



Minutes

of the

Ordinary Meeting of Council

Held on

Thursday

17 March

2016

At 3.30 pm

In

The Council Chambers
Honour Avenue Wyalkatchem

Our mission

We exist to deliver sustainable quality services that meet the needs of Wyalkatchem today and into the future

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Minutes of the Ordinary Meeting of Council to be held in Council Chambers, Cnr Honour Avenue and Flint Street, Wyalkatchem on Thursday 17 March 2016.

1. DECLARATION OF OPENING

1.1 The Shire President declared the Meeting open: 15.50

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: 15.51

2.3 Declaration of public question time closed: 15.51

3. Record of attendance, apologies, and approved leave of absence

3.1 Present: Cr Davies, Cr Jones, Cr Garner, Cr Butt, Cr Holdsworth, Cr Gamble

3.2 Apologies: Rachel Nightingale

3.3 On leave of absence: Lynsey Gawley

3.4 Staff:

3.5 Visitors:

3.6 Gallery:

3.7 Applications for leave of absence:

4.0 Petitions, deputations and presentations


4.1 Petitions

4.2 Deputations

4.3 Presentations

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

5.1.1 MEETINGS – CONFIRMATION OF MINUTES - ORDINARY MEETING 18 FEBRUARY 2016

FILE REFERENCE:	Minute Book
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 2016
DISCLOSURE OF INTEREST:	Not applicable
PREVIOUS MEETING REFERENCE:	Not Applicable

SUMMARY:

- 1. Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 18 February 2016.**

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: 3248

Moved: Cr Jones

Seconded: Cr Holdsworth

That Council resolve the following:

- 1. Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 18 February 2016.**

Vote: 6/0

6.0 Announcements by Presiding Person

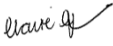
Cr Davies thanked the councillors for going to the council meeting in Koorda. He also thanked Cr Jones for going to the CEACA meeting

7.0 Matters for which meeting may be closed

8.1 Land use and Planning - there are no items this month

8.2 FINANCIALS

8.2.1 FINANCIAL MANAGEMENT – FINANCIAL REPORTING – MONTHLY FINANCIAL REPORT – FEBRUARY 2016

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:	8 March 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC 18 February 2016 Council decision number: 3235

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 29 February 2016.

Appendices:

1. Monthly Financial Report for the Period Ended 29 February 2016 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 2016 Financial Statements:

- Yearly operating revenue is \$2,142,602 inclusive of net rate income of \$1,044,633 (net of prepaid rates and discounts) – 63% of Budget
- Yearly operating expenditure is \$2,144,820 – 68% of Budget
- Yearly capital expenditure is \$1,351,858 – 30% of Budget
- Yearly capital revenue is \$874,881 – 36% of Budget
- Net current assets as 29 February 2016 are \$1,308,087

Operating Revenue: Total operating revenue is 68% of the Annual Budget.

Rates: Revenue of \$1,273,186 has been raised during the Rate Run for 2015/16. This is broken down between Rates \$1,126,489, Rubbish \$98,571, Health Levy \$14,570 and ESL Levy \$33,556. To date income received is \$1,094,117 and discounts applied equate

to \$24,890. Approximately 91% of Rates have been collected to date, with \$73,497 outstanding.

General Purpose Funding: The third instalment of the FAGS General Purpose was received in February 2016 (\$125,767), as per the Amended Budget.

Law, Order and Public Safety: The DFES Capital Grant for the Bush Fire Truck Shed was invoiced in January (\$22,700) and the second instalment of the DFES Operating Grant was received in January (\$6,570).

Transport: The third instalment of the FAGS Grant Road Portion was received in February 2016 (\$48,791) and the quarterly payment for the Roads 2 Recovery Grant (\$112,327), both were as per the Amended Budget.

Operating Expenditure: Total operating expenditure is 68% of the Annual Budget.

Capital Expenditure: Total Capital Expenditure (\$1,351,858) is 30% of the Annual Budget (\$4,233,660).

Land and Buildings	\$212,910	1 Slocum St, Bush Fire Truck Shed, 57 Flint St, Town Hall, Recreation Centre and Senior Citizens project are all in progress as of February 2016. Replacement of Medical Centre air conditioner (insurance claim), 22 Flint St, 53 Piesse St, 43 Wilson St, purchase of airport reserve and the Admin Office are completed for 2015/16.
Plant and Property	\$415,889	All plant and equipment changeover has been completed for 2015/16.
Roadworks	\$417,725	All town roadworks projects and RRG Nembudding South Rd are completed for 2015/16.
Footpaths	\$24,358	The footpath project has been completed for 2015/16.
Other Infrastructure	\$134,086	The Basketball/Netball courts, rubbish tip project and cemetery are underway as at February 2016. The streetscape project is completed.
Transfers to Reserves	\$30,145	

Net Assets: Net Current Assets as at 29 February 2016 amounts to \$1,308,087. This is in the majority comprised of Cash at Bank – Municipal Funds (\$1,213,807).

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:

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: 3249

Moved: Cr Garner **Seconded: Cr Gamble**

That Council resolve the following:

- 1. Receive the Statement of Financial Activity for the period ended 29 February 2016.**

Vote: 6/0

Shire of Wyalkatchem
MONTHLY FINANCIAL REPORT
For the Period Ended 29 February 2016

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Statement of Financial Activity

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

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 29 February 2016

Note	Annual Budget 4	TID Budget (a)	TID Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	Var.
Operating Revenues						
	\$	\$	\$	\$	%	
Governance	2,100	2,068	19,045	16,977	89.1%	
General Purpose Funding	564,837	436,821	446,013	9,192	2.1%	
Law, Order and Public Safety	38,962	30,647	18,712	(11,935)	(63.8%)	
Health	1,062,310	34,075	37,028	2,953	8.0%	
Education and Welfare	180	0	0	0		
Housing	117,281	87,020	89,509	2,489	2.8%	
Community Amenities	111,004	109,313	107,079	(2,234)	(2.1%)	
Recreation and Culture	23,522	14,319	17,139	2,820	16.5%	
Transport	291,981	239,772	239,772	0	0.0%	
Economic Services	3,910	3,164	3,501	337	9.6%	
Other Property and Services	152,217	119,551	120,172	621	0.5%	
Total (Excluding Rates)	2,368,304	1,076,749	1,097,969	21,220	1.9%	
Operating Expense						
Governance	(286,653)	(168,568)	(161,230)	7,338	4.6%	
General Purpose Funding	(55,619)	(43,863)	(42,170)	1,692	4.0%	
Law, Order and Public Safety	(98,568)	(71,167)	(59,951)	11,216	18.7%	
Health	(278,775)	(198,805)	(197,395)	1,410	0.7%	
Education and Welfare	(16,368)	(11,638)	(12,523)	(885)	(7.1%)	
Housing	(243,102)	(171,945)	(163,765)	8,180	5.0%	
Community Amenities	(223,661)	(119,336)	(114,726)	4,609	4.0%	
Recreation and Culture	(525,104)	(336,336)	(433,835)	(97,499)	(22.5%)	▲
Transport	(1,342,136)	(842,186)	(834,162)	8,024	1.0%	
Economic Services	(67,356)	(55,674)	(51,282)	4,392	8.6%	
Other Property and Services	(28,756)	(72,385)	(73,780)	(1,395)	(1.9%)	
Total	(3,166,098)	(2,091,903)	(2,144,820)	(52,917)		
Funding Balance Adjustment						
Add back Depreciation	890,752	547,925	680,997	133,072	19.5%	▲
Adjust (Profit)/Loss on Asset Disposal Movement in Deferred Pensional Rates (Non-Current)	10 (116,461)	(91,853)	(91,853)	0	0.0%	
Movement in Accrued Salaries and Wages				0		
Movement in Employee Benefit Provisions				0		
Adjust Provisions and Accruals				0		
Net Operating (Ex. Rates)	(23,503)	(559,081)	(457,707)	101,375		
Capital Revenues						
Proceeds from Disposal of Assets	10 254,755	254,755	254,755	0	0.0%	
Non-Operating Grants	881,385	539,502	539,502	0	0.0%	
Proceeds from New Debentures	63,700	63,700	63,700	0	0.0%	
Proceeds from Sale of Investments				0		
Proceeds from Advances				0		
Self-Supporting Loan Principal	11,316	6,760	6,760	0	0.0%	
Transfer from Reserves	9 1,191,671	10,165	10,165	0	0.0%	
Total	2,402,827	874,881	874,881	0		
Capital Expenses						
Land Held for Resale	0	0	0	0		
Land and Buildings	10 (1,181,555)	(212,910)	(212,910)	0	0.0%	
Plant and Equipment	10 (426,555)	(426,555)	(415,889)	10,666	2.6%	
Furniture and Equipment	10 0	0	0	0		
Infrastructure Assets - Roads	10 (959,312)	(417,725)	(417,725)	0	0.0%	
Infrastructure Assets - Other	10 (256,269)	(134,086)	(134,086)	0	0.0%	
Purchase of Investments				0		
Repayment of Debentures	(174,087)	(141,103)	(141,103)	0	0.0%	
Advances to Community Groups				0		
Transfer to Reserves	9 (1,499,727)	(30,145)	(30,145)	0	0.0%	
Total	(4,497,505)	(1,362,524)	(1,351,858)	10,666		
Net Capital	(2,094,678)	(487,643)	(476,977)	10,666		
Total Net Operating + Capital	(2,118,181)	(1,046,725)	(934,684)	112,041		
Rate Revenue	1,050,058	1,050,158	1,044,633	(5,525)	(0.5%)	
Opening Funding Surplus(Deficit)	1,198,138	1,198,138	1,198,138	0	0.0%	
Closing Funding Surplus(Deficit)	3 130,015	1,201,571	1,308,087	106,516	8.1%	

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
For the Period Ended 29 February 2016

	Note	Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	
Operating Revenues							
Grants, Subsidies and Contributions	8	\$ 1,933,621	\$ 688,429	\$ 700,985	\$ 12,557	1.8%	
Profit on Asset Disposal	10	144,217	114,217	116,297	2,080	1.8%	
Fees and Charges		267,669	232,308	238,445	6,138	2.6%	
Interest Earnings		22,797	41,796	42,242	446	1.1%	
Other Revenue		0	0	0	0		
Total (Excluding Rates)		2,368,304	1,076,749	1,097,969	21,220		
Operating Expense							
Employee Costs		(827,437)	(621,803)	(520,412)	101,391	19.5%	▼
Materials and Contracts		(1,112,391)	(678,924)	(703,312)	(24,388)	(3.5%)	
Utilities Charges		(150,246)	(75,272)	(73,669)	1,602	2.2%	
Depreciation (Non-Current Assets)		(890,752)	(547,925)	(680,997)	(133,072)	(19.5%)	▲
Interest Expenses		(31,513)	(17,720)	(18,332)	(611)	(3.3%)	
Insurance Expenses		(126,003)	(122,502)	(123,654)	(1,152)	(0.9%)	
Loss on Asset Disposal	10	(27,756)	(27,756)	(24,444)	3,312	13.5%	
Other Expenditure		0	0	0	0		
Total		(3,166,098)	(2,091,903)	(2,144,820)	(52,917)		
Funding Balance Adjustment							
Add Back Depreciation		890,752	547,925	680,997	133,072	19.5%	▲
Adjust (Profit)/Loss on Asset Disposal	10	(116,461)	(91,853)	(91,853)	0	0.0%	
Movement in Deferred Pensional Rates (Non-Current)					0		
Movement in Accrued Salaries and Wages					0		
Movement in Employee Benefit Provisions					0		
Adjust Provisions and Accruals					0		
Net Operating (Ex. Rates)		(23,503)	(559,081)	(457,707)	101,375		
Capital Revenues							
Grants, Subsidies and Contributions	8	881,385	539,502	539,502	0	0.0%	
Proceeds from Disposal of Assets	10	254,755	254,755	254,755	0	0.0%	
Proceeds from New Debentures		63,700	63,700	63,700	0	0.0%	
Proceeds from Sale of Investments					0		
Proceeds from Advances					0		
Self-Supporting Loan Principal		11,316	6,760	6,760	0	0.0%	
Transfer from Reserves	9	1,191,671	10,165	10,165	0	0.0%	
Total		2,402,827	874,881	874,881	0		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	10	(1,181,555)	(212,910)	(212,910)	0	0.0%	
Plant and Equipment	10	(426,555)	(426,555)	(415,889)	10,666	2.6%	
Furniture and Equipment	10	0	0	0	0		
Infrastructure Assets - Roads	10	(959,312)	(417,725)	(417,725)	0	0.0%	
Infrastructure Assets - Other	10	(256,269)	(134,086)	(134,086)	0	0.0%	
Purchase of Investments					0		
Repayment of Debentures		(174,087)	(141,103)	(141,103)	0	0.0%	
Advances to Community Groups					0		
Transfer to Reserves	9	(1,499,727)	(30,145)	(30,145)	0	0.0%	
Total		(4,497,505)	(1,362,524)	(1,351,858)	10,666		
Net Capital		(2,094,678)	(487,643)	(476,977)	10,666		
Total Net Operating + Capital		(2,118,181)	(1,046,725)	(934,684)	112,041		
Rate Revenue		1,050,058	1,050,158	1,044,633	(5,525)	(0.5%)	
Opening Funding Surplus(Deficit)		1,198,138	1,198,138	1,198,138	0	0.0%	
Closing Funding Surplus(Deficit)	3	130,015	1,201,571	1,308,087	106,516	8.1%	

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

(g) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

Mandatory Requirement to Revalue Non-Current Assets

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

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

(a) for the financial year ending 30 June 2013, the fair value of all of the assets of the local government that are plant and equipment; and

(b) for the financial year ending 30 June 2014, the fair value of all of the assets of the local government -

(i) that are plant and equipments; and

(ii) that are -

(I) land and buildings; or

(II) infrastructure;

and

(c) for a financial year ending on or after 30 June 2015, the fair value of all of the assets of the local government.

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

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

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

Land under Control

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

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

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

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 29 February 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Fixed Assets (Continued)

Early Adoption of AASB 13 - Fair Value Measurement

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

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

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

Land Under Roads

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

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

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

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

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

(j) Depreciation of Non-Current Assets

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

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

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

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 29 February 2016

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 29 February 2016

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 29 February 2016

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 29 February 2016

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

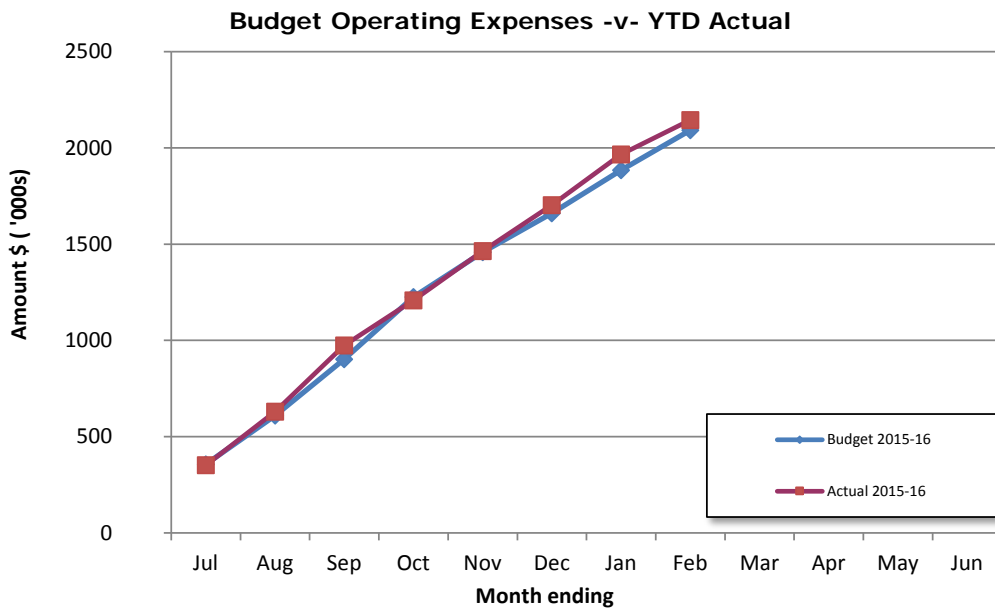
Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

OTHER PROPERTY & SERVICES

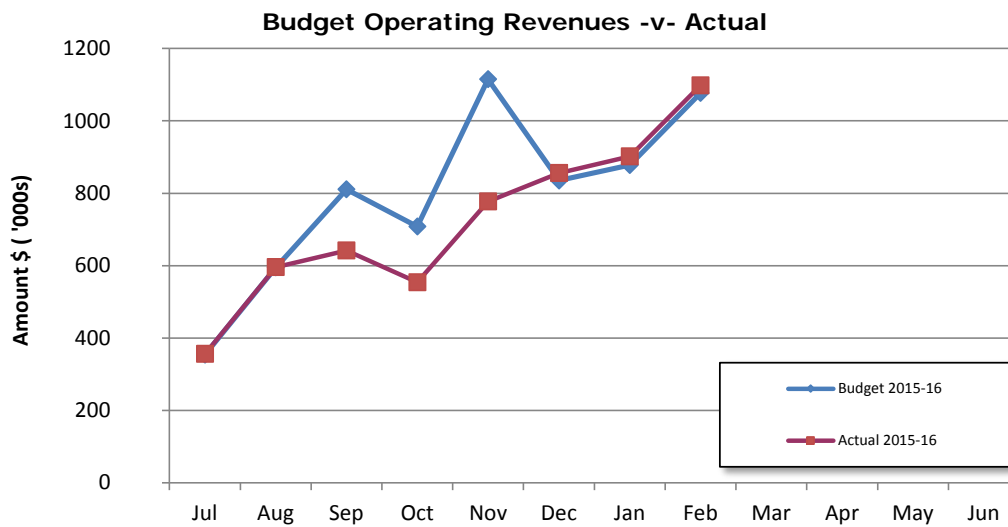
Private works carried out by council and indirect cost allocation pools. Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

**Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016**

Note 2 - Graphical Representation - Source Statement of Financial Activity



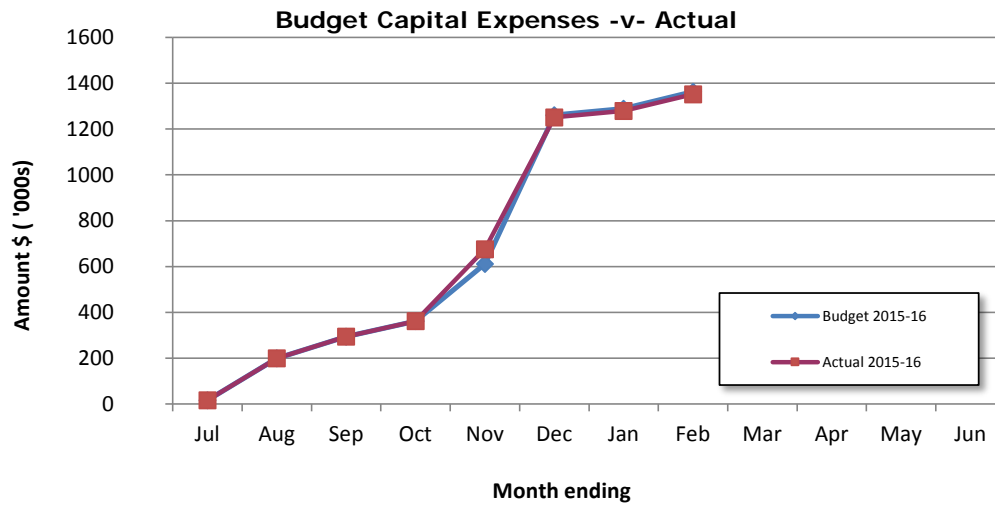
Comments/Notes - Operating Expenses



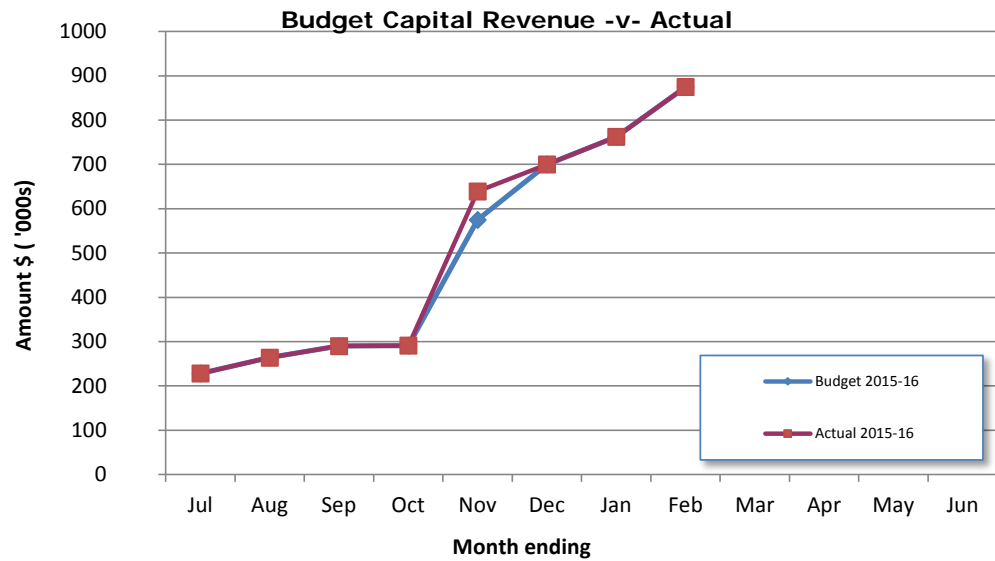
Comments/Notes - Operating Revenues

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses

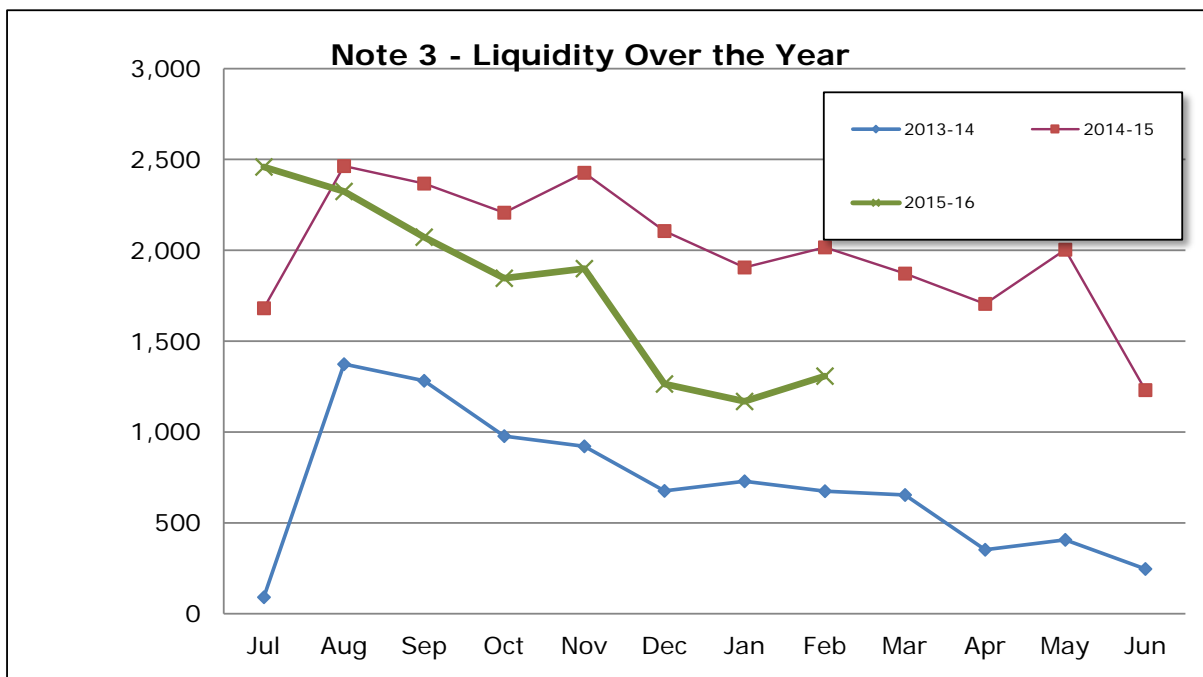


Comments/Notes - Capital Revenues

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

Note 3: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)			
2015-16			
Note	This Month	Last Month	Same Period Last Year
	\$	\$	\$
Current Assets			
Cash Unrestricted	1,213,807	983,762	2,005,611
Cash Restricted	1,573,323	1,573,323	220,474
Investments			
Receivables - Rates and Rubbish	73,497	87,139	82,363
Receivables -Other	2,576	75,331	1,559
Inventories	106,722	104,704	70,602
	2,969,925	2,824,259	2,380,608
Less: Current Liabilities			
Payables	(21,706)	(15,595)	(53,232)
Current Employee Benefits Provision	(66,808)	(66,808)	(90,357)
	(88,514)	(82,403)	(143,589)
Less: Cash Restricted	(1,573,323)	(1,573,323)	(220,474)
Net Current Funding Position	1,308,087	1,168,532	2,016,546



Comments - Net Current Funding Position

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
At Call - Municipal	0.05%	983,634				983,634	NAB	Call
At Call - REBA	0.01%			300		300	NAB	Call
At Call - Working	0.01%			19,821		19,821	NAB	Call
(b) Term Deposits								
Reserves	2.85%		1,573,323			1,573,323	NAB	9/03/2016
(c) Investments								
Total		983,634	1,573,323	20,121	0	2,577,078		

Comments/Notes - Investments

Shire of Wyalkatchem Monthly Investment Report

For the Period Ended 29 February 2016

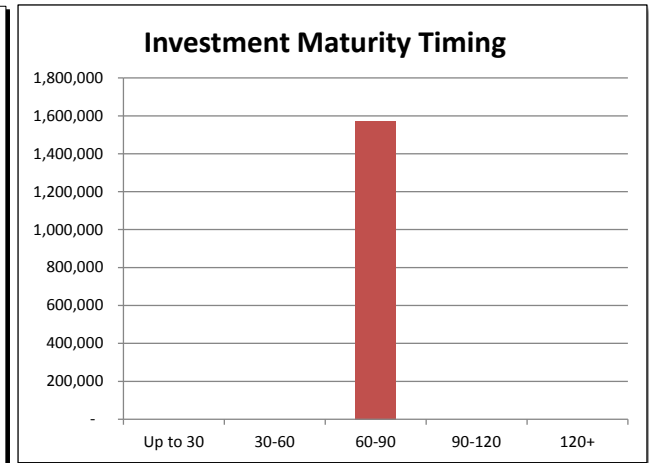
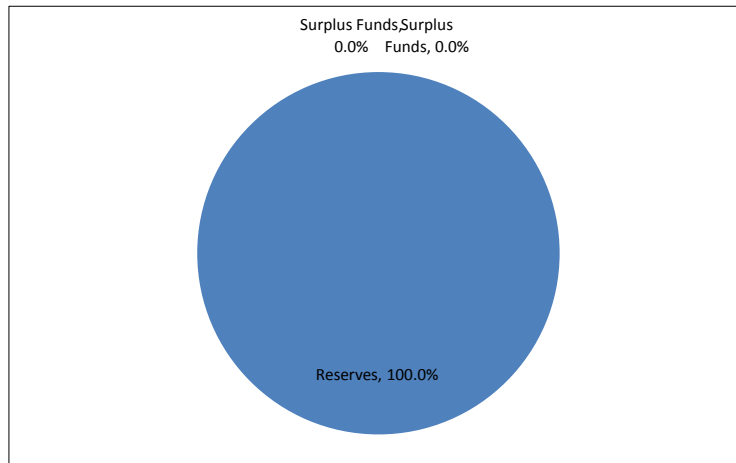
Note 4A: CASH INVESTMENTS

Deposit Ref	Deposit Date	Institution	Term (Days)	Invested Interest rates	Expected Interest
General Municipal					
					-
					-
Subtotal					-
Restricted					
Reserves	10/12/2015	NAB	90	2.85%	11,056
Subtotal					11,056
Total Funds Invested					11,056

Amount Invested (Days)					Total
Up to 30	30-60	60-90	90-120	120+	
-	-	-	-	-	-
-	-	-	-	-	-
-	-	1,573,323	-	-	1,573,323
-	-	1,573,323	-	-	1,573,323
-	-	1,573,323	-	-	1,573,323

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

Deposit Ref	Deposit Date	Term (Days)	Invested Interest rates	Amount Invested	Percentage of Portfolio
NAB - Reserves					
TD114022574	10/12/2015	90	2.85%	1,573,323	
Subtotal				1,573,323	100.0%
NAB - Surplus Funds					
Subtotal				-	0.0%
Subtotal				-	0.0%
Subtotal				-	0.0%
Subtotal				-	0.0%
Subtotal				-	0.0%
Total Funds Invested				1,573,323	100.0%



Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

Note 5: MAJOR VARIANCES

Comments/Reason for Variance						
		ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.1 OPERATING REVENUE (EXCLUDING RATES)						
5.1.1 GOVERNANCE						
1041010	Reimbursements	2,000	2,000	18,973	16,973	The Annual Budget is a nominal amount as amounts received can be changeable. This year the LGIS dividend received was \$7,271, LGIS motor vehicle safe driver rebate was \$3,022 and an insurance claim reimbursement was received for the Medical Centre airconditioner for \$6,400 leading to this variance.
5.1.2 GENERAL PURPOSE FUNDING						
5.1.3 LAW ORDER AND PUBLIC SAFETY						
1051005	DFES Operating Grant	33,262	24,947	13,140	(11,807)	The amount originally requested from DFES was \$33,262 and after the budget was adopted the approved amount was only \$23,000 as some things that were requested couldn't be funded with the Operating Grant. This will be amended in the Budget Review.
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						
1113142	Kidsport Funds	0	0	3,520	3,520	The Kidsport program is now being administered through the Shire, these are the funds that will be distributed to applicants.
5.1.9 TRANSPORT						
5.1.10 ECONOMIC SERVICES						
5.1.11 OTHER PROPERTY AND SERVICES						

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

Note 5: MAJOR VARIANCES

Comments/Reason for Variance						
		ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.2 OPERATING EXPENSES						
5.2.1 GOVERNANCE						
5.2.2 GENERAL PURPOSE FUNDING						
5.2.3 LAW, ORDER AND PUBLIC SAFETY						
E051	Fire Prevention	71,899	54,652	47,436	(7,216)	The amount originally requested from DFES was \$33,262 and after the budget was adopted the approved amount was only \$23,000 as some things that were requested couldn't be funded with the Operating Grant. This will be amended in the Budget Review.
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						
E116298	Depreciation	58,362	16,168	111,169	95,001	Depreciation has increased due to fair value revaluations completed for the 2014/15 financial year. Overall the Recreation area including facilities, parks and the swimming pool, increased in value around \$800,000
5.2.9 TRANSPORT						
5.2.10 ECONOMIC SERVICES						
5.2.11 OTHER PROPERTY AND SERVICES						
5.3 CAPITAL REVENUE						
5.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS						
5.3.2 PROCEEDS FROM DISPOSAL OF ASSETS						

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

Note 5: MAJOR VARIANCES

Comments/Reason for Variance		ANNUAL	YTD			
		BUDGET	BUDGET	ACTUAL	VARIANCE	COMMENTS
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						
C960504	Land Rover Discovery	47,219	47,219	56,349	9,130	The Doctor requested a change in vehicle and after discussions with the Shire of Koorda this was approved. Costs will be shared with Koorda having 50%.
C960505	Isuzu Prime Mover	220,000	220,000	198,985	(21,015)	The cost of the new Prime Mover was lower than was anticipated in the Budget.
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)						

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

Note 5: MAJOR VARIANCES

Comments/Reason for Variance

	ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.5 OTHER ITEMS					
5.5.1 RATE REVENUE					
5.5.2 OPENING FUNDING SURPLUS(DEFICIT)					
5.5.3 DEPRECIATION					
<p>Due to fair value revaluations completed as at 30 June 2015, the value of transport assets has increased by approximately \$12 million. In turn this has increased the depreciation for this year. This will be amended in the Budget Review.</p>					

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

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
L01725	Loan 74 - New Holland Tractor	3146			63,700		63,700
C960506	New Holland Tractor	3146				(48,600)	15,100
L01241	Principal payment Loan 74	3146				(16,223)	(1,123)
	Surplus Bought Forward 01 July 2015	3222	Opening Surplus(Deficit)		843,219		842,096
I031031	Pre paid rates	3222	Operating Revenue			(50,390)	791,706
I032010	FAGS - General Purpose	3222	Operating Revenue			(484,134)	307,572
I121045	FAGS - Roads Portion	3222	Operating Revenue			(234,792)	72,780
I121060	Roads 2 Recovery Grant	3222	Capital Revenue		174,481		247,261
C960301	RRG Tammin Wyalkatchem Rd	3222	Capital Expenses			(36,010)	211,251
C960306	R2R Borward Rd	3222	Capital Expenses		14,757		226,008
C960310	R2R Piesse St from Gamble to Swan St	3222	Capital Expenses			(4,975)	221,033
C960313	R2R Cemetery Rd	3222	Capital Expenses			(22,790)	198,243
C960317	R2R Grace St	3222	Capital Expenses			(13,560)	184,683
C960315	R2R Piesse St from Honour Ave to Riches St	3222	Capital Expenses			(27,172)	157,511
C960304	R2R Riches St	3222	Capital Expenses			(4,698)	152,813
C960316	R2R Sports Complex Access Rd	3222	Capital Expenses			(15,127)	137,686
C960314	R2R Aquatic Centre Access Rd	3222	Capital Expenses			(36,387)	101,299
C960302	RRG Wyalkatchem Koorda Rd	3222	Capital Expenses			(1,421)	99,878
C960804	Cemetery Works	3222	Capital Expenses			(20,955)	78,923
E041213	Professional Services	3222	Operating Expenses			(21,982)	56,941
C960210	Recreation Centre Capital Works	3222	Capital Expenses			(40,850)	16,091
	NSRF Funding	3222	Capital Revenue		25,000		41,091
	Proceeds from sale of assets	3222	Non Cash Item			(11,845)	29,246
	Closing Funding Surplus (Deficit)			0	1,121,157	(1,091,911)	29,246

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

Note 7: RECEIVABLES

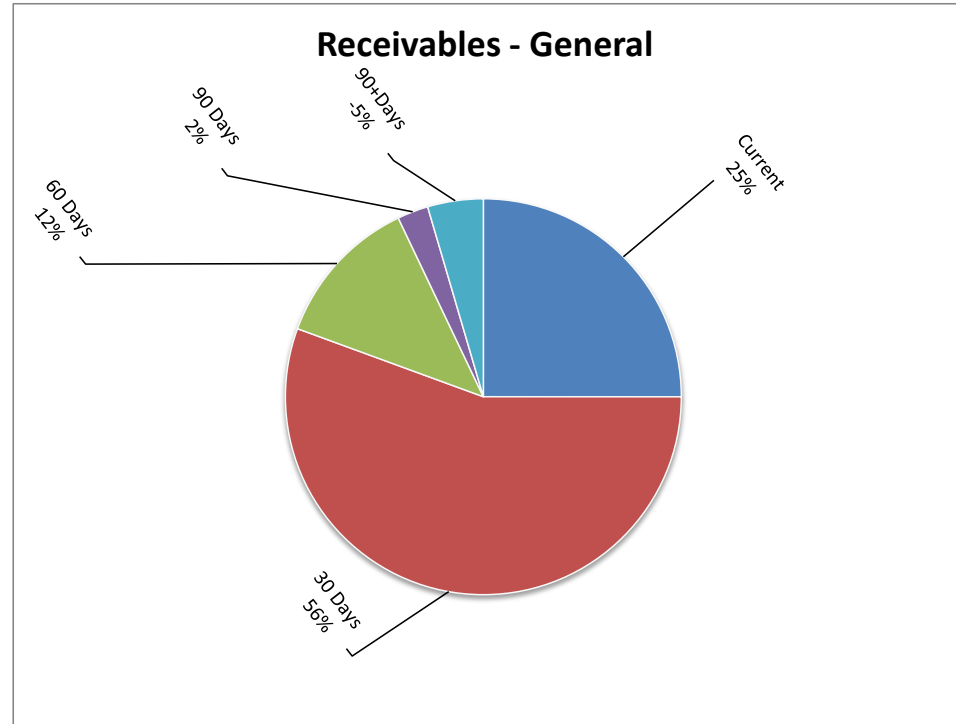
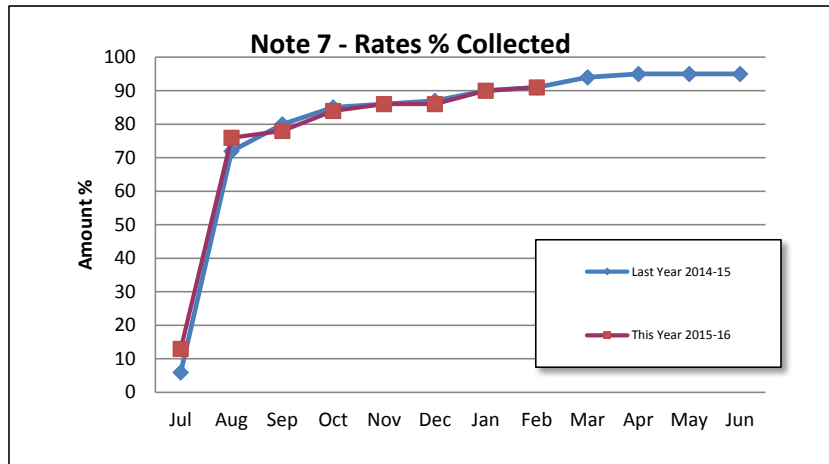
Receivables - Rates and Rubbish

	Current 2015-16	Previous 2014-15	Total
	\$	\$	\$
Opening Arrears Previous Years		38,511	38,511
Rates Levied this year	1,273,186	0	1,273,186
Interim Rates	63		63
Rates in Advance (Pre-Paid)	(50,390)	0	(50,390)
Instalment Fees	4,054	0	4,054
Administration/Legal Fees	9,635	0	9,635
Interest	944	0	944
Less Discount/Concessions/Write off	(24,890)	(11,204)	(36,094)
Less Collections to date	(1,142,593)	(23,818)	(1,166,412)
Equals Current Outstanding	70,008	3,489	73,497
Ex-Gratia Rates	7,286		7,286
Net Rates Collectable	(7,286)		73,497
% Collected			91.41%

Receivables - General

Current	30 Days	60 Days	90 Days	90+Days
\$	\$	\$	\$	\$
708	1,575	350	72	(129)
Total Outstanding				2,576

Amounts shown above include GST (where applicable)



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
 Instalments: \$51,771 (70 assessments)

Comments/Notes - Receivables General

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

Note 8: GRANTS AND CONTRIBUTIONS

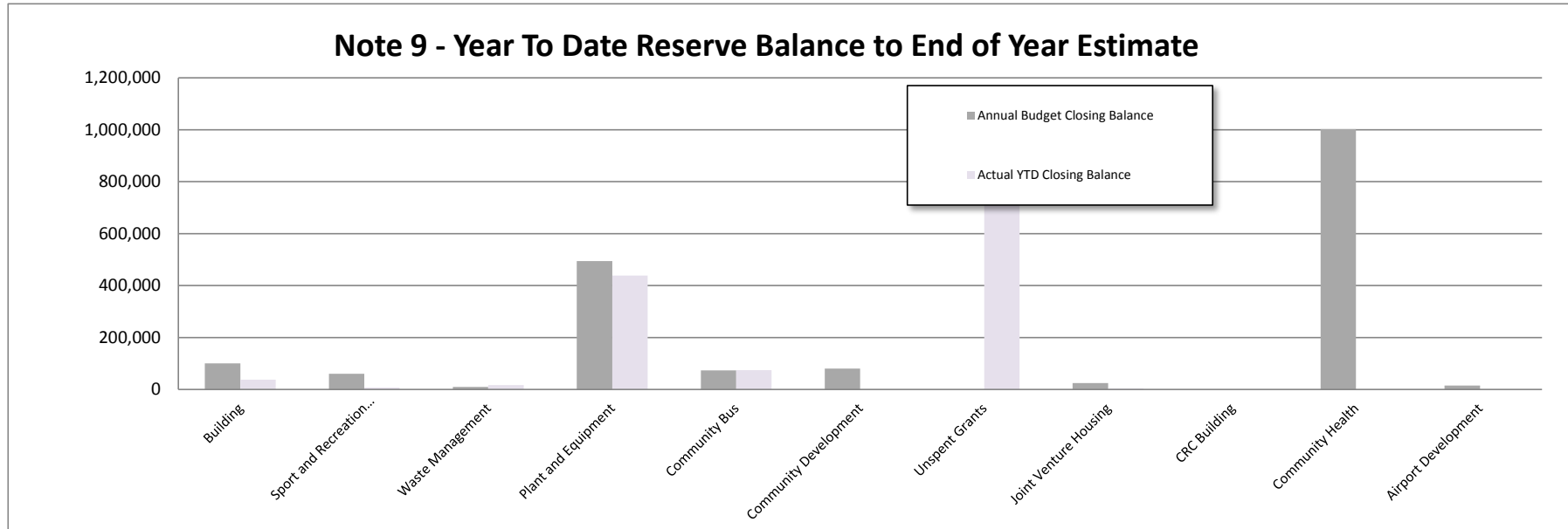
Program/Details GL	Provider	Approval Yes No	2015-16 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status		Estimated Receival Dates
						Received	Not Received	
		(Yes/No)	\$	\$	\$	\$	\$	
GENERAL PURPOSE FUNDING								
Financial Assistance Grant	State Government	Yes	987,202	(484,134)	503,068	377,301	125,767	Quarterly - May to come
Our Volunteers Grant	Department of Local Government and Communities	Yes	0		0	700	(700)	
Road Safety Communities Grant	Main Roads	Yes	0		0	1,550	(1,550)	
National Youth Week 2016	Department of Local Governm	Yes	0		0	1,000	(1,000)	
GOVERNANCE								
Reimbursements - Miscellaneous	Various		2,000		2,000	18,973	(16,973)	
LAW, ORDER, PUBLIC SAFETY								
DFES Operating Grant	DFES	No	33,262		33,262	13,140	20,122	4 instalments - only \$23,000 approved by DFES (budget amendment needed)
DFES Capital Grant	DFES	Yes	22,700		22,700	22,700	0	Jan 2016
HEALTH								
Medical Centre Contribution	Shire of Koorda	Yes	60,150		60,150	37,028	23,122	Invoiced Apr and June 2016
Medical Centre Estate Funds	Estate of Larry Elsegood	Yes	1,002,160		1,002,160	0	1,002,160	May 2016
COMMUNITY AMENITIES								
RECREATION AND CULTURE								
Swimming Pool Grant	Department of Sport & Rec	No	30,000		30,000	0	30,000	Approved Feb 2016
Contribution to Courts	Netball/Basketball Clubs	Yes	5,000		5,000	5,000	0	
NSRF Funding	Department of Infrastructure	Yes	0	25,000	25,000	0	25,000	
Kidsport Funds	Department of Sport & Rec	Yes	0		0	3,520	(3,520)	
TRANSPORT								
Financial Assistance Grant	State Government	Yes	429,954	(234,792)	195,162	146,372	48,791	Quarterly - Aug, Nov, Feb, May (50% pre-paid in June 2015)
Main Roads Direct Grant	Main Roads WA	Yes	93,400		93,400	93,400	0	July 2015
Street Lighting Subsidy	Main Roads WA	Yes	1,419		1,419	0	1,419	May 2016
Regional Road Group	Main Roads WA	Yes	252,344		252,344	135,696	116,648	60% on completion
Roads to Recovery	Dept of Transport	Yes	406,860	174,481	581,341	381,106	200,235	Quarterly
OTHER PROPERTY & SERVICES								
Diesel Fuel Rebate	Australian Taxation Office	Yes	8,000		8,000	3,002	4,998	Monthly
TOTALS			3,334,451	(519,445)	2,815,006	1,240,487	1,574,519	

Comments - Grants and Contributions

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

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	\$ 26,800	\$ 734	\$ 475	\$ 97,865	\$ 10,165	\$ (25,000)	\$		\$ 100,399	\$ 37,440
Sport and Recreation Facilities	7,000	394	90	60,000		(7,000)			60,394	7,090
Waste Management	16,494	156	212	10,000		(16,494)			10,156	16,706
Plant and Equipment	433,337	3,798	5,574	212,000		(155,000)			494,135	438,911
Community Bus	73,322	432	943	0					73,754	74,265
Community Development	0	471		80,000					80,471	0
Unspent Grants	982,395	5,782	12,636	0		(988,177)			0	995,031
Joint Venture Housing	3,830	145	49	20,867					24,842	3,879
CRC Building	10,165	0		0		(10,165)	(10,165)		0	0
Community Health	0	0		1,002,160					1,002,160	0
Airport Development	0	88		15,000					15,088	0
	1,553,343	12,000	19,980	1,497,892	10,165	(1,201,836)	(10,165)		1,861,399	1,573,323



Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Profit(Loss) of Asset Disposal				Disposals	Current Budget Replacement		
Cost	Accum Depr	Proceeds	Profit (Loss)		Amended Budget	Actual	Variance
\$	\$	\$	\$		\$	\$	\$
30,350	(3,231)	19,773	(7,346)	Governance			
24,937	(1,077)	9,091	(14,769)	Holden Commodore SS	33,426	34,516	1,090 ▲
			0	Holden Omega	20,774	20,221	(553) ▼
45,632	(17,848)	25,455	(2,329)	Health			
				Volkswagen CC	47,219	56,349	9,130 ▲
88,626	(4,727)	129,900	46,001	Housing			
				22 Johnston St	0	0	0
				Other Property and Services			
		18,182	18,182	Prime Mover	220,000	198,985	(21,015) ▼
		31,818	31,818	Truck 6 wheeler	0	0	0
2,654	(1,078)	5,636	4,060	Town Utility	26,536	27,218	682
0	(1,336)	14,900	16,236	Tractor	30,000	78,600	48,600 ▲
136,912	(24,989)	254,755	91,853	Totals	323,755	361,151	37,396

Comments - Capital Disposal

Contributions Information					Summary Acquisitions	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Budget	Actual	Variance
\$	\$	\$	\$	\$		\$	\$	\$
0	0	0	0	0	Property, Plant & Equipment			
182,850	33,480	965,225	0	1,181,555	Land for Resale	0	0	0
64,355	0	298,500	63,700	426,555	Land and Buildings	1,181,555	212,910	(968,645) ▼
0	0	0	0	0	Plant & Property	426,555	415,889	(10,666) ▼
					Furniture & Equipment	0	0	0
0	959,312	0	0	959,312	Infrastructure			
0	0	0	0	0	Roadworks	959,312	417,725	(541,587) ▼
0	0	0	0	0	Drainage	0	0	0
0	0	0	0	0	Bridges	0	0	0
30,000	0	0	0	30,000	Footpath & Cycleways	30,000	24,358	(5,642) ▼
0	0	0	0	0	Parks, Gardens & Reserves	0	0	0
0	0	0	0	0	Airports	0	0	0
0	0	0	0	0	Sewerage	0	0	0
0	0	36,508	0	226,269	Other Infrastructure	226,269	109,728	(116,541) ▼
277,205	992,792	1,300,233	63,700	2,823,691	Totals	2,823,691	1,180,610	(1,643,081)

Comments - Capital Acquisitions

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

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

Contributions					Land & Buildings	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year		
						Amended Budget	Actual	Variance
\$	\$	\$	\$	\$	\$	\$	\$	\$
10,000				10,000	Governance Shire Office	10,000	13,687	3,687 ▲
	8,480			8,480	Law, Order and Public Safety Bush Fire Truck Shed	8,480	20,504	12,024
				0	Health Medical Centre	0	7,660	7,660
		965,225		965,225	Education and Welfare Senior Citizens Homes Project	965,225	30,766	(934,459)
7,000				7,000	Housing 1 Slocum St	7,000	5,758	(1,242) ▼
20,000				20,000	57 Flint St	20,000	16,453	(3,547) ▼
5,000				5,000	43 Wilson St	5,000	2,772	(2,228) ▼
25,000				25,000	22 Flint St	25,000	29,494	4,494 ▲
5,000				5,000	53 Piesse St	5,000	5,869	869 ▲
5,000				5,000	Recreation and Culture Town Hall	5,000	4,599	(401) ▼
40,850	25,000			65,850	Recreation Centre	65,850	18,647	(47,203) ▼
65,000				65,000	Transport Airport purchase or reserve	65,000	56,701	(8,299)
182,850	33,480	965,225	0	1,181,555	Totals	1,181,555	212,910	(968,645)

Contributions					Plant & Equipment	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year		
						Amended Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	\$
14,326		19,100		33,426	Governance Toyota Camry Hybrid	33,426	34,516	1,090 ▲
6,774		14,000		20,774	Toyota Corolla	20,774	20,221	(553) ▼
18,719		28,500		47,219	Health Landrover Discovery Sport	47,219	56,349	9,130 ▲
10,000		210,000		220,000	Transport Prime Mover	220,000	198,985	(21,015) ▼
14,536		12,000		26,536	Isuzu D-Max 4x2	26,536	27,218	682 ▲
		14,900	63,700	78,600	Tractor	78,600	78,600	0
64,355	0	298,500	63,700	426,555	Totals	426,555	415,889	(10,666)

Contributions					Furniture & Equipment	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year		
						Amended 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 29 February 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions					Roads	Current Budget		
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total		This Year		
						Amended Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	
	199,004			199,004	Transport			
					RRG Tammin Wyalkatchem Rd SLK 14.21 - 16.36 (2.15km) - Shoulder Widening & Primersealing (no final seal)	199,004	18,976	(180,028) ▼
	127,387			127,387	RRG Koorda Wyalkatchem Rd SLK 8.30 - 10.80 (2.5km) - Shoulder Reconditioning	127,387	8,892	(118,495) ▼
	93,736			93,736	RRG Nembudding South Rd SLK 14.10 - 17.64 (3.54km) - Seal/reseal with 10mm cutback bitumen seal	93,736	101,653	7,917 ▲
	61,509			61,509	R2R Riches St SLK 0.16 - 0.50 (0.34km) - Reconstruct street from north of Wilson St to Piesse St	61,509	54,988	(6,521) ▼
	82,582			82,582	R2R Davies Rd SLK 5.28 - 8.90 (3.62km) - Clear verges to widen and gravel sheet	82,582	340	(82,242) ▼
	72,244			72,244	R2R Borgward Rd SLK 0.00 - 3.79 (3.79km) - Clear verges to widen and gravel sheet	72,244	340	(71,904) ▼
	55,297			55,297	R2R Rifle Range Rd SLK 3.92 - 5.92 (2.00km) and Hardwick Rd SLK 6.82 - 7.52 (0.70km) - Clear verges to widen and gravel sheet	55,297	7,639	(47,658) ▼
	25,592			25,592	R2R Goldfields Rd SLK 7.14 - 8.14 (1.00km) - Clear verges to widen and gravel sheet	25,592	2,501	(23,091) ▼
	33,748			33,748	R2R Byrne Rd - SLK 0.00 - 1.50 (1.50 km) - Clear verges to widen and gravel sheet	33,748	340	(33,408) ▼
	26,640			26,640	R2R Piesse St from Gamble to Swan - 175Lm x 11.2m width - with 2 coat (14 & 7) S35E PMB high stress seal (area = 1960m2)	26,640	27,794	1,154 ▲
	51,616			51,616	McLean St SLK 0.0 - 0.12 (0.12km) - Reconstruct street from Gamble to Swan	51,616	47,454	(4,162) ▼
	14,921			14,921	Town street kerbing (allowed to replace 500m including repairing pavement under and primersealing over prior to placing new kerbing)	14,921	14,359	(562) ▼
	22,790			22,790	R2R Cemetery Rd	22,790	26,896	4,106
	36,387			36,387	R2R Aquatic Centre Access Rd	36,387	47,813	11,426
	27,172			27,172	R2R Piesse St from Honour Ave to Riches St	27,172	27,093	(79)
	15,127			15,127	R2R Sports Complex Access Rd	15,127	14,985	(142)
	13,560			13,560	R2R Grace St	13,560	15,662	2,102
0	959,312	0	0	959,312	Totals	959,312	417,725	(541,587)

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

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

Contributions					Footpaths & Cycleways	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year		
						Amended Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	
				18,000			24,358	6,358 ▲
				12,000			0	(12,000) ▼
				0			0	0
30,000	0	0	0	30,000	Totals	30,000	24,358	(5,642)

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

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

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

Contributions					Other Infrastructure	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year		
						Amended Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	
8,006		16,494		24,500			18,097	(6,403) ▼
75,000	5,000			80,000			64,291	(15,709) ▼
		20,014		20,014			0	(20,014) ▼
	30,000			30,000			0	(30,000) ▼
10,800				10,800			12,152	1,352 ▲
40,000				40,000			0	(40,000) ▼
20,955				20,955			15,189	(5,766) ▼
154,761	35,000	36,508	0	226,269	Totals	226,269	109,728	(116,541)

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

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-15	Amount Received	Amount Paid	Closing Balance 29-Feb-16
	\$	\$	\$	\$
REBA Bond Account	1		(1)	0
Webb, Trevor	315		(315)	0
Contract Aquatic	300			300
Falconer, Aaron	0	740	(740)	0
Working Account				
Gym Monies	126			126
Key Deposit	195		(15)	180
Wyalkatchem Bush Fire Brigade	9,289			9,289
Interest	1			1
Councillor Nomination Payments	0	320	(320)	0
Cleaning Bond	2,700		(100)	2,600
Proceeds of Lot 2 Station St, Korrelocking sale	0	7,045		7,045
Medical Centre Account	500			500
	13,427	8,105	(1,491)	20,041

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 29 February 2016

SUPPLEMENTARY INFORMATION: INFORMATION ON BORROWINGS

(a) Debenture Repayments


Particulars	Principal 1-Jul-15	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$
Housing									
Loan 68 - 43/45 Wilson	201,801	0	0	16,839	16,839	184,962	184,962	13,625	13,625
Loan 71b - GEHA 51/55 Flint	98,400	0	0	48,337	23,956	50,063	74,444	3,191	1,742
Loan 72 - GEHA 51/55 Flint	75,667	0	0	75,667	75,667	0	0	6,633	6,355
Recreation & Culture									
Loan 73 - Community Resource Centre Building Project	183,708	0	0	17,021	8,417	166,687	175,291	8,064	4,069
Transport									
Loan 74 - New Holland Tractor	0	63,700	63,700	16,223	16,223	47,477	47,477	77	77
	559,576	63,700	63,700	174,087	141,103	449,189	482,173	31,590	25,867

RECONCILIATION OF BANK ACCOUNTS

Unrestricted Municipal Bank as at 29 February 2016	983,634
Outstanding Deposits	
Outstanding Payments	(171)
Ending Balance	<u>983,462</u>
Trust REBA as at 29 February 2016	300
Outstanding Deposits	
Outstanding Payments	
Ending Balance	<u>300</u>
Trust Working as at 29 February 2016	19,821
Outstanding Deposits	
Outstanding Payments	(80)
Ending Balance	<u>19,741</u>
Reserve Account as at 29 February 2016	1,573,324
Outstanding Deposits	
Outstanding Payments	
Ending Balance	<u>1,573,324</u>

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>	
Ahrens, Dot	0	219	0	0	0	219	Fortnightly Rent Invoice
Chapman, Wendy	0	256	0	0	0	256	Fortnightly Rent Invoice
Department of Housing	0	0	0	0	-193	-193	Monthly rental invoice
Hoy, Brad	0	0	0	0	64	64	Charges for impounded dog
Main Roads	0	1,100	0	0	0	1,100	Final 60% payment for RRG Nembudding South grant
RATE DEBTORS	191	685	0	0	72,621	73,497	Outstanding Rates as at 31 January 2016
Webb, Margaret	639	0	-1	0	0	638	Monthly rental invoice
Wyalkatchem Basketball Association	0	0	350	72	0	422	Hire of Community Bus and season charge 2015
Wyalkatchem District High School	70	0	0	0	0	70	Hire of Community Bus
TOTAL	<u>899</u>	<u>2,260</u>	<u>350</u>	<u>72</u>	<u>72,492</u>	<u>76,073</u>	
	708	1,575	350	72	-129	2,576	Sundry
	191	685	0	0	72,621	73,497	Rates

**8.2.2 FINANCIAL MANAGEMENT – FINANCIAL REPORTING – PAYMENT LISTINGS
– FEBRUARY 2016**

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:	3 March 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC: 18 February 2016 Council Decision No. 3236

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 29 February 2016.

Appendices:

1. Payment Listings as of 29 February 2016.

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 2016	\$158,997
Total Payments February 2015	\$189,491
Variance \$	-\$30,494
Variance %	-16%
Percentage paid by EFT February 2016	99.9%
Percentage paid by Cheque February 2016	0.1%

Percentage of local Suppliers February 2016 (excluding wages, bank fees, loan payments and utilities providers)	22%
Dollar Value spent with local Suppliers February 2016	\$17,731

Trust Account – Working

No transactions

Trust Account – REBA

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 \$158,997 for February 2016.

Strategic Plan/Risk Implications:

There are no strategic implications relative to this item.

Voting Requirements Council Simple Majority

Decision Number: 3250

Moved: Cr Jones

Seconded: Cr Holdsworth

That Council resolve the following:

1. Receive the Payment Listing as of 29 February 2016.

Vote: 6/0

Type	Date	Num	Name	Description	Amount
A01100 - Cash at Bank					
A01101 - Unrestricted Municipal Bank					
Cheque	02/02/2016	credit card	NAB Visa	SWIMMING POOL DONATIONS November 2015 Motor Neurone Disease WA	-122.50
Cheque	02/02/2016	credit card	NAB Visa	SWIMMING POOL DONATIONS December 2015 Beyond Blue	-70.50
Cheque	08/02/2016	dd250117	Westnet	Internet Access Feb 2016, Email Hosting 191115-191215	-179.15
Bill Pmt -Cheque	08/02/2016	dd080216	Telstra	TELEPHONE Landlines 170116-160216	-525.39
Paycheque	10/02/2016		Salaries and Wages	PPE100216	-19,983.00
Cheque	10/02/2016		McCabe, Ian J	ADMIN OFFICE Carpet cleaner	-7.15
Bill Pmt -Cheque	10/02/2016		ASB Marketing - EFT	UNIFORMS Polo Shirts	-858.00
Bill Pmt -Cheque	10/02/2016		Katchem Plumbing - EFT	TOWN MAINTENANCE Various duties	-1,950.00
Bill Pmt -Cheque	10/02/2016		Wells, RJ and SL - EFT	GARDEN MAINTENANCE 230116-050216	-3,388.00
Bill Pmt -Cheque	10/02/2016		Wyalkatchem Spraying Service - EFT	ROADSIDE SPRAYING Weed Control Tammin/Wyalkatchem Road, AIRPORT Weed eradication	-3,100.00
Liability Cheque	11/02/2016		Small Business Super Clearing House - EFT	SUPERANNUATION Jan 2016	-7,937.53
Cheque	11/02/2016		Cr Quentin Davies - EFT	COUNCILLOR PAYMENTS Dec 2015 Quarter	-2,500.00
Cheque	11/02/2016		Cr Owen Garner - EFT	COUNCILLOR PAYMENT Dec 2015 Quarter	-1,250.00
Cheque	11/02/2016		Cr Stephen Gamble - EFT	COUNCILLOR PAYMENT Dec 2015 Quarter	-666.66
Cheque	11/02/2016		Cr Emma Holdsworth - EFT	COUNCILLOR PAYMENT Dec 2015 Quarter	-666.66
Cheque	11/02/2016		Cr Fred Butt - EFT	COUNCILLOR PAYMENT Dec 2015 Quarter	-666.66
Cheque	11/02/2016		Cr Campbell Jones - EFT	COUNCILLOR PAYMENT Dec 2015 Quarter	-1,000.00
Cheque	11/02/2016		Cr Lynsey Gawley - EFT	COUNCILLOR PAYMENT Dec 2015 Quarter	-1,000.00
Bill Pmt -Cheque	12/02/2016		Australia Post - Mail - EFT	POSTAGE January 2016	-136.40
Bill Pmt -Cheque	12/02/2016		Avon Waste - EFT	BINS Jan 2016 - 328 x 4 weeks, 12 street x 4 weeks, RECYCLING Service bins x 6 060116	-4,077.70
Bill Pmt -Cheque	12/02/2016		BOC Gases - EFT	SWIMMING POOL Oxygen C size	-5.92
Bill Pmt -Cheque	12/02/2016		Brendon Wilkes Electrical - EFT	SWIMMING POOL Repair pool blanket winder, REC CENTRE Install 2 WP outlet for gas hot water ignitors, install RCD's on lights and power circuits, TOWN HALL Rewire switchboard and unsafe circuits on stage	-5,211.25
Bill Pmt -Cheque	12/02/2016		Compressed Air Installations - EFT	DEPOT Inspection of depot compressor	-614.34
Bill Pmt -Cheque	12/02/2016		Contract Aquatic Services - EFT	SWIMMING POOL Contract Management Fee Feb 2016	-13,719.55
Bill Pmt -Cheque	12/02/2016		Countryside Pest Control - EFT	RECREATION CENTRE, KORRELOCKING HALL, RAILWAY STATION, TOWN HALL, LADY NOVAR Termite Control	-1,562.00
Bill Pmt -Cheque	12/02/2016		Courier Australia - EFT	FREIGHT Swimming Pool parts 250116, Works parts 010215	-40.18
Bill Pmt -Cheque	12/02/2016		Covs Parts - EFT	PLANT PARTS WM216 12 volt Britax Flashing Lamps, 2 brackets to mount on 45mm round bar, MAINTENANCE WM000 Flashing Lamp replacement, 4 x Hella 12v push/pull electrical switches	-657.15
Bill Pmt -Cheque	12/02/2016		D & D Transport - EFT	BUSH FIRE TRUCK SHED Freight of shed parts	-223.22
Bill Pmt -Cheque	12/02/2016		Data#3 - EFT	COMPUTER Trend Licences 010416-310317	-194.70
Bill Pmt -Cheque	12/02/2016		Dowerin Gourmet Butchershop - EFT	AUSTRALIA DAY BBQ Sausages 2kg (for club)	-23.00
Bill Pmt -Cheque	12/02/2016		Dowerin Tyre & Exhaust - EFT	PLANT PARTS 4 wheeler motorbike battery	-47.00
Bill Pmt -Cheque	12/02/2016		Dunnings - EFT	FUEL January 2016	-3,489.21
Bill Pmt -Cheque	12/02/2016		E Fire and Safety - EFT	SHIRE PROPERTIES Servicing fire extinguishers	-1,182.50
Bill Pmt -Cheque	12/02/2016		Eco Hydraulic Solutions WA - EFT	SENIOR CITIZENS HOMES PROJECT Hydraulic engineer	-4,400.00
Bill Pmt -Cheque	12/02/2016		Elders Rural Services - EFT	STREET VERGES Ant treatment 20L, PROTECTIVE CLOTHING Boots Webb	-665.80
Bill Pmt -Cheque	12/02/2016		Exclusive Ties - EFT	PRESIDENTS FUND Shire Council Ties	-811.20
Bill Pmt -Cheque	12/02/2016		Five Rivers Plumbing - EFT	REC CENTRE Install Rinnai MP3200EML Hot Water System, connect all water pipework, disconnect existing hot , run a new gas line to HWS including a higher output regulator	-14,618.31

Bill Pmt -Cheque	12/02/2016		Fuji Xerox - EFT	PHOTOCOPY Colour Copies x 1697, B&W Copies x 4328	-210.85
Bill Pmt -Cheque	12/02/2016		JK Williams - EFT	ROADSIDE SPRAYING Spray Bottle for Poison	-49.95
Bill Pmt -Cheque	12/02/2016		Landgate - EFT	VALUATIONS Land Enquiry x 1	-24.60
Bill Pmt -Cheque	12/02/2016		Landmark - EFT	SWIMMING POOL Gas bottle 8.5kg	-44.80
Bill Pmt -Cheque	12/02/2016		Mitre 10 Solutions Northam - EFT	MEDICAL CENTRE Tube globes x 4, Halogen globes pkt 4	-28.98
Bill Pmt -Cheque	12/02/2016		Not Too Dusty Plant Hire - EFT	TOWN CAPITAL ROAD WORKS, RRG NEMBUDDING SOUTH RD Water cart hire	-4,997.89
Bill Pmt -Cheque	12/02/2016		RadioWest & HOT FM Networks - EFT	ADVERTISING Around the Towns Interview January 2016	-110.00
Bill Pmt -Cheque	12/02/2016		Upright Shed Assembly - EFT	BUSH FIRE TRUCK SHED Shed erection	-6,990.50
Bill Pmt -Cheque	12/02/2016		Wyalkatchem Community Resource Cntr - EFT	CRC ANNUAL FEE January 2016	-2,343.00
Bill Pmt -Cheque	12/02/2016		Wyalkatchem Hotel - EFT	AUSTRALIA DAY Salads, BUSH FIRE TRUCK SHED Accommodation for shed builders	-490.00
Bill Pmt -Cheque	12/02/2016		Wyalkatchem IGA Express - EFT	OFFICE AMENITIES, DEPOT Milk, AUSTRALIA DAY, SWIMMING POOL Extension lead	-277.89
Bill Pmt -Cheque	12/02/2016		Wyalkatchem Tyre Service - EFT	TYRES WM012, WM000 Repair	-66.00
Bill Pmt -Cheque	12/02/2016	16800	Wylie News & Lotteries	NEWSPAPERS Jan 2016	-48.20
Bill Pmt -Cheque	12/02/2016		Marketforce - EFT	SENIOR CITIZENS HOMES PROJECT Planning approval for Independent Living Units, Wilson St, SENIOR CITIZENS HOMES PROJECT Tender advertising 090116	-686.78
Bill Pmt -Cheque	12/02/2016		Dowerin Engineering Works - EFT	NETBALL/BASKETBALL COURTS 300mm flat strap and 1.5m 1" pipe, 4 x 2" angle iron, REPAIRS WM216 Plate and weld safety lights roads ute	-234.48
Bill Pmt -Cheque	17/02/2016	dd170216	Foxtel	Doctor's agreement FOXTEL 170216-160316	-149.00
Bill Pmt -Cheque	18/02/2016	dd180216	Water Corporation.	SERVICE CHARGE Standpipe at Depierres Rd 010116-290216	-37.06
Bill Pmt -Cheque	19/02/2016	dd190216	Water Corporation.	WATER USAGE 251115-280116	-318.37
Bill Pmt -Cheque	22/02/2016	dd220216	Synergy	ELECTRICITY Terminal Building 111115-120116	-120.90
Bill Pmt -Cheque	22/02/2016	dd220216	Synergy	ELECTRICITY Street Lights 251215-240116	-2,348.45
Bill Pmt -Cheque	22/02/2016	dd220216	Telstra	TELEPHONE Mobiles 020116-010216	-140.02
Bill Pmt -Cheque	22/02/2016	dd220216	Water Corporation.	WATER USAGE 271115-290116	-185.81
Cheque	23/02/2016	EFT	National Australia Bank	LOAN 68 - 43 & 45 WILSON STREET	-15,232.13
Paycheque	24/02/2016		Salaries and Wages	PPE240216	-19,905.40
Bill Pmt -Cheque	24/02/2016	CRED240216	Water Dynamics Welshpool EFT	PARKS & GARDENS Sprinkler fittings	-866.62
Bill Pmt -Cheque	24/02/2016	CRED240216	Air Born Amusements - EFT	WYALKATCHEM FAIR Deposit for amusement rides	-400.00
Bill Pmt -Cheque	24/02/2016	CRED240216	Fuji Xerox - EFT	PHOTOCOPY Lease 210216-200316	-546.70
Bill Pmt -Cheque	24/02/2016	CRED240216	Slack Taxi Pty Ltd - EFT	WYALKATCHEM FAIR Aerial performance 090416 30% deposit	-1,204.50
General Journal	25/02/2016	1940	NAB	NAB Connect Fee. CG	-46.49
General Journal	29/02/2016	1942	NAB	Account Keeping Fee	-32.00
Bill Pmt -Cheque	29/02/2016	dd290216	Water Corporation.	WATER USAGE Shire properties 071215-100216	-3,309.16
Total A01101 - Unrestricted Municipal Bank					<u>-158,997.16</u>

CERTIFICATION OF CHIEF EXECUTIVE OFFICER

I hereby certify that the Schedule of Accounts paid was submitted to Council on Thursday, 17 March 2016. 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, 17 March 2016 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 – Budgeting – Budget Review 2015/2016


Council Decision Number: 3251

Moved Cr Garner Seconded Cr Jones

That the late item 8.2.3 be accepted

Vote: 6/0

8.2.3 FINANCIAL MANAGEMENT – BUDGETING – BUDGET REVIEW 2015/16

FILE REFERENCE:	12.05.06
AUTHORS NAME AND POSITION:	Claire Trenorden Senior Finance Officer
AUTHORS SIGNATURE:	
NAME OF APPLICANT/RESPONDENT:	Not applicable
DATE REPORT WRITTEN:	14 March 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC 18 June 2016 Council decision number: 3105

SUMMARY: That Council consider and adopt the Budget Review as presented in the Statement of Financial Activity for the period 1 July 2015 to 29 February 2016.

That Council resolve the following:

1. That Council adopt the budget review as presented
2. That Council adopt the projected actual amounts as revised budget amounts for the year ended 30 June 2016

Appendix:

1. Review of Budget Report as of 29 February 2016.

Background:

A Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2016 for the period ending 26 February 2016 is presented for Council to consider. The *Local Government (Financial Management) Regulations 1996, Regulation 33A as amended*, requires that local governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government within 30 days of adoption of the review.

Comment:

The budget review has been prepared to include information required by the *Local Government Act 1995, Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. Council adopted a 10% and/or a \$10,000 minimum for the reporting of material variances to be used in the statement of financial activity and the annual budget review. The changes are summarised below:

Operating Revenue: Decrease by \$653,261
Operating Expenditure: Increase by \$176,155
Capital Revenue: Increase by \$211,671
Capital Expenditure: Increase by \$324,037
Reserve (Net Transfer): Increase by \$15,500
Net Assets: Increase by \$4,152

The amended budget isn't a balanced budget with closing net assets of \$104,920. This is so there are funds carried forward to be used at the beginning of the 2016/17 financial year before rates are received.

Areas where significant changes have occurred are detailed below:

General Purpose:

- The FAGS General Purpose was decreased by \$484,134 to what was originally budgeted. This was because approximately 50% of the grant was pre-paid in the 2014/15 financial year.
- Interest received on Municipal funds is increased due to investing any surplus funds through the year in term deposits at higher interest rates.
- Interest received on Reserve funds is increased as the original budget figure was a low estimate and the actual depends on the balance of the fund and actual interest rates received.

Governance:

- Expenditure on professional services is increased due to an appraisal of the airstrip being needed in order to decide on the future of Racewars (\$9,996). An appraisal on the Swimming Pool and Recreation Centre was also completed to be used in asset management planning (\$11,986).
- The second stage of the Youth project wasn't included in the original Annual Budget due to the timing of grant approval. This has now been included (\$10,000) which is fully offset by grant funds received in June 2015.

Law, Order and Public Safety:

- The DFES Operating Grant for 2015/16 was not approved for the original amount requested, consequently income and expenditure have been reduced to the approved amount.

Health

- The Shire took over management of the Medical Centre from October 2014 to January 2015 and as of February 2015 put an agreement into place with a new Doctor, this has led to an increase in expenditure (\$83,198).

Recreation and Culture:

- Expenditure on utilities and trying to fix leaks at the Swimming Pool has been higher than anticipated (\$12,000).
- Repairs to the hockey oval lights were an unbudgeted expense due to the cost of the globes and the requirement of an elevated work platform to complete the work (\$4,682).
- Due to the breakdown of the cricket wicket roller, a hire roller had to be sourced which was required for the majority of the cricket season (\$4,500).
- The Recreation Centre is an area that the Shire must be sure to stay within budget for the remainder of the year. No non-urgent maintenance work will be completed for the remainder of the year and care must be taken with the kitchen upgrade capital project to stay within budget.

Transport

- The FAGS Road Portion was decreased by \$234,792 to what was originally budgeted. This was because approximately 50% of the grant was pre-paid in the 2014/15 financial year.

- The project to upgrade or replace the Shire's two way system has been deferred until future years for reassessment.
- Increased expenditure is required for rural roads maintenance grading, the amended budget has been increased by \$10,120 from the original. This is also a pressure point where the Shire must be sure to stay within budget.

Other Property and Services:

- Plant repairs and maintenance costs have been higher than anticipated through to 29 February 2016 so the budget for the year has been increased by \$38,077. Plant operating costs will be reviewed and increased as necessary to cover this and these costs will be closely monitored for the remainder of the year.

Land and Buildings:

- Urgent maintenance work was required to be completed on the Railway Station ceilings as this building is used by members of the public. The cost of this is \$11,000 and is fully offset by the deferment of the solar lighting project.
- The Bush Fire Truck Shed ran over in cost in various areas (\$14,232), this increased cost is mostly offset by the deferment of the Shire two way radio project which was budgeted as \$10,000.
- The NSRF grant for the Recreation Centre kitchen upgrade was approved and the budget was amended by \$25,000. Also due to increased use of the facility the cost of bulk gas to run the hot water systems was extremely high, it was decided to replace the systems with an instantaneous commercial system and the cost should be recovered within 12 months with the savings in gas.
- Urgent unscheduled maintenance work has been required at Lady Novar on the ceilings and roof (\$5,525).
- The air conditioner was required to be replaced at the Medical Centre. This was claimed on insurance (\$7,660) and the cost to the Shire was \$1,000 in excess.

Plant and Equipment:

- The purchase of the Isuzu Prime Mover was \$19,563 less than was budgeted.
- As per decision number 3162 at the OMC on 17 September 2015, the tractor was replaced with a New Holland tractor. The changeover worked out to be a \$1,123 increased cost to the Shire.

Infrastructure Assets – Roads:

- The Roads 2 Recovery grant was increased by \$174,481 for 2015/16 and expenditure on capital roads projects was increased to expend these funds.

Infrastructure Assets – Other:

- Capital expenditure on drainage at the Cemetery was required to stop washouts occurring when it rains.
- The solar lighting project was put on hold to offset the urgent works at the Railway Station. This project will be reassessed for the 2016/17 Budget.

Reserves:

- Interest received on Reserve funds is increased (\$13,000) as the original budget figure was a low estimate and the actual depends on the balance of the fund and actual interest rates received.

Depreciation:

- Overall depreciation expenses have increased, this is due to the revaluation of infrastructure and adjustments of depreciation rates associated.

Opening Surplus as at 1 June 2015:

- After the Budget was adopted approximately 50% of the FAGS Grant for 2015/16 was prepaid in June 2015 (\$723,152), also \$50,390 of rates for 2015/16 were prepaid in June 2015 and the purchase of the airport reserve (\$65,000) was not completed in 2014/15 and was carried over to 2015/16 (which was included in the Budget).

Consultation:

Ian McCabe, Chief Executive Officer
Trevor Webb, Manager of Works

Statutory Environment:

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires:

1. Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.
2. Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the Council.
3. A Council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
*Absolute majority required.
4. Within 30 days after a Council has made a determination, a copy of the review and determination is to be provided to the Department.

Policy Implications:

The budget is based on the principles contained in the Plan for the Future.

Financial Implications:

Specific financial implications are as outlined in the Comments section of this report.

Strategic Plan/Risk Implications:

The Budget Review has been developed based on existing strategic planning documents adopted by Council.

Triple Bottom Line Assessment:**Economic Implications**

The budget has been reviewed based on sound financial management and accountability principles and is considered to deliver a sustainable economic outcome for Council and the community.

Social Implications

The budget has been reviewed to deliver social outcomes identified in various planning and community supporting strategies that have previously been adopted by Council.

Environmental Implications

The budget has been reviewed to support key environmental strategies and initiatives adopted by Council.

Voting Requirements

Absolute Majority

Council Decision Number: 3252

Moved: Cr Holdsworth

Seconded: Cr Jones

That Council resolve the following:

- 1. That Council adopt the Budget Review as presented;**
- 2. That Council adopt the projected actual amounts as revised budget amounts for the year ended 30 June 2016.**

Vote: 6/0

Shire of Wyalkatchem
REVIEW OF BUDGET REPORT
For the Period Ended 29th February 2016

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Statement of Financial Activity

- Note 1 Significant Accounting Policies
- Note 2 Graphical Representation
- Note 3 Net Current Funding Position
- Note 4 Predicted Variances
- Note 5 Budget Amendments

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

Shire of Wyalkatchem
STATEMENT OF BUDGET REVIEW
(Nature or Type)
For the Period Ended 29th February 2016

	Adopted Annual Budget (a)	Revised Annual Budget (b)	YTD Actual	Variance (b) - (a)	Variance	
	\$	\$	\$	\$	%	
Operating Revenues						
Rate Revenue	1,100,448	1,044,597	1,044,633	(55,851)	(5)	▼
Grants, Subsidies and Contributions	2,652,547	1,973,367	700,985	(679,180)	(26)	▼
Profit on Asset Disposal	144,217	172,546	116,297	28,329	20	▲
Fees and Charges	267,669	299,110	238,445	31,441	12	▲
Service Charges	0	0	0	0	0	
Interest Earnings	22,797	44,797	42,242	22,000	97	▲
Other Revenue	0	0	0	0	0	
	4,187,678	3,534,417	2,142,602	(653,261)		▼
Operating Expense						
Employee Costs	(827,437)	(818,360)	(520,412)	9,077	(1)	▼
Materials and Contracts	(1,090,409)	(1,147,474)	(703,312)	(57,065)	5	▲
Utilities Charges	(150,246)	(150,094)	(73,669)	152	(0)	▲
Depreciation (Non-Current Assets)	(890,752)	(1,025,109)	(680,997)	(134,357)	15	▲
Interest Expenses	(31,513)	(31,590)	(18,332)	(77)	0	▲
Insurance Expenses	(126,003)	(123,200)	(123,654)	2,803	(2)	▼
Loss on Asset Disposal	(27,756)	(24,444)	(24,444)	3,312	(12)	▼
Other Expenditure	0	0	0	0	0	
	(3,144,116)	(3,320,271)	(2,144,820)	(176,155)		▲
Funding Balance Adjustment						
Add Back Depreciation	890,752	1,025,109	680,997	134,357	15	▲
Adjust (Profit)/Loss on Asset Disposal	(116,461)	(148,102)	(91,853)	(31,641)	100	▼
Adjust Provisions and Accruals	0	0	0	0	0	
Net Operating	1,817,853	1,091,153	586,926	(726,700)		▼
Capital Revenues						
Grants, Subsidies and Contributions	681,904	856,385	539,502	174,481	26	▲
Proceeds from Disposal of Assets	266,600	254,755	254,755	(11,845)	(4)	▼
Proceeds from New Debentures	0	63,700	63,700	63,700	0	▲
Proceeds from Sale of Investments	0	0	0	0	0	
Proceeds from Advances	0	0	0	0	0	
Self-Supporting Loan Principal	11,316	11,316	6,760	(0)	0	▼
Transfer from Reserves	1,191,671	1,187,171	10,165	(4,500)	0	▼
	2,151,491	2,373,327	874,881	221,835		▲
Capital Expenses						
Land Held for Resale	0	0	0	0	0	
Land and Buildings	(1,140,705)	(1,221,229)	(212,910)	(80,524)	7	▼
Plant and Equipment	(377,955)	(417,341)	(415,889)	(39,386)	10	▼
Furniture and Equipment	0	0	0	0	0	
Infrastructure Assets - Roads	(811,930)	(960,413)	(417,725)	(148,483)	18	▼
Infrastructure Assets - Other	(235,314)	(273,900)	(134,086)	(38,586)	16	▼
Purchase of Investments	0	0	0	0	0	
Repayment of Debentures	(157,864)	(174,087)	(141,103)	(16,223)	0	▼
Advances to Community Groups	0	0	0	0	0	
Transfer to Reserves	(1,499,727)	(1,510,727)	(30,145)	(11,000)	1	▼
	(4,223,495)	(4,557,697)	(1,351,858)	(334,202)		▼
Net Capital	(2,072,004)	(2,184,370)	(476,977)	(112,367)		▼
Net Operating + Capital	(254,151)	(1,093,217)	109,949	(839,067)		▼
Opening Funding Surplus(Deficit)	354,918	1,198,138	1,198,138	843,219		▲
Closing Funding Surplus(Deficit)	100,768	104,920	1,308,087	4,152		▲

Shire of Wyalkatchem
STATEMENT OF BUDGET REVIEW
(Statutory Reporting Program)
For the Period Ended 29th February 2016

	Adopted Annual Budget (a)	Revised Annual Budget (b)	YTD Actual	Variance (b) - (a)	Variance	
	\$	\$	\$	\$	%	
Operating Revenues						
Governance	2,100	19,760	19,045	17,660	89	▲
General Purpose Funding	2,124,419	1,642,449	1,490,646	(481,970)	(29)	▼
Law, Order and Public Safety	38,962	25,410	18,712	(13,552)	(53)	▼
Health	1,062,310	1,068,398	37,028	6,088	1	▲
Education and Welfare	180	180	0	0	0	
Housing	117,281	132,757	89,509	15,476	12	▲
Community Amenities	111,004	111,004	107,079	0	0	
Recreation and Culture	48,522	56,522	17,139	8,000	14	▲
Transport	526,773	291,981	239,772	(234,792)	(80)	▼
Economic Services	3,910	5,410	3,501	1,500	28	▲
Other Property and Services	152,217	180,546	120,172	28,329	16	▲
	4,187,678	3,534,417	2,142,602	(653,261)		▼
Operating Expense						
Governance	(264,671)	(291,261)	(161,230)	(26,590)	9	▲
General Purpose Funding	(55,619)	(64,169)	(42,170)	(8,550)	13	▲
Law, Order and Public Safety	(98,568)	(86,308)	(59,951)	12,260	(14)	▼
Health	(278,775)	(283,830)	(197,395)	(5,055)	2	▲
Education and Welfare	(16,368)	(23,020)	(12,523)	(6,652)	29	▲
Housing	(243,102)	(245,450)	(163,765)	(2,348)	1	▲
Community Amenities	(223,661)	(218,864)	(114,726)	4,797	(2)	▼
Recreation and Culture	(525,104)	(660,281)	(433,835)	(135,177)	20	▲
Transport	(1,342,136)	(1,348,896)	(834,162)	(6,760)	1	▲
Economic Services	(67,356)	(72,671)	(51,282)	(5,315)	7	▲
Other Property and Services	(28,756)	(25,521)	(73,780)	3,235	(13)	▲
	(3,144,116)	(3,320,271)	(2,144,820)	(176,155)	53	▲
Funding Balance Adjustment						
Add Back Depreciation	890,752	1,025,109	680,997	134,357	13	▲
Adjust (Profit)/Loss on Asset Disposal	(116,461)	(148,102)	(91,853)	(31,641)	21	▲
Adjust Provisions and Accruals	0	0	0	0	0	
Net Operating	1,817,853	1,091,153	586,926	(726,700)	88	▼
Capital Revenues						
Grants, Subsidies and Contributions	681,904	856,385	539,502	174,481	26	▲
Proceeds from Disposal of Assets	266,600	254,755	254,755	(11,845)	(5)	▼
Proceeds from New Debentures	0	63,700	63,700	63,700	0	▲
Proceeds from Sale of Investments	0	0	0	0	0	
Proceeds from Advances	0	0	0	0	0	
Self-Supporting Loan Principal	11,316	11,316	6,760	(0)	(0)	▼
Transfer from Reserves	1,191,671	1,187,171	10,165	(4,500)	0	▼
	2,151,491	2,373,327	874,881	221,835	21	▲
Capital Expenses						
Land Held for Resale	0	0	0	0	0	
Land and Buildings	(1,140,705)	(1,221,229)	(212,910)	(80,524)	7	▲
Plant and Equipment	(377,955)	(417,341)	(415,889)	(39,386)	9	▲
Furniture and Equipment	0	0	0	0	0	
Infrastructure Assets - Roads	(811,930)	(960,413)	(417,725)	(148,483)	15	▲
Infrastructure Assets - Other	(235,314)	(273,900)	(134,086)	(38,586)	14	▲
Purchase of Investments	0	0	0	0	0	
Repayment of Debentures	(157,864)	(174,087)	(141,103)	(16,223)	9	▼
Advances to Community Groups	0	0	0	0	0	
Transfer to Reserves	(1,499,727)	(1,510,727)	(30,145)	(11,000)	1	▲
	(4,223,495)	(4,557,697)	(1,351,858)	(334,202)		▲
Net Capital	(2,072,004)	(2,184,370)	(476,977)	(112,367)		▲
Net Operating + Capital	(254,151)	(1,093,217)	109,949	(839,067)		▲
Opening Funding Surplus(Deficit)	354,918	1,198,138	1,198,138	843,219		▲
Closing Funding Surplus(Deficit)	100,768	104,920	1,308,087	4,152		▲

Shire of Wyalkatchem
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 29th February 2016

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

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

(c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, 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 BUDGET REVIEW REPORT
For the Period Ended 29th February 2016

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 raised 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

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 Municipality includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

(j) Depreciation of Non-Current Assets

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

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and 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
Miscellaneous Items under \$2000	100% depreciation at purchase

Shire of Wyalkatchem
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 29th February 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Impairment

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2010.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Monthly Statement of Financial Position from a budgetary perspective.

(l) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality 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.

(m) 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 municipality 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 Council 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 Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

Shire of Wyalkatchem
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 29th February 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(n) 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.

(o) 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.

(p) 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 BUDGET REVIEW REPORT
For the Period Ended 29th February 2016

(q) 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 the 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 BUDGET REVIEW REPORT
For the Period Ended 29th February 2016

(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

Members of Council

This is the administration and operation of facilities and services to members of Council. Includes fees, expenses and allowances paid to elected and committee members, election costs, insurance, subscriptions, conference expenses, Chamber expenses,

Other Governance

Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services. Including civic receptions, refreshments, receptions, naturalisation and citizenship ceremonies, polls, referendums, public relations, Freedom of Information requests, research, development and preparation of policy documents, development of local laws, strategic planning, principal activity plans, annual budgets, annual financial reports, audit fees and the annual report.

GENERAL PURPOSE FUNDING

Rates

Rates levied under Division 6 of Part 6 of the Local Government Act 1995. Revenue from a general rate, differential rates, minimum rates, interest and fees on instalment arrangements, interest on arrears, government subsidy for rates deferred by entitled pensioners, less discounts and/or concessions relating to rates levied. Expenditures incurred in administration and maintaining rate records, rating valuations, servicing notices, postage, stationery, advertising, doubtful debt expenses, debt collection, printing, indirect administration costs etc.

Other General Purpose Funding (GPF)

Amounts receivable from the Western Australian Grants Commission and any other Government Grant of a general purpose nature and generally referred to as untied grants. Interest earnings from deposits and investments, including reserve accounts. General overdraft expenses on the Municipal Fund.

Shire of Wyalkatchem
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 29th February 2016

(r) STATEMENT OF OBJECTIVE (Continued)

LAW, ORDER, PUBLIC SAFETY

Fire Prevention

Administration and operations on fire prevention services, including volunteer bush fire brigades, outlays on roadside clearing operations (slashing, clearing, mowing verges, standpipes, insurance) and other protective burning. Revenues include the sale of local laws, maps, materials relating to fire prevention, fines and penalties imposed under relevant Acts and fines, fees or charges for clearing fire breaks.

Animal Control

Administration, enforcement and operations relating to the control of animals. Includes costs of impounding, destroying and disposal of stray animals. Revenues include dog registration fees, fines and penalties relating to straying dogs, cats, cattle and other livestock and impounding and destruction fees.

Public Safety

Administration, promotion, support and operation of services relating to public order and safety that cannot be assigned to one of the preceding sub-programs. Enforcement of Local Government Laws and impounding vehicles.

HEALTH

Preventive Services

Administration, inspection and operations of programs concerned with the general health of the community. Includes the costs and revenues derived from the inspection of eating houses, itinerant food vendors, stall holders, offensive trade etc. Also includes providing the services of an Environmental Health Officer, in the regional health scheme, and any other outlays concerned with general health inspection and administration services provided by the council.

Health

Administration and operation of health facilities, including contributions, subsidies, donations toward the provision of medical services such as the local doctor.

EDUCATION AND WELFARE

Senior Citizens

Administration, support and operation of welfare services for senior citizen.

HOUSING

Community Housing

Administration and management of residential housing for members of the community.

COMMUNITY AMENITIES

Sanitation – Household

Administration and operation of general refuse collection and disposal services. These include the collection of general, recyclable and green waste, and its delivery to a disposal site. Provision and maintenance of the rubbish disposal site.

Protection of Environment

Administration, inspection and operation of flood mitigation work removal of dead animals, derelict and abandoned vehicles. Includes the development, monitoring and operation of pollution and noise control, soil erosion.

Town Planning

Administration, inspection and operation of a town planning service. This includes planning control, the preparation of town planning development schemes, zoning and rezoning. Includes costs associated with the purchase and resumption of land for public open space, community facilities etc. for the expansion or development of this program.

Other Amenities

Includes outlays on public conveniences, drinking fountains, cemetery, rest centres, street seats and other street furniture.

RECREATION AND CULTURE

Public Buildings

Administration, provision and operation of multipurpose venues such as Public Hall, Town Hall and Function Room.

Swimming Pool

Administration and operation of public swimming pool.

Other Recreation

Administration, provision and maintenance of other recreational facilities and services. including indoor and outdoor sporting complexes and facilities such as football and cricket grounds, tennis courts, basketball and netball courts and other recreational areas such as parks and gardens, ovals, playgrounds, barbecue areas, cycleway, dual use paths, Communication Broadcasting, Administration, support, provision and operation of facilities to receive and rebroadcast communication signals.

Library

Administration, provision and operation of the local library, including books, tapes, records, audio-visual aids, and other services.

Tidy Towns

The Shire will continue to work with the Care for Wylie Committee in their program for the improvement of the townscape.

Community Grants

The Shire will continue to fund activities undertaken by community based organisations, where it can be shown that the money will benefit members of the community.

TRANSPORT

Public Works

Administration, regulation and operation relating to the provision of streets and roads, under the control of the Shire and the Commissioner of Main Roads. It also includes drainage works, kerbing, road verges, median strips, footpaths, private streets, crossovers and approaches, road signs and names, street crossings, line marking, street lighting, street trees and street cleaning.

Airstrip

Administration, provision and operation of the airstrip and other associated facilities.

ECONOMIC SERVICES

Tourism

The development, promotion, support, research, operation etc. of tourism and

Building Control

Administration, inspection and operations concerned with application of the

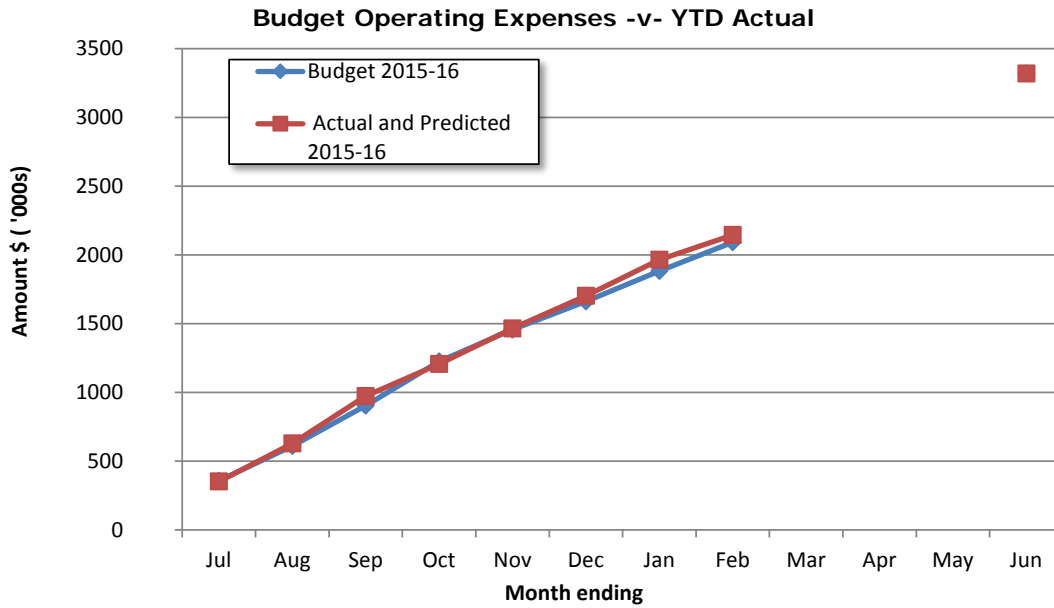
OTHER PROPERTY & SERVICES

Private Works

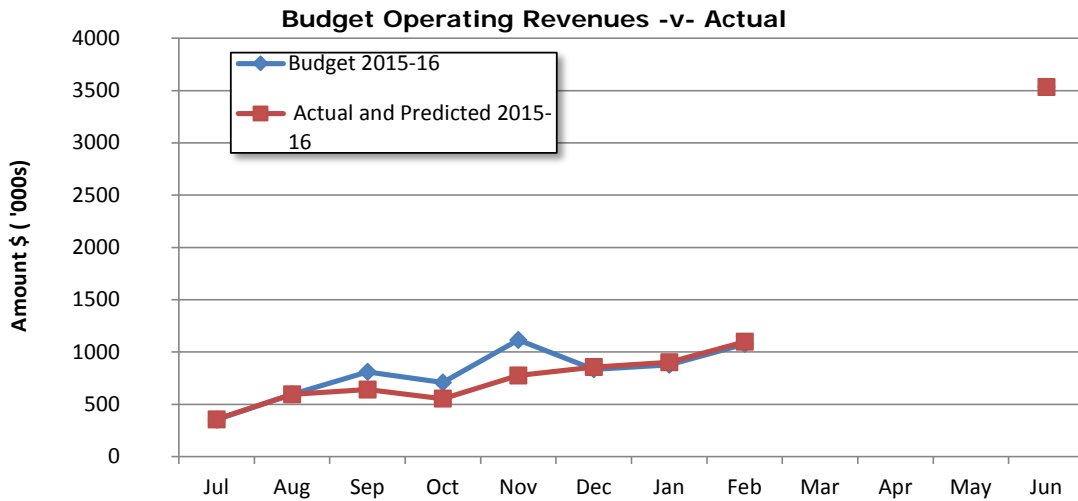
Administration, inspection, and operation of work carried out on property or

Shire of Wyalkatchem
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 29th February 2016

Note 2 - Graphical Representation - Source Statement of Financial Activity



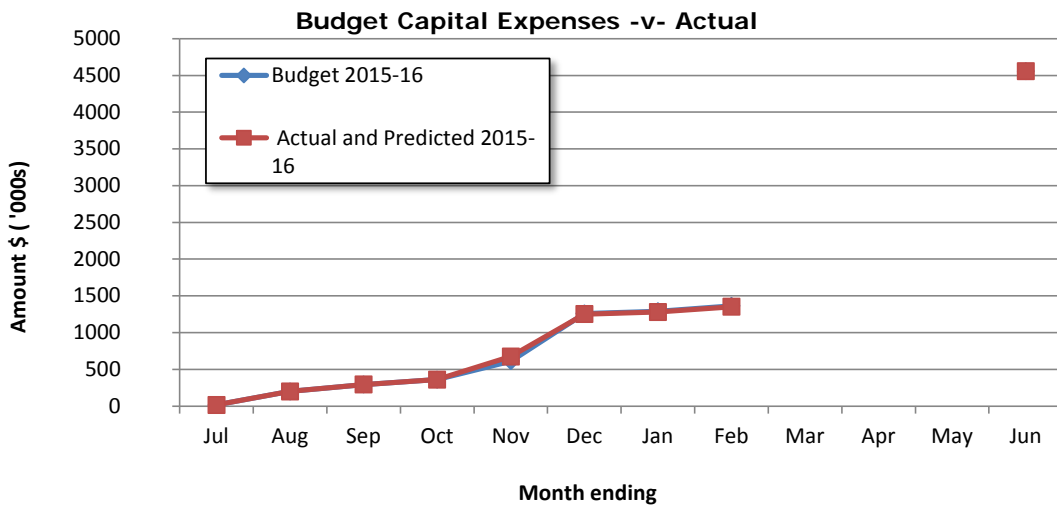
Comments/Notes - Operating Expenses



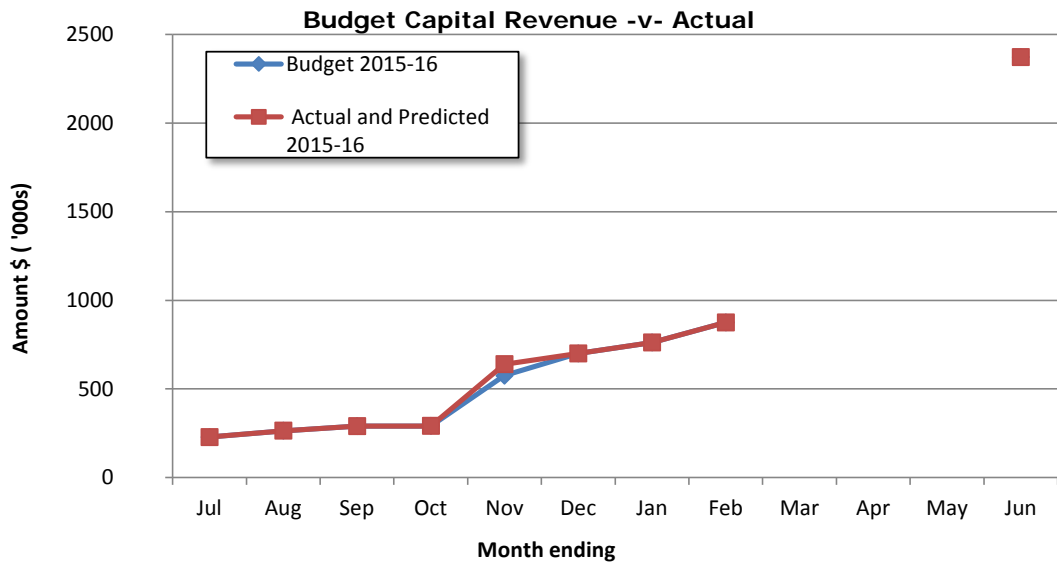
Comments/Notes - Operating Revenues

**Shire of Wyalkatchem
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 29th February 2016**

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses

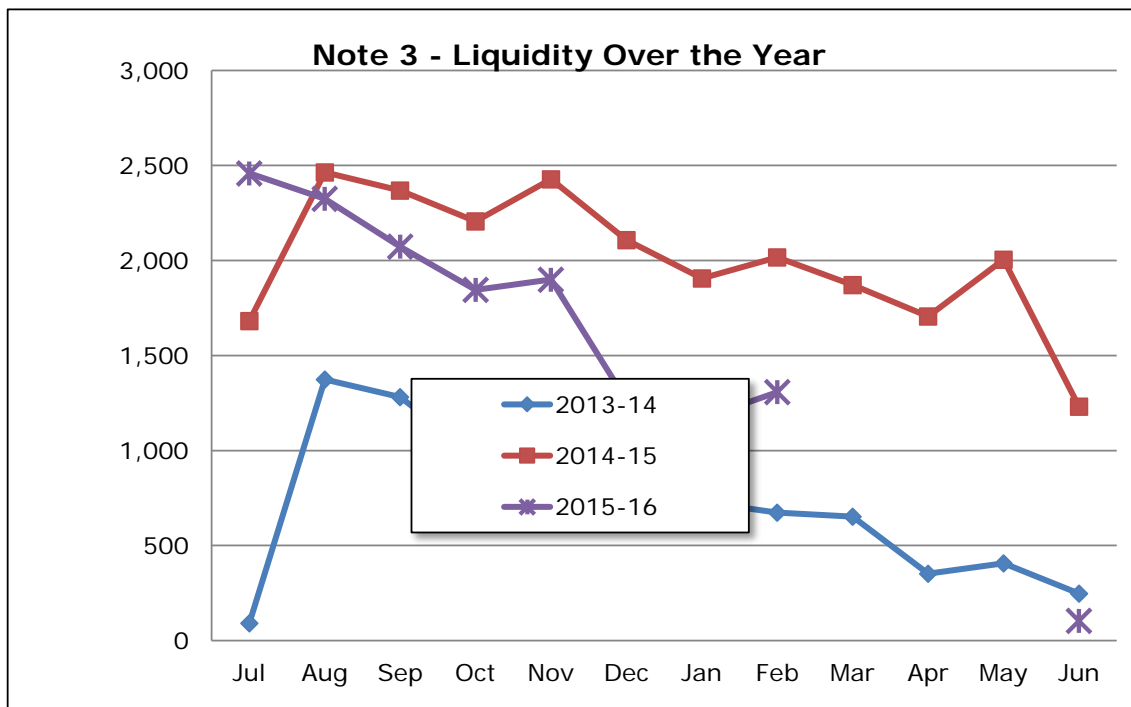


Comments/Notes - Capital Revenues

Shire of Wyalkatchem
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 29th February 2016

Note 3: NET CURRENT FUNDING POSITION

	Positive=Surplus (Negative=Deficit)			
	2015-16			
	Note	This Period	Last Period	Same Period Last Year
	\$	\$	\$	
Current Assets				
Cash Unrestricted	150,736	1,213,807	1,262,606	
Cash Restricted	1,876,899	1,573,323	1,553,343	
Receivables - Rates and Rubbish	10,000	73,497	36,300	
Receivables -Other	1,000	2,576	10,382	
Inventories	70,000	106,722	76,063	
	2,108,635	2,969,925	2,938,694	
Less: Current Liabilities				
Payables	(51,816)	(21,706)	(120,405)	
Provisions	(75,000)	(66,808)	(66,808)	
	(126,816)	(88,515)	(187,213)	
Less: Cash Restricted	(1,876,899)	(1,573,323)	(1,553,343)	
Net Current Funding Position	104,920	1,308,087	1,198,138	



Comments/Notes - Net Current Funding Position

Shire of Wyalkatchem
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
For the Period Ended 29th February 2016

Note 4: PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
4.1 OPERATING REVENUE (EXCLUDING RATES)		
4.1.1 GOVERNANCE		
I041010 · Reimbursements Higher than average dividends (\$7,271) and safe driver discounts (\$3,022) from LGIS was received. Also an insurance claim was received for the damaged airconditioner at	17,660	
4.1.2 GENERAL PURPOSE FUNDING		
I032010 · FAGS General Purpose Approximately 50% of the 2015/16 grant was pre-paid in June 2015 leading to reduced income being received in the 2015/16 financial year.	(484,134)	
I032030 · Interest on Invest - Muni Surplus funds have been invested through the year leading to higher than anticipated interest.	9,000	
I032040 · Interest on Invest - Reserves Interest is estimated in the original budget and depends on actual interest rates received.	13,000	
I032069 · Other miscellaneous grants Several small grants were approved after the budget was adopted, including two Road Safety Community Grants (\$1,550) and National Youth Week funding (\$1,000).	2,550	
4.1.3 LAW, ORDER AND PUBLIC SAFETY		
I051005 · DFES Operating Grant The original amount requested from DFES for the Operating Grant was not approved due to some expenditure not being covered by the grant and also the first quarterly payment was received in June 2015. The final amount to be received in the 2015/16 financial year will be \$19,710.	(13,552)	
4.1.4 HEALTH		
I072502 · Reimbursement - Koorda This increase was mostly due to the increased purchase price of the Doctor's vehicle.	6,088	
4.1.5 EDUCATION AND WELFARE		
No Material Variance		
4.1.6 HOUSING		
I090201 · 2 Slocum St Reimbursements for electricity expenses were not included in the original Annual Budget.	1,500	
I090202 · 2a Slocum St This rental income was overlooked in the original Annual Budget.	6,607	
I090205 · Lady Nova-10 Honour Ave This rental income was overlooked in the original Annual Budget.	7,369	
4.1.7 COMMUNITY AMENITIES		
No Material Variance		
4.1.8 RECREATION AND CULTURE		
I112010 · Swimming Pool fees These fees were not included in the original Annual Budget as it was unknown if the grant would be approved.	6,000	
I112015 · Swimming Pool Grant The Swimming Pool Grant was increased by \$2,000 for this financial year.	2,000	
4.1.9 TRANSPORT		
I121045 · FAGS Road Portion Approximately 50% of the 2015/16 grant was pre-paid in June 2015 leading to reduced income being received in the 2015/16 financial year.	(234,792)	

Shire of Wyalkatchem
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
For the Period Ended 29th February 2016

Note 4: PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
4.1.10 ECONOMIC SERVICES		
I133005 · Building Licence Income is estimated in the budget and there has been an increased amount of applications lodged in 2015/16.	1,500	
4.1.11 OTHER PROPERTY AND SERVICES		
I146010 · Profit from Sale of Assets The trade in price for the John Deere tractor was higher than estimated by \$6,900. Also the trade in of the Prime Mover was later in the year than expected which meant a lower book value, which lead to a higher profit from the change over.	28,329	
Predicted Variances Carried Forward	(630,875)	0
Predicted Variances Brought Forward	(630,875)	0
4.2 OPERATING EXPENSES		
4.2.1 GOVERNANCE		
E041203 · Fringe Benefit Tax Fringe benefit tax costs have been reduced mainly due to the reduction in private use of motor vehicles.	8,000	
E041213 · Professional Services An appraisal of the airstrip was needed in order to decide if Racewars happens again, in doing this a full asset management plan was obtained (\$9,996). After completing this it was decided to get a plan for two other of the Shire's major facilities in the Rec Centre and Swimming Pool (\$11,986).	(21,982)	
E041208 · Removal Expenses A budget was allocated for the removal expenses as a contingency, this will not be required.	2,000	
E041219 · Insurance Insurance costs were decreased this financial year as LGIS were able to get better prices.	2,803	
E041401 · Depreciation Depreciation rates have been amended due to fair value leading to adjustments to the budget.	(5,835)	
E042020 · Public Relations The second stage of the Youth Grant was approved after the Annual Budget was adopted (\$10,000). The grant income was received in June 2015.	(10,000)	
E042025 · Local Government Week Local Government Week was not attended this financial year.	4,000	
E042035 · Election Costs Expenditure was reduced due to there being no election required.	1,030	
E042055 · Chamber Mtce Increased cleaning has been required in Council Chambers this financial year.	(3,773)	
E042060 · Telecommunications Allowance In 2014/15 it was agreed that Councillors would put their telecommunications allowance towards the purchase of ipads. It was decided in 2015/16 to pay out these amounts so the ownership of the ipad remained with the Shire.	(2,833)	
4.2.2 GENERAL PURPOSE FUNDING		
E031045 · Rate Debt Collection Expenses The amount of ratepayers not paying has increased this year leading to an increase in debt collection expenses, this is offset by increased income as they are oncharged to the ratepayer.	(8,550)	
4.2.3 LAW, ORDER AND PUBLIC SAFETY		
E051055 · Other fire prevention Expenditure is reduced due to DFES not approving the original amount requested for the Operating Grant.	9,069	
E051150 · Bush Fire Admin Costs	1,475	

Shire of Wyalkatchem
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
For the Period Ended 29th February 2016

Note 4: PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
Expenditure is reduced due to DFES not approving the original amount requested for the Operating Grant. E051298 · Depn - Fire Control Depreciation rates have been amended due to fair value leading to adjustments to the budget.	(284)	
E052540 · Pound Maintenance Some modifications were budgeted to occur to the pound, these have since been decided not to be needed.	2,000	
4.2.4 HEALTH		
E072020 · Medical Centre Building Maintenance Some unscheduled maintenance work has been required to be completed to get the practice accredited.	(3,261)	
E075298 · Depn - Prev Services Depreciation rates have been amended due to fair value leading to adjustments to the budget.	(1,794)	
4.2.5 EDUCATION AND WELFARE		
E081015 · Contribution to CEACA It was decided by Council to contribute further towards more work needed on the CEACA business case.	(5,000)	
E081010 · Aged Friendly Communities Grant The amount included in the original budget did not include own source funds, so the total expenditure was slightly increased.	(1,593)	
E082298 · Depn - Education and Welfare Depreciation rates have been amended due to fair value leading to adjustments to the budget.	(59)	
4.2.6 HOUSING		
E090010 · 2 Slocum Street Expenditure is increased due to the dividing fence between 2 and 4 Slocum St falling over. This was an insurance claim but the increase in expenditure is due to the excess and replacing a small offshoot of the fence at the same time.	(2,000)	
E090085 · 58 Flint Street Unscheduled maintenance work has been required to be completed on the roof as it was leaking and also replacing the oven.	(2,000)	
E090110 · 51 Flint St Unscheduled maintenance work was required to fix a leaking shower base to stop further damage.	(1,000)	
E090298 · Depreciation Depreciation rates have been amended due to fair value leading to adjustments to the budget.	2,652	
4.2.7 COMMUNITY AMENITIES		
E105298 · Depn - Other Community Services Depreciation rates have been amended due to fair value leading to adjustments to the budget.	4,797	
4.2.8 RECREATION AND CULTURE		
E112140 · Pool Building Mtce & Utilities Expenditure on maintenance and water usage has increased this year due to an ongoing leak. Staff are trying to rectify the leak.	(12,000)	
E113005 · Community Bus expenses Some unbudgeted maintenance work has been required this financial year, the Shire has changed arrangements to rectify this oversight.	(2,700)	
E113511 · Hockey Oval Repairs have been required to the lights which were quite expensive due to the cost of the globes and needing an elevated work platform to complete the repairs.	(4,682)	

Shire of Wyalkatchem
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
For the Period Ended 29th February 2016

Note 4: PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
E113512 · Cricket Wickets Expenditure has been increased due to the breakdown of the wicket roller and the need to hire a replacement for the majority of the season while repairs were completed.	(4,500)	
E113506 · Pump maintenance Expenditure was incurred to breach the separation wall at the Town Dam, this was unbudgeted.	(2,000)	
E113518 · CRC Building Some minor unbudgeted maintenance expenditure has been required through the year.	(1,000)	
E116298 · Depn Other Culture Depreciation rates have been amended due to fair value leading to adjustments to the budget.	(108,295)	
4.2.9 TRANSPORT		
E122020 · Depot Maintenance Expenditure budgeted to replace/upgrade the two way radio system will not be required this financial year and it will be re-evaluated for future years.	10,000	
E122089 · Rural Road Mtce Grading Budgeted expenditure is slightly lower than what will be required to complete the years program. This will be amended in future years' budgets.	(10,120)	
E122298 · Depreciation - Transport Other Depreciation rates have been amended due to fair value leading to adjustments to the budget.	4,009	
E124030 · RFDS Transfer Station Unexpected maintenance expenditure has been required to replace the hot water system.	(1,126)	
E124298 · Depn - Airstrip Depreciation rates have been amended due to fair value leading to adjustments to the budget.	(9,523)	
4.2.10 ECONOMIC SERVICES		
E135298 · Depreciation Depreciation rates have been amended due to fair value leading to adjustments to the budget.	(5,315)	
4.2.11 OTHER PROPERTY AND SERVICES		
E144040 · Repairs/Maintenance Expenditure is increased mainly due to some unexpected repairs required to the Komatsu loader. This loader is budgeted to be replaced in the 2016/17 financial year.	(38,077)	
E144298 · Depreciation Plant & Equipment Depreciation rates have been amended due to fair value leading to adjustments to the budget.	(14,710)	
E144299 · LESS POC ALLOCATED-PROJECTS Plant operating costs have been increased to compensate for above variances.	52,710	
E148005 · Loss on disposal of assets Loss on disposals was slightly varied to the budget due to trade in prices being slightly different.	3,312	
Predicted Variances Carried Forward	(807,030)	0
Predicted Variances Brought Forward	(807,030)	0
4.3 CAPITAL REVENUE		
4.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS		
I032016 · NSRF Funding This grant was approved after the Annual Budget was adopted.	25,000	

Shire of Wyalkatchem
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
For the Period Ended 29th February 2016

Note 4: PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
I121060 · Roads 2 Recovery Grant The announcement on an amendment in the amount of funding was made after the Annual Budget was adopted.	174,481	
4.3.2 PROCEEDS FROM DISPOSAL OF ASSETS Trade in prices for vehicles have been slightly lower than anticipated in the Budget. This is broken down by Holden Omega -\$4,909, Volkswagen CC -\$3,045, 6 wheeler truck -\$8,182 and a higher price was received for the John Deere tractor +\$6,900.	(11,845)	
4.3.3 PROCEEDS FROM NEW DEBENTURES Tractor purchase and new loan were approved at OMC 17 September 2015, decision number 3162.	63,700	
4.3.4 PROCEEDS FROM SALE OF INVESTMENT No Material Variance		
4.3.5 PROCEEDS FROM ADVANCES No Material Variance		
4.3.6 SELF-SUPPORTING LOAN PRINCIPAL No Material Variance		
Predicted Variances Carried Forward	(555,694)	0
Predicted Variances Brought Forward	(555,694)	0
4.4 CAPITAL EXPENSES		
4.4.1 LAND HELD FOR RESALE No Material Variance		
4.4.2 LAND AND BUILDINGS C960101 · Purchase airport land reserve The final cost to purchase the airport reserve was decreased when the final valuation was received from Landgate.	8,299	
C960202 · Bush Fire Truck Shed There have been cost overruns on this project, mainly due to issues with the shed manufacturers.	(14,232)	
C960204 · Admin Office The project required some additional expenditure to complete window tinting rather than use blinds, this was to increase the natural light in the office.	(3,687)	
C960206 · 22 Flint St The original budget estimate was too low when firm quotes were received.	(5,000)	
Lady Novar Unscheduled maintenance work has been required to be completed on the ceilings and roof.	(5,525)	
C960209 · 53 Piesse St The project expenditure was slightly higher than anticipated but this will be offset by reduced operating expenditure.	(869)	
C960210 · Recreation Centre Funding approval was announced in December 2015 for the Recreation Centre kitchen upgrade (\$25,000). Also due to increased use of the facility the hot water systems were costing the Shire a lot in gas as they were continuously heating water and couldn't be turned off. It was decided to replace the systems with a commercial instantaneous system (\$15,850), this cost will be offset by savings in gas within 12 months.	(40,850)	
C960211 · Medical Centre airconditioner The airconditioner was the subject for an insurance claim so this is offset by increased income (I041010).	(7,660)	

Shire of Wyalkatchem
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
For the Period Ended 29th February 2016

Note 4: PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
C960212 · Railway Station Urgent repairs have been needed to be completed on the ceilings as they were at risk of falling in. This is offset by not completing the solar lighting project this financial year.	(11,000)	
4.4.3 PLANT AND EQUIPMENT		
C960501 · Toyota Camry The cost of this new vehicle was slightly higher than anticipated	(1,090)	
C960502 · Toyota Corolla The cost of this new vehicle was lower than anticipated.	553	
C960503 · Isuzu D-Max Ute The cost of this new vehicle was slightly higher than anticipated	(682)	
C960504 · Landrover Discovery The Doctor requested a change in vehicle which worked out slightly more expensive than the previous vehicle.	(9,130)	
C960505 · Isuzu Prime Mover The purchase price of the new prime mover was slightly lower than was estimated in the budget process.	19,563	
C960506 · New Holland Tractor Tractor purchase and new loan were approved at OMC 17 September 2015, decision number 3162.	(48,600)	
4.4.4 FURNITURE AND EQUIPMENT		
No Material Variance		
4.4.5 INFRASTRUCTURE ASSETS - ROADS		
Roads 2 Recovery and Regional Roads Group projects Additional Roads 2 Recovery funding was announced on 23 June 2015 after the Annual Budget was adopted, this has impacted the entire capital roads program for 2015/16.	(163,405)	
4.4.6 INFRASTRUCTURE ASSETS - OTHER		
C960801 · Streetscape project This project slightly overran in cost, with installation costs being the main reason.	(1,352)	
C960802 · Netball/Basketball Courts This project slightly overran in cost, with Shire staff labour needed for installation being the main reason.	(5,000)	
C960804 · Cemetery works Drainage works need to be completed at the Cemetery to stop washouts occurring when it rains. This was adopted by Council on 17 December 2015 decision number 3222.	(20,955)	
C960805 · Swimming Pool Increased grant income was announced by Department of Sport and Recreation after the Annual Budget was adopted.	(2,000)	
Solar Lighting This project has been put on hold to offset the Railway Station capital project that needed to be completed (C960212). As it seems the total project cost would be more like \$30,000 this will be reassessed for the coming Budget.	12,000	
C960901 · Footpath Final costs for this project overran for the year.	(6,358)	
4.4.7 PURCHASES OF INVESTMENT		
No Material Variance		

Shire of Wyalkatchem
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
For the Period Ended 29th February 2016

Note 4: PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
4.4.8 REPAYMENT OF DEBENTURES		
L01241 · Loan 74 principal payment (tractor) Tractor purchase and new loan were approved at OMC 17 September 2015, decision number 3162.	(16,223)	
4.4.9 ADVANCES TO COMMUNITY GROUPS		
No Material Variance		
Predicted Variances Carried Forward	(878,897)	0
Predicted Variances Brought Forward	(878,897)	0
4.5 OTHER ITEMS		
4.5.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)		
Transfer to Government Joint Venture Housing Reserve Expenditure has been increased on 58 Flint St (E090085), consequently the reserve transfer has been reduced to offset this.	2,000	
Reserve Interest received Interest is estimated in the original budget and depends on actual interest rates received.	(13,000)	
4.5.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)		
Transfer from Plant Reserve A reduced transfer from reserve was required for the changeover of the prime mover as the total purchase cost was less than expected.	(9,563)	
Transfer to Building Reserve Expenditure has been increased on the 22 Flint St capital project (C960206), consequently the reserve transfer has been increased to offset this.	5,000	
Transfer from Unspent Grants Reserve Not a material variance	63	
4.5.1 RATE REVENUE		
I031001 · Rates Income Rates income was slightly amended from the modelling process due to a valuation carrying over incorrectly, this was amended when rates were run.	2,998	
I031020 · Rates Administration Charges Legal action against ratepayers has increased this financial year resulting in a higher recuperation of costs.	8,465	
I031030 · Discount on Rates The amount of ratepayers paying early decreased slightly from previous years, leading to less discounts being given.	2,341	
I031031 · Pre-paid rates A ratepayer prepaid their 2015/16 rates in the 2014/15 financial year.	(50,390)	
I031033 · Write Off Three properties were auctioned due to unpaid rates and after this process was completed write offs were needed for the excess outstanding amounts. This was due to the property values not being high enough to cover all debts outstanding on the properties.	(10,800)	
4.5.2 OPENING FUNDING SURPLUS(DEFICIT)		
After the Budget was adopted approximately 50% of the FAGS Grant for 2015/16 was prepaid in June 2015 (\$723,152), also \$50,390 of rates for 2015/16 were prepaid in June 2015 and the purchase of the airport reserve (\$65,000) was not completed in 2014/15 and was carried over to 2015/16 (which was included in the Budget).	843,219	
4.5.3 NON-CASH WRITE BACK OF PROFIT (LOSS)		

Shire of Wyalkatchem
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
For the Period Ended 29th February 2016

Note 4: PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
Profit/Loss on Asset Disposals The profit from sale of assets was higher for 22 Johnston St, the prime mover and the tractor. This is a non-cash item and is offset by both profit from sale of assets and loss on sale of assets with a net effect of \$0.	(31,641)	
Depreciation Depreciation rates have been amended due to fair value leading to adjustments to the budget. This is a non-cash item and the net effect on the budget is \$0.	134,357	
Total Predicted Variances as per Annual Budget Review	4,152	0

Shire of Wyalkatchem
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 29th February 2016

Note 5: 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		Opening Surplus(Deficit)	\$	\$	\$	\$
					843,219		843,219
I031031	Pre paid rates	3222	Operating Revenue			(50,390)	792,829
I032010	FAGS - General Purpose	3222	Operating Revenue			(484,134)	308,695
I121045	FAGS - Road Portion	3222	Operating Revenue			(234,792)	73,903
I121060	Roads 2 Recovery Grant	3222	Capital Revenue		174,481		248,384
C960301	RRG Tammin Wyalkatchem Rd	3222	Capital Expenses			(36,010)	212,374
C960306	R2R Borgward Rd	3222	Capital Expenses		14,757		227,131
C960310	R2R Piesse St from Gamble to Swan St	3222	Capital Expenses			(4,975)	222,156
C960313	R2R Cemetery Rd	3222	Capital Expenses			(22,790)	199,366
C960317	R2R Grace St	3222	Capital Expenses			(13,560)	185,806
C960315	R2R Piesse St from Honour Ave to Riches St	3222	Capital Expenses			(27,172)	158,634
C960304	R2R Riches St	3222	Capital Expenses			(4,698)	153,936
C960316	R2R Sports Complex Access Rd	3222	Capital Expenses			(15,127)	138,809
C960314	R2R Aquatic Centre Access Rd	3222	Capital Expenses			(36,387)	102,422
C960302	RRG Wyalkatchem Koorda Rd	3222	Capital Expenses			(1,421)	101,001
C960804	Cemetery works	3222	Capital Expenses			(20,955)	80,046
E041213	Professional Services	3222	Operating Expenses			(21,982)	58,064
C960210	Recreation Centre capital works	3222	Capital Expenses			(40,850)	17,214
I032016	NSRF Funding	3222	Capital Revenue		25,000		42,214
C960506	New Holland Tractor	3222	Capital Expenses			(48,600)	(6,386)
L01725	New Loan 74	3222	Capital Revenue		63,700		57,314
L01241	Loan 74 principal payment	3222	Capital Expenses			(16,223)	41,091
	Proceeds from sale of assets	3222	Capital Revenue			(11,845)	29,246
I041010	Reimbursements		Operating Revenue		17,660		46,906
I031001	Rates Income		Operating Revenue		2,998		49,904
I031020	Rates Administration Charges		Operating Revenue		8,465		58,369
I031030	Discount on Rates		Operating Revenue		2,341		60,710
I031033	Write Offs		Operating Revenue			(10,800)	49,910
I032030	Interest on Investments - Muni		Operating Revenue		9,000		58,910
I032040	Interest on Investments - Reserves		Operating Revenue		13,000		71,910
I032069	Other Miscellaneous Grants		Operating Revenue		2,550		74,460
I051005	DFES Operating Grant		Operating Revenue			(13,552)	60,908
I072502	Reimbursement Medical Expenses - Koorda		Operating Revenue		6,088		66,996
I090201	2 Slocum St		Operating Revenue		1,500		68,496
I090205	10 Honour Ave		Operating Revenue		7,369		75,865
I090202	2a Slocum St		Operating Revenue		6,607		82,472

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
				\$	\$	\$	\$
I112010	Pool fees		Operating Revenue		6,000		88,472
I112015	Swimming Pool Grant		Operating Revenue		2,000		90,472
I133005	Building Licence		Operating Revenue		1,500		91,972
I146010	Profit on sale of assets		Operating Revenue		28,329		120,301
E031045	Rates debt collection expenses		Operating Expenses			(8,550)	111,751
E041203	Fringe Benefits Tax		Operating Expenses		8,000		119,751
E041208	Removal expenses		Operating Expenses		2,000		121,751
E041219	Insurance		Operating Expenses		2,803		124,554
E041401	Depreciation		Operating Expenses			(5,835)	118,719
E042020	Public Relations		Operating Expenses			(10,000)	108,719
E042025	Local Government Week		Operating Expenses		4,000		112,719
E042035	Election Costs		Operating Expenses		1,030		113,749
E042055	Chamber Maintenance		Operating Expenses			(3,773)	109,976
E042060	Telecommunications Allowance		Operating Expenses			(2,833)	107,143
E051055	Other Fire Prevention		Operating Expenses		9,069		116,212
E051150	Bush Fire Admin Costs		Operating Expenses		1,475		117,687
E051298	Depreciation - Fire Control		Operating Expenses			(284)	117,403
E052540	Pound Maintenance		Operating Expenses		2,000		119,403
E072020	Medical Centre Building Maintenance		Operating Expenses			(3,261)	116,142
E075298	Depreciation - Preventative Services		Operating Expenses			(1,794)	114,348
E081015	Contribution to CEACA		Operating Expenses			(5,000)	109,348
E081010	Aged Friendly Communities Grant		Operating Expenses			(1,593)	107,755
E082298	Depreciation - Education and Welfare		Operating Expenses			(59)	107,696
E090010	2 Slocum St		Operating Expenses			(2,000)	105,696
E090085	58 Flint St		Operating Expenses			(2,000)	103,696
E090110	51 Flint St		Operating Expenses			(1,000)	102,696
E090298	Depreciation - Housing		Operating Expenses		2,652		105,348
E105298	Depreciation - Outher Community Services		Operating Expenses		4,797		110,145
E112140	Pool Building Maintenance		Operating Expenses			(12,000)	98,145
E113005	Community Bus Expenses		Operating Expenses			(2,700)	95,445
E113511	Hockey Oval		Operating Expenses			(4,682)	90,763
E113512	Cricket Wickets		Operating Expenses			(4,500)	86,263
E113506	Pump maintenance		Operating Expenses			(2,000)	84,263
E113518	CRC Building		Operating Expenses			(1,000)	83,263
E116298	Depreciation - Other Culture		Operating Expenses			(108,295)	(25,032)
E122020	Depot Maintenance		Operating Expenses		10,000		(15,032)
E122089	Maintenance Grading		Operating Expenses			(10,120)	(25,152)
E122298	Depreciation - Transport		Operating Expenses		4,009		(21,143)
E124030	RFDS Transfer Station		Operating Expenses			(1,126)	(22,269)
E124298	Depreciation - Airstrip		Operating Expenses			(9,523)	(31,792)
E135298	Depreciation - Economic Services		Operating Expenses			(5,315)	(37,107)
E144040	Machinery repairs and maintenance		Operating Expenses			(38,077)	(75,184)

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
				\$	\$	\$	\$
E144298	Depreciation - Plant and Equipment		Operating Expenses			(14,710)	(89,894)
E144299	Plant Operating Costs Allocated		Operating Expenses		52,710		(37,184)
E148005	Loss on disposal of assets		Operating Expenses		3,312		(33,872)
	Profit/loss on asset disposal		Non Cash Item			(31,641)	(65,513)
	Depreciation		Non Cash Item		134,357		68,844
C960204	Admin Office		Capital Expenses			(3,687)	65,157
C960502	Toyota Corolla		Capital Expenses		553		65,710
C960501	Toyota Camry		Capital Expenses			(1,090)	64,620
C960202	Bush Fire Truck Shed		Capital Expenses			(14,232)	50,388
C960211	Medical Centre Airconditioner		Capital Expenses			(7,660)	42,728
C960504	Land Rover Discovery		Capital Expenses			(9,130)	33,598
C960206	22 Flint St		Capital Expenses			(5,000)	28,598
	Lady Novar		Capital Expenses			(5,525)	23,073
C960209	53 Piesse St		Capital Expenses			(869)	22,204
C960802	Basketball/Netball Courts		Capital Expenses			(5,000)	17,204
C960805	Swimming Pool		Capital Expenses			(2,000)	15,204
C960801	Streetscape		Capital Expenses			(1,352)	13,852
	Solar Lighting		Capital Expenses		12,000		25,852
C960303	RRG Nembudding South Rd		Capital Expenses			(7,917)	17,935
C960304	RRG Riches St		Capital Expenses		6,521		24,456
C960310	R2R Piesse St from Gamble to Swan St		Capital Expenses			(1,154)	23,302
C960311	R2R McLean St		Capital Expenses		4,162		27,464
C960313	R2R Cemetery Rd		Capital Expenses			(4,106)	23,358
C960317	R2R Grace St		Capital Expenses			(2,102)	21,256
C960314	R2R Aquatic Centre Access Rd		Capital Expenses			(11,426)	9,830
C960505	Isuzu Prime Mover		Capital Expenses		19,563		29,393
C960503	Isuzu D-Max Ute		Capital Expenses			(682)	28,711
C960101	Purchase airport reserve		Capital Expenses		8,299		37,010
C960212	Railway Station		Capital Expenses			(11,000)	26,010
C960901	Footpath		Capital Expenses			(6,358)	19,652
	Transfer to reserves		Capital Expenses			(11,000)	8,652
	Transfer from reserves		Capital Revenue			(4,500)	4,152
Amended Budget Cash Position as per Council Resolution				0	1,529,876	(1,525,724)	4,152

Late Agenda Item

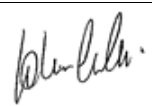
8.2.4 Financial Management – Reporting – Compliance Audit Return 1 January 2015 to 31 December 2015

Council Decision Number: 3253

Moved Cr Garner **Seconded** Cr Jones

That the late item 8.2.4 be accepted

**8.2.4 FINANCIAL MANAGEMENT – REPORTING – COMPLIANCE AUDIT
RETURN 1 JANUARY 2015 TO 31 DECEMBER 2015**

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:	4 March 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	Audit Committee Meeting 19 February 2015 Decision No. 25

SUMMARY:

That Council resolve the following:

- 1. Accept the recommendation of the Audit Committee and adopt the Compliance Audit Return (CAR) for the period 1 January 2015 to 31 December 2015;**
- 2. Authorise the President and CEO to certify and forward a copy to the Department of Local Government before 31 March 2016.**

Appendix:

1. Draft Wyalkatchem Compliance Audit Return 2015

Background:

The Compliance Audit Return for the period 1 January 2015 to 31 December 2015 is required to be submitted to the Department of Local Government by 31 March 2016.

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 2016.

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 17 March 2016;
2. Consideration and adoption by Council at the ordinary meeting 17 March 2016;
3. President and CEO to certify the adoption;
4. Submit to the Department of Local Government by 31 March 2016.

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: Absolute Majority

Council Decision number: 3254

Moved: Cr Holdsworth **Seconded:** Cr Butt

That Council resolve the following:

- 1. Accept the recommendation of the Audit Committee and adopt the Compliance Audit Return (CAR) for the period 1 January 2015 to 31 December 2015.**
- 2. Authorise the President and CEO to certify and forward a copy to the Department of Local Government before 31 March 2016.**

Vote: 6/0



Wyalkatchem - Compliance Audit Return 2015

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 2015.	N/A		Ian James 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 2015.	N/A		Ian James 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 2015.	N/A		Ian James 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 2015.	N/A		Ian James McCabe	
5	s3.59(5)	Did the Council, during 2015, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Ian James McCabe	

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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.	N/A		Ian James McCabe	
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Ian James McCabe	
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Ian James McCabe	
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Ian James McCabe	
5	s5.18	Has Council reviewed delegations to its committees in the 2014/2015 financial year.	N/A		Ian James 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 James McCabe	
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Ian James McCabe	
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Ian James McCabe	
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Ian James McCabe	
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Ian James 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 James 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 2014/2015 financial year.	Yes		Ian James 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 James 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		Ian James McCabe	
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 James McCabe	



No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Ian James 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.	N/A	Election 17/10/15 and extraordinary election 21/11/15	Ian James 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.	N/A		Ian James McCabe
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2015.	Yes		Ian James McCabe
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2015.	Yes		Ian James 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 James 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 James 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 James 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 James 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 James 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 James McCabe
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 James McCabe



No	Reference	Question	Response	Comments	Respondent
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 James McCabe
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	N/A		Ian James 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 James 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 James 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 James 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 James 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 James McCabe
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Ian James McCabe
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 James McCabe



No	Reference	Question	Response	Comments	Respondent
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2015 received by the local government within 30 days of completion of the audit.	Yes		Ian James McCabe
6	s7.9(1)	Was the Auditor's report for 2014/2015 received by the local government by 31 December 2015.	Yes		Ian James 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.	Yes		Ian James 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.	Yes		Ian James 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.	Yes		Ian James McCabe
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Ian James McCabe
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Ian James McCabe
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Ian James 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 James 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 James 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	Not applicable in this return period.	Ian James 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.	N/A	Not applicable in this return period.	Ian James 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	Not applicable in this return period.	Ian James 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	Not applicable in this return period.	Ian James McCabe
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A	Not applicable in this return period.	Ian James McCabe

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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.	Yes	Governance and Emergency Services Officer is delegated in the event that the complaint relates to the CEO.	Ian James 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	This has not proved necessary in the return period.	Ian James 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	This has not proved necessary in the return period.	Ian James 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	This has not proved necessary in the return period.	Ian James 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	This has not proved necessary in the return period.	Ian James 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	This has not proved necessary in the return period.	Ian James 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)).	Yes		Ian James 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.	Yes		Ian James McCabe
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Ian James 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 James McCabe




No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Ian James 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 James 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 James 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 James 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 James McCabe
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 James McCabe
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	Yes		Ian James 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		Ian James 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		Ian James 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		Ian James McCabe
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	N/A		Ian James 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		Ian James 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		Ian James McCabe



No	Reference	Question	Response	Comments	Respondent
18	F&G Reg 24AD(6)	If the local government to 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		Ian James 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		Ian James 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		Ian James 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.	N/A		Ian James McCabe
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.	N/A		Ian James 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).	N/A		Ian James 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.	N/A		Ian James 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 James McCabe

8.3 Officer reports to council

8.3.1 ROADS – ROADS HIERARCHY – RESTRICTED ACCESS VEHICLE ROUTE ASSESSMENTS

FILE REFERENCE:	28.22
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANTS/ RESPONDENTS:	Rod Munns, Consultant Engineer Main Roads WA
NOTIFICATION TO APPLICANT:	Required
DATE REPORT WRITTEN:	8 March 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	Not applicable

SUMMARY:

That Council resolve the following:

- 1. Accept the recommendations of consultant engineer Rod Munns for assessments two to seven as per Attachment One to be assigned a RAV rating of four; and,**
- 2. Authorise the CEO to forward a copy of the minuted agenda item and any other papers to the consultant engineer and Main Roads to support the re-assessment of these roadways.**

Appendix:

- 1. Status report from Rod Munns dated 7 March;**
- 2. Condition reports, RAV assessments.**

Comment:

The process of assessing or re-assessing road routes for the use of heavy vehicles is a defined Main Roads WA process. A qualified assessor travels the route and records road characteristics and conditions, noting in particular the dimensions, limitations on sight and road features such as alignment, gradient, signage and factors that may further affect safety (clearance, railways crossings, and intersections). A photographic record and notes are attached to the assessment (please refer attachments).

The purpose of re-assessing the route for heavy vehicles is to maximise safe use of the road and facilitate efficient routes. These are known as Restricted

Access Vehicle routes and provide a RAV rating which notifies users of the capacity of that route to handle vehicles of heavy haulage dimensions.

The Shire of Wyalkatchem recently engaged consultant engineer Rod Munns to assess some routes within the Shire that may be problematic for planned use. The resulting reports are provided as attachments. Main Roads WA requires Council's assent to the RAV assessment process before they will consider their internal process for re-assessment.

There are six roads currently applied for under the RAV assessment process. Council's endorsement of the engineer's recommendations will support the submission to Main Roads WA.

Consultation:

Main Roads WA
Rod Munns

Policy Implications:

None

Financial Implications:

There are no financial implications

Strategic/Risk Implications:

None

Voting Requirements:

Simple Majority

Council Decision Number: 3255

Moved: Cr Garner

Seconded: Cr Jones

That Council resolve the following:

- 1. Accept the recommendations of consultant engineer Rod Munns for assessments two to seven as per Attachment One to be assigned a RAV rating of four; and,**
- 2. Authorise the CEO to forward a copy of the minuted agenda item and any other papers to the consultant engineer and Main Roads to support the re-assessment of these roadways.**

Vote 6/0:

Cr Holdsworth declared an interest in the agenda item. After discussion it was agreed that the interest was an interest in common, therefore no declaration of interest was required

Appendix 1

STATUS OF PENDING RAV ROUTE ASSESSMENTS FOR THE SHIRE OF WYALKATCHEM

Status Report By : Rod Munns

Date of Report : 7th March 2016

Note : All seven RAV assessments as listed below were completed and emailed through to MRWA HVA from late December to early January.

Assessment Number	Road Name & Section	Current RAV Rating	Newly Assessed RAV Rating	Status / Comments
1	Wilson St – Riches St to Honour Ave	Nil	4	MRWA HVA have not allowed any RAV access on this street due to poor swept path analysis around the intersection with Honour Ave – due to power pole on LHS on Landmark side and Landmark building limiting the intersection. This is an issue as the D&D Transport truck dropping freight off at Landmark is doing so without approval.
2	Riches St – Railway Tce to Wilson St	3	4	We have had no feedback on this assessment yet. I will chase this up.
3	Town Access Rd – Grace St to the Goomalling / Merredin Rd (east end entrance)	Nil	4	MRWA HVA originally rejected this route due to failure of Swept Path Analysis of this road at both the Goomalling – Merredin Rd and Grace St. They have since advised they are reconsidering this after I advised early last week that Network 4 RAVs will now access the CBH Facility at Wyalkatchem by travelling past the Town Access Rd turnoff, turn right into Mitchell St and onto Railway Tce and drive through the main street to the Bin.
4	Grace St – Town Access Rd to Mitchell St	3	4	We have had no feedback on this assessment yet. I will chase this up.
5	Gamble St – Railway Tce to Wyalkatchem North Rd (at White Dam Rd)	3	4	We have had no feedback on this assessment yet. I will chase this up.
6	Wyalkatchem North Rd – Gamble St (at White Dam Rd) to Old Nalkain Rd	3	4	MRWA HVO required additional site distance measurements and photos at Holdsworth and Martin Rd intersections. These have been taken but need to be added to the RAV Assessment Sheets and re-emailed to MRWA HVA.
7	Old Nalkain Rd – Wyalkatchem North Rd to Dowerin Shire Bdy	3	4	MRWA HVO required additional site distance measurements and photos at Lewis and Mitchell Rd intersections. These have been taken but need to be added to the RAV Assessment Sheets and re-emailed to MRWA HVA.



RESTRICTED ACCESS VEHICLE ROUTE ASSESSMENT FORM

Please do NOT fill out sections in red. They are for office use only.

Assessor:

Name:	<u>Rod Munns</u>	Name:	_____
Position:	<u>Consulting Engineer</u>	Position:	_____
Employer:	<u>Shire of Wyalkatchem</u>	Employer:	_____
Phone:	<u>0407 604 164</u>	Phone:	_____
Date:	<u>14/ 12/ 15</u>		

RAV Details:

Class:	<u>2/3</u>	Length:	<u>27.5</u>	m
Category:	<u>4</u>	Width:	<u>2.5</u>	m
Product/Restrictions:	<u>Nil</u>	Height:	<u>4.6</u>	m

Route Assessed:

Operator/LG Requesting:	<u>Shire of Wyalkatchem</u>	Built Up area:	Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>
Road Name/Number:	<u>Old Nalkain Rd (055)</u>	LG No:	<u>TBA</u>
From:	<u>Wyalkatchem North Rd (SLK 0.0)</u>	To:	<u>Dowerin Shire Bdy (SLK 11.85)</u>
Distance:	<u>11.85</u> km		

Reviewer:

Name: _____
 Position: _____
 Employer: _____
 Phone: _____
 Date: _____

Comments: _____

Road Widths

1) The road is a:

Rural Road complete Table 1 ONLY.

Townsite Road complete Table 2 ONLY.

(Refer to page 23 of the guidelines for the Glossary of Technical Terms.)





Comments: _____


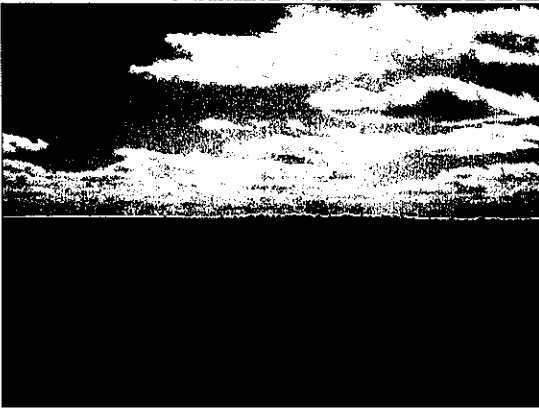

(Refer to pages 4-7 of the Guidelines for Assessing the Suitability of road widths for Restricted Access Vehicles.)

Table 1 – Rural Road Width

Please answer the following					
What is the posted speed limit?	Speed Limit (km/h) Derestricted (110 km/hr)				
What is the AADT? (Daily Traffic Volumes)	AADT 8-10 VPD				
Criteria	Road Section 1	Road Section 2	Road Section 3	Road Section 4	Road Section 5
Road Surface	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed
Carriageway Width (m)	7.0 m	5.8 m	6.6 m		
Sealed Width (m)	N/a	N/a	N/a		
Length (km)	0.00 – 5.30 (5.30 km)	5.30 – 10.40 (5.10 km)	10.40 – 11.85 (1.45 km)		
Sight Distance always over 250m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Minimum guideline requirements for road widths:	Carriageway (m): Seal (m):				
Meets guideline requirements as per:					
Appendix B at: <input type="checkbox"/> 60 – 70 km/h <input type="checkbox"/> 80 – 100km/h			Appendix C Low volume Type A Road at: <input type="checkbox"/> 40km/h <input type="checkbox"/> 60km/h		
<input type="checkbox"/> Appendix C Low volume Type B Road			<input type="checkbox"/> Does NOT meet Guideline Requirements		
Comments: _____					

Please attach photos relevant to Road Widths

Location	Road Features (Description)	Photo
SLK 0.42	Old Nalkain Rd Carriageway	
SLK 5.16	Old Nalkain Rd Carriageway	
SLK 5.65	Old Nalkain Rd Carriageway	
SLK 7.48	Old Nalkain Rd Carriageway	

SLK 9.04	Old Nalkain Rd Carriageway	
SLK 11.16	Old Nalkain Rd Carriageway	
SLK 11.72	Old Nalkain Rd Carriageway	

Road Alignment

Road Alignment

2) Have any significant curves/bends been identified on the road? Yes No

If Yes, answer question 3

3) Are any of the following signs installed prior to the bends? Warning signs Advisory speed signs

Comments: RH Curve @ SLK 1.40 – No warning signs on either approach

LH Curve @ SLK 1.70 – No warning signs on either approach





LH Curve @ SLK 2.90 – Curve warning signs on each approach

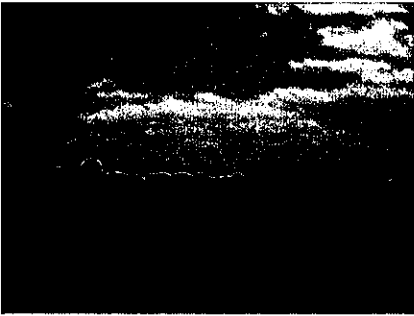

RH Curve @ SLK 3.52 – No warning signs on either approach

LH Curve @ SLK 4.20 – No warning signs on either approach

RH Curve @ SLK 7.10 – No warning signs on either approach

Please attach photos relevant to Road Alignment

Location	Road Features (Description)	Photo
SLK 1.40	RH Curve on Old Nalkain Rd (No warning signs)	
SLK 1.70	LH Curve on Old Nalkain Rd (No warning signs)	
SLK 2.90	LH Curve on Old Nalkain Rd (Curve Warning signs in place)	
SLK 3.52	RH Curve on Old Nalkain Rd (No warning signs)	

SLK 4.20	LH Curve on Old Nalkain Rd (No warning signs)		
SLK 7.10	RH Curve on Old Nalkain Rd (No warning signs)		

Grades

4) Have any gradients been identified? Yes No

If **Yes** complete Table 3 below:

(Refer to page 9-10, Section 2.7 of the Guidelines for Assessing the suitability of ascending grades for Restricted Access Vehicles.)

OBSTACLES: Bridges, Culverts, Floodway's, Overhead Clearance and Railway Crossings

Bridges

5) Have any drive on bridges been identified? Yes No

If **Yes**, complete Table 4 below:

(Refer to page 3, Section 2.2 of the Guidelines for Assessing the Suitability of structures for Restricted Access Vehicles.)

Culverts

6) Have any culverts been identified? Yes No

7) Are there any culverts that may be an issue for RAVs?
(E.g. damage, no guide posts etc.) Yes No N/A

For ANY culverts less than the road formation width, please complete Table 5 below.

Comments: _____

Floodway's

- 8) Have any floodway's been identified? Yes No
- 9) Are there any floodway's that may be an issue for RAVs? Yes No N/A
 (E.g. damage, no guide posts etc.)

For ANY floodway's less than the road formation width, please complete Table 6 below

Comments: _____

Overhead Clearance

- 10) Have any overhead obstructions been identified? Yes No

If Yes, complete Table 7 below:

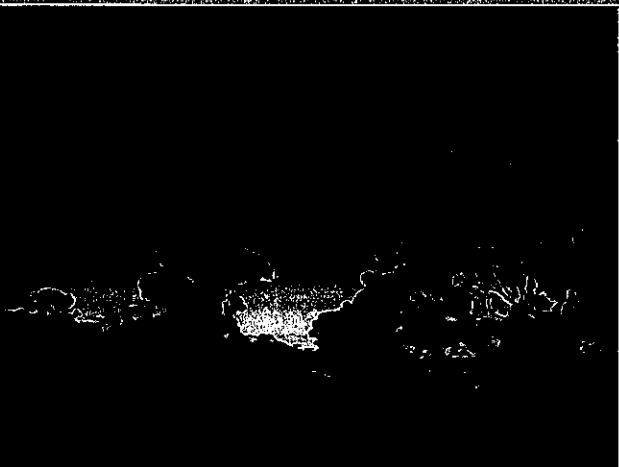
(Refer to page 4, Section 2.3 of the Guidelines for Assessing the Suitability of overhead obstructions for Restricted Access Vehicles.)

Comments: _____

Table 7 – Overhead Clearance

Criteria	Overhead Obstruction 1	Overhead Obstruction 2	Overhead Obstruction 3	Overhead Obstruction 4
What is the overhead obstruction? (e.g. tree, bridge, power line)	Single Phase Overhead Powerline at SLK 7.70			
Minimum Clearance (mm) (please contact relevant asset owner for clearance confirmation, e.g. Western Power and Horizon Power)	7.2 m			
Meets Guidelines	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments: _____ _____ _____				

Please attach photos relevant to Overhead Clearances

Location	Road Features (Description)	Photo
SLK 7.70	Single Phase Overhead Powerline crossing Old Nalkain Rd	

Railway Crossings

11) Have any railway crossings been identified? Yes No

If Yes, complete Table 8 below.

If No, go to question 12.

(Refer to pages 14-17 of the Guidelines for Assessing the Suitability of railway level crossings for Restricted Access Vehicles.)

Comments: _____

Intersections

Swept Path Analysis

(Refer to page 11-12, Sections 2.9.1 and 2.9.2 of the Guidelines for Assessing the Suitability of the intersection for Restricted Access Vehicles.)

12) Has a swept path analysis been conducted for each intersection, corner & roundabout? Yes No

Please attach swept path assessments below.

Comments: An aerial plan with scale bar of the intersection with the Wyalkatchem North Rd on the eastern end is attached so swept path analysis can be completed by MRWA HVO. The west end of this road runs into the Dowerin Shire as a continuation of this road (same road name) – so no intersection on this end.

Do the swept paths meet guideline requirements? Yes No

Comments: _____

Please attach photos relevant to the Swept Paths
(Supply photos of intersections & swept path drawings)

Location	Road Features (Description)	Photo
Wyalkatchem North Rd and Old Nalkain Rd	Intersection	Plan for Swept Path Analysis is attached.

Intersection Layout

13) Are intersection treatments satisfactory for RAV access?
i.e. sufficient stacking distance at centre islands Yes No

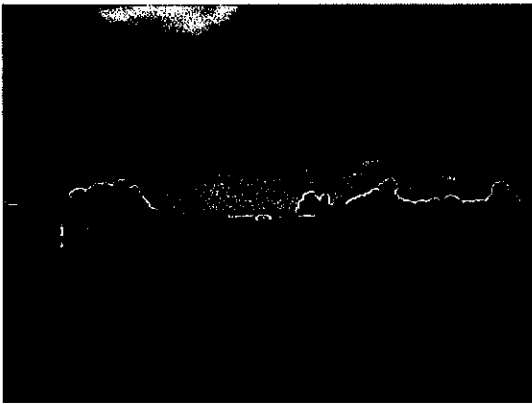
14) What types of kerbs are located at the intersection?
 Mountable Semi-Mountable Non-mountable N/A

15) Particularly at rural sites, are all intersections free of loose gravel? Yes No

Comments: _____

Comments: _____

Please attach photos relevant to the Intersection Layout

Location	Road Features (Description)	Photo
Wyalkatchem North Rd and Old Nalkain Rd	Intersection	

Intersection Sight Distance

(Refer to page 12-13 and 28, Section 2.9.3, 2.9.4 and Appendix F of the Guidelines for assessing the suitability of sight distances at intersections for Restricted Access Vehicles.)

16) Is the sight distance acceptable for the Restricted Access Vehicle category being assessed? Yes No

17) Is there anything restricting sight distance? (e.g. trees, shrubs, parking bays/rest areas) Yes No

If Yes: Can anything be done to increase sight distance Yes No
If Yes, please specify in the comment section below


Please complete Table 9.


Comments: There is no intersection on the north end of this street as Gamble St runs onto Wyalkatchem North Rd at White Dam Rd.

Table 9 – Intersection Sight Distance

Name of Intersecting Road (not the road being assessed)	AADT of Intersecting Road	Sight Distance 1 (m) (specify direction E.g. north east = NE)		Sight Distance 2 (m) (specify direction)		Are photos attached		Meet guideline	
		Direction:		Direction:		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Wyalkatchem North Rd (SLK 0.0)	10-15 VPD	Direction:	Nth	Direction:	Sth	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		400 m		380 m					
Comments:									

Please attach photos relevant to Intersection Sight Distance

Location	Road Features (Description)	Photo
Wyalkatchem North Rd	Site Distance from Old Nalkain Rd to North along Wyalkatchem North Rd	

Wyalkatchem North Rd	Site Distance from Old Nalkain Rd to South along Wyalkatchem North Rd			
----------------------	---	--	--	--

Road Assets

Overtaking Opportunities

Please refer to pages 7-9, Section 2.6 of the Guidelines for assessing the suitability of overtaking opportunities for Restricted Access Vehicles

- 18) Is there suitable distance between two overtaking opportunities? Yes No N/A

Please specify the Maximum Average distance and Maximum distance between each overtaking opportunity:

Maximum Distance _____ m

Average Distance _____ m

- 19) If no overtaking lanes have been identified, are there suitable sight distances for overtaking? Yes No

Comments: _____

Do the overtaking opportunities meet guideline requirements? Yes No

Comments: _____

Off-Road Parking

(Refer to pages 17-18, section 2.11 of the Guidelines for assessing off road parking)

- 20) Is this a rural road exceeding 80km in length Yes No

or

- Is this a remote area road exceeding 120km in length? Yes No

If **Yes** to any of the above, answer question 21 and 22.

- 21) Does each parking facility meet stopping sight distance requirements as per *Appendix E* in the Guidelines (page 27)? Yes No

- 22) Does each parking facility meet *Table 11: Minimum Clearance from Edge of Pavement for Parked RAV of the guidelines* (page 18)? Yes No

Comments: _____

Does the off-road parking meet guideline requirements? Yes No

Comments: _____

Community Considerations

23) What are the major concerns that need to be further address? (More than one may be selected)

Please specify any details in the remarks section below

Noise Vibration Smell Other

Remarks: There are no concerns to be addressed. This road is in a rural area with no houses located close enough to this road to cause any concerns.

24) What agencies have been contacted with regard to any community issues or concerns

Please specify any details in the nature of concerns section below

Regional Office Local Shire Local Police Other

Nature of Concern: The Shire of Wyalkatchem have considered any potential community issues as part of their process of allowing Network 4 RAV access on this road to link to Wyalkatchem North Rd and the Dowerin Shire.

Please Complete

Assessor Declaration:

I hereby declare that:

1. I have assessed this route in accordance with all requirements and procedures in Main Roads Western Australia *Guidelines for Assessing the Suitability of Routes for Restricted Access Vehicles*, and
2. The information provided on this form and the attached documents is true and correct to the best of my knowledge.

Print Name: Rod Munns

Print Name: _____

Representing: Shire of Wyalkatchem

Representing: _____

Signed: _____

Signed: _____

Date: 14/ 12/ 15

Date: / /

Recommendation comments:

This 11.85 km section of Old Nalkain Rd has a sufficiently wide carriageway to allow Low Volume Type A (to maxm 40 km/hr speed limit) Network 4 RAV access ONLY. The site distances at the Wyalkatchem North Rd intersection meet the minimum requirements. There is 1 overhanging power line that is above the minm clearance height of 4.6m. Consequently I believe this entire section of Old Nalkain Rd is suitable to become a Low Volume Type A Network 4 route (to maxm 40 km/hr speed limit).

I hereby endorse the route's suitability for RAV access as follows:

The route is **unsuitable** for RAV access.

The route is **suitable** for RAV access.

To : Low Volume Type A (maxm 40 km/hr speed limit) Network 4.

The route is suitable for RAV access under the standard conditions for a Low Volume road:

Type A Road Type B Road

Under the following specific operating conditions:

The normal conditions to apply to Low Volume Type A Network 4 roads – Conditions 1,2,3,4 (40 km/hr maxm speed limit),5,7 and 8

This section must be signed by a CEO/ Deputy CEO or Regional Manager.

Print Name: Ian McCabe

Signed: 

Position Title

Chief Executive Officer

Date:

14/ 12/ 15

Attachment Checklist

Please use the following checklist to make sure you have attached all the appropriate documents for this assessment. For photos or other attachments that require description or explanation, please utilise the photo clipboard table below.

- N/a Original Application for the request of the route (if applicable)
- TBP Written approval from the road owner (this can be provided in an email)
- N/a Any relevant email correspondence (e.g. Western Power/Horizon Power)
- X Photos of important sections of the route (in the relevant sections throughout the form)
- X Swept path diagrams (if they have been completed) Scaled Aerial Plans of 2 intersections are attached for MRWA HVO to complete Swept Path Analysis on.

OLD NALKAIN RD (055) - Wylie Rd - Dawson Shire Bdy.



RESTRICTED ACCESS VEHICLE ROUTE ASSESSMENT FORM

Please do NOT fill out sections in red. They are for office use only.

Assessor:

Name:	<u>Rod Munns</u>	Name:	_____
Position:	<u>Consulting Engineer</u>	Position:	_____
Employer:	<u>Shire of Wyalkatchem</u>	Employer:	_____
Phone:	<u>0407 604 164</u>	Phone:	_____
Date:	<u>14/ 12/ 15</u>		

RAV Details:

Class:	<u>2/3</u>	Length:	<u>27.5</u>	m
Category:	<u>4</u>	Width:	<u>2.5</u>	m
Product/Restrictions:	<u>Nil</u>	Height:	<u>4.6</u>	m

Route Assessed:

Operator/LG Requesting:	<u>Shire of Wyalkatchem</u>	Built Up area:	Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>
Road Name/Number:	<u>Wyalkatchem North Rd (002)</u>	LG No:	<u>TBA</u>
From:	<u>White Dam Rd (SLK 0.0)</u>	To:	<u>Old Nalkain Rd (SLK 13.85)</u>
Distance:	<u>13.85</u> km		

Reviewer:

Name: _____

Position: _____

Employer: _____

Phone: _____

Date: _____

Comments: _____

Road Widths

1) The road is a:

Rural Road complete Table 1 ONLY.

Townsite Road complete Table 2 ONLY.

(Refer to page 23 of the guidelines for the Glossary of Technical Terms.)

Due to the many changes in seal width for the first 10.51 km section of this road, I have attached the seal widths and SLK's to go with the information in Table 1 – Rural Road





Comments: Width.



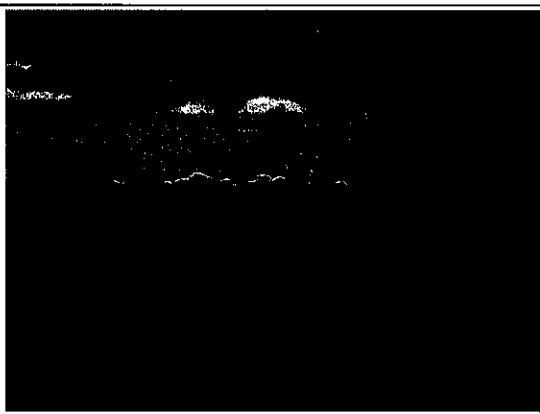
(Refer to pages 4-7 of the Guidelines for Assessing the Suitability of road widths for Restricted Access Vehicles.)

Table 1 – Rural Road Width

Please answer the following					
What is the posted speed limit?			Speed Limit (km/h) Derestricted (110 km/hr)		
What is the AADT? (Daily Traffic Volumes)			AADT 30-40 VPD		
Criteria	Road Section 1	Road Section 2	Road Section 3	Road Section 4	Road Section 5
Road Surface	<input checked="" type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed
Carriageway Width (m)	8.4 – 8.8m	8.0			
Sealed Width (m)	Various – see attached sheet	N/a			
Length (km)	0.00 – 10.51	10.51 – 13.85			
Sight Distance always over 250m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Minimum guideline requirements for road widths:		Carriageway (m): Seal (m):			
Meets guideline requirements as per:					
Appendix B at:		Appendix C Low volume Type A Road at:			
<input type="checkbox"/> 60 – 70 km/h <input type="checkbox"/> 80 – 100km/h		<input type="checkbox"/> 40km/h <input type="checkbox"/> 60km/h			
<input type="checkbox"/> Appendix C Low volume Type B Road		<input type="checkbox"/> Does NOT meet Guideline Requirements			
Comments:					

Please attach photos relevant to Road Widths

Location	Road Features (Description)	Photo
SLK 0.05	Wyalkatchem North Rd Carriageway (Sealed)	
SLK 2.04	Wyalkatchem North Rd Carriageway (Sealed)	
SLK 4.38	Wyalkatchem North Rd Carriageway (Sealed)	
SLK 6.51	Wyalkatchem North Rd Carriageway (Sealed)	

SLK 9.29	Wyalkatchem North Rd Carriageway (Sealed)	
SLK 10.61	Wyalkatchem North Rd Carriageway (Unsealed)	
SLK 12.70	Wyalkatchem North Rd Carriageway (Unsealed)	

Road Alignment

Road Alignment

2) Have any significant curves/bends been identified on the road? Yes No

If Yes, answer question 3

3) Are any of the following signs installed prior to the bends? Warning signs Advisory speed signs

Comments: LH Curve @ SLK 5.75 – No signs on either approach

RH Curve @ SLK 7.16 – No signs on either approach





LH Curve @ SLK 9.72 – No signs on either approach



RH Curve @ SLK 10.38 – No signs on either approach

LH Curve @ SLK 12.35 – No signs on either approach

RH Curve @ SLK 13.60 to 13.85 (Old Nalkain Rd Intersection at 13.85) – Warning signs are in place on both approaches.

Please attach photos relevant to Road Alignment

Location	Road Features (Description)	Photo
SLK 5.75	LH Curve on Wyalkatchem North Rd (No warning signs)	
SLK 7.16	RH Curve on Wyalkatchem North Rd (No warning signs)	
SLK 9.72	LH Curve on Wyalkatchem North Rd (No warning signs)	
SLK 10.38	RH Curve on Wyalkatchem North Rd (No warning signs)	

SLK 12.35	LH Curve on Wyalkatchem North Rd (No warning signs)	
SLK 13.60	RH Curve on Wyalkatchem North Rd (Warning signs located on both approaches)	

Grades

4) Have any gradients been identified?

Yes No

If **Yes** complete Table 3 below:

(Refer to page 9-10, Section 2.7 of the Guidelines for Assessing the suitability of ascending grades for Restricted Access Vehicles.)

OBSTACLES: Bridges, Culverts, Floodway's, Overhead Clearance and Railway Crossings

Bridges

5) Have any drive on bridges been identified?

Yes No

If **Yes**, complete Table 4 below:

(Refer to page 3, Section 2.2 of the Guidelines for Assessing the Suitability of structures for Restricted Access Vehicles.)

Culverts

6) Have any culverts been identified?

Yes No

7) Are there any culverts that may be an issue for RAVs?
(E.g. damage, no guide posts etc.)

Yes No N/A

For ANY culverts less than the road formation width, please complete Table 5 below.

Comments: _____

Floodway's

- 8) Have any floodway's been identified? Yes No
- 9) Are there any floodway's that may be an issue for RAVs? Yes No N/A
 (E.g. damage, no guide posts etc.)

For ANY floodway's less than the road formation width, please complete Table 6 below

Comments: _____

Overhead Clearance

- 10) Have any overhead obstructions been identified? Yes No

If Yes, complete Table 7 below:

(Refer to page 4, Section 2.3 of the Guidelines for Assessing the Suitability of overhead obstructions for Restricted Access Vehicles.)




Comments: _____



Table 7 – Overhead Clearance

Criteria	Overhead Obstruction 1	Overhead Obstruction 2	Overhead Obstruction 3	Overhead Obstruction 4
What is the overhead obstruction? (e.g. tree, bridge, power line)	Three Phase Overhead Powerline at SLK 0.05	Single Phase Overhead Powerline at SLK 4.35	Overhanging Tree Branch at SLK 7.84	Overhanging Tree Branch at SLK 7.98
Minimum Clearance (mm) (please contact relevant asset owner for clearance confirmation, e.g. Western Power and Horizon Power)	7.0 m	6.8 m	4.4 m	4.6 m
Meets Guidelines	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments: _____ _____ _____				

Criteria	Overhead Obstruction 1	Overhead Obstruction 2	Overhead Obstruction 3	Overhead Obstruction 4
What is the overhead obstruction? (e.g. tree, bridge, power line)	Single Phase Overhead Powerline at SLK 8.62			
Minimum Clearance (mm) (please contact relevant asset owner for clearance confirmation, e.g. Western Power and Horizon Power)	7.4 m			
Meets Guidelines	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments: _____				

Please attach photos relevant to Overhead Clearances

Location	Road Features (Description)	Photo
SLK 0.05	Overhead Powerline crossing Wyalkatchem North Rd	
SLK 4.35	Overhead Powerline crossing Wyalkatchem North Rd	
SLK 7.84	Overhanging Tree Branch requiring lopping on Wyalkatchem North Rd	

SLK 7.98	Overhanging Tree Branch requiring lopping on Wyalkatchem North Rd	
SLK 8.62	Overhead Powerline crossing Wyalkatchem North Rd	

Railway Crossings

11) Have any railway crossings been identified? Yes No

If **Yes**, complete Table 8 below.

If **No**, go to question 12.

(Refer to pages 14-17 of the Guidelines for Assessing the Suitability of railway level crossings for Restricted Access Vehicles.)

Comments: _____

Intersections

Swept Path Analysis

(Refer to page 11-12, Sections 2.9.1 and 2.9.2 of the Guidelines for Assessing the Suitability of the intersection for Restricted Access Vehicles.)

12) Has a swept path analysis been conducted for each intersection, corner & roundabout? Yes No

Please attach swept path assessments below.

Comments: **The north end of this road continues on but this section does not require assessment for upgrade – so no intersection on this end. The south end of this road runs onto Gamble St – so no intersection on this end either.**

Do the swept paths meet guideline requirements? Yes No

Comments: _____

Intersection Layout

13) Are intersection treatments satisfactory for RAV access?
i.e. sufficient stacking distance at centre islands Yes No

14) What types of kerbs are located at the intersection?
 Mountable Semi-Mountable Non-Mountable N/A

15) Particularly at rural sites, are all intersections free of loose gravel? Yes No

Comments: **The north end of this road continues on but this section does not require assessment for upgrade – so no intersection on this end. The south end of this road runs onto Gamble St – so no intersection on this end either. So No intersections to be assessed.**

Comments: _____

Intersection Sight Distance

(Refer to page 12-13 and 28, Section 2.9.3, 2.9.4 and Appendix F of the Guidelines for assessing the suitability of sight distances at intersections for Restricted Access Vehicles.)

16) Is the sight distance acceptable for the Restricted Access Vehicle category being assessed? Yes No

17) Is there anything restricting sight distance? (e.g. trees, shrubs, parking bays/rest areas) Yes No

If **Yes**: Can anything be done to increase sight distance Yes No
If **Yes**, please specify in the comment section below

Please complete Table 9.

Comments: **The north end of this road continues on as the Wyalkatchem North Rd, but this section north of Old Nalkain Rd does not require assessment for RAV upgrade – so no intersection on this end. The south end of this road runs onto Gamble St – so no intersection on this end either. So No intersection site distances to be assessed.**

Road Assets

Overtaking Opportunities

Please refer to pages 7-9, Section 2.6 of the Guidelines for assessing the suitability of overtaking opportunities for Restricted Access Vehicles

18) Is there suitable distance between two overtaking opportunities? Yes No N/A

Please specify the Maximum Average distance and Maximum distance between each overtaking opportunity:

Maximum Distance _____ m

Average Distance _____ m

19) If no overtaking lanes have been identified, are there suitable sight distances for overtaking? Yes No

Comments: _____

Do the overtaking opportunities meet guideline requirements? Yes No

Comments: _____

Off-Road Parking

(Refer to pages 17-18, section 2.11 of the Guidelines for assessing off road parking)

20) Is this a rural road exceeding 80km in length Yes No

or

Is this a remote area road exceeding 120km in length? Yes No

If Yes to any of the above, answer question 21 and 22.

21) Does each parking facility meet stopping sight distance requirements as per Appendix E in the Guidelines (page 27)? Yes No

22) Does each parking facility meet Table 11: Minimum Clearance from Edge of Pavement for Parked RAV of the guidelines (page 18)? Yes No

Comments: _____

Does the off-road parking meet guideline requirements? Yes No

Comments: _____

Community Considerations

23) What are the major concerns that need to be further address? (More than one may be selected)

Please specify any details in the remarks section below

Noise Vibration Smell Other

Remarks: There are no concerns to be addressed. This road is in a rural area with no houses located close enough to this road to cause any concerns.

24) What agencies have been contacted with regard to any community issues or concerns

Please specify any details in the nature of concerns section below

Regional Office Local Shire Local Police Other

Nature of Concern: The Shire of Wyalkatchem have considered any potential community issues as part of their process of allowing Network 4 RAV access on this road to link Old Nalkain Rd to Gamble St.

Please Complete

Assessor Declaration:

I hereby declare that:

- I have assessed this route in accordance with all requirements and procedures in Main Roads Western Australia *Guidelines for Assessing the Suitability of Routes for Restricted Access Vehicles*, and
- The information provided on this form and the attached documents is true and correct to the best of my knowledge.

Print Name: Rod Munns

Print Name: _____

Representing: Shire of Wyalkatchem

Representing: _____

Signed: _____

Signed: _____

Date: 14/ 12/ 15

Date: / /

Recommendation comments:

This 13.85km section of the Wyalkatchem North Rd has a sufficiently wide carriageway and subsequently there should be sufficient room for Network 4 RAV's to access this road. There are no intersections on the section to be assessed. There are 2 overhanging tree branches that are below the minm clearance height of 4.6m and will require trimming before upgraded RAV Access can be approved. Consequently I believe Wyalkatchem North Rd from White Dam Rd / Gamble St to Old Nalkain Rd Intersection is suitable to become a Network 4 route – subject to the removal of 2 overhanging tree branches (at SLK 7.84 & 7.98).

I hereby endorse the route's suitability for RAV access as follows:

The route is **unsuitable** for RAV access.

The route is **suitable** for RAV access.

To : Network 4 – subject to the removal of 2 overhanging tree branches at SLK 7.84 & 7.98 breaching the minimum height clearance of 4.6m.

The route is suitable for RAV access under the standard conditions for a Low Volume road:

Type A Road Type B Road

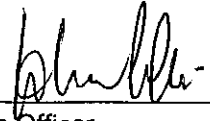
Under the following specific operating conditions:

No conditions need to apply.

This section must be signed by a CEO/ Deputy CEO or Regional Manager.

Print Name: Ian McCabe

Signed:



Position Title

Chief Executive Officer

Date:

14/ 12/ 15

Attachment Checklist

Please use the following checklist to make sure you have attached all the appropriate documents for this assessment. For photos or other attachments that require description or explanation, please utilise the photo clipboard table below.

- | | |
|---------------------------------------|--|
| <input type="checkbox"/> N/a | Original Application for the request of the route (if applicable) |
| <input type="checkbox"/> TBP | Written approval from the road owner (this can be provided in an email) |
| <input type="checkbox"/> N/a | Any relevant email correspondence (e.g. Western Power/Horizon Power) |
| <input checked="" type="checkbox"/> X | Photos of important sections of the route (in the relevant sections throughout the form) |
| <input checked="" type="checkbox"/> X | Swept path diagrams (if they have been completed) Scaled Aerial Plans of 2 intersections are attached for MRWA HVO to complete Swept Path Analysis on. |

WYALKATCHEM NORTH Rd (002); White Dam - Old Nalkarri

SHIRE OF WYALKATCHEM

**RURAL ROAD SECTION CARRIAGEWAY AND SEAL WIDTHS ON WYALKATCHEM NORTH RD
FROM SLK 0.0 - 10.51 - FOR RAV ROUTE ASSESSMENT SHEET**

Start SLK	Intersecting Rd	End SLK	Section Length	Carriageway Width (m)	Seal Width (m)
0	0030 WHITE DAM RD	10	10	8.4	4.0
10		170	160	8.4	4.0
170		520	350	8.4	6.3
520		590	70	8.4	3.6
590		750	160	8.4	3.6
750		1000	250	8.4	6.2
1000		1420	420	8.4	6.2
1420		1920	500	8.4	6.2
1920		2060	140	8.4	4.0
2060		2110	50	8.4	4.0
2110	JACKSON ROAD	2160	50	8.4	4.0
2160		2530	370	8.4	4.0
2530	DAWSON ROAD	2800	270	8.6	4.0
2800		4070	1270	8.6	4.0
4070		4520	450	8.6	4.0
4520		5120	600	8.6	5.8
5120		5700	580	8.6	3.8
5700		5950	250	8.8	7.5
5950		6100	150	8.4	4.8
6100		6300	200	8.4	4.8
6300		6710	410	8.4	5.8
6710		6960	250	8.4	4.2
6960	HOLDSWORTHS ROAD	7070	110	8.4	4.2
7070		7380	310	8.6	6.7
7380		7500	120	8.4	3.9
7500		8280	780	8.4	3.9
8280		8420	140	8.8	6.4
8420		8440	20	8.8	6.4
8440		9240	800	8.8	6.4
9240		9700	460	8.4	4.0
9700		9940	240	8.6	4.0
9940		10280	340	8.4	4.0
10280		10500	220	8.8	6.4
10500		10510	10	8.8	6.4
10510	MARTIN ROAD	10530	20	8.8	6.4



mainroads
WESTERN AUSTRALIA

RESTRICTED ACCESS VEHICLE ROUTE ASSESSMENT FORM

Please do NOT fill out sections in red. They are for office use only.

Assessor:

Name:	<u>Rod Munns</u>	Name:	_____
Position:	<u>Consulting Engineer</u>	Position:	_____
Employer:	<u>Shire of Wyalkatchem</u>	Employer:	_____
Phone:	<u>0407 604 164</u>	Phone:	_____
Date:	<u>14/ 12/ 15</u>		

RAV Details:

Class:	<u>2/3</u>	Length:	<u>27.5</u>	m
Category:	<u>4</u>	Width:	<u>2.5</u>	m
Product/Restrictions:	<u>Nil</u>	Height:	<u>4.6</u>	m

Route Assessed:

Operator/LG Requesting:	<u>Shire of Wyalkatchem</u>	Built Up area:	Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/>
Road Name/Number:	<u>Gamble St (104)</u>	LG No:	<u>TBA</u>
From:	<u>Railway Tce (SLK 0.0)</u>	To:	<u>White Dam Rd (SLK 1.86)</u>
Distance:	<u>1.86</u> km		

Reviewer:

Name: _____
 Position: _____
 Employer: _____
 Phone: _____
 Date: _____

Comments: _____

Road Widths

1) The road is a:

Rural Road complete Table 1 ONLY.

Townsite Road complete Table 2 ONLY.

(Refer to page 23 of the guidelines for the Glossary of Technical Terms.)

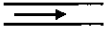
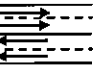
Comments: Is a Townsite Rd from SLK 0.0 – 1.10 and a Rural Rd from SLK 1.10 – 1.86

(Refer to pages 4-7 of the Guidelines for Assessing the Suitability of road widths for Restricted Access Vehicles.)


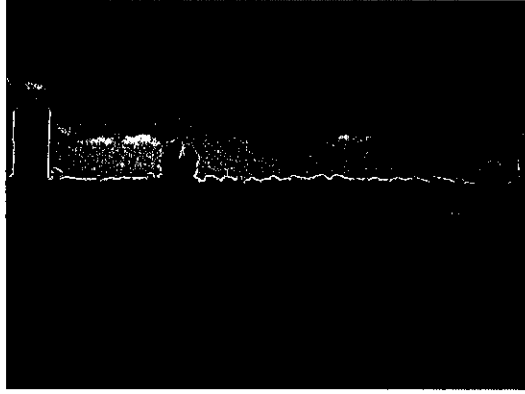
Table 1 – Rural Road Width

Please answer the following					
What is the posted speed limit?			Speed Limit (km/h)(90 km/hr).....		
What is the AADT? (Daily Traffic Volumes)			AADT 40-50 VPD.....		
Criteria	Road Section 1	Road Section 2	Road Section 3	Road Section 4	Road Section 5
Road Surface	<input checked="" type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed
Carriageway Width (m)	8.0 m				
Sealed Width (m)	6.4 m				
Length (km)	1.10 – 1.86				
Sight Distance always over 250m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Minimum guideline requirements for road widths:		Carriageway (m): Seal (m):			
Meets guideline requirements as per:					
Appendix B at:		Appendix C Low volume Type A Road at:			
<input type="checkbox"/> 60 – 70 km/h <input type="checkbox"/> 80 – 100km/h		<input type="checkbox"/> 40km/h <input type="checkbox"/> 60km/h			
<input type="checkbox"/> Appendix C Low volume Type B Road		<input type="checkbox"/> Does NOT meet Guideline Requirements			
Comments: _____					

Table 2 – Townsite Road Width

Please tick most appropriate			
<input type="checkbox"/>		Undivided Carriageway 1 way	<input checked="" type="checkbox"/>
		Undivided Carriageway 2 lanes each way	<input type="checkbox"/>
		Divided Carriageway 2 lanes each way	<input type="checkbox"/>
			<input checked="" type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
Please answer the following			
What is the posted speed limit on the road?		Speed Limit (km/h) 50
What is the carriageway width? <small>(width measurement should be taken from the edge of the seal to the road centre or edge of the median/traffic island)</small>		Carriageway Width (m) 12.8
What is the shoulder width? (If applicable)		Shoulder Width (m) 0
Question		Comments	
Are there on-road cyclists?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
If yes are there designated cycle lanes?	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Is there Parallel parking?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
If yes are there designated parking bays?	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Is there regular Angle parking?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
If yes are there designated parking bays?	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Minimum guideline requirements for road width (m):		
Does the townsite road meet guideline requirements for width?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Comments: _____			

Please attach photos relevant to Road Widths

Location	Road Features <i>(Description)</i>	Photo
SLK 0.05	Gamble St Carriageway (Town)	
SLK 1.15	Gamble St Carriageway (Rural)	

Road Alignment

Road Alignment

2) Have any significant curves/bends been identified on the road? Yes No

If Yes, answer question 3

3) Are any of the following signs installed prior to the bends? Warning signs Advisory speed signs

Comments: _____

Grades

4) Have any gradients been identified? Yes No

If Yes complete Table 3 below:

(Refer to page 9-10, Section 2.7 of the Guidelines for Assessing the suitability of ascending grades for Restricted Access Vehicles.)

OBSTACLES: Bridges, Culverts, Floodway's, Overhead Clearance and Railway Crossings

Bridges

5) Have any drive on bridges been identified? Yes No

If **Yes**, complete Table 4 below:

(Refer to page 3, Section 2.2 of the Guidelines for Assessing the Suitability of structures for Restricted Access Vehicles.)

Culverts

6) Have any culverts been identified? Yes No

7) Are there any culverts that may be an issue for RAVs?
(E.g. damage, no guide posts etc.) Yes No N/A

For ANY culverts less than the road formation width, please complete Table 5 below.

Comments: _____

Floodway's

8) Have any floodway's been identified? Yes No

9) Are there any floodway's that may be an issue for RAVs?
(E.g. damage, no guide posts etc.) Yes No N/A

For ANY floodway's less than the road formation width, please complete Table 6 below

Comments: _____

Overhead Clearance

10) Have any overhead obstructions been identified? Yes No

If Yes, complete Table 7 below:

(Refer to page 4, Section 2.3 of the Guidelines for Assessing the Suitability of overhead obstructions for Restricted Access Vehicles.)

Comments: _____


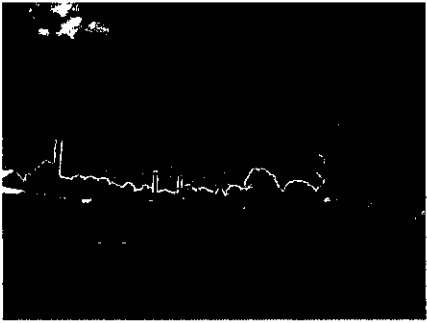

Table 7 – Overhead Clearance





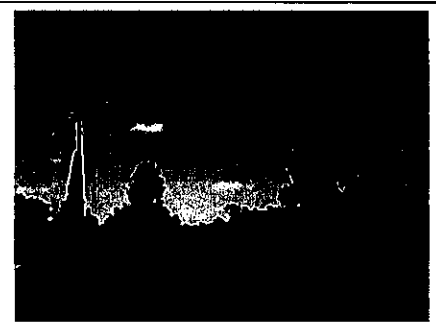
Criteria	Overhead Obstruction 1	Overhead Obstruction 2	Overhead Obstruction 3	Overhead Obstruction 4
What is the overhead obstruction? (e.g. tree, bridge, power line)	3 Phase Overhead Powerline at SLK 0.14	3 Phase Overhead Powerline at SLK 0.28	3 Phase Overhead Powerline at SLK 0.38	3 Phase Overhead Powerline at SLK 0.52
Minimum Clearance (mm) (please contact relevant asset owner for clearance confirmation, e.g. Western Power and Horizon Power)	7.0 m	7.0 m	7.0 m	6.6 m
Meets Guidelines	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments: _____ _____				


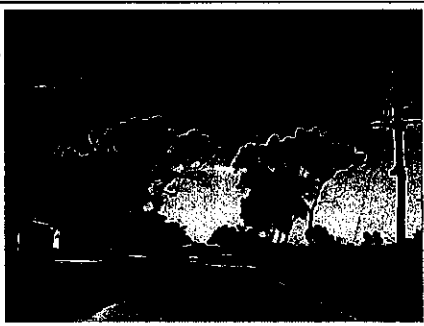
Criteria	Overhead Obstruction 1	Overhead Obstruction 2	Overhead Obstruction 3	Overhead Obstruction 4
What is the overhead obstruction? (e.g. tree, bridge, power line)	Domestic Overhead Powerline at SLK 0.63	Domestic Overhead Powerline at SLK 0.70	3 Phase Overhead Powerline at SLK 0.77	Overhead Powerline Stay at SLK 0.82
Minimum Clearance (mm) (please contact relevant asset owner for clearance confirmation, e.g. Western Power and Horizon Power)	6.4 m	7.2 m	7.4 m	7.2 m
Meets Guidelines	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments: _____ _____				

Criteria	Overhead Obstruction 1	Overhead Obstruction 2	Overhead Obstruction 3	Overhead Obstruction 4
What is the overhead obstruction? (e.g. tree, bridge, power line)	Overhead Powerline Stay at SLK 0.90	Domestic Overhead Powerline at SLK 1.81		
Minimum Clearance (mm) (please contact relevant asset owner for clearance confirmation, e.g. Western Power and Horizon Power)	7.4 m	6.0 m		
Meets Guidelines	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments: _____				

Please attach photos relevant to Overhead Clearances

Location	Road Features (Description)	Photo
SLK 0.14	3 Phase Mains Overhead Powerline crossing Gamble St	
SLK 0.28	3 Phase Mains Overhead Powerline crossing Gamble St	
SLK 0.38	3 Phase Mains Overhead Powerline crossing Gamble St	

SLK 0.52	3 Phase Mains Overhead Powerline crossing Gamble St			
SLK 0.63	Domestic Overhead Powerline crossing Gamble St			
SLK 0.70	Domestic Overhead Powerline crossing Gamble St			
SLK 0.77	3 Phase Overhead Powerline crossing Gamble St			
SLK 0.82	Overhead Powerline Stay crossing Gamble St			

SLK 0.90	Overhead Powerline Stay crossing Gamble St	
SLK 1.81	3 Phase Overhead Powerline crossing Gamble St	

Railway Crossings

11) Have any railway crossings been identified? Yes No

If **Yes**, complete Table 8 below.

If **No**, go to question 12.

(Refer to pages 14-17 of the Guidelines for Assessing the Suitability of railway level crossings for Restricted Access Vehicles.)

Comments: _____

Intersections

Swept Path Analysis

(Refer to page 11-12, Sections 2.9.1 and 2.9.2 of the Guidelines for Assessing the Suitability of the intersection for Restricted Access Vehicles.)

12) Has a swept path analysis been conducted for each intersection, corner & roundabout? Yes No

Please attach swept path assessments below.

Comments: An aerial plan with scale bar of the intersection with the Goomalling / Merredin Rd is attached so swept path analysis can be completed by MRWA HVO.

Do the swept paths meet guideline requirements? Yes No

Comments: _____

Please attach photos relevant to the Swept Paths
(Supply photos of intersections & swept path drawings)

Location	Road Features <i>(Description)</i>	Photo
Gamble St & Railway Tce	Intersection	Plan for Swept Path Analysis is attached.

Intersection Layout

13) Are intersection treatments satisfactory for RAV access?
 i.e. sufficient stacking distance at centre islands Yes No


14) What types of kerbs are located at the intersection?
 Mountable Semi-Mountable Non-mountable N/A

15) Particularly at rural sites, are all intersections free of loose gravel?
 Yes No

Comments: _____

Comments: _____

Please attach photos relevant to the Intersection Layout

Location	Road Features (Description)	Photo
Gamble St & Railway Tce	Intersection	

Intersection Sight Distance

(Refer to page 12-13 and 28, Section 2.9.3, 2.9.4 and Appendix F of the Guidelines for assessing the suitability of sight distances at intersections for Restricted Access Vehicles.)

16) Is the sight distance acceptable for the Restricted Access Vehicle category being assessed? Yes No

17) Is there anything restricting sight distance? (e.g. trees, shrubs, parking bays/rest areas) Yes No

If Yes: Can anything be done to increase sight distance Yes No
If Yes, please specify in the comment section below



Please complete Table 9.

Comments: There is no intersection on the north end of this street as Gamble St runs onto Wyalkatchem North Rd at White Dam Rd.

Table 9 – Intersection Sight Distance

Name of Intersecting Road (not the road being assessed)	AADT of intersecting Road	Sight Distance 1 (m) (specify direction E.g. north, east = NE)		Sight Distance 2 (m) (specify direction)		Are photo's attached		Meet guideline	
Railway Tce	180 VPD	Direction:	East	Direction:	West	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		500 m		400 m		Yes	No	Yes	No
Comments: _____									

Please attach photos relevant to Intersection Sight Distance

Location	Road Features (Description)	Photo
Railway Tce	Site Distance from Gamble St to East along Railway Tce	
Railway Tce	Site Distance from Gamble St to West along Railway Tce	

Road Assets

Overtaking Opportunities

Please refer to pages 7-9, Section 2.6 of the Guidelines for assessing the suitability of overtaking opportunities for Restricted Access Vehicles

- 18) Is there suitable distance between two overtaking opportunities? Yes No N/A

Please specify the Maximum Average distance and Maximum distance between each overtaking opportunity:

Maximum Distance _____ m

Average Distance _____ m

- 19) If no overtaking lanes have been identified, are there suitable sight distances for overtaking? Yes No

Comments: _____

Do the overtaking opportunities meet guideline requirements? Yes No

Comments: _____

Off-Road Parking

(Refer to pages 17-18, section 2.11 of the Guidelines for assessing off road parking)

- 20) Is this a rural road exceeding 80km in length Yes No

or

- Is this a remote area road exceeding 120km in length? Yes No

If Yes to any of the above, answer question 21 and 22.

- 21) Does each parking facility meet stopping sight distance requirements as per Appendix E in the Guidelines (page 27)? Yes No

- 22) Does each parking facility meet Table 11: Minimum Clearance from Edge of Pavement for Parked RAV of the guidelines (page 18)? Yes No

Comments: _____

Does the off-road parking meet guideline requirements? Yes No

Comments: _____

Community Considerations

23) What are the major concerns that need to be further address? (More than one may be selected)

Please specify any details in the remarks section below

Noise Vibration Smell Other

Remarks: Noise has been recognised as an issue to be considered as the first 1.10 km of this street has residential lots either side of the road.

24) What agencies have been contacted with regard to any community issues or concerns

Please specify any details in the nature of concerns section below

Regional Office Local Shire Local Police Other

Nature of Concern: The Shire of Wyalkatchem have considered the noise issue as part of their process of allowing Network 4 RAV access on this street to link Wyalkatchem North Rd to Railway Tce and the Wyalkatchem CBH Facility and the Goomalling / Merredin Rd via Mitchell St.

Please Complete

Assessor Declaration:

I hereby declare that:

- I have assessed this route in accordance with all requirements and procedures in Main Roads Western Australia *Guidelines for Assessing the Suitability of Routes for Restricted Access Vehicles*, and
- The information provided on this form and the attached documents is true and correct to the best of my knowledge.

Print Name: Rod Munns

Print Name: _____

Representing: Shire of Wyalkatchem

Representing: _____

Signed: _____

Signed: _____

Date: 10/ 11/ 15

Date: / /

Recommendation comments:

This 0.18km section of the Town Access Rd has a wide carriageway and subsequently there should be sufficient room for Network 4 RAV's to access this road. The site distances at the Goomalling / Merredin Rd intersection meet the minimum requirements. There is 1 overhanging power line but is above the minm clearance height of 4.6m. Consequently I believe this section of the Town Access Rd is suitable to become a Network 4 route.

I hereby endorse the route's suitability for RAV access as follows:

The route is **unsuitable** for RAV access.

The route is **suitable** for RAV access.

The route is suitable for RAV access under the standard conditions for a Low Volume road:

Type A Road Type B Road

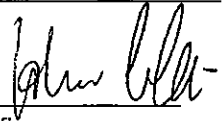
Under the following specific operating conditions:

No conditions need to apply.

This section must be signed by a CEO/ Deputy CEO or Regional Manager.

Print Name: Ian McCabe

Signed:



Position Title

Chief Executive Officer

Date:

~~10/11/15~~
14/12/15

Attachment Checklist

Please use the following checklist to make sure you have attached all the appropriate documents for this assessment. For photos or other attachments that require description or explanation, please utilise the photo clipboard table below.

- | | |
|---------------------------------------|--|
| <input type="checkbox"/> N/a | Original Application for the request of the route (if applicable) |
| <input type="checkbox"/> TBP | Written approval from the road owner (this can be provided in an email) |
| <input type="checkbox"/> N/a | Any relevant email correspondence (e.g. Western Power/Horizon Power) |
| <input checked="" type="checkbox"/> X | Photos of important sections of the route (in the relevant sections throughout the form) |
| <input checked="" type="checkbox"/> X | Swept path diagrams (if they have been completed) Scaled Aerial Plans of 2 intersections are attached for MRWA HVO to complete Swept Path Analysis on. |

GAMBLE ST-(104) - Railway Tce - White Dam Rd.

Late Agenda Item

8.3.2 Economic Development – Industries – Aerodrome

Council Decision Number: 3256


Moved: Cr Jones

Seconded: Cr Garner

That the late item 8.3.2 be accepted

Vote: 7/0

8.3.2 ECONOMIC DEVELOPMENT – INDUSTRIES - AERODROME

FILE REFERENCE:	8.3
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANTS/ RESPONDENTS:	Wheatbelt Development Commission
NOTIFICATION TO APPLICANT:	Required
DATE REPORT WRITTEN:	15 March 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	Not applicable

SUMMARY:

That Council resolve the following:

- 1. To commit the Shire of Wyalkatchem to a comprehensive strategy development that includes the promotion of industry at the aerodrome to service aircraft users and other businesses;**

and,

- 2. Commit the Shire of Wyalkatchem to engage with the Wheatbelt Development Commission in land assembly and other project inputs to advance the development of the aerodrome site for use by industry and other users;**

and,

- 3. Commit the Shire of Wyalkatchem to continue the strategic development of the aerodrome for the long term economic benefit of the district.**

Appendix:

There is no attachment to this item.

Comment:

The Wyalkatchem aerodrome is a significant community asset. The two airstrips and terminal facilities provide safe, all-weather access and patient transfer via St John ambulance and the Royal Flying Doctor Service. This is a major contributor to health services in the district.

The aerodrome also provides excellent facilities for recreational and industrial use with agricultural crop spray a major function. In addition, the aerodrome has seen increased use by business people traversing the state and the site has hosted a number of events attracting up to 3,000 visitors, such as Racewars. The March 2016 fly-in by the University Flying Club will see 27 light aircraft visit for a weekend roster at the CBH Museum and elsewhere.

Council views the aerodrome as a major component of the Shire's asset inventory and it is incumbent on Council as owner to derive the maximum value from the asset for the community's benefit. This commitment has been demonstrated in 2015/16 with the freehold purchase of the aerodrome from the state government (sale completed November 2015) and the asset assessment and management strategy completed in September 2015.

Council is now preparing to complete the integration of the aerodrome with a broader economic strategy for the district. There is potential for industry, recreational flyers and tourism initiatives to be catered for in a more progressive strategy in aerodrome development.

Proposals include land assembly and construction of three industrial units at the aerodrome to facilitate the accommodation of industry providers who can service recreational flyers, small business and air industry clubs and schools. There is additional potential for seasonal trades and agricultural plant operators to make use of the facility, with proximity to Tammin Road, Cunderdin Shire and the Goomalling - Merredin Road. This will in turn support initiatives centred on increasing utilisation of the terminal building such as event hire and sports club use.

There is a high probability that with strategic development the aerodrome can be a major regional asset. This will increase the profile, capability and capacity of the district with positive economic and social outcomes.

The Wheatbelt Development Commission and LandCorp have provided strategic and technical advice and are facilitating the investigation of direct support for this proposal. The commitment of Council is sought to advance this project.

The minuted extract of this agenda item will accompany a submission to the Wheatbelt Development Commission in support of the project proposal.

Consultation:

Elise Woods Wheatbelt Development Commission

Policy Implications:

None

Financial Implications:

There are no direct financial implications of this item in the current financial year. Subsequent and related proposals will be submitted to Council as a

budget item for consideration and decision. There is potential for this proposal to increase economic activity in the district with an unknown multiplier that exceeds one to one (due to avoided costs and an increase in local investment and employment).

Strategic/Risk Implications:

The aerodrome is a major strategic asset to the Shire of Wyalkatchem and is therefore a high priority for planning consideration. As a high value asset, it is prudent to extract greater value by increased utilisation and it is therefore important to explore all options to increase economic activity. As such, there is a high degree of potential for a positive return on any investment at the aerodrome.

There is a medium risk of no or low return on investment due to externalities; however, this risk is increased without Council's commitment to promoting the aerodrome as a solution to industrial or economic issues.

Voting Requirements: Simple Majority

Council Decision Number: 3257

Moved: Cr Jones

Seconded: Cr Garner

That Council resolve the following:

1. To commit the Shire of Wyalkatchem to a comprehensive strategy

development that includes the promotion of industry at the aerodrome to service aircraft users and other businesses;

and,


2. Commit the Shire of Wyalkatchem to engage with the Wheatbelt Development Commission in land assembly and other project inputs to advance the development of the aerodrome site for use by industry and other users;

and,

3. Commit the Shire of Wyalkatchem to continue the strategic development of the aerodrome for the long term economic benefit of the district.

Vote: 6/0

**8.4.1 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL
– CHIEF EXECUTIVE OFFICER – FEBRUARY 2016**

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	4 March 2016.
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolve the following:

- 1. Accept the Chief Executive Officer's Report for the month of February 2016 as presented.**

Appendix:

No attachments to this report.

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 mission of the local government.

Our Mission

We exist to deliver sustainable quality services that meet the needs of Wyalkatchem today and into the future.

Comment:

There were 21 work days in February. The Senior Finance Officer was on annual leave 15 February to 29 February, inclusive and the Community and Development Officer accessed five days' annual leave during the month.

Sick leave was an issue in December and January but there were improvements in February. One person absent since December 2015 has not as yet separated from

the organisation but has exhausted available personal leave. Unplanned leave in February was five days (three persons, three days unpaid) with nil days in Administration. 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 4 February and the programme included:

- Claire Trenorden acted as CEO in January and provided an overview of the local government's activities in the month (as Council did not meet); this included the successful Australia Day event and the awarding of Active Citizenship Awards; Trevor Webb provided an update on the works programme;
- Update as to meetings attended (Active Smart, Rural Health West, WALGA zone, Wyalkatchem Senior Citizens Homes Trust Inc.);
- Employee sick leave discussed;
- Other items included a proposed trial of a public bus service utilising the Koorda bus to link with Wyalkatchem, Dowerin, Goomalling and Toodyay;
- Receive a status report on Shire budget initiatives and operations;
- Presentation from Juliet Grist, Executive Officer, Regional Development Australia.

Council met in forum 18 February to consider the report from MCG Architects Pty Ltd regarding tender submissions for the independent units' project. A good discussion of the tenders, the project and related issues took place. A meeting with representatives of the Wyalkatchem Senior Citizen's Homes Trust Inc. then took place to ascertain their view on the tender process and share Council's perspective. A unified position then informed the agenda item prepared by the CEO, which was presented at the meeting of Council the same day.

Council and the CEO met separately to discuss:

- Elected member census by the University of WA;
- Support for the Shire of Koorda Recreation Centre re-development;
- Lengthy discussion of planned community forum on matters related to aged care. This is an important subject area and of high strategic value to the Shire. Funding is primarily federal and state and infrastructure is predominantly private or state with some local government facilities around Western Australia. There are severe limitations on any local government to overcome, including evidential support for any business case; regional demand; finance;

social support, etc. All Councillors and the CEO plan to attend the community forum and it is hoped that this will commence the conversation on a positive note so that the needs of residents and ratepayers can be advocated;

- Elected members training;
- NEWROC strategy meeting.

The ordinary meeting of Council was held 18 February to:

- Receive statutory reports (eg. financial reporting as required by regulation); monthly officer reports;
- Make decisions about: community grant application; tender evaluation report on tenders for four independent living units; CEO employment contract 1 July 2016 to 30 June 2018.

The CEO represented the Shire of Wyalkatchem 5 February Northam (with President Cr Davies) Active Smart launch; in one radio interview 10 February; 10 February Local Emergency Management Committee; 15 February Mukinbudin Regional Road Group; 17 February Northam (with Governance and Emergency Management Officer Rachel Nightingale) District Emergency Management Committee; 23 February Trayning (with President Cr Davies) strategy meeting and Council meeting of NEWROC (North Eastern Wheatbelt Regional Organisation of Councils); 25 February Kellerberrin WALGA Zone meeting.

CEO meetings included 3 February Rural Health West (interview about the Southern Inland Health Initiative); 8 February Wyalkatchem Senior Citizens' Homes Trust Inc.; 9 February MCG Architects Pty Ltd (tender closing for four units); 10 February (community member); 26 February (with President Cr Davies), meeting with NEWROC Shire Presidents to discuss medical services; 29 February State Library re library services and State Government funding changes.

Management work in February included the joint project with Wyalkatchem Senior Citizens' Homes Trust Inc.; consultations for the revision of the strategic community plan; various staff matters; Council property matters; discussion with NEWROC Executive Officer, in capacity as business operator of Wheatbelt Business Network, re local commerce; regular operational work and meetings with staff.

There is currently a considerable strategic workload. In recent years, the legislated requirement to have a 'plan for the future' has been expanded in detail and allied planning. With the implementation of Intergrated Planning and Reporting in 2013, Council has an obligation to facilitate increased levels of consultation prior to considering strategic and corporate planning. This means that small local

governments have the same obligations as large multi-million dollar metropolitan based Councils to prepare and consider long range, detailed and wide ranging plans. These include asset management; workforce planning; information technology and communications; long term financial planning; as well as issue specific planning. The main outputs will be prioritised plans for the district (Strategic Community Plan) and a Corporate Business Plan, both of which will be linked to the underlying plans and budgets. Importantly, this requires prioritisation and balance between competing needs and wants and capacity and capability to deliver. One major difficulty will be assessing the contribution of external funding sources, particularly State and Federal Governments, who have fiscal challenges and political considerations, often at odds with regional priorities and needs. This process is resource intensive and lengthy and much consultation has been occurring since October 2013 with some interim plans issued in the intervening period. In the next four months, the administration and Council will be cementing many of the related plans for the period ahead, culminating in the presentation for endorsement by Council of the updated Strategic Community Plan and Corporate Business Plan at the June meeting of Council. The CEO will attend a one day workshop on Integrated Planning and Reporting with the Department of Local Government and Communities in Perth on 1 March.

There will be finance training for elected members in March with a one day session in Council budgeting and reporting and strategic finance for Council will be held at Koorda on 2 March. The presenter will be local government accountants Moore Stephens. Council will meet with officers of the West Australian Local Government Association (WALGA) 3 March to participate in a forum on governance (Local Government Act, rules and Code of Conduct, disclosures, roles in local government, meeting procedures and the role and services offered by WALGA). Other dates of note: Central East Aged Care Alliance (CEACA) 9 March; public submissions for 2016/17 budget close 16 March; ordinary meeting of Council 17 March.

Consultation:

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: 3258

Moved: Cr Butt Seconded: Cr Gamble


Officer Recommendation:

That Council resolve the following:

- 1. Accept the Chief Executive Officer's Report for the month of February 2016 as presented.**

Vote: 6/0

8.4.2 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL–MANAGER OF WORKS – FEBRUARY 2016

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Trevor Webb - Manager of Works
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	2 March 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolve the following:

- 1. Accept the Manager of Works Report for the month of February 2016 as presented.**

Comments: The return of the Works Team from annual leave has been well received and works have proceeded according to plans with most roads and town projects meeting the expected timelines after some unexpected delays in January. February has also seen many hours spent on project planning for the 2016-17 Roads/ Works Program.

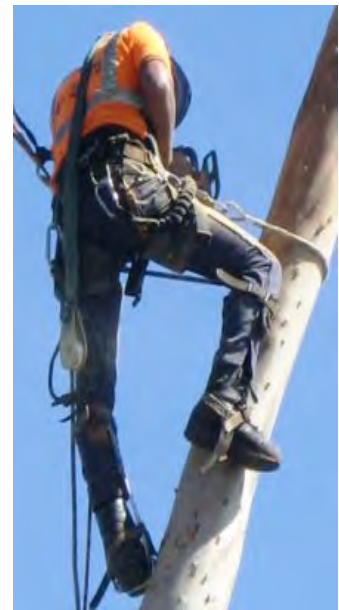
Machinery: The new Isuzu Tipper has had a few warranty issues (Tipper / Body Builder) which have now been addressed; other equipment has had servicing but no breakdowns. The Fast-Attack fire units have had OHS modifications carried out as per programmed maintenance.



Road Works: There has been no road maintenance grading during February. The focus has been on completing the clearing program for shoulder works on Tammin/Wyalkatchem and the Koorda/Wyalkatchem Roads, as well as the full sheeting of sections of Davies, Rifle Range, Goldfields, Hardwick and Remnant Roads.



The **Clearing Program** has also included the shire team's tree pruning, etc on the Tammin/Wyalkatchem Road and the clearance of large, heavy timber on the Yorkrakine East Road by contract tree loppers. The contractors also carried out Western Power clearances, building overhangs and township laneway overhangs during February.



March will see the sheeting of the two Regional Road Group projects (RRG, state funded) and sealing of the southern Tammin/Wyalkatchem shoulders. This will be followed by the other road sheeting Roads to Recovery (R2R, federally funded) projects in the lead up to rain and our maintenance grading program. We are

currently assessing plant hire company fees to meet our 2016 maintenance grader and roller requirements.

Gravel has been pushed up at Stratford's, Tyler's, Ward's, Metcalf's and McCormack's borrow pits ready to carry out the sheeting works and the old "Bruse Pit" on Tammin/Wyalkatchem Road just past Riches farm has been rehabilitated.



Some **Drainage** maintenance has been carried out to the Allen and Davies Road floodways with culverts and channels on Elashgin, Rifle Range and Remnant receiving clean-ups as well.



Building Maintenance Program: Shire housing had a variety of maintenance carried out including gardening and lawns. Lady Novar and the Railway Station have also had structural and electrical repairs carried out. With renovations to the Recreation Centre kitchen being scheduled for the beginning of March we have carried out long overdue maintenance, cleaning and gardening to the Airport Terminal Building (and RFDS Clearance Terminal) so that it can be used for social activities in the interim.



Town Maintenance Program & Projects:

- Contract town gardener and groundsman (Shauna and Russell) continue to maintain and improve the streetscape, town gardens, oval, parks, tennis club, and have ensured our facilities are in top condition for the sports groups.
- Our Rec' Centre Entry is having a face lift with new paint and some signage upgrades.
- Road sweeping has just been completed within the townsite
- Line marking for streets is booked for the first week of April.
- The Basketball Courts are finally back on track with backboard posts installed and concrete blasted; sealing of the facility is expected to be completed mid-March, just in time for the Netball season.
- Some further work has been carried out at the cemetery; however the Department of Corrections Work Team have been unavailable this month due to other commitments. It is hoped to have them back for work on a list of six Wyalkatchem projects approved by their head office by the end of March.
- The Fire shed is finally constructed with concrete pad to be laid in the first week of March.



Swimming Pool Maintenance Program: The Swimming Pool has been operating successfully during February with only minor disruptions to normal activities.

Ranger Service: Relocating snakes, noisy roosters and cat issues have been our major ranger activities in town.

Consultation:

Shire Staff, Rod Munns, Main Roads, Contractors and Community Members.

Statutory Environment: There is no statutory environment relevant to this issue.

Policy Implications:

There is no Council Policy relative to this report.

Voting Requirements: Simple Majority

Council Decision Number: 3259

Moved: Cr Gamble

Seconded: Cr Holdsworth

That Council resolve the following:

- 1. Accept the Manager of Works Report for February 2016 as presented.**

Vote: 6/0

8.4.3 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL – GOVERNANCE AND EMERGENCY – FEBRUARY 2016

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Rachel Nightingale Administration Officer
AUTHOR'S SIGNATURE:	<i>R. Nightingale</i>
DATE REPORT WRITTEN:	9 March 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolve the following:

- 1. Accept the Governance and Emergency Report for the month of February 2016 as presented**

Appendix

There is no attachment to this report.

Emergency Services

The State Emergency Management Committee (SEMC) has reviewed and approved the risk management work undertaken. The next stage that we have to undertake is to try and reduce the risk of some of the scenarios occurring and get them to more tolerable levels as determined by the SEMC.

The two bay fire shed has now been completed with the concrete floor due to be laid in March.

A Local Emergency Management Committee (LEMC) meeting was held 10 February; this was well attended and discussions were had on the various fires we have had in the Wyalkatchem Shire. Torben Bendtsen from Department of Fire and Emergency Services (DFES) spoke at length about the Waroona fire and his experiences from being in Yarloop. Torben extended his thanks to the local Bush fire and fire and rescue brigades for the support they have given at the various fires including Waroona and Harvey. The Volunteer Fire and Rescue light tanker was a great resource.

The Yorkrakine Bush Fire Brigade requested that some basic training be given to seasonal farm workers. This was arranged. Torben Bendtsen conducted some basic training with

three seasonal workers in Yorkrakine. Feedback received from the brigade was that the training was extremely beneficial and a repeat training has been requested for prior to harvest.

The Governance and Emergency Services Officer and the CEO attended the District Emergency Management Committee meeting, Northam, 17 February, representing 16 Wheatbelt shires.

The restricted burning period started 8 February 2016 and continues until 22 March 2016. A total of 29 burning permits were issued in February.

An issue highlighted by DFES where light tanker fuel cans can be affected by the exhaust from the pump engine saw the relocation of the light tanker fuel cans to the offside of the appliance on the Yorkrakine and Nalkain vehicles. The Volunteer Fire and Rescue Service vehicle will be similarly modified in March.

Consultation with the brigades and LEMC has occurred with regards to the Department of Fire and Emergency Services Local Government Grants Scheme. Various items have been requested and quotes have been sought.

Health and Safety

The Shire of Koorda has approached us with regards to the Local Government Insurance Scheme Contractors Safety Induction program. It was suggested that rather than each of the North East Wheatbelt Regional Organisation of Councils (NEWROC) member shires doing a contractor induction program individually (and having some contractors doing a similar induction six times) that we should do the induction as a NEWROC session. Wyalkatchem is reasonably advanced in terms of the induction paperwork. The NEWROC shires were asked to identify their person responsible for Health and Safety. This has been done. The next stage in the process is to get together and see if the one induction package is going to suit all.

Governance

Sheree Thomas, Community Economic Development Officer, Shire of Narembeen, contacted us with regards to putting agendas together. Sheree travelled to Wyalkatchem 24 February and spent an hour or so looking at how Wyalkatchem puts together agendas. Meeting people from other shires is beneficial to Wyalkatchem. Sheree has been very active in the Community Economic Development Officer space and spent several years with the Community Resource Centre organising some very successful events. It is hoped that this relationship will prove beneficial in getting some well-run events in Wyalkatchem and in return we may be able to assist in the Governance space.

Consultation:

Ian McCabe	CEO
Mr Trevor Webb	Manager of Works
Torben Bendtsen	DFES
Yvette Grigg	SEMC
Daniel Hill	SEMC
Sheree Thomas	Shire of Narembeen
LEMC	Committee
Bush Fire Brigades	Wyalkatchem, Nalkain, Yorkrakine

Statutory Environment:

Local Government Act 1995

Local Government (Administration) Regulations 1996

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: 3260


Moved: cr Jones Seconded: Cr Gamble

That Council resolve the following:

- 1. Accept the Governance and Emergency Report for the month of February 2016 as presented.**

Vote: 6/0

8.4.4 GOVERNANCE – REPORTING - PRINCIPAL ENVIRONMENTAL HEALTH OFFICER REPORT - FEBRUARY 2016

FILE REFERENCE:	13.05.01
AUTHOR'S NAME AND POSITION:	Bill Hardy Principal Environmental Health Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORT WRITTEN:	3 March 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolves the following:

1. Accept the Principal Environmental Health Officer Report for February 2016 as presented.

Appendix/Appendices: There is no attachment to this report

Comment:

Principal Environmental Health Officer (PEHO) Position.

The Environmental Health Officer attends the Wyalkatchem office each Thursday.

Food Premises and Public Buildings.

The PEHO has continued with routine inspections of Food Premises, Public Buildings and Lodging Houses.

The Town Hall food preparation and storage facilities were inspected as the Wyalkatchem Swap Meet were introducing the sale of food provided from the Wylie News Café. A number of items were reported to the Shire for maintenance and upgrading.

Wyalkatchem Swimming Pool.

The PEHO tested and sampled the pool on its routine monthly test and the water quality met the required standards. This sampling will continue throughout the remainder of the season.

Stormwater / Effluent reuse water testing.

The PEHO sampled the water from the stormwater dam which is used to water the oval and tennis courts. The bacterial levels found were well within the limits required to be safe.

Property Transfers.

The PEHO has completed several routine property transfer reports in the last month.

Private pool fence inspections.

Under the Building Act and Regulations the Shire must inspect all private pools and spa pools in the district for the safety of their fencing at least every 4 years.

The PEHO believes that there are pools that have not been inspected in the relevant time period and others we are not aware of at all.

To address this, the PEHO has continued calling through the list of farm properties in the shire to ask if they have a pool or spa. Those that do have pools or spas will then be written to asking for a time to visit the site and inspect the pool fencing.

The PEHO will try to bring all the pool fences up to standard and address the Building legislation requirements.

The fencing on the pool at the Henry's Hideaway Bed and Breakfast premises was inspected for compliance with the Building Regulations and was found to be compliant.

Skin Penetration Home Occupation.

The PEHO was asked to inspect a private dwelling in relation to its suitability for a Home Occupation in relation to a Skin Penetration / cosmetic tattooing business. The premises were found to be acceptable under the Health (Skin Penetration) Regulations.

Consultation:

Mr I McCabe, Shire CEO

Mrs R Nightingale, Shire Administration Officer

Statutory Environment:

Health Act 1911

Health (Aquatic Facilities) Regulations.

Food Act 2008

Health (Public Buildings) Regulations 1992.

Health (Skin Penetration) Regulations.

Local Government Act.

Building Act 2011

Building Regulations 2012

Policy Implications:

Nil.

Voting Requirements: Simple Majority

Council Decision Number: 3261

Moved: Cr Gamble


Seconded: Cr Holdsworth

That Council resolves the following:

- 1. Accept the Principal Environmental Health Officer Report for February 2016 as presented.**

Vote: 6/0

8.4.5 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL – COMMUNITY AND ECONOMIC DEVELOPMENT OFFICER– FEBRUARY 2016

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Mikahla Wells Administrative Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	4 March 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolve the following:

- 1. Accept the Community and Economic Development Officer's Report for the month of February 2016 as presented.**

Appendix: There is no attachment to this report.

Comment:

February has been quite a busy month for Community Development. Renovations for the Recreation Centre kitchen are set to begin in the second week of March, two weeks after the planned start date. After meeting with contractor Mark Constantine plans and details for the renovation have been finalised. Signs and advertisements have been created to make sure the community is aware that the kitchen will be unavailable from Monday March 14 for approximately four weeks. Alternative arrangements for kitchen facilities have been made.

Thank a Volunteer was held Saturday 22 and although a disappointing turn out, the volunteers who attended were very pleased with the presentation of the room and the food provided. Left-over food was taken to Wallambin Lodge, the Hospital and was plated up for the people who attended to take home.

Not for Profit 'The Independent Living Centre' has contacted The Shire about bringing a mobile van to Wyalkatchem to offer support products and services for the aged and those with limited mobility. The van will be located on Railway Terrace Tuesday March 15 and provides free information, advice and trials of assistive equipment and technology which can be used to improve quality of life. As

Wyalkatchem has an aging population and a large community focus is on independent living at the moment this should be a very popular service. The Australian Government Mobile Service Centre will be in Wyalkatchem Thursday 17 March and provides services such as Medicare and Centrelink.

The Department of Sport and Recreation are funding a program called ActiveSmart which is a behaviour change program designed to increase people's activity levels and change long term habits. A meeting was held in Northam at the end of February to gather partnership groups which will provide a coordinated and informed approach to embedding the ActiveSmart messages within targeted local governments. Presentations from numerous health organisations including the Heart Foundation and Diabetes WA informed of health areas to target and specific strategies each local government could implement.

With health being a strategic community priority the Council decided to trial free pool entry for the 2015/2016 season. The trial appears to be a success with a pleasing increase in numbers compared to last season. A 70.0% increase in adult and 18.1% increase in child entry (to end of February) it can be assumed that the trial has led to an increase in physical activity for the community and had a positive impact on health as well as the pools viability.

Consultation:

Ian McCabe	CEO Shire of Wyalkatchem
Trevor Webb	Manager of Works
Rachel Nightingale	Administrative Officer
Eleanor Jones	ActiveSmart Representative
Jennifer Collins	Department of Sport and Recreation
Nicola Dunstone	Grants Officer Department of Local Government and Communities
Sophie Wittwer	Independent Living Centre WA

Statutory Environment:

There is no statutory environment relevant to this issue

Policy Implications:

There is no Council Policy relative to this report.

Voting Requirements Simple Majority

Council Decision Number: 3262

Moved: Cr Jones

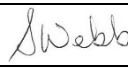
Seconded: Cr Garner

Officer Recommendation:

- 1. Accept the Community and Economic Development Officer's report for February 2016**

Vote: 6/0

8.4.6 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL–RATES / FINANCE OFFICER – FEBRUARY 2016

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Shauna Webb Rates / Finance Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	2 March 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolve the following:

- 1. Accept the Rates / Finance Officer's Report for the month of February 2016 as presented.**

Property Management:

There were six unscheduled maintenance jobs on shire properties in the month of February. All works were completed within budget expectations.

Eleven property inspections were completed early February with minor repairs documented. Floor coverings and blinds were included in forward works and will be considered in the 2016/17 budget process. The Shire is trialling an iPad 'app' to make property inspections more time efficient by directly recording photographs and notes that eliminate manual processes. Property inspection reports will now be directly transferred to asset management plans and eliminate manual processes.

Recent property projects included:

- Swimming Pool reticulation will be serviced in March;
- The ceiling at Lady Novar was quoted on and will be repaired the week of the 14 March.
- The ceiling in the vets side at the railway station building was repaired;
- Replacement of a new instantaneous hot water system at the RFDS / St John transfer station at the aerodrome (to be commissioned in March);

- Cleaning of the RFDS building and the Airport terminal was completed in the month of February;

Property and Hire Bookings:

- Recreation Centre: Five cricket days;
- Recreation Centre: Thank a Volunteer 20 February;
- Community Bus: eight days;
- Town Hall: Swap Meet 5 February;
- Hire of Council Equipment: one cat trap.

Property Sales (EAS):

There were no property sales in the month of February.

Rates:

At the end of February we had received 91% of rate payments. This is generally in line with expectations with the majority of the balance coming from instalments or payment arrangements.

Consultation:

CEO, SFO, EHO and MOW.

Statutory Environment: Local Government Act 1995 and related regulations.

Policy Implications:

There is no Council Policy relative to this report.

Voting Requirements: Simple Majority

Council Decision Number: 3263

Moved: Cr Gamble Seconded: Cr Garner

That Council resolve the following:

- 1. Accept the Rates/Finance Officer's Report for the month of February 2016 as presented.**

Vote: 6/0

- 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: 16.34**