



AGENDA

ORDINARY COUNCIL MEETING



18 JUNE 2020

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

NOTICE OF COUNCIL MEETING

The next Ordinary Meeting of the Wyalkatchem Shire Council will be held on Thursday 18 June 2020 in the Council Chambers, 27 Flint Street Wyalkatchem, commencing at 4pm.

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

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



Taryn Dayman

CHIEF EXECUTIVE OFFICER

DISCLAIMER

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

DISCLOSURE OF INTEREST

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

Financial Interest:

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

Proximity Interest:

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

Impartiality Interest:

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

Disclosing an Interest:

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

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

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- 1. DECLARATION OF OPENING**
- 2. PUBLIC QUESTION TIME**
 - 2.1. Response to Public Questions Previously Taken on Notice**
 - 2.2. Declaration of Public Question Time opened**
 - 2.3. Declaration of Public Question Time closed**
- 3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE**
 - 3.1. Attendance**
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- 5. PETITIONS, DEPUTATIONS, PRESENTATIONS**
 - 5.1. Petitions**
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 - 5.3. Presentations**
- 6. DECLARATIONS OF INTEREST**
 - 6.1. Financial and Proximity Interest**
 - 6.2. Impartiality Interests**
- 7. CONFIRMATION AND RECEIPT OF MINUTES**
 - 7.1. Confirmation of Minutes**
 - 7.1.1. Ordinary Meeting of Council – 21 May 2020**
Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 21 May 2020 ([Attachment 7.1.1](#))

OFFICER RECOMMENDATION:
That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 21 May 2020 (Attachment 7.1.1) be confirmed as a true and correct record.
 - 7.2. Receipt of Minutes**
 - 7.2.1. NEWROC Council Minutes – 26 May 2020**
Minutes of the NEWROC Executive Meeting held on Tuesday 26 May 2020 ([Attachment 7.2.1](#))

OFFICER RECOMMENDATION:
That the minutes of the NEWROC Executive Meeting of Tuesday 26 May 2020 (Attachment 7.2.1) be received by Council.

7.2.2. Audit and Risk Committee Meeting Minutes – 21 May 2020

Minutes of the Audit Committee Meeting of Thursday 21 May 2020
(Attachment 7.2.2).

OFFICER RECOMMENDATION:

That the minutes of the Audit Committee Meeting of Thursday 21 May 2020 (Attachment 7.2.2) be received by Council.

MATTERS ARISING

10.1.1 Audit and Risk Committee status Report

VOTING REQUIREMENT

Simple Majority

COMMITTEE RECOMMENDATION

That Council;

Receives the Audit and Risk Committee Status Report, as per attachment 10.1.1

10.2.1 Compliance Status Reports

VOTING REQUIREMENT

Simple Majority

COMMITTEE RECOMMENDATION

That Council;

1. *Receives the Audit Regulation 17 and Financial Management Review Action Plan Status Report (Attachment 10.2.1.1).*
2. *Receives the Statutory Compliance Calendar Status Report (Attachment 10.2.1.2).*
3. *Receives the Compliance Audit Return Management Action Plan Status Report (Attachment 10.2.1.3).*

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

10. REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – MAY 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	09 June 2020
Reporting Officer:	Tegan Maitland, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1 – Accounts for Payment – May 2020

SUMMARY

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

BACKGROUND

In accordance with the *Local Government (Financial Management) Regulations 1996, s13(1)*, If a local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared.

A list prepared under sub regulation (1) is to be –

- a. Presented to the council at the next ordinary meeting of the council after the list is prepared; and
- b. Recorded in the minutes of that meeting.

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

COMMENT

A payment listing for the month of May 2020 is presented for Council for their endorsement and includes payments made via cheque, Electronic Funds Transfer (EFT) and Direct Debit.

After payment of the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$30,303.66.

Previous Accounts for Payment report to enable council to check that no sequential payment numbers have been missed from the previous accounts for payment reports and the report presented as attached, the following information is provided on the last cheque or EFT number used.

Bank Account	Payment Type	Last Number	First Number in report
Municipal	Cheque	16877	No Payment
Municipal & Trust	EFT	EFT455	EFT456
Trust	Cheque	Cheque	No Payments
Reserves	EFT	EFT	No Payments

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

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations, S13.1

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2019/2020 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the following payments for the month of May 2020:

1. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$201,424.56;*
2. *Direct Debit (DD) payments in the Municipal Fund totalling \$21,934.21;*
3. *Payroll Journal (JNL) payments in the Municipal Fund totalling \$23,083.36;*
4. *Total payments for the month of May 2020 being \$267,020.25.*

10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – APRIL 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	09 June 2020
Reporting Officer:	Sheldon Cox, Finance and Administration Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.2 – Credit Cards – April 2020

SUMMARY

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 28 March 2020 to 28 April 2020.

BACKGROUND

This information is provided to Council on a monthly basis in accordance with the provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

Council is presented with the monthly accounts for payment at each Council meeting, providing information of payments made for the reporting period (note attachment 10.2.1). This report includes the monthly payment of the credit card debit to the National Australia Bank.

COMMENT

Accountability in local government can be multifaceted, as council seek to achieve diverse social, political and financial goals for the community benefit. The accountability principles of local government are based on strong financial probity, financial propriety, adherence to conflict of interest principals and expectations that the local government is fully accountable for community resources.

This report provides Council with detailed information of purchases paid using the Shire of Wyalkatchem Corporate Credit Cards.

A monthly review of credit card use is independently assessed by the Finance and Administration Officer, to confirm that all expenditure has been occurred, is for the Shire of Wyalkatchem and has been made in accordance with Council policy, procedures and the *Local Government Act 1995* and associated regulations. The review by the Finance and Administration Officer also ensures that misuse of any corporate credit card can be readily detected.

STATUTORY ENVIRONMENT

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

Local Government (Financial Management) Regulations 1996, R34

POLICY IMPLICATIONS

Policy Number 2.1 – Purchasing Policy.

Policy Number 2.3 – Credit Card Policy.

FINANCIAL IMPLICATIONS

Financial implications and performance to budget are reported to Council on a monthly basis. In this regard, expenditure must be in accordance with the 2019/2020 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council in accordance with attachment 10.1.2, endorse credit card payments made for the period 28 March 2020 to 28 April 2020 totalling \$1,260.20.

10.1.3. MONTHLY FINANCIAL REPORT – MAY 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 March 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.02.02
Attachment Reference:	Attachment 10.1.3 - Monthly Financial Report – May 2020

SUMMARY

For Council to review and accept the monthly financial report for the period ending 31 May 2020.

BACKGROUND

The *Local Government (Financial Management) Regulations 34* states that a local government must prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d) and states the information required to be included in the financial activity reporting.

Council has adopted a material variance on 10% with a minimum value of \$10,000.

COMMENT

Financial activity reports have been prepared in accordance with the *Local Government (Financial Management) Regulations (34)*, including reporting on the variances between budgeted and actual expenditure.

STATUTORY ENVIRONMENT

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

Local Government (Financial Management) Regulations, R34

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.1	Implement effective governance structures

		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Statement of Financial Activity for the month ending 31 May 2020, as included in attachment 10.1.3, as presented and notes any material variances.

10.2. GOVERNANCE AND COMPLIANCE

10.2.1. CHIEF EXECUTIVE OFFICER REPORT– MAY 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 June 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

SUMMARY

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

COMMENT

In the month of May 2020 the CEO has attended the following meetings and events.

- WALGA - COVID-19 Briefings x3
- NEWROC Council meeting
- WACHS Wheatbelt – COVID-19 Q&A
- NEWHealth Executive Meeting x2
- NEWROC Executive Meeting
- Council Meeting

The CEO commitments in June 2020 include;

- WALGA - COVID-19 Briefings
- WACHS Wheatbelt – COVID-19 Q&A
- Council Workshop
- Council Meeting
- WALGA Zone

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Chief Executive Officers report for the month of May 2020.

10.2.2. STRATEGIC COMMUNITY PLAN 2020-2030

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 June 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	4.13.06
Attachment Reference:	Attachment 10.2.2 –Shire of Wyalkatchem Strategic Community Plan 2020-2030

SUMMARY

For Council to adopt the Shire of Wyalkatchem Strategic Community Plan 2020-2030 for public comment.

BACKGROUND

All Western Australian local governments are required to prepare a Plan for the Future for their district under *Section 5.56(1) of the Local Government Act 1995*. The Plan for the Future comprises the following two key strategic documents¹, which a local government is required to have regard for when forming its annual budget.

Strategic Community Plan – Council’s principal 10-year strategy and planning tool. It is the principal guiding document for the remainder of the Shire’s strategic planning as community engagement is central to this Plan.²

Corporate Business Plan – Council’s 4-year planning document. The core components of this Plan include a 4-year delivery program, aligned to the Strategic Community Plan and accompanied by 4-year financial projections².

Development of the Strategic Community Plan and Corporate Business Plan is undertaken in accordance with the Integrated Planning and Reporting Framework and Guidelines. An essential element of the Integrated Planning and Reporting process is to enable community members and stakeholders to participate in shaping the future of the community and in identifying issues and solutions. It is designed to articulate the community’s vision, aspirations, outcomes and priorities for the future of the district.

Importantly, the Strategic Community Plan and Corporate Business Plan are informed by several other key plans and processes. The connection between the community and the Shire’s strategic plans, annual budget and corporate documents developed to guide the Shire in delivering services to the community are shown in the diagram below. The term of each key plan is shown in the blue circles.

The Shire of Wyalkatchem Strategic Community Plan 2013 – 2023 must be reviewed at least once every four years and a ‘desktop review’ should also be carried out every two years. Council adopted its 10 year Strategic Community plan in July 2013.

Since July 2013 the Shire of Wyalkatchem Strategic Community Plan 2013 – 2023 (‘Strategic Plan’) strategic plan document has not been reviewed in its entirety, with the only review being a

framework review in July 2016. Therefore staff have taken the approach to develop a new strategic plan.

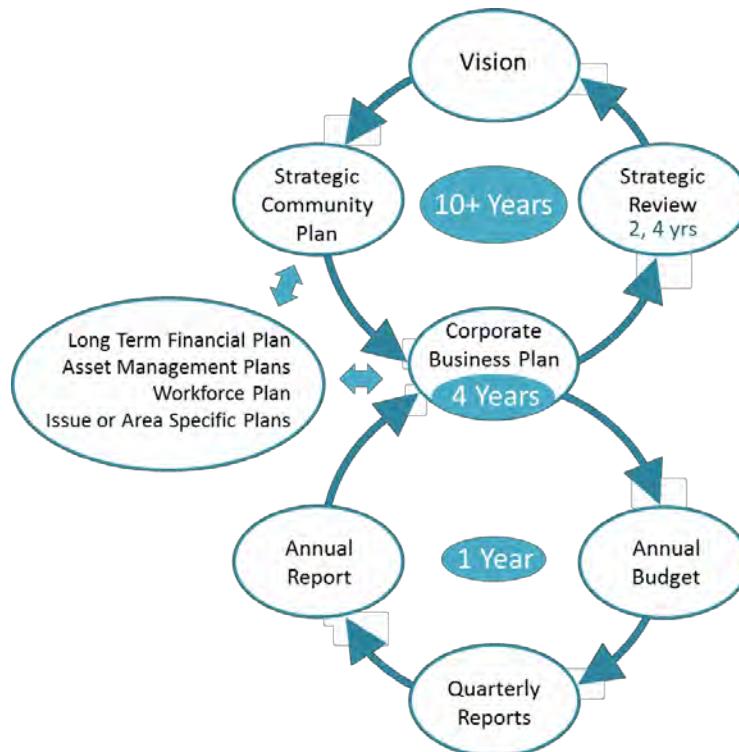


Diagram: Integrated Planning and Reporting Cycle2

- 1 Local Government (Administration) Regulations 1996, Paragraph 19BA.
- 2 Department of Local Government and Communities, Integrated Planning and Reporting: Framework and Guidelines, September 2016.

Council engaged Wheatbelt Business Network to conduct an extensive community engagement program and sought to obtain the community's aspirations, vision and objectives for the future as well as obtaining feedback in relation to the Shire's services and facilities.

Based on community engagement, and Council workshops, a draft Strategic Community Plan has been developed which sets out the vision for the Shire's future and captures the community's aspirations and values.

Council considered the Draft Strategic Community Plan at its May 2020 Ordinary Meeting and resolved:

"That Council;

- 1. Accepts the Community Engagement Report, as provided under attachment 10.2.10.2.***
- 2. Endorse the Draft Shire of Wyalkatchem Strategic Community Plan 2020-2030, as provided for under attachment 10.2.10.1; and***
- 3. Approves the release of the draft Shire of Wyalkatchem Strategic Community Plan 2020-2030 for community comment, with submission closing 9 June 2020."***

COMMENT

Notice of the draft Strategic Community Plan seeking community comment was advertised locally, inviting submissions. No submissions have been received.

It is recommended that Council adopted the Shire of Wyalkatchem Strategic Community Plan 2020-2030.

Once adopted and in accordance with *Local Government (Administration) Regulations section 19D*, local public notice will be given on the adoption of the plan to apply to the district and details of where and when the plan may be inspected.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 5.56.

Section 5.56(1) and (2) of the Local Government Act requires that each local government is to “plan for the future of the district”, by developing plans in accordance with the Regulations. The Local Government Administration Regulations 1996 were amended to require each local government to adopt a Strategic Community Plan and a Corporate Business Plan.

Local Government (Administration) Regulations sections,

- *19C - Strategic community plans, requirements for (Act s. 5.56)*
- *19D - Adoption of plan, public notice of to be given*

POLICY IMPLICATIONS

There are no known policies relevant to this matter.

FINANCIAL IMPLICATIONS

Future expenditure to meet the Strategic Community Plan objectives.

COMMUNITY & STRATEGIC OBJECTIVES

The adoption of the Shire of Wyalkatchem Strategic Community Plan will outline new community and strategic objectives.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopted the Shire of Wyalkatchem Strategic Community Plan 2020-2030, as provided for under attachment 10.2.2.

10.2.3. NORTH EASTERN WHEATBELT HEALTH SCHEME

Applicant:	Shire of Wyalkatchem / New Health Local Governments
Location:	Nil
Date:	10 June 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	24.01.01
Attachment Reference:	Attachment 10.2.3 – DRAFT NEWHealth Agreement 2016

SUMMARY

For Council to consider its commitment to the North Eastern Wheatbelt Health Scheme (NEWHealth Scheme) and proceed with the preparation of a revised Memorandum of Understanding.

BACKGROUND

The NEWHealth scheme consists of member Councils including Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning and Wyalkatchem for the provision of Environmental Health Services. NEWHealth is governed by a Memorandum of Understanding (MOU) signed by the parties involved in the scheme. The scheme employs an Environmental Health Officer (EHO) who provides health services to the Shires. Currently Mt Marshall administers the scheme.

At a recent NEWHealth meeting the Shire of Mukinbudin advised of its intention to withdraw from the scheme, with the Shire making alternative arrangements for the provision of Environmental Health Services with another Shire. Additionally the Shire of Trayning have indicated that they wish to reduce the level of service that they currently receive.

Conversations have been held with the Shire of Dowerin CEO (given that they are now part of NEWROC) to determine if they would wish to be involved in the scheme. That decision will be taken by their Council shortly.

COMMENT

All members have been requested to seek their Council's support in continuing its participation in the scheme.

The Chief Executive Officer believes that the NEWHealth scheme is a valuable one and would recommend to Council that Council remain part of the scheme. This will enable the Shire to undertake the legislative requirements placed upon it through the EHO employed by the scheme.

Indications are that the majority of participating Shire's intent is to remain part of the scheme. This should result in the cost to Council being comparative to previous years.

Should other participating Shires also withdraw from the scheme, the cost to Council may increase substantially and the matter will need to be brought back to Council to determine what other options are available and financially achievable.

The Chief Executive Officers have met to discuss the direction of the scheme and have agreed that, with the withdrawal of member/s and commitment of other members, that it is an ideal opportunity to revise the MOU and other governing documents.

A copy of the existing DRAFT NEWHealth agreement (unsigned) is attached. In the absence of locating a signed copy of the document, it is assumed that this document was endorsed and signed accordingly.

It is recommended that Council continue its commitment to the NEWHealth Scheme and proceed with the review of the MOU. Any new MOU, including estimate of financial commitment, will be presented to Council for their endorsement prior to the MOU being signed.

STATUTORY ENVIRONMENT

Whilst there is no statutory requirement to employ an EHO, the Shire does have a number of legislative requirements particularly regarding delivery of health assessments of food premises, aquatic facilities (including water quality testing) and other environmental health responsibilities.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The scheme currently costs Shire of Wyalkatchem in the region of \$36000 per year. That figure may increase if the number of Shires involved reduces overall.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A prosperous and dynamic district

Outcome No.	Outcome	Action No.	Actions
2.6	Effective enforcement of local laws and regulation	2.6.1	Enforce statutory compliance

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. *Confirm the 'in principal' commitment of the Shire of Wyalkatchem to the North Eastern Wheatbelt Health Scheme*
2. *Direct the Chief Executive Officer to liaise with the member Chief Executive Officers to prepare a revised North Eastern Wheatbelt Health Scheme Memorandum of Understanding*
3. *That the revised Memorandum of Understanding and North Eastern Wheatbelt Health Scheme service provision cost be presented to Council for adoption prior to finalising the documents.*

10.2.4. APPLICATION TO KEEP THREE DOGS

Applicant:	Donna Ryan
Location:	28 Piesse Street, Wyalkatchem
Date:	10 June 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	19.15.07
Attachment Reference:	Attachment 10.2.4 – Request to keep three dogs correspondence

SUMMARY

For Council to consider granting an exemption, in accordance with the provisions of Council's Control of Dogs Local Law and *Dog Act 1976*, allowing Donna Ryan to keep three dogs at 28 Piesse Street, Wyalkatchem.

BACKGROUND

The Shire has recently received two (2) applications for dog registration to be kept at 28 Piesse Street, Wyalkatchem. According to our records an existing dog registration exists at this property, which will bring the total dogs registered at this address to three (3).

In accordance with the *Dog Act 1976 section 26 (3)* Council has adopted a Control of Dogs Local Law. The Control of Dogs Local Law stipulates that no more than two (2) dogs over the age of three months are permitted to be kept on a premises without Council granting an exemption.

Mrs Ryan was advised that the Shire was unable to process the registration for her dog Mitch until an exemption has been approved to keep more than two dogs at the property and recommended that she seeks an exemption in writing from Council.

A request to seek an exemption to keep three (3) dogs was received on the 14 May 2020.

COMMENT

The application to keep three (3) dogs at 28 Piesse Street is for the following dogs:

Bella	3.5 years old	Unsterilised Female	Labrador Cross / Golden Retriever
Puppy	2 years old	Unsterilised Male	Labrador Cross / Golden Retriever
Mitch	3.5 years old	Unsterilised Male	Golden Retriever Cross

Staff are aware that there has been times that the above mentioned dogs have not been retained on the property and have been found wandering.

The Shire is also in receipt of two email complaints in March 2020 relating to an occasion where two dogs being out of their yard, including claims of aggressive behaviour.

Council Ranger has advised that issues surrounding the property that was resulting in the dogs being able to escape the property boundaries have been addressed and since that time, staff are not aware of any further occurrences of the dogs wandering. The Ranger has previously been in contact with the dogs and has not experienced any behaviour that would be considered aggressive.

STATUTORY ENVIRONMENT

Dog Act 1976 section 26 (3)

Control of Dogs Local Law

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A prosperous and dynamic district

Outcome No.	Outcome	Action No.	Actions
2.6	Effective enforcement of local laws and regulation	2.6.1	Enforce statutory compliance

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council grants an exemption, in accordance with the provisions of section 26(3) of the Dog Act 1976, allowing Mrs Donna Ryan to keep three dogs at 28 Piesse Street, Wyalkatchem, subject to the following conditions:

- 1. That the exemption applies only to the following dogs*
Bella 3.5 years old Unsterilised Female Labrador Cross / Golden Retriever
Puppy 2 years old Unsterilised Male Labrador Cross / Golden Retriever
Mitch 3.5 years old Unsterilised Male Golden Retriever Cross
- 2. The exemption only applies to 28 Piesse Street, Wyalkatchem;*
- 3. The exemption may be revoked or varied at any time if the animals, subject of this exemption, contravene the Dog Act 1976;*
- 4. Should the dogs pass away, be sold or given away, the exemption no longer applies to the property.*

10.3. WORKS AND SERVICES

10.3.1. MANAGER OF WORKS REPORT – MAY 2020

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	11 th June 2020
Reporting Officer:	Les Vidovich – Manager of Works
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

SUMMARY

Council is to consider and accept the Manager of Works report for the month of May 2020.

BACKGROUND

To inform Council of the activities of the Works and Services team during the month of May 2020.

COMMENT

Road Crew

Maintenance activity:

Culvert Cleaning has occurred along the full lengths of Wyalkatchem Koorda, Cunderdin Wyalkatchem, Tammin Wyalkatchem, Rifle Range, Hardwick and Davies Roads.

Maintenance grading:

Yearly maintenance grading has occurred on the following roads: Wyalkatchem North, Cowcowing West, Jennings, Chilman, Gamble, Martin, Old Nalkain, Mitchell and Minnivale North East and Wallambin (West) roads.

Capital Projects:

Cunderdin – Wyalkatchem Road Culvert Replacement (SLK 4.40) - Completed

CRC Car Park Reseal – Completed

Tammin – Wyalkatchem Road construct to 8 meters (SLK 22.60 – 25.36) – Completed

Martin Road Floodway (SLK 12.88 – 13.04) – Completed

Tammin – Wyalkatchem Rd reseal failed section (SLK 27.37 to 28.41) - Completed

Wyalkatchem Koorda Road Reconstruction (SLK 0 to 1.5) - Completed

Hobden Road re-sheeting (SLK 0.00 – 4.00) - Completed

De Pierres Road re-sheeting (SLK 6.70 – 8.53) – Completed

Parks / Town Services Crew

Town street verge maintenance, brush cutting and weed spraying.

Cemetery garden maintenance.

Grounds maintenance to shire owned housing assets.

Shire Admin garden maintenance.

Medical Centre garden maintenance.

Admin park mowing.

Lady Nova grounds maintenance.

Town Hall garden maintenance.

Pioneer Park rose pruning.

Railway Barracks grounds maintenance.

Rec Oval cricket wicket preparation.

Road House gardens maintenance.

Airport Gardens

Buildings

Installation of 17 interconnecting smoke detectors at the barracks building in accordance with the Western Australia's Building Regulations 2012.

Yearly termite inspection and baiting at the train station, railway barracks, lady nova and museum house. All four were clear of activity, remaining council properties to occur early July.

Quotes obtained and purchase order written to Ken Myers for repair work at 43 Wilson Street.

Aerodrome

AMS have been onsite to complete an Aerodrome Safety Inspection report at the Wyalkatchem airport, final report still to be received.

Weekly aerodrome and lighting inspection carried out.

Waste Management

Weekly push up of deposited waste at Wyalkatchem's Landfill.

Plant – Servicing, Repairs and quotations

Repairs to a-frame on bitumen trailer

4 new replacement tyres (WM000)

Private works

Wrapped Asbestos fence sheeting removed and transported to Councils tip site from 36 Piesse Street

General

Locking of all standpipes within the Shire of Wyalkatchem at the request of Water Corporation

Street Sweeping of the townsite

The Draft Stormwater Management Strategy for Wyalkatchem has been completed and is to be presented to the July workshop for review and comment.

OSH

An employee whilst getting off a Councils grader hurt his shoulder in the process, this employee has made a workers compensation claim and is to be reassessed again by a medical practitioner on 16th June 2020.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A prosperous and dynamic district

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

Objective: Well utilised and effectively managed facilities and assets

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accept the Manager of Work's report for the month of May 2020.

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

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

14. MATTERS BEHIND CLOSED DOORS

15. INFORMATION BULLETIN

15.1. Information Bulletin

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

15.2. Business Arising from the Information Bulletin

16. CLOSURE OF THE MEETING



SHIRE OF WYALKATCHEM



Stay Safe

June 2020

ATTACHMENTS

ATTACHMENTS

1. 7.1.1 OMC Minutes 21 May 2020
2. 7.2.1 NEWROC Executive Meeting Minutes 2020
3. 7.2.2 Audit and Risk committee meeting minutes May
4. 10.1.1 2020 Accounts for Payment – May 2020
5. 10.1.2 Credit Card Declaration and Statement – April
6. 10.1.3 2020 Monthly Financial Report – May 2020
7. 10.2.2 Draft Strategic Community Plan
8. 10.2.3 Draft NEWHealth Agreement
9. 10.2.4 Donny Ryan Request to keep 3 Dogs
10. 15.1 Information Bulletin



**MINUTES
OF THE
PUBLIC
ORDINARY MEETING OF
COUNCIL
HELD ON
THURSDAY 21 MAY 2020**

**Council Chambers
Honour Avenue
Wyalkatchem**

**Commencement 4:09pm
Closure 8:04pm**

www.wyalkatchem.wa.gov.au

Preface

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

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

Unconfirmed Minutes

These minutes were approved for distribution on 26/05/2020



Taryn Dayman
Chief Executive Officer

Disclaimer

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

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unconfirmed

1. DECLARATION OF OPENING

The Chairperson, Shire President Cr Davies opened the meeting at 4:09pm.

2. PUBLIC QUESTION TIME

2.1. Response to Public Questions Previously Taken on Notice

Nil

2.2. Declaration of Public Question Time opened

Public Question Time opened at 4:09pm.

2.3. Declaration of Public Question Time closed

Public question Time closed at 4:09pm.

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

Members:	Cr. Quentin Davies Cr. Owen Garner Cr. Emma Holdsworth Cr. Stephen Gamble Cr. Mischa Stratford Cr. Rachel Nightingale	President (Presiding Member) Deputy
Staff:	Taryn Dayman Stephanie Elvidge Les Vidovich	Chief Executive Officer Governance Executive Officer Manager of Works

3.2. Apologies

Nil

3.3. Approved Leave of Absence

Nil

3.4. Applications for Leave of Absence

Nil

4. OBITUARIES

It was advised that (Sylvia) Joy Mills and Jean Ross recently passed away.

5. PETITIONS, DEPUTATIONS, PRESENTATIONS

5.1. Petitions

Nil

5.2. Deputations

Nil

5.3. Presentations

Nil

6. DECLARATIONS OF INTEREST

6.1. Financial and Proximity Interest

Nil

6.2. Impartiality Interests

Item 14.2 Disposal of Property – Lot 19 Honour Avenue, Wyalkatchem

Cr Stephen Gamble declared an Impartiality Interest in item 14.2. Cr Gamble provides contract services to the related party and as a consequence, there may be a perception that his impartiality on the matter may be affected. Cr Gamble declared that he will consider the matter on its merits and vote accordingly.

Cr Rachel Nightingale declared an Impartiality Interest in item 14.2 Cr Nightingale is an employee of the related party and as a consequence, there may be a perception that her impartiality on the matter may be affected. Cr Nightingale declared that she will consider the matter on its merits and vote accordingly.

Item 14.3 Construction of Multipurpose Sports Courts and Lighting

Cr Stephen Gamble declared an Impartiality interest in item 14.3. Cr Gamble Is the President of the Wyalkatchem Community Club being the landowner of the location for the proposed works. As a consequence, there may be a perception that his impartiality on the matter may be affected. Cr Gamble declared that he will consider the matter on its merits and vote accordingly.

Cr Rachel Nightingale declared an Impartiality interest in item 14.3. Cr Nightingale is the wife of the President of the Wyalkatchem Tennis Club and the scope of works included in the item includes the relocation and construction of tennis facilities. As a consequence, there may be a perception that her impartiality on the matter may be affected. Cr Nightingale declared that she will consider the matter on its merits and vote accordingly.

7. CONFIRMATION AND RECEIPT OF MINUTES

7.1. Confirmation of Minutes

7.1.1. Ordinary Meeting of Council – 19 March 2020

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 19 March 2020 (Attachment 7.1.1)

OFFICER RECOMMENDATION:

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 19 March 2020 (Attachment 7.1.1) be confirmed as a true and correct record.

COUNCIL RESOLUTION:

(46/2020) Moved: Cr Stratford Seconded: Cr Nightingale

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 19 March 2020 (Attachment 7.1.1) be confirmed as a true and correct record.

CARRIED 6/0

7.1.2. Special Meeting of Council (Confidential) – 1 May 2020

Minutes of the Shire of Wyalkatchem Special Meeting (Confidential) held on Friday 1 May 2020 (Attachment 7.1.2)

OFFICER RECOMMENDATION:

That the minutes of the Shire of Wyalkatchem Special Meeting of Council (Confidential) of Friday 1 May 2020 (Attachment 7.1.2) be confirmed as a true and correct record.

COUNCIL RESOLUTION:

(47/2020) Moved: Cr Holdsworth Seconded: Cr Nightingale

That the minutes of the Shire of Wyalkatchem Special Meeting of Council (Confidential) of Friday 1 May 2020 (Attachment 7.1.2) be confirmed as a true and correct record.

CARRIED 6/0

7.2. Receipt of Minutes

7.2.1. Annual Electors Meeting – 1 May 2020

Minutes of the Shire of Wyalkatchem Annual Electors meeting held on Thursday 19 march 2020 (Attachment 7.2.1)

OFFICER RECOMMENDATION:

That the minutes of the Shire of Wyalkatchem Annual electors Meeting of Thursday 19 March 2020 (Attachment 7.2.1) be confirmed as a true and correct record.

COUNCIL RESOLUTION:

(48/2020) Moved: Cr Holdsworth Seconded: Cr Gamble

That the minutes of the Shire of Wyalkatchem Annual Electors Meeting of Thursday 19 March 2020 (Attachment 7.2.1) be confirmed as a true and correct record.

CARRIED 6/0

7.2.2. NEWROC Special Council Meeting Minutes – 12 March 2020

Minutes of the NEWROC Special Meeting held on Thursday 12 March 2020 (Attachment 7.2.2)

OFFICER RECOMMENDATION:

That the minutes of the NEWROC Special Meeting of Thursday 12 March 2020 (Attachment 7.2.2) be received by Council.

COUNCIL RESOLUTION:

(49/2020) Moved: Cr Garner Seconded: Cr Gamble

That the minutes of the NEWROC Special Meeting of Thursday 12 March 2020 (Attachment 7.2.2) be received by Council.

CARRIED 6/0

7.2.3. NEWROC Executive Minutes – 8 April 2020

Minutes of the NEWROC Executive Meeting held on Wednesday 8 April 2020 (Attachment 7.2.3)

OFFICER RECOMMENDATION:

That the minutes of the NEWROC Executive Meeting of Wednesday 8 April 2020 (Attachment 7.2.3) be received by Council.

COUNCIL RESOLUTION:

(50/2020) Moved: Cr Stratford Seconded: Cr Garner

That the minutes of the NEWROC Executive Meeting of Wednesday 8 April 2020 (Attachment 7.2.3) be received by Council.

CARRIED 6/0

7.2.4. NEWROC Council Meeting Minutes – 28 April 2020

Minutes of the NEWROC Special Meeting held on Tuesday 28 April 2020 (Attachment 7.2.4)

OFFICER RECOMMENDATION:

That the minutes of the NEWROC Special Meeting of Tuesday 28 April 2020 (Attachment 7.2.4) be received by Council.

COUNCIL RESOLUTION:

(51/2020) Moved: Cr Holdsworth Seconded: Cr Gamble

That the minutes of the NEWROC Special Meeting of Tuesday 28 April 2020 (Attachment 7.2.4) be received by Council.

CARRIED 6/0

7.2.5. NEWROC Special Council Meeting Minutes – 12 May 2020

Minutes of the NEWROC Special Meeting held on Tuesday 12 May 2020 (Attachment 7.2.5)

OFFICER RECOMMENDATION:

That the minutes of the NEWROC Special Meeting of Tuesday 12 May 2020 (Attachment 7.2.5) be received by Council.

COUNCIL RESOLUTION:

(52/2020) Moved: Cr Stratford Seconded: Cr Holdsworth

That the minutes of the NEWROC Special Meeting of Tuesday 12 May 2020 (Attachment 7.2.5) be received by Council.

CARRIED 6/0

7.2.6. WALGA Great Eastern Country Zone Minutes – 30 April 2020

Minutes of the WALGA Great Eastern Country Zone Meeting held on Thursday 30 April 2020 (Attachment 7.2.6)

OFFICER RECOMMENDATION:

That the minutes of the WALGA Great Eastern Country Zone Meeting of Thursday 30 April 2020 (Attachment 7.2.6) be received by Council.

COUNCIL RESOLUTION:

(53/2020) Moved: Cr Stratford Seconded: Cr Nightingale

That the minutes of the WALGA Great Eastern Country Zone Meeting of Thursday 30 April 2020 (Attachment 7.2.6) be received by Council.

CARRIED 6/0

7.2.7. Pioneer Pathway Advisory Committee Meeting – 23 April 2020

Minutes of the Pioneer Pathway Advisory committee Meeting held on Thursday 23 April 2020 (Attachment 7.2.7)

OFFICER RECOMMENDATION:

That the minutes of the Pioneer Pathway Advisory committee Meeting of Thursday 23 April 2020 (Attachment 7.2.7) be received by Council.

COUNCIL RESOLUTION:

(54/2020) Moved: Cr Stratford Seconded: Cr Garner

That the minutes of the Pioneer Pathway Advisory Committee Meeting of Thursday 23 April 2020 (Attachment 7.2.7) be received by Council.

CARRIED 6/0

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Cr Davies thanked Cr Garner for standing in in his absence at the March Meeting.

Cr Davies acknowledged the continued support and adaptability of Councillors and Staff during the pandemic. Cr Davies stressed that we will need to continue to be mindful in the near future and ensure that we are not adversely affected by ill health or politics. We need to continue with the message to not become complacent regarding COVID – 19 and good hygiene practices, and continue to actively listen to the Ministers webinars and participate in discussions.

Cr Davies confirmed that the Telstra communications issue has been escalated and will continue to be discussed.

Cr Davies shared the CEACA Management Report which is to remain confidential. Cr Davies praised the diligence of the CEACA Executive team.

Cr Davies confirmed that Wyalkatchem now has two of the four CEACA units occupied and is on target for occupancy.

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

9.1. Confidential Item 14.1 Lease of Council property – Hanger 1 Wyalkatchem Aerodrome.

9.2. Confidential Item 14.2 Disposal of property – LOT 19 Honour Avenue, Wyalkatchem.

10. REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – MARCH 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	07 April 2020
Reporting Officer:	Tegan Maitland, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1 – Accounts for Payment – March 2020

SUMMARY

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

BACKGROUND

In accordance with the *Local Government (Financial Management) Regulations 1996, s13(1)*, If a local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared.

A list prepared under sub regulation (1) is to be –

- a. Presented to the council at the next ordinary meeting of the council after the list is prepared; and
- b. Recorded in the minutes of that meeting.

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

COMMENT

A payment listing for the month of March 2020 is presented for Council for their endorsement and includes payments made via cheque, Electronic Funds Transfer (EFT) and Direct Debit.

After payment of the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$8,796.86.

Previous Accounts for Payment report to enable council to check that no sequential payment numbers have been missed from the previous accounts for payment reports and the report presented as attached, the following information is provided on the last cheque or EFT number used

Bank Account	Payment Type	Last Number	First Number in report
Municipal	Cheque	16877	No Payment
Municipal & Trust	EFT	EFT390	EFT391
Trust	Cheque	Cheque	No Payments
Reserves	EFT	EFT	No Payments

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

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations, S13.1

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2019/2020 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the following payments for the month of March 2020.

1. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$74,093.96;*
2. *Direct Debit (DD) payments in the Municipal Fund totalling \$43,984.25;*
3. *Payroll Journal (JNL) payments in the Municipal Fund totalling \$51,772.87;*
4. *Total payments for the month of February 2020 being \$169,851.08.*

(55/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council endorse the following payments for the month of March 2020.

1. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$74,093.96;*
2. *Direct Debit (DD) payments in the Municipal Fund totalling \$43,984.25;*
3. *Payroll Journal (JNL) payments in the Municipal Fund totalling \$51,772.87;*
4. *Total payments for the month of February 2020 being \$169,851.08.*

CARRIED 6/0

10.1.2. ACCOUNTS FOR PAYMENT – APRIL 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 May 2020
Reporting Officer:	Tegan Maitland, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.2 – Accounts for Payment – April 2020

SUMMARY

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

BACKGROUND

In accordance with the *Local Government (Financial Management) Regulations 1996*, s13(1), If a local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared.

A list prepared under sub regulation (1) is to be –

- c. Presented to the council at the next ordinary meeting of the council after the list is prepared; and
- d. Recorded in the minutes of that meeting.

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

COMMENT

A payment listing for the month of April 2020 is presented for Council for their endorsement and includes payments made via cheque, Electronic Funds Transfer (EFT) and Direct Debit.

After payment of the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$21,777.67.

Previous Accounts for Payment report to enable council to check that no sequential payment numbers have been missed from the previous accounts for payment reports and the report presented as attached, the following information is provided on the last cheque or EFT number used.

Bank Account	Payment Type	Last Number	First Number in report
Municipal	Cheque	16877	No Payment
Municipal & Trust	EFT	EFT415	EFT416
Trust	Cheque	Cheque	No Payments
Reserves	EFT	EFT	No Payments

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

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations, S13.1

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2019/2020 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the following payments for the month of April 2020.

1. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$194,757.11;*
2. *Direct Debit (DD) payments in the Municipal Fund totalling \$21,830.33;*
3. *Payroll Journal (JNL) payments in the Municipal Fund totalling \$50,432.81;*
4. *Total payments for the month of April 2020 being \$267,020.25.*

(56/2020) Moved: Cr Holdsworth

Seconded: Cr Stratford

That Council endorse the following payments for the month of April 2020.

1. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$194,757.11;*
2. *Direct Debit (DD) payments in the Municipal Fund totalling \$21,830.33;*
3. *Payroll Journal (JNL) payments in the Municipal Fund totalling \$50,432.81;*
4. *Total payments for the month of April 2020 being \$267,020.25.*

CARRIED 6/0

10.1.3. ACCOUNTS FOR PAYMENT – CREDIT CARDS – FEBRUARY 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 May 2020
Reporting Officer:	Sheldon Cox, Finance and Administration Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.3 – Credit Cards – February 2020

SUMMARY

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 29 January 2020 to 28 February 2020.

BACKGROUND

This information is provided to Council on a monthly basis in accordance with the provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

Council is presented with the monthly accounts for payment at each Council meeting, providing information of payments made for the reporting period (note attachment 10.1.3). This report includes the monthly payment of the credit card debit to the National Australia Bank.

COMMENT

Accountability in local government can be multifaceted, as council seek to achieve diverse social, political and financial goals for the community benefit. The accountability principles of local government are based on strong financial probity, financial propriety, adherence to conflict of interest principals and expectations that the local government is fully accountable for community resources.

This report provides Council with detailed information of purchases paid using the Shire of Wyalkatchem Corporate Credit Cards.

A monthly review of credit card use is independently assessed by the Finance and Administration Officer, to confirm that all expenditure has been occurred, is for the Shire of Wyalkatchem and has been made in accordance with Council policy, procedures and the Local Government Act 1995 and associated regulations. The review by the Finance and Administration Officer also ensures that misuse of any corporate credit card can be readily detected.

STATUTORY ENVIRONMENT

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

Local Government (Financial Management) Regulations 1996, R34

POLICY IMPLICATIONS

Policy Number 2.1 – Purchasing Policy.

Policy Number 2.3 – Credit Card Policy.

FINANCIAL IMPLICATIONS

Financial implications and performance to budget are reported to Council on a monthly basis. In this regard, expenditure must be in accordance with the 2019/2020 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council in accordance with attachment 10.1.3 endorse credit card payments made for the period 29 January 2020 to 28 February 2020 totalling \$676.57.

COUNCIL RESOLUTION:

(57/2020) Moved: Cr Holdsworth *Seconded: Cr Gamble*

That Council in accordance with attachment 10.1.3 endorse credit card payments made for the period 29 January 2020 to 28 February 2020 totalling \$676.57.

CARRIED 6/0

10.1.4. ACCOUNTS FOR PAYMENT – CREDIT CARDS – MARCH 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 May 2020
Reporting Officer:	Sheldon Cox, Finance and Administration Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.4 – Credit Cards – March 2020

SUMMARY

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 29 February 2020 to 27 March 2020.

BACKGROUND

This information is provided to Council on a monthly basis in accordance with the provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

Council is presented with the monthly accounts for payment at each Council meeting, providing information of payments made for the reporting period (note attachment 10.1.4). This report includes the monthly payment of the credit card debit to the National Australia Bank.

COMMENT

Accountability in local government can be multifaceted, as council seek to achieve diverse social, political and financial goals for the community benefit. The accountability principles of local government are based on strong financial probity, financial propriety, adherence to conflict of interest principals and expectations that the local government is fully accountable for community resources.

This report provides Council with detailed information of purchases paid using the Shire of Wyalkatchem Corporate Credit Cards.

A monthly review of credit card use is independently assessed by the Finance and Administration Officer, to confirm that all expenditure has been occurred, is for the Shire of Wyalkatchem and has been made in accordance with Council policy, procedures and the Local Government Act 1995 and associated regulations. The review by the Finance and Administration Officer also ensures that misuse of any corporate credit card can be readily detected.

STATUTORY ENVIRONMENT

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

Local Government (Financial Management) Regulations 1996, R34

POLICY IMPLICATIONS

Policy Number 2.1 – Purchasing Policy.

Policy Number 2.3 – Credit Card Policy.

FINANCIAL IMPLICATIONS

Financial implications and performance to budget are reported to Council on a monthly basis. In this regard, expenditure must be in accordance with the 2019/2020 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council in accordance with attachment 10.1.4 endorse credit card payments made for the period 29 February 2020 to 27 March 2020 totalling \$174.14.

COUNCIL RESOLUTION:

(58/2020) Moved: Cr Stratford

Seconded: Cr Nightingale

That Council in accordance with attachment 10.1.4 endorse credit card payments made for the period 29 February 2020 to 27 March 2020 totalling \$174.14.

CARRIED 6/0

10.1.5. MONTHLY FINANCIAL REPORT – MARCH 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 March 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.02.02
Attachment Reference:	Attachment 10.1.5 - Monthly Financial Report – March 2020

SUMMARY

For Council to review and accept the monthly financial report for the period ending 31 March 2020.

BACKGROUND

The *Local Government (Financial Management) Regulations 34* states that a local government must prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d) and states the information required to be included in the financial activity reporting.

Council has adopted a material variance on 10% with a minimum value of \$10,000.

COMMENT

Financial activity reports have been prepared in accordance with the *Local Government (Financial Management) Regulations (34)*, including reporting on the variances between budgeted and actual expenditure.

STATUTORY ENVIRONMENT

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

Local Government (Financial Management) Regulations, R34

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Statement of Financial Activity for the month ending 31 March 2020, as included in attachment 10.1.5, as presented and notes any material variances.

COUNCIL RESOLUTION:

(59/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council accepts the Statement of Financial Activity for the month ending 31 March 2020, as included in attachment 10.1.5, as presented and notes any material variances.

CARRIED 6/0

10.1.6. MONTHLY FINANCIAL REPORT – APRIL 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 March 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.02.02
Attachment Reference:	Attachment 10.1.6 - Monthly Financial Report – April 2020

SUMMARY

For Council to review and accept the monthly financial report for the period ending 30 April 2020.

BACKGROUND

The *Local Government (Financial Management) Regulations 34* states that a local government must prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d) and states the information required to be included in the financial activity reporting.

Council has adopted a material variance on 10% with a minimum value of \$10,000.

COMMENT

Financial activity reports have been prepared in accordance with the *Local Government (Financial Management) Regulations (34)*, including reporting on the variances between budgeted and actual expenditure.

STATUTORY ENVIRONMENT

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

Local Government (Financial Management) Regulations, R34

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk

5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources
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VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Statement of Financial Activity for the month ending 30 April 2020, as included in attachment 10.1.6, as presented and notes any material variances.

COUNCIL RESOLUTION:

(60/2020) Moved: Cr Nightingale *Seconded: Cr Gamble*

That Council accepts the Statement of Financial Activity for the month ending 30 April 2020, as included in attachment 10.1.6, as presented and notes any material variances.

CARRIED 6/0

10.1.7. AUSTRALIAN TAXATION OFFICE – GOVERNMENT REPRESENTATIVE / PUBLIC OFFICER

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	Nil
File Number:	12.23.01
Attachment Reference:	Nil

SUMMARY

Council to appoint and endorse a Government Representative / Public Officer for the purpose of the Shire's Australian Business Register.

BACKGROUND

AUSkey and Manage ABN Connections retired on Friday, 27 March 2020. These two systems have been replaced with myGovID and Relationship Authorisation Manager (RAM).

Various associates attached to the entity no longer hold positions at the shire therefore the ABR data being incorrect or outdated. This has resulted in the Shire not being able to transition to the new platforms.

COMMENT

Multiple discussions have been had with the Australian Taxation Office in regards to the best way to proceed and updated the Shire's associates. With the final advice being that Council appoints a Government Representative to the entity, as a Public Officer, which is endorsed by Council and recorded in the minutes.

It is recommended that the Shire President be appointed as the Shire's Public Officer for the Shire of Wyalkatchem (ABN 470 9693 7882)

Once endorsed, a change of registration details form to be submitted, updating the Shire's details and Government Representative / Public Officer information and registration.

Once completed the appointed Government Representative / Public Officer will be able to link the ABN to the RAM and appoint an Authorisation Administrator being the Chief Executive Officer. One appointed the Chief Executive Officer will have the ability to appoint Authorised and basic users.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.1	Implement effective governance structures

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council appoints Shire President, Cr Quentin Davies, as the Shire of Wyalkatchem Public Officer and Government Representative for the purpose of the Shire's of Wyalkatchem Australian Business Register (ABN 470 9693 7882).

COUNCIL RESOLUTION:

(61/2020) Moved: Cr Holdsworth *Seconded: Cr Stratford*

That Council appoints Shire President, Cr Quentin Davies, as the Shire of Wyalkatchem Public Officer and Government Representative for the purpose of the Shire's of Wyalkatchem Australian Business Register (ABN 470 9693 7882).

CARRIED 6/0

10.2. GOVERNANCE AND COMPLIANCE

10.2.1 CHIEF EXECUTIVE OFFICER REPORT – MARCH AND APRIL 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	14 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

SUMMARY

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

COMMENT

In the month of March 2020 the CEO has attended the following meetings and events.

- Regional Road Group Meeting
- Jo Spadaccini – Department of Communities
- NEWROC special Meeting
- LGIS
- Emergency Management & Recovery Training Workshop & Exercise
- Council Meeting and Workshop
- Department of Health COVID-19 Local Government Update
- WACHS Wheatbelt – COVID-19 Q&A
- WALGA – COVID-19 Communication and engagement with Communities
- WALGA - COVID-19 Briefings x2
- LGPro – COVID-19 Business Continuity and Insurance implications

In the month of April 2020 the CEO has attended the following meetings and events.

- WACHS Wheatbelt – COVID-19 Q&A x 5
- WALGA - COVID-19 Briefings x4
- WALGA – State Emergency Welfare Plan Briefing
- WALGA COVID-19 Managing ER and Governance responsibilities
- LGPro – COVID-19 – HR Guide to COVID-19
- NEWROC Executive Meeting
- NEWROC Crisp Wireless meeting
- NEWROC Council Meeting
- Meeting with the Auditors
- WALGA Great Eastern Country Zone Meeting
- LEMC Meetings x4
- Tender 02-1920 Evaluation panel meetings x2
- Councillor COVID-19 Briefing sessions

The CEO commitments in May 2020 include;

- WALGA - COVID-19 Briefings
- WACHS Wheatbelt – COVID-19 Q&A
- Special Meeting of Council
- Council Workshop
- Council Meeting

COVID-19

The Government of Western Australia has declared a State of Emergency and a Public Health Emergency in response to the COVID-19 outbreak.

There are now Directions under the *Public Health Act and the Emergency Management Act* on various topics e.g. business closures, mass gatherings and self-isolation.

The impact as a result of COVID-19 escalated rapidly and became a focus of the organisation as we step up our preparedness and control measures designed to reduce the speed of the virus, including closing of a variety of facilities and increasing our cleaning regime of public facilities.

The last few months has had a focus on ensuring that the Shire is well prepared in the event that the Wyalkatchem community and the Shire were directly impacted from the outbreak, including developing business continuity plans, response and recovery plans.

The Shire of Wyalkatchem operationally, has been able to continue to provide and deliver the necessary services and amenities to the community throughout the COVID-19 pandemic.

To support local governments during the current COVID-19 pandemic a number of legislative changes have been made to the Local Government Acts and regulations.

On 16 April 2020, the *Local Government Amendment (COVID-19 Response) Act 2020* was approved by Parliament. The Act is design to streamline and support the operations of local governments for the purpose of responding to the direct and indirect impacts of COVID-19.

The Act inserts a new Part 10 in the Act which is specific to the COVID-19 response. The amendments to the Act will allow:

- The Minister to issue an order that will suspend or modify a provision of the Act.
- The local government by absolute majority to suspend a local law or part of a local law.

Both powers will only be allowed while a state of emergency declaration is in place and it must be to deal with the consequences of the pandemic.

The Ministerial Order, gazetted 8 May 2020, will have the following effect on the operation of the Act and Regulations:

- Residential and small business ratepayers who are suffering financial hardship due to the COVID-19 pandemic will not be charged interest on overdue rates in 2020/2021.

- The maximum interest rate payable by all ratepayers has also been reduced, from a maximum of 11% to a maximum of 8%. This new limit aligns with the Australian Tax Office penalty for overdue payments;
- Interest on instalments remains at 5.5% if a Local Government has a Hardship Policy, and to a maximum of 3% if a Local Government does not have a hardship policy.
- If adopting a minimum rate or rate in the dollar no higher than that imposed in 2019/20, then there is no need to advertise differential rates. Only requirement is to place a notice on your website.
- The order also deals with issues relating to requirements to hold public meetings, access to information when council offices are closed due to the COVID-19 pandemic, and budgetary matters.

As a result of the above amendments, a financial hardship policy has been developed and is presented to Council for their consideration and endorsement.

The last month has also seen a number of amendments to Local government Acts and regulations including, but not limited to;

- *Local Government (Financial Management) Regulation 1996, regulation 18* containing exemption from the requirement for a local government to give local public notice of a change of 'use of money' set aside in a Reserve account.
- *Local Government (Financial Management) Regulation 1996, regulation 20* containing exemptions from the requirement for a local government to give local public notice of a 'power to borrow' under section 6.20 of the Act.
- *Local Government (Function and General) Regulations 1996, regulation 11(1)* amended to increase the threshold to \$250,000 to align with State Government tendering thresholds. Regulation 11(2) contains two further exemptions when tenders to not have to be public invited. Other amendments have been made around the sourcing and securing of essential goods and services to respond to a state of emergency and provision that gives a local government discretion to renew or extent a contract that expires.
- *Local Government (Long Serve Leave) Regulations*, contains amendment to provide greater access to paid leave for local government employees stood down during a state of emergency.
- *Local Government (Administration) Amendment Regulations 2020*, allowing councils to hold meetings electronically during a public health emergency or a state of emergency.

The above is a brief summary of some of the amendments that directly impact Local Governments. Please refer to the applicable Act or regulation to view all changes.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Chief Executive Officers report for the month of March and April 2020.

COUNCIL RESOLUTION:

(62/2020) Moved: Cr Gamble

Seconded: Cr Stratford

That Council accepts the Chief Executive Officers report for the month of March and April 2020.

CARRIED 6/0

10.2.2. PRINCIPAL ENVIRONMENTAL HEALTH OFFICER REPORT – MARCH AND APRIL 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	14 May 2020
Reporting Officer:	Peter Toboss – Principal Environmental Health Officer
Disclosure of Interest:	NIL
File Number:	13.09.01
Attachment Reference:	NIL

SUMMARY

Council is to consider and accept the Principal Environmental Health Officer report for March and April 2020 as presented.

BACKGROUND

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

COMMENT

The Principal Environmental Health Officer attends the Wyalkatchem office each Thursday. Due to the COVID-19 coronavirus pandemic, the PEHO has been working remotely from home and Shire of Wyalkatchem office. The PEHO also attended the following meetings and events in the months of March and April 2020:

- Department of Health Briefing for Local Government CEOs and EHOs.
- COVID-19 update for Local Government Environmental Health Officers and Emergency Management Officers
- Department of Communities meeting with Richard Struik
- Environmental Health and COVID-19 workshops
- WALGA Local Government Officer webinar - Local Government Showcase
- WALGA State Emergency Welfare Plan Briefing
- Local food businesses

HEALTH, BUILDING AND PLANNING ENQUIRIES

The PEHO completed a total of seven (9) health, building and planning related enquiries completed in March and April 2020.

FOOD PREMISES INSPECTION

Nil

PUBLIC PANDEMIC (COVID-19)

Providing information and advice on the COVID-19 coronavirus to local businesses and the community. This include all the latest COVID-19 coronavirus information, updates and resources sourced from all of Western Australia's government agencies.

RECYCLED WASTEWATER SAMPLING

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

SWIMMING POOL WATER SAMPLING

The swimming pool water sampling for March was undertaken and the test results met the required standards.

REVIEW OF PUBLIC AND ENVIRONMENTAL HEALTH DOCUMENTS

The PEHO has undertaken a review of important documents relevant to the current pandemic (Coronavirus), Public Health Act 2016 and other legislations.

SHIRE OF WYALKATCHEM DISABILITY ACCESS AND INCLUSION PLAN 2020-2025

Under the *Disability Services Act 1993 (amended 2004)*, all public authorities are required to develop, implement and review a Disability Access Inclusion Plan (DAIP) every five years.

The Shire's DAIP 2017 - 2019 has been reviewed and a new DAIP 2020 – 2025 has been developed. At its meeting of 19 March 2020 Council resolved to advertise the draft DAIP for community consultation. Public consultation has been undertaken with no submissions being received. Council has been presented with a separated agenda to adopt the final DAIP.

STATUTORY ENVIRONMENT

Food Act 2008,

Public Health Act 2016

Health (Aquatic Facilities) Regulations 2007

WA Disability Services Act 1993 (amended 2004)

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: Healthy, Strong and connected communities

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

Objective: A prosperous and dynamic district

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accept the Principal Environmental Health Officers Report for March and April 2020.

COUNCIL RESOLUTION:

(63/2020) Moved: Cr Gamble

Seconded: Cr Garner

That Council accepts the Principal Environmental Health Officers report for the month of March and April 2020.

CARRIED 6/0

unconfirmed

10.2.3. WORKING FROM HOME POLICY

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	4.14.01
Attachment Reference:	Attachment 10.2.3 – Working from Home Policy

SUMMARY

For Council to consider and endorse a new Working from Home Policy.

BACKGROUND

The State of Health Emergency declared by the State Government in regards to COVID-19 has highlighted the need for the Shire of Wyalkatchem to implement a Working from Home Policy.

COMMENT

A new policy has been developed that provides flexible and family friendly working arrangements for employees. The new policy has been based on WALGA template which was recently reviewed as part of WALGA's assistance to Local Governments during the COVID-19 pandemic.

The policy outlines the circumstances in which a working from home arrangement is appropriate and provides guidelines to facilitate the management of such an arrangement.

A working from home policy will provide staff with opportunities to review their personal and professional circumstances, and assist Council in managing those staff who wish to have the opportunity to work from home in certain circumstances in the short term, return to work after extended leave, or for those staff who may be wishing to transition into retirement.

The working from home policy can also be included as part of Council Business Continuity Plan arrangements.

The policy incorporates allowances that may be paid to the employee to offset the requirements to use their personal phone and/or internet as determined by the Chief Executive Officer.

It would be the intention of the Chief Executive Officer to grant administration staff an allowance to cover the working from home arrangements during the COVID-19 pandemic.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government Industry Award 2020

Fair Work Act 2009

Occupational Safety & Health Act 1984

POLICY IMPLICATIONS

New Working from Home Policy

FINANCIAL IMPLICATIONS

Potential working from home allowances

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.4	Implement systems and processes to enhance organisational capability
5.3	An organisation that demonstrates community inspired leadership	5.3.3	Enhance the delivery of service and advice that meets compliance and best practice
		5.3.6	Implement best practice people management policies and practices.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopts the Working from Home Policy as provided for in attachment 10.2.3.

COUNCIL RESOLUTION:

(64/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council adopts the Working from Home Policy as provided for in attachment 10.2.3.

CARRIED 6/0

10.2.4. PIONEERS PATHWAY REVISED MEMORANDUM OF UNDERSTANDING

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 May 2020
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Attachment 10.2.4 – Draft Pioneers’ Pathways MoU (Revised)

SUMMARY

To consider continuing Pioneers Pathway membership and approve the signing of the revised Memorandum of Understanding (MoU) 2020-2023.

BACKGROUND

The Pioneers Pathway is a Self-Drive Trail that runs from Toodyay to Merredin, a distance of 226 kilometres. The trail passes through the following Member Shires:

- Toodyay
- Goomalling
- Dowerin
- Wyalkatchem
- Trayning
- Nungarin
- Merredin

At the February 2020 Ordinary Meeting of Council, Council confirmed its continuing commitment to the Pioneers Pathway and approved the signing of a Memorandum of Understanding (MoU) 2020-2023.

Pioneers Pathway Executive Officer has received advice from the Shire of Trayning Chief Executive Officer of the Shire’s withdrawal from the Pioneer Pathway membership effective 1 July 2020.

COMMENT

The withdrawal of the Shire of Trayning has a direct impact on other Member Councils as well as the MoU which is currently unsigned.

The Pioneers’ Pathway Advisory Group wishes to formally notify all other Member Councils of this outcome and provide opportunity to review their decision to continue their commitment and enter into to the MoU.

A revised MoU 2020-2023, based on the six Member Council has been prepared. A copy of the revised proposed MoU is provided under attachment 10.2.4.

The major changes for the proposed MoU are;

- Withdrawal of the Shire of Trayning.
- Improved grammar and format.

The Pioneers' Pathway Advisory Group advise that the overall product development and marketing activities can be adjusted effectively without having to increase each Member Councils contribution.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

By entering into the MoU the Shire will be committing to an annual contribution of \$3,500, as well as other miscellaneous in-kind expenditure.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A prosperous and dynamic district and well managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
2.2	Informed, learning and connected district	2.2.2	Promote learning, networking and sharing opportunities
		2.2.3	Provide innovative and enticing spaces
2.3	A district with cultural vitality	2.3.4	Protect and share cultural heritage and create a legacy for the future
2.4	Thriving, profitable and sustainable local economy	2.4.2	Support regional collaboration and partnerships
4.4	Working together in productive and supportive partnerships	4.4.3	Work with other governments and agencies to strengthen services and environments

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council continues it's Pioneers Pathway Membership and approves the signing of the Memorandum of Understanding 2020-2023, as presented in attachment 10.2.4.

COUNCIL RESOLUTION:

(65/2020) Moved: Cr Stratford

Seconded: Cr Gamble

That Council continues it's Pioneers Pathway Membership and approves the signing of the Memorandum of Understanding 2020-2023, as presented in attachment 10.2.4.

CARRIED 6/0

unconfirmed

Cr Stratford left the meeting at 5:26pm

Cr Garner left the meeting at 5:28pm

Cr Stratford returned to the meeting at 5:28pm

Cr Garner returned to the meeting at 5:29pm

10.2.5. NATIONAL REDRESS SCHEME (PARTICIPATION OF WA LOCAL GOVERNMENTS)

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	24.17.10
Attachment Reference:	Attachment 10.2.5 – Local Government Information Paper (December 2019)

SUMMARY

This item is for the Shire of Wyalkatchem to:

- Note the background information and the WA Government's decision in relation to the National Redress Scheme;
- Note the key considerations and administrative arrangements for the Shire of Wyalkatchem to participate in the National Redress Scheme;
- Formally endorse the Shire of Wyalkatchem's participation as part of the WA Government's declaration in the National Redress Scheme; and
- Grant authority to an appropriate position / officer to execute a service agreement with the State, if a Redress application is received.

BACKGROUND

The Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission) was established in 2013 to investigate failures of public and private institutions to protect children from sexual abuse. The Royal Commission released three reports throughout the inquiry:

- Working with Children Checks (August 2015);
- Redress and Civil Litigation (September 2015); and
- Criminal Justice (August 2017).

The Royal Commission's Final Report (15 December 2017) incorporated findings and recommendations of the three previous reports and contained a total of 409 recommendations, of which 310 are applicable to the Western Australian Government and the broader WA community.

The implications of the Royal Commission's recommendations are twofold: the first is accountability for historical breaches in the duty of care that occurred before 1 July 2018 within any institution; the second is future-facing, ensuring better child safe approaches are implemented holistically moving forward.

The scope of this report addresses only the historical element of institutional child sexual abuse through the National Redress Scheme.

All levels of Australian society (including the WA local government sector and the Shire of Wyalkatchem) will be required to consider leading practice approaches to child safeguarding separately in the future.

National Redress Scheme

The Royal Commission's Redress and Civil Litigation (September 2015) Report recommended the establishment of a single National Redress Scheme (the Scheme) to recognise the harm suffered by survivors of institutional child sexual abuse.

The Scheme acknowledges that children were sexually abused, recognises the suffering endured, holds institutions accountable and helps those who have been abused access counselling, psychological services, an apology and a redress payment.

The Scheme commenced on 1 July 2018, will run for 10 years and offers eligible applicants three elements of Redress:

- A direct personal response (apology) from the responsible institution, if requested;
- Funds to access counselling and psychological care; and
- A monetary payment of up to \$150,000.

All State and Territory Governments and many major non-government organisations and church groups have joined the Scheme.

The WA Parliament has passed the legislation for the Government and WA based non-government organisations to participate in the National Redress Scheme.

The Western Australian Government (the State) started participating in the Scheme from 1 January 2019.

Under the National Redress Scheme for Institutional Child Sexual Abuse Act 2018 (Cth), local governments may be considered a State Government institution.¹

A decision was made at the time of joining the Scheme to exclude WA local governments from the State Government's participation declaration. This was to allow consultation to occur with the sector about the Scheme, and for fuller consideration of how the WA local government sector could best participate.

¹ Section 111(1)(b).

DETAILS

Following extensive consultation, the State Government (December 2019):

- Noted the consultations undertaken to date with the WA local government sector about the National Redress Scheme;
- Noted the options for WA local government participation in the Scheme;
- Agreed to local governments participating in the Scheme as State Government institutions, with the State Government covering payments to the survivor; and
- Agrees to the Department of Local Government, Sport and Cultural Industries (DLGSC) leading further negotiations with the WA local government sector regarding local government funding costs, other than payments to the survivor including counselling, legal and administrative costs.

The following will be covered for local governments participating in the Scheme as a State Government institution and part of the State's declaration:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination of requests for information and record keeping in accordance with the State Records Act 2000); and
- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below for further explanation).

State Government financial support for local government participation in the Scheme, as set out, will ensure that Redress is available to as many WA survivors of institutional child sexual abuse as possible.

Individual local governments participating in the Scheme as a State Government institution, with the State will be responsible for:

- Providing the State with the necessary (facilities and services) information to participate in the Scheme;
- Resources and costs associated with gathering their own (internal) information and providing that information (Request for Information) to the State (if they receive a Redress application); and
- Costs associated with the delivery of a DPR (apology), if requested (based on a standard service fee, plus travel and accommodation depending on the survivor's circumstance). The State's decision includes that all requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice, on every occasion.

The WALGA State Council meeting of 4 March 2020:

1. Acknowledged the State Government's decision to include the participation of Local Governments in the National Redress Scheme as part of the State's declaration;
2. Endorsed the negotiation of a Memorandum of Understanding and Template Service Agreement with the State Government, and
3. Endorsed by Flying Minute the Memorandum of Understanding prior to execution, in order to uphold requirements to respond within legislative timeframes.

The State and WALGA will sign a Memorandum of Understanding to reflect the principles of WA local governments participating in the Scheme as State Government institutions and being part of the State's declaration.

State agencies (led by DLGSC), WALGA and Local Government Professionals WA will support all local governments to prepare to participate in the Scheme from 1 July 2020 (or earlier, subject to completing the necessary arrangements).

The State's decision allows for the WA Government's Scheme participation declaration to be amended to include local governments and this report seeks endorsement of the Shire of Wyalkatchem's participation in the Scheme.

As an independent entity and for absolute clarity, it is essential that the Shire of Wyalkatchem formally indicates via a decision of Council, the intention to be considered a State Government institution (for the purposes on the National Redress Scheme) and be included in the WA Government's amended participation declaration.

The Shire of Wyalkatchem will not be included in the State's amended declaration, unless it formally decides to be included.

The financial and administrative coverage offered by the State will only be afforded to WA local governments that join the Scheme as a State Government institution, as part of the State's amended declaration.

The option also exists for the Shire of Wyalkatchem to formally decide not to participate in the Scheme (either individually or as part of the State's declaration).

Should the Shire of Wyalkatchem formally decide (via a resolution of Council) not to participate with the State or in the Scheme altogether, considerations for the Shire of Wyalkatchem include:

- Divergence from the Commonwealth, State, WALGA and the broader local government sector's position on the Scheme (noting the Commonwealth's preparedness to name-and-shame non-participating organisations).
- Potential reputational damage at a State, sector and community level.

- Complete removal of the State's coverage of costs and administrative support, with the Shire of Wyalkatchem having full responsibility and liability for any potential claim.
- Acknowledgement that the only remaining method of redress for a victim and survivor would be through civil litigation, with no upper limit, posing a significant financial risk to the Shire of Wyalkatchem.

Considerations for the Shire of Wyalkatchem

Detailed below is a list of considerations for the Shire of Wyalkatchem to participate in the Scheme:

1. Executing a Service Agreement

All Royal Commission information is confidential, and it is not known if the Shire of Wyalkatchem will receive a Redress application. A Service Agreement will only be executed if the Shire of Wyalkatchem receives a Redress application.

Shire of Wyalkatchem needs to give authority to an appropriate position / officer to execute a service agreement with the State, if a Redress application is received. Timeframes for responding to a Request for Information are 3 weeks for priority applications and 7 weeks for non-priority applications. A priority application timeframe (3 weeks) will be outside most Council meeting cycles and therefore it is necessary to provide the authorisation to execute an agreement in advance.

2. Reporting to Council if / when an application is received

Council will receive a confidential report, notifying when a Redress application has been received. All information in the report will be de-identified but will make Council aware that an application has been received.

3. Application Processing / Staffing and Confidentiality

Administratively the Shire of Wyalkatchem will determine:

- Which position(s) will be responsible for receiving applications and responding to Requests for Information;
- Support mechanisms for staff members processing Requests for Information.

The appointed person(s) will have a level of seniority in order to understand the magnitude of the undertaking and to manage the potential conflicts of interest and confidentiality requirements

4. Record Keeping

The State Records Office advised (April 2019) all relevant agencies, including Local Governments, of a 'disposal freeze' initiated under the State Records Act 2000 (the Act) to protect past and current records that may be relevant to actual and alleged incidents of child sexual abuse. The Shire of Wyalkatchem's record keeping practices as a result, have been modified to ensure the secure protection and retention of relevant records. These records (or part thereof) may be

required to be provided to the State's Redress Coordination Unit in relation to a Redress application.

The Redress Coordination Unit (Department of Justice) is the state record holder for Redress and will keep copies of all documentation and RFI responses. Local Governments will be required to keep their own records regarding a Redress application in a confidential and secure manner, and in line with all requirements in *The Act*.

5. Redress Decisions

The Shire of Wyalkatchem should note that decisions regarding Redress applicant eligibility and the responsible institution(s), are made by Independent Decision Makers, based on the information received by the applicant and any RFI responses. The State Government and the Shire of Wyalkatchem do not have any influence on the decision made and there is no right of appeal.

CONSULTATION

The State, through the Department of Local Government, Sport and Cultural Industries (DLGSC), consulted with the WA local government sector and other key stakeholders on the Royal Commission into Institutional Responses to Child Sexual Abuse (in 2018) and the National Redress Scheme (in 2019).

The consultation throughout 2019 has focused on the National Redress Scheme with the aim of:

- raising awareness about the Scheme;
- identifying whether WA local governments are considering participating in the Scheme;
- identifying how participation may be facilitated; and
- enabling advice to be provided to Government on the longer-term participation of WA local governments.

Between March and May 2019, DLGSC completed consultations that reached 115 out of 137 WA local governments via:

- Webinars to local governments, predominately in regional and remote areas;
- Presentations at 12 WALGA Zone and Local Government Professional WA meetings;
- Responses to email and telephone enquiries from individual local governments.

It was apparent from the consultations local governments were most commonly concerned about the:

- potential cost of Redress payments;
- availability of historical information;
- capacity of local governments to provide a Direct Personal Response (apology) if requested by Redress recipients;

- process and obligations relating to maintaining confidentiality if Redress applications are received, particularly in small local governments;
- lack of insurance coverage of Redress payments by LGIS, meaning local governments would need to self-fund participation and Redress payments.

LGIS published and distributed an update (April 2019) regarding the considerations and (potential) liability position of the WA local government sector in relation to the National Redress Scheme.

The WALGA State Council meeting on 3 July 2019 recommended that:

1. WA local government participation in the State's National Redress Scheme declaration with full financial coverage by the State Government, be endorsed in principle, noting that further engagement with the sector will occur in the second half of 2019.
2. WALGA continue to promote awareness of the National Redress Scheme and note that local governments may wish to join the Scheme in the future to demonstrate a commitment to the victims of institutional child sexual abuse.

DLGSC representatives presented at a WALGA hosted webinar on 18 February 2020 and presented at all WALGA Zone meetings in late February 2020.

The State's decision, in particular to cover the costs / payments to the survivor, has taken into account the feedback provided by local governments during the consultation detailed above.

STATUTORY ENVIRONMENT

The Shire of Wyalkatchem in agreeing to join the Scheme, is required to adhere to legislative requirements set out in the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018 (Cth)*.

Authorisation of an appropriately appointed person to execute a service agreement with the State, if a Redress application is received, will be in accordance with s.9.49A(4) of the *Local Government Act 1995*.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The State's decision will cover the following financial costs for local governments:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination or requests for information and record keeping); and
- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below).

The only financial cost the local government may incur will be the payment of the DPR's, which is on an 'as requested' basis by the survivor. This will be based on the standard service fee of \$3,000 plus travel and accommodation depending on the survivor's circumstances. All requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice.

The State's decision also mitigates a significant financial risk to the local government in terms of waiving rights to future claims. Accepting an offer of redress has the effect of releasing the responsible participating organisation and their officials (other than the abuser/s) from civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme. This means that the person who receives redress through the Scheme, agrees to not bring or continue any civil claims against the responsible participating organisation in relation to any abuse within the scope of the Scheme.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: Healthy, Strong and connected communities

Outcome No.	Outcome	Action No.	Actions
1.1	Enhanced community well-being and participation in community life	1.1.5	Support people with complex needs
		1.1.6	Meet the needs of children, young people and families

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- 1) *Notes the consultation undertaken and information provided by the Department of Local Government, Sport and Cultural Industries in regarding the National Redress Scheme and the participation of WA local governments;*
- 2) *Notes that the Shire of Wyalkatchem will not be included in the WA Government's amended participation declaration (and afforded the associated financial and administrative coverage), unless the Shire of Wyalkatchem makes a specific and formal decision to be included;*
- 3) *Endorses the participation of the Shire of Wyalkatchem in the National Redress Scheme as a State Government institution and included as part of the State Government's declaration;*
- 4) *Grants authority to Chief Executive Officer to execute a service agreement with the State, if a Redress application is received;*
- 5) *Notes that a confidential report will be provided if a Redress application is received by the Shire of Wyalkatchem.*

COUNCIL RESOLUTION:

(66/2020) Moved: Cr Stratford

Seconded: Cr Nightingale

That Council:

- 1) *Notes the consultation undertaken and information provided by the Department of Local Government, Sport and Cultural Industries in regarding the National Redress Scheme and the participation of WA local governments;*
- 2) *Notes that the Shire of Wyalkatchem will not be included in the WA Government's amended participation declaration (and afforded the associated financial and administrative coverage), unless the Shire of Wyalkatchem makes a specific and formal decision to be included;*
- 3) *Endorses the participation of the Shire of Wyalkatchem in the National Redress Scheme as a State Government institution and included as part of the State Government's declaration;*
- 4) *Grants authority to Chief Executive Officer to execute a service agreement with the State, if a Redress application is received;*
- 5) *Notes that a confidential report will be provided if a Redress application is received by the Shire of Wyalkatchem.*

CARRIED 5/1

10.2.6. COVID-19 FINANCIAL HARDSHIP POLICY

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	14 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	4.14.01
Attachment Reference:	Attachment 10.2.6 - DRAFT COVID-19 Financial Hardship Policy

SUMMARY

For Council to consider and endorse the draft policy 2.12 – COVID-19 Financial Hardship.

BACKGROUND

The Minister for Local Government has exercised his new powers under the *Local Government Amendment (COVID-19 Response) Act 2020*.

The Act gives the Minister the power to modify or suspend provisions of the Local Government Act while a State of Emergency declaration is in force, and where the Minister considers that such an order is necessary to deal with the consequences of the COVID-19 pandemic.

The Ministerial Order, gazetted on the 8 May 2020, will have the following effect on the operation of the Act and Regulations:

- Residential and small business ratepayers who are suffering financial hardship due to the COVID-19 pandemic will not be charged interest on overdue rates in 2020/2021.
- The maximum interest rate payable by all ratepayers has also been reduced, from a maximum of 11% to a maximum of 8%. This new limit aligns with the Australian Tax Office penalty for overdue payments;
- Interest on instalments remains at 5.5% if a Local Government has a Hardship Policy, and to a maximum of 3% if a Local Government does not have a hardship policy.
- If adopting a minimum rate or rate in the dollar no higher than that imposed in 2019/20, then there is no need to advertise differential rates. Only requirement is to place a notice on your website.
- The order also deals with issues relating to requirements to hold public meetings, access to information when council offices are closed due to the COVID-19 pandemic, and budgetary matters.

COMMENT

Local Governments are encouraged to adopt a financial hardship policy. This will address the manner in which the local government will deal with financial hardship that may be suffered by ratepayers and other persons who are required to make payments to the Local Government.

Local Governments with a financial hardship policy will be able to charge a maximum of 5.5% for instalment interest as they are formally recognising and providing for other groups that are in hardship. This recognise that the 5.5% will apply to those who wish to pay by instalments but are not in hardship.

If the Shire does not have a financial hardship policy, the interest rate that can be charged for payment by instalments will be capped at 3%. The Shire of Wyalkatchem 2019/2020 instalment interest rate was 5.5%.

WALGA has created a financial hardship policy to provide assistance to Local Governments to assess the unique circumstances and challenges that ratepayers are likely to face as a consequence of the COVID-19 Pandemic

It is recommended that Council consider and endorse the new COVID-19 Financial Hardship Policy to allow guidance to officers dealing with our ratepayers that are particularly effected.

STATUTORY ENVIRONMENT

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

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Local Government Amendment (COVID-19 Response) Act 2020.

POLICY IMPLICATIONS

New Policy – 2.12 COVID-19 Financial Hardship Policy

FINANCIAL IMPLICATIONS

Income derived from instalment interest

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: Healthy, strong and connected communities

Outcome No.	Outcome	Action No.	Actions
1.1	Enhanced community well-being and participation in community life	1.1.5	Support people with complex needs

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt the policy 2.12 - COVID-19 Financial Hardship Policy, as per attachment 10.2.6.

COUNCIL RESOLUTION:

(67/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council adopt the policy 2.12 - COVID-19 Financial Hardship Policy, as per attachment 10.2.6.

CARRIED 6/0

*Cr Garner left the room at 6:04pm
Cr Garner returned to the meeting at 6:05pm*

10.2.7. PURCHASING POLICY REVIEW

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	4.14.01
Attachment Reference:	Attachment 10.2.7 – Draft Purchasing Policy

SUMMARY

For Council to consider and endorse revised Purchasing Policy 2.1

BACKGROUND

The amendments to the Local Government (Functions and General) Regulations 1996 (Regulations) were gazetted on 9 April 2020 and 8 May 2020. The purpose of these changes were to increase the flexibility of the local government sector to contract with local suppliers during, and in the aftermath of, the State of Emergency Declaration under the Emergency Management Act 2005.

An amendment has been made to regulation 11(1) of the Regulations to increase the tendering threshold from \$150,000 to \$250,000. The Department of Local Government, Sport and Cultural Industries (DLGSC) has advised that local governments should update their purchasing policy to cover the direct purchase of goods and services under \$250,000.

COMMENT

Council's Purchasing policy 2.1 (refer attachment 10.2.7) has now been amended, using the WALGA purchasing policy template, which has recently been updated to reflect the amendments and to meet best practice.

STATUTORY ENVIRONMENT

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

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

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

POLICY IMPLICATIONS

Revised Purchasing Policy

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt the revised 'Purchasing Policy' as provided for in Attachment 10.2.7.

COUNCIL RESOLUTION:

(68/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council adopt the revised 'Purchasing Policy' as provided for in Attachment 10.2.7.

CARRIED 6/0

10.2.8. DELGATIONS TO THE CEO – REVISED DELEGATION 1.2.13 TENDER FOR GOODS AND SERVICES

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	14 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	22.02.02
Attachment Reference:	Attachment 10.2.8 – Revised Delegation 1.2.13 Tender for Goods and Services

SUMMARY

For Council to consider and endorse revised Delegation to the CEO, 1.2.13 Tender for Goods and Services.

BACKGROUND

The amendments to the *Local Government (Functions and General) Regulations 1996 (Regulations)* were gazetted on 9 April 2020 and 8 May 2020.

An amendment has been made to regulation 11(1) of the Regulations to increase the tendering threshold from \$150,000 to \$250,000. Council Purchasing Policy 2.1 has been updated to include the amendments and is currently before Council for their consideration and endorsement.

The regulation changes also include that public tenders will not be required during a State of Emergency for the supply of goods or services associated with the emergency for a 12 month (only) renewal or extension of an existing contract that would otherwise expire within three months.

COMMENT

The amendments to the Regulations and the Shire's Purchasing Policy also require an updated delegation which has been amended to reflect the new tender thresholds. The new delegation will supersede existing delegation. The proposed revised Delegation 1.2.13 Tender for Goods and Services (attachment 10.2.8) is provided for council's consideration, with changes highlighted in yellow and strikethrough for values/words to be removed.

Council could also consider providing delegated authority to the Chief Executive Office in relation Renewal or Extension of Contracts during a State of Emergency. A review of the amendments and current value of Council's existing contracts would indicate that the application of such regulations for Council would be unlikely and that should a renewal or extension of contract be considered under these regulations that it is the Chief Executive Officers opinion that it is preferable that this be considered and endorsed by Council.

STATUTORY ENVIRONMENT

Local Government Act 1995 s 5.42 – Delegation of some powers and duties to CEO
Local Government Act 1995 s5.43 – Limits on delegations to CEO

POLICY IMPLICATIONS

Revised Purchasing Policy

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

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

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council APPROVES, by ABSOLUTE MAJORITY, to DELEGATE the local government functions as detailed in the revised delegation 1.2.13 Tender for Goods and Services (attachment 10.2.8) to the Chief Executive Officer.

COUNCIL RESOLUTION:

(69/2020) Moved: Cr Holdsworth *Seconded: Cr Stratford*

Seconded: Cr Stratford

That Council APPROVES, by ABSOLUTE MAJORITY, to DELEGATE the local government functions as detailed in the revised delegation 1.2.13 Tender for Goods and Services (attachment 10.2.8) to the Chief Executive Officer.

CARRIED 6/0

Cr Nightingale left the room at 6:25pm

COUNCIL RESOLUTION:

(70/2020) Moved: Cr Garner

Seconded: Cr Stratford

That Council adjourn the meeting at 6:25pm

CARRIED 5/0

Cr Nightingale returned to the room at 6:27pm

COUNCIL RESOLUTION:

(71/2020) Moved: Cr Garner

Seconded: Cr Stratford

That Council resume the meeting at 6:49pm

CARRIED 6/0

10.2.9. DISABILITY ACCESS AND INCLUSION PLAN 2020-2025 ADOPTION

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	14 May 2020
Reporting Officer:	Peter Toboss – Principal Environmental Health Officer (PEHO)
Disclosure of Interest:	NIL
File Number:	24.23
Attachment Reference:	Attachment 10.2.9 - DAIP 2020-2025

SUMMARY

Council is requested to consider and endorse the Shire of Wyalkatchem Disability Access and Inclusion Plan 2020-2025.

BACKGROUND

It is a legislative requirement of the *Disability Services Act 1993 (amended 2004)* that all local government authorities develop and implement a Disability Access and Inclusion Plan (DAIP) which is subsequently reviewed and amended at a minimum of every five years.

The Shire's DAIP 2017 - 2019 has been reviewed and a new DAIP 2020 – 2025 has been developed. At its meeting of 19 March 2020 Council resolved to advertise the draft DAIP for community consultation. Public consultation has been undertaken with no submissions being received. Council has been requested to adopt the final DAIP.

COMMENT

The adoption and implementation of a DAIP is a legislative requirement of the *Disability Services Act 1993 (amended 2004)*. In order to maintain its legislative compliance the Shire is required to review and maintain the DAIP.

The plan can benefit many people in the community including people with disability, the elderly, parents and carers with young children, workers with trolleys and people from culturally and linguistically diverse backgrounds.

Strategies identified under the outcomes of the DAIP 2020-2025 form part of the day to day operation of the Shire, as well as planning for improvements to processes and facilities the Shire is responsible for. Once adopted, the new DAIP will be forwarded to the Department of Communities.

COMMUNITY CONSULTATION

The Draft DAIP has been advertised for public comment, with a period of 14 days allowed for submissions to be made. No submissions were received during the consultation period.

STATUTORY ENVIRONMENT

Local Government Act 1995.

Disability Services Act 1993 (amended 2004);

WA Equal Opportunity Act 1984 (amended 1988);

Commonwealth Disability Discrimination (DDA) Act 1992

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: Healthy, Strong and Connected Communities

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

Objective: A prosperous and dynamic district

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopts the Shire of Wyalkatchem Disability Access and Inclusion Plan 2020 – 2025, as per attachment 10.2.9.

COUNCIL RESOLUTION:

(72/2020) Moved: Cr Nightingale *Seconded: Cr Stratford*

That Council adopts the Shire of Wyalkatchem Disability Access and Inclusion Plan 2020 – 2025, as per attachment 10.2.9.

CARRIED 6/0

10.2.10. DRAFT STRATEGIC COMMUNITY PLAN 2020-2030

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	14 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	4.13.06
Attachment Reference:	Attachment 10.2.10.1 – Draft Shire of Wyalkatchem Strategic Community Plan 2020-2030 Attachment 10.2.10.2 – Wyalkatchem Community Engagement Report

SUMMARY

For Council to consider and approve the release of the Draft Shire of Wyalkatchem Strategic Community Plan 2020-2030 for public comment.

BACKGROUND

All Western Australian local governments are required to prepare a Plan for the Future for their district under *Section 5.56(1) of the Local Government Act 1995*. The Plan for the Future comprises the following two key strategic documents¹, which a local government is required to have regard for when forming its annual budget.

Strategic Community Plan – Council’s principal 10-year strategy and planning tool. It is the principal guiding document for the remainder of the Shire’s strategic planning as community engagement is central to this Plan.²

Corporate Business Plan – Council’s 4-year planning document. The core components of this Plan include a 4-year delivery program, aligned to the Strategic Community Plan and accompanied by 4-year financial projections²

Development of the Strategic Community Plan and Corporate Business Plan is undertaken in accordance with the Integrated Planning and Reporting Framework and Guidelines. An essential element of the Integrated Planning and Reporting process is to enable community members and stakeholders to participate in shaping the future of the community and in identifying issues and solutions. It is designed to articulate the community’s vision, aspirations, outcomes and priorities for the future of the district.

Importantly, the Strategic Community Plan and Corporate Business Plan are informed by several other key plans and processes. The connection between the community and the Shire’s strategic plans, annual budget and corporate documents developed to guide the Shire in delivering services to the community are shown in the diagram below. The term of each key plan is shown in the blue circles.

The Shire of Wyalkatchem Strategic Community Plan 2013 – 2023 must be reviewed at least once every four years and a ‘desktop review’ should also be carried out every two years. Council adopted its 10 year Strategic Community plan in July 2013.

Since July 2013 the Shire of Wyalkatchem Strategic Community Plan 2013 – 2023 ('Strategic Plan') strategic plan document has not been reviewed in its entirety, with the only review being a framework review in July 2016. Therefore staff have taken the approach to develop a new strategic plan.

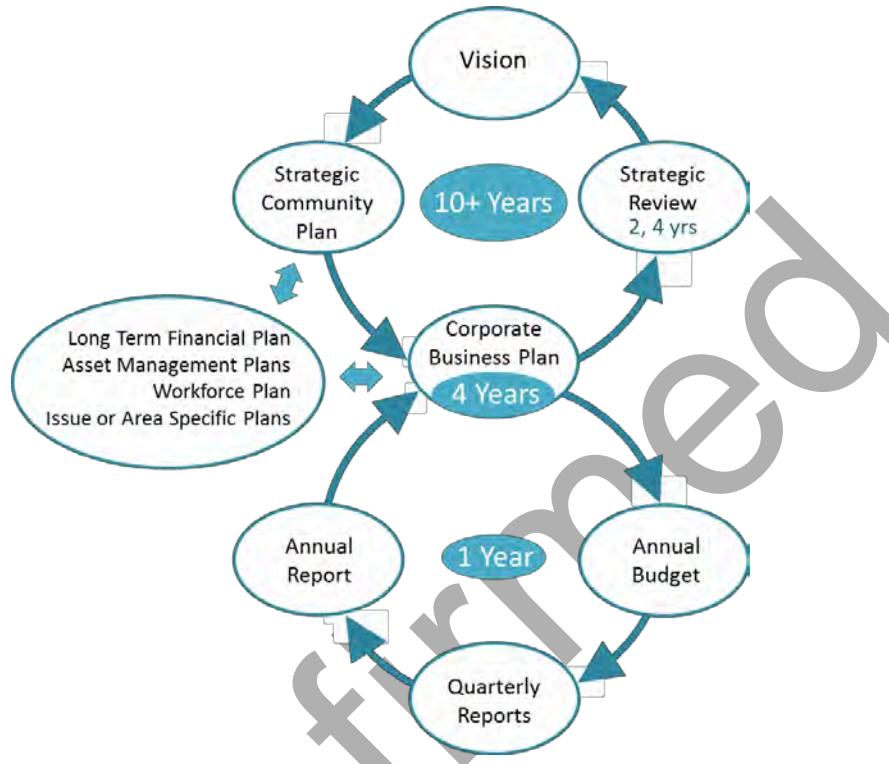


Diagram: Integrated Planning and Reporting Cycle²

¹Local Government (Administration) Regulations 1996, Paragraph 19BA.

²Department of Local Government and Communities, Integrated Planning and Reporting: Framework and Guidelines, September 2016

COMMENT

Council engaged Wheatbelt Business Network to conduct an extensive community engagement program and sought to obtain the community's aspirations, vision and objectives for the future as well as obtaining feedback in relation to the Shire's services and facilities.

Wheatbelt Business network prepared a Community Engagement Report, providing a summary of engagement outcomes. A copy of the Community Engagement Report is provided in attachment 10.2.10.2.

Based on the Community Engagement Report and Council workshops, a draft Strategic Community Plan has been developed which sets out the vision for the Shire's future and captures the community's aspirations and values. A copy of the draft Strategic Community Plan 2020-2030 is provided as Attachment 10.2.10.1.

Once the draft Strategic Plan has been endorsed by Council, public comment on the draft plan will be sought, with any feedback on the draft plan to be taken into consideration when finalising the plan for Council's adoption.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 5.56.

Section 5.56(1) and (2) of the Local Government Act requires that each local government is to “plan for the future of the district”, by developing plans in accordance with the Regulations. The Local Government Administration Regulations 1996 were amended to require each local government to adopt a Strategic Community Plan and a Corporate Business Plan.

Local Government (Administration) Regulations sections,

- 19C - Strategic community plans, requirements for (Act s. 5.56)
- 19D - Adoption of plan, public notice of to be given

POLICY IMPLICATIONS

There are no known policies relevant to this matter.

FINANCIAL IMPLICATIONS

Future expenditure to meet the Strategic Community Plan objectives.

COMMUNITY & STRATEGIC OBJECTIVES

The adoption of the Shire of Wyalkatchem Strategic Community Plan will outline new community and strategic objectives.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council;

1. *Accepts the Community Engagement Report, as provided under attachment 10.2.10.2.*
2. *Endorse the Draft Shire of Wyalkatchem Strategic Community Plan 2020-2030, as provided for under attachment 10.2.10.1; and*
3. *Approves the release of the draft Shire of Wyalkatchem Strategic Community Plan 2020-2030 for community comment, with submission closing 9 June 2020.*

COUNCIL RESOLUTION:

(73/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council;

1. *Accepts the Community Engagement Report, as provided under attachment 10.2.10.2.*
2. *Endorse the Draft Shire of Wyalkatchem Strategic Community Plan 2020-2030, as provided for under attachment 10.2.10.1; and*
3. *Approves the release of the draft Shire of Wyalkatchem Strategic Community Plan 2020-2030 for community comment, with submission closing 9 June 2020.*

CARRIED 6/0

10.3. WORKS AND SERVICES

10.3.1. MANAGER OF WORKS REPORT – APRIL 2020

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	12 th May 2020
Reporting Officer:	Les Vidovich – Manager of Works
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

SUMMARY

Council is to consider and accept the Manager of Works report for the month of April 2020.

BACKGROUND

To inform Council of the activities of the Works and Services team during the month of April 2020.

COMMENT

Road Crew

Maintenance activity:

Culvert Cleaning occurred along the full length of the Wyalkatchem Koorda and Cunderdin Wyalkatchem roads. Tammin Wyalkatchem Road to commence next week.

Pothole Patching - Lindsay Street and the Cemetery Road.

Maintenance grading:

Wyalkatchem North Road (Martin to Old Nalkain Roads)

Old Nalkain Road (Wyalkatchem North Road to the Gypsum pit turnoff.)

Davies Road

Capital Projects:

Cunderdin – Wyalkatchem Road Culvert Replacement (SLK 4.40) - Completed by Castle Civil.

CRC car park – Colas Bitumen Services has resealed and completed these works.

Tammin – Wyalkatchem Road (SLK 22.60 – 25.36) – This section of road has been constructed to 8 meters wide and is now sealed.

Martin Road Floodway (SLK 12.88 – 13.04) – Cement Stabilised, sealed and rock pitched.

Tammin – Wyalkatchem Rd (SLK 27.37 to 28.41) - Fulton Hogan have resealed and rectified the failed seal works which was completed last financial year.

Wyalkatchem Koorda Road - Reconstruction of 1.5kms on the Shire boundary is now completed (Reallocation of Regional Road Group Project)

Hobden Road SLK 0.00 – 4.00 – Completed re-sheeting works

De Pierres Road SLK 6.70 – 8.53 – Completed re-sheeting works

Parks / Town Services Crew

Town street verge maintenance, brush cutting and weed spraying.

Cemetery garden maintenance.

Grounds maintenance to shire owned housing assets.

Shire Admin garden maintenance.

Medical Centre garden maintenance.

Admin park mowing.

Lady Nova grounds maintenance.

Town Hall garden maintenance.

Pioneer Park rose pruning.

Railway Barracks grounds maintenance.

Rec Oval cricket wicket preparation.

Road House gardens maintenance.

Airport Gardens

Buildings

Gutter Gobbler - Cleaned all the gutters on Councils residential and commercial buildings.

Replaced glass slat windows which were vandalised at the town hall toilets

Aerodrome

AMS have been onsite to complete an Aerodrome Safety Inspection report at the Wyalkatchem airport, report should be provided early next week.

Weekly aerodrome and lighting inspection carried out.

Waste Management

New cell dug for animal carcasses

Weekly push up of deposited waste at Wyalkatchem's Landfill.

Plant – Servicing, Repairs and quotations

A new Ford Ranger for the Leading Hand of the Town Crew has arrived.

An 8x5 replacement trailer for the town crew has also been delivered.

Liebherr Loader – Serviced, replacement of a broken window wiper arm blade and cracked fuel pump performed.

Isuzu Fire Tanker – Serviced

Wyalkatchem Community Bus – Serviced

Construction Leading Hand Ute – Serviced and UHF radio replaced.

General

A Draft Stormwater Management Strategy for the Wyalkatchem town site was presented and completed, the final report with any required changes will be presented to the May or June ordinary meeting of council once received.

OSH

Staff flu vaccinations occurred 23rd April 2020.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A prosperous and dynamic district

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

Objective: Well utilised and effectively managed facilities and assets

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accept the Manager of Work's report for the month of April 2020.

COUNCIL RESOLUTION:

(74/2020) Moved: Cr Nightingale

Seconded: Cr Stratford

That Council accept the Manager of Work's report for the month of April 2020.

CARRIED 6/0

unconfirmed

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

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

13.1. CONSTRUCTION OF MULTIPURPOSE SPORT COURTS AND LIGHTING

COUNCIL RESOLUTION:

(75/2020) Moved: Cr Nightingale

Seconded: Cr Garner

That Council accept item 13.1 CONSTRUCTION OF MULTIPURPOSE SPORT COURTS AND LIGHTING as Urgent Business behind closed doors.

CARRIED 6/0

14. MATTERS BEHIND CLOSED DOORS

OFFICER'S RECOMMENDATION

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

- *a matter affecting an employee or employees;*
- *the personal affairs of a person and*
- *matters of a contract which may be entered into, by the local government*

COUNCIL RESOLUTION:

(76/2020) Moved: Cr Stratford

Seconded: Cr Gamble

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

- *a matter affecting an employee or employees;*
- *the personal affairs of a person and*
- *matters of a contract which may be entered into, by the local government*

CARRIED 6/0

14.1. LEASE OF COUNCIL PROPERTY – HANGER 1 WYALKATCHEM AERODROME

Applicant:	Bruce Eckersly
Location:	Hanger 1 on portion of Lot 500 on deposited plan 68673 Wyalkatchem Aerodrome
Date:	12 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	5.19.06C
Attachment Reference:	Attachment 14.1.1 – Property Valuation Report – confidential Attachment 14.1.2 – Draft Lease Aerodrome – confidential

REASON FOR CONFIDENTIALITY

The Chief Executive Officer's Report is confidential in accordance with section 5.23(2) the *Local Government Act* because it deals with a contract entered into, or which may be entered into, by a local government and which relates to a matter to be discussed at the meeting.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 3.58 – Disposing of Property.

Local Government Act 1995, section 3.43(d)

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Annual Lease income of \$2,000 per annum

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: Healthy, Strong and connected communities

Outcome No.	Outcome	Action No.	Actions
1.4	A diverse and inclusive community	1.4.1	Promote intergenerational activities and spaces

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

- Confirms that Urban & Rural Valuations assessment dated 17 April 2020 is a true indication of the value at the time of the proposed disposition in accordance with Section 3.58(4)(c)(ii).*
- In accordance with Section 3.58(4) of the Local Government Act approve the consideration (rent) of \$2,000 to be received by the Shire for the disposal, by lease, of this property*

3. Gives delegate authority to the Chief Executive Officer to enter into a lease agreement with Mr Bruce Eckersly, as per confidential attachment 14.1.2, for a portion of Shire of Wyalkatchem owned land being Lot 500 on deposited plan 68673, hangar one, and facilitate all necessary lease arrangements on the Shire's behalf; and
4. Authorises the Shire President and the Chief Executive officer, to place the Shire's Common Seal upon and to sign all relevant lease documents and other relevant documentation.

COUNCIL RESOLUTION:

(77/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council:

1. Confirms that Urban & Rural Valuations assessment dated 17 April 2020 is a true indication of the value at the time of the proposed disposition in accordance with Section 3.58(4)(c)(ii).
2. In accordance with Section 3.58(4) of the Local Government Act approve the consideration (rent) of \$2,000 to be received by the Shire for the disposal, by lease, of this property.
3. Gives delegate authority to the Chief Executive Officer to enter into a lease agreement with Mr Bruce Eckersly, as per confidential attachment 14.1.2, for a portion of Shire of Wyalkatchem owned land being Lot 500 on deposited plan 68673, hangar one, and facilitate all necessary lease arrangements on the Shire's behalf; and
4. Authorises the Shire President and the Chief Executive officer, to place the Shire's Common Seal upon and to sign all relevant lease documents and other relevant documentation.

CARRIED 6/0

Cr Gamble and Cr Nightingale declared an interest of Impartiality in item 14.2.

14.2. DISPOSAL OF PROPERTY – LOT 19 HONOUR AVENUE, WYALKATCHEM

Applicant:	Nutrien
Location:	Lot 19 Honour Avenue, Wyalkatchem
Date:	12 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	Nil
File Number:	5.1.10
Attachment Reference:	Attachment 14.2 – Property valuation report - confidential

REASON FOR CONFIDENTIALITY

The Chief Executive Officer's Report is confidential in accordance with section 5.23(2) the *Local Government Act* because it deals with a contract entered into, or which may be entered into, by a local government and which relates to a matter to be discussed at the meeting.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 3.58

Local Government Act 1995, section 3.43(d)

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Income derived from the sale of property.

Expenditure occurred for public notice advertising

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A prosperous and dynamic district

Outcome No.	Outcome	Action No.	Actions
2.4	Thriving, profitable and sustainable local economy	2.4.5	Proactively develop opportunities for new industry

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council;

1. *Accepts that property valuation report as a true indication of the value at the time of the proposed disposition.*

2. Confirms its decision to Sell lot 19 Honour Avenue, Wyalkatchem (19D27750) by private treaty;
3. Gives delegate authority to the Chief Executive Officer to offer to sell lot 19 Honour Avenue, Wyalkatchem for \$3,000, and facilitate all necessary sale arrangements on the Shire's behalf; and
4. Authorises the Shire President and the Chief Executive officer, to place the Shire's Common Seal upon and to sign all relevant land purchases and other relevant documentation.

COUNCIL RESOLUTION:

(78/2020) Moved: Cr Garner

Seconded: Cr Stratford

That Council;

1. Accepts that property valuation report as a true indication of the value at the time of the proposed disposition.
2. Confirms its decision to Sell lot 19 Honour Avenue, Wyalkatchem (19D27750) by private treaty;
3. Gives delegate authority to the Chief Executive Officer to offer to sell lot 19 Honour Avenue, Wyalkatchem for \$3,000, and facilitate all necessary sale arrangements on the Shire's behalf; and
4. Authorises the Shire President and the Chief Executive officer, to place the Shire's Common Seal upon and to sign all relevant land purchases and other relevant documentation.

CARRIED 6/0

Cr Gamble and Cr Nightingale declared an interest of Impartiality in item 14.3

14.3. CONSTRUCTION OF MULTIPURPOSE SPORT COURTS AND LIGHTING

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	20 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	26.14 – RFT 02/1920
Attachment Reference:	Nil

REASON FOR CONFIDENTIALITY

The Chief Executive Officer's Report is confidential in accordance with section 5.23(2)(c) of the Local Government Act because it deals with matters of a contract which may be entered into, by the local government.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 3.57

Local Government (Functions and General) Regulations 1996, Regulation 11

POLICY IMPLICATIONS

Policy 2.1 – Purchasing Policy.

FINANCIAL IMPLICATIONS

Capital Expenditure in accordance with the 2019/2020 budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: Healthy, Strong and connected communities

Outcome No.	Outcome	Action No.	Actions
1.4	A diverse and inclusive community	1.4.1	Promote intergenerational activities and spaces

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council;

1. *Awards the contract for the supply and installation of Court and Bowling rink lighting to Wyalkatchem Electrical and Air Conditioning Services.*
2. *Awards the contract for the design, supply and construction of three (3), Plexicushion acrylic tennis courts complete with court equipment, including 1 multi-use court with court equipment, court markings and fencing to Sports Services.*

3. *Delegates the formation of the contracts to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to contract.*
4. *Should a contract not be formed within 35 business days with Sports Services, that the Chief Executive Officer may form a contract with the next most advantageous submission - Industrial Roadpavers.*

COUNCIL RESOLUTION:

(79/2019) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council;

1. *Awards the contract for the supply and installation of Court and Bowling rink lighting to Wyalkatchem Electrical and Air conditioning Services.*
2. *Awards the contract for the design, supply and construction of three (3), Plexicushion acrylic tennis courts complete with court equipment, including 1 multi-use court with court equipment, court markings and fencing to Sports Surfaces.*
3. *Delegates the formation of the contracts to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to contract.*
4. *Should a contract not be formed within 35 business days with Sports Surfaces, that the Chief Executive Officer may form a contract with the next most advantageous submission - Industrial Roadpavers.*

CARRIED 6/0

OFFICER'S RECOMMENDATION

That Council move out from behind closed doors.

COUNCIL RESOLUTION:

(80/2020) Moved: Cr Holdsworth

Seconded: Cr Garner

That Council move out from behind closed doors.

CARRIED 6/0

15. INFORMATION BULLETIN

15.1. Information Bulletin

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

15.2. Business Arising from the Information Bulletin

Nil

16. CLOSURE OF THE MEETING

There being no further business to discuss, the Chairperson thanked everyone for their attendance and closed the meeting at 8:04pm.

unconfirmed





North Eastern Wheatbelt Regional Organisation of Councils
Koorda | Mt Marshall | Mukinbudin | Nungarin | Trayning | Wyalkatchem

Executive Meeting

Tuesday 26 May 2020

Mukinbudin Council Chambers

MINUTES

2pm NEWROC Meeting

NEWROC Vision Statement

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

www.newroc.com.au

ANNUAL CALENDAR OF ACTIVITIES

MONTH	ACTIVITY	MEETING
January		Executive
February	<ul style="list-style-type: none"> 🔥 Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year) 🔥 Council reviews NEWROC project priorities 	Council
March	<ul style="list-style-type: none"> 🔥 WDC attendance to respond to NEWROC project priorities 🔥 Submit priority projects to WDC, Regional Development and WA Planning 🔥 Discussion regarding portfolios vs projects, current governance structure 	Executive
April	<ul style="list-style-type: none"> 🔥 NEWROC Budget Preparation 	Council
May	<ul style="list-style-type: none"> 🔥 NEWROC Draft Budget Presented 🔥 NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2021) 🔥 Local Government Week agenda to be discussed at Executive meeting to determine if EO should attend 	Executive
June	<ul style="list-style-type: none"> 🔥 NEWROC Budget Adopted 	Council
July		Executive
August	<ul style="list-style-type: none"> 🔥 Information for Councillors pre-election 🔥 NEWROC Audit 	Council
September		Executive
October	<ul style="list-style-type: none"> 🔥 NEWROC CEO and President Handover 	Council
November	<ul style="list-style-type: none"> 🔥 NEWROC Induction of new Council representatives (every other year) 🔥 Review NEWROC MoU (every other year) 	Executive
December	<ul style="list-style-type: none"> 🔥 NEWROC Drinks 	Council

ONGOING ACTIVITIES

Compliance

Media Releases

NEWROC Rotation

Shire of Mt Marshall

Shire of Nungarin

Shire of Wyalkatchem

Shire of Koorda (Oct 2019 – Oct 2021)

Shire of Mukinbudin

Shire of Trayning

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NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes for the Executive Meeting held at the Shire of Mukinbudin Council Chambers on
 Tuesday 26 May 2020 commencing at 2.09pm

MINUTES

1. OPENING AND ANNOUNCEMENTS

NEWROC CEO Darren Simmons welcomed everyone and opened the meeting at 2.09pm

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1. Attendance

Darren Simmons	NEWROC CEO, CEO, Shire of Koorda
Taryn Dayman	CEO, Shire of Wyalkatchem
John Nuttall	CEO, Shire of Mt Marshall
Dirk Sellenger	CEO, Shire of Mukinbudin
Adam Majid	CEO, Shire of Nungarin
Rebecca McCall	CEO, Shire of Dowerin (non voting)

NEWROC Officer

Caroline Robinson	Executive Officer, NEWROC
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2.2. Apologies

Brian Jones	CEO, Shire of Trayning
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2.3. Guests

Cameron Edwards - InfraNomics (by videoconference)

2.4. Leave of Absence Approvals / Approved

Nil

3. Declarations of Interest and Delegations Register

Nil

3.1. Delegation Register

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

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

4. Presentations (via ZOOM)

Cameron Edwards (InfraNomics) provided a presentation to the Executive on his meetings with Telstra and Western Power. The NEWROC EO summarized the NEWROC energy priorities for Cameron to progress following the May NEWROC Council meeting. These included:

- 🔥 Telstra back up power during emergencies
- 🔥 Reliable power to town sites
- 🔥 Reliable power to a cluster of businesses

Cameron's presentation is attached.

Discussion:

- 🔥 Members discussed the two projects presented in Mukinbudin (telecommunications) and Bencubbin (energy) particularly the cost of investment to kick them off
- 🔥 Discussion regarding whether the projects are a NEWROC project or individual Shire project
- 🔥 NEWROC EO to express interest from the NEWROC to continue discussions with Infranomics

ACTION: Further details regarding financial costs for both projects – telecommunications and the microgrid - to be sought from Infranomics for presentation to the NEWROC Council

5. MINUTES OF MEETINGS

Minutes of the Executive Meeting held on 8 April 2020 have previously been circulated.

RESOLUTION

That the Minutes of the Executive Meeting held on 8 April 2020 held by videoconference be received as a true and correct record of proceedings.

Moved A Majid

Seconded D Sellenger

CARRIED 5/0

5.1. Business Arising

Nil

6. FINANCIAL MATTERS

6.1. Income, Expenditure and Profit and Loss

FILE REFERENCE: 42-2 Finance Audit and Compliance
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 19 May 2020
ATTACHMENT NUMBER: #1P and L
CONSULTATION:
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

COMMENTS

Account transactions for the period 1 April 2020 to 30 April 2020

North Eastern Wheatbelt Regional Organisation of Councils

For the period 1 April 2020 to 30 April 2020

Date	Description	Reference	Credit	Debit	Running Balance
BB NEWROC Funds-5557					
	Opening Balance		170,733.77	0.00	170,733.77
01 Apr 2020	Bendigo Bank		7.00	0.00	170,740.77
01 Apr 2020	Bendigo Bank		0.00	0.40	170,740.37
02 Apr 2020	Payment: Solum Wheatbelt Business Solutions	INV-0070	0.00	3,111.25	167,629.12
02 Apr 2020	Payment: Earnshaw Lawyers	7369	0.00	220.00	167,409.12
15 Apr 2020	Payment: Monitor Books	INV-2913	0.00	50.00	167,359.12
	Total BB NEWROC Funds-5557		7.00	3,381.65	167,359.12
	Closing Balance		167,359.12	0.00	167,359.12
	Total		7.00	3,381.65	(3,374.65)

Balance Sheet

North Eastern Wheatbelt Regional Organisation of Councils As at 30 April 2020

30 APR 2020

Assets	
Bank	
BB NEWROC Funds-5557	167,359.12
BB Term Deposit Account-1388	152,863.32
Total Bank	320,222.44
Total Assets	320,222.44
Liabilities	
Current Liabilities	
GST	(4,417.08)
Sundry Creditors Control	62.00
Unpaid ATO Liabilities	(303.00)
Total Current Liabilities	(4,658.08)
Total Liabilities	(4,658.08)
Net Assets	324,880.52
Equity	
Current Year Earnings	7,599.79
Retained Earnings	317,280.73
Total Equity	324,880.52

RESOLUTION

That the income and expenditure from 1 April 2020 to 30 April 2020 and the P and L and balance sheet as at 30 April 2020 be received.

Moved D Sellenger

Seconded T Dayman

CARRIED 5/0

6.2. DRAFT Budget

FILE REFERENCE:	032-1 Budget
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	19 May 2020
ATTACHMENT NUMBER:	
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENTS

The following is a **draft** budget for 2020/21 with no strategic projects identified (apart from towers for the telco project). This is just a 'framework'. This budget is being presented for member information and will be further finalized post strategy day.

Additionally, following the adoption of the 2020/21 Budget, if feasible, additional funds will be transferred from the Operational Bank Account into the NEWROC Term Deposit.

NEWROC Budget 2020/2021

North Eastern Wheatbelt Regional Organisation of Councils

July 2020 and June 2021

Account	Total	Notes
<i>Income</i>		
Grants received (057)	\$0.00	
Interest Received (076)	\$264.00	
Medical Enhancement Fund Subs Rec. (070)	\$0.00	
NEWROC Business Case / Project Work Subs (055)	\$14,000.00	7 x \$2000 from each Member LG
NEWROC Subscriptions Received (054)	\$77,000.00	7 x \$11,000 from each member LG
Special Projects Subscriptions Rec. (056)	\$0.00	
Sundry Income (067)	\$27,000.00	<i>Shire of Dowerin membership application fee</i>
Total Income	\$118,264.00	

Less Operating Expenses

Governance / General Administration

Accounting/Audit fees (200)	\$2,200.00	XERO monthly fee and annual audit (October)
Advertising (201)	\$240.00	Annual budget for additional media releases and advertising as required
Bank charges (203)	\$24.00	
Catering (204)	\$200.00	
Computer Software/Support (205)	\$0.00	
Consultancy Fees (206)	\$0.00	
Event / Ceremony Expenses (207)	\$500.00	
Gifts (208)	\$400.00	For unexpected/unplanned occasions
Legal expenses (209)	\$5,000.00	
Printing and Stationery (213a)	\$120.00	
Records Storage (215)	\$70.00	Records held at Bencubbin CRC

Executive officer

Executive Officer Business Case/Project Work (105)	\$0.00
Executive Officer Contract Services (100)	\$40,000.00
Executive Officer Office Expenses (103)	\$3,000.00
Executive Officer Seminars/Conferences (101)	\$1,000.00
Executive Officer Travel (102)	\$5,000.00
Executive Officer Travelling Expenses (Accom) (104)	\$1,000.00

Grant Funding	
Grants distributed (300)	\$0.00
NEWROC Literary Luncheon	
Literary Luncheon (600)	\$600.00
Medical Enhancement Fund	
Medical Enhancement Project Sub-Contractors (500)	\$0.00
Subscriptions Distributed (Medical) (501)	\$0.00
Telecommunications	
Telecommunications Contractor/Services (400)	\$45,000.00 <i>New Towers</i>
NEWROC Promotion	
Website and Database (700)	\$500.00
Total Expenses	\$104,854.00
Net Profit	\$13,410.00

OFFICER RECOMMENDATION

Members to provide feedback on the DRAFT NEWROC Budget 2020/21 as a 'framework' going forward

MOTION

Information received

Moved J Nuttal	Seconded A Majid	CARRIED 5/0
-----------------------	-------------------------	--------------------

Discussion:

- 👉 The Shire of Mukinbudin will seek to install an additional telecommunications tower for the Crisp Wireless service, likely to be \$9K. The Shire of Mukinbudin will write to the NEWROC
- 👉 Discussion regarding expansion of the Crisp Wireless network to the town site of Dowerin. The Shire of Dowerin has a survey out at the moment regarding telecommunications in the community to establish need and demand
- 👉 NEWROC EO to balance off the \$14K business case income against the EO Business Case expense in the draft budget

7. MATTERS FOR CONSIDERATION

7.1. Telecommunications Project Update

FILE REFERENCE: 035-1 Grants General
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 19 May 2020
ATTACHMENT NUMBER:
CONSULTATION: Earnshaw Lawyers
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

COMMENT

Update on activities:

- NEWROC EO has met twice (phone) with Earnshaw Lawyers and David Earnshaw is progressing us to the next step with Crisp Wireless to clarify ownership of the towers and settle on an agreement.
- Members are asked to review the three letters received from Earnshaw Lawyers (attached)
- NEWROC EO created Crisp Wireless promotional material for members to use on social media platforms. Thank you to members for promoting the service.
- NEWROC EO was due to follow up with Crisp Wireless on a few matters from the meeting earlier in May, however the NEWROC EO has had email correspondence to Maree Gooch letting her know we are liaising with our lawyer and we are keeping them up to date
- Commissioning of additional towers is delayed by the current uncertainty of tower ownership – this is a matter of priority for the NEWROC EO

OFFICER RECOMMENDATION

NEWROC EO work with Earnshaw Lawyers to prepare a Licence Agreement with Crisp Wireless.

MOTION

NEWROC instruct Earnshaw Lawyers to prepare a licence agreement and liaise with Crisp Wireless in order to finalise the matter

Moved D Simmons

Seconded D Sellenger

CARRIED 5/0

Discussion:

- Discussion regarding work to date and advice from Earnshaw Lawyers
- Discussion regarding investments by both parties
- List of towers and their location requested and will be provided to Earnshaw Lawyers

7.2. Waste

FILE REFERENCE:

REPORTING OFFICER: Caroline Robinson

DISCLOSURE OF INTEREST: Nil

DATE: 19 May 2020

ATTACHMENT NUMBER: #2 Feedback from ASK Waste Management

#3 Draft Waste Project Plan

CONSULTATION: Avon Waste

ASK Waste Management

STATUTORY ENVIRONMENT: Nil

VOTING REQUIREMENT: Simple Majority

COMMENT

Update on activities:

- Member Councillors were asked to provide feedback on the DRAFT Regional Landfill Strategy
- NEWROC EO has met numerous times (phone) with Ashley Fisher of Avon Waste and provided feedback on the report to ASK Waste Management
- ASK Waste Management provided feedback to the NEWROC EO (attached) in response to questions and ideas for the report
- NEWROC EO has spoken with ASK Waste Management for costings on including the Shire of Dowerin and / or updating the entire report – will be provided in time for the Executive meeting
- NEWROC EO has spoken with the Waste Authority regarding funding and alignment to their State Strategy

The **purpose of the study** was in general terms, to look to:

- Assess current facilities
- Improve each member's landfill site (and to use the study as a base for grant applications)
- Investigate improved options for waste management across the members

Current risks for the project:

Risk	Impact	Mitigation
Member Councils not agreeing on an option or options or a delay in consensus	High	<p>NEWROC to prioritize minimum initiatives all members want to achieve</p> <p>Options have included some or all of the members</p> <p>NEWROC Councils to provide feedback on the DRAFT Report for early consideration</p> <p>Engagement with funding bodies to determine what funding is accessible and using this to determine the option/s and number of members participating</p> <p>NEWROC members identify their own future funding constraints and</p>

		possible contributions to guide decision making
Waste is a topical issue for ratepayers	High	<p>Education required with any option or project (however small or large)</p> <p>Service model design localized but possibly still contributing to a regional solution</p>
Report is primarily focused on user pay systems	High	<p>Selection of an option or mixture of options with high impact, low cost</p> <p>Education of Councillors and ratepayers</p> <p>Service model design localized but possibly still contributing to a regional solution</p>
All sites are unmanned and the options centre on manned sites – additional staff costs for member Shires and new service for ratepayers	High	<p>Potentially focus on improving sites and processes, introduction of card access and CCTV rather than implementing manned sites (2 or all 6)</p> <p>Selection of an option or mixture of options with high impact, low cost</p> <p>Education of Councillors and ratepayers</p> <p>Service model design localized but possibly still contributing to a regional solution</p>
Shire of Dowerin is a new member to the NEWROC and is not included in the methodology	High	ASK Waste Management cost to include Dowerin AND an opportunity to revise some of the costings in the methodology
Lack of external funding for the infrastructure improvements (required regardless of which option is pursued)	High	<p>Early engagement with the Waste Authority – but this will only partly fund some of the option/s</p> <p>Most external funding is aligned to reduce, reuse and recycle – future consideration</p>
COAG Waste Priorities – focus on recycling and reducing waste, no exporting of waste in the future	Medium	Can the project incorporate a social enterprise business? Will easily attract external funding
Modelling is inclusive of all members – if one or two NEWROC members do not wish to proceed this impacts the options	Medium	<p>NEWROC to prioritize minimum initiatives all members want to achieve</p> <p>Options have included some or all of the members</p> <p>NEWROC Councils to provide feedback on the DRAFT Report for early consideration</p>
Shire of Koorda is progressing to a new landfill site – this project may delay their progress	Medium	NEWROC to prioritize minimum initiatives all members want to

		achieve and consider the impact on the Shire of Koorda NEWROC Councils to provide feedback on the DRAFT Report for early consideration
Options are long term projects.	Medium	Identification of smaller projects that could be "picked off"

OFFICER RECOMMENDATION

That the information be discussed.

Feedback provided on the Waste Project Plan.

Feedback provided by member Councillors on the Landfill Strategy.

Direction be provided to the NEWROC EO for the next steps.

MOTION

Regional waste to be presented at the next NEWROC Council meeting for a decision on the preferred option and then referred to member Councils for comment

Moved J Nuttall

Seconded T Dayman

CARRIED 5/0

Discussion:

- 👉 Shire of Trayning provided a formal response to the DRAFT report and indicated that they were happy with status quo
- 👉 Discussion regarding the process going forward and attracting funding for landfills (which is difficult)

7.3. STRATEGIC PROJECTS

FILE REFERENCE:
REPORTING OFFICER: Caroline Robinson

DISCLOSURE OF INTEREST: Nil

DATE: 19 May 2020

ATTACHMENT NUMBER: Nil

CONSULTATION: Waste Authority

InfraNomics

WDC

Department of Communications (Fed)

STATUTORY ENVIRONMENT: Nil

VOTING REQUIREMENT: Simple Majority

COMMENT

Rather than providing an update on strategic projects, the NEWROC EO has summarised the current priorities of the NEWROC, and a summary of the proposed projects and potential funding opportunities. This is an attempt to provide clarity to member Councils regarding NEWROC activities and to forward plan any resources the group or individual members may need to consider at or after the Strategy Day. Additionally, there are some new funding announcements and upcoming closing dates which may place some urgency on decisions.

Note: The Regional Economic Development (RED) Grants have been announced by the Wheatbelt Development Commission. The focus areas include:

- 🔥 sustainable jobs
- 🔥 expanding or diversifying industry
- 🔥 developing skills or capabilities
- 🔥 attracting new investment in the region
- 🔥 maximising recovery from the COVID-19 pandemic impacts.

The current strategic initiatives being worked on by the NEWROC EO:

Theme	Project	Potential Funding	NEWROC Contribution
Telecommunications	Internet connectivity across a majority of the NEWROC area **Ownership agreement requires clarity to progress		NEWROC
Waste	Improving each member's landfill site and possible inclusion of waste transfer stations **Business case completed	Waste Authority	
Energy	Back up power for Telstra during extended outages And/or Mobile telecommunication towers	Pilot project with Telstra Telecommunications Grant (see notes)	Potentially 50% cash contribution
	Micro-grids to support towns / business clusters	MICROGRID grant application submitted (unconfirmed outcome)	

		ARENA Energy CRC REDS	\$100K plus
IPR	NEWROC Strategic Plan and improving each member's IPR suite of documents	DLG LG Professionals	\$10K NEWROC (Confirmed)
Childcare	New service in Wyalkatchem and Koorda. Childcare jobs pool to assist Bencubbin and Beacon	Lotterywest	Individual Councils REED
Health	Engagement of previous Kununoppin Medical Scholarship Recipients for a return to the NEWROC communities	Nil required	Already funded
NEWROC Governance	Review of MoU and forward direction (in line with IPR Project) <i>**Dependent on strategy day</i>	Nil required	Nil required
Additional initiatives suggested by the NEWROC EO			
Economic Development	Improving the capacity and skill set of Shire staff and CRC's as local economic development practitioners – EDA Elected and Community Leader Stream (as below). Opportunity to create a small team of local practitioners to help progress economic development priorities for individual members and NEWROC	REDS	30% project cost in cash from NEWROC

Notes:

Improving regional telecommunications resilience

Recognising that most outages are caused by power outages during emergencies, the Government has announced the \$18 million Mobile Network Hardening Program.

The first stage of the program will provide funding to improve network resilience by upgrading battery backup power at base stations funded under Rounds 1 and 2 of the Government's Mobile Black Spot Program. These upgrades will increase backup operation from between 3 to 8 hours up to at least 12 hours, where feasible.

The second stage will include a grants program to support a range of hardening measures at high priority locations to prevent telecommunications outages during disaster events. This includes:

- improving backup power and other infrastructure hardening measures, such as improved facility design at key telecommunications facilities (such as mobile base station feed sites and exchanges), and
- providing backhaul transmission redundancy.

Commonwealth funding would be available for the second stage for up to 50% of the capital costs of the upgrades with the rest provided by the grant recipient.

Boosting temporary infrastructure capabilities

During the 2019-20 bushfires, Australia's major telecommunications carriers deployed temporary communications facilities to communities and evacuation centres where possible, providing temporary connectivity and a lifeline for many in areas affected by network outages. \$10 million will be allocated to purchase portable communications facilities such as cells on wheels (COWs), mobile exchanges on wheels (MEOWs) and NBN Road Muster trucks, which can be positioned in bushfire affected areas to allow communications services to be restored quickly.

The investment means that temporary communications infrastructure will be ready to hit the road when needed, allowing Australians to contact with family and essential services, and making sure essential food, water and fuel purchases can occur.

Given the success of these deployments, \$1.7 million of this funding will be provided to NBN Co to purchase 5 extra Road Muster satellite trucks and 12 portable satellite kits to provide connectivity where needed during emergencies.

The remaining funding will be allocated under a competitive grants process, with the telcos to own the portable facilities but give commitments to Government about their use during emergencies. The Government will work with NBN Co and carriers on co-contributions for the new equipment. Of the competitive grants component, NBN Co and carriers will contribute up to 50% of the capital costs of the facilities and will be responsible for the operation, maintenance and replacement costs of equipment purchased.

<https://www.communications.gov.au/phone/improving-resilience-australias-telco-networks>

EDA ECONOMIC DEVELOPMENT ELECTED AND COMMUNITY LEADER STREAM

This course is designed to provide Local Government leaders with a deeper insight into the core principles of economic development in order to drive economic development strategies for their city or region.

The EDA Economic Development Elected Official and Community Leader Stream offers the following modules:

CORE MODULES

3.1- Understanding the economic landscape of your community

A stronger understanding of the community's economic profile (strengths and weaknesses) will help civic leaders create a realistic vision for economic development. This module will provide insight into how to understand the community's place in the broader regional economy. The course will also provide an understanding of how economic development can be measured and evaluated.

3.2 – Planning economic success for your community

How to drive, shape and support a community's economic development vision and goals. Local elected officials can play a key role in building consensus for a vision and goals that provide clear direction for local economic development. The module will set out the best practice principles of an economic development strategy. The module will build knowledge regarding the triple bottom line approach to economic development and help leaders develop economic development plans which deliver on broader community outcomes; balancing economic growth with environmental impact.

3.3 – Leading recovery and building economic resilience for your community

This module provides participants with the key principles of economic recovery to implement following a disaster, crisis or downturn. The module also builds knowledge for professionals responsible for building economic resilience within their communities.

3.4 – Be a champion

Best practice economic development requires strong advocacy and civic champions. This module will equip participants with the knowledge to shape and support a best practice economic development strategy as well as the skills to foster partnerships and buy in which will guarantee success for your community. The module will cover the key communication tools in economic development and help you to support the teams in your organisation and your community by being a true champion for sustainable growth.

ACEcDC Accreditation

Participants completing all modules under the *EDA Economic Development Elected and Community Leader Stream* will receive acknowledgement as a certified an “EDA Economic Development Champion” (ACEcDC).

Graduation / Recognition

A graduation ceremony will be held for newly accredited ACEcD practitioners and certified ‘Champions’ during the National Economic Development Conference. In addition, all accredited practitioners and ‘Champions’ will be acknowledged on the EDA website.

EDA Training Experts

The EDA National Training and Education Program will be delivered by a team of experts across Australia who have completed the ‘EDA Program Delivery Training’. The application process to become an ‘EDA Training Expert’ will be announced soon.

Training Schedule and Pricing

The timetable and pricing structure will be announced in the coming weeks

Information was noted

Discussion:

- 🔥 The Shire of Mt Marshall advised members that their childcare service was temporarily closing due to a lack of staff

8. EMERGING NEWROC ISSUES as notified, introduced by decision of the Meeting**9. Other Business For Noting****9.1. Club and Association Workshops**

The Department of Local Government, Sport and Cultural Industries and 150 Square are pleased to present the Changemakers Series for Wheatbelt Sports Clubs and Associations.

The series will be delivered through weekly online workshops over a three-week period. These FREE short online workshops are for all sporting codes and will assist your club navigate through changing times. The workshops are aimed at club and association committee members and club leaders.

Registration for the sessions is easy and can be done by following

<https://www.eventbrite.com.au/e/changemaker-series-wheatbelt-sport-workshops-tickets-105670663800?aff=ebdssbeac> .

Sessions will also be recorded and available after they are held.

Session 1 – Assessing Current Situation for Wheatbelt Sports Associations and Clubs

Thursday 28 May – 7.00pm – 7.40pm

Session 2 – Priority Planning for Clubs and Associations

Thursday, 4 June – 7:00pm – 7:40pm

Session 3 – Preparation for Return to Play

Thursday, 11 June – 7:00pm -7:40pm

9.2. NEWTRAVEL

An extract from a NEWTRAVEL email for members information:

The marketing of the Wheatbelt Way region continues. Below is a snapshot of the plan as it has adjusted and evolved. As always the opportunity exists to collaborate and leverage and work together, so please just get in touch if you have any ideas, suggestions or would like to work together on something.

1. NOW

#awindowinthewheatbelt is being run for the month of May to engage locals and get them to share inspiring Wheatbelt images. If you have not done so already please get involved and post images to social media using this hashtag!

2. NEXT 1-5 MONTHS

We will utilise social media, internet, press, and tv advertising to market the Wheatbelt Way under the following storyline:

Adventure awaits in the Wheatbelt Way!

This is Road Trip Country.

Plenty of open space, wide-open roads, clear night skies, and nature play at your fingertips, let's go caravan and camping.

Come now for a Wheatbelt Weekend.

To assist with this particularly on social media I would love to be able to support in advertising any special offers or initiatives that are targeting visitors to your community, please get in touch with the details.

3. 12 MONTHS and Beyond

Tourism WA has launched "Our Story" They wish to use this in the development of an intrastate campaign to drive tourism within WA. They have created a toolkit with six interactive exercises. These have been designed as thought-starters, regardless of whether

operators are reviewing marketing collateral, creating a new brand, or developing new products. This is something that we wish to implement for the Wheatbelt region and are beginning to work out how we can do this. In the meantime go to the website and have a look!

Australia's Golden Outback has also been very active over the last month or more, keeping in touch with its stakeholders via Zoom Meetings as a whole region. They will now be hosting fortnightly meetings for stakeholders of each specific AGO sub-region.

These networks are for members and stakeholders who are interested in the destination development and marketing of their specific sub-region. AGO will facilitate the discussion, which will focus on the needs of destinations and the industry as we collaboratively plan the recovery and re-imagine the future beyond the current COVID-19 pandemic. AGO will also provide relevant updates of their activity and welcome updates and thoughts from members and key stakeholders.

Information noted

10. 2020 MEETING SCHEDULE

Strategy Day – tbc in light of COVID19

23 June	Council	Shire of Mukinbudin
28 July	Executive	Shire of Mt Marshall
25 August	Council	Shire of Dowerin
29 September	Executive	Shire of Wyalkatchem
27 October	Council	Shire of Wyalkatchem
24 November	Executive	Shire of Trayning
8 December	Council	Shire of Koorda

11. CLOSURE

NEWROC CEO Darren Simmons thanked everyone and closed the meeting at 4.25pm





Shire of Wyalkatchem Audit and Risk Committee Meeting
held on Thursday 21 May 2020
commencing at 3.00pm in the Council Chambers,
Honour Avenue, Wyalkatchem

Regulation 16 of the Local Government (Audit) Regulations 1996 states that:

“An audit committee —

- a) is to provide guidance and assistance to the local government —*
 - i. as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act; and*
 - ii. as to the development of a process to be used to select and appoint a person to be an auditor; and*
- b) may provide guidance and assistance to the local government as to —*
 - i. matters to be audited; and*
 - ii. the scope of audits; and*
 - iii. its functions under Part 6 of the Act; and*
 - iv. the carrying out of its functions relating to other audits and other matters related to financial management; and*
- c) is to review a report given to it by the CEO under regulation 17(3) (the CEO’s report) and is to —*
 - i. report to the council the results of that review; and*
 - ii. give a copy of the CEO’s report to the council.”*

Preface

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

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

Unconfirmed Minutes

These minutes were approved for distribution on 28 May 2020



Taryn Dayman
Chief Executive Officer
Shire of Wyalkatchem

Disclaimer

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

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1. DECLARATION OF OPENING

The Chairperson declared the meeting open at: 3:11pm.

2. PUBLIC QUESTION TIME

2.1. Response to Public Questions Previously Taken on Notice

Nil

2.2. Declaration of Public Question Time opened

Public Question time opened at 3:11pm.

There were no members of the public.

2.3. Declaration of Public Question Time closed

Public question time closed at 3:11pm.

3. ATTENDANCE /APOLOGIES/LEAVE OF ABSENCE

3.1. Attendance

Members: Cr. Owen Garner (Presiding Member)

Cr. Quentin Davies

Cr. Mischa Stratford

Cr. Emma Holdsworth (Deputy)

Cr. Rachel Nightingale

Staff: Taryn Dayman Chief Executive Officer

Stephanie Elvidge Governance Executive Officer

3.2. Apologies

Cr. Stephen Gamble.

3.3. Approved Leave of Absence

Nil

3.4. Applications for Leave of Absence

Nil

4. PETITIONS, DEPUTATIONS, PRESENTATIONS

Nil

5. DECLARATIONS OF INTEREST

Nil

6. CONFIRMATION AND RECEIPT OF MINUTES

6.1. AUDIT AND RISK COMMITTEE MEETING – 20 February 2020

Minutes of the Shire of Wyalkatchem's Audit and Risk Committee Meeting held on the 20 February 2020 (Attachment 6.1)

OFFICERS RECOMMENDATION

That the minutes of the Wyalkatchem Audit and Risk Committee Meeting held on the 20 February 2020 (Attachment 6.1); be confirmed as a true and correct record.

COUNCIL RESOLUTION

(7/2020) Moved: Cr Nightingale *Seconded: Cr Holdsworth*

That the minutes of the Wyalkatchem Audit and Risk Committee Meeting held on the 20 February 2020 (Attachment 6.1); be confirmed as a true and correct record.

CARRIED 5/0

- 7. MATTERS ARISING FROM THE MINUTES**
Nil
- 8. ANNOUNCEMENT BY THE PRESIDING PERSON WITHOUT DISCUSSIONS**
Nil
- 9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**
Nil

10. MATTERS REQUIRING A COMMITTEE DECISION

10.1. CORPORATE SERVICES REPORTS

10.1.1. AUDIT AND RISK COMMITTEE STATUS REPORT

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	15 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interests to disclose
File Number:	12.02.02
Attachment Reference:	Attachment 10.1.1 - Status Report

SUMMARY

The purpose of this report is to provide the Audit and Risk Committee with a status update of outcomes from previous meeting.

BACKGROUND

In the past the Audit and Risk Committee has met when required with no status report being presented. The committee now meets every quarter to fulfil its functions and objectives as outlined in its term of reference.

COMMENT

A new status report has been developed being effective from the February 2019 Audit and Risk Management meeting and will provide the committee with a progress status and actions performed to date. Actions and status updates since the last status report will be indicated in bold. Items that have been reported as completed will be removed in future reports.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996 s.5 (2)(c)

Local Government (Audit) Regulations 1996 s.17

Local Government Act 1995

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That the Audit and Risk Management Committee:

1. *Receives the Audit and Risk Committee Status Report, as per attachment 10.1.1*

COMMITTEE RESOLUTION:

(8/2020) Moved: Cr Stratford *Seconded: Cr Holdsworth*

That the Audit and Risk Management Committee:

1. *Receives the Audit and Risk Committee Status Report, as per attachment 10.1.1*

CARRIED 5/0

10.2. RISK MANAGEMENT

10.2.1. COMPLIANCE STATUS REPORTS

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	15 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interests to disclose
File Number:	12.02.02, 13.11, 12.19.01
Attachment Reference:	Attachment 10.2.1.1 – Audit Regulation 17 and Financial Management Review Action Plan Status Report Attachment 10.2.1.2 – Compliance Calendar Status Report Attachment 10.2.1.3 – Compliance Audit Return Management Action Plan Status Report

SUMMARY

The purpose of this report is to provide the Audit and Risk Committee with a progress status reports on the appropriateness and effectiveness of the Shire's Systems and procedures in relation to the following:

- Audit Regulation 17
- Financial Management Review
- Statutory Compliance Calendar
- Compliance Audit Return
- Audit Findings Report

BACKGROUND

Audit Regulation 17

The Regulation 17 Review audit was conducted by AMD Chartered Accountants and produced a comprehensive list of recommendations sanctioned into the following main compliance areas

- Risk Management
- Legislative Compliance
- Internal Controls

AMD Chartered Accountants provided a number of recommendations to ensure that compliance and best practices are being followed. These recommendations were noted and an action plan was developed. A cumulative total of 16 framework components and actions were identified to increase procedural and system effectiveness in accordance with legislative requirements. These have been incorporated into an action plan

Financial Management Review

The Financial Management Review audit was conducted by AMD Chartered Accountants. The objective of the review is to assist the Chief Executive Officer discharge responsibilities in respect to Regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996* and provide a review of the appropriateness and effectiveness of the Shire of Wyalkatchem's financial management systems and procedures.

AMD Chartered Accountants provided a number of recommendations to ensure that compliance and best practices are being followed. These recommendations were noted and an action plan was

developed. A cumulative total of 18 framework components and actions were identified to increase procedural and system effectiveness in accordance with legislative requirements. These have been incorporated into an action plan.

Statutory Compliance Calendar

The Statutory Compliance Calendar has been developed utilising a Statutory Compliance Calendar template provided by Western Australia Local Government Association (WALGA) being a tool that helps the Council to indent the yearly compliance actives throughout the calendar year. The objective is to assist responsible officers in being aware of monthly activities that require compliance and accountability across a various legislative components.

Compliance Audit Return

The Compliance Audit Return (CAR) assists the Shire to monitor legislative compliance by examining a range of prescribed requirements. The Shire's Compliance Audit Return 2018 was completed in January 2019 with items of non-compliance being reviewed and where applicable incorporated into a Management Action Plan.

Audit Findings Report

As part of the Council's annual audit, Council's auditor is to provide a Management Report, which contains an Audit Findings Report. For the period ending 30 June 2018 one matter was raised in their report in relation to journal entries having a significant rating. This matter was also identified in the Financial Management Review and has been included in this action plan. As only one matter was raised a status report on the Auditors Audit Findings report is not required. For an update on the progress of this action – please refer to item Reg – 3.2.2 on the Financial Management Review / Regulation 17 Action Plan Status report.

COMMENT

The action plan status reports provide the organisation with a comprehensive overview of practices and continuous improvement activities that work towards increasing best practice standards across the Shire.

Regulation 17 and Financial Management Review Action Plan Status Report

The action plan provides the organisation with a comprehensive list of actions that will ensure continuous improvement methodologies that work towards increasing best practice standards across the shire.

There are a number of actions that have completed, partially completed or in progress. Full details are in contained within attachment 10.2.1.1.

Statutory Compliance Calendar

The Statutory Compliance Calendar incorporates all compliance requirements over the course of a year, including the next due date where an item is not carried out at least once per year.

Staff are provided with a monthly "take action" providing them with their upcoming requirements. The calendar's actions have been recorded and report from responsible officer, populating the relevant details as outlined in attachment 10.2.1.2.

Compliance Audit Return

The majority of the items included in the Management Action Plan have already been identified and included in the Regulation 17 and/or Financial Management Review action plans. With that being said, it is important that the Audit committee are provided with updated progress of the actions as identified within the CAR Management Action plan to ensure that the required items are being actioned / addressed. Full details are contained within attachment 10.2.1.3.

Outstanding items

There are a number of items that are pending completion. The majority of items are outstanding only due to the suggested timing and have not resulted in any compliance breach. Council has a number of tasks that are required in order to meet compliance and best practice. Significant delays have occurred due to the reduction of staff resources.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996 s.5 (2)(c)

Local Government (Audit) Regulations 1996 s.17

Local Government Act 1995

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That the Audit and Risk Committee;

- 1. Receives the Audit Regulation 17 and Financial Management Review Action Plan Status Report (Attachment 10.2.1.1).*
- 2. Receives the Statutory Compliance Calendar Status Report (Attachment 10.2.1.2).*

3. Receives the Compliance Audit Return Management Action Plan Status Report (Attachment 10.2.1.3).

COMMITTEE RESOLUTION:

(9/2020) Moved: Cr Stratford *Seconded: Cr Davies*

That the Audit and Risk Management Committee;

1. *Receives the Audit Regulation 17 and Financial Management Review Action Plan Status Report (Attachment 10.2.1.1).*
2. *Receives the Statutory Compliance Calendar Status Report (Attachment 10.2.1.2).*
3. *Receives the Compliance Audit Return Management Action Plan Status Report (Attachment 10.2.1.3).*

CARRIED 5/0

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12. QUESTIONS BY MEMBER OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

13. URGENT BUSINESS APPROVED BY THE PRESON PRESIDING OR BY DECISION

Nil

14. MATTERS BEHIND CLOSED DOORS

Nil

15. CLOSURE OF THE MEETING

There being no further business to discuss, the Chairperson thanked everyone for their attendance and closed the meeting at 3:26pm.





LIST OF PAYMENTS MADE FOR THE MONTH OF MAY 2020
PRESENTED AND ENDORSED AT THE ORDINARY MEETING OF COUNCIL - JUNE 2020

Ref No.	Date	Name	Description	Amount	Bank	
EFT456	06/05/2020	Blackwell Plumbing & Gas Pty Ltd	Plumbing Services	1164.00	MUNI	EFT
EFT457	06/05/2020	Perfect Computer Solutions Pty Ltd	New Laptops	6995.00	MUNI	EFT
EFT458	06/05/2020	Castle Civil	Culvert Replacement SLK 4.4 Cunderdin - Wyalkatchem Road	90497.00	MUNI	EFT
EFT459	06/05/2020	Fire & Safety Wa	Fire Fighting Protective Clothing	1558.70	MUNI	EFT
EFT460	06/05/2020	Advanced Traffic Management (WA) Pty Ltd	Hire of 2 Traffic Controllers	1901.90	MUNI	EFT
EFT461	06/05/2020	Stabilco Pty Ltd	Wyalkatachem Koorda Road Wet Mixing Works	33971.08	MUNI	EFT
EFT462	06/05/2020	Asphalt in a Bag	Asphalt in a Bag	1718.75	MUNI	EFT
EFT463	06/05/2020	Australian Taxation Office	MARCH 2020 BAS PAYMENT	15206.00	MUNI	EFT
EFT464	06/05/2020	BA & VM Brookes	Hire of Semi Water Tanker	3044.25	MUNI	EFT
EFT465	06/05/2020	Burgess Rawson	Public Toilets Water Usage 11/02/20 to 09/04/20	1139.90	MUNI	EFT
EFT466	06/05/2020	Elders	Chemical Pump	484.00	MUNI	EFT
EFT467	06/05/2020	Mayday Earthmoving	Hire of 1.7 tonne Digger	1100.00	MUNI	EFT
EFT468	06/05/2020	Petchell Mechanical	Mechanical Services	308.72	MUNI	EFT
EFT469	06/05/2020	T & E Services Pty Ltd	Medical Services April 2020	14259.70	MUNI	EFT
EFT470	06/05/2020	WA Contract Ranger Services	Ranger Services	677.87	MUNI	EFT
EFT471	06/05/2020	Wyalkatchem Tyre Service	New tyre for WM012	895.00	MUNI	EFT
EFT472	27/05/2020	Perfect Computer Solutions Pty Ltd	IT Support	170.00	MUNI	EFT
EFT473	27/05/2020	HiscoNFE Pty Ltd	Linen for Barracks and 2A Slocum St	1267.15	MUNI	EFT
EFT474	27/05/2020	Australia Post	Postage March 2020	165.57	MUNI	EFT
EFT475	27/05/2020	Avon Waste	Domestic rubbish collection March 2020	4977.50	MUNI	EFT
EFT476	27/05/2020	TOLL Australia	Freight	54.25	MUNI	EFT
EFT477	27/05/2020	ITVISION	Synergy Soft Payment Plan - April 2020	5307.50	MUNI	EFT
EFT478	27/05/2020	Landgate	Rural UV General Revaluation 2019/2020	4403.67	MUNI	EFT
EFT479	27/05/2020	Petchell Mechanical	Mechanical Services	521.28	MUNI	EFT
EFT480	27/05/2020	Shire of Mt Marshall	NEWHEALTH - provision of Health Services 31/01/20 - 29/02/20	4373.97	MUNI	EFT
EFT481	27/05/2020	WA Contract Ranger Services	Ranger Services	561.00	MUNI	EFT

LIST OF PAYMENTS MADE FOR THE MONTH OF MAY 2020
PRESENTED AND ENDORSED AT THE ORDINARY MEETING OF COUNCIL - JUNE 2020

Ref No.	Date	Name	Description	Amount	Bank	
EFT482	27/05/2020	WA Local Government Association	Training	1045.00	MUNI	EFT
EFT483	27/05/2020	Webarena	Website Hosting - 16/05/20 to 15/08/20	132.00	MUNI	EFT
EFT484	27/05/2020	Wheatbelt Office & Business Machines	black and white and colour copies 11/02/20 - 03/04/20	1135.80	MUNI	EFT
EFT485	27/05/2020	Wyalkatchem Community Resource Centre	Monthly contribution April 2020	2388.00	MUNI	EFT
DD981.1	01/05/2020	Synergy	Electrcity Charges - Terminal Building	81.55	MUNI	DD
DD983.1	01/05/2020	Westnet	Email Hosting	104.25	MUNI	DD
DD985.1	01/05/2020	Crisp Wireless	Internet Subscriptions	526.90	MUNI	DD
DD987.1	11/05/2020	Telstra	Phone Charges	518.97	MUNI	DD
DD989.1	05/05/2020	Water Corporation.	Water Charges - Korrelocking Hall	108.68	MUNI	DD
DD991.1	05/05/2020	Water Corporation.	Water Charges - Barracks	591.10	MUNI	DD
DD993.1	05/05/2020	Water Corporation.	Water Charges - Admin / Admin Gardens	824.83	MUNI	DD
DD995.1	05/05/2020	Water Corporation.	Water Charges - Tennis Club	979.07	MUNI	DD
DD997.1	05/05/2020	Water Corporation.	Water Charges - Town Hall	1012.40	MUNI	DD
DD999.1	05/05/2020	Water Corporation.	Water Charges - Admin Park	1347.84	MUNI	DD
DD1001.1	05/05/2020	Water Corporation.	Water Charges - Wilson Street Standpipe	1885.42	MUNI	DD
DD1003.1	05/05/2020	Water Corporation.	Water Charges - Rec Centre Oval	3161.40	MUNI	DD
DD1005.1	05/05/2020	Water Corporation.	Water Charges - Swimming Pool	6365.25	MUNI	DD
DD1008.1	17/05/2020	Foxtel	Foxtel Subscription	154.00	MUNI	DD
DD1010.1	21/05/2020	BP Australia Pty Ltd	Fuel Supplies	71.16	MUNI	DD
DD1012.1	21/05/2020	Telstra	Mobile Phone Charges	116.60	MUNI	DD
DD1014.1	25/05/2020	Synergy	Electricity Charges - Street Lighting	2507.57	MUNI	DD
DD1016.1	29/05/2020	Fuji Xerox	Photocopier Lease	317.02	MUNI	DD
DD1018.1	04/05/2020	NAB	Internation Transfer Fee	1049.55	MUNI	DD
DD1018.2	04/05/2020	Officeworks	Zip Wallets	210.65	MUNI	DD
JNL	12/05/2020	Payroll	Fortnightly Payroll Payments	24386.20	MUNI	JNL
JNL	26/05/2020	Payroll	Fortnightly Payroll Payments	23083.36	MUNI	JNL

\$246,442.13

**LIST OF PAYMENTS MADE FOR THE MONTH OF MAY 2020
PRESENTED AND ENDORSED AT THE ORDINARY MEETING OF COUNCIL - JUNE 2020**

Ref No.	Date	Name	Description	Amount	Bank
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MUNICIPAL ACCOUNT PAYMENTS	\$246,442.13
TRUST ACCOUNT PAYMENTS	\$ -
<u>\$246,442.13</u>	





Statement for
NAB Business Visa

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

WYALKATCHEM SHIRE
 27 FLINT STREET
 WYALKATCHEM WA 6485

Statement Period	28 March 2020 to 28 April 2020
Company Account No:	4557 0498 0000 4281
Facility Limit:	\$13,000

Your Account Summary

Balance from previous statement	\$174.14 DR
Payments and other credits	\$174.14 CR
Purchases, cash advances and other debits	\$1,244.27 DR
Interest and other charges	\$15.93 DR
Closing Balance	\$1,260.20 DR

YOUR DIRECT DEBIT PAYMENT OF \$1,260.20 WILL BE
 CHARGED TO ACCOUNT 000086977- 0000508383313 ON
 04/05/2020 AS PER OUR AGREEMENT.

Transaction record for: Billing account

Date	Amount A\$	Details	Reference
2 Apr 2020	\$174.14 CR	DIRECT DEBIT PAYMENT	74557040092
7 Apr 2020	\$6.93	NAB INTNL TRAN FEE - (SC)	74557040098
Total for this Period:	\$167.21 CR		



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



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



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

Cardholder summary

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

Cardholder account	Cardholder name	Credit limit	Payments and other credits (A)	Purchases and cash advances (B)	Interest and other charges (C)	Net Totals (B + C - A)
4557-0455-3793-8668	MISS TARYN LEANNE DA	\$13,000	\$0.00	\$1,244.27	\$9.00	\$1,253.27
4557-0498-0000-4281	BILLING ACCOUNT	\$0	\$174.14 CR	\$0.00	\$6.93 DR	\$167.21 CR
			\$174.14 CR	\$1,244.27 DR	\$15.93 DR	\$1,086.06 DR

Transaction type

Purchase

Annual percentage rate

0.000%

Daily percentage rate

0.00000%



Statement for
NAB Business Visa

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

Cardholder Details

Cardholder Name: MISS TARYN LEANNE DAYMAN
Account No: 4557 0455 3793 8668
Statement Period: 28 March 2020 to 28 April 2020
Cardholder Limit: \$13,000

Transaction record for: MISS TARYN LEANNE DAYMAN

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
2 Apr 2020	\$163.41	BRISKLEEN SUPPLIES P MALAGA					74940520092
7 Apr 2020	\$230.89	ZOOM.AUD 8887999666 CA					24493980098
8 Apr 2020	\$210.65	OFWKS ONLINE BENTLEIGH 03					74363960099
14 Apr 2020	\$639.32	BRISKLEEN SUPPLIES P MALAGA					74940520100
28 Apr 2020	\$9.00	CARD FEE					74557040119
Total for this period	\$1,253.27		Totals				

Employee declaration

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

Cardholder signature: _____ Date: _____



SHIRE OF WYALKATCHEM
NAB BUSINESS VISA
PAYMENTS OF ACCOUNTS BY CREDIT CARD
FOR THE STATEMENT PERIOD: 28 MARCH 2020 TO 28 APRIL 2020

DATE	PAYEE	DESCRIPTION	AMOUNT
CARD NUMBER 4557-XXXX-XXXX-8668			
2/04/2020	Briskleen Supplies	Cleaning supplies - COVID-19	\$ 163.41
7/04/2020	Zoom	Zoom membership subscription	\$ 230.89
8/04/2020	Officeworks	Folders for mail and documents - COVID-19	\$ 210.65
14/04/2020	Briskleen Supplies	Cleaning supplies - COVID-19	\$ 639.32
28/04/2020	NAB	Card fee	\$ 9.00
TOTAL CREDIT CARD PAYMENTS			<u>\$ 1,253.27</u>

I, Sheldon Cox, Finance & Administration Officer, have reviewed the credit card payments and confirm that from the descriptions on the documentation provide that;

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

Sheldon Cox

A handwritten signature of Sheldon Cox in black ink.

09/06/20

NEXT A large green arrow pointing to the right, with the word "NEXT" written in black capital letters inside it.



SHIRE OF WYALKATCHEM

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 May 2020

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MAY 2020**

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 11 June 2020

Prepared by: Taryn Dayman

Reviewed by: Taryn Dayman

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

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 13.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

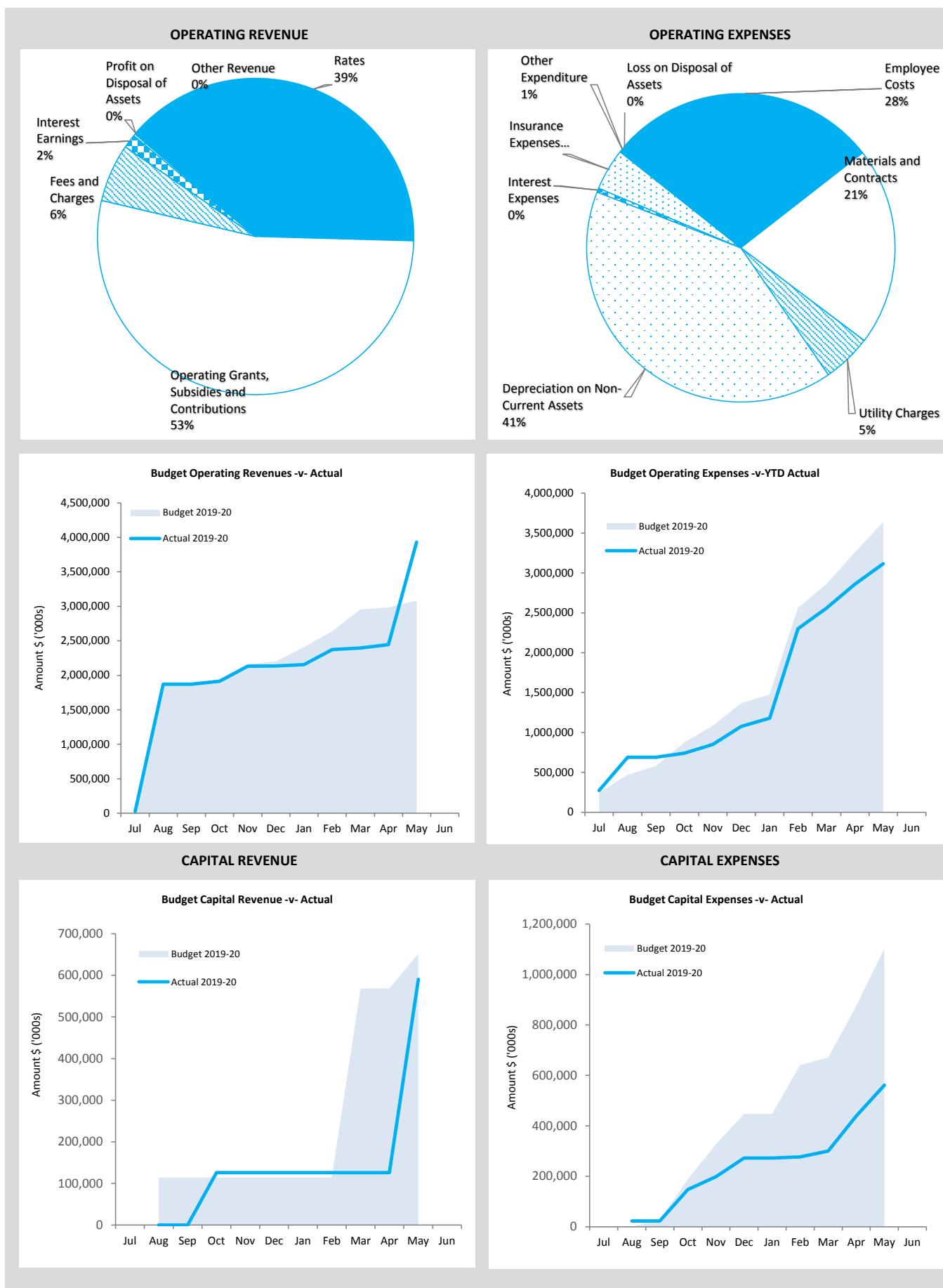
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MAY 2020**

SUMMARY GRAPHS



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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MAY 2020**

STATUTORY REPORTING PROGRAMS

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

ACTIVITIES

GOVERNANCE

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

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

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services

Rates, general purpose government grants and interest revenue

LAW, ORDER, PUBLIC SAFETY

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

Supervision and enforcement of various Acts, regulations and by-laws relating to fire prevention, animal control and other aspects of public safety including emergency services

HEALTH

To provide an operational framework for environmental and community health

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

EDUCATION AND WELFARE

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

Maintenance and support of child minding and playgroup centres, senior citizen and aged care facilities. Provision and maintenance of home care programs and youth services

HOUSING

To provide and maintain staff and rental housing

Provision and maintenance of staff, community and joint venture housing

COMMUNITY AMENITIES

To provide services required by the community

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

RECREATION AND CULTURE

To establish and effectively manage infrastructure and resource which will help the social well

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

TRANSPORT

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

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

ECONOMIC SERVICES

To help promote the shire and its economic wellbeing.

Tourism and area promotion of the district. Provision of rural services including weed control, vermin control and standpipes. Building control.

OTHER PROPERTY AND SERVICES

To monitor and control council's overhead operating accounts

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

STATUTORY REPORTING PROGRAMS

	Ref Note	Budget Review	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening Funding Surplus / (Deficit)	1(c)	54,881	56,861	56,861	54,881	\$ (1,980)	(3.48%)	
Revenue from operating activities								
General Purpose Funding - Rates	6	1,296,118	1,314,255	1,314,255	1,304,516	(9,739)	(0.74%)	
General Purpose Funding - Other		852,867	895,426	677,389	1,676,243	998,854	147.46%	▲
Law, Order and Public Safety		29,035	29,035	29,005	29,080	75	0.26%	
Health		42,146	42,146	31,610	20,786	(10,824)	(34.24%)	▼
Housing		86,397	84,753	76,207	69,423	(6,784)	(8.90%)	
Community Amenities		118,413	113,513	112,104	111,181	(923)	(0.82%)	
Recreation and Culture		23,692	19,045	102,177	5,104	(97,073)	(95.00%)	▼
Transport		109,546	109,546	26,214	69,322	43,108	164.45%	▲
Economic Services		21,200	21,200	19,517	15,585	(3,932)	(20.15%)	
Other Property and Services		51,889	47,568	43,143	39,380	(3,763)	(8.72%)	
		2,631,303	2,676,487	2,431,621	3,340,620	908,999		
Expenditure from operating activities								
Governance		(475,593)	(489,211)	(425,776)	(317,804)	(107,972)	(33.97%)	▼
General Purpose Funding		(76,572)	(76,572)	(68,888)	(49,959)	(18,929)	(37.89%)	▼
Law, Order and Public Safety		(83,718)	(83,423)	(77,208)	(63,999)	(13,209)	(20.64%)	▼
Health		(270,205)	(270,205)	(236,031)	(197,139)	(38,892)	(19.73%)	▼
Education and Welfare		(56,566)	(56,566)	(47,829)	(47,698)	(131)	(0.27%)	
Housing		(166,951)	(166,951)	(125,144)	(105,386)	(19,758)	(18.75%)	▼
Community Amenities		(242,790)	(236,789)	(210,535)	(143,335)	(67,200)	(46.88%)	▼
Recreation and Culture		(923,371)	(925,526)	(866,093)	(735,166)	(130,927)	(17.81%)	▼
Transport		(1,554,506)	(1,574,506)	(1,255,664)	(1,271,562)	15,898	1.25%	
Economic Services		(260,754)	(257,858)	(236,382)	(196,678)	(39,704)	(20.19%)	▼
Other Property and Services		(37,142)	(81,608)	(89,767)	11,501	(101,268)	880.51%	
		(4,148,168)	(4,219,215)	(3,639,317)	(3,117,225)	522,092		
Non-cash amounts excluded from operating activities	1(a)	1,376,295	1,376,295	1,147,178	1,256,157	108,979	9.50%	
Amount attributable to operating activities		(140,570)	(166,433)	(60,518)	1,479,552	1,540,070		
Investing Activities								
Proceeds from non-operating grants, subsidies and contributions	12(b)	1,062,981	994,966	651,966	590,489	(61,477)	(9.43%)	
Proceeds from disposal of assets	7	38,410	35,000	35,000	13,409	(21,591)	(61.69%)	▼
Purchase of property, plant and equipment	8	(1,757,633)	(1,634,315)	(1,103,482)	(560,915)	542,567	49.17%	▲
Amount attributable to investing activities		(656,242)	(604,349)	(416,516)	42,984	459,500		
Financing Activities								
Transfer from Reserves	10	1,068,830	1,069,629	1,061,629	800,928	(260,701)	(24.56%)	▼
Repayment of Debentures	9	(42,365)	(42,365)	(42,365)	(42,365)	0	0.00%	
Transfer to Reserves	10	(284,534)	(313,343)	(261,021)	(33,961)	227,060	(86.99%)	
Amount attributable to financing activities		741,931	713,921	758,242	724,602	(33,640)		
Closing Funding Surplus / (Deficit)	1(c)	(0)	(0)	338,069	2,302,019			

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an threshold. Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2019-20 year is \$10,000 or 10.00% whichever is the greater.

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MAY 2020**

NATURE OR TYPE DESCRIPTIONS

REVENUE

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 and service charges.

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 as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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 State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

BY NATURE OR TYPE

	Ref Note	Budget Review	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	54,881	56,861	56,861	54,881	(1,980)	(3.48%)	
Revenue from operating activities								
Rates	6	1,296,118	1,314,255	1,314,255	1,304,516	(9,739)	(0.74%)	
Operating grants, subsidies and contributions	12(a)	1,024,399	1,032,702	831,384	1,778,054	946,670	113.87%	▲
Fees and charges		258,466	251,805	227,263	198,167	(29,096)	(12.80%)	
Interest earnings		48,465	77,274	58,269	46,887	(11,382)	(19.53%)	
Other revenue		3,405	0	0	7,056	7,056	0.00%	
Profit on disposal of assets	7	450	450	450	5,939	5,489	1219.78%	
		2,631,303	2,676,486	2,431,621	3,340,619	908,998		▲
Expenditure from operating activities								
Employee costs		(1,047,549)	(1,110,401)	(1,017,868)	(874,766)	143,102	14.06%	▲
Materials and contracts		(1,477,372)	(1,469,672)	(1,179,830)	(648,765)	531,065	45.01%	▲
Utility charges		(160,513)	(160,513)	(140,514)	(160,148)	(19,634)	(13.97%)	
Depreciation on non-current assets		(1,374,705)	(1,374,705)	(1,145,588)	(1,262,096)	(116,508)	(10.17%)	
Interest expenses		(13,129)	(13,129)	(13,473)	(13,473)	0	0.00%	
Insurance expenses		(132,448)	(140,004)	(140,004)	(136,365)	3,639	2.60%	
Other expenditure		59,588	51,250	0	(21,611)	(21,611)	0.00%	▼
Loss on disposal of assets	7	(2,040)	(2,040)	(2,040)	0	2,040	100.00%	
		(4,148,168)	(4,219,214)	(3,639,317)	(3,117,224)	522,093		▲
Non-cash amounts excluded from operating activities	1(a)	1,376,295	1,376,295	1,147,178	1,256,157	108,979	9.50%	▲
Amount attributable to operating activities		(140,570)	(166,433)	(60,518)	1,479,552	1,540,070		▲
Investing activities								
Non-operating grants, subsidies and contributions	12(b)	1,062,981	994,966	651,966	590,489	(61,477)	(9.43%)	
Proceeds from disposal of assets	7	38,410	35,000	35,000	13,409	(21,591)	(61.69%)	
Payments for property, plant and equipment	8	(1,757,633)	(1,634,315)	(1,103,482)	(560,915)	542,567	(49.17%)	▲
Amount attributable to investing activities		(656,242)	(604,349)	(416,516)	42,984	459,500		▲
Financing Activities								
Transfer from reserves	10	1,068,830	1,069,629	1,061,629	800,928	(260,701)	(24.56%)	
Repayment of debentures	9	(42,365)	(42,365)	(42,365)	(42,365)	0	0.00%	
Transfer to reserves	10	(284,534)	(313,343)	(261,021)	(33,961)	227,060	(86.99%)	▲
Amount attributable to financing activities		741,931	713,921	758,242	724,602	(33,640)		
Closing Funding Surplus / (Deficit)	1(c)	(0)	(0)	338,069	2,302,019			

KEY INFORMATION

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

Refer to Note 15 for an explanation of the reasons for the variance.

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

(a) Non-cash items excluded from operating activities

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

Notes	Budget Review	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
	\$	\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	(450)	(450)	(450)	(5,939)
Add: Loss on asset disposals	2,040	2,040	2,040	0
Add: Depreciation on assets	1,374,705	1,374,705	1,145,588	1,262,096
Total non-cash items excluded from operating activities	1,376,295	1,376,295	1,147,178	1,256,157

(b) Adjustments to net current assets in the Statement of Financial Activity

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

	Last Year Closing 30 Jun 2019	This Year Opening 01 Jul 2019	This Year Opening 01 Jul 2019	This Time Last Year 31 May 2019	Year to Date 31 May 2020
Adjustments to net current assets					
Less: Reserves - restricted cash	10 (3,185,729)	(3,185,729)	(3,185,729)	(2,009,914)	(2,418,762)
Add: Borrowings	9 42,365	42,365	42,365	42,365	0
Add: Provisions - employee	11 90,155	90,155	90,155	(65,952)	90,155
Add: Other	(90,155)	(90,155)	(90,155)	(49,891)	(90,155)
Total adjustments to net current assets	(3,143,364)	(3,143,364)	(3,143,364)	(2,083,392)	(2,418,762)

(c) Net current assets used in the Statement of Financial Activity

Current assets					
Cash and cash equivalents	2 3,447,450	3,447,450	3,447,450	3,023,376	4,614,299
Rates receivables	3 18,796	18,796	18,796	25,434	72,488
Receivables	3 41,473	41,473	41,473	77,148	215,255
Other current assets	4 1,878	1,878	1,878	130,483	(1,245)
Less: Current liabilities					
Payables	5 (178,832)	(178,832)	(178,832)	(1,478)	(90,164)
Borrowings	9 (42,365)	(42,365)	(42,365)	(42,365)	0
Provisions	11 (90,155)	(90,155)	(90,155)	(49,892)	(90,155)
Less: Total adjustments to net current assets	1(c) (3,143,364)	(3,143,364)	(3,143,364)	(2,083,392)	(2,418,762)
Closing Funding Surplus / (Deficit)					
	54,881	54,881	54,881	1,079,313	2,301,716

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Petty Cash and Floats	Cash and cash equivalents	400	0	0	400		Nil	On Hand
Municipal Bank Account	Cash and cash equivalents	2,195,138	0	0	1,445,971	Bank	Variable	Cheque Acc.
Trust Fund Cash at bank	Cash and cash equivalents	0	0	6,513	6,513	Bank	Variable	Cheque Acc.
SOW Term Deposit 1 - TD	Cash and cash equivalents	0	2,418,761	0	2,418,761	Bank	1.85%	16/06/2020
Total		2,195,538	2,418,761	6,513	3,871,645			
Comprising								
Cash and cash equivalents		2,195,538	2,418,761	6,513	3,871,645			
Financial assets at amortised cost		0	0	0	0			
		2,195,538	2,418,761	6,513	3,871,645			

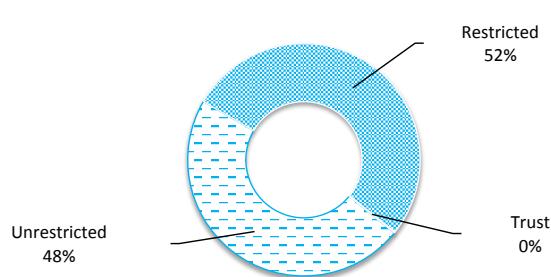
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

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

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



Total Cash	Unrestricted
\$3.87 M	\$2.2 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

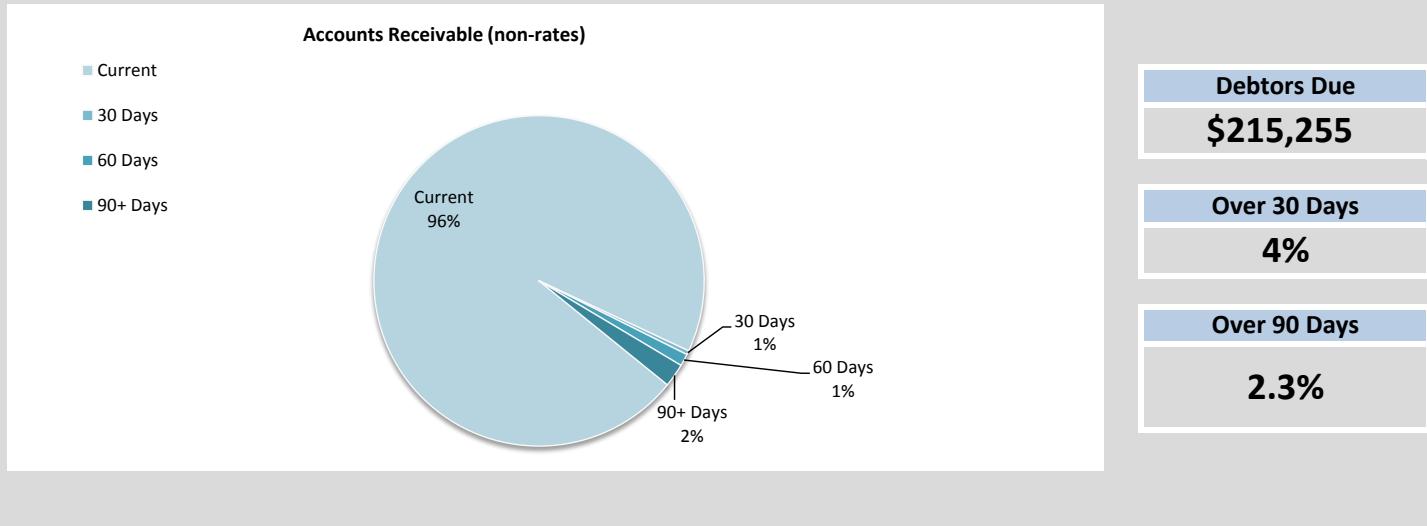
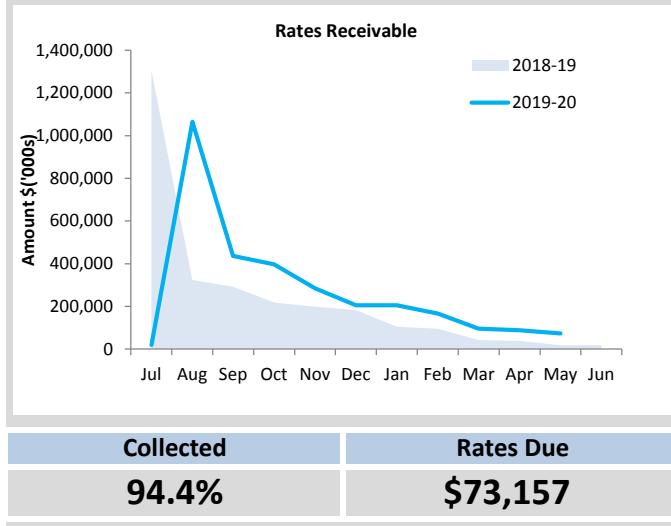
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates Receivable	30 June 2019	31 May 20
	\$ 123,161	\$ 18,796
Opening Arrears Previous Years	123,161	18,796
Levied this year	0	1,296,093
Less - Collections to date	(104,365)	(1,241,732)
Equals Current Outstanding	18,796	73,157
Net Rates Collectable	18,796	73,157
% Collected	84.7%	94.4%

Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
Receivables - General	\$ (3,248)	\$ 162,354	\$ 673	\$ 2,001	\$ 3,863	\$ 165,643
Percentage	-2%	98%	0.4%	1.2%	2.3%	
Balance per Trial Balance						
Sundry receivable		162,683	1,501	2,001	2,047	168,232
GST receivable		36,533				36,533
Excess Rates Receipts		2,313	964	1,650	5,563	10,490
Other Rate & Services receivable						0
Total Receivables General Outstanding						215,255

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

Other Current Assets	1 July 2019	Opening	Asset	Asset	Closing Balance 31 May 20
		Balance	Increase	Reduction	
Inventory		\$	\$	\$	\$
Inventories Fuel	716		(55,299)	53,614	(2,401)
Inventories Road Materials	1,156		0	0	1,156
Total Other Current assets					(1,245)

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

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

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

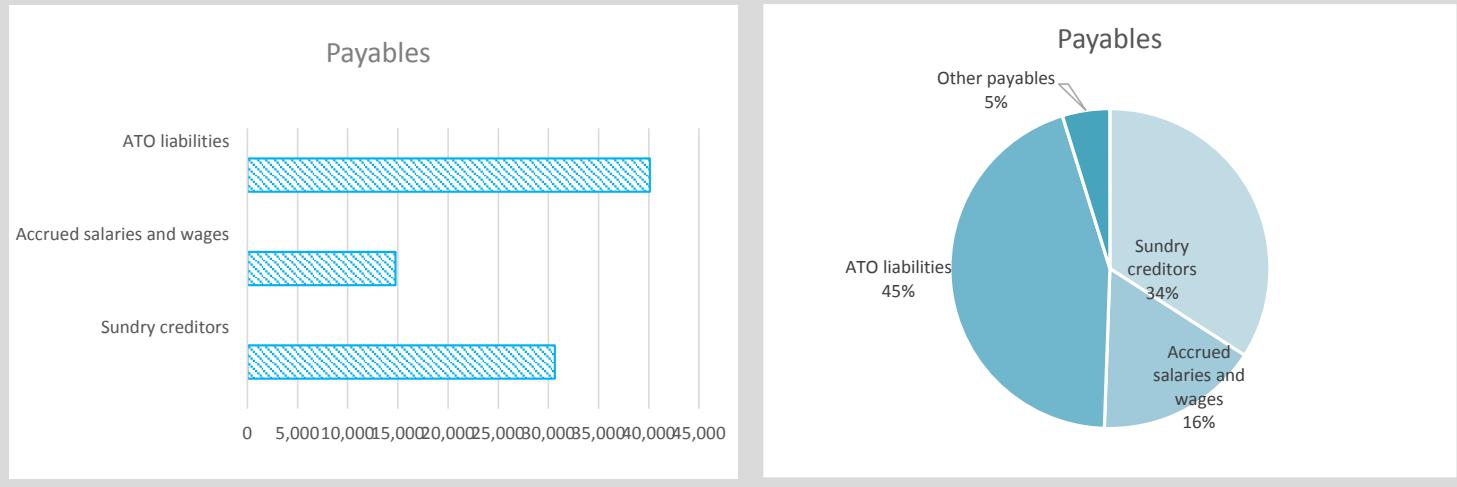
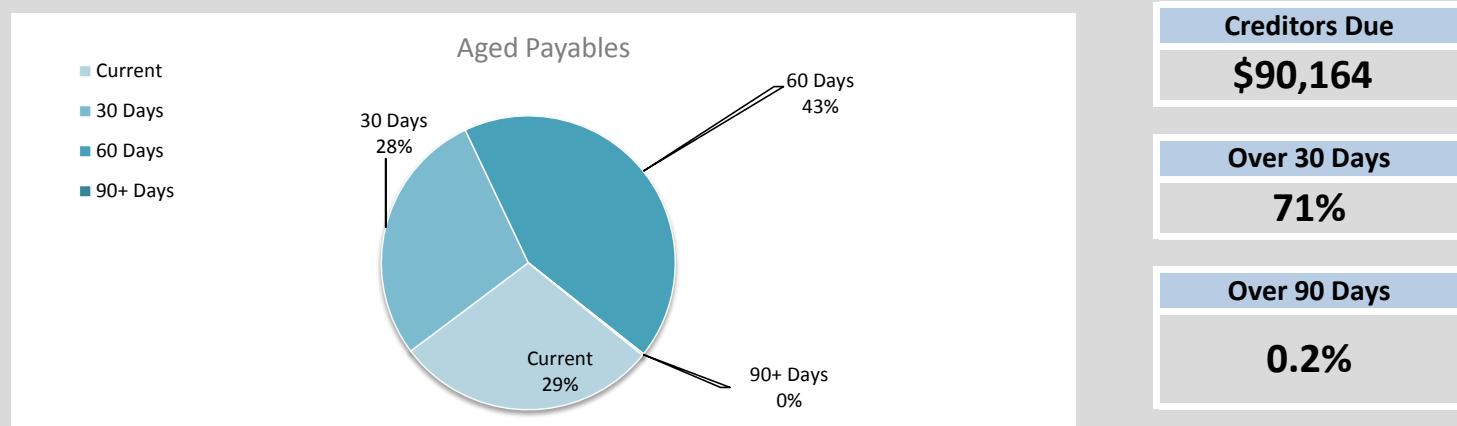
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

OPERATING ACTIVITIES
NOTE 5
Payables

Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General	0	8,858	8,639	13,082	56	30,636
Percentage	0%	28.9%	28.2%	42.7%	0.2%	
Balance per Trial Balance						
Sundry creditors		8,858	8,639	13,082	56	30,636
Accrued salaries and wages					14,763	14,763
ATO liabilities		19,164				40,098
Other payables		128			4,184	4,312
Total Payables General Outstanding						90,164

KEY INFORMATION

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



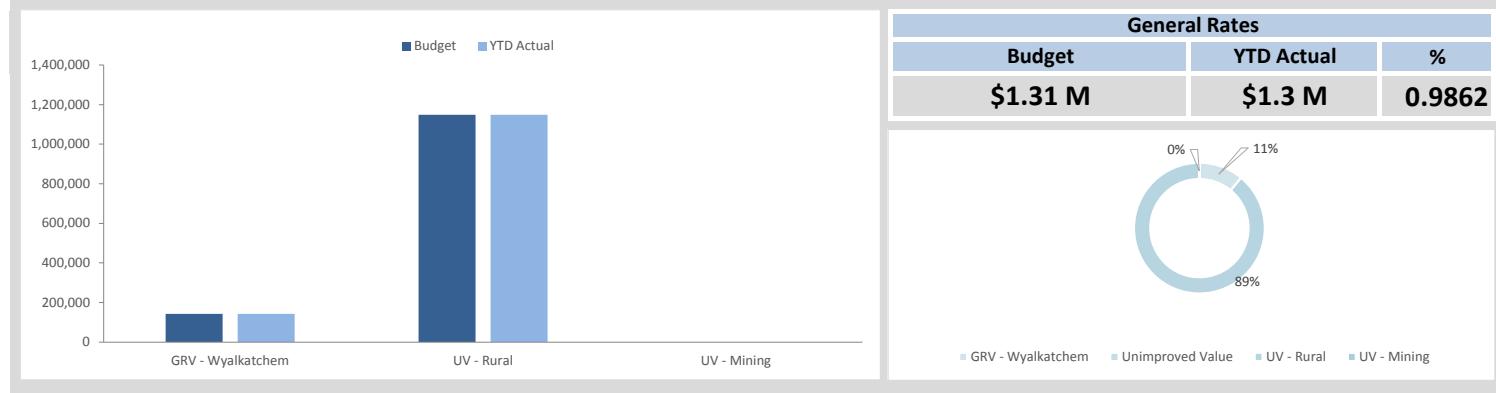
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

General Rate Revenue	Budget							YTD Actual				
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Budget Review	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE												
Differential General Rate												
Gross Rental Value												
GRV - Wyalkatchem	0.10504	195	1,352,478	142,064	0	0	142,064	142,064	142,064	0	0	142,064
Unimproved Value												
UV - Rural	0.01642	212	69,942,500	1,148,666	0	0	1,148,666	1,148,265	1,148,666	0	0	1,148,666
UV - Mining	0.01642	0	0	0	0	0	0	0	0	0	0	0
Sub-Total		407	71,294,978	1,290,730	0	0	1,290,730	1,290,329	1,290,730	0	0	1,290,730
Minimum Payment												
Minimum \$												
Gross Rental Value												
GRV - Wyalkatchem	495	56	81,562	27,720	0	0	27,720	27,720	27,720	0	0	27,720
Unimproved Value												
UV - Rural	550	16	285,900	8,800	0	0	8,800	8,800	8,800	(25)	0	8,775
UV - Mining	550	10	18,306	5,500	0	0	5,500	5,500	5,500	(401)	0	5,099
Sub-Total		82	385,768	42,020	0	0	42,020	42,020	42,020	(426)	0	41,594
Discount							(18,495)	(35,736)	(495)			(35,736)
Concession							0	0	0			(495)
Amount from General Rates							1,314,255	1,296,118				1,296,093
Total General Rates							1,314,255	1,296,118				1,296,093

KEY INFORMATION

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.

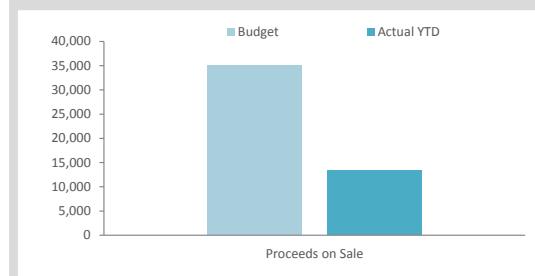


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset Description	Budget				Budget Review				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment												
	Other property and services												
CEO Vehicle	27,040	25,000	0	(2,040)	27,040	25,000	0	(2,040)	0	0	0	0	0
LH Town Utility - WM027	9,550	10,000	450	0	9,550	13,410	3,860	0	7,470	13,409	5,939	0	0
		36,590	35,000	450	(2,040)	36,590	38,410	3,860	(2,040)	7,470	13,409	5,939	0

KEY INFORMATION



Proceeds on Sale			
Annual Budget	Budget Review	YTD Actual	%
\$35,000	\$38,410	\$13,409	38%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

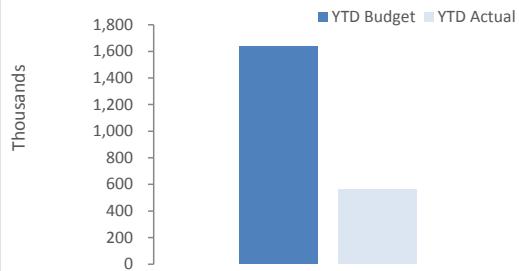
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital Acquisitions	Adopted					YTD Actual Variance	YTD Actual Variance
	Budget Review	Budget	YTD Budget	YTD Actual			
Buildings - non-specialised	\$ 12,576	\$ 7,000	\$ 7,000	\$ 5,576	\$ (1,424)	20.34%	
Furniture and equipment	0	7,000	7,000	0	(7,000)	100.00%	
Plant and equipment	108,000	128,000	128,000	40,035	(87,965)	68.72%	
Infrastructure - Roads	853,873	792,774	853,873	513,803	(340,070)	39.83%	
Infrastructure - Footpaths	7,609	7,609	7,609	0	(7,609)	100.00%	
Infrastructure - Other	775,575	691,933	100,000	1,500	(98,500)	98.50%	
Capital Expenditure Totals	1,757,633	1,634,315	1,103,482	560,915	(542,567)		
Capital Acquisitions Funded By:							
Capital grants and contributions	\$ 1,062,981	\$ 994,966	\$ 651,966	\$ 590,489	\$ (61,477)		
Other (Disposals & C/Fwd)	38,410	35,000	35,000	13,409	(21,591)		
Cash Backed Reserves							
Building Reserve	50,000	50,000		0	0		
Community Health Reserve	28,000	28,000		0	0		
Community Development Reserve	50,000	50,000		0	0		
Sport & Recreation Reserve	134,000	134,000		0	0		
Unspent Grant Reserve	801,830	802,629	800,928	800,928	0		
Government Joint Venture Reserve	5,000	5,000		0	0		
Contribution - operations	(1,270,217)	(465,280)	(384,412)	(843,912)	(459,500)		
Capital Funding Total	1,757,633	1,634,315	1,103,482	560,915	(542,567)		

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

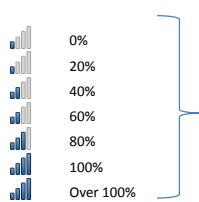
KEY INFORMATION



Acquisitions	Budget Review	Annual Budget	YTD Actual	% Spent
	\$1.76 M	\$1.63 M	\$.56 M	34%
Capital Grant	Budget Review	Annual Budget	YTD Actual	% Received
	\$1.06 M	\$.99 M	\$.59 M	59%

Capital Expenditure Total

Level of Completion Indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

% of
Completion

Level of completion indicator, please see table at the end of this note for further detail.

Adopted

	Account Description	Budget Review	Adopted			
			Budget	YTD Budget	YTD Actual	Variance (Under)/Over
0%	Infrastructure - Other	Water Management Project	101,933	101,933	0	0
	Infrastructure - Other	Tennis Court Redevelopment	583,642	500,000	100,000	1,500 (98,500)
	Buildings - non-specialised	Oval P&G Storage	7,000	7,000	7,000	0 (7,000)
	Buildings - non-specialised	Railway Barracks	5,576	0	0	5,576 5,576
118% █	Infrastructure - Roads	R2R - Hobden Road	149,409	126,223	149,409	149,407 (2)
66%	Infrastructure - Roads	R2R Martin Road Floodyway	79,160	79,160	79,160	52,329 (26,831)
18%	Infrastructure - Roads	Tammin-Wyalkatchem Road	117,400	117,400	117,400	21,716 (95,684)
1%	Infrastructure - Roads	RRG-Cunderdin-Wyalkatchem Road	15,469	318,701	318,701	3,186 (315,515)
	Infrastructure - Roads	RRG-Wyalkatchem-Koorda Road	303,232	0	0	117,086 117,086
111% █	Infrastructure - Roads	R2R-Cunderdin Rd	88,115	75,854	88,115	84,314 (3,801)
9%	Infrastructure - Roads	CRC Carpark Reseal	16,872	16,872	16,872	1,548 (15,324)
144% █	Infrastructure - Roads	Deiperres Road	84,216	58,564	84,216	84,216 0
	Infrastructure - Footpaths	Pathway Solar Lights	7,609	7,609	7,609	0 (7,609)
	Infrastructure - Other	Main Street Redevelopment	90,000	90,000	0	0 0
	Furniture and equipment	Admin Phone Upgrade	0	7,000	7,000	0 (7,000)
	Plant and equipment	CEO Vehicle	65,000	65,000	65,000	0 (65,000)
100%	Plant and equipment	LH Town Utility	40,000	40,000	40,000	40,035 35
	Plant and equipment	Plant Trailer	0	20,000	20,000	0 (20,000)
	Plant and equipment	Town Trailer	3,000	3,000	3,000	0 (3,000)
34%	Grand Total		1,757,633	1,634,315	1,103,482	560,915 (542,567)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

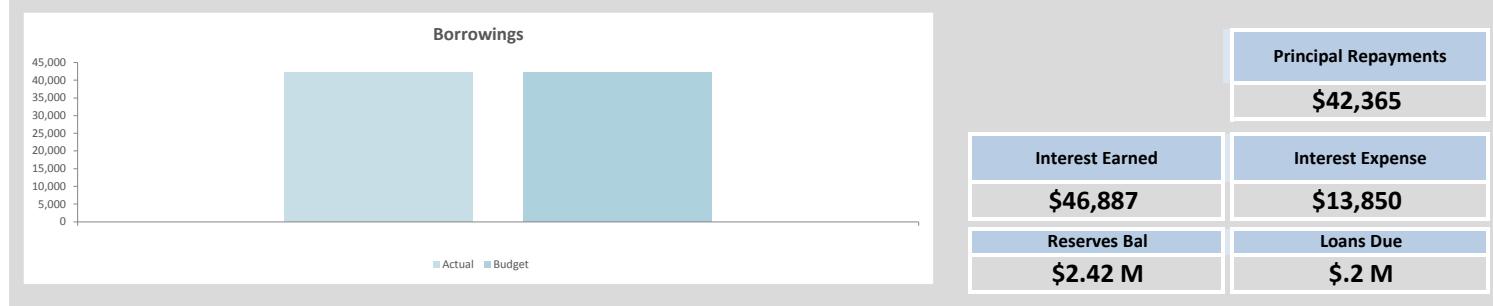
Repayments - Borrowings

Particulars	1 July 2019	New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
		Actual	Budget	Actual	Review	Budget	Actual	Review	Budget	Actual	Review	Budget	
Housing				\$	\$	\$	\$	\$	\$	\$	\$	\$	
Loan 68 - 43/45 Wilson	127,022				22,083	22,083	22,083	104,939	104,939	104,939	8,382	8,382	8,382
Economic services					20,282	20,282	20,282	90,628	90,628	90,628	5,468	4,747	4,747
Loan 73 - CRC Building	110,910				42,365	42,365	42,365	195,568	286,196	195,568	13,850	13,129	13,129
Total	237,932	0	0		42,365	42,365	42,365	195,568	286,196	195,568	13,850	13,129	13,129
Current borrowings	42,365							0					
Non-current borrowings	195,567							195,568					
	237,932							195,568					

All debenture repayments were financed by general purpose revenue.

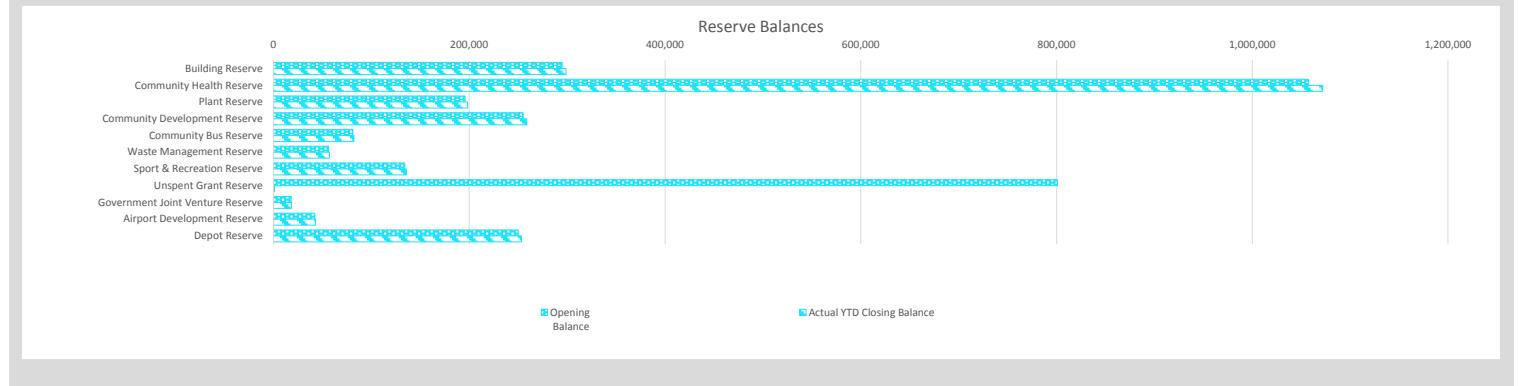
KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Cash Backed Reserve													
Reserve Name	Opening Balance	Budget Review Interest Earned	Budget Interest Earned	Actual Interest Earned	Budget Review Transfers In (+)	Budget Transfers In (+)	Actual Transfers In (+)	Budget Review Transfers Out (-)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Review Closing Balance	Budget Closing Balance	Actual YTD Closing Balance
Building Reserve	\$ 294,814	\$ 4,646	\$ 7,749	\$ 4,087	0	0	0	\$ (50,000)	\$ (50,000)	0	\$ 249,460	\$ 252,563	\$ 298,901
Community Health Reserve	1,057,222	16,856	28,782	14,656	0	0	0	(28,000)	(28,000)	0	1,046,078	1,058,004	1,071,878
Plant Reserve	195,636	3,124	5,349	2,712	7,138	7,138	0	0	0	0	205,898	208,123	198,348
Community Development Reserve	255,207	4,718	7,541	3,538	69,931	69,931	0	(50,000)	(50,000)	0	279,856	282,679	258,745
Community Bus Reserve	81,003	1,293	2,215	1,123	8,000	8,000	0	0	0	0	90,296	91,218	82,126
Waste Management Reserve	56,435	1,002	1,668	782	10,000	10,000	0	0	0	0	67,437	68,103	57,217
Sport & Recreation Reserve	134,026	1,975	1,989	1,858	0	0	0	(134,000)	(134,000)	0	2,001	2,015	135,884
Unspent Grant Reserve	800,928	902	1,701	900	0	0	0	(801,830)	(802,629)	(800,928)	(0)	(0)	900
Government Joint Venture Reserve	18,148	284	465	252	0	0	0	(5,000)	(5,000)	0	13,432	13,613	18,400
Airport Development Reserve	42,310	676	1,157	587	0	0	0	0	0	0	42,986	43,467	42,897
Depot Reserve	250,000	3,992	9,658	3,466	150,000	150,000	0	0	0	0	403,992	409,658	253,466
	3,185,729	39,465	68,274	33,961	245,069	245,069	0	(1,068,830)	(1,069,629)	(1,069,629)	(800,928)	2,401,433	2,429,443

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

Other Current Liabilities	Note	Opening Balance 1 July 2019	Liability	Liability	Closing Balance 31 May 20
			Increase	Reduction	
Provisions					
Annual leave		43,621	0	0	43,621
Contract Liabilities					
Lease liability		0			0

A breakdown of contract liabilities and associated movements is provided on the following pages at 11(a) and 11(b)

KEY INFORMATION

PROVISIONS

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

EMPLOYEE BENEFITS

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

NOTE 12(a)

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability					Unspent Operating Grants, Subsidies and Contributions Revenue						
	Liability 1-Jul	Increase in Liability	Liability (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Review Revenue	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies												
General purpose funding												
Financial Assistance Grant - General	552,419			552,419		577,255	552,419	414,314	552,419	552,419	1,157,525	
Financial Assistance Grant - Roads	248,509			248,509		209,807	248,509	186,382	248,509	248,509	469,993	
Law, order, public safety												
ESL- Bushfire Brigade - Operating Grant	8,831			8,831		23,280	23,280	23,280	23,280	23,280	23,280	
Recreation and culture												
Wylie Fair Grants	0					13,000	13,000	13,000	13,000	13,000	0	
Transport												
Roads Direct Grant	0					108,046	108,046	108,046	108,046	108,046	67,711	
	809,759	0	0	809,759	0	931,388	945,254	745,022	945,254	0	945,254	1,718,509
Operating Contributions												
General purpose funding												
Reimbursement of Debt Collection Costs	0					3,500	3,500	2,500	3,500	3,500	0	
Law, order, public safety												
ESL- Bushfire Brigade - Admin Fee	0					4,000	4,000	4,000	4,000	4,000	4,000	
Health												
Medical Services Contribution	0					42,146	42,146	31,610	42,146	42,146	20,786	
Recreation and culture												
Swimming Pool Reimbursement	0					200	200	200	200	200	73	
Transport												
Light Subsidy	0					1,000	1,000	1,000	1,000	1,000	0	
Other property and services						1,300	1,300	13,000	1,300	1,300	0	
Admin - Records training Reimbursement	0					1,500	1,500	1,500	1,500	1,500	1,611	
	0	0	0	0	0	5,471	5,471	5,471	5,471	5,471	5,537	
Diesel Fuel Rebate Income						15,000	15,000	13,750	15,000	15,000	3,275	
Parental Leave Reimbursement						13,331	13,331	13,331	13,331	13,331	12,165	
	0	0	0	0	0	87,448	87,448	86,362	87,448	87,448	47,446	
TOTALS	809,759	0	0	809,759	0	1,018,836	1,032,702	831,384	1,032,702	0	1,032,702	1,765,955

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

NOTE 12(b)

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability					Non Operating Grants, Subsidies and Contributions Revenue						
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Budget Review Revenue	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Grants and Subsidies												
Community amenities						68,000	68,000	0	68,000	68,000	0	
Community Water Supply Funding	0											
Recreation and culture						294,347	166,666	41,666	166,666	166,666	0	
CSRRF - Tennis Court redevelopment	0											
Transport						285,800	285,800	285,800	285,800	285,800	307,655	
Regional Road Group Funding	0					282,834	282,834	282,834	282,834	282,834	282,834	
Roads to Recovery Funding	0											
Economic services						25,000	25,000	25,000	25,000	25,000	0	
Main Street Redevelopment funding	0											
	0	0	0	0	0	955,981	828,300	610,300	828,300	828,300	590,489	
Non-Operating Contributions												
Recreation and culture						107,000	166,666	41,666	166,666	166,666	0	
Community donations - tennis court	0											
	0	0	0	0	0	107,000	166,666	41,666	166,666	166,666	0	
Total Non-operating grants, subsidies and contributions	0	0	0	0	0	1,062,981	994,966	651,966	994,966	994,966	590,489	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**NOTE 13
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	Amount Received	Amount Paid	Closing Balance
	1 July 2019			31 May 2020
Key, Halls & Equipment Bonds	\$ 795	\$ 530	\$ (373)	\$ 952
Unclaimed Monies	2,810	0	0	2,810
Rose & Heritage Fund	2,651	0	0	2,651
BSL	0	113	(113)	(0)
Councillor Nomination Fee	0	240	(240)	0
Housing Bond	0	100	0	100
	6,256	984	(726)	6,513

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

NOTE 14
BUDGET AMENDMENTS

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
Budget Adoption							
2040104	Training & Development	Budget Review	Operating Expenses	1,500			(1,980)
2040113	Members Sitting Fees	Budget Review	Operating Expenses	4,793			(480)
2040114	Communications Allowance	Budget Review	Operating Expenses	544			4,313
2040116	Election Expenses	Budget Review	Operating Expenses	1,781			4,857
2040287	Other Expenses	Budget Review	Operating Expenses	5,000			6,638
3030120	Instalment Admin Fee Received	Budget Review	Operating Revenue			(3,520)	11,638
3030130	Rates Levied	Budget Review	Operating Revenue			(401)	8,118
3030138	Discount on Rates Levied	Budget Review	Operating Revenue			(17,736)	7,717
3030145	Penalty Interest Received	Budget Review	Operating Revenue	4,000			(10,019)
3030146	Instalment Interest Received	Budget Review	Operating Revenue	3,636			(6,019)
3030210	Financial Assistance Grant - General	Budget Review	Operating Revenue	24,836			(2,383)
3030211	Financial Assistance Grant - Roads	Budget Review	Operating Revenue			(38,702)	22,453
3030246	Interest Earned - Municipal Funds	Budget Review	Operating Revenue			(4,000)	(16,249)
3030245	Interest Earned - Reserve Funds	Budget Review	Operating Revenue			(48,000)	(40,024)
2050165	Fire Prevention Mtce / Operations	Budget Review	Operating Expenses			(1,100)	(20,249)
2050387	Road Safety Programs Expenses	Budget Review	Operating Expenses			(1,139)	(49,058)
2050530	Insurances	Budget Review	Operating Expenses	1,944			(51,297)
3090103	Rental Reimbursements - 2a Slocum St	Budget Review	Operating Revenue	1,645			(49,353)
2100550	Contract Services	Budget Review	Operating Expenses	2,000			(47,708)
3100620	Planning Application Fees	Budget Review	Operating Revenue	4,900			(40,808)
2100640	Advertising & Promotion	Budget Review	Operating Expenses			(4,500)	(45,308)
2100650	Town Planning Consultancy	Budget Review	Operating Expenses			(3,500)	(48,808)
3110320	Other Recreation Fees & Charges	Budget Review	Operating Revenue	4,647			(44,161)
3110310	Recreation Grants	Budget Review	Capital Revenue	127,681			83,520
3110300	REC - Contributions, Donations & Reimbursements	Budget Review	Operating Revenue			(59,666)	23,854
2110365	Parks & Gardens Mtc/Operations	Budget Review	Operating Expenses	6,747			30,601
2110366	Oval Maintenance/Operations	Budget Review	Operating Expenses			(15,000)	15,601
2110352	Consultants	Budget Review	Operating Expenses	2,408			18,009
2110688	Building Expenses	Budget Review	Operating Expenses	5,000			23,010
2110787	Other Expenses	Budget Review	Operating Expenses	3,000			26,010
2120211	Road Maintenance Expenses	Budget Review	Operating Expenses	20,000			46,009
2130240	Public Relations & Area Promotion	Budget Review	Operating Expenses	4,181			50,190
2130241	Tourism Subscriptions & Memberships	Budget Review	Operating Expenses			(329)	49,861
2130865	Standpipe Maintenance/Operations	Budget Review	Operating Expenses			(6,747)	43,114
2140200	Admin Employee Costs	Budget Review	Operating Expenses	12,072			55,186
2140204	Training & Development	Budget Review	Operating Expenses	6,000			61,186
2140220	Communication Expenses	Budget Review	Operating Expenses	9,000			70,186
2140301	PWO - Other Reimbursements	Budget Review	Operating Revenue	916			71,102
2140230	Insurance - Admin Expense	Budget Review	Operating Expenses	5,612			76,714
2140240	Advertising and Promotion	Budget Review	Operating Expenses	1,000			77,714
2140252	Admin Consultancy services	Budget Review	Operating Expenses			(20,000)	57,714
2140300	Employee Costs	Budget Review	Operating Expenses	35,780			93,494
2140304	Training & Development	Budget Review	Operating Expenses	5,000			98,494
2140361	Engineering & Technical Support	Budget Review	Operating Expenses			(10,000)	88,494
3140735	Unclassified Income	Budget Review	Operating Revenue	3,405			91,899
LH TOWN UTILITY							
4130210	Railway Barracks	Budget Review	Capital Revenue	3,410			95,309
PC003	PLANT TRAILER	Budget Review	Capital Expenses			(5,576)	89,733
FEC001	Admin Phone Upgrade	Budget Review	Capital Expenses	20,000			109,733
R2R082	R2R - Hobden Road	Budget Review	Capital Expenses	7,000			116,733
RRG131	RRG-Cunderdin-Wyalkatchem Road	Budget Review	Capital Expenses			(23,186)	93,547
RRG130	RRG-Wyalkatchem - Koorda Road	Budget Review	Capital Expenses	303,232			396,780
R2R131	R2R-Cunderdin Rd	Budget Review	Capital Expenses			(303,232)	93,548
CO022	Deiperres Road	Budget Review	Capital Expenses			(12,261)	81,286
CIO003	Tennis Courts	Budget Review	Capital Expenses			(25,652)	55,634
Finance							
	Finance Inwards	Budget Review	Capital Expenses			(83,642)	(28,008)
	Finance Outwards	Budget Review	Capital Revenue			(799)	(28,807)
		Budget Review	Capital Expenses	28,809		2	
		Budget Review				(2)	0
				0	671,479	(669,499)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**NOTE 15
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2019-20 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
General Purpose Funding - Other	998,854	147.46%	▲ Permanent	Due to increase in discount on rates and interest earnings on Reserve (timing only)
Health	(10,824)	(34.24%)	▼ Timing	Advance FAGS payment Pending Koorda Medical Reimbursement
Recreation and Culture	(97,073)	(95.00%)	▼ Permanent	Decrease in Grants - Due to re-scheduling of fair
Transport	43,108	164.45%	▲ Timing	Timing of receipt of Tennis Court project fuding Pending Credit Note for RRG
Expenditure from operating activities				
Governance	(107,972)	(33.97%)	▼ Timing	Due to variance in adminstration allocation
General Purpose Funding	(18,929)	(37.89%)	▼ Timing	Due to variance in adminstration allocation
Law, Order and Public Safety	(13,209)	(20.64%)	▼ Timing	Decrease in expenses occurred to date
Health	(38,892)	(19.73%)	▼ Timing	Pending EHO invoice
Housing	(19,758)	(18.75%)	▼ Timing	Pending works
Community Amenities	(67,200)	(46.88%)	▼ Timing	Under Expenditure to date on a number of facilities
Recreation and Culture	(130,927)	(17.81%)	▼ Timing	Under Expenditure to date on a number of facilities
Economic Services	(39,704)	(20.19%)	▼ Timing	Pending payment of CRC invoices
Investing Activities				
Proceeds from Disposal of Assets	(21,591)	(61.69%)	▼ Timing	Pending Vehicle Purchases
Capital Acquisitions	542,567	49.17%	▲ Permanent	Timing of commencement of Works, and Dieperres over budget
Financing Activities				
Transfer from Reserves	(260,701)	(24.56%)	▼ Timing	Pending Recreation Reserve transfer





DRAFT Strategic Community Plan

2020 - 2030

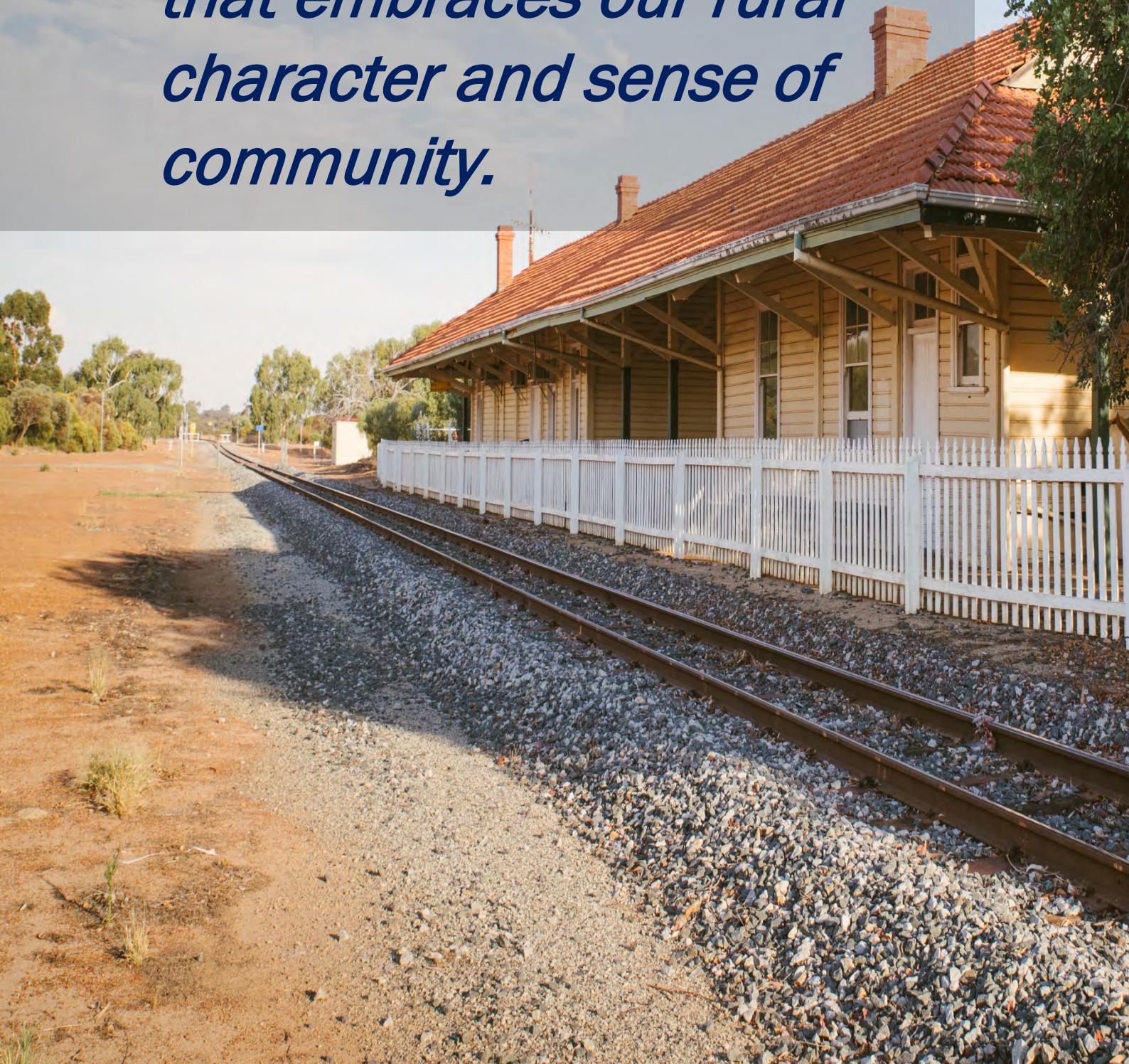


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VISION STATEMENT

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



Executive Message



Cr Quentin Davies
Shire President

It is with great pleasure to present the Shire of Wyalkatchem's Strategic Community Plan 2020-2030.

Our Strategic Community Plan identifies our vision, aspirations and priorities for the future. It provides the framework on how we should allocate resources, balancing our aspirations against our capacity.

This plan could not have been developed without the input of the local community and I thank everyone who took the time to provide input into the Plan.

Through the consultation process, the community provided valuable insights into the challenges and opportunities in our Shire and important focus areas for Council.

The community revealed that there is a strong appetite for the Shire to be more involved in driving tourism and economic development in our business sector to ensure the future sustainability of the community.

There was also a strong theme of building stronger partnerships, assisting in developing solutions, engaging and supporting groups and organisations.

There is no doubt there are some big challenges in our community. Together we can strive to achieve our community's vision.



Taryn Dayman
Chief Executive Officer

Shire Profile

The Shire of Wyalkatchem is an “outer regional”¹ Local Government area, located 194km north-east of Perth. The Shire covers an area of 1,595 square kilometres with the main residential centre being the town of Wyalkatchem. The Shire has an estimated resident population of 498¹. The population is both declining and ageing.

Agriculture accounts for 60% of businesses in Wyalkatchem, which is reflected in the employment profile of the Shire, with 35% of all employed persons in the Shire working in this industry.

Wyalkatchem Trends²

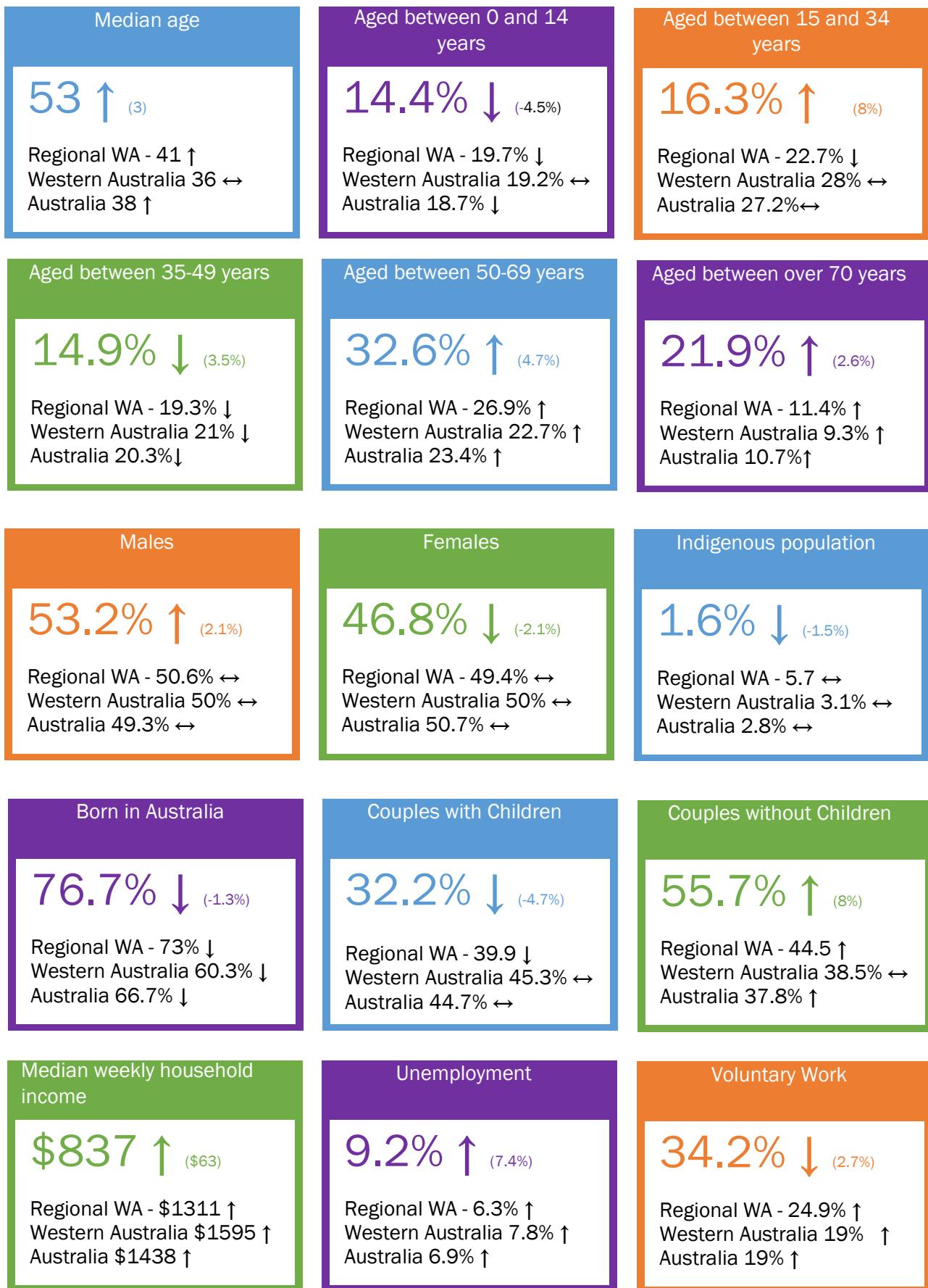
- Declining population
- Ageing population
- Continual increase in median age
- Increase in couples without children
- Decrease in young children (0-14 years)
- Increase in older generation (55+)
- Below average single parent families
- High percentage of retirees (both not working)
- Above average unemployed
- Higher than average voluntary work
- Lower than average median weekly rent
- Below average median weekly income – Households, Personal and Families
- High percentage of residents who live and work in the area



¹Australian Bureau of Statistics 2018 Estimated Resident Population by Local Government Area

²Australian Bureau of Statistics. 2016 and 2011 Census, Wyalkatchem (S) WA(LGA)

Census Snapshot

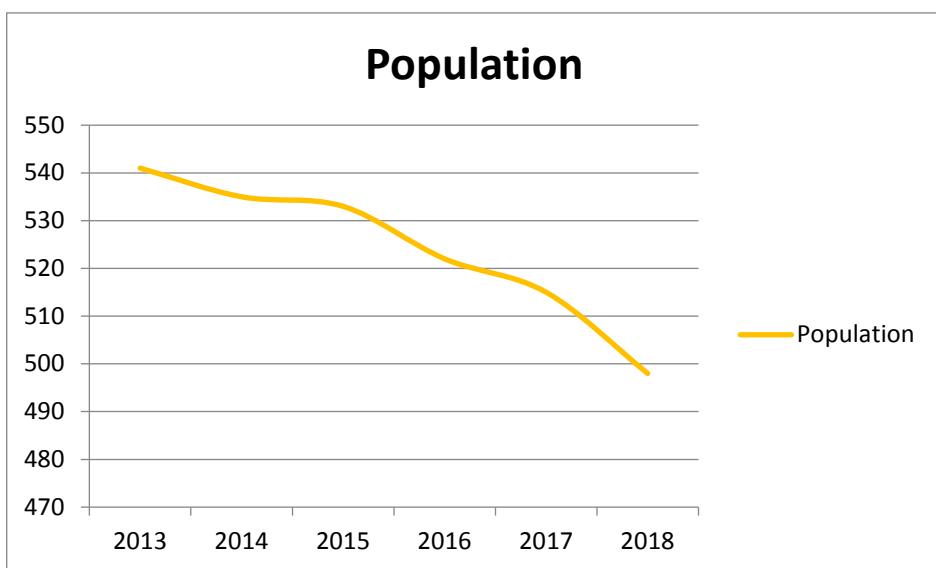


Source: Australian Bureau of Statistics. 2016 Census, Wyalkatchem (S) WA(LGA)

Demographic Trend

In 2018, the Shire of Wyalkatchem estimated resident population was 498¹. Since 2013, the Shire of Wyalkatchem has seen a steady decline in population. Retaining population within the district has been considered when formulating this Strategic Community Plan.

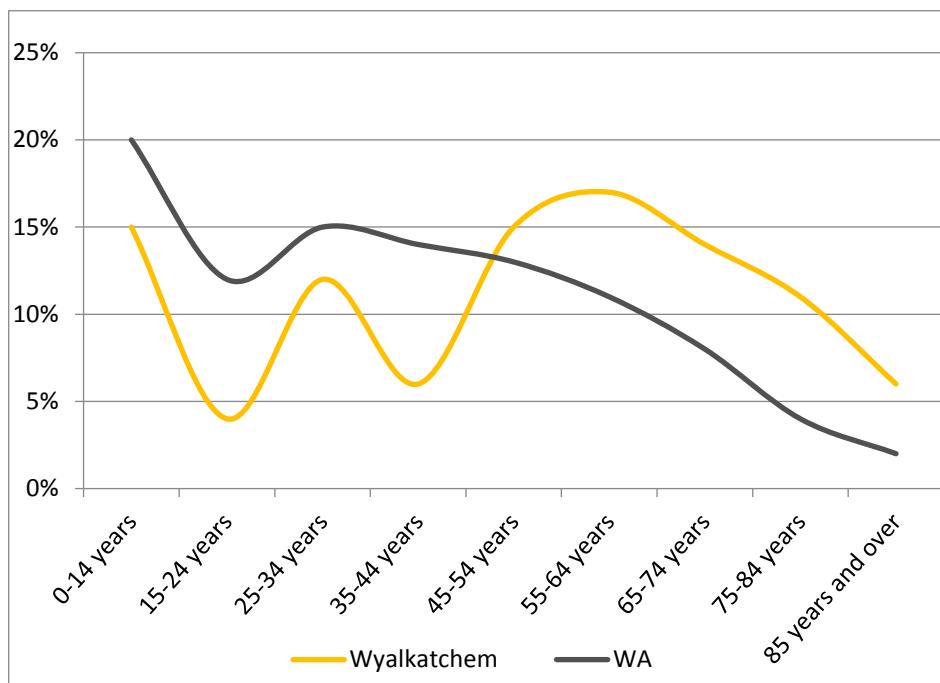
Population by Years



The chart below reflects the percentage of the 2018 resident population within each age grouping for the Shire of Wyalkatchem (represented by the orange line) and Western Australia (represented by the grey line) grouping.

This reflects that the Shire of Wyalkatchem has a lower proportion of people under the age of 45 years and a higher proportion of people over the age of 55 years when compared to the Western Australian Average.

% of Population by Age Group - 2018



¹Australian Bureau of Statistics 2018 Estimated Resident Population by Local Government Area

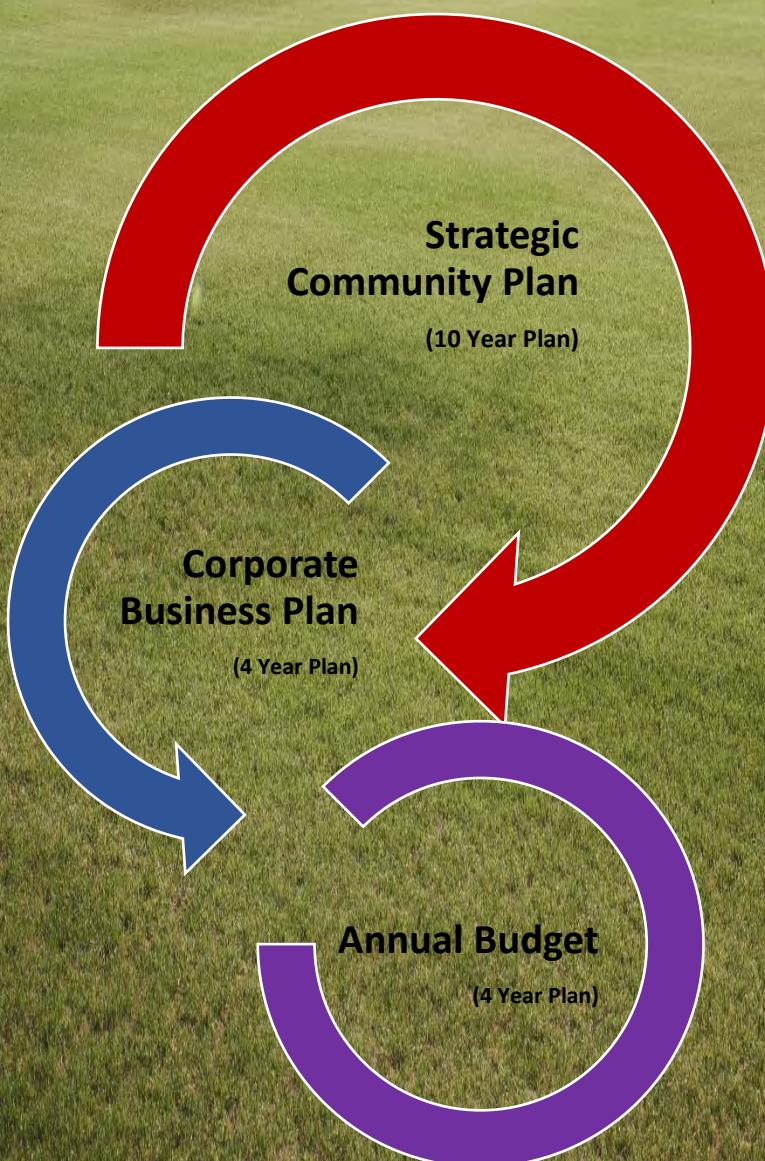
What is the Strategic Community Plan

The Strategic Community Plan is the Shire's long-term plan for the future. It helps Council to ensure that local government service delivery is consistent with and supports the community's aspirations for the Shire.

A strategic objective has been developed for each of four identified key areas of community interest, being Economic; Environmental; Community and Leadership. Desired outcomes have been determined to achieve each of the objectives after considering the Shire's current and future resources, demographic trends and internal and external influences.

The Strategic Community Plan guides decision making through the Corporate Business Plan and Annual Budget. It helps to determine priorities for the delivery of services, projects and programs.

All local governments within Western Australia are required to plan their services using this Framework. The Strategic Community Plan, Corporate Business Plan and Annual Budget form part of the core section of the Shire's Integrated Planning and Reporting Framework. The Shire's Asset Management Plan, Long Term Financial Plan and Workforce Plan are Informing Strategy documents which support the Framework.



How we will use this plan

This plan outlines how the Shire will work towards the Shire's vision inspired by the community's aspirations for the future.

The plan will influence how the Shire uses its resources to deliver services to the community. The plan forms the primary driver for all other planning undertaken by the Shire.

The plan will provide guidance to Council in several ways including:

- Council priority-setting and decision-making;
- Be a mechanism for the ongoing integration of local planning initiatives;
- Inform the decision making of other agencies and organisations, including community and State Government
- Provide a rationale to pursue grants and other resources by demonstrating how specific projects align with the aspirations of our community, within the strategic direction of the Shire;
- Inform potential investors and developers of our communities key priorities, and the way we intend to grow and develop;
- Engage local businesses, community groups and residents in various ways to contribute to the Shire's future; and
- Provide a framework for monitoring progress against our vision.

Importantly, plans are only effective if adequate resources are dedicated to ensure they can be delivered.

The strategies are prioritised and actions applied (after a further assessment of available resources) through the development of a Corporate Business Plan. Strategic Performance Indicators will be used to report back to the community on the Shire's performance in achieving the outcomes.

Diagram: The Integrated Planning Structure



How we developed the Strategic Community Plan

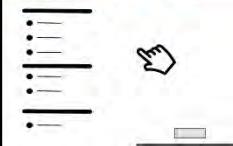
The Strategic Community Plan review process commenced in July 2019 and sought to obtain the community's aspirations, vision and objectives for the future, as well as obtaining feedback in relation to Shire services and facilities.

The Community was engaged through multiple platforms including surveys, phone interviews and community workshops. A total of 108 participants (22% of the shires population) participated in the engagement.

The community engagement has provided valuable insight into the key issues and aspirations of the community. Importantly, these views help Council to establish clear priorities and subsequently shape the visions, objectives and strategies.

33 surveys were completed. Most survey responses were from persons aged between 24-48 years (42%). Very few (9%) young people aged 16-24 completed the survey.

SURVEY



Community Survey

33 Participants



Phone Interviews

28 Participants



Community Workshops

47 Participants

Community Engagement

What you told us

Survey participants were asked to rate on a five-point scale, the importance (not important at all to extremely important) and perceived Shire performance (unsatisfactory to excellent) on core services related to the focus area including Social and Wellbeing, Economic, Environment (Natural & Built) and Leadership. The following graph maps out Relative Importance and Satisfaction with the Shire's Services and Facilities using weighted scores from surveys received.

Relative Importance and Satisfaction with the Shire's Services and Facilities



Improvement & Priorities

The community engagement invited comments and suggestions on new services and suggestions for improvement that the Shire could consider when updating the Plan. The theme of the comments received were:

- Consult and engage the community;
- Provide a greater level of support to all community groups;
- Improve services and activities for young people;
- Focus on attracting and retaining the population.

The survey asked respondents to list the top three priorities for Wyalkatchem in the future. The top five priorities, based on the frequency of comparable comments were:

- Attraction and retention of the population (particularly families);
- Economic development (new business, support for existing businesses) and employment creation;
- Aged care and support services;
- Tourism development;
- Retention of existing services and infrastructure and improvement in service delivery (youth services and activities and medical/health services).



Engagement Summary

Clear and consistent themes emerged through the community engagement, which provided the suggested forward-looking focus for the Shire of Wyalkatchem.



Population Growth

- Attract more people (particularly families)
- Promote Wyalkatchem as a great place to live through targeted branding/marketing



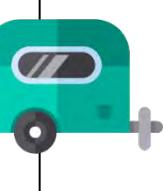
Service Delivery Reform

- Youth activities and programs (informal & formal)
- Aged care support and services
- Better access to health, education, social and recreational opportunity



Economic Development & Employment Creation

- Support existing businesses
- Create new industry opportunity
- Create local jobs for local people



Local Tourism

- Capitalise on tourism potential through improved branding/marketing
- Improve accessibility to short-stay accommodation (i.e. caravan park)



Community Support & Engagement

- Build relationships and provide greater support to all community groups/organisations
- Improve communications and engagement with the community

Our Aspirations

Based on community engagement, and Councillor workshops, the plan sets out the vision for the Shire's future and captures the community's aspirations and values.

Shire of Wyalkatchem Vision

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

Aspirations has been developed for each of four key themes of community interest

ASPIRATIONS

- Inclusive and engaged community that is healthy, safe and active
- A sustainable and growing local economy
- A natural and built environment that supports a connected, active and safe community
- Accountable, effective and engaged leaders



Definitions

VISION

An inspiring but achievable statement which says where we want to be in 2030

ASPIRATION

Overarching aim that moves us closer to our vision

GOAL

How we will achieve our aspirations as a community

MEASURE OF SUCCESS

How we will measure progress in achieving our goals

ASPIRATION

Inclusive and engaged community that is healthy, safe and active

OUR COMMUNITY WANTS



Goal 1

A safe and healthy community

IT WILL BE ACHIEVED BY:

- Supporting emergency services
- Improving the community emergency readiness
- Support & advocate for appropriate & accessible health services

Goal 2

An active, engaged and social community

IT WILL BE ACHIEVED BY:

- Support and engage agencies to enhance local services and activities for all members of the community
- Facilitate, encourage and support community events
- Provide community venues, & open spaces that facilitate opportunities for the community to connect
- Partner with key stakeholders to achieve an increase in active participation for all ages
- Provision of library services

Goal 3

A community for all ages

IT WILL BE ACHIEVED BY:

- Advocating & supporting aged persons accommodation, facilities and services
- Implement Aged Friendly Plan
- Facilitate provision of child care services
- Develop & implement a youth strategy

MEASURE OF SUCCESS

- Community satisfaction
- Written feedback & complaints
- Emergency readiness
- Health Service meets the needs of the community
- Outcomes of the Disability Access & Inclusion Plan have been implemented

MEASURE OF SUCCESS

- Community satisfaction
- Written feedback & complaints
- Number of events and social activities
- Number of programs catering for all ages
- Library services are well utilised
- Community Grants Program

MEASURE OF SUCCESS

- Community satisfaction
- Written feedback & complaints
- Outcomes from Aged Friendly Plan implemented
- Childcare services operational
- Youth strategies implemented

ASPIRATION

A sustainable and growing local economy.

OUR COMMUNITY WANTS

“
Capitalise tourism potential
”

“
Support local businesses, create new industry and local jobs
”

“
Upgrade Main Street
”

Goal 4 Increase visitors to our region

IT WILL BE ACHIEVED BY:

- Promote, develop tourism & maintain/enhance local attractions
- Collaborate with our partners to promote local and regional tourism initiatives
- Provide facilities to encourage tourist and resident visitation
- Work with the community to develop & promote tourism initiatives
- Encouraging visitors into the town centre

MEASURE OF SUCCESS

- Visitors to the Shire
- Community satisfaction
- Written feedback & complaints

Goal 5 Growth in business opportunity

IT WILL BE ACHIEVED BY:

- Engage with & support local business community
- Support new industry, business, investment & diversity while encouraging growth of local businesses
- Encourage community to support local business
- Support traineeships & workplace training opportunities
- Town planning strategies support industry growth

MEASURE OF SUCCESS

- Number of business in the Shire
- Number of programs supporting trainees and youth
- Business satisfaction
- Written feedback & complaints

Goal 6 Essential services and infrastructure are available to support the community and local economy

IT WILL BE ACHIEVED BY:

- Advocate for improved access to telecommunication infrastructure
- Continue to improve internet infrastructure and connectivity
- Advocate for improved access to reliable power supply
- Develop, review & implement town centre and townscape revitalisation plans

MEASURE OF SUCCESS

- Community satisfaction
- Written feedback & complaints
- Reliable telecommunications
- Reliable power supply
- Town centre revitalised

ASPIRATION

A natural and built environment that supports a connected, active and safe community.

OUR COMMUNITY WANTS

“
Vibrant playgrounds
”

“
Creating meeting points
”

“
Improve Waste Services
”

Goal 7

We have vibrant, active public open spaces and buildings with high levels of utilisation and functionality

IT WILL BE ACHIEVED BY:

- Improve asset management practices in a manner that optimises life and function
- Developing, maintaining & enhancing town streetscape and public spaces
- Providing quality amenities & accessible public spaces for our community
- Conserve the Shire's natural environment

Goal 8

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

IT WILL BE ACHIEVED BY:

- Improving safety on road, cycle and footpath networks
- Developing & planning community infrastructure to improve use & social interaction
- Implement Aged Friendly Plan
- Implement the Disability Access and Inclusion Plan (DAIP)

Goal 9

Sustainable management of resources

IT WILL BE ACHIEVED BY:

- Providing effective & efficient Waste Management Services
- Encouraging recycling & support recycling initiatives and programs
- Increase availability of water catchment and treatment options, waste re-use and recycling.
- Preservation of significant heritage properties & precincts
- Manage the natural environment within available resources

MEASURE OF SUCCESS

- Community satisfaction
- Written feedback and complaints
- Use of community facilities
- Asset ratios meets required standards

MEASURE OF SUCCESS

- Community satisfaction
- Outcomes from Aged Friendly Plan implemented
- Outcomes from the DAIP implemented

MEASURE OF SUCCESS

- Community satisfaction
- Written feedback and complaints
- Number of re-use water initiatives
- Number of recycling initiatives and programs
- Waste facilities are compliant

ASPIRATION

Accountable, effective and engaged leaders

OUR COMMUNITY WANTS

“
Improved community communications & engagement
”

“
Supporting & partnering community groups
”

“
Increase long term planning and goals
”

Goal 10

Transparent, accountable and effective governance

IT WILL BE ACHIEVED BY:

- Ensuring a well-informed Council makes good decisions for the community
- Ensuring sound financial management and plans for the Shire's long term financial sustainability
- High quality corporate governance, accountability and compliance
- Maintaining Integrated Strategic and Operational plans

MEASURE OF SUCCESS

- Community satisfaction
- Written feedback and complaints
- Adherence to compliance Calendar and statutory requirements
- Long Term Financial Plans
- Annual Report & Audit
- Integrated Planning and Reporting

Goal 11

Community and customer service focus

IT WILL BE ACHIEVED BY:

- Effective communication and engagement with the community, including local groups and organisations
- Providing high quality customer and community focused services and programs across the organisation
- Implement and review the Workforce Plan, including staff recruitment, development and retention program

MEASURE OF SUCCESS

- Community satisfaction
- Written feedback and complaints
- Community participation in community engagement processes
- Elected members represented locality

Goal 12

Form strategic partnerships and advocate for the community

IT WILL BE ACHIEVED BY:

- Developing strategic partnerships with regional, State & Federal governments
- Ensuring that the Shire of Wyalkatchem is well positioned to meet future needs

MEASURE OF SUCCESS

- Community satisfaction
- Written feedback and complaints
- Documented advocacy and lobbying
- Collaborative initiatives undertaken
- Number of Partnerships established

Services and Facilities

Services and facilities provided by the Shire have been linked with the relevant strategies in the Plan in the following table. The table provides a connection between the services and facilities and the desired outcomes and community vision for the Shire of Wyalkatchem.

Services	Social	Economic	Environment	Leadership
Aged Seniors' Services	3.1			
Aged person accommodation	3.1			
Building approval process control				10.3
Caravan Park	4.3			
Cemetery			7.2 7.3	
Childcare playgroup	3.3			
Community engagement				11.1
Community halls	2.3		7.1 8.2	
Council buildings heritage assets			7.11 8.2 9.4	
CRC visitors centre	4.2 4.4 4.5			
Customer service				11.2
Economic development	4.1 5.1 5.2 5.3 5.4			
Emergency services	1.1 1.2			
Festival event support	2.2			
Health administration inspection				10.3
Library library services	2.5			
Maternal infant services	1.1			
Medical health services	1.1			
Medical facilities	1.1			
Natural resource management			7.4	
Parks gardens reserves			7.2	
Public toilets			7.3	
Ranger services				10.3
Regional collaboration				12.1 12.2
Roads infrastructure			8.1	
Rubbish recycling kerbside collection			9.1 9.2	
Sport recreation facilities			7.1 8.2	
Strategic planning				10.4 11.3
Street lighting			8.1	
Support for volunteers	1.1 2.1			11.1
Tourism management	4.1 4.2 4.3 4.4			
Town beautification landscaping	6.4			
Town planning	5.5			
Waste management			9.1 9.2	
Youth services	3.4			

Resource Capacity

This Strategic Community Plan has been developed with an understanding of our current resource capacity, both financial, workforce and asset resources. Whilst future resource capacity is not known, expectations of relative future resource capacity were considered in the development of this plan.

Current Resource Capacity

As at 30 June 2019, the Shire had the following current resource profile³. Future resource capacity is partially dependent on other levels of government, however the following long term trends expected in each resource level are provided in the table below.

Resource	Current	Future Trend
Workforce	14 FTE	Stable
Infrastructure Assets	\$50,463,833	Stable Increasing
Property, Plant and Equipment	\$10,673,005	Stable
Cash Back Reserves	\$3,193,483	Stable Increasing
Borrowings	\$237,933	Reducing
Annual Rates Revenue	\$1,283,475	Stable Increasing
Annual Revenue	\$3,801,762	Stable Increasing
Annual Expenditure	\$3,811,110	Stable Increasing

Development of Asset Management Plans, the Workforce Plan and Long Term Financial Plan will influence expected future resource levels for consideration during Corporate Business Planning and Annual Budget processes.

³Shire of Wyalkatchem Annual Financial Report 2018-2019

Strategic Risk Management

It is important to consider the external and internal context in which the Shire of Wyalkatchem operates, relative to risk, in order to understand the environment in which the Shire seeks to achieve its strategic objectives.

The external and internal factors identified and considered during the preparation of the Plan are set out below.

External Factors	Internal Factors
Increasing community expectations in relation to service levels and service delivery.	The objectives and strategies contained in the Council's current Strategic Community Plan.
Rapid changes in information technology changing the service delivery environment.	The timing and actions contained in the Council's Corporate Business Plan.
Increased compliance requirements due to Government Policy and Legislation.	Organisational size, structure, activities and location.
Cost shifting by Federal and State Governments.	Human resourcing levels and staff retention.
Reducing external funding for infrastructure and operations.	Current organisational strategy and culture.
Increasing population and economic development resulting in greater pressure on the natural environment and its resources.	The financial capacity of the Shire.
Changes in agricultural practices and the associated social impacts.	Allocation of resources to achieve strategic outcomes.
Increasing community expectations and regulations in relation to waste management.	Maintenance of corporate records.
Climate change and subsequent response.	Current organisational systems and processes.

References and acknowledgements

We thank the Wyalkatchem community for their time and effort in being a part of our community engagement and for their valuable input into our Strategic Community Plan.

The Shire of Wyalkatchem Strategic Community Plan 2020-2030 has been developed by engaging the community and other stakeholders.

The community engagement process was facilitated by Wheatbelt Business Network and Council Staff.

A great deal of information contained in this plan has been derived from documents in the public domain and liaison with key stakeholders.

We have also made reference to the following documents and websites during the preparation of the plan.

- Community Engagement Report (November 2019), developed by Wheatbelt Business Network
- Shire of Wyalkatchem website
- Australian Bureau of Statistics
- Department of Local Government, Sport and Cultural Industries
- Shire of Wyalkatchem 2023 Strategic Community Plan

For further details on the Strategic Community Plan
please contact:

Shire of Wyalkatchem

Corner Flint Street and Honour Avenue

P O Box 224

Wyalkatchem WA 6485

P: 08 9681 1166

E: general@wyalkatchem.wa.gov.au





**NORTH EASTERN WHEATBELT HEALTH SCHEME COMMITTEE AGREEMENT BETWEEN THE SHIRES OF
KOORDA, MT MARSHALL, MUKINBUDIN, NUNGARIN, TRAYNING AND WYALKATCHEM**

THIS AGREEMENT is made the first day of July 2016 BETWEEN THE COUNCIL OF THE SHIRE OF KOORDA of Koorda in the State of Western Australia (hereinafter referred to as "the Koorda Shire Council") of the first part: THE COUNCIL OF THE SHIRE OF MT MARSHALL of BENCUBBIN in the said state. (hereinafter referred to as "the Mt Marshall Shire Council") of the second part: THE COUNCIL OF THE SHIRE OF MUKINBUDIN of MUKINBUDIN in the said State (hereinafter referred to as 'the Mukinbudin Shire Council') of the third part: THE COUNCIL OF THE SHIRE OF NUNGARIN of NUNGARIN in the said State (hereinafter referred to as 'the Nungarin Shire Council') of the fourth part: THE COUNCIL OF THE SHIRE OF TRAYNING of TRAYNING in the said state (hereinafter referred to as "the Trayning Shire Council") of the fifth part: and THE COUNCIL OF THE SHIRE OF WYALKATCHEM of WYALKATCHEM in the said State (hereinafter referred to as 'the Wyalkatchem Shire Council') of the sixth part WHEREBY IT IS AGREED:-

1. That the parties to this agreement shall conduct a joint Health Scheme for the purpose of employing or engaging officers and contractors and purchasing and maintaining such plant and equipment as from time to time may be necessary for the proper conduct of the scheme.
2. That the Group Scheme hereby agreed to, shall be known as "The North Eastern Wheatbelt Health Scheme" and the joint Committee referred to in clause three (3) hereof, shall be known as "The North Eastern Wheatbelt Health Scheme Committee."
3. That a joint committee be formed as a body in its own right to consist of twelve (12) members being two elected voting members (2) delegates from each of the Councils of the Shires of Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning and Wyalkatchem. All decisions pertaining to the operation of the North East Wheatbelt Health Scheme are to be made by this body of twelve (12) members only. Voting at the meetings shall be by show of hands and each Council Delegate shall have one (1) vote only, and in the event of an equality of votes, the "status quo" will apply.
4. That the Scheme Committee shall meet at such times as required by the committee or the Chairman of the Committee or when requested to do so by any of the participating Councils, and such meetings shall be held at the Offices of the six(6) participating Council in rotation or as decided by the Committee or Chairman.
5. That the Scheme Committee shall elect its own Chairman, the Chairman being elected from the council of the administrating Shire, and in all other respects proceedings at meetings shall be in conformity with the provisions of the Local Government Act 1995.
6. That the Chairman of the Scheme Committee shall be elected annually at the first meeting of the group committee held in each financial year.
- 6a. The Administration of the group shall be on a rotating basis with each Shire Council administering the group for a maximum of three (3) years only and then the control of the group passing onto another Council Group member. Despite this should an agreement to an extension of the three (3) years be agreed to by the current administrating Shire Council and by vote by the Scheme Committee then the current administering Shire can continue the administration of the group.

7. That the Scheme Committee shall have power to act in all matters under its jurisdiction except that it may refer matters to the participating council for individual consideration and recommendation if it so wishes.
8. That the care, control and management of the group shall be vested in the administering Shire Council, which will pay all salaries, wages, allowances, superannuation contributions, purchase and maintain plant and equipment and make all payments on behalf of the Scheme for all other incidental items necessary for the proper conduct of the group, provided that each participating Shire will be responsible for the preparation and issue of summonses and other legal documents relating to prosecutions for offences and other such matters occurring within the boundaries of that Shire and for collection of fines and costs relating thereto.
9. That the accounts relating to the operation of the Scheme shall be kept by the council vested with care, control and management of the Schemes affairs.
10. That the expenses and operating costs of the Scheme shall be divided among the six(6) participating parties in the Scheme in proportion to the days allocated per annum and detailed accounts for the scheme's operating expenses shall be rendered to each of the participating Shire Councils, monthly or alternatively, not less than four times per annum, providing of course that each of the participating Councils shall be liable for the full cost of overtime payments to the group employees for such overtime worked in the respective Shire districts and authorised by the Chief Executive Officer of that Shire.
11. That the officers employed under this agreement shall be appointed by the joint Committee formed under clause three (3) of this agreement and shall as near as practicable spend 35 days per annum at each of the Shires of Koorda, Mt Marshall, Mukinbudin, Trayning and Wyalkatchem with each council allocation to be divided as evenly as possible per month and 12 days per annum at Nungarin over each 12 monthly period.
12. That the duties of Officers appointed by this Scheme in each Shire shall be as directed by the Council of the respective Shire and the Officers employed under the scheme as required by that council.
- 13a. The officers employed by this scheme shall be employed in accordance with the terms and conditions of the Local Government Officers' (Western Australia) Award (as amended from time to time)
- 13b. The contractors engaged by this scheme will be in accordance with terms agreed to by the contractor and the majority of four (4) of participating Shires
- 13c. That the Administering Council of the Scheme be empowered to call quotes for the replacement of the Scheme's vehicle when considered necessary and the acceptance of quotes of such vehicle be decided co-jointly by the CEO's of the six(6) participating Shires in the group with the requirement of the decision being carried by a majority of four (4).
14. That all matters not specifically covered by this agreement shall be referred to the Scheme Committee for determination.
15. That any disputes between the participating Councils arising out of this agreement, shall be referred to the Minister for resolution in accordance with Section 9.63 (1) of the Local Government Act 1995 as amended.

16. That any party wishing to amend or vary the terms of the agreement or the conditions of employment of Officers provided for under this agreement, shall give to all other parties to this agreement, at least two (2) calendar months notice in writing of the text of the proposed amendment and suggested implementation date and such amendments shall be required to be carried by a majority of four (4) Councils, at an ordinary Meeting of the Scheme Committee.
17. That this agreement shall not be terminated by any party hereto without the party having first given to all other parties to this agreement, at least two (2) calendar months notice in writing of its intention to do so. This requirement may be waived if the remaining parties to the agreement agree unanimously.
18. That individual member Shires are to provide administration support the Principal Environmental Health Officer and Building Surveyor Contractor.
19. Consultancy for Building Services will be charged out based on the work required for each individual Shire. A general consultancy charge will be allocated out following the same ration for other charges.

EXECUTED by the parties

THE COMMON SEAL of the Shire

of Koorda was hereunto affixed
in the presence of:

A large, empty rectangular frame with a black border, centered on a white background. The frame is oriented vertically and appears to be a placeholder for content.

President

Cr F Storer

Name of President

Chief Executive Officer

Mr D Burton

Name of Chief Executive Officer

And

THE COMMON SEAL of the Shire

of Mt Marshall was hereunto affixed
in the presence of:

A large, empty rectangular frame with a black border, occupying most of the page. It appears to be a placeholder for a figure or diagram that has not been inserted.

President

Cr R Kirby

Name of President

A/Chief Executive Officer

Mr E Piper

Name of A/Chief Executive Officer

And

THE COMMON SEAL of the Shire

of Mukinbudin was hereunto affixed
in the presence of:

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President

Cr G Shadbolt

Name of President

10 of 10 pages

Chief Executive Officer

Mr S Billingham

Name of Chief Executive Officer

And

THE COMMON SEAL of the Shire

of Nungarin was hereunto affixed
in the presence of:

A large, empty rectangular frame with a black border, occupying most of the page. It appears to be a placeholder for a figure or diagram that has not been inserted.

President

Cr E O'Connell

Name of President

Digitized by srujanika@gmail.com

Chief Executive Officer

Mr W Fensome

Name of Chief Executive Officer

And

THE COMMON SEAL of the Shire

of Trayning was hereunto affixed
in the presence of:

President

CR F Tarr

Name of President

A/Chief Executive Officer

Mr D Sellenger

Name of A/Chief Executive Officer

And

THE COMMON SEAL of the Shire

of Wyalkatchem was hereunto affixed
in the presence of:

President

CR Q Davies

Name of President

Chief Executive Officer

Mr I McCabe

Name of Chief Executive Officer





Donna Ryan
28 Piesse Street
PO Box 122
Wyalkatchem
WA 6485

14 May 2020

Shire of Wyalkatchem
PO Box 224
Wyalkatchem
WA 6485

To whom it may concern

I am writing to seek permission to keep a third dog at 28 Piesse Street in Wyalkatchem. Bella is a 3 and a half yr old Labrador cross Golden Retriever. Micro-chip number 956000006046095. Registration B130. She is booked in to be spayed at Vet24 in Balcatta on 5 June 2020.

Puppy is a two year old Labrador cross Golden Retriever. Micro-chip number 941000024298279. Registration tag 127.

Our third dog Mitch is a 3 and a half yr old Golden Retriever cross. Micro-chip number 956000006037850. His registration application and payment is being held at the Wyalkatchem Shire Office.

I have been advised by the local ranger and office staff that his registration application is unable to be processed until I have applied to council and received an exemption to be able to keep a third dog at the property.

Our 3 dogs mean a great deal to us so we're hoping to receive a favourable outcome from this application.

Yours sincerely,

Donna Ryan





SHIRE OF WYALKATCHEM



June 2020

INFORMATION BULLETIN

LIST OF ITEMS

- 1. Status Report as at June 2020**
- 2. Local Government Act Review - Phase One Regulations**

Council makes a number of decisions at its monthly ordinary meeting of Council.

In accordance with the *Local Government Act 1995 5.41(c) the function of the CEO is to; Cause council decisions to be implemented.*

The purpose of the Shire of Wyalkatchem Council Meeting Status report is to provide Council's with a progress status and actions performed to date, as well as anticipated completion dates. The presentation of the status report is effective from the August 2018 Ordinary Council Meeting. Actions and status updates since the last status report are indicated in bold. Items that have been reported as completed will be removed in future reports.

SHIRE OF WYALKATCHEM COUNCIL MEETING STATUS REPORT AS AT 11 JUNE 2020

MINUTE REFERNCE	DETAIL	REPONSIBLE OFFICER	STATUS / COMMENTS	ANTICIPATED COMPLETION DATE
OMC – 20/9/2018 122/2018	That Council agrees to donate the Council received Building Permit fees associated with CEACA Seniors Housing Project subject to all other CEACA Council members agree to the same undertaking.	CEO	Letter send to CEACA requesting confirmation of Council members' agreement to refund Building fees and notification to refund to CEACA building fees received. Confirmation of other LG arrangements discussed at recent CEACA meeting. LG to advise CEACA executive on position. Pending notification	In Progress
OMC – 18/10/2018 143/2018	4. That the Chief Executive Officer commence the process of re-instatement of the Bush Fire Advisory Committee.	4. CEO	4. Noted. Process to commence	4. Pending

OMC – 20/12/2018 184/2018	<p>That Council approve the placing of a relocated donga style building at lot 411 Butlin St, Wyalkatchem with the following conditions:</p> <ol style="list-style-type: none"> a. The building be used as overnight accommodation for D&D Transport employees b. That delegated authority be given to the Chief Executive Officer to determine the application following advertisement of the conditional approval and notify the applicant in writing of the determination of the application 	<p>1. MCS 2. CEO</p>	<p>1. Noted 2. Noted. No submissions have been received. Advice of determination of application in progress.</p>	<p>1. In Progress 2. In progress</p>
OMC – 21/2/2019 (20/2019)	<p>That Council:</p> <ol style="list-style-type: none"> 2. Authorise the Chief Executive Officer to replace the removed street verge trees with a more suitable native species of verge street tree at the discretion of the Chief Executive Officer within 2018/2019 budgeted funds. 	<p>CEO/ MOW</p>	<p>2. Noted. Species of verge street tree to be determined.</p>	<p>2. Pending</p>
OMC – 23/9/2019 127/2019	<p>Permission to Collection Native Flora</p> <p>That the matter lay on the table pending further information.</p>	<p>CEO</p>	<p>Correspondence sent to Mrs Taylor and Mrs Poli requesting additional information</p>	<p>In Progress</p>

OMC – 23/9/2019 133/2019	That Council; 1. Accepts the Tender submitted by Contract Aquatic Services as the most advantageous Tender to form a Contract. 2. Delegates the formation of the Contract to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to Contract. 3. Authorise the Shire President and Chief Executive Officer to execute the agreement and affix the Shire's seal.	2. CEO 3. CEO/ PRES	2. Contract currently being finalised. 3. Pending finalisation of contract.	2. In Progress 3. Pending
OMC – 21/10/2019 148/2019	That Council pursuant to Section 5.38 of the Local Government Act 1995; 4. Authorise the Shire President to commence discussions with the Chief Executive Officers in establishing and agreeing to Key Performance Indicators for the next 12 months to be endorsed by Council.	4. PRES	4. Noted, to commence after shire's priorities has been established as part of development of SCP and CBP. Meeting with CEO and Shire President to be held in the next coming weeks.	4. Pending
OMC – 21/11/2019 15.2.1	Locked Standpipes Ms Dayman to explore the configurations of the locked Standpipes further in order to find a way to resolve the issue. Discussions highlighted a need to assess the out of town standpipe locks and solutions to access.	CEO	Noted. Solution being discussed with MOW. Standpipes locks have been unlocked during the fire risk season.	In Progress

OMC – 19/12/2019 175/2019	7. The Chief Executive Officer to provide a report to Council on the effectiveness of the 12 month meeting structure trial at the December 2020 meeting.	7. CEO	7. Noted.	7. Pending (December 2020)
OMC – 19/12/2019 176/2019	That Council; 2. Include an allocation of \$20,000 for the 2020/2021 CEACA membership subscription in the 2020/2021 annual budget considerations.	2. CEO	2. Noted, to be included in 2020/2021 draft budget	2. Pending
OMC – 20/02/2020 18/2020	That Council continues its Pioneers Pathway Membership and approves the signing of the Memorandum of Understanding 2020-2023, as presented in attachment 10.2.5.	CEO	Correspondence sent to Pioneers Pathways advice Council's commitment and signing of MOU. Due to a member withdrawing, MOU and Council commitment was reconsidered at the May OMC – See OMC – 21/05/2020 65/2020 status.	Complete See OMC – 21/05/2020 65/2020 status.

SMC – 01/05/2020 45/2020	That Council: 1. Accepts no tender for the design and construction of multipurpose sport courts and lighting. 2. Request the Chief Executive Officer seek clarification and provide additional requested information in regards to the tender specification and report back to Council.	1. CEO 2. CEO	1. Noted. Tenders to be advised. 2. Noted. Additional information and clarification requested, responses received. Presented to Council for consideration. Contractors have been award	1. Complete 2. Complete
OMC – 21/05/2020 61/2020	That Council appoints Shire President, Cr Quentin Davies, as the Shire of Wyalkatchem Public Officer and Government Representative for the purpose of the Shire's of Wyalkatchem Australian Business Register (ABN 470 9693 7882).	CEO	Change of registration form completed and submitted to ATO. Details have been successfully updated	Complete
OMC – 21/05/2020 65/2020	That Council continues it's Pioneers Pathway Membership and approves the signing of the Memorandum of Understanding 2020-2023, as presented in attachment 10.2.4.	GEO	Pioneer Pathway Executive Officer has been informed of positive outcome and resolution. Sign off pending.	In Progress

OMC – 21/05/2020 66/2020	<p>That Council:</p> <ol style="list-style-type: none"> 1) Notes the consultation undertaken and information provided by the Department of Local Government, Sport and Cultural Industries in regarding the National Redress Scheme and the participation of WA local governments; 2) Notes that the Shire of Wyalkatchem will not be included in the WA Government's amended participation declaration (and afforded the associated financial and administrative coverage), unless the Shire of Wyalkatchem makes a specific and formal decision to be included; 3) Endorses the participation of the Shire of Wyalkatchem in the National Redress Scheme as a State Government institution and included as part of the State Government's declaration; 4) Grants authority to Chief Executive Officer to execute a service agreement with the State, if a Redress application is received; 5) Notes that a confidential report will be provided if a Redress application is received by the Shire of Wyalkatchem. 	<p>1. CEO</p> <p>2. CEO</p> <p>3. CEO</p> <p>4. CEO</p> <p>5. CEO</p>	<p>1. Noted</p> <p>2. Noted</p> <p>3. Noted. Correspondence sent advising of Council's participation</p> <p>4. Noted</p> <p>5. Noted</p>	<p>1. Complete</p> <p>2. Complete</p> <p>3. Complete</p> <p>4. Complete</p> <p>5. Complete</p>
OMC – 21/05/2020 69/2020	<p>That Council APPROVES, by ABSOLUTE MAJORITY, to DELEGATE the local government functions as detailed in the revised delegation 1.2.13 Tender for Goods and Services (attachment 10.2.8) to the Chief Executive Officer.</p>	CEO	Noted – Delegation register updated	Complete

OMC – 21/05/2020 73/2020	That Council; <ol style="list-style-type: none"> 1. Accepts the Community Engagement Report, as provided under attachment 10.2.10.2. 2. Endorse the Draft Shire of Wyalkatchem Strategic Community Plan 2020-2030, as provided for under attachment 10.2.10.1; and 3. Approves the release of the draft Shire of Wyalkatchem Strategic Community Plan 2020-2030 for community comment, with submission closing 9 June 2020. 	1. CEO 2. CEO 3. CEO	1. Noted 2. Noted 3. Noted. Draft Strategic Community Plan 2020-2030 has been advertised for community comment. No submissions received. Plan being presented at June OMC for final endorsement.	1. Complete 2. Complete 3. Complete
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<p>OMC – 21/05/2020 77/2020</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Confirms that Urban & Rural Valuations assessment dated 17 April 2020 is a true indication of the value at the time of the proposed disposition in accordance with Section 3.58(4)(c)(ii). 2. In accordance with Section 3.58(4) of the Local Government Act approve the consideration (rent) of \$2,000 to be received by the Shire for the disposal, by lease, of this property 3. Gives delegate authority to the Chief Executive Officer to enter into a lease agreement with Mr Bruce Eckersly, as per confidential attachment 14.1.2, for a portion of Shire of Wyalkatchem owned land being Lot 500 on deposited plan 68673, hangar one, and facilitate all necessary lease arrangements on the Shire's behalf; and 4. Authorises the Shire President and the Chief Executive officer, to place the Shire's Common Seal upon and to sign all relevant lease documents and other relevant documentation. 	<p>1. CEO</p>	<p>1. Noted.</p>	<p>1. Complete</p>
		<p>2. CEO</p>	<p>2. Noted. Intention to dispose property has been advertised.</p>	<p>2. Complete</p>
		<p>3. CEO</p>	<p>3. Noted. To be completed on completion of advertising period and on assessment of any submissions</p>	<p>3. In progress</p>
		<p>4. CEO</p>	<p>4. Noted. To be completed on completion of advertising period / submissions</p>	<p>4. Pending</p>

OMC – 21/05/2020 78/2020	That Council; <ol style="list-style-type: none"> 1. Accepts that property valuation report as a true indication of the value at the time of the proposed disposition. 2. Confirms its decision to Sell lot 19 Honour Avenue, Wyalkatchem (19D27750) by private treaty; 3. Gives delegate authority to the Chief Executive Officer to offer to sell lot 19 Honour Avenue, Wyalkatchem for \$3,000, and facilitate all necessary sale arrangements on the Shire's behalf; and 4. Authorises the Shire President and the Chief Executive officer, to place the Shire's Common Seal upon and to sign all relevant land purchases and other relevant documentation. 	1. CEO 2. CEO 3. CEO 4. CEO	<ol style="list-style-type: none"> 1. Noted. 2. Noted. Intention to dispose property has been advertised. 3. Noted. To be completed on completion of advertising period and on assessment of any submissions 4. Noted. To be completed on completion of advertising period / submissions 	<ol style="list-style-type: none"> 1. Complete 2. Complete 3. In progress 4. Pending
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OMC – 21/05/2020 79/2020	That Council; <ol style="list-style-type: none"> 1. Awards the contract for the supply and installation of Court and Bowling rink lighting to Wyalkatchem Electrical and Air conditioning Services. 2. Awards the contract for the design, supply and construction of three (3), Plexicushion acrylic tennis courts complete with court equipment, including 1 multi-use court with court equipment, court markings and fencing to Sports Surfaces. 3. Delegates the formation of the contracts to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to contract. 4. Should a contract not be formed within 35 business days with Sports Surfaces, that the Chief Executive Officer may form a contract with the next most advantageous submission - Industrial Roadpavers. 	1. CEO 2. CEO 3. CEO 4. CEO	1. Noted. Contractor has been notified. 2. Noted. Contractor has been notified 3. Noted 4. Noted	1. Complete 2. Complete 3. Complete 4. Complete
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Local Government Act Review

Phase One Regulations

Submission – LG Professionals WA Governance Network

June 2020

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Local Government Act Review

Phase One Regulations

LG Professionals WA Governance Network Submission

About Us

The LG Professionals WA Governance Network aims to build capability and capacity of the governance professionals in WA local government.

The responsibilities of the Network include:

- Providing professional development opportunities for members;
- Reviewing governance related issues that impact on local government and the broader industry;
- Promoting high standards of propriety and probity among members;
- Promoting membership of the Network to local government governance professionals; and
- Communicating to members issues of interest.

The role of the Network Committee includes:

- Providing a network of support and communication for members;
- Promoting the professional interests of members;
- Promoting a high standard of professional practices among members;
- Promoting education and training for governance professionals in local government;
- Providing advocacy through input to LG Professionals WA submissions and participating on relevant LG Professionals WA committees;
- Providing advice to LG Professionals WA on the professional needs of members;
- Contributing to the LG Professionals WA online communication with regard to governance issues; and
- Supporting and promoting the function and purpose of the Network.

Submission

The *Local Government Regulations Amendment (Consequential) Regulations 2020* will bring into effect measures relating to:

- the harmonisation of the appointment of authorised persons across multiple pieces of legislation in the local government portfolio;
- local and statewide public notices; and
- improved access to information, including through publication on the local government's website.

These regulations will also bring into effect all of the remaining parts of the *Local Government Legislation Amendment Act 2019*, except for the best practice standards for CEO recruitment, performance review and termination, and the new Code of Conduct, which are both being drafted.

The new subsection 5.88(2A) relating to publication of the financial interest register will not be enacted. In particular, the following sections will take effect:

Section in Amendment Act	Section in Local Government Act	Topic
5	1.7 & 1.8	Local and statewide public notice
13	4.39	Close of enrolments (statewide public notice)
14	4.47	Call for nominations (statewide public notice)
16	4.52	Exhibition of candidates' details (on local government website)
17	4.64	Election notice (statewide public notice)
20	5.29	Convening electors' meetings (local public notice)
24	5.50	Additional payments to employees (local public notice and publication on website)
57	5.120	Complaints officer
64	9.10	Appointment of authorised person
65	09.13	Onus of proof (authorised person)
66	9.15	Terms (authorised person)
68	9.49A	Execution of documents
74(1) & (2)	Schedule 9.3	Transitional provisions to 1995 Act Transitional provisions for the Amendment Act
Part 4	<i>Caravan & Camping Grounds Act 1995; Cat Act 2011; Cemeteries Act 1986; Control of Vehicles (Off-road Areas) Act 1978; Dog Act 1976</i>	Authorised person

This submission outlines the level of support for each amendment by the LG Professionals WA Governance Network.

Caravan Parks & Camping Grounds Regulations 1997

New Regulation	Amended	Explanation	Recommendation (Support/Not Support; Why?)
Regulation 4	Regulation 6	Regulation 6 is being amended to implement a more streamlined and uniform method of appointing an authorised person across multiple pieces of legislation. All appointments will now be made under section 9.10(2) of the <i>Local Government Act 1995</i> . The CEO will appoint a person as an “authorised person” for the purpose of exercising functions conferred under the relevant piece of legislation and identity cards will be standardised.	
Regulation 5	Form 5	In addition to authorised officers appointed by the local government, the Department has the power to appoint an authorised officer under section 17(1)(a) of the <i>Caravan Parks and Camping Grounds Act 1995</i> . The ‘Identity Card’ in Form 5 is being modified so that it is only applicable to authorised officers appointed by the Department.	

Control of Vehicles (Off-road Areas) Regulations 1979

New Regulation	Amended	Explanation	Recommendation (Support/Not Support; Why?)
Regulations 7-10	Regulations 14, 36 and 37 First Schedule	All references to authorised officer are replaced by a reference to authorised person . This aligns the terminology across multiple pieces of legislation in the local government portfolio.	
Regulation 10	First Schedule	Form 4 is being amended to make it clear that it is not the authorised person who has the power to withdraw an infringement notice but a person authorised by the local government. (A person who issues an infringement cannot withdraw it.) Form 5 will no longer be used by local governments for the appointment of authorised persons, this having been replaced by appointment under section 9.10(2) of the <i>Local Government Act 1995</i> , thus ensuring consistency across multiple pieces of legislation. Form 5 'Certificate of appointment of Authorised Person' has been modified so it will only be used by the Minister for Local Government using the Minister's power to appoint an authorised person. The form has also been modified to require a photograph.	

Dog Regulations 2013

New Regulation	Amended	Explanation	Recommendation (Support/Not Support; Why?)
Regulation 12	Regulation 35	Restatement of existing regulation 35(6) in plain English to enhance clarity. An authorised person cannot withdraw an infringement they have issued.	
Regulation 13	Form 1	Form 1 will no longer be used by local governments for the appointment of authorised persons , this having been replaced by appointment under section 9.10(2) of the <i>Local Government Act 1995</i> , thus ensuring consistency across multiple pieces of legislation. Form 1 in Schedule 1 has been replaced and will be used by the local government to appoint registration officers under the <i>Dog Act 1976</i> .	

Local Government (Administration) Regulations 1996

New Regulation	Amended	Explanation	Recommendation (Support/Not Support; Why?)
Regulation 15	Regulations 3A and 3B	<p>The definition of local public notice and statewide public notice are being amended in the <i>Local Government Act 1995</i> to recognise alternative and contemporary means of communication. These have been set out in new Part 1A of the Administration Regulations to provide flexibility to respond quickly to include future contemporary communication methods as and when necessary.</p> <p>The <i>Local Government Legislation Amendment Act 2019</i> amends section 1.7 of the Local Government Act so that local public notice will be given when notice is published on the official website of the local government and in at least three of the ways set out in regulation 3A. The new forms of communicating a local public notice include publication in a newspaper or newsletters circulating generally in the district or a newspaper in the State, publication on the official website of a relevant State Government Department, circulation by email or text or posting on a local government's social media account. This would allow, for example, a tender to be posted on TendersWA, or an election notice on the WAEC website as one of the three ways.</p> <p>Notices that are posted need to remain available for at least the time specified in the Act or 7 days if no time is specified.</p> <p>The new state-wide public notice provisions incorporate all of those methods that are available as a local public notice. In addition to the requirement to publish the notice on the local government's own website, regulation 3B states that the notice must be published either in a newspaper circulating generally throughout the State or on the official website of a State government agency.</p> <p>Certain adjustments are made when it is the Electoral Commissioner who is publishing the Statewide public notice, so that the website and social media account are those of the WAEC.</p>	
Regulation 16	Regulation 10	Regulation 10 deals with the process to revoke or change a decision made at a council or committee meeting, under section 5.25 of the Act. The change to this regulation	

		recognises the requirement for a special majority decision has been removed from the Act.	
Regulation 17	Regulation 11	To further the policy aims of transparency and accountability, an amendment to regulation 11 has been made to require a local government to include in the minutes all documents which are attached to a council or committee meeting agenda, except where that part of the meeting was closed to the public.	
Regulation 18	Regulations 12 and 13	Regulation 12 currently provides the requirements for giving local public notice of meetings . The new regulation 12 provides for the same information to be published by the CEO of a local government on a local government's official website instead. Regulation 13 is being replaced to improve accessibility to information held by local government. The unconfirmed minutes of each council or committee meeting open to members of the public are to be published on the local government's official website, rather than merely being available for inspection. If the meeting is closed to members of the public, then only that part of the unconfirmed minutes that are a record of the decision(s) made at that meeting will be available on the website. The wording of the timeframe has been changed in Regulation 13 from business days to days to align with the rest of the Act.	
Regulation 19	Regulation 14	Regulation 14 is being amended to improve accessibility to information held by local governments. The amendment provides that all notice papers , agendas, reports and other documentation produced for a local government or committee meeting must be published on the local government's official website at the time they are made available to council or committee members. This obligation will not apply, if, in the CEO's opinion, that part of the meeting to which the information refers is likely to be closed to the public.	
Regulation 20	Regulations 19B and 19CA	Existing regulation 19B is being replaced to provide for additional information to be included in the annual report . In addition to the current requirement to report on the number of employees receiving salary over \$100,000 in \$10,000 bands, the annual report is now to include: <ul style="list-style-type: none"> the amount of money the local government has paid in Standards Panel costs for hearing a complaint regarding one of its council members and any amount that the Standards Panel orders to be reimbursed to the local government by the council member; the remuneration paid or provided to the CEO; 	

		<ul style="list-style-type: none"> the number of council and committee meetings attended by each council member; and diversity data, including age ranges for council members. <p>The requirement to provide details of modifications to the strategic community plan and corporate business plan, where significant, made during the financial year has been moved from regulation 19CA (which is being deleted) to be included in 19B.</p>	
Regulation 21	Regulation 19D	<p>The method by which the public has access to the strategic community plan in regulation 19D is being updated. The local government is to publish its strategic community plan on its official website. Local public notice is still required to be given of the adoption or modification of the plan.</p>	
Regulation 22	Regulation 29	<p>The information to be available for public inspection under regulation 29 is being amended to recognise that it is available in other forms.</p> <p>As regulation 12 of the <i>Local Government (Rules of Conduct) Regulations 2007</i> was deleted as part of the reforms introduced by the <i>Local Government Regulations Amendment (Gifts) Regulations 2019</i>, the redundant reference in sub regulation 29(1)(baa) is being deleted. The Act requires the gift register to be made available on the local government's website.</p> <p>Regulation 13 is being amended (see above) to provide that the unconfirmed minutes of each Council or Committee meeting that is open to the public is to be published on the local government's official website. The requirement in sub regulation 29(1)(c) is consequently unnecessary.</p> <p>As regulation 14 is being amended (see above) to require notice papers, agendas, reports and other documentation produced for a local government or committee meeting to be published on the local government's official website, the requirement in sub regulation 29(1)(d) is unnecessary and is being deleted.</p> <p>Since sub regulations 29(2)-(3) relate expressly to sub regulations 29(1)(c) and 29(1)(d) above then they are also being deleted.</p>	
Regulation 23	Regulation 29A	<p>Section 5.95(5) of the <i>Local Government Act 1995</i> was deleted by section 46(2) of the <i>Local Government Legislation Amendment Act 2019</i>, removing the requirement to make the contract of a CEO or a Senior Employee available for inspection. As a consequence, regulation 29A(1) is being deleted.</p> <p>Instead the remuneration paid or provided to the CEO is to be disclosed in the annual report (see 19B above).</p>	

Regulation 24	Regulations 29C and 29D	<p>New regulation 29C imposes an obligation on the CEO of a local government to publish information on the local government official website (in addition to that information in section 5.96A(1) of the <i>Local Government Act 1995</i>). The additional information includes –</p> <ul style="list-style-type: none"> • Any adverse recommendation from an inquiry by an authorised person under section 8.13; • Any adverse finding or recommendation made by an oversight body being the Corruption and Crime Commission, Public Sector Commissioner, State Administrative Tribunal, an Inquiry Panel, the standards panel or a Royal Commission, against the local government, the council, a council member or the CEO, once this is made available to the public; • Current and previous versions of policies that relate to the deciding of applications made to the local government; • The name of each council member who has lodged a primary or annual return for the financial year; • The position of each employee who has lodged a primary or annual return for the financial year (the returns themselves will not be published); and • The type and amount or value of fees, expenses and allowances paid to each council member, mayor or president during the financial year. These will need to be detailed by person and type. <p>Regulation 29C also includes timeframes for each class of information to be published on the local government's official website.</p> <p>New regulation 29D specifies the period for which information must be kept on the local government's official website. The following documents must be retained for a period of not less than 5 years beginning on the day the information is first published:</p> <ul style="list-style-type: none"> • The annual report; • The annual budget • Confirmed minutes of council and committee meetings; • Minutes of electors' meetings; • Notice papers, agendas, reports and other documents tabled or produced at council or committee meetings except where these were closed to the public; and • The information listed in 29C above. 	
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		There is no requirement for local governments to publish the material listed above for years before these provisions come into effect.	
Regulation 25	Regulation 34B	Regulation 34B sets out the gift provisions for employees . The amendment removes the CEO from the definition of an “ <i>employee</i> ”. The CEO is now captured under the gift provisions applying to council members contained in the Act.	

Local Government (Elections) Regulations 1997

New Regulation	Amended	Explanation	Recommendation (Support/Not Support; Why?)
Regulation 27	Regulation 30G	Regulation 30G requires the CEO of a local government to establish and maintain an electoral gift register . The amendment requires the CEO to publish an up-to- date version of the electoral gift register on the local government's official website. Rather than the full address, only the town or suburb of an individual is to be published.	
Regulation 28	Regulation 30I	The definition of publish is being updated. This relates to electoral gift registers.	
Regulation 29	Regulation 43	A minor amendment is being made to regulation 43(1)(ba) to correct the reference to electoral gift register .	
Regulation 30	Regulation 73	Regulation 73 deals with the adjournment or postponement of a poll . The changes require that the notice of adjournment or postponement is to be published on the local government's official website for at least 3 days. If the local public notice is published on another (government) website, a notice board or using social media, it must also be posted for at least 3 days.	

Local Government (Financial Management) Regulations 1996

New Regulation	Amended	Explanation	Recommendation (Support/Not Support; Why?)
Regulation 32	Regulation 27	Regulation 27 sets out a list of notes to be included with the annual budget of a local government. Point (l) is being amended to clarify that itemised information in relation to the fees, expenses and allowances paid to each council member and mayor or president is required.	
Regulation 33	Regulation 44	Regulation 44 requires information about fees, expenses and allowances paid to council members, the mayor or the president to be included in the annual financial report . The amendment provides clarity that itemised information is required for each council member and mayor or president, rather than total figures.	

Local Government (Functions & General) Regulation 1996

New Regulation	Amended	Explanation	Recommendation (Support/Not Support; Why?)
Regulation 35	Regulation 15	<p>Regulation 15 deals with the minimum time public tenders are required to be open. The amendment specifies that the closing date for submission of tenders will be at least 14 days after notice is published on the local government's official website and in the 3 other ways it is advertised under the public notice provisions. The latest publication date will determine the start of the 14 days.</p> <p>If a list of acceptable tenderers is being invited to submit tenders, the 14 days commences from the date notice was given to the last potential tenderer.</p>	
Regulation 36	Regulation 17	<p>Regulation 17 provides for a tenders register to be kept by the CEO of a local government and for this to be available for public inspection. The CEO will now be required to also publish the tenders register on the local government's official website.</p>	
Regulation 37	Regulation 22	<p>Regulation 22 sets out the minimum time that must be provided for submitting an expression of interest to quote for a contract to supply goods or services to a local government. The 14 days will start from the last of publication on the local government's official website or any of the other 3 ways notice must be given.</p>	
Regulation 38	Regulation 24AE	<p>Regulation 24AE sets the minimum time to be allowed for submitting an application to join a panel of pre-qualified suppliers of particular goods or services. The 14 days will start from the last of publication on the local government's official website or any of the other 3 ways notice must be given.</p>	
Regulation 39	Regulation 24E	<p>Regulation 24E deals with regional price preference policies. The amendment will require the proposed regional price preference policy to be published on the local government's official website.</p>	
Regulation 40	Regulation 24F	<p>Regulation 24F deals with the adoption of a regional price preference policy. The amendment will require the local government to publish a copy of the adopted policy on their official website.</p>	
Regulation 41	Regulation 30	<p>Regulation 30 deals with disposal of property (including land) that is excluded from the application of section 3.58 'Disposing of property' in the <i>Local Government Act</i></p>	

		<p>1995. Regulation 30(2a) deals with a disposition of property that is an exempt disposition because it has been disposed of within 6 months of a public tender or auction process. Currently information on the disposal of property under regulation 30(2a) is to be made available for public inspection for at least 12 months. This amendment extends this to also require the publication of details of this disposal on the local government's official website.</p>	
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Local Government (Regional Subsidiaries) Regulations 2017

New Regulation	Amended	Explanation	Recommendation (Support/Not Support; Why?)
Regulation 43	Regulation 18	The effect of this amendment is to require a regional subsidiary to report on the salary bands of employees receiving \$100,000 or more, and the remuneration of the CEO.	

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Dear Cr Davies and Ms Dayman

Local government has played a critical role in supporting the Western Australian Government's response to the challenges presented to us through the COVID-19 pandemic.

However, as we know the Western Australian Government's housing and construction sector has had a very difficult time over the last three months. This is a significant risk to jobs and apprentices in the industry and the survival of many businesses.

Therefore, on 7 June 2020, I announced a \$444 million housing stimulus package aimed at providing timely support to the Western Australian building and construction sectors. This investment will bring forward a much needed pipeline of work for local residential building companies and tradespersons.

A key element of the package is the commitment of \$117 million for \$20,000 Building Bonus grants for homebuyers to build new houses or purchase a new property in a single tier development (such as a townhouse) prior to construction finishing. Those planning to build a new home in order to receive the grant are required to enter into a home building contract before 31 December 2020. Construction must commence within six months of entering into the contract.

I am therefore seeking your cooperation in ensuring that local governments, to the extent applicable, act as an enabler for the timely consideration of planning approvals and building permits. It is incredibly important that local government work with builders, developers and individual home builders to ensure we get activity into the sector as soon as possible.

I appreciate the important role of local government in the successful delivery of the housing stimulus package. Together, we can support Western Australia's economic recovery from COVID-19.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Mark McGowan".

Mark McGowan MLA
PREMIER

11 JUN 2020

