



Minutes

of the

Ordinary Meeting of Council

held

on

Thursday

16

March 2017 At

3.30 pm

In

The Council Chambers
Honour Avenue Wyalkatchem

Our purpose

The council of Wyalkatchem works with the community to protect and enhance the quality of life for current and future generations

Council's Vision

That Wyalkatchem is an inclusive, dynamic community where all share in a thriving economy and a sustainable, safe and valued environment.

Our Purpose

The Council of Wyalkatchem works with the community to protect and enhance the quality of life for current and future generations.

Our Guiding Principles

Respect for diverse community interests based on active listening and mutual understanding;

Leaving a positive legacy for future generations and Councils;

Balancing a flexible, can-do, innovative and professional approach with achieving outcomes efficiently;

Responsible financial management;

Informed, evidence-based and representative decision making; and

Effective communication and engagement.

Our Goals

Healthy, strong and connected communities

A prosperous and dynamic district

A sustainable natural and built environment

An effective voice

A well-managed and effective organisation

Facilities and assets that are well used and effectively managed

1	Declaration of opening	5
1.1	The Presiding person declared the meeting open	5
1.2	The Shire of Wyalkatchem disclaimer was read aloud	5
2	Public question time	5
2.1	Response to previous questions taken on notice	5
2.2	Declaration of public question time opened	5
2.3	Declaration of public question time closed	5
3	Record of attendance, apologies and approved leave of absence	5
3.1	Present	5
3.2	Apologies	5
3.3	On leave of absence	5
3.4	Staff	5
3.5	Visitors	5
3.6	Gallery	5
3.7	Applications for leave of absence	5
4	Petitions, deputations and presentations	5
4.1	Petitions	5
4.2	Deputations	5
4.3	Presentations	5
5	Confirmation of minutes from previous meeting	6
5.1.1	Meetings – Confirmation of minutes – Ordinary Meeting – 16 February 2017	6-7
6	Announcements by presiding person	8
7	Matters for which meeting may be closed	8
8.1	Land Use and Planning	9
	Late Agenda Item Cover Page	9
8.1.1	Land Use and Planning – Subdivisions – Lot 11669 and 11670, Korrelocking	10-20
8.2	Financials	21
8.2.1	Financial Management – Financial Reporting – Monthly Financial Report – February 2017	21-54
8.2.2	Financial Management – Financial reporting – Payment listings – February 2017	55-59
8.2.3	Late Agenda Item Cover Page	60
8.2.3	Financial Management – Reporting – Compliance Audit Return 1 January 2016 – 31 December 2016	61-71
8.3	Officer reports to council	72
8.3.1	Economic Development – Projects – Independent Living Units – CEACA	72-78
8.3.2	Governance – Council/Committee Meetings – Appointment of Delegations 2016/2017	79-82
8.3.3	Personnel – Performance Appraisal – Chief Executive Officer	83-90
8.3.4-7	Late Agenda Items Cover Page	91
8.3.4	Grants and Subsidies – Applications – Community Groups – Wyalkatchem Golf Club	92-98
8.3.5	Grants and Subsidies – Applications – Community Groups –	99-108

	Wyalkatchem Men's Shed	
8.3.6	Grants and Subsidies – Applications – Community Groups – Wyalkatchem Senior Leisure Group	109-113
8.3.7	Grants and Subsidies – Applications – Community Groups – Wyalkatchem Hockey Club	114-120
8.4	Monthly officer reports	121
8.4.1	Governance – Reporting – Officer reports to council – Chief Executive Officer – February 2017	121-126
8.4.2	Governance – Reporting – Officer reports to council – Manager of Works – February 2017	127-130
8.4.3	Governance – Reporting – Officer reports to council – Governance and Emergency Officer – February 2017	131-133
8.4.4	Governance – Reporting – Officer reports to council – Principle Environmental Health Officer report – February 2017	134-135
8.4.5	Governance – Reporting – Officer reports to council – Community and Economic Development Officer report – February 2017	135
9.	Motions for which previous notice has been given	136
10.	Questions by members of which due notice has been given	136
11.	New business of an urgent nature introduced by the presiding person	136
12.	Matters for which meeting may be closed	136
13.	Closure of meeting	136

CONTENTS

Agenda of the Ordinary Meeting of Council held in Council Chambers, Cnr Honour Avenue and Flint Street, Wyalkatchem held on Thursday 16 March 2017.

- 1. DECLARATION OF OPENING: 3.45pm**
- 1.1 The Shire President declared the Meeting open.**
- 1.2 The Shire of Wyalkatchem disclaimer was read aloud.**

“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”.

- 2 Public question time**
 - 2.1 Response to previous questions taken on notice**
Not applicable
 - 2.2 Declaration of public question time opened 3.46pm**
 - 2.3 Declaration of public question time closed 3.46pm**
- 3. Record of attendance, apologies, and approved leave of absence**
 - 3.1 Present: Cr Davies, Cr Gamble, Cr Jones, Cr Garner, Cr Butt, Cr Holdsworth, Cr Gawley**
 - 3.2 Apologies: Ian McCabe**
 - 3.3 On leave of absence:**
 - 3.4 Staff: Claire Trenorden, Craig Harris, Rachel Nightingale, Ella McDonald**
- 3.5 Visitors:**
- 3.6 Gallery:**
- 3.7 Applications for leave of absence:**
- 4.1 Petitions**
- 4.2 Deputations**
- 4.3 Presentations**

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1.1 MEETINGS – CONFIRMATION OF MINUTES - ORDINARY MEETING 16 FEBRUARY 2017

FILEREFERENCE:	Minute Book
AUTHOR'S NAME ANDPOSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/ RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORTWRITTEN:	10 March 2017
DISCLOSURE OFINTEREST:	Not applicable
PREVIOUS MEETING REFERENCE:	Not Applicable

SUMMARY:

- 1. Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 16 February 2017.**

Appendix:

There is no attachment to this report.

Background:

The minutes have been circulated to all Councillors and they have been made available to the public. The minutes are also published on the Shire's website.

Comment:

There is no further comment to this item.

Consultation:

Ian McCabe, Chief Executive Officer.

Statutory Environment:

1. *Local Government Act 1995*, Part 5 Division 2 Subdivision 3 Section 5.25
2. *Local Government (Administration) Regulations 1996*, Regulation 11 Content of minutes of council or committee meetings s.5.25(f)
3. Shire of Wyalkatchem Standing Orders Local Law 1999, Part 3 Business of the Meeting Standing Order 3.5 Confirmation of Minutes

Policy Implications:

There is no Council Policy relative to this issue.

Financial Implications:

There are no Financial Implications relative to this issue.

Strategic Plan/Risk Implications:

There are no Strategic Plan/Risk Implications relative to this issue.

Voting Requirements: Simple Majority

Council Decision Number: 3422

Moved: Cr Gawley

Seconded: Cr Garner

That Council resolve the following:

1. **Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 16 February 2017**

Vote: 7/0

6.0 Announcements by Presiding Person

Cr Davies said the training in Kellerberin earlier this week was fantastic with the Councillors and Claire.

7.0 Matters for which meeting may be closed

Nil

Cr Garner declared a direct financial interest in the following item and left the room at 3.50pm

Late Agenda Item

8.1.1 Land use and planning – subdivisions – Lot 11669 and 11670, Korrellocking

- 1. Accept the late item. A mover and a seconder are required**

Council Decision Number 3423

Moved Cr Jones Seconded Cr Butt

That the late agenda item be accepted

Vote: 6/0

8.1.1 LAND USE AND PLANNING – SUBDIVISIONS – LOT 11669 and 11670, KORRELOCKING

FILE REFERENCE:	18.13
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	16 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolve the following:

- 1. To support the application for subdivision of lot 11669 and 11670, Korrelocking and make no recommendation of conditions to the WA Planning Commission.**

Appendices:

1. Letter WA Planning Commission 22 February 2017
2. Subdivision application
3. Certificate of title
4. Aerial plan
5. Display plan

Background:

The Western Australian Planning Commission has received an application for planning approval for lot 11669, 11670, Korrelocking. (Application No: 154849). Plans and documentation relating to the proposal are attached to this item. The Commission intends to determine this application within 90 days from the date of lodgement.

The Commission has requested that Council provide any information, comment or recommended conditions pertinent to this application by 5 April 2017.

Comment:

The Shire of Wyalkatchem is a referral agency; referral agencies are to use the Model Subdivision Conditions Schedule in determining any conditions to be and assessed against consistency tests. An example might be the recommendation of uniform fencing. Non-standard conditions are discouraged and are to be justified with additional information. An example of a condition might be the requirement to have uniform fencing in keeping with neighbouring properties.

The application has been assessed by administration with a recommendation to not place conditions on this planning application.

Consultation:

WA Planning Commission

Statutory Environment:

Planning and Development Act 2005

Policy Implications:

No direct policy

Financial Implications

No direct financial implication

Strategic Plan/Risk Implications

No direct strategic implication

Voting Requirements Simple Majority

Council Decision Number: 3424

Moved: Cr Jones

Seconded: Cr Butt

That Council resolve the following:

- 1. To support the application for subdivision of lot 11669 and 11670, Korrellocking and make no recommendation of conditions to the WA Planning Commission.**

Vote: 6/0



Our Ref : 154849
 Previous Ref :
 Your Ref :
 Enquiries : Thomas Dellavedova (6551 9634)

22 February 2017

Chief Executive Officer
 Shire Of Wyalkatchem
 P O Box 224
 WYALKATCHEM WA 6485

Application No: 154849 - Lot No 11669, 11670 No Street Address Information Available Korrelocking

The Western Australian Planning Commission has received an application for planning approval as detailed below. Plans and documentation relating to the proposal are attached. The Commission intends to determine this application within 90 days from the date of lodgement.

Please provide any information, comment or recommended conditions pertinent to this application by the 5th April 2017 being 42 days from the date of this letter. The Commission will not determine the application until the expiry of this time unless all responses have been received from referral agencies. If your response cannot be provided within that period, please provide an interim reply advising of the reasons for the delay and the date by which a completed response will be made or if you have no comments to offer.

Referral agencies are to use the Model Subdivision Conditions Schedule in providing a recommendation to the Commission. Non-standard conditions are discouraged, however, if a non-standard condition is recommended additional information will need to be provided to justify the condition. The condition will need to be assessed for consistency against the validity test for conditions. A copy of the Model Subdivision Conditions Schedule can be accessed: www.planning.wa.gov.au

Send responses via email to referrals@planning.wa.gov.au. **Always quote reference number "154849" when responding.**

This proposal has also been referred to the following organisations for their comments:
Department Of Parks And Wildlife, Water Corporation, Western Power and LG As Above.

Yours faithfully

A handwritten signature in black ink, appearing to read "Kerrine Blenkinsop".

Kerrine Blenkinsop
 Secretary
 Western Australian Planning Commission

APPLICATION DETAILS

Application Type	Subdivision	Application No	154849
Applicant(s)	A J Marsh Pty Ltd		
Owner(s)	Vera Doreen Gardner ; William Edwin Gardner		

e-mail: referrals@planning.wa.gov.au; web address: <http://www.planning.wa.gov.au>



Locality	Lot No 11669, 11670 No Street Address Information Available Korrelocking		
Lot No(s).	11669, 11670	Purpose	Rural
Location		Local Gov. Zoning	Rural
Volume/Folio No.	1579/891, 1967/771	Local Government	As Above
Plan/Diagram No.	225321	Tax Sheet	
Centroid Coordinates	mE mN		
Other Factors	BUSHFIRE PRONE AREA, THREATENED ECOLOGICAL COMMUNITY BUFFER, REMNANT VEGETATION (NLWRA), THREATENED FAUNA BUFFER, RURAL		



Application for Approval of Freehold or Survey Strata Subdivisions

Lodgement ID: 2017-207213

Submission Date: 20/02/2017 03:27 PM

Your Reference

Lots 11669 & 11670 Parsons Road Wyalkatchem

Location of Subject Property

Lots 11669 & 11670 Parsons Road Wyalkatchem

No. of applicants

1

Are you applying on your own behalf?

No

Are you the primary applicant?

No

Do you have consent to apply from all landowners?

Yes

Lodgement Type

Subdivision

Submitted by

Dee Hooijer

Email

dee.hooijer@planning.wa.gov.au

About the land

Number of current lots on the land	2	Total number of proposed lots on the land including balance lots	2
Drainage Reserves	0	Public Access Ways	0
Recreation Reserves	0	Right of Ways	0
Road Reserves	0	Road Widening	0
Number of fee paying lots	2	Number of fee exempt lots	0

What is the proposed use/development?

Proposed Use	Lot size	Number of Lots	
Rural	Over 25 HA	2	
Local Government	Shire Of Wyalkatchem	Existing dwellings	Yes
Is common property proposed	No		

Applicants

Primary applicant (1)

Is the applicant a company/organisation?	Yes	Is the applicant a landowner?	No
--	-----	-------------------------------	----

Name/Company

A J Marsh Pty Ltd

Email

aj.marsh@westnet.com.au

DEPARTMENT OF PLANNING	
DATE	FILE
21/02/2017	154849

Address

Street address	PO Box 355	Town / Suburb or City	Gosnells
State	WA	Post Code	6990
Country	AUSTRALIA	OR Non-Australian Address, P.O. Box, & etc	N/A

Certificate of Title Details

Lots with certificate (1)

Volume	1967	Folio	771
Lot Number	11670	Plan Number	225321
Total land area	238.76	Land Area Units	Hectares
Reserve number (if applicable)	N/A	No. of landowners	2

Is the Landowners name different to that shown on the Certificate of Title?

No

Landowners

Landowner (1)

Full name	William Edwin Gardner	Company / Agency	N/A
ACN / ABN	N/A	Landowner type	Registered Proprietor/s

Address

Street address	PO Box 52	Town / Suburb or City	Wyalkatchem
State	WA	Post code	6485
Country	AUSTRALIA	OR Non-Australian Address, P.O. Box, & etc	N/A

Landowner (2)

Full name	Vera Doreen Gardner	Company / Agency	N/A
ACN / ABN	N/A	Landowner type	Registered Proprietor/s
Address			
Street address	PO Box 52	Town / Suburb or City	Wyalkatchem
State	WA	Post code	6485
Country	AUSTRALIA	OR Non-Australian Address, P.O. Box, & etc	N/A

Lots with certificate (2)

Volume	1579	Folio	891
Lot Number	11669	Plan Number	225321
Total land area	194.25	Land Area Units	Square metres
Reserve number (if applicable)	N/A	No. of landowners	2
Is the Landowners name different to that shown on the Certificate of Title?			No

Landowners

Landowner (1)

Full name	William Edwin Gardner	Company / Agency	N/A
ACN / ABN	N/A	Landowner type	Registered Proprietor/s
Address			
Street address	PO Box 52	Town / Suburb or City	Wyalkatchem
State	WA	Post code	6485
Country	AUSTRALIA	OR Non-Australian Address, P.O. Box, & etc	N/A

Landowner (2)

Full name	Vera Doreen Gardner	Company / Agency	N/A
ACN / ABN	N/A	Landowner type	Registered Proprietor/s
Address			
Street address	PO Box 52	Town / Suburb or City	Wyalkatchem
State	WA	Post code	6485
Country	AUSTRALIA	OR Non-Australian Address, P.O. Box, & etc	N/A

Subdivision detail

Number of dwellings	1	Dwelling retained	Yes
Dwelling description	N/A	Structure/s retained	Yes
Number of outbuildings/structures	1	Structure/s retained	Yes
Other description	N/A		
Structure description	N/A		
Is a battleaxe lot/s proposed?			No
Does plan show the width and length of the access leg, the area of the access leg and total area of the rear lot			Not applicable
Has the land ever been used for potentially contaminating activity			No
Does the land contain any sites that have been classified under the Contaminated Sites Act 2003			No
Does the land contain any sites that have been reported or required to be reported under the Contaminated Sites Act 2003			No
Is the land located in an area where site characteristics or local knowledge lead you to form the view that there is a significant risk of acid sulfate soils in this location			No
Is this application to be assessed under the Liveable Neighbourhoods policy and is supporting documentation attached?			No
Is the development with in a Bushfire Prone Area?			Yes
Are there any dewatering or drainage works proposed to be undertaken			No
Is excavation of 100 cubic metres or more of soil proposed			No
If yes did the Acid Sulfate Soils investigation indicate acid sulfate soils were present			No

Fee & Payment

Fee amount	\$3,121.00	Payment Type	By Cheque
------------	------------	--------------	-----------

Attachments

Attachment name	Attachment type
-----------------	-----------------

WESTERN

AUSTRALIA



REGISTER NUMBER	
N/A	
DUPLICATE EDITION	DATE DUPLICATE ISSUED
N/A	N/A

VOLUME 1967 FOLIO 771

RECORD OF CERTIFICATE OF TITLE UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

THIS IS A MULTI-LOT TITLE

LAND DESCRIPTION:

LOT 12887 ON DEPOSITED PLAN 133555
LOT 11670 ON DEPOSITED PLAN 225321

REGISTERED PROPRIETOR: (FIRST SCHEDULE)

WILLIAM EDWIN GARNER
VERA DOREEN GARNER
BOTH OF POST OFFICE BOX 52, WYALKATCHEM
AS JOINT TENANTS

(XA F257350) REGISTERED 22/7/1993

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS: (SECOND SCHEDULE)

1. F245499 MORTGAGE TO NATIONAL AUSTRALIA BANK LTD REGISTERED 12/7/1993.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1967-771 (12887/DP133555), 1967-771 (11670/DP225321)

PREVIOUS TITLE: 1109-797

PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.

LOCAL GOVERNMENT AUTHORITY: SHIRE OF WYALKATCHEM

NOTE 1: L443323 LAND PARCEL IDENTIFIER OF AVON LOCATIONS 11670 AND 12887 CHANGED TO LOT 11670 ON DEPOSITED PLAN 225321 AND LOT 12887 ON DEPOSITED PLAN 133555 ON 1.10.2010 TO ENABLE ISSUE OF A DIGITAL CERTIFICATE OF TITLE.

END OF PAGE 1 - CONTINUED OVER

RECORD OF CERTIFICATE OF TITLE

REGISTER NUMBER: N/A

VOLUME/FOLIO: 1967-771

PAGE 2

NOTE 2:

THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE
OF TITLE OR ON THE CURRENT EDITION OF DUPLICATE CERTIFICATE OF TITLE.

WESTERN

AUSTRALIA



REGISTER NUMBER

11669/DP225321

DUPLICATE
EDITION
N/ADATE DUPLICATE ISSUED
N/AVOLUME
1579FOLIO
891

RECORD OF CERTIFICATE OF TITLE UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 11669 ON DEPOSITED PLAN 225321

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

WILLIAM EDWIN GARNER
VERA DOREEN GARNER
BOTH OF POST OFFICE BOX 52, WYALKATCHEM
AS JOINT TENANTS

(XE A000001A) REGISTERED 1/1/0001

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. A233389 MORTGAGE TO NATIONAL BANK OF AUSTRALASIA LTD REGISTERED 17/11/1969.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
 * Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
 Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1579-891 (11669/DP225321)

PREVIOUS TITLE: 1007-150

PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.

LOCAL GOVERNMENT AUTHORITY: SHIRE OF WYALKATCHEM

NOTE 1: A000001A LAND PARCEL IDENTIFIER OF AVON LOCATION 11669 (OR THE PART THEREOF) ON SUPERSEDED PAPER CERTIFICATE OF TITLE CHANGED TO LOT 11669 ON DEPOSITED PLAN 225321 ON 18-JUL-02 TO ENABLE ISSUE OF A DIGITAL CERTIFICATE OF TITLE.

NOTE 2: THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE OF TITLE OR ON THE CURRENT EDITION OF DUPLICATE CERTIFICATE OF TITLE.

DEPARTMENT OF PLANNING

DATE FILE

21/02/2017 154849

HARDWICK ROAD

EXISTING LOT DETAILS:

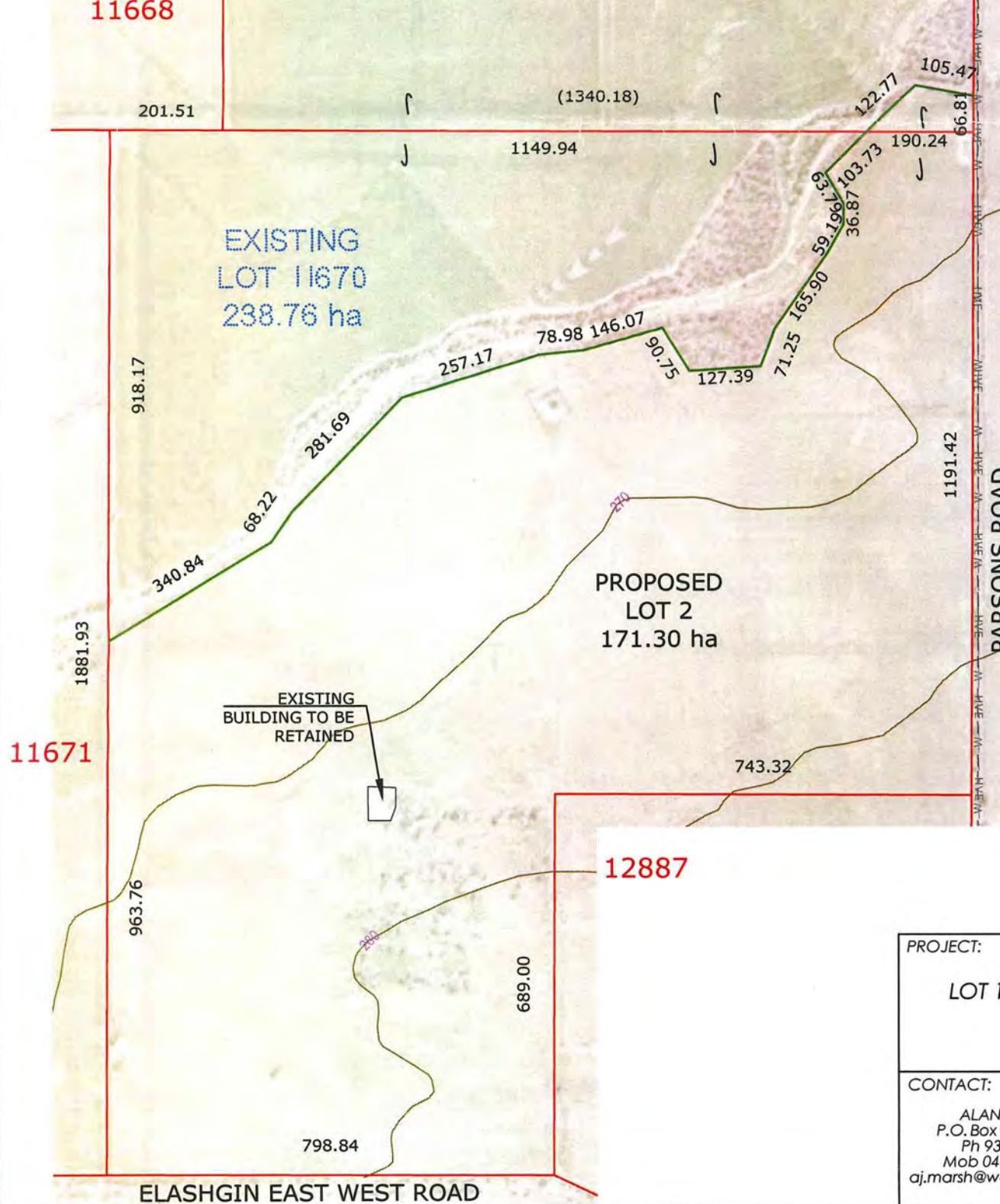
LOT 11669 ON PLAN 225321
CT 1579 / 891
AREA: 194.25 ha

LOT 11670 ON PLAN 225321
CT 1967 / 771
AREA: 238.76 ha

LEGEND	
EXISTING LOT BOUNDARY	
PROPOSED LOT BOUNDARY	
280	CONTOURS AT 10 m
— HVE —	HIGH VOLTAGE OVERHEAD POWER LINES
— W —	WATER PIPE (WATER CORPORATION)

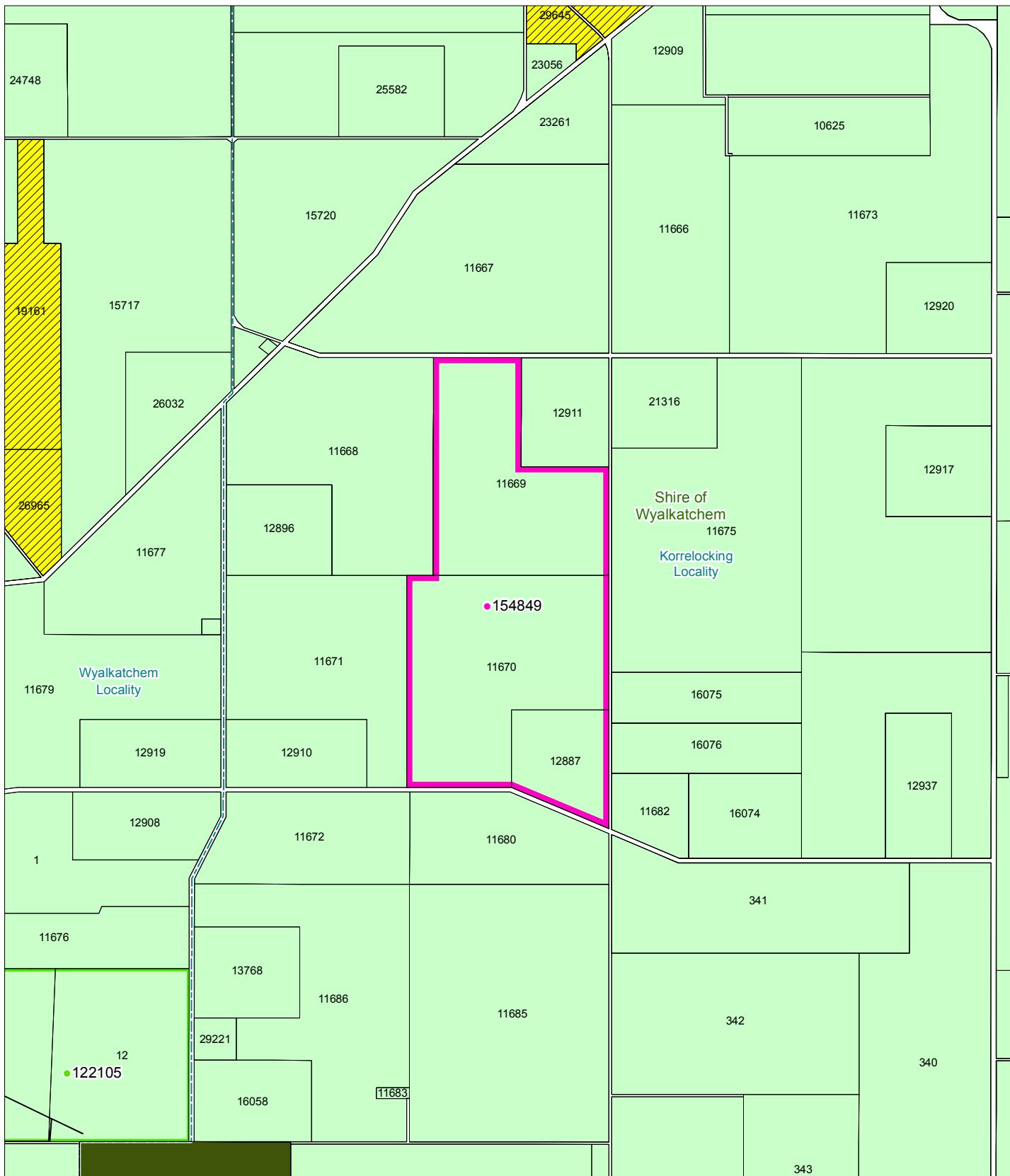
NOTES:

1. ALL DIMENSIONS AND AREAS ARE SUBJECT TO SURVEY.
2. RATIONALISATION OF BOUNDARIES TO ASSIST WITH FARM MANAGEMENT BY PLACING THE CREEK WHOLLY WITHIN PROPOSED LOT 1.
3. NEW BOUNDARY TO FOLLOW EXISTING FENCE LINE LOCATED ON SOUTH SIDE OF CREEK.
4. NO ADDITIONAL LOTS CREATED.
5. LOTS ARE AFFECTED BY BUSHFIRE PRONE AREA.
6. AS SUBDIVISION DOES NOT AFFECT THE DENSITY OF DEVELOPMENT, BAL ASSESSMENT HAS NOT BEEN UNDERTAKEN.



0 100 200 300 400 500 600 m
SCALE: 1 : 10 000 @ A3

PROJECT:	PROPOSED SUBDIVISION REALIGNMENT OF BOUNDARIES LOT 11669 ON PLAN 225321 AND LOT 11670 ON PLAN 225321 TO CREATE LOTS 1 AND 2 PARSONS ROAD, KORRELOCKING SHIRE OF WYALKATCHEM		
CONTACT:	ALAN MARSH P.O. Box 355 Gosnells Ph 9398 1994 Mob 043 858 2441 aj.marsh@westnet.com.au	CLIENT: GARNER	DATE: 16/02/2017 SCALE: 1 : 10 000 @ A3 DATUM: AHD COORD: ASSUMED CONT INT: 10 m



**Location Plan for:
Subdivision Application**

This data is to be used only for the processing of a
Subdivision Application

Application Number: **154849**

Decision: **Outstanding**

Printed: **21/02/2017**

Application Status

- Approved
- Outstanding

Easements and Referrals

- Easements

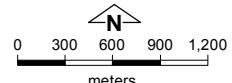
Existing LPS Zones and Reserves

- Conservation
- Public purposes
- Rural

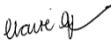
Region Scheme Reserves

Localities & Local Government Boundaries

- Local government boundary
- Locality



8.2.1 FINANCIAL MANAGEMENT – FINANCIAL REPORTING – MONTHLY FINANCIAL REPORT – FEBRUARY 2017

FILE REFERENCE:	12.10.02
AUTHOR'S NAME AND POSITION:	Claire Trenorden Senior Finance Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	9 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC 16 February 2017 Council decision number: 3405
STRATEGIC COMMUNITY PLAN REFERENCE	5 – A well-managed and effective Council organization. 6 – Well utilized and effectively managed facilities and assets.

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 Council.

That Council resolve the following:

1. Receive the Statement of Financial Activity for the period ended 28 February 2017.

Appendix:

1. Monthly Financial Report for the Period Ended 28 February 2017 and supporting documentation.

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:

February 2017 Financial Statements:

- Yearly operating revenue is \$2,697,250 inclusive of net rate income of \$1,142,666 (net of prepaid rates and discounts) – 85% of Budget
- Yearly operating expenditure is \$2,068,068 – 58% of Budget
- Yearly capital expenditure is \$1,586,790 – 55% of Budget
- Yearly capital revenue is \$1,273,138 – 63% of Budget

- Net current assets as 28 February 2017 are \$1,350,456

Operating Revenue: Total operating revenue is 85% of the Annual Budget.

Rates: Revenue of \$1,341,949 has been raised during the Rate Run for 2016/17. The total Rate Run is broken down between Rates \$1,192,288, Rubbish \$99,540, Health Levy \$14,868 and ESL Levy \$35,253. To date income received is \$1,210,532 and discounts applied equate to \$18,553. Approximately 92% of Rates have been collected to date, with \$93,090 outstanding. Ex-gratia rates for CBH were raised and paid in October 2016 (\$7,724).

Breakdown of outstanding rates as at 28 February 2017

Payment by instalments	\$60,952
Pensioners who have until 30 June 2017 to pay	\$14,194
Ratepayers on a payment arrangement	\$6,884
Legal Action	\$3,960
Deceased estates awaiting probate	\$10,777
Pre-paid rates for 2017/18	-\$3,677

General Purpose Funding: The third instalment of the FAGS – General Purpose was received in February 2017 (\$250,395), as per the Amended Annual Budget. A grant for Youth Week 2017 was received in February 2017 for \$1,000 to go towards the Wylie Fair.

Transport: The third instalment of the FAGS – Road Portion was received in February 2017 (\$105,865), as per the Amended Annual Budget.

Operating Expenditure: Total operating expenditure is 58% of the Annual Budget.

Capital Expenditure: Total Capital Expenditure (\$1,586,790) is 55% of the Annual Budget (\$2,892,095).

Land and Buildings	\$978,040	4 Slocum St, 53 Piesse St, 1 Slocum St, Shire Office and Senior Citizens project are all in progress as of February 2017. The Railway Station, Bush Fire Truck Shed, Tennis Club, Recreation Centre and 51 Flint St are complete for 2016/17.
Plant and Property	\$107,768	The turf roller replacement has been completed for 2016/17. The new side tipper was purchased in October 2016. A deposit for the Front End Loader was paid in November 2016.
Roadworks	\$339,695	Wallambin Rd, Elsegood Rd, Nembudding South Rd and Wyalkatchem/Koorda Rd are all in progress as at February 2017. Wyalkatchem North Rd, Parsons Rd, Ross Rd and Yorkrakine West Rd are complete as of February 2017.
Other Infrastructure	\$57,177	Cunderdin-Wyalkatchem Rd culverts, swimming pool and Pioneer Park are in progress as of February 2017. Admin Park and the airport are complete as of February 2017.

Transfers to Reserves \$36,847

Net Assets: Net Current Assets as at 28 February 2017 amounts to \$1,350,456. This is in the majority comprised of Municipal funds (\$1,226,193).

Consultation:

Ian McCabe Chief Executive Officer

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:

Policy Implications: There is no Council Policy relative to this issue.

Financial Implications:

Financial Implications: There are no Financial Implications relative to this issue.

Strategic Plan/Risk Implications:

Strategic Plan/Risk Implications:
There are no Strategic Plan / Risk Implications relative to this issue.

Voting Requirements **Simple Majority**

Council Decision Number 3425

Moved: Cr Gawley Seconded: Cr Holdsworth

That Council resolve the following:

1. Receive the Statement of Financial Activity for the period ended 28 February 2017.

Vote: 7/0

Shire of Wyalkatchem
MONTHLY FINANCIAL REPORT
For the Period Ended 28 February 2017

TABLE OF CONTENTS

Statement of Financial Activity

Note 1

Note 2

Note 3

Note 4

Note 5

Note 6

Note 7

Note 8

Note 9

Note 10

Note 11

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

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 28 February 2017

	Note	Amended 4	FYD Budget (a)	FYD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	Var.
Operating Revenues							
Governance		\$ 7,100	\$ 6,433	\$ 6,499	\$ 65	1.0%	
General Purpose Funding		1,077,400	808,050	810,254	2,204	0.3%	
Law, Order and Public Safety		42,035	28,023	26,402	(1,621)	(6.1%)	
Health		51,273	25,636	25,516	(120)	(0.5%)	
Education and Welfare		0	0	0	0	0.0%	
Housing		130,831	87,221	88,939	1,719	1.9%	
Community Amenities		114,138	114,138	112,876	(1,262)	(1.1%)	
Recreation and Culture		40,684	37,123	37,403	281	0.8%	
Transport		525,536	415,357	418,348	2,990	0.7%	
Economic Services		15,410	13,273	13,795	522	3.8%	
Other Property and Services		18,000	14,000	14,551	551	3.8%	
Total (Excluding Rates)		2,022,407	1,549,254	1,554,583	5,329	0.3%	
Operating Expense							
Governance		(277,135)	(167,757)	(158,583)	9,174	5.8%	
General Purpose Funding		(60,120)	(36,080)	(34,507)	1,573	4.6%	
Law, Order and Public Safety		(100,981)	(67,321)	(66,443)	877	1.3%	
Health		(308,233)	(180,489)	(174,351)	6,137	3.5%	
Education and Welfare		(9,489)	(9,489)	(11,164)	(1,675)	(15.0%)	
Housing		(250,010)	(162,673)	(153,486)	9,188	6.0%	
Community Amenities		(207,021)	(138,014)	(134,846)	3,168	2.3%	
Recreation and Culture		(666,738)	(409,492)	(401,309)	8,183	2.0%	
Transport		(1,604,179)	(909,453)	(902,038)	7,415	0.8%	
Economic Services		(93,665)	(62,443)	(59,358)	3,085	5.2%	
Other Property and Services		(16,164)	(10,776)	28,018	38,794	(138.5%)	
Total		(3,593,735)	(2,153,986)	(2,068,068)	85,918		
Funding Balance Adjustment							
Add back Depreciation		1,049,519	699,679	718,045	18,366	2.6%	
Adjust (Profit)/Loss on Asset Disposal	10	16,164	1,690	1,690	0	0.0%	
Movement in Deferred Pensional Rates (Non-Current)				0	0	0.0%	
Movement in Accrued Salaries and Wages				0	0	0.0%	
Movement in Employee Benefit Provisions				0	0	0.0%	
Adjust Provisions and Accruals				0	0	0.0%	
Net Operating (Ex. Rates)		(505,645)	96,637	206,250	109,613		
Capital Revenues							
Proceeds from Disposal of Assets	10	71,455	6,455	6,455	0	0.0%	
Non-Operating Grants		845,859	445,369	445,369	0	0.0%	
Proceeds from New Debentures		0	0	0	0	0.0%	
Proceeds from Sale of Investments				0	0	0.0%	
Proceeds from Advances				0	0	0.0%	
Self-Supporting Loan Principal		12,169	8,014	8,014	0	0.0%	
Transfer from Reserves	9	1,082,988	813,300	813,300	0	0.0%	
Total		2,012,471	1,273,138	1,273,138	0		
Capital Expenses							
Land Held for Resale		0	0	0	0	0.0%	
Land and Buildings	10	(1,140,058)	(978,040)	(978,040)	0	0.0%	
Plant and Equipment	10	(373,819)	(107,768)	(107,768)	0	0.0%	
Furniture and Equipment	10	0	0	0	0	0.0%	
Infrastructure Assets - Roads	10	(730,120)	(339,695)	(339,695)	0	0.0%	
Infrastructure Assets - Other	10	(197,535)	(57,177)	(57,177)	0	0.0%	
Purchase of Investments				0	0	0.0%	
Repayment of Debentures		(101,502)	(67,262)	(67,262)	0	0.0%	
Advances to Community Groups				0	0	0.0%	
Transfer to Reserves	9	(349,061)	(36,847)	(36,847)	0	0.0%	
Total		(2,892,095)	(1,586,790)	(1,586,790)	0		
Net Capital		(879,624)	(313,652)	(313,652)	0		
Total Net Operating + Capital		(1,385,269)	(217,014)	(107,401)	109,613		
Rate Revenue		1,142,763	1,142,763	1,142,666	(97)	(0.0%)	
Opening Funding Surplus(Deficit)		315,191	315,191	315,191	(0)	(0.0%)	
Closing Funding Surplus(Deficit)	3	72,685	1,240,940	1,350,456	109,516	8.1%	

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
For the Period Ended 28 February 2017

	Note	Amended Annual Budget 4	Budget (a)	Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	
Operating Revenues		\$	\$	\$			
Grants, Subsidies and Contributions	8	1,672,224	1,272,753	1,270,414	(2,339)	(0.2%)	
Profit on Asset Disposal	10	0	0	0	0	0	
Fees and Charges		293,171	236,493	243,894	7,401	3.0%	
Interest Earnings		57,012	40,008	40,508	500	1.2%	
Other Revenue		0	0	0	0	0	
Total (Excluding Rates)		2,022,407	1,549,254	1,554,816	5,561		
Operating Expense							
Employee Costs		(964,935)	(622,290)	(606,792)	15,498	2.6%	
Materials and Contracts		(1,281,019)	(637,176)	(526,173)	111,003	21.1%	▼
Utilities Charges		(136,178)	(90,785)	(82,926)	7,859	9.5%	
Depreciation (Non-Current Assets)		(1,049,519)	(699,679)	(718,045)	(18,366)	(2.6%)	
Interest Expenses		(21,603)	(14,402)	(10,907)	3,495	32.0%	
Insurance Expenses		(124,317)	(82,878)	(121,767)	(38,889)	(31.9%)	▲
Loss on Asset Disposal		(16,164)	(10,776)	(1,690)	9,086	537.6%	
Other Expenditure		0	0	0	0	0	
Total		(3,593,735)	(2,157,986)	(2,068,301)	89,686		
Funding Balance Adjustment							
Add Back Depreciation		1,049,519	699,679	718,045	18,366	2.6%	
Adjust (Profit)/Loss on Asset Disposal	10	16,164	1,690	1,690	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)		(505,645)	92,637	206,250	113,613		
Capital Revenues							
Grants, Subsidies and Contributions	8	845,859	445,369	445,369	0	0.0%	
Proceeds from Disposal of Assets	10	71,455	6,455	6,455	0	0.0%	
Proceeds from New Debentures					0	0	
Proceeds from Sale of Investments					0	0	
Proceeds from Advances					0	0	
Self-Supporting Loan Principal					0	0.0%	
Transfer from Reserves					0	0.0%	
Total		2,012,471	1,273,138	1,273,138	0		
Capital Expenses							
Land Held for Resale		0	0	0	0	0.0%	
Land and Buildings	10	(1,140,058)	(978,040)	(978,040)	0	0.0%	
Plant and Equipment	10	(373,819)	(107,768)	(107,768)	0	0.0%	
Furniture and Equipment	10	0	0	0	0	0.0%	
Infrastructure Assets - Roads	10	(730,120)	(339,695)	(339,695)	0	0.0%	
Infrastructure Assets - Other	10	(197,535)	(57,177)	(57,177)	0	0.0%	
Purchase of Investments			0		0	0.0%	
Repayment of Debentures					0	0.0%	
Advances to Community Groups					0	0.0%	
Transfer to Reserves					0	0.0%	
Total		(349,061)	(36,847)	(36,847)	0		
Net Capital		(2,892,095)	(1,586,790)	(1,586,790)	0		
Total Net Operating + Capital		(879,624)	(313,652)	(313,652)	0		
Rate Revenue							
Opening Funding Surplus(Deficit)		1,142,763	1,142,763	1,142,666	(97)	(0.0%)	
Closing Funding Surplus(Deficit)	3	315,191	315,191	315,191	(0)	(0.0%)	
		72,685	1,236,940	1,350,456	113,516	8.4%	

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

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 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 28 February 2017

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 equipment; 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 28 February 2017

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 28 February 2017

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.

(ii) 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:

Land	Not Depreciated
Airstrip	Not Depreciated
Buildings	50 years
Furniture	3 years
Computers	2.5 years
Vehicles	5 years
Graders	8 years
Footpaths	25 years
Other Plant & Equipment	3 years
Roads, Streets & Footpaths Formation	Not Depreciated
Pavement	50 years
Seal	15 years
Kerbing	30 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 28 February 2017

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 28 February 2017

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 28 February 2017

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 28 February 2017

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

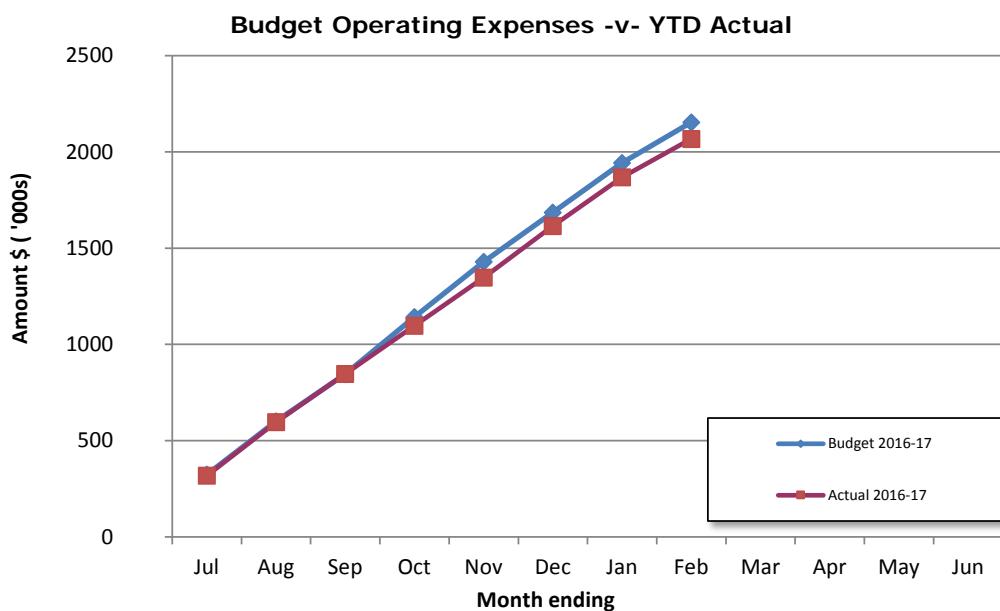
Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

OTHER PROPERTY & SERVICES

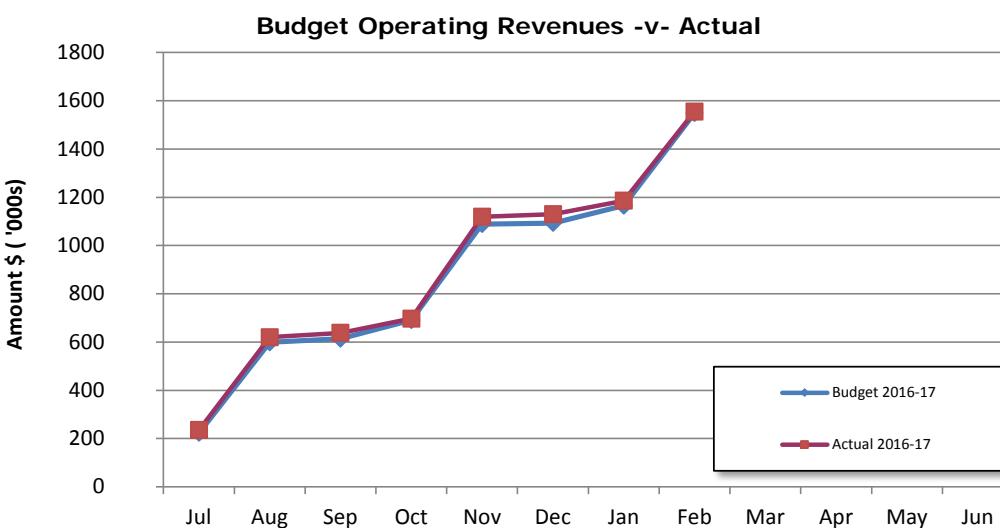
Private works carried out by council and indirect cost allocation pools. Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 2 - Graphical Representation - Source Statement of Financial Activity



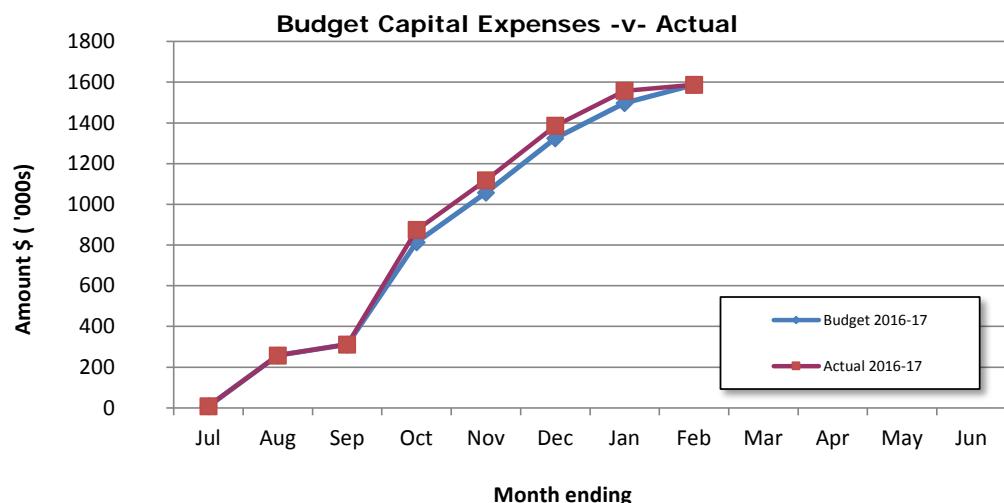
Comments/Notes - Operating Expenses



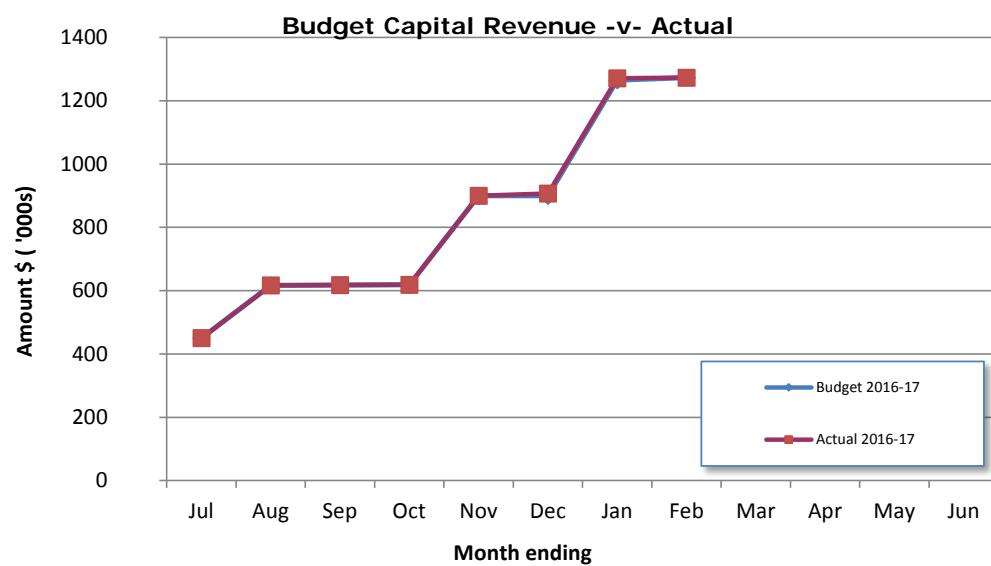
Comments/Notes - Operating Revenues

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses

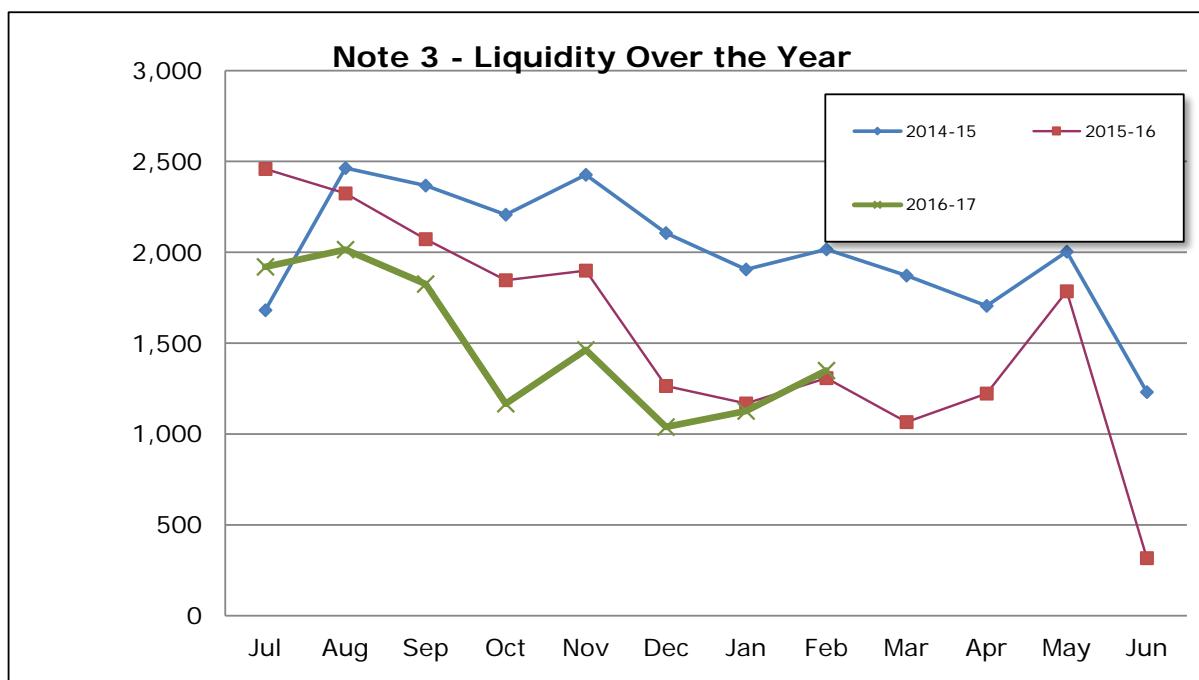


Comments/Notes - Capital Revenues

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 3: NET CURRENT FUNDING POSITION

	Positive=Surplus (Negative=Deficit)		
	2016-17		
Note	This Month	Last Month	Same Period Last Year
	\$	\$	\$
Current Assets			
Cash Unrestricted	1,226,193	954,733	1,213,807
Cash Restricted	2,021,645	2,021,645	1,573,323
Investments			
Receivables - Rates and Rubbish	93,090	109,113	73,497
Receivables -Other	2,436	18,844	2,576
Inventories	121,217	121,217	106,722
	3,464,582	3,225,552	2,969,925
Less: Current Liabilities			
Payables	(21,693)	(7,539)	(21,706)
Current Employee Benefits Provision	(70,788)	(70,788)	(66,808)
	(92,480)	(78,327)	(88,514)
Less: Cash Restricted	(2,021,645)	(2,021,645)	(1,573,323)
Net Current Funding Position	1,350,456	1,125,580	1,308,087



Comments - Net Current Funding Position

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
At Call - Municipal	0.05%	1,224,705				1,224,705	NAB	Call
At Call - Working	0.01%			13,303		13,303	NAB	Call
(b) Term Deposits								
Reserves	2.55%		2,021,645			2,021,645	NAB	20/04/2017
(c) Investments								
Total		1,224,705	2,021,645	13,303	0	3,259,653		

Comments/Notes - Investments

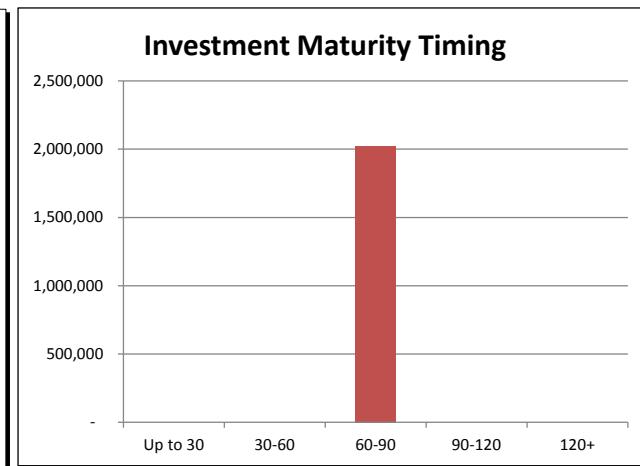
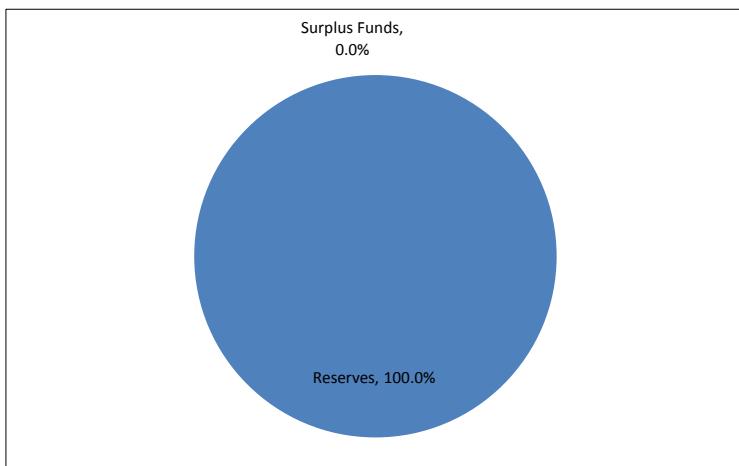
Shire of Wyalkatchem Monthly Investment Report

For the Period Ended 28 February 2017

Note 4A: CASH INVESTMENTS

Amount Invested (Days)					
Up to 30	30-60	60-90	90-120	120+	Total
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
	-	2,021,645			2,021,645
-	-	2,021,645	-	-	2,021,645
-	-	2,021,645	-	-	2,021,645

Deposit Ref	Deposit Date	Term (Days)	Invested Interest rates	Amount Invested	Percentage of Portfolio
NAB - Reserves					
TD114022574	21/01/2017	90	2.55%	<u>2,021,645</u>	
			Subtotal	<u>2,021,645</u>	100.0%
NAB - Surplus Funds					
			Subtotal	<u>-</u>	0.0%
			Subtotal	<u>-</u>	0.0%
			Subtotal	<u>-</u>	0.0%
			Subtotal	<u>-</u>	0.0%
			Subtotal	<u>-</u>	0.0%
			Subtotal	<u>-</u>	0.0%
			Total Funds Invested	<u>2,021,645</u>	100.0%



Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 5: MAJOR VARIANCES

Comments/Reason for Variance	AMENDED ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.1 OPERATING REVENUE (EXCLUDING RATES)					
5.1.1 GOVERNANCE					
5.1.2 GENERAL PURPOSE FUNDING					
I032069 Other Miscellaneous Grants	3,500	3,500	4,500	1,000	A grant for Youth Week 2017 was approved after the budget review was adopted
5.1.3 LAW ORDER AND PUBLIC SAFETY					
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					
5.1.10 ECONOMIC SERVICES					
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					
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					
5.2.11 OTHER PROPERTY AND SERVICES					
E143 Works Overheads	0	0	(45,685)	(45,685)	Overheads are overallocated currently, meaning that the overhead rate may be too high. The rate will be adjusted in March and a journal will be raised to balance this out
E144 Plant Operating Costs	0	0	14,828	14,828	Plant costs are slightly underallocated, this is normal for early in the new year as plant isn't used as much. The allocations will be monitored in coming months and if necessary operating
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					
C970502 Side Tipper	0	0	61,177	61,177	Budget amendment item taken to Council at the OMC in October 2016. This will be adjusted in the Budget Review

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 5: MAJOR VARIANCES

Comments/Reason for Variance	AMENDED	ANNUAL	YTD	BUDGET	BUDGET	ACTUAL	VARIANCE	COMMENTS
5.4.4 FURNITURE AND EQUIPMENT								
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								
5.5.2 OPENING FUNDING SURPLUS/(DEFICIT)								
5.5.3 DEPRECIATION								

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 6: BUDGET AMENDMENTS

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

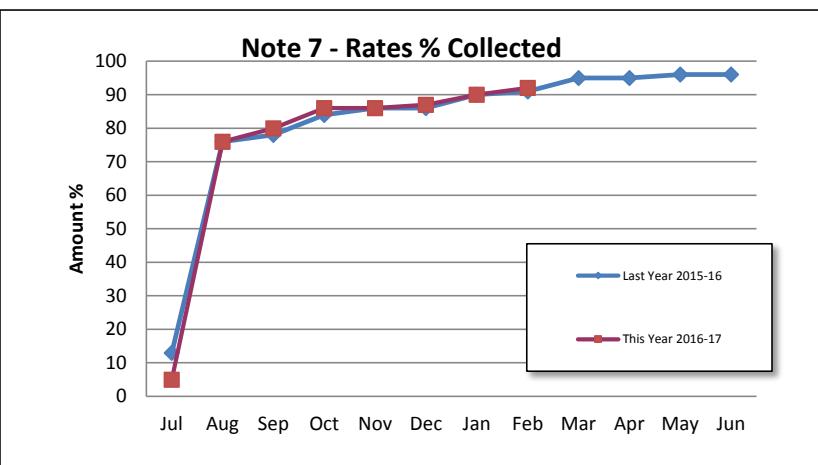
GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption			\$	\$	\$	\$ 0
	Closing Funding Surplus (Deficit)			0	0	0	0

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 7: RECEIVABLES

Receivables - Rates and Rubbish

	Current 2016-17	Previous 2015-16	Total
Opening Arrears Previous Years	\$	\$ 14,726	\$ 14,726
Rates Levied this year	1,341,949	0	1,341,949
Interim Rates	(29,301)	0	(29,301)
Rates in Advance (Pre-Paid)	4,269	0	4,269
Instalment Fees	1,324	0	1,324
Administration/Legal Fees	1,558	0	1,558
Interest	(18,553)	0	(18,553)
Less Discount/Concessions/Write off	(1,210,532)	(12,351)	(1,222,883)
<u>Less</u> Collections to date	90,715	2,375	93,090
Equals Current Outstanding	7,724		7,724
Ex-Gratia Rates	(7,724)		(7,724)
Net Rates Collectable			93,090
% Collected			91.63%



Comments/Notes - Receivables Rates and Rubbish

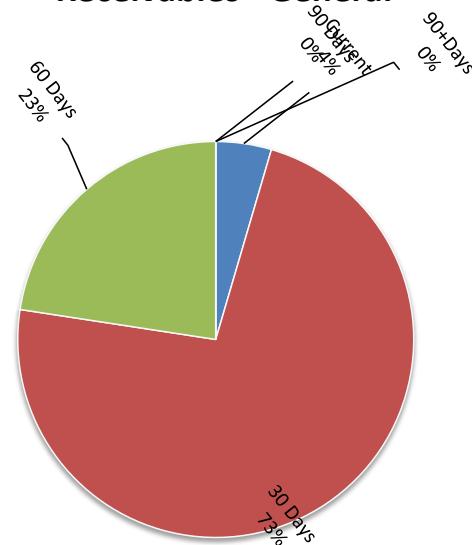
Rates Levied Includes: Rates \$1,126,489; ESL Levy \$33,556; Rural Health Levy \$14,570; Refuse Collection \$98,571

Receivables - General

	Current	30 Days	60 Days	90 Days	90+Days
Total Outstanding	\$ 111	\$ 1,775	\$ 550	\$ 0	\$ 0
					2,436

Amounts shown above include GST (where applicable)

Receivables - General



Comments/Notes - Receivables General

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 8: GRANTS AND CONTRIBUTIONS

Program/Details GL	Provider	Approval Yes No	2016-17 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status		Estimated Receivable Dates
						Received	Not Received	
GENERAL PURPOSE FUNDING		(Yes/No)	\$	\$	\$	\$	\$	
Financial Assistance Grant	State Government	Yes	996,465	5,115	1,001,580	751,185	250,395	Quarterly - Feb, May
Contribution from Senior Citizens Homes	Senior Citizens Homes Trust	Yes	45,455		45,455	45,455	0	
Healthway Sponsorship	Healthway	Yes	0	2,000	2,000	2,000	0	
Road Safety Community Grant	Road Safety Commission	Yes	0	1,000	1,000	1,000	0	
Bike Week 2017	Department of Transport	Yes	0	500	500	500	0	
Youth Week 2017	Department of Local Govt	Yes	0		0	1,000	(1,000)	
GOVERNANCE								
Reimbursements - Miscellaneous	Various		2,000	5,000	7,000	6,454	546	
LAW, ORDER, PUBLIC SAFETY								
DFES Operating Grant	DFES	No	33,262	3,073	36,335	21,032	15,303	First instalment for 2016/17 pre-paid, remainder in 4 instalments
HEALTH								
Medical Centre Contribution	Shire of Koorda	Yes	51,273		51,273	25,516	25,757	Quarterly - Apr, Jun
COMMUNITY AMENITIES								
RECREATION AND CULTURE								
Swimming Pool Grant	Department of Sport & Rec	No	34,000	(2,000)	32,000	32,000	0	
TRANSPORT								
Financial Assistance Grant	State Government	Yes	424,917	(1,458)	423,459	317,594	105,865	Quarterly - Feb, May
Main Roads Direct Grant	Main Roads WA	Yes	96,670	3,988	100,658	100,658	0	
Street Lighting Subsidy	Main Roads WA	Yes	1,419		1,419	0	1,419	May 2017
Regional Road Group	Main Roads WA	Yes	388,396	(57,926)	330,470	119,712	210,758	60% on completion of projects
Roads to Recovery	Dept of Transport	Yes	561,899	(91,965)	469,934	280,203	189,731	Quarterly - Feb, Apr
OTHER PROPERTY & SERVICES								
Diesel Fuel Rebate	Australian Taxation Office	Yes	10,000	5,000	15,000	11,476	3,524	Monthly
TOTALS			2,645,756	(127,673)	2,518,083	1,715,783	802,300	

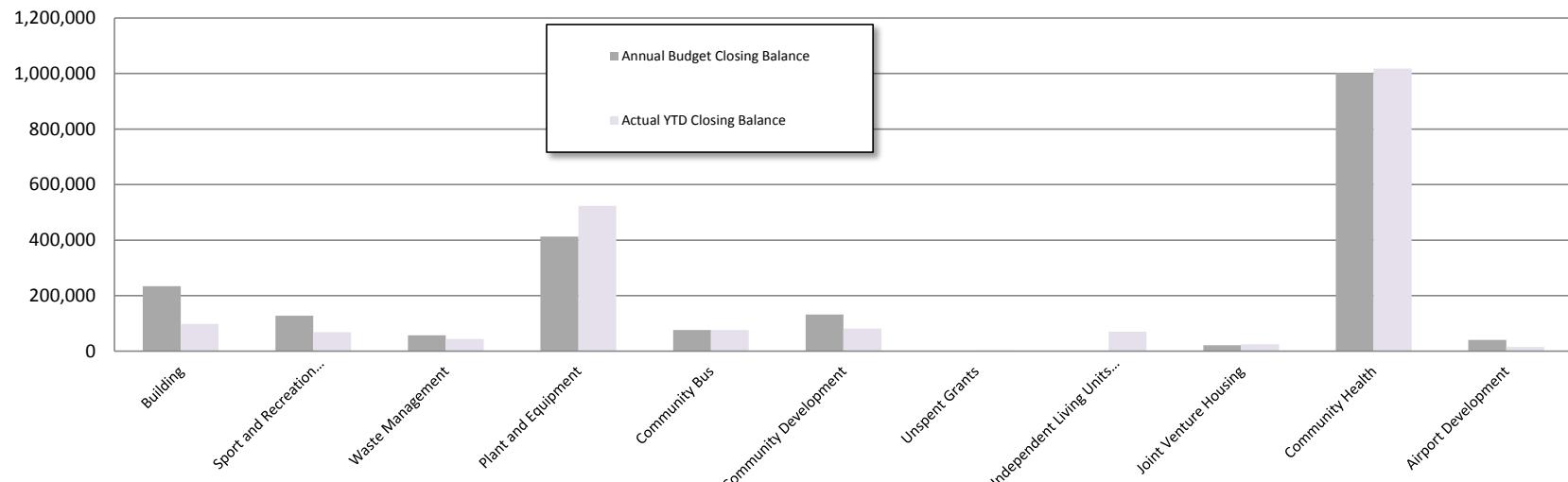
Comments - Grants and Contributions

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

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	\$ 96,201	\$ 2,983	\$ 1,477	\$ 135,000	\$	\$	\$		\$ 234,184	\$ 97,679
Sport and Recreation Facilities	67,195	1,628	1,032	59,000					127,823	68,227
Waste Management	42,954	727	660	13,405					57,086	43,614
Plant and Equipment	515,861	6,656	7,922	0		(110,000)			412,517	523,783
Community Bus	75,365	972	1,157	0					76,337	76,522
Community Development	80,000	1,871	1,229	65,000		(15,000)			131,871	81,229
Unspent Grants	11,177	144	172	0		(11,321)			0	2,594
Independent Living Units project	867,848	11,198	7,204	0		(879,046)			0	70,507
Joint Venture Housing	24,337	373	374	4,588		(7,900)			21,398	24,710
Community Health	1,002,160	20,000	15,390	0		(20,000)			1,002,160	1,017,550
Airport Development	15,000	516	230	25,000					40,516	15,230
	2,798,098	47,068	36,847	301,993	0	(1,043,267)	(813,300)		2,103,892	2,021,645

Note 9 - Year To Date Reserve Balance to End of Year Estimate



Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Profit(Loss) of Asset Disposal				Disposals	Current Budget			
Cost	Accum Depr	Proceeds	Profit (Loss)		Replacement			
					Amended Annual Budget	Actual		
\$ 8,400	\$ (255)	\$ 6,455	\$ 0 (1,690)	Other Property and Services Komatsu Front End Loader Side Tipper trailer	\$ 318,182 0	\$ 25,727 61,177	\$ (292,455) 61,177	▼ ▲
8,400	(255)	6,455	(1,690)	Totals	318,182	86,904	(231,278)	

Comments - Capital Disposal

Contributions Information					Summary Acquisitions	Current Budget			
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance	
\$ 0 200,124	\$ 0 54,077	\$ 0 886,946	\$ 0 0	\$ 0 1,141,147	Property, Plant & Equipment Land for Resale Land and Buildings Plant & Property Furniture & Equipment	\$ 0 1,141,147	\$ 0 978,040	\$ 0 (163,107)	▼
264,455 0	0 182,727	0 0	0 0	0 447,182		447,182 0	107,768 0	(339,414) 0	▼
0 8,123	0 721,994	0 0	0 0	0 730,117	Infrastructure Roadworks Drainage Bridges Footpath & Cycleways	730,117 94,734	339,695 13,621	(390,422) (81,113)	▼
0 0	0 94,734	0 0	0 0	0 94,734		0 0	0 0	0 0	▼
0 0	0 0	0 0	0 0	0 0		0 0	0 0	0 0	▼
21,062 0	0 0	0 0	0 0	0 21,062		21,062 0	15,119 0	(5,943) 0	▼
10,000 0	0 0	0 0	0 0	0 10,000		10,000 0	12,500 0	2,500 0	▲
0 0	0 0	0 0	0 0	0 0		0 0	0 0	0 0	▼
0 0	0 0	0 0	0 0	0 25,000		25,000 0	15,937 0	(9,063) 0	▼
503,764	870,805	1,069,673	0	2,469,242	Totals	2,469,242	1,482,681	(986,561)	

Comments - Capital Acquisitions

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions					Land for Resale	Current Budget			
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total		This Year			
						Amended Annual Budget	Actual	Variance	
\$	\$	\$	\$	\$ 0 0 0		\$ 0 0 0	\$ 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			
						Amended Annual Budget	Actual	Variance	
\$	\$	\$	\$	\$		\$	\$	\$	
42,982 25,000				42,982 25,000	Governance Shire Office Council Chambers	42,982 25,000	20,850 0	(22,132) (25,000)	
13,159				13,159	Law, Order and Public Safety Bush Fire Truck Shed	13,159	13,159	(0)	
17,500				17,500	Health Medical Centre	17,500	14,851	(2,649)	
5,000	45,455	879,046		924,501 5,000	Education and Welfare Senior Citizens Homes Project Aged Friendly Communities	924,501 5,000	843,880 0	(80,621) (5,000)	
5,000				5,000	Housing 1 Slocum St	5,000	1,390	(3,610)	
6,880				6,880	4 Slocum St	6,880	5,491	(1,389)	
8,791				8,791	51 Flint St	8,791	8,791	(0)	
5,000				5,000	53 Piesse St	5,000	4,541	(459)	
6,000				7,900	59 Flint St	7,900	0	(7,900)	
				6,000	Lady Novar	6,000	3,121	(2,879)	
5,000				5,000	Recreation and Culture Town Hall	5,000	0	(5,000)	
16,089				24,711	Recreation Centre	24,711	24,711	(0)	
23,263	8,622			23,263	Tennis Club	23,263	23,263	0	
14,460				14,460	Economic Services Railway Station	14,460	13,991	(469)	
6,000				6,000	Railway Barracks	6,000	0	(6,000)	
200,124	54,077	886,946	0	1,141,147	Totals	1,141,147	978,040	(163,107)	

Contributions					Plant & Equipment	Current Budget			
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total		This Year			
						Amended Annual Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$		\$	\$	\$	
20,000 135,455 25,000 84,000		182,727		20,000 318,182 25,000 84,000	Transport Turf Roller Front End Loader Two way radio Side Tipper	20,000 318,182 25,000 84,000	20,864 25,727 0 61,177	864 (292,455) (25,000) (22,823)	
264,455	0	182,727	0	447,182	Totals	447,182	107,768	(339,414)	

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Municipal Funds	Contributions					Roads	Current Budget		
							This Year		
	Amended Annual Budget	Actual	Variance (Under)Over						
\$	\$	\$	\$	Borrowing	Total		\$	\$	\$
	46,787				46,787	Transport The approved Blackspot funding was for the Benjaberring/Hindmarsh crossroads on the main Dowerin Wyalkatchem Road. This crossing is in a 110km/h speed zone with no clear line of site in either direction, creating a severe risk when shifting heavy machinery and for the school bus route Koorda / Wyalkatchem Rd - SLK 4.30 - 8.30 (4.0 km) - Shoulder Reconditioning (alter Scope of Works & TEC with SRRG)	46,787	160	(46,627) ▼
8,123	169,952				178,075		178,075	51,496	(126,579) ▼
	112,761				112,761	Tammin / Wyalkatchem Rd - SLK 19.60 - 21.83 (2.23 km) - Shoulder Widening & Primersealing Shoulders ONLY (alter TEC with SRRG)	112,761	1,340	(111,421) ▼
	94,445				94,445	Nembudding Sth Rd - SLK 2.65 - 4.00 & 17.64 - 19.64 (3.35 km) - Seal / Reseal with 10mm cutback	94,445	61,780	(32,665) ▼
	66,057				66,057	Wyalkatchem North Rd - SLK 0.00 - 2.41 (2.41 km) - Seal / Reseal with 10mm cutback	66,057	61,319	(4,738) ▼
	36,821				36,821	Parsons Rd - SLK 15.53 - 16.18 (0.65 km) - Clear verges to Widen and Gravel Sheet, and clean out side drains and construct extra to prevent further water erosion of road section.	36,821	36,821	(0) ▼
	0				0	Shiells Rd - SLK 0.3 - 3.3 (3.0 km) - Clear verges to Widen and Gravel Sheet	0	0	0
	67,803				67,803	Yorkrakine West Rd - SLK 4.01 - 6.48 (2.47 km) - Shoulder Reconditioning to widen carriageway from 7.2m to 10.0m	67,803	67,803	(0) ▼
	0					Swan St - SLK 0.00 - 0.72 (0.72 km) - Seal 11.2m wide primerseal with 10mm cutback	0	0	0
	30,735				30,735	Elsegood Rd - SLK 1.65 - 2.78 (1.13 km) - Seal 3.6 m wide seal with 2 coat (14 & 7m) PMB Seal.	30,735	7,804	(22,931) ▼
	20,026				20,026	Wallambin Rd - SLK 9.63 - 10.13 (0.5 km) - Seal 4.9 m wide seal with 2 coat (14 & 7m) PMB Seal.	20,026	7,058	(12,968) ▼
	28,735				28,735	Lewis Rd - SLK 3.70 - 4.70 (1.0 km) - Seal 3.7 m wide seal with 2 coat (14 & 7m) PMB Seal.	28,735	1,837	(26,898) ▼
	12,000				12,000	R2R Scott St	12,000	6,406	(5,594) ▼
33,459					33,459	Ross Rd	33,459	(0)	
2,413					2,413	Divers Rd	2,413	0	▲
8,123	721,994	0	0	730,117	Totals		730,117	339,695	(390,422)

Municipal Funds	Contributions					Drainage	Current Budget		
							This Year		
	Amended Annual Budget	Actual	Variance (Under)Over						
\$	\$	\$	\$	Borrowing	Total		\$	\$	\$

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

	94,734			94,734	Cunderdin / Wyalkatchem Rd - Replace 3 barrel 600 H x 1200 W RCBC Culverts at SLK 16.88 & 21.33 each with 6 barrel x diameter 600 HDPE Pipe culverts with rock lined batters and aprons. Construct sidetracks around culverts to install.	94,734	13,621	(81,113)	
0	94,734	0	0	94,734	Totals	94,734	13,621	(81,113)	
				0		0	0	0	▼

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions					Bridges	Current Budget This Year		
						Amended Annual Budget	Actual	Variance (Under)Over
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total				
\$	\$	\$	\$	\$	000	\$	\$	\$ 000
0	0	0	0	0	Totals	0	0	0

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

Contributions					Parks, Gardens & Reserves	Current Budget			
						This Year			
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance (Under)Over	
\$ 12,900	\$ 8,162	\$ 0	\$ 0	\$ 12,900 8,162 0	Pioneer Park Admin Park reticulation, shade sail and sand replacement	\$ 12,900 8,162	\$ 6,958 8,162	\$ (5,943) (0) 0	
21,062	0	0	0	21,062	Totals	21,062	15,119	(5,943)	

Contributions					Airports	Current Budget		
						This Year		
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
10,000				10,000	Airport Development	10,000	12,500	2,500
10,000	0	0	0	10,000	Totals	10,000	12,500	2,500

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

Contributions					Other Infrastructure	Current Budget This Year		
						Amended Annual Budget	Actual	Variance (Under)Over
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total				
\$	\$	\$	\$	\$				
5,000				5,000	Recreation and Culture	\$	\$	\$
20,000				20,000	Netball Court Shelter	5,000	0	(5,000) (20,000) ▼
					Streetscape	20,000	0	(20,000) ▼
					Swimming Pool	0	15,937	15,937 ▲
25,000	0	0	0	25,000	Totals	25,000	15,937	(9,063)

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

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-16	Amount Received	Amount Paid	Closing Balance 28-Feb-17
	\$	\$	\$	\$
REBA Bond Account				
Contract Aquatic	300		(300)	0
Working Account				
Key Deposit	195	15	(15)	195
Interest	1			1
Cleaning Bond	2,700		(2,100)	600
Proceeds of Lot 2 Station St, Korrellocking sale	0	7,045		7,045
Rose & Heritage Festival Committee	0	2,651		2,651
Employee Pay	0	2,810		2,810
	3,196	12,521	(2,415)	13,303

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2017

SUPPLEMENTARY INFORMATION: INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-16	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2016/17 Budget \$	2016/17 Actual \$	2016/17 Budget \$	2016/17 Actual \$	2016/17 Budget \$	2016/17 Actual \$	2016/17 Budget \$	2016/17 Actual \$
Housing									
Loan 68 - 43/45 Wilson	184,962	0	0	18,020	18,020	166,942	166,942	12,445	12,444
Loan 71b - GEHA 51/55 Flint	50,063	0	0	50,063	24,812	0	25,251	1,334	886
Recreation & Culture									
Loan 73 - Community Resource Centre Building Project	166,687	0	0	17,784	8,794	148,903	157,893	7,189	3,692
Transport									
Loan 74 - New Holland Tractor	47,477	0	0	15,635	15,635	31,842	31,842	635	635
	449,189	0	0	101,502	67,262	347,687	381,927	21,603	17,657

(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	5,000
Credit card balance at month end	(1,819)

RECONCILIATION OF BANK ACCOUNTS

Unrestricted Municipal Bank as at 28 February 2017	1,224,705
Outstanding Deposits	1,188
Outstanding Payments	0
 Ending Balance	 <u><u>1,225,893</u></u>
 Trust Working as at 28 February 2017	 13,303
Outstanding Deposits	
Outstanding Payments	
 Ending Balance	 <u><u>13,303</u></u>
 Reserve Account as at 28 February 2017	 2,021,644
Outstanding Deposits	
Outstanding Payments	
 Ending Balance	 <u><u>2,021,644</u></u>

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Ahrens, Dorothy	0	222	0	0	0	222 Fortnightly rent invoice
Department of Transport	0	0	550	0	0	550 Bike Week grant
Eaton, Kylie	92	0	0	0	0	92 Monthly charge for Railway Station
RATE DEBTORS	0	0	0	0	93,090	93,090 Outstanding Rates as at 31 January 2017
Trenorden, Claire	0	-332	0	0	0	-332 Electricity paid in advance
Tucker, Anthony	0	1,850	0	0	0	1,850 Rent and electricity 10 Honour Ave - \$395 pd 07.03.17
Tulip. Sue	0	30	0	0	0	30 Invoice for Terminal Building
Wyalkatchem District High School	19	5	0	0	0	24 Use of bus
TOTAL	111	1,775	550	0	93,090	95,526
	111	1,775	550	0	0	2,436 Sundry
	0	0	0	0	93,090	93,090 Rates

8.2.2 FINANCIAL MANAGEMENT – FINANCIAL REPORTING – PAYMENT LISTINGS – FEBRUARY 2017

FILE REFERENCE:	12.10.02
AUTHOR'S NAME AND POSITION:	Claire Trenorden Senior Finance Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Not Applicable
NOTIFICATION TO APPLICANT:	Not Applicable
DATE REPORT WRITTEN:	8 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC: 16 February 2017 Council Decision No. 3406
STRATEGIC COMMUNITY PLAN REFERENCE	5 – A well-managed and effective council organization. 6 – Well utilized and effectively managed facilities and assets.

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).

That Council resolve the following:

1. Receive the Payment Listings as of 28 February 2017.

Appendices:

1. Payment Listings as of 28 February 2017.

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 Senior Finance Officer and the Governance and Emergency Officer. 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 February 2017	\$106,919
Total Payments February 2016	\$158,997
Variance \$	-\$52,078
Variance %	-33%
Percentage paid by EFT February 2017	100%
Percentage paid by Cheque February 2017	0%
Percentage of Wyalkatchem based Suppliers February 2017 (excluding wages, bank fees, loan payments and utilities providers)	45%
Percentage of suppliers used where no Wyalkatchem based option is available February 2017	49%
Dollar Value spent with Wyalkatchem based Suppliers February 2017	\$19,949
Trust Account – Working	
No transactions	
Trust Account – REBA	
Account closed 31 January 2017	
Reserve Account	
No transactions	

Consultation:

Ian McCabe Chief Executive Officer

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:

Payment of Accounts Payable as per the attached transaction statements to the value of \$106,919 for February 2017.

Strategic Plan/Risk Implications:

There are no strategic implications relative to this item.

Voting Requirements Council Simple Majority

Decision Number 3426

Moved: Cr Gamble

Seconded: Cr Garner

That Council resolve the following:

- 1. Receive the Payment Listing as of 28 February 2017.**

Vote: 7/0

Type	Date	Num	Name	Description	Amount
A01100 - Cash at Bank					GST-Inclusive
A01101 - Unrestricted Municipal Bank					
General Journal	01/02/2017	2557	NAB	Merchant Fees	-52.60
Bill Pmt -Cheque	02/02/2017	Credit Card	NAB Visa	CREDIT CARD Fees Jan 2017	-9.00
Cheque	02/02/2017	dd020217	Westnet	Internet Access Feb 2017, Email Hosting 191116-191216	-179.15
Bill Pmt -Cheque	06/02/2017		Able Sales (WA) - EFT	MEDICAL CENTRE Automatic Transfer Switch	-1,490.00
Bill Pmt -Cheque	06/02/2017		Wyalkatchem Tyre Service - EFT	TYRES WYLIE x 4, WM017 Repair	-1,028.00
Bill Pmt -Cheque	07/02/2017	dd070217	Synergy	ELECTRICITY Terminal Building 151116-190117	-255.20
Paycheque	08/02/2017		Salaries and Wages	PPE080217	-25,355.95
Bill Pmt -Cheque	08/02/2017	dd080217	Telstra	TELEPHONE Landlines	-630.38
Cheque	10/02/2017		McCabe, Ian J	UNIFORMS Shire of Wyalkatchem Ties x 6	-30.00
Bill Pmt -Cheque	13/02/2017		Austin-Jugen, Jule - EFT	PUBLIC RELATIONS Chi Fit 150217	-65.00
Bill Pmt -Cheque	13/02/2017		Australia Post - Mail - EFT	POSTAGE Jan 2017	-177.40
Bill Pmt -Cheque	13/02/2017		Bunnings Midland - EFT	PLANT PARTS Eveready Super Heavy Duty 6V Lantern Battery, R2R CUNDERDIN WYALKATCHEM RD Fence posts, DEPOT Gerni Multi-Angle Adaptor, Karcher High Pressure Extension Lance, Diggers 1L Wheelie Bin Cleaner Concentrate, Plastic spray bottle, Dek's Industries 40mm PVC to PVC Jenco Connector, Toledo 33-57mm Perforated Clamp Hose Fit, 32 - 40mm PVC Rubber Jenco Joiner, Jenco Reducer Connector, SIGNAGE Galvanised Wafer Head Type 17 Timber Screws - 100 Pack, Button Head Metal Screws - 100 Pack, ADMIN OFFICE Bronze Brush Door Seal, ADMIN GARDENS Copper Capillary Reducing Tee	-764.19
Bill Pmt -Cheque	13/02/2017		Courier Australia - EFT	FREIGHT Works Parts 300117, 010217, 020217, 030217	-99.78
Bill Pmt -Cheque	13/02/2017		Data#3 - EFT	COMPUTER Trend Micro Business Security Standard 010417-310318	-269.41
Bill Pmt -Cheque	13/02/2017		Dunnings - EFT	FUEL January 2017	-2,086.82
Bill Pmt -Cheque	13/02/2017		Elders Rural Services - EFT	PROTECTIVE CLOTHING Boots Seaman	-175.00
Bill Pmt -Cheque	13/02/2017		Fuji Xerox - EFT	PHOTOCOPY Lease 210217-200317	-546.70
Bill Pmt -Cheque	13/02/2017		Gary's Painting Service - EFT	MEDICAL CENTRE Paint door frames and skirt boards	-900.00
Bill Pmt -Cheque	13/02/2017		Jason Signmakers - EFT	SIGNAGE Speed "110" limit, Carter Rd, Tyler Rd	-140.58
Bill Pmt -Cheque	13/02/2017		JK Williams - EFT	REC CENTRE OVAL Bushman 12 Guage shotgun shells, PLANT PARTS Eveready Super Heavy Duty 6V Lantern Battery x 12	-207.70
Bill Pmt -Cheque	13/02/2017		Landmark - EFT	1 SLOCUM ST Gas Bottle 40kg x 1, 22B FLINT ST Gas Bottles 40kg x 1, PROTECTIVE CLOTHING Hi-vis shirts x 2 Seaman, ADMIN OFFICE Mouse Baits	-337.77
Bill Pmt -Cheque	13/02/2017		LGIS Risk Management - EFT	OCC HEALTH Risk Management Foundations Review	-1,100.00
Bill Pmt -Cheque	13/02/2017		Mcgrath Modular - EFT	SENIOR CITIZENS HOMES PROJECT Tender 02/16 Claim 6 Contract No. 161024-161027	-4,070.69
Bill Pmt -Cheque	13/02/2017		NNT Uniforms - EFT	UNIFORMS Trenorden, Dagnall	-172.76
Bill Pmt -Cheque	13/02/2017		OSA Productions Trust - EFT	AMAZING RACE Ray Ryder 50% balance	-550.00
Bill Pmt -Cheque	13/02/2017		Petchell Mechanical - EFT	MAINTENANCE WM216 Switch 12V, Mini Relay, Fuse Holder, Twincore Cable 7m	-593.82
Bill Pmt -Cheque	13/02/2017		T-Quip Turf Equipment Solutions - EFT	PLANT PARTS WM014 Toro Tensioning spring for cutter drive	-49.55
Bill Pmt -Cheque	13/02/2017		T & E Services Pty Ltd - EFT	MEDICAL SERVICES Feb 2017	-13,750.00
Bill Pmt -Cheque	13/02/2017		Tiger Tek Pty Ltd - EFT	WHITE POSTS Steel Guide Post with Delineator 1.35m x 100	-2,396.90
Bill Pmt -Cheque	13/02/2017		WA Local Government Assoc - EFT	ELECTED MEMBER TRAINING Understanding financial reports and budgets Davies, Gawley, Trenorden, Asset management Butt, Davies, Garner, Gawley, Holdsworth, Trenorden, TRAINING Introduction to Local Government Procurement site licence 12 months, Introduction to Local Government site licence 12 months	-2,115.00
Bill Pmt -Cheque	13/02/2017		Wheatbelt Landscaping - EFT	REC CENTRE OVAL Supply and install 8x Hunter sprinklers, TOWN HALL Find blown pipe and repair	-1,246.08

Bill Pmt -Cheque	13/02/2017	Wyalkatchem IGA Express - EFT	OFFICE AMENITIES, AUSTRALIA DAY Jan 2017	-511.74
Bill Pmt -Cheque	14/02/2017	Wyalkatchem Spraying Service - EFT	TENNIS CLUB Spraying tennis courts, BARRACKS Block spraying	-280.00
Cheque	14/02/2017	Wyalkatchem Community Mart	COMMUNITY GRANT As per Council Decision # 3380	-800.00
Bill Pmt -Cheque	14/02/2017	Western Australia Showbag Services - EFT	WYLIE FAIR Showbags 35xAnimal Planet and 35xDiscovery Kids	-1,575.00
Bill Pmt -Cheque	14/02/2017	Synergy	ELECTRICITY Street Lights 071216-240117	-2,095.85
Bill Pmt -Cheque	15/02/2017	Water Corporation.	SERVICE CHARGES 010117-280217	-141.62
Bill Pmt -Cheque	16/02/2017	Synergy	ELECTRICITY Lady Novar 050117-250117	-79.55
Cheque	17/02/2017	Foxtel	57 FLINT ST Foxtel Doctor Home	-152.00
Bill Pmt -Cheque	17/02/2017	Water Corporation.	SERVICE CHARGE 010117-280217	-157.25
Bill Pmt -Cheque	20/02/2017	Anderson, Eric - EFT	WANDRRA Grader driving 060217-090217 34hrs	-1,700.00
Bill Pmt -Cheque	20/02/2017	Burgess Rawson - EFT	WATER USAGE CBH Museum, Public Toilets 071216 - 080217	-884.47
Bill Pmt -Cheque	21/02/2017	Telstra	TELEPHONE Mobile Phones 020117-010217	-241.26
Paycheque	22/02/2017	Salaries and Wages	PPE220217	-26,826.15
Bill Pmt -Cheque	22/02/2017	Wyalkatchem Spraying Service - EFT	PROTECTIVE BURNING Town verges 61,62, 63, 64, 67, 68 Flint Street	-500.00
Bill Pmt -Cheque	22/02/2017	Water Corporation.	SERVICE CHARGE 010117-280217	-38.18
General Journal	23/02/2017	2559	NAB Connect Fee. CG	-46.24
Cheque	23/02/2017	EFT	LOAN 68 - 43 & 45 WILSON STREET	-15,232.13
Bill Pmt -Cheque	24/02/2017	Avon Valley Glass - EFT	REC CENTRE Repair low-lite window with 6.38mm clear laminated safety glass	-247.85
Bill Pmt -Cheque	24/02/2017	E Fire and Safety - EFT	REC CENTRE Replace exit lights #3 in gym and #5 in hall, CBH MUSEUM Replace exit light #3 upstairs, TOWN HALL Replace exit lights #1, #2 and #3, TERMINAL BUILDING Replace exit lights #3 and #7, spitfire LED lights #4, #5 and #6, ADMIN OFFICE Replace exit lights #1, #2 and #3, MEDICAL CENTRE Replace emergency LED spitfire lights #2, #10, #15, #16, #17 and LED exit light #6, KORRELOCKING HALL Replace exit lights #1, #2	-4,730.00
Bill Pmt -Cheque	24/02/2017	Hawser, Glenn - EFT	AIRPORT BUILDINGS Purchase of hanger	-10,000.00
Bill Pmt -Cheque	24/02/2017	Laufer, Matthias - EFT	AIRPORT BUILDINGS Purchase of hanger	-2,500.00
Bill Pmt -Cheque	24/02/2017	dd240217	SERVICE CHARGES 010117-280217	-1,300.32
Bill Pmt -Cheque	27/02/2017	dd270217	WATER USAGE Shire Houses 051216-080217	-2,206.60
General Journal	28/02/2017	2561	Account Keeping Fee	-31.10
Bill Pmt -Cheque	28/02/2017	dd280217	ELECTRICITY Street lights 240117-070217	-2,165.70
Total A01101 - Unrestricted Municipal Bank				

CERTIFICATION OF CHIEF EXECUTIVE OFFICER

I hereby certify that the Schedule of Accounts paid was submitted to Council on Thursday, 16 March 2017. 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.

Ian McCabe, Chief Executive Officer

CERTIFICATION OF CHAIRMAN

I hereby certify this schedule of accounts paid was submitted to the Council on Thursday, 16 March 2017 for information pursuant to Section 6.8(2)(b) of the Local Government Act 1995.

Cr Quentin Davies, Chairman

Late Agenda Item

8.2.3 Financial Management - Reporting - Compliance Audit Return 1 January 2016 - 31 December 2016

Council Decision Number 3427

Moved: Cr Garner

Seconded: Cr Jones

That the late agenda items be accepted

Vote: 7/0

16.55 Ella McDonald left the room

Cr Davies added that it should be made a condition that all community grants where possible should be spent locally. The community grant application will be updated accordingly

**8.2.3. FINANCIAL MANAGEMENT – REPORTING – COMPLIANCE AUDIT
RETURN 1 JANUARY 2016 TO 31 DECEMBER 2016**

FILE REFERENCE:	12.19.01
AUTHOR'S NAME AND POSITION	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/ RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORT WRITTEN:	9 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	Audit Committee Meeting 17 March 2016 Decision No. 32

SUMMARY:

That council resolve the following:

- 1. Advise Council that the Committee recommends that Council adopt the Compliance Audit Return (CAR) for the period 1 January 2016 to 31 December 2016 and submit a certified copy to the Department of Local Government before 31 March 2017.**

Appendix:

1. Draft Wyalkatchem Compliance Audit Return 2016

Background:

The Compliance Audit Return for the period 1 January 2016 to 31 December 2016 is required to be submitted to the Department of Local Government by 31 March 2017.

Comment:

Regulation 14 of the Local Government (Audit) Regulations 1996 requires the Local Government's Audit Committee review the Compliance Audit Return and report the results to Council, prior to the CAR's adoption by Council and submission to the department by 31 March 2017.

The timeline for submission of the Compliance Audit Return is:

1. Consideration by the audit committee at the meeting Presented to Council at its Ordinary Meeting on 16 March 2017;
2. Consideration and adoption by Council at the ordinary meeting 16 March 2017;
3. President and CEO to certify the adoption;
4. Submit to the Department of Local Government by 31 March 2017.

After the Compliance Audit Return has been presented to Council a certified copy (i.e. signed by the Shire President and Chief Executive Officer) of the return along with the relevant sections of the minutes and any additional information explaining or

qualifying the Compliance Audit Return is to be submitted to the Director General of the Department of Local Government.

The Compliance Audit Return can be used as an internal control tool to assess the Shire of Wyalkatchem's statutory compliance with the *Local Government Act 1995* and associated regulations.

Consultation:

Ian McCabe, Chief Executive Officer
Claire Trenorden, Senior Finance Officer

Statutory Environment:

Section 7.13 (1) (i) of the *Local Government Act 1995*
Regulation 14 – Compliance Audit Return to be prepared – Local Government (Audit) Regulations 1996
Regulation 15 – Completion of Compliance Audit Return – Local Government (Audit) Regulations 1996

Policy Implications:

There is no Council Policy relative to this issue.

Financial Implications:

There are no Financial Implications relative to this issue.

Strategic/Risk Implications:

The Shire is required to complete and lodge the CAR by 31 March of each year following adoption by Council; failure to complete this process will make the Shire non-compliant with requirements of the Act.

Voting Requirements: **Simple Majority**

Council decision number: 3428

Moved: Cr Jones **Seconded:** Cr Holdsworth

That council resolve the following:

- 1. Advise Council that the Committee recommends that Council adopt the Compliance Audit Return (CAR) for the period 1 January 2016 to 31 December 2016 and submit a certified copy to the Department of Local Government before 31 March 2017.**

Vote: 7/0

Attachment 1

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

Wyalkatchem - Compliance Audit Return 2016

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2016.	N/A		Ian McCabe
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2016.	N/A		Ian McCabe
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2016.	N/A		Ian McCabe
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2016.	N/A		Ian McCabe
5	s3.59(5)	Did the Council, during 2016, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Ian McCabe



Delegation of Power / Duty

No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	Yes		Ian McCabe
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A	There are no delegations to a committee.	Ian McCabe
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Ian McCabe
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Ian McCabe
5	s5.18	Has Council reviewed delegations to its committees in the 2015/2016 financial year.	N/A	There were no delegations to committees; all delegations reviewed 30 June 2016, decision # 3299	Ian McCabe
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Ian McCabe
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Ian McCabe
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Ian McCabe
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Ian McCabe
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Ian McCabe
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Ian McCabe
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2015/2016 financial year.	Yes	30 June 2016; decision 3299.	Ian McCabe
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Ian McCabe

Disclosure of Interest

No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes	Where applicable, all elected members are aware of their obligations.	Ian McCabe



No	Reference	Question	Response	Comments	Respondent
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Ian McCabe
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Ian McCabe
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Ian McCabe
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Ian McCabe
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2016.	Yes		Ian McCabe
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2016.	Yes		Ian McCabe
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Ian McCabe
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Ian McCabe
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Ian McCabe
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Ian McCabe
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Ian McCabe
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Ian McCabe



No	Reference	Question	Response	Comments	Respondent
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Ian McCabe
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Ian McCabe
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Ian McCabe

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	Yes		Ian McCabe
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	Yes		Ian McCabe

Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes		Ian McCabe

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Ian McCabe
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	Yes		Ian McCabe
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Ian McCabe



No	Reference	Question	Response	Comments	Respondent
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Ian McCabe
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2016 received by the local government within 30 days of completion of the audit.	Yes		Ian McCabe
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2016 received by the local government by 31 December 2016.	Yes		Ian McCabe
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A	The only advisement was in regard to asset renewal ratio - this has been a focus with all elected members receiving training and asset management plans reviewed.	Ian McCabe
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A	.	Ian McCabe
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Ian McCabe
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Ian McCabe
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Ian McCabe
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Ian McCabe
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Ian McCabe
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Ian McCabe



Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		Ian McCabe
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	Yes		Ian McCabe
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Ian McCabe
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Ian McCabe
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	Yes		Ian McCabe

Official Conduct

No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A	CEO is the complaints officer	Ian McCabe
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Ian McCabe
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Ian McCabe
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Ian McCabe
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Ian McCabe
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	Yes		Ian McCabe

**Tenders for Providing Goods and Services**

No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	No	Road stabilisation works amounting to \$182,229 in the period April 2015 to May 2016 by one supplier was not subjected to tender process; this was mainly due to an oversight by a staff member and delayed invoicing amounting to \$90,557 in one transaction. The auditor was consulted and the President was advised immediately. Purchase order processes and staff training improved and WALGA eQuotes has been utilised wherever possible.	Ian McCabe
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A		Ian McCabe
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Ian McCabe
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Ian McCabe
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Ian McCabe
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		Ian McCabe
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Ian McCabe
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Ian McCabe
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Ian McCabe



No	Reference	Question	Response	Comments	Respondent
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Ian McCabe
11	F&G Reg 21 & 22	Did the local government's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	Yes	Used WALGA's eQuotes.	Ian McCabe
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	Yes	Used WALGA's eQuotes.	Ian McCabe
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	Yes	Used WALGA's eQuotes.	Ian McCabe
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	Yes	Used WALGA's eQuotes.	Ian McCabe
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	Yes	Used WALGA's eQuotes.	Ian McCabe
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	Yes	Used WALGA's eQuotes.	Ian McCabe
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	Yes	Used WALGA's eQuotes.	Ian McCabe
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	Yes	Used WALGA's eQuotes.	Ian McCabe
19	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications.	Yes	Used WALGA's eQuotes.	Ian McCabe
20	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	Yes	Used WALGA's eQuotes.	Ian McCabe
21	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	Yes	Used WALGA's eQuotes.	Ian McCabe



No	Reference	Question	Response	Comments	Respondent
22	F&G Reg 24AI	Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	Yes	Used WALGA's eQuotes.	Ian McCabe
23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	Yes		Ian McCabe
24	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	Yes		Ian McCabe
25	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes		Ian McCabe

8.3.1 ECONOMIC DEVELOPMENT – PROJECTS - INDEPENDENT LIVING UNITS - CEACA

FILE REFERENCE:	8.11
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	10 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE:	1.1.3 Promote a collaborative and visionary approach to creating an aged friendly community; 4.1.2 Advocate effectively on significant issues affecting the community; 4.4 Working together in productive and supportive partnerships; 5.4.2 Ensure efficient use of resources.

SUMMARY:

That Council resolve the following:

- 1. That Council endorse the advice of Access Housing and the agreement of the Wyalkatchem Senior Citizens' Homes Trust and the Shire of Wyalkatchem, to provide freehold title by strata to an amount of land at lot 298 Wilson Street Wyalkatchem, for the construction of four independent living units and a suitable access road by the Central East Aged Care Alliance (CEACA);**
- 2. That CEACA pay fees and charges associated with this construction; that the units be owned and operated by CEACA; and that Council anticipate an allocation approximating \$120,000 in 2017/18 as a contribution to this project;**
- 3. That this resolution be conveyed in writing to CEACA for receipt at a**

general meeting; and,

4. That Council authorise the CEO or delegate to take any required action to complete the intent of this resolution.

Appendix:

1. Letter 6 February 2017, Wyalkatchem Senior Citizens Homes Trust;
2. Drawing prepared for Access Housing indicating in red an area for strata title, this being the site for construction of four independent living units.

Comment:

The Shire of Wyalkatchem is a member of the Central East Aged Care Alliance (CEACA). This Incorporated body has its origins in local government with 11 local governments across the Wheatbelt collaborating to seek funding to address a common problem: housing and services for an ageing population.

CEACA business planning has identified a short term need for four independent living units in Wyalkatchem and has been negotiating with Council and the Wyalkatchem Senior Citizens' Homes Trust Inc. (WSCHTI) to secure suitable land. A number of tenure models have been proposed and assessed and thanks go to the Wheatbelt Development Commission and Access Housing for their advice and to the Trust for their serious consideration of this proposal.

The WSCHTI committee met in February and gave conditional support for this proposal. This and other advice was discussed by all parties at a meeting in Wyalkatchem 8 March 2017 and in-principle agreement has been reached to do the following:

- Subject to CEACA's professional advice, Constitution and any statutory procedure, that an area of lot 289 Wilson Street be sectioned by strata title for the purpose of constructing four independent living units (ILU's) to be owned and operated by CEACA;
- The nominated lot is to the rear of the site (marked as a red rectangle on Appendix);
- CEACA will pay associated fees and charges and construct an access road as part of the build.

A written agreement with the Trust to make clear any necessary arrangements will be formed. The Shire of Wyalkatchem, as the CEACA member, will make a financial contribution in 2017/18 as per the business plan which will approximate \$120,000. The Shire will work with CEACA to facilitate any other requirements so this project integrates with existing builds and facilitates any future development at this site. Where required, subject to Council resolution, the Shire will make appropriate budget allocations for this to occur.

Consultation:

Mr Graham Lovelock, Chair, CEACA

Helen Westcott, Executive Officer, CEACA

Grant Arthur, Wheatbelt Development Commission

Ralton Benn, Consultant to CEACA, Access Housing

Jeff Thierfelder, planner and designer, Consultant to Access Housing

Paul Broadhurst, engineer, Consultant to Access Housing

Wyalkatchem Senior Citizens Homes Trust Inc.

Cr Quentin Davies (councillor Davies is the community representative to CEACA)

Statutory Environment:

Local Government Act 1995

Associations Incorporation Act 2015

Policy Implications:

There is no direct Council policy relevant to this item.

Financial Implications

In continuing the regional commitment to CEACA, there will be ongoing membership subscriptions. In 2016/17, these amounted to \$8,000 and this is expected to be indexed by CPI in 2017/18. Consequential to this project, there will need to make a 2017/18 budget allocation for land and building contributions of approximately \$30,000 per unit (a total of \$120,000). It should be noted that this represents a saving to Council of approximately \$900,000 were Council to develop the units alone.

As there are implications for future budgets, it is recommended that the voting requirement for this resolution be 'Absolute Majority.'

Strategic Plan/Risk Implications

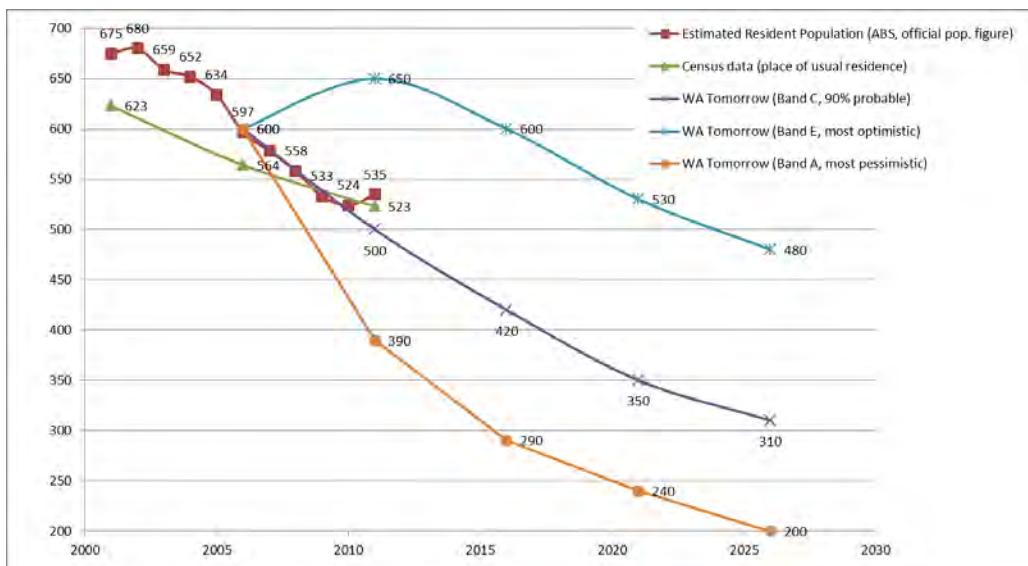
This is a project of strategic significance to Wyalkatchem. The partnership with CEACA addresses a demographic issue for this community: how do we retain an aging population while stimulating economic activity?

The red and green lines on the following graph are official census data, demonstrating the decline in population since 2000. The other lines are scenarios from the WA Department of Planning, based on optimistic or pessimistic views of population statistics. The most likely outcome based on both is the purple line which indicates that Wyalkatchem could have just 350 people by 2020.

Currently, the population of approximately 520 persons comprises approximately 30% aged 65 years or greater and close to 50% aged 50 years or more. Aged persons have particular needs and greater service demands and this requires appropriate housing.

The existing housing stock in Wyalkatchem is predominantly unsuitable, whether by structure, quality, amount or proximity to services. The Council of the Shire with the Wyalkatchem Senior Citizens Homes Trust has begun addressing this need for housing of an adequate standard for the aged – both for the purpose of meeting demand and providing local economic stimulus.

The additional construction by CEACA will expedite this strategy and support Councils' vision for local housing, services to the aged and economic stimulus. This vision and this project is supported by the Wyalkatchem Senior Citizens Homes Trust and is commended to Council for approval.



Voting Requirement: Absolute Majority

Council Decision Number: 3429

Moved: Cr Garner Seconded: Cr Butt

That Council resolve the following:

1. That Council endorse the advice of Access Housing and the agreement of the Wyalkatchem Senior Citizens' Homes Trust and the Shire of Wyalkatchem, to provide freehold title by strata to an amount of land at lot 298 Wilson Street Wyalkatchem, for the construction of four independent living units and a suitable access road by the Central East Aged Care Alliance (CEACA);
2. That CEACA pay fees and charges associated with this construction; that the units be owned and operated by CEACA; and that Council anticipate an allocation approximating \$120,000 in 2017/18 as a contribution to this project;
3. That this resolution be conveyed in writing to CEACA for receipt at a general meeting; and,
4. That Council authorise the CEO or delegate to take any required action to complete the intent of this resolution.

Vote:7/0

Wyalkatchem Senior Citizens Homes Trust (Inc.)
ABN: 51 033 590 996
PO Box 145
Wyalkatchem WA 6485

6th February, 2017

Mr Ian McCabe
CEO
Shire of Wyalkatchem
Honour Ave,
Wyalkatchem WA 6485

Dear Ian

At the recent meeting of the WSCHT, the committee discussed the involvement of CEACA in building 4 new Senior Citizens' units on land owned by the Trust at Lot 298, Wilson St in Wyalkatchem.

The committee passed the following resolution:

- As a first preference, to offer CEACA a 'Lease and Promise' agreement of 5 years, providing that 4 new units are built, set up with tenants and running satisfactorily.
- In the event that this proposal is unacceptable to CEACA, the committee are prepared to grant freehold title, to the Shire of Wyalkatchem, that part of the land needed to build 4 new units.

It is hoped that this resolution meets with the approval of all parties concerned.

Yours sincerely,

Donald N. Eaton *D.N. Eaton*
Chairman
Wyalkatchem Senior Citizens Homes Trust (Inc.)

Attachment 2



8.3.2 GOVERNANCE – COUNCIL/COMMITTEE MEETINGS – REPRESENTATION – APPOINTMENT OF DELEGATES 2016 - 2017

FILE REFERENCE:	13.05.08
AUTHOR'S NAME AND POSITION:	Ella McDonald Governance and Emergency Services
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	3 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE	OMC 26 November 2015. Council Decision Number 3201

SUMMARY:

That Council resolve the following:

- 1. Approve committees and representatives as per appendix 1 until next recommended for revision.**

Appendix

Appendix 1: Committee representatives table

Background

The Shire of Wyalkatchem has representatives on a wide range of committees and due to the election of new councillors in the 2017 October elections, appointments to these committees needs to be reviewed. A list of these committees and representation can be found in Appendix 1.

Comment:

The committees listed in Appendix 1 are not established under the provisions of the *Local Government Act 1995*. Persons nominated to these committees are in effect Council Delegates. There is no compulsion on the Local Government to act on decisions made at these meetings and the meeting minutes do not need to be adopted by council.

Councillors attending these meetings will not be eligible for sitting fees; they would however be eligible to use a Shire vehicle if available, or be reimbursed for their travel based on the kilometre rates detailed in the Local Government Industry Award 2010. It is also a requirement for councillors to provide up to one page summary of

the committee meetings they attend for inclusion in the Information Bulletin each month.

Consultation:

Ian McCabe	Chief Executive Officer (employee)
Craig Harris	Manager of Works
Quentin Davies	Councillor
Emma Holdsworth	Councillor
Lynsey Gawley	Councillor
Frederick Butt	Councillor
Owen Garner	Councillor
Campbell Jones	Councillor
Stephen Gamble	Councillor

Statutory Environment:

Local Government Act 1995.

Policy Implications:

There is no direct Council Policy relative to this report.

Financial Implications

No sitting fees are paid for councillors attending these meetings. They would be able to use a shire vehicle if available or be reimbursed for their travel based on the kilometre rates detailed in the Local Government Industry Award 2010. There is no change in these arrangements and accordingly no expected impact on the budget forecast.

Strategic Plan/Risk Implications

Appointments to committees should be consistent with the strategic direction as set by council. This may require periodic review.

Voting Requirements Absolute Majority

Council Decision Number: 3430

Moved: Cr Gamble

Seconded: Cr Holdsworth

That council resolve the following:

- 1. Approve committees and representatives as per appendix 1 until next recommended for revision.**

Vote: 7/0

Appendix 1

COMMITTEE	TYPE	REPRESENTATIVE	FUNCTION
Audit Committee	Standing Committee	Full Council	The primary objective of the Audit Committee is to accept responsibility for the annual external audit and liaise with the local government's auditor so that Council can be satisfied with the performance of the local government in managing its financial affairs.
CEACA	Organisation	Mr Davies -Delegate Mr Jones, Ian McCabe - CEO And all councillors are proxies	
CBH Museum	Organisation	Cr Owen Garner	Liaison
Development Assessment Panel (DAP)	Organisation	Cr Emma Holdsworth Cr Quentin Davies, Cr Jones, Cr Gamble, Cr Owen Garner	Enhance planning expertise in decision making by improving the balance between technical advice and local knowledge.
Friends of the Cemetery	Community	Ian McCabe - CEO Craig Harris	Liaison
Great Eastern District Operations Advisory Committee (DOAC)	Advisory	Chief Bush Fire Control Officer or Deputy Chief Bush Fire and The Governance and Emergency Officer	Liaison
Great Eastern Country Zone (WALGA)	Local Government	Shire President – Cr Quentin Davies Deputy Shire President – Cr Owen Garner All Councillors – Proxies	Delegates with voting rights
RSL	Community	Cr Owen Garner, Cr Emma Holdsworth (Proxy)	Liaison
LEMC	Local Government	Cr Jones, Cr Davies (Chair), Ian McCabe – CEO, Rachel Nightingale – GEO	Liaison
NEWHealth	Local Government	Cr Butt Ian McCabe – CEO	Delegate with voting rights
NEWROC	Local Government	Shire President – Cr Quentin Davies Ian McCabe – CEO All councillors – proxies	Cr Davies is deputy president of NEWROC Delegate with voting rights
NEWTravel	Local Government	Cr Lynsey Gawley Mikahla Wells	Delegate with voting rights
Pioneer Pathway	Organisation	Cr Lynsey Gawley	Delegate with voting rights
Senior Citizens Homes Trust inc	Organisation	Cr Butt Cr Gamble – proxy	Liaison
Wheatbelt Regional Road Group North	Local Government	Cr Campbell Jones Proxy – Cr Emma Holdsworth, Cr Owen Garner	Delegate with voting rights
Wheatbelt Agcare	Organisation	Cr Lynsey Gawley – Community	Liaison

8.3.3 PERSONNEL – PERFORMANCE APPRAISAL – Chief Executive Officer

FILE REFERENCE:	22.19
AUTHOR'S NAME AND POSITION:	Ella McDonald Governance and Emergency Services
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	10 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE:	All key indicators

SUMMARY:

That Council resolve the following:

1. Notes that the appraisal of Mr Ian McCabe, Chief Executive Officer, has been undertaken for the period of July 2016 to June 2017;
2. Accepts the outcome of 'Meets Expectations' and thanks Mr McCabe for his efforts; that this performance review meets the requirements of clause 7 of the employment contract 'Annual Review of Remuneration Package' and Council authorises the payment of salary as per schedule 2 of the employment contract;
3. Endorses that the CEO's Performance Criteria for the 2017/18 period carry over from the 2016/17 period;
4. Determines that future CEO's performance reviews are completed shortly after the end of the review period; for example in July or August;
5. Notes that Mr McCabe's employment contract expires on 30 June 2018.

Appendix:

1. Summary Report to Council, 10 March 2017, Natalie Lincolne, Price Consulting Group Pty Ltd.

Comment:

It is a requirement of s.5.38 and 5.39(3)(b) of the Local Government Act 1995 to review the performance of the CEO at least once a year. Similarly, it is a legislated requirement that there be a written contract of employment with performance criteria for the purpose of a review. Council may accept the review, with or without modification, or reject the review.

The five key performance criteria within the CEO employment contract are:

- a) Deliver budget commitments on time and within budget;
- b) Comply with Integrated Planning and Reporting Requirements by the June 2017 ordinary meeting of Council;
- c) Progress key strategic projects;
- d) Meet all compliance requirements of the Shire;
- e) Meet operational requirements of the community and Council.

Key staff and all elected members were surveyed; the consultant then held three meetings, initially with the Deputy President and President; then the CEO; and finally the CEO, Deputy President and President.

A draft feedback report was provided to the CEO who has given a response to the report to the consultant. The final confidential feedback report including any comments from those meetings or the CEO's response will be issued to the President, Deputy President and CEO as a development tool for the CEO.

The outcome of the review is that the CEO has met the expectations of Council in performance of his duties.

The CEO has requested that Council note that he may request appropriate professional development in accordance with clause 6.3 of his employment contract as part of the 2017/18 budget process.

Consultation:

Full Council;

Key staff;

CEO;

Mrs Rachel Nightingale;

Natalie Lincoln, Senior Consultant, Price Consulting Group.

Statutory Environment:

Local Government Act 1995

Policy Implications:

There is no direct Council policy relevant to this item.

Financial Implications

The use of an external consultant was budgeted in 2016/17.

Strategic Plan/Risk Implications

The external review of the CEO assists Council in meeting Outcome Five of the Strategic Community Plan, 'A Well-Managed and Effective Council Organisation.' The CEO's work applies across all areas of Council and all key indicators of the Shire's strategic planning.

The external review reduces risk associated with internal review.

Voting Requirement: Simple Majority

Council Decision Number: 3431

Moved: Cr Butt

Seconded: Cr Gawley

That Council resolve the following:

1. Notes that the appraisal of Mr Ian McCabe, Chief Executive Officer, has been undertaken for the period of July 2016 to June 2017;
2. Accepts the outcome of 'Meets Expectations' and thanks Mr McCabe for his efforts; that this performance review meets the requirements of clause 7 of the employment contract 'Annual Review of Remuneration Package' and Council authorises the payment of salary as per schedule 2 of the employment contract;
3. Endorses that the CEO's Performance Criteria for the 2017/18 period carry over from the 2016/17 period;
4. Determines that future CEO's performance reviews are completed shortly after the end of the review period; for example in July or August;
5. Notes that Mr McCabe's employment contract expires on 30 June 2018.

Vote: 7/0

SHIRE OF WYALKATCHEM

**CEO Performance and
Remuneration Review**

2016-2017

Mr Ian McCabe

Summary Report to Council

Prepared by:

Natalie Lincoln
March 2017

EXECUTIVE SUMMARY

The review of Mr Ian McCabe's performance for the period 2016-2017 has been carried out in accordance with Council's statutory and contractual obligations. The Council appointed Ms Natalie Lincolne, Senior Consultant from Price Consulting Group Pty Ltd to support the appraisal process.

Overall Mr McCabe's performance was deemed to have met the performance requirements of the position of CEO during the review period.

It is recommended that the CEO's Performance Criteria for the 2017-2018 period remain unchanged.

It is further recommended that, in future, the CEO's performance review is completed shortly after the end of the review period, for example in July or August.

The Council is reminded that Mr McCabe's employment contract expires on 30 June 2018.

CONTEXT

The Review has been conducted in accordance with sections 5.38 and 5.39(3)(b) of the *Local Government Act 1995*, which requires that:

- The performance of the CEO be reviewed at least once a year;
- The CEO will have a written contract of employment, which shall include performance criteria for the purpose of conducting a review;

and,

- A Local Government is to consider each review on the performance of the CEO carried out under section 5.38 and is to accept the review, with or without modification, or to reject the review.

The period of the review is July 2016 to June 2017.

METHODOLOGY

Two online feedback questionnaires were developed – one for Elected Members and one for the Key Staff Group (made up of current-serving senior employees who were employed as at 1 July 2016). The surveys were issued on 26th February 2017 along with a self-assessment report prepared by the CEO, and sought an assessment and feedback for five performance criteria outlined in the CEO's Contract of employment:

- (a) Deliver budget commitments on time and on budget.
- (b) Comply with Integrated Planning and Reporting requirements by the June 2017 ordinary meeting of Council
- (c) Progress key strategic projects
- (d) Meet all compliance requirements of the Shire
- (e) Meet operational requirements of the community and Council.

Additional comments were sought regarding the CEO's professionalism, strengths and overall performance, and an assessment was sought of the CEO's leadership behaviours. Elected Members were also asked to outline any development needs the CEO may have.

The Consultant consolidated the feedback and developed a confidential Performance Feedback report, which was shared with the Shire President, Deputy Shire President and CEO on Monday 6th March 2017.

In order to discuss performance review outcomes and to make recommendations of key performance criteria for the next review period, the Consultant attended three meetings on Tuesday 7th March 2017 to consider the Performance Feedback Report:

- One with the Shire President and Deputy Shire President;
- One with the CEO; and
- One with the Shire President, Deputy Shire President and CEO.

OUTCOME OF REVIEW

Overall, Mr McCabe's performance was considered to have met the performance requirements of the position as the Shire's Chief Executive Officer. He is generally respected by Elected Members and Key Staff, achieved strong results in the financial and business management of the Shire and has become quite knowledgeable about local government laws and policies over the past couple of years.

There was agreement that the performance criteria were satisfactory in determining the effectiveness of the CEO for the forthcoming review period, and can remain unchanged.

RECOMMENDATIONS TO COUNCIL

That Council:

1. Notes that the appraisal of Mr Ian McCabe, Chief Executive Officer, has been undertaken for the period of July 2016 to June 2017.
2. Accepts the outcome of 'Meets Expectations' and thanks Mr McCabe for his efforts.
3. Endorses that the CEO's Performance Criteria for the 2017-2018 period carry over from the 2016-2017 period.
4. Determines that future CEO's performance reviews are completed shortly after the end of the review period, for example in July or August.
5. Notes that Mr McCabe's employment contract expires on 30 June 2018.



Natalie Lincolne
Senior Consultant
Price Consulting Group

10 March 2017

Late Agenda Items

8.3.4 Grants and Subsidies - Applications - Community Groups - Wyalkatchem Golf Club

8.3.5 Grants and Subsidies - Applications - Community Groups - Wyalkatchem Men's Shed

8.3.6 Grants and Subsidies - Applications - Community Groups - Wyalkatchem Senior Leisure Group

8.3.7 Grants and Subsidies - Applications - Community Groups - Wyalkatchem Hockey Club

Council Decision Number 3432

Moved: Cr Jones

Seconded: Cr Garner

That the late agenda items be accepted

Vote: 7/0

8.3.4 GRANTS AND SUBSIDIES – APPLICATIONS – COMMUNITY GROUPS – WYALKATCHEM GOLF CLUB

FILE REFERENCE:	15.2.1
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	10 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE:	1.3.1 Support and strengthen community organisations and networks.

SUMMARY:

That Council Resolve the following:

1. That Council make a community grant of \$1,000 to the Wyalkatchem Golf Club for the purpose of hosting its 90th anniversary celebrations;
2. That the grant by the Shire of Wyalkatchem be acknowledged by way of public notice, such as the Wyalkatchem Weekly, and by announcement at any event connected to the grant; and,
3. That this grant, the amount awarded and any condition requested by Council be advised in writing to the applicant.

Appendix:

1. Community Grant Application.

Comment:

The Wyalkatchem Golf Club has a long and proud history and will celebrate its 90th anniversary in 2017.

The club has requested assistance to the value of \$1,000 from Council to make the celebrations a success and intends to use the funds for catering and bar services. Should Council consider any conditions to the grant, these should be attached to the advice awarding the grant.

Consultation:

Mrs C dePierres, Hon. Secretary; Ms Sue Rundell; Wyalkatchem Golf Club

Statutory Environment:

Budgeted expenditure as per s6.8, Local Government Act 1995 Community Grant application form.

Policy Implications:

Shire of Wyalkatchem policy 'FP7 Community Grants And User Groups, Deduction in Charges, Applications and Procedures.'

Financial Implications

Community Grants are anticipated in the annual budget.

Strategic Plan/Risk Implications

Community grants can be a targeted method of Council assisting the community to deliver services or an event that supports community morale, meets a social purpose or does some valued good. A community grant may be an effective way for Council to achieve the objectives of the Strategic Community Plan, particularly where conditions are applied to a grant.

Voting Requirement: Simple Majority

Council Decision Number 3433

Moved: Cr Holdsworth

Seconded: Cr Gawley

That Council resolve the following:

1. That Council make a community grant of \$1,000 to the Wyalkatchem Golf Club for the purpose of hosting its 90th anniversary celebrations;
2. That the grant by the Shire of Wyalkatchem be acknowledged by way of public notice, such as the Wyalkatchem Weekly, and by announcement at any event connected to the grant; and,
3. That this grant, the amount awarded and any condition requested by Council be advised in writing to the applicant.

Vote: 7/0

Claire Trenorden advised that she will be making an application to join the Golf Club committee tonight.



Shire of Wyalkatchem
PO Box 224
WYALKATCHEM WA 6485
Email: general@wyalkatchem.wa.gov.au
Ph: (08) 9681 1166
Fax: (08) 9681 1003

COMMUNITY GRANT APPLICATION FORM

Date: 06-2-2017

Name of Group: Wyalkatchem Golf Club

Contact Person: Susan Rundell / Colleen de Pierres

Phone Number: 0439036551

Address: P.O. Box
Wyalkatchem WA 6485

ABN: 77272 641 359

Association Number (IARN): _____

Amount of Grant Requested: \$1000.00

Detail the anticipated income for the current financial year:

membership \$1700
Green fee. \$900
Sponsorship \$400

Detail the anticipated expenses for the current financial year:

Insurance \$1666
Asset account \$600
Shire rates \$315
Appellations \$1120
Electricity \$1100
Maintenance \$600

Expected Bank Balances as at 30 June for the current financial year:

\$2000

Colleen de Pierres

'Derdebin'

Wyalkatchem

W.A. 6485

18 Nov. 2016

CEO

Wyalkatchem Shire

Dear Ian,

I write on behalf of the Wyalkatchem Golf Club to ask if you could please put a grant request to Council to help our club with our 90th celebration next year.

As you know we called a general meeting in October to encourage greater participation in 2017, which went well. Our President Sussan Rundle is working hard to keep up this momentum so that next year can be a successful one.

We have managed to upgrade our greens this year with generous donations from club and community members so that should help the club into the future. We have not asked Council for any major help for many years but the time has come to do so now.

An Open Day to celebrate our 90th birthday will be held, probably in August. We will be inviting as many past members as possible to return for it. To this end we are hoping Shire would consider allocating \$500 to help the club run the day.

We would welcome any council members to enter the event too as we are hoping the day will be an inclusive day celebrating the fact that the club still exists.

Our AGM will be held in March so I look forward to your reply before then so I can let all the members know what help Council can provide us with.

Thanking you in anticipation,

Colleen de Pierres.

(Hon. Secretary)

Quote ONLY

16/02/2017 08:37:59

This proof is an indication of how your advertisement will appear in The West Australian.

Your order will NOT print if we have not received a response from you.

All details must be checked and confirmed including Classification, Insertion Date/s, and Price.

If you wish to proceed with publishing your advertisement, you must ring prior to the appropriate deadline and quote the Order ID found in the order details below.

Thank you for advertising with The West Australian.

Agency:		Order ID:	3449362
Customer:	Rundell	Caller name:	susan
Address:	PO Box 201	Fax no:	
City:	Wyalkatchem	Sales rep:	Premalatha (08) 9482 2508
State:	Western Australia 6485		
Phone no:	96811070		
Account ID:	10323246		
Purchase order no:			
Payment type:			

Newspaper Classified

Title	Publication	Category	Classification	Package	Insertion date	Size	Colour	Price
The West Austr	West Classifieds	Special Occasions	Reunions	WAN Default Classifie	17-FEB-17	1 x 6	Yes	\$ 63.30
The West Austr	West Classifieds	Special Occasions	Reunions	WAN Default Classifie	18-FEB-17	1 x 6	Yes	\$ 72.60
								\$ 135.90

<u>Number of</u>	<u>Mono</u>	<u>Colour</u>	<u>Charges \$</u>	<u>Order Price Summary</u>
Attention Getters:	0	0	Color: \$26.40	Base Price: \$ 109.50
Head Shot:	0	0	Attention Getter: \$0.00	Charges: \$ 26.40
L Logo:	0	0	MiniPic: \$0.00	Internet: \$ 0.00
T Logo:	0	0	T Logo: \$0.00	Discounts: \$ 0.00
Mini Pic:	0	0	L Logo: \$0.00	Allowances: \$ 0.00
Rep Pic:	0	0	Rep Pic: \$0.00	Gross Price: \$ 135.90
3 Line Logo:	0		HeadShot: \$0.00	GST: \$ 12.35
Free of Charge Logo:	0		Border: \$0.00	Net Price: \$ 123.55
				Prepaid Amount: \$ 0.00
				Amount due: \$ 135.90

You can now place your advertisement or notice online by going to TheWestClassifieds.com.au
 Please note that not all classifications are available online and that all online ads require credit card payment.

Order Id: 3449362

This document may contain privileged or confidential information that is intended for use by the addressee only. If you are not the addressee or responsible for delivering mail to the addressee, you may not copy, print, or deliver this document to anyone else. If you receive this document in error, please notify us immediately.

Page 1 of 2

Office

08

96965172

WHEATBELT FRESH PRICE LIST | 2016

503 Goomalling Road, Northam 6401

BEEF

RUMP:	\$14.60kg
STRIPLOIN:	\$22.80kg
TOPSIDE:	\$12.60kg
SILVERSIDE:	\$12.20kg
ROUND:	\$11.40kg
T-BONE:	\$22.00kg
BUTT FILLET:	\$37.00kg
LONG FILLET:	\$35.00kg
HINDQUARTER SHIN:	\$8.00kg
EYE ROUND:	\$14.00kg
SCOTCH FILLET:	\$28.40kg
BLADE:	\$12.60kg
BOLA BLADES:	\$12.90kg
CHUCK:	\$9.10kg
BEEF MINCE:	\$9.50kg
SAUSAGE MINCE:	\$6.00kg
DICED BEEF:	\$13.80kg

PET FOOD

FROZEN FRESH MINCE	\$4.20kg
PET ROLLS	\$4.00 each

BODIES

WHOLE LAMBS	\$8.00kg
SIDE OF BEEF	\$8.00 kg

ALL CUT AND PACKED READY TO GO

*****ALL BEEF GRASS AND GRAINFED GUARANTEED MONEY
BACK*****

Trading Hours Mon – Fri 9am to 3pm Sat – 8am to 12pm
Sun Closed

PH: PETER: 0452626693 or PH: JOE: 0406903422

8.3.5 GRANTS AND SUBSIDIES – APPLICATIONS – COMMUNITY GROUPS – WYALKATCHEM MEN'S SHED

FILE REFERENCE:	15.2.1
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	10 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE:	1.3.1 Support and strengthen community organisations and networks.

SUMMARY:

That Council Resolve the following:

1. That Council make a community grant of \$1,000 to the Wyalkatchem Men's Shed for the purpose of recurrent insurance;
2. That the grant by the Shire of Wyalkatchem be acknowledged by way of public notice, such as the Wyalkatchem Weekly, and in any publication made by the Men's Shed; and,
3. That this grant, the amount awarded and any condition requested by Council be advised in writing to the applicant.

Appendix:

1. Community Grant Application.

Comment:

The Wyalkatchem Men's Shed has requested that Council consider paying insurance accounts approximating \$900 and has requested \$1,000 for this purpose.

Should Council consider any conditions to the grant, these should be attached to the advice awarding the grant.

Consultation:

Mr Ross Crute, Wyalkatchem Men's Shed

Statutory Environment:

Budgeted expenditure as per s6.8, Local Government Act 1995 Community Grant application form.

Policy Implications:

Shire of Wyalkatchem policy 'FP7 Community Grants And User Groups, Deduction in Charges, Applications and Procedures.'

Financial Implications

Community Grants are anticipated in the annual budget.

Strategic Plan/Risk Implications

Community grants can be a targeted method of Council assisting the community to deliver services or an event that supports community morale, meets a social purpose or does some valued good. A community grant may be an effective way for Council to achieve the objectives of the Strategic Community Plan, particularly where conditions are applied to a grant.

Voting Requirement: Simple Majority

Council Decision Number 3434

Moved: Cr Gawley

Seconded: Cr Garner

That Council resolve the following:

1. That Council make a community grant of \$1,000 to the Wyalkatchem Men's Shed for the purpose of recurrent insurance;
2. That the grant by the Shire of Wyalkatchem be acknowledged by way of public notice, such as the Wyalkatchem Weekly, and in any publication made by the Men's Shed; and,
3. That this grant, the amount awarded and any condition requested by Council be advised in writing to the applicant.

Vote: 7/0



Shire of Wyalkatchem
PO Box 224
WYALKATCHEM WA 6485
Email: general@wyalkatchem.wa.gov.au
Ph: (08) 9681 1166
Fax: (08) 9681 1003

COMMUNITY GRANT APPLICATION FORM

Date: _____

24th February 2017

Wyalkatchem Men's Shed inc.

Name of Group: _____

Contact Person: _____ Ross Crute President

Phone Number: _____ 96811046 0429681104

Address: 36 Flint St
Box 123

Wyalkatchem 6485

ABN: 78805772780 _____

Association Number (IARN): A1015510B incorporation _____

Amount of Grant Requested: \$1000

Detail the anticipated income for the current financial year:

20 members at \$30 pa	\$600
weekly members shed use and coffee breaks \$30	\$1080
Dowerin Church of Christ yearly rental of facilities	\$270
Delivery of gas bottles	\$600



Shire of Wyalkatchem
PO Box 224
WYALKATCHEM WA 6485
Email: general@wyalkatchem.wa.gov.au
Ph: (08) 9681 1166
Fax: (08) 9681 1003

Detail the anticipated expenses for the current financial year:

Power \$1800

Water \$ 1200

It is anticipated that shed expenses will be \$60 > \$70 above members subs.

Expected Bank Balances as at 30 June for the current financial year:

— Fitting out the new shed with tools, air extractor fans and safety equipment. Renovating the old building by painting with shower and disabled friendly ablutions. Paving the outside access for mobility access for gophers and wheelchairs members will deplete our bank balance.

\$9063.



Shire of Wyalkatchem
PO Box 224
WYALKATCHEM WA 6485
Email: general@wyalkatchem.wa.gov.au
Ph: (08) 9681 1166
Fax: (08) 9681 1003

Details of each fundraising activity held in the last financial year (including sum of money raised):

Rotary Community Christmas tree sausage sizzle \$ 200
NRM bird box building and monitoring grant \$5000 ongoing with engagement of school students in 2017. The amount of hours of building, securing in trees and noting GPS sites of each box was 200+ hours with lots of volunteers also helping.
CBH community chest funds \$1950
AMSA tools grant \$5500 Both these must be used in accord with the grant application
Delivery of gas bottles \$650

Details of each fundraising activity held in this financial year (including sum of money raised):

Senior week grant \$1000
Thank a Volunteer grant \$1000

Explain why the organisation qualifies for the community benefit test?

Members of the shed are very proactive in the community volunteering themselves to assist other community groups. It promotes Men's' health and organises meaningful activities available for males and females within the Wyalkatchem community. With the new shed to work in there is an increase in membership
Members are conscious of the need for social interaction not only between themselves but also with other people in the community. A fine example of this was the hospital appreciation function in December where the hospital provided the meal and the shed the venue free of charge and helped where they could.



Shire of Wyalkatchem
PO Box 224
WYALKATCHEM WA 6485
Email: general@wyalkatchem.wa.gov.au
Ph: (08) 9681 1166
Fax: (08) 9681 1003

Give a detailed budget for how the grant will be used (please attach a minimum of two written quotations where applicable):

Buildings, contents, public liability insurances

Policy a, 20 members @ \$24 each	\$480
Policy_b,_new building 3_x_pro_rata	\$420
Total	\$900

Any further relevant information:

The Community Centre is used by other members of the community and insurance is imperative to protect the members from any financial claims against them.



Advice you can trust

Insurance Advisernet Australia Pty Ltd
AFSL No. 231148 ABN: 35110148602
www.insuranceadviser.net

TAX INVOICE

INVOICE NO 601525243

Julian via inverlochmensshed@gmail.com
Inverloch Mens Shed Inc
PO BOX 793
THE JUNCTION NSW 2291

Invoice Date: 28/10/2016

For all enquiries, please contact:
Sean McDermott
Everest Risk Group Pty Limited
P: (02) 92411970
E: smcdermott@everestrgr.com.au

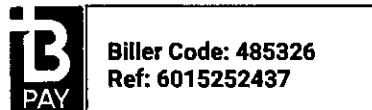
Insured:	Australian Men's Shed Association & others as noted in the schedule	Premium:	\$70.15
Class:	Industrial Special Risks - 2	Emergency/Fire Services Levies:	\$0.00
Policy No:	01R 1200843	Stamp Duty:	\$7.72
Ref No:	200-C600121418-P601291418-164	Adviser Service Fee:	\$50.00
Period:	28/10/2016 to 28/02/2017	Total GST:	\$12.02
Insurer:	CGU Insurance Limited 27 004 478 371	Total Amount Due:	\$139.89
		Payment Due Date:	28/10/2016

(Upon payment of the Premium, this invoice will act as your Tax Invoice)

Details

Wyalkachem Mens Shed: TDV \$150,000

BPAY



Contact your participating financial institution to make a payment from your cheque or savings account.

INSTALMENTS

You can pay your insurance Premium by monthly instalments directly debited from your bank account. Charges apply.

Please contact us for full details.

CREDIT CARD

Visit: www.insuranceadviser.net or call 1300 301 448 and use reference 601525243

Internet - Visa, Mastercard or Amex
Phone - Visa, Mastercard
(Surcharge applies)

CHEQUE

Please make cheques payable to:
IAP/L Trust Account
and mail to:
Insurance Advisernet Australia Pty Limited
PO Box 633 NORTH SYDNEY NSW 2059

Client Name: Australian Men's Shed Association (AMSA)
Invoice No: 601525243
Client Code: C600121418
Adviser: Sean McDermott

Total Amount Due: **\$139.89**
Payment Due Date: **28/10/2016**

Ross Crute

From: amsa@mensshed.net
Sent: Thursday, 2 February 2017 5:16 AM
To: amsa@mensshed.net
Subject: AMSA INSURANCE 2017 - 2018
Attachments: ERG Frequently Asked Questions V3.0.pdf

Importance: High

Hi Shed Members

Welcome to another year with AMSA.

The AMSA Insurance Package falls due for renewal on the 28th of February 2017.

One of our major achievements over the years has been to develop a Group Insurance Program, tailored to Mens Sheds.

Here at AMSA we strive to ensure we provide not only cost effective coverage but a premium product that leaves nothing to chance.

The process has been made easier this year, with Everest Risk Group now providing you an instant receipt of your completed application.

We are also happy to have Chubb Insurance Australia Ltd as the new insurer for Public & Products Liability, thereby replacing Prorisk Underwriting. The change was made in order to solidify the Chubb relationship and provide synergy between the coverages

We are happy to let you know the cost will remain the same as it has for the past 3 years, \$24 per member including all statutory charges. Membership to AMSA for Level 1 sheds will also remain at \$50 per shed.

This is due to negotiations from Everest Risk Group on behalf of the Sheds and AMSA, as well as our increased buying power, with over 95% of the Men's Sheds now subscribing to the policy.

Some of the benefits provided this year at no additional cost are:

1. Voluntary Workers Personal Accidental Death Benefit increased from \$50,000 to \$150,000 (reducing death benefits apply for these members 75 years of age and older).
2. Removal of age limits for the Voluntary Workers Personal Accident policy. So ALL members, no matter their age, will enjoy coverage under the Volunteers Personal Accident policy.
3. Addition of Fusion cover up to \$2,000 any one claim for machinery under 10 years old.

Last year, the excess for burglary claims went from \$500 to \$1,000 per claim. As we have again had many claims in 2016 and in a bid to keep the policy at an affordable rate for all sheds, the excess has had to increase only for those whom have had a burglary in the previous 12 months.

If your Shed has had a burglary in the last 12 months, your excess will now be \$1,500. For all others, the excess remains at \$1,000 for the first claim. The general understanding is Shed's need to be doing more to secure their property, particularly after a burglary has occurred.

We are also pleased to advise there is no longer any manual paperwork to complete when lodging a property (ISR) claim. It can now all be done via the internet – allowing you to receive an instant copy of your claim.

Instructions for this, and all other common questions are in the [Frequently Asked Question Guide](#) (click for download).

While we recommend you purchase the AMSA Insurance Program, as it is tailored for the benefit of Men's Sheds, we understand the need to compare products.

Whilst we can't tell you what others offer, we can tell you what your AMSA policy covers. We ask you to ensure these benefits are automatically provided in other policies you may be considering.

The AMSA also recommends that you read all product disclosure statements and when seeking insurance advice you ensure that the advice is from a certified general insurance advisor.

Some products offer same or similar benefits; but, at a cost. They may not be automatic coverage for all activities or members; therefore, if you forget to declare an activity or changes to membership, you may be left in the cold at claims time.

As a reminder about some of the features:

- One declaration of member numbers per year – automatically covers new members who join between insurance periods. Please ensure member numbers are accurately declared at the time of application.
- Unlimited upper age coverage for Voluntary Workers Personal Accident
- Ordinary Shed activities are clearly listed, in broad language, on the policy, including small motor repair, bicycle riding, mentoring etc. In other programs we have seen the requirement to notify/request coverage for activities and this has become onerous and expensive for Shedders to do.
- Automatic cover for building and contents up to a total replacement value (new for old) of \$100,000 – no need to declare which you are insuring – provisions for extra cover if you require it by contacting [Everest Risk Group](#)
- The total cost per member is inclusive of GST and all charges. You may find competitive products claiming to be the same but are not inclusive of GST making the end purchase more expensive.
- You are provided policies which are relevant to Men's Sheds and provide coverage's with affordable excesses. Be aware of dazzling figures which do not apply to the Shed; plus, always check your excesses
- Easy access to our qualified insurance advisers to ask any relevant questions

The maintenance and facilitation of the AMSA Insurance Program is a significant task; however, a vitally important one. It is there for the benefit of Sheds & the members in order to provide you peace of mind; and, to allow you to get on with the job you want to do, working in a Mens Shed.

8.3.6 GRANTS AND SUBSIDIES – APPLICATIONS – COMMUNITY GROUPS – WYALKATCHEM SENIOR LEISURE GROUP

FILE REFERENCE:	15.2.1
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	11 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE:	1.3.1 Support and strengthen community organisations and networks.

SUMMARY:

That Council Resolve the following:

1. That Council make a community grant of \$1,000 to the Wyalkatchem Senior Leisure Group for the purpose of community support;
2. That the grant by the Shire of Wyalkatchem be acknowledged by way of public notice, such as the Wyalkatchem Weekly, and in any publication made by the Senior Leisure Group; and,
3. That this grant, the amount awarded and any condition requested by Council be advised in writing to the applicant.

Appendix:

1. Community Grant Application.

Comment:

The Wyalkatchem Senior Leisure Group has requested that Council consider paying a grant of \$1,000 for the purpose of providing activities to isolated individuals.

Should Council consider any conditions to the grant, these should be attached to the advice awarding the grant.

Consultation:

Mrs Christine Clarke.

Statutory Environment:

Budgeted expenditure as per s6.8, Local Government Act 1995 Community Grant application form.

Policy Implications:

Shire of Wyalkatchem policy 'FP7 Community Grants And User Groups, Deduction in Charges, Applications and Procedures.'

Financial Implications

Community Grants are anticipated in the annual budget.

Strategic Plan/Risk Implications

Community grants can be a targeted method of Council assisting the community to deliver services or an event that supports community morale, meets a social purpose or does some valued good. A community grant may be an effective way for Council to achieve the objectives of the Strategic Community Plan, particularly where conditions are applied to a grant.

Voting Requirement: Simple Majority

Council Decision Number 3435

Moved: Cr Jones

Seconded: Cr Garner

That Council resolve the following:

1. That Council make a community grant of \$1,000 to the Wyalkatchem Senior Leisure Group for the purpose of community support;
2. That the grant by the Shire of Wyalkatchem be acknowledged by way of public notice, such as the Wyalkatchem Weekly, and in any publication made by the Senior Leisure Group; and,
3. That this grant, the amount awarded and any condition requested by Council be advised in writing to the applicant.

Vote: 7/0



Shire of Wyalkatchem
PO Box 224
WYALKATCHEM WA 6485
Email: general@wyalkatchem.wa.gov.au
Ph: (08) 9681 1166
Fax: (08) 9681 1003

COMMUNITY GRANT APPLICATION FORM

Date:

28-02-17

Name of Group:

Wyalkatchem Senior Leisure Group

Contact Person:

MRS CHRISTINE CLARKE

Phone Number:

04 29 208709

Address:

15 SCOTT STREET

WYALKATCHEM WA 6485

ABN:

Association Number (IARN): A 821 663

Amount of Grant Requested:

\$1,000

Detail the anticipated income for the current financial year:

\$1372

Detail the anticipated expenses for the current financial year:

\$1372-00

Expected Bank Balances as at 30 June for the current financial year:

\$ 3300



Shire of Wyalkatchem
PO Box 224
WYALKATCHEM WA 6485
Email: general@wyalkatchem.wa.gov.au
Ph: (08) 9681 1166
Fax: (08) 9681 1003

Details of each fundraising activity held in the last financial year (including sum of money raised):

SAUSAGE SIZZLE AT SWAP MEET \$324.00

Details of each fundraising activity held in this financial year (including sum of money raised):

NON DUE TO LACK OF ILLNESS OF MEMBERS.

Explain why the organisation qualifies for the community benefit test?

HOSTING SENIOR CITIZENS & PATIENTS FROM HOSPITAL & WATLAMBIN LODGE OUT FOR SOCIAL INTERACTION AND TO INCORPORATE ALL SENIORS OF WYALKATCHEM.

Give a detailed budget for how the grant will be used (please attach a minimum of two written quotations where applicable):

TO FUND OUTINGS INCLUDING HIRING BUS TO TAKE SENIORS ~~OUT~~ TO EXPERIENCE PLACES OF INTEREST AND TO ENCOURAGE SOCIAL INTERACTION AMONGST THOSE WHO OTHERWISE MAY FEEL QUITE ISOLATED

Any further relevant information:

8.3.7 GRANTS AND SUBSIDIES – APPLICATIONS – COMMUNITY GROUPS – WYALKATCHEM HOCKEY CLUB

FILE REFERENCE:	15.2.1
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	11 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE:	1.3.1 Support and strengthen community organisations and networks.

SUMMARY:

That Council Resolve the following:

1. That Council make a community grant of \$750 to the Wyalkatchem Hockey Club for the purpose of umpiring fees;
2. That the grant by the Shire of Wyalkatchem be acknowledged by way of public notice, such as the Wyalkatchem Weekly, and in any publication made by the Hockey Club; and,
3. That this grant, the amount awarded and any condition requested by Council be advised in writing to the applicant.

Appendix:

1. Community Grant Application.

Comment:

The Wyalkatchem Hockey Club has requested that Council consider paying a grant of \$750 for the purpose of paying umpiring fees.

Should Council consider any conditions to the grant, these should be attached to the advice awarding the grant.

Consultation:

Mrs Gabrielle Quade.

Statutory Environment:

Budgeted expenditure as per s6.8, Local Government Act 1995 Community Grant application form.

Policy Implications:

Shire of Wyalkatchem policy 'FP7 Community Grants And User Groups, Deduction in Charges, Applications and Procedures.'

Financial Implications

Community Grants are anticipated in the annual budget.

Strategic Plan/Risk Implications

Community grants can be a targeted method of Council assisting the community to deliver services or an event that supports community morale, meets a social purpose or does some valued good. A community grant may be an effective way for Council to achieve the objectives of the Strategic Community Plan, particularly where conditions are applied to a grant.

Voting Requirement: Simple Majority

Council Decision Number 3436

Moved: Cr Holdsworth

Seconded: Cr Gawley

That Council resolve the following:

1. That Council make a community grant of \$750 to the Wyalkatchem Hockey Club for the purpose of umpiring fees;
2. That the grant by the Shire of Wyalkatchem be acknowledged by way of public notice, such as the Wyalkatchem Weekly, and in any publication made by the Hockey Club; and,
3. That this grant, the amount awarded and any condition requested by Council be advised in writing to the applicant.

Vote: 7/0

Rachel Nightingale declared an impartial interest in the agenda item as president of the Wyalkatchem hockey club and coach of the juniors.

16.30 Cr Gawley left the room
16.32 Cr Gawley returned to the room



Shire of Wyalkatchem
PO Box 224
WYALKATCHEM WA 6485
Email: general@wyalkatchem.wa.gov.au
Ph: (08) 9681 1166
Fax: (08) 9681 1003

COMMUNITY GRANT APPLICATION FORM

Date: 24 /2/2017 _____

Name of Group: Wyalkatchem Hockey Club _____

Contact Person: Gabrielle Quade _____

Phone Number: 0488266977 _____

Address: 1 Honour Avenue, Wyalkatchem, 6485 _____

ABN: 81582165036 _____

Association Number (IARN): _____

Amount of Grant Requested: \$750 (5 games umpire costs)

Detail the anticipated income for the current financial year:

Income for current financial year will come from player subs and fundraising. We will be fielding junior and minkey sides in 2017 and these subs are kept to just \$30 and \$15 per player to encourage as much participation from all members of the community as players are also required to travel for games and provide sporting equipment. Income of approximately \$2000 will also come from fundraising through the canteen held at home games which is run by volunteers. The hockey club also ran a fundraising luncheon for the Mortlock Hockey association in September 2016, which raised approximately \$700.

Detail the anticipated expenses for the current financial year:

Significant expenses to be incurred for the current financial year include Insurance and affiliation fees to the Mortlock hockey association of \$850, umpire fees of \$2100 (14 games x \$150) and \$350 season charges payable for fields to Wyalkatchem Shire. Other expenses include balls, uniforms, trophies and nominal gifts to thank volunteers at the end of the year, including coaches and canteen co-ordinators.

Expected Bank Balances as at 30 June for the current financial year:

\$ 6000



Shire of Wyalkatchem
PO Box 224
WYALKATCHEM WA 6485
Email: general@wyalkatchem.wa.gov.au
Ph: (08) 9681 1166
Fax: (08) 9681 1003

Details of each fundraising activity held in the last financial year (including sum of money raised):

Canteen - \$2000

Mortlock Hockey Luncheon - \$700

Details of each fundraising activity held in this financial year (including sum of money raised):

Canteen - \$2000

Explain why the organisation qualifies for the community benefit test?

For 2017 season we currently have 14 players registered for junior hockey and 10 for Minkey. This community grant will help to ensure these children will continue to be able to play sport for Wyalkatchem and allow the Wyalkatchem Hockey Club to continue. Whilst we are not currently fielding a senior side, it is hoped that we may be able to do so again in the future if we have more potential players move into the community. If the Hockey club can not provide an opportunity for children to play in Wylie, parents will be forced to travel to other towns for their children to play which will have social and financial implications on the town as people socialise and shop in other towns.

Give a detailed budget for how the grant will be used (please attach a minimum of two written quotations where applicable):

The community grant will be used to help pay for umpires for the 2017 season. In 2016 season, unfortunately, the Wyalkatchem Hockey club was unable to field a senior side. An unforeseen implication of this was that our regular umpire who would normally umpire both juniors and seniors was no longer willing to travel to umpire just a junior game. Significant efforts went into finding an umpire for juniors given with one eventually being located, however the cost of this umpire was \$150 a game to cover umpiring and travel costs. The club had no option but to accept this expense as it is a requirement to provide an umpire and failure to do so would mean we could not enter out team into the competition.

In 2017 there are 14 games scheduled. The Wyalkatchem Hockey Club is requesting a community grant to cover umpiring for 5 of these games. $5 \times 150 = \$750$.

Any further relevant information:



Shire of Wyalkatchem
PO Box 224
WYALKATCHEM WA 6485
Email: general@wyalkatchem.wa.gov.au
Ph: (08) 9681 1166
Fax: (08) 9681 1003

Community Grant Information

Criteria

1. The applicant must be either
 - a. An incorporated body or,
 - b. A group with an ABN or,
 - c. A group benefiting the community, which has been formed for a minimum of six months.
2. Grants are not to be used for Capital Works (applications should be made to Healthways Lotteries etc). If the group has been refused by a funding organisation, they must enclose the letter of rejection.
3. Any previous Community Grant must have been correctly discharged to the satisfaction of the Chief Executive Officer.

Allocation of Grants

1. Council may choose to allocate Community Grants to some, all or none of the organisation that:
 - a. Have met the criteria and other criteria and,
 - b. Have fully completed the applicant information and,
 - c. That have fully completed the reasons for the grant application.
2. No one organisation shall receive more than \$2,000 or more than 10% of the total funds allocated, whichever is lesser.

Distribution of Community Grants

1. Following grant approval a letter will be sent by the Chief Executive Officer containing:
 - a. Confirmation of Council decision and,
 - b. An acceptance of terms and conditions of grant to be signed by the applicant and returned to the Shire.
2. Subsequently a cheque will be drawn in favour of the applicant.



Shire of Wyalkatchem
PO Box 224
WYALKATCHEM WA 6485
Email: general@wyalkatchem.wa.gov.au
Ph: (08) 9681 1166
Fax: (08) 9681 1003

If the Shire has to administer a Community Grant

- a. The applicant must obtain a Shire order before any goods or services are ordered and,
- b. They must conform with the terms and conditions of the grant and,
- c. Cheques will only be drawn where a tax invoice, quoting a Shire order number, is submitted for payment. If the invoice does not conform, the Shire will not pay the invoice.

Grant Discharge

A grant discharge form will have to be completed, by the applicant, to the satisfaction of the Chief Executive Officer, before the end of the financial year.

8.4 MONTHLY OFFICER REPORTS

8.4.1 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL – CHIEF EXECUTIVE OFFICER – FEBRUARY 2017

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	10 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	All key indicators

SUMMARY:

That Council resolve the following:

- 1. Accept the Chief Executive Officer's Report for February 2017 as presented.**

Appendix:

1. Project status summary.

Purpose of this report

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 in meeting the purpose of the local government.

Our Purpose

The Council of Wyalkatchem works with the community to protect and enhance the quality of life for current and future generations.

Summary of Key Performance Indicators of the Chief Executive Officer:

- **Deliver budget commitments on time and on budget.** In leading a team, deliver capital and operational budget commitments within financial year and within budget;
- **Comply with Intergrated Planning and Reporting requirements** by the June 2017 ordinary meeting of council and publish any relevant document to the community;
- **Progress key strategic projects;**
- **Meet all compliance requirements of the Shire;**
- **Meet operational requirements of the community and Council.**

Comment:

There were 20 business days in February.

Unplanned leave in February totalled 1.0 day (one person), comprising NIL days in Administration and 1.0 day (one person) in Works. This compares with NIL days unplanned leave in January 2017 and five days in February 2016 (all of these being Works, three persons). In all cases of unplanned leave, the Shire follows due process with support for all employees within the law and Council policy.

Council met in forum 8 February to discuss the budget review (particularly the effect of rain events of 28-31 January and early February, resulting in roads damage and the possible claim for disaster relief); elected member training, March; councillor committee representation; participation in Pioneer Pathways; the review of Council's Disability Access and Inclusion Plan; the WA Local Government Grants Commission public hearing to be held 23 February; Council Chambers works (closure of door to President's Room; removal of steps and levelling of floor; removal of worn and damaged curtains and replacement with blinds); proposal to assume management order, Main Roads depot; land use and planning; crossover policy; lease by hairdresser at aerodrome; grant for care and maintenance of cricket wickets; community surveys; telecommunications; aerodrome hangers; staff arrangements; various operational matters.

The ordinary meeting of Council was held 16 February 2017 to:

- Receive statutory reports (eg. financial reporting as required by regulation); monthly officer reports and project updates;
- Make decisions about: assuming the management order for the Main Roads depot; adopt the budget review; adopt the delegation register; dispose of aerodrome property (extend the lease to the hairdresser); make a grant for the care and maintenance of the cricket wickets; authorise higher duties Mrs Claire Trenorden 13 March – 7 April 2017, McCabe annual leave; support grant application by NEWROC (North Eastern Wheatbelt Organisation of Councils) for federal funds to build a telecommunications network (this will result in a 2017/18 budget commitment); approve an amendment to a development application for a telecommunications tower.

The CEO represented the Shire of Wyalkatchem 7 February at NEWROC (Trayning); 15 February at Local Emergency Management Committee (LEMC); 23 February at Wyalkatchem, WA Local Government Grants Commission – three Commissioners visited with one staff and met with the CEO and Governance Officer as well as Mrs June Smith of the community and councillors Jones and Holdsworth – the Commission presented the calculation of federal grants and took questions – this was a very informative session which illustrated the difficulty of acquiring funding from state and federal governments; 28 February at Trayning, NEWROC and Office of Emergency Management, state risk project workshop.

CEO meetings included 2 February land use enquiry; 9 February Rivers engineering, CEACA; 13 February WALGA Procurement; 17 February ratepayer regarding aerodrome hangers; 24 February Community Mart premises; 24 February Community Health initiative.

Management work in February included various matters related to staff, facilities and community relations, regular operational work and meetings with staff.

Strategic work in February included regional issues; preparation for a planned forum of the aged March 2017; CEACA (Central East Aged Care Alliance); commencement of planning for the 2017 Community Survey. Most major projects as approved in the 2016/17 Shire of Wyalkatchem budget are underway. Please refer attachment 1 for a summary report.

Council commitments in March include:

- 2 and 3 March Finance Conference, Perth, McCabe;
- 7 March CEO Performance Review;
- 8 March All Ages Forum;
- 8 March Disability Services Commission, including representatives from Northam, Toodyay and Kellerberrin;
- 9 March NEWROC Council;
- 16 March ordinary meeting of Council;
- McCabe annual leave 13 March – 7 April inclusive;
- Implementation of budget; preparation of Corporate Business Plan and other documents.

Are you Bushfire Ready?

Consultation:

Community, Staff and Council

Statutory Environment:

There is no direct statutory environment relevant to this issue.

Policy Implications:

There is no direct Council Policy relative to this report.

Financial Implications

There is no direct financial implication relative to this item.

Strategic Plan/Risk Implications

There are no direct Strategic/Risk Implications relative to this item.

Voting Requirements Simple Majority

Council Decision Number: 3437

Moved: Cr Gamble **Seconded:** Cr Jones

That Council resolve the following:

- 1. Accept the Chief Executive Officer's Report for February 2017 as presented.**

Vote: 7/0

Major Projects and Budget Initiatives (updated for February 2017 budget review)							
Start Date	End Date	Work Days	% Complete	Project	Budgeted Value	Actual Value	Notes
4/10/2016	17/03/2017	119	82.4%	Front End Loader	\$318,182		Delivery late-March
3/10/2016	31/05/2017	173	94.8%	Streetscape stage 1 (select contractor, consultation)	\$20,000		RPS selected.
29/09/2016	31/10/2016	23	Complete	Solar panels for admin' and medical centre, stage 1 (select contractors and system).	\$25,000	\$21,422	
1/07/2016	30/06/2017	261	98.9%	Shire office general works	\$30,482		Paving complete; quotes for hot water system requested; window fitting and other works yet to start.
1/07/2016	30/06/2017	261		Council Chambers	\$25,000		Quotes organised; awaiting minor works to commence, prior to blinds, paint, carpet.
1/07/2016	30/11/2016	109	Complete	Bush Fire Shed	\$17,420	\$13,159	Concrete drive 17/18
1/07/2016	30/06/2017	261		Medical Centre minor works	\$5,000		Painting complete; generator modification to commence.
1/07/2016	30/06/2017	261	Complete	Aged Friendly Community	\$5,000		Forum 8 March 2017; budget reduced due to rain event Jan 2017
1/07/2016	30/06/2017	261	98.9%	Netball Shelter	\$5,000		Quotes obtained for shelter; other works yet to be scoped.
1/07/2016	30/06/2017	261	98.9%	Shire housing - capital works and maintenance	\$42,780		Minor works still to be completed.
1/07/2016	30/06/2017	261	98.9%	Town Hall capital works	\$5,000		
1/07/2016	30/06/2017	261	Complete	Recreation Centre - capital works, maintenance, paving	\$15,000		Paving, windows, flyscreens.
1/07/2016	30/06/2017	261	98.9%	Pioneer Park reticulation and other works	\$12,900		Requires additional works to power - due early February; works will be adjusted to maintain budget
1/07/2016	30/06/2017	261	Complete	Admin Park playground retic and shadesail	\$8,162		
1/07/2016	30/06/2017	261		Solar lighting Railway Tce / Grace St	\$0		Cancelled due to rain event Jan 2017
1/07/2016	30/06/2017	261	98.9%	Aerodrome works	\$10,000		Public notice for survey submissions February 2017
1/07/2016	30/06/2017	261	Complete	Railway Stn.	\$14,460	\$14,000	Paint, walls, ceiling
1/07/2016	30/06/2017	261	98.9%	Railway Barracks	\$6,000		March 2017: abolutions, repointing, walls.
1/07/2016	30/06/2017	261		IT Development	\$0		Cancelled due to rain event Jan 2017
1/07/2016	30/06/2017	261		Cemetery Bins	\$0		Deferred to 2017/18
1/07/2016	31/10/2016	87	Complete	Tennis Club works (child care prep and maintenance)	\$22,500	\$23,000	Minor signage required (signage budget).
1/07/2016	30/06/2017	261		Natural Resource Management	\$13,000		\$7,455 gravel pit rehabilitation
				Two way radio	\$0		Not required at this time.
				Amazing Race	\$0		Cancelled due to rain event Jan 2017
1/07/2016	30/06/2017	261	98.9%	Wylie Fair	\$16,000	\$15,861	Event 8 April
1/07/2016	30/06/2017	261		Community well-being	\$25,000		Cancelled due to rain event Jan 2017
				Arts and Culture - photo and art exhibit April 2017	\$0		
1/07/2016	30/06/2017	261		Heritage	\$15,000		
1/07/2016	30/06/2017	261	98.9%	Waterwise Council			Awaiting advice from WaterCorp
							This programme ends in December 2016; the Shire will examine how the Active Smart concept can be adapted for Wyalkatchem's community health intiative.
1/07/2016	30/06/2017	261	Complete	Active Smart			

8.4.2 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL – WORKS MANAGER – FEBRUARY 2017

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Craig Harris Manager of Works
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	7 March 2017 and 10 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1 – Healthy, strong and connected communities. 2 – A prosperous and dynamic district. 4 – An effective voice. 6 – Well utilised and effectively managed facilities and assets.

SUMMARY:

That Council resolve the following:

- 1. Accept the Works Manager's Report for the month of February 2017 as presented.**

Road Maintenance and Projects:

Maintenance grading has been undertaken on a number of areas around the shire to address hazards caused by the severe rain events that occurred at the start of the month.

A claim for restoration works will be submitted under the Western Australia Natural Disaster and Recovery Arrangements (WANDRRA). The total value of this claim is estimated at \$392,000 (revised down from \$500,000 following further advice and information). Should this work be deemed eligible by the Main Roads Regional Manager (as lead agency for WANDRRA), a contractor will be engaged to complete the work as soon as possible. The rules governing valid claims for reimbursement under WANDRRA do not allow for the Shires to use their own personnel or plant. Budget Note: until the claim is finalised, no adjustment will be made to the current financial year budget review numbers; this is because the claim is likely to be finalised in 2017/18. WALGA (West Australian Local Government Association) is currently negotiating with the state and federal government to allow use of local government day staff and plant; should this be authorised, it will be a lower cost and efficient solution to road restoration.

Tree pruning has been undertaken on Elesegood Rd and Davies South Rd where tree branches were encroaching into the traffic lane and causing an issue for trucks. This was completed with an excavator fitted with a mulcher attachment.

Elesegood Rd - 14 February



Upcoming works:

We will continue to repair flood damage restoration on damaged areas which are not eligible for WANDRRA funding.

A contract has been awarded to Avon Concrete for \$68,000 for the construction of two culverts on the Cunderdin-Wyalkatchem Rd.

SPA are scheduled to undertake stabilisation works on the Tammin – Wyalkatchem Rd and Lewis Rd on 16 March.

Colas are scheduled to undertake road sealing works on 23 March, completing the following works on 24 March.

Road Name	Work Proposed	SLK		Length (m)	Width (m)	Area (m2)
		Start	End			
Tammin - Wyalkatchem	2 Coat Primerseal (14/7)	19,600	21,830	2,230	4.20	9,366
Elesegood	2 Coat S35E PMB (14/7)	1,650	2,780	1,130	3.60	4,068
Wallambin	2 Coat S35E PMB (14/7)	9,630	10,130	500	4.90	2,450

Gravel Pits

For the purpose of flood damage restoration, the following Gravel Extraction Agreements have been entered into:

1. Gavin Charlton – 7,000 m³ at pit off Yorkrakine West Rd.
Royalty payable of 50 cents per m³. Additional works required include: Repair driveway to house. Install culvert on house driveway and at farm entrance on Yorkrakine West Rd;

2. Edmond O'Loughlin – 10,000 m³ at pit off Yorkrakine Rd.
Royalty payable of 50 cents per m³. Additional works required include: Repair driveway to house.

The pushing up of the required amounts of gravel is expected to be completed by 10 March.

Personnel

Ashley and Brett returned from Leave on Wednesday 1 March.

Ranger Service:

No major Ranger incidents to report.

Town Maintenance Program:

Spraying for weeds has continued throughout town areas.

Vandalism

NA

Plant and Equipment:

New Loader delivery has been delayed, now scheduled to land in Perth on the 24 March 2017.

Policy Implications:

There is no Council Policy relative to this report.

Voting Requirements

Simple Majority

Moved: Cr Jones

Seconded: Cr Holdsworth

That Council resolve the following:

- 1. Accept the Work's Manager Report for the month of February 2017 as presented.**

Vote: 7/0

8.4.3 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL – GOVERNANCE AND EMERGENCY – FEBRUARY 2017

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Ella McDonald Administration Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	24 February 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1 – Healthy, strong and connected communities. 2 – A prosperous and dynamic district. 4 – An effective voice. 5 – A well-managed and effective Council organisation. 6 – Well utilized and effectively managed facilities and assets

SUMMARY:

That Council resolve the following:

- 1. Accept the Governance and Emergency Report for the month of February 2017 as presented**

Appendix

There is no attachment to this report.

Emergency Services

The quarterly District Emergency Management Committee (DEMC) Meeting was held in mid-February, at which we had the opportunity to express our concerns in relation to the recent storms and floods in our Shire - especially in regards to the lack of funding available for individuals adversely affected by the incident/s through WANDRRA. The Shire of Bruce Rock had raised concerns that they were having consistent issues with the battery back-up of their Telstra exchange during power outages (much the same as our own Shire) and had asked for neighbouring Shires' support. We suggested that a letter be written by Great Eastern Country Zone in regards to the issue, this would then be sent to the Office of Emergency Management for them to escalate the problem to a state level.

The quarterly Local Emergency Management Committee (LEMC) meeting was also held this month, at which we were informed by WAPOL representative Glen Stoddart that a new Sergeant (Tracey Print) will be starting in mid-March 2017. Mr Stoddart also reported that he has been making regular visits to the school in an effort to build a rapport with the children of the community and combat a cyber-bullying issue that has presented as of late.

The St John Ambulance representative Jay Hammond informed the LEMC that they had received a grant for their new building in Koorda, hopefully construction will be completed by the end of 2017.

An auto-transfer switch is being installed to the generator at the Medical Centre so that in the event of a power failure the power will automatically swap to be sourced from the generator.

Health and Safety

Shire of Wyalkatchem employee Chris Adams has completed his Occupational Health and Safety training.

Governance

Price Consulting were engaged to conduct the CEO review process. This process should be completed in the month of March.

The delegations register has been updated and instruments of delegation issued to all delegates. Authorisation cards are also being issued to the relevant officers along with the statutory instruments of delegation.

The Family Day Care continues to operate Mondays through to Wednesdays and Leanne is happy with how the business is running. She advised that if there is more demand for spaces then she would operate an additional day as well.

The restricted burning period commenced 8 February 2017 and continues until 22 March 2017, 15 permits were issued for the month of February.

The public submission period for the hairdresser operating out of the terminal building up to 30 June 2017 is now closed. No submissions were received. A new agreement will be signed and reviewed again prior to the end of June.

Consultation:

Natalie Lincoln	Price Consulting
Craig Harris	Manager of Works
Boyd Brown	Telstra
Yvette Grigg	Office of Emergency Management
LEMC Committee	

Statutory Environment:

Local Government Act 1995
Local Government (Administration) Regulations 1996
Occupational Safety and Health Act 1954

Policy Implications:

There is no Council Policy relative to this report.

Financial Implications

There are no financial implications relative to this item

Strategic Plan/Risk Implications

There are no direct Strategic/Risk Implications relative to this item.

Voting Requirements Simple Majority

Council Decision Number: 3439

Moved: Cr Holdsworth **Seconded:** Cr Gamble

That Council resolve the following:

1. Accept the Governance and Emergency Report for the month of February 2017

Vote: 7/0

8.4.4 GOVERNANCE – REPORTING - PRINCIPAL ENVIRONMENTAL HEALTH OFFICER REPORT - FEBRUARY 2017

FILE REFERENCE:	13.05.01
AUTHOR'S NAME AND POSITION:	Llew Withers Principal Environmental Health Officer
AUTHOR'S SIGNATURE:	N/A
NAME OF APPLICANT/ RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORT WRITTEN:	7 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE:	1.1.2 Promote regional health solutions; 2.6 Effective enforcement of local laws and regulation; 5.2 A customer focussed organisation.

SUMMARY:

That Council resolves the following:

- 1. Accept the Principal Environmental Health Officer Report for February 2017 as presented.**

Appendix/Appendices: There is no attachment to this report

Comment

The following issues were addressed on 2, 9, 16, and 23 February.

Food Premises and Public Buildings

The PEHO has continued with routine inspections. Wyalkatchem Roadhouse, Wyalkatchem Gourmet Meats, Wylie News and Gifts, Wylie sweet tweets and Wylie IGA were inspected.

Food recalls

The department of Health (WA) reported that fish cake product with the presence of an undeclared allergen (egg) was required to be recalled. This product is not sold in the Shire of Wyalkatchem.

Food Hygiene Training Package

The Australian and New Zealand Food Standards Code require food handlers to have skills and knowledge in food safety and food hygiene matters. The PEHO is reviewing the FoodSafe Food Handlers package as an online skill based training program suitable for all food handlers in the Shire.

Department of Health Environmental Health Survey

The Department of Health (WA) has circulated an extensive survey of country shires to determine the level of environmental health compliance across rural areas. This survey when completed, the information will be assessed and provided to assist local government with environmental health planning.

Local Government Health Local Laws

A number of local government local laws for health are being reviewed to determine the most recent with applicability to the Shire of Wyalkatchem.

Housing Inspections

A dwelling at lot 6465 Nungarin – Wyalkatchem Rd, Korrelocking was inspected to determine if the existing Health Notice had been completed. A number of certifications on completed plumbing works are required to ensure the work has been completed.

Sale of Second Hand Clothing

The Wylie Community Clothing Mart was inspected to ensure compliance with the Health (Cloth Materials) Regulations 1985.

Sale of Property Inspections

The following properties were inspected:

Lot 106 Railway Terrace Wyalkatchem (unimproved lot)

Lot 439 Gamble Street Wyalkatchem (dwelling)

Wyalkatchem Refuse Site

A drive through inspection of the Wyalkatchem Refuse Site was undertaken. The site is well set out and appears to be very functional. Some observations were discussed with the Works Supervisor.

Consultation

Mrs R Nightingale, Shire Administration Officer

Statutory Environment:

Health Act 1911

Health (Public Buildings) Regulations 1992

Health (Aquatic Facilities) Regulations

Food Act 2008

Building Act 2011 and Building Regulations 2012

Policy Implications:

Nil

Voting Requirements: Simple Majority

Council Decision Number 3440

Moved: Cr Jones

Seconded: Cr Holdsworth

That Council resolves the following:

1. **Accept the Principal Environmental Health Officer Report for February 2017 as presented.**

Vote: 7/0

8.4.5 GOVERNANCE - REPORTING - OFFICER REPORTS TO COUNCIL - COMMUNITY AND ECONOMIC DEVELOPMENT OFFICER - FEBRUARY 2017 - NO REPORT THIS MONTH

- 9. Motions of which previous notice has been given**
- 10. Questions by members of which due notice has been given**
- 11. New business of an urgent nature introduced by the presiding person**
- 12. Matters for which the meeting may be closed**
- 13. Closure of Meeting: 16.57**