	Recreation Centre Transport	25,000	8,745	(16,255) ▼
115,000				115,000	Depot Economic Services	115,000	0	(115,000) ▼
15,000				15,000	Railway Station	15,000	4,377	(10,623) ▼
15,000				15,000	Railway Barracks	15,000	1,985	(13,015) ▼
222,000	0	0	0	222,000	Totals	222,000	30,782	(191,218)

Contributions					Plant & Equipment	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year		
						Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	
35,000		15,000		50,000	Transport Works Manager vehicle	50,000	51,455	1,455 ▲
23,710		35,000		58,710	Doctor vehicle	58,710	45,431	(13,279) ▼
29,703		12,844		42,547	Ride on mower	42,547	0	(42,547) ▼
7,999				7,999	Cylinder mower	7,999	7,173	(826) ▼
130,000		40,000		170,000	Roller	170,000	0	(170,000) ▼
226,412	0	102,844	0	329,256	Totals	329,256	104,058	(225,198)

Contributions					Furniture & Equipment	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year		
						Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	
25,000				25,000	Governance Shire Office IT upgrade	25,000	0	(25,000) ▼
25,000	0	0	0	25,000	Totals	25,000	0	(25,000)

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions					Roads	Current Budget		
						This Year		
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	
0	201,230			201,230	Transport Cunderdin/Wyalkatchem Rd - SLK 2.0 to 4.85	201,230	39,947	(161,283) ▼
24,514	80,276			104,790	Cunderdin/Wyalkatchem Rd - SLK 4.85 to 7.85	104,790	21,206	(83,584) ▼
	134,801			134,801	Tammin / Wyalkatchem Rd - SLK 25.36 to 28.44	134,801	0	(134,801) ▼
Lewis East Rd	27,424			27,424	Lewis East Rd	27,424	21,467	(5,957) ▼
Goldfields Rd	35,770			35,770	Goldfields Rd	35,770	23,503	(12,267) ▼
	16,065			16,065	Martin Rd Sealing	16,065	0	(16,065) ▼
24,514	495,566	0	0	520,080	Totals	520,080	106,124	(413,956)

Contributions					Drainage	Current Budget		
						This Year		
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	
				0				0
				0				0
0	0	0	0	0	Totals	0	0	0

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions					Bridges	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
				0				0
				0				0
				0				0
0	0	0	0	0	Totals	0	0	0

Contributions					Footpaths & Cycleways	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
				0				0
				0				0
				0				0
0	0	0	0	0	Totals	0	0	0

Contributions					Parks, Gardens & Reserves	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
				0				0
				0				0
				0				0
0	0	0	0	0	Totals	0	0	0

Contributions					Airports	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
35,000				35,000	Airport Development	35,000	0	(35,000) ▼
				0				0
35,000	0	0	0	35,000	Totals	35,000	0	(35,000)

Contributions					Sewerage	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
				0				0
				0				0
				0				0
0	0	0	0	0	Totals	0	0	0

Contributions					Other Infrastructure	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
				0				0
				0				0
				0				0
0	0	0	0	0	Totals	0	0	0

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 October 2018

Note 11: TRUST FUND

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

Description	Opening Balance 1-Jul-18	Amount Received	Amount Paid	Closing Balance 31-Oct-18
	\$	\$	\$	\$
Working Account				
Key Deposit	195	15		210
Cleaning Bond	600	100		700
Rose & Heritage Festival Committee	2,651			2,651
Employee Pay	2,810			2,810
	6,257	115	0	6,372

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

SUPPLEMENTARY INFORMATION: INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2018/19 Budget	2018/19 Actual	2018/19 Budget	2018/19 Actual	2018/19 Budget	2018/19 Actual	2018/19 Budget	2018/19 Actual
		\$	\$	\$	\$	\$	\$	\$	\$
Housing									
Loan 68 - 43/45 Wilson	147,658	0	0	20,636	10,143	127,022	137,515	9,828	1,518
Recreation & Culture									
Loan 73 - Community Resource Centre Building Project	130,323	0	0	19,413	9,600	110,910	120,723	5,561	1,467
Transport									
Loan 74 - New Holland Tractor	16,037	0	0	16,037	16,037	0	0	234	74
	294,018	0	0	56,086	35,780	237,932	258,238	15,623	3,059

(b) Credit Standby Arrangements

Bank overdraft limit	250,000
Bank overdraft at month end	0
Credit card limit - Total limit approved	13,000
Credit card limit - CEO actual limit accessed	13,000
Credit card balance at month end	0

RECONCILIATION OF BANK ACCOUNTS

Unrestricted Municipal Bank as at 31 October 2018	1,479,548
Outstanding Deposits	30
Outstanding Payments	(115)
Ending Balance	<u>1,479,463</u>
Trust Working as at 31 October 2018	6,257
Outstanding Deposits	
Outstanding Payments	
Ending Balance	<u>6,257</u>
Reserve Account as at 31 October 2018	1,985,119
Outstanding Deposits	
Outstanding Payments	
Ending Balance	<u>1,985,119</u>

A/R Aging Summary As at 31 October 2018

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>	
D & D Transport	0	1,800	0	0	0	1,800	Railway Barracks accommodation
Hancox, Dave	0	902	0	0	0	902	Private works - to be paid prior to work commencing
Main Roads	0	90,328	0	0	0	90,328	Blackspot project and WANDRRA Claim 4 and Claim 5
RATE DEBTORS	0	0	0	0	230,030	230,030	Outstanding Rates as at 31 October 2018
T & E Services Pty Ltd	0	13	0	0	0	13	Reimbursement for freight
Toboss, Peter	0	201	0	0	0	201	Water usage 53 Piesse St
Ugle, Roger	0	37	0	0	0	37	Water usage 58 Flint St
Wyalkatchem Community Resource Centre	0	79	0	0	0	79	Reimbursement for freight
Wyalkatchem District High School	0	34	0	0	0	34	Community bus usage
TOTAL	<u>0</u>	<u>93,393</u>	<u>0</u>	<u>0</u>	<u>230,030</u>	<u>323,423</u>	
	0	93,393	0	0	0	93,393	Sundry
	0	0	0	0	230,030	230,030	Rates





The Water Corporation has provided a usage summary for each standpipe, including total water usage history, historical charges for 2015/16, 2015/16 and 2017/18 (YTD).

Based on the usage summary and current meter size, Water Corporation has provided an estimate of the effects of the new pricing structure. In addition an estimate has also been provided for the standpipes should the required restrictions be placed and classified as a Local Authority Standpipe.

Below is a summary for the Shire of Wyalkatchem

Historical Charges	9007631527			9007955441			9007960005			9007960224			9018445658			9019379656		
Meter Size	40			50			50			50			50			50		
	Actuals	Commercial	LA Standpipe	Actuals	Commercial	LA Standpipe	Actuals	Commercial	LA Standpipe	Actuals	Commercial	LA Standpipe	Actuals	Commercial	LA Standpipe	Actuals	Commercial	LA Standpipe
Water Use																		
15/16	\$4.48			\$4.18			\$20.92			\$4.18			\$1,757.74			\$774.04		
16/17	\$58.65			\$33.84			\$90.24			\$221.09			\$4,444.04			\$203.04		
17/18	\$186.50			\$162.58			\$100.42			\$74.13			\$6,369.62			\$78.90		
Estimate 18/19		\$390.86	\$197.65		\$340.75	\$172.31		\$210.46	\$106.43		\$155.34	\$78.55		\$22,252.39	\$6,750.58		\$165.36	\$83.62
Water Service Charges																		
15/16	\$226.07			\$226.07			\$226.07			\$226.07			\$226.07			\$226.07		
16/17	\$236.23			\$236.23			\$236.23			\$236.23			\$236.23			\$236.23		
17/18	\$252.95			\$252.95			\$252.95			\$252.95			\$207.87			\$252.95		
Estimate 18/19		\$1,061.7	\$0.00		\$1,658.93	\$0		\$1,658.93	\$0		\$1,658.93	\$0.00		\$1,658.93	\$0		\$1,658.93	\$0
Total Charges																		
15/16	\$230.55			\$230.25			\$246.99			\$230.25			\$1,983.81			\$1,000.11		
16/17	\$294.88			\$270.07			\$326.47			\$457.32			\$4,680.27			\$439.27		
17/18	\$439.45			\$415.53			\$353.37			\$327.08			\$6,577.49			\$331.85		
Estimate 18/19		\$1,452.59	\$197.65		\$1,999.68	\$172.31		\$1,869.39	\$106.43		\$1,814.27	\$78.55		\$23,911.32	\$6,750.58		\$1,824.29	\$83.62

The above table clearly demonstrates the \$ variance between a commercial and local government standpipes.

Based on the estimates provided by Water Corporation Council's total charges for 2018/19 would be:

Commercial	LA Standpipe	Variance (+/-)
\$32,871.54	\$7,389.14	\$25,482.40

Council would have a savings of approximately \$25K per annum by having its standpipes classified as LA standpipes.

