



Minutes

of the

Ordinary Meeting of Council

held on

Thursday

18 August

2016

At 3.30

pm In

The Council Chambers
Honour Avenue Wyalkatchem

Our purpose

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

Council's Vision

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

Our Purpose

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

Our Guiding Principles

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

Leaving a positive legacy for future generations and Councils;

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

Responsible financial management;

Informed, evidence-based and representative decision making; and

Effective communication and engagement.

Our Goals

Healthy, strong and connected communities

A prosperous and dynamic district

A sustainable natural and built environment

An effective voice

A well-managed and effective organisation

Facilities and assets that are well used and effectively managed

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1. DECLARATION OF OPENING

- 1.1 The Shire President declared the Meeting open: 15.35
- 1.2 The Shire of Wyalkatchem disclaimer was read aloud.

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

2. Public question time

- 2.1 Response to previous questions taken on notice
Not applicable

- 2.2 Declaration of public question time opened: 15.36

- 2.3 Declaration of public question time closed: 15.36

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

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

- 3.2 Apologies: Cr Garner

- 3.3 On leave of absence: Cr Gawley

3.7 APPLICATIONS FOR LEAVE OF ABSENCE Voting

Requirements: Simple Majority Council Decision Number: 3233

Moved: Cr Butt

Seconded: Cr Garner

SUMMARY

That Council resolve the following

- 1. That Cr Gawley be granted leave of absence from the Ordinary Meeting of Council to be held 17 March and 18 August 2016

Vote: 7/0

- 3.4 Staff: Ian McCabe, Trevor Webb, Claire Trenorden, Rachel Nightingale

- 3.5 Visitors:

- 3.6 Gallery:

- 3.7 Applications for leave of absence:


- 4.1 Petitions

- 4.2 Deputations

- 4.3 Presentations

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1.1 MEETINGS – CONFIRMATION OF MINUTES - ORDINARY MEETING 21 JULY 2016

FILE REFERENCE:	Minute Book
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORT WRITTEN:	11 August 2016
DISCLOSURE OF INTEREST:	Not applicable
PREVIOUS MEETING REFERENCE:	Not Applicable

SUMMARY:

1. Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 21 July 2016.

Appendix:

There is no attachment to this report.

Background:

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

Comment:

There is no further comment to this item.

Consultation:

Ian McCabe, Chief Executive Officer.

Statutory Environment:

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

Policy Implications:

There is no Council Policy relative to this issue.

Financial Implications:

There are no Financial Implications relative to this issue.

Strategic Plan/Risk Implications:

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

Voting Requirements: Simple Majority

Council Decision Number: 3329

Moved: Cr Jones

Seconded: Cr Gamble


That Council resolve the following:

- 1. Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 21 July 2016.**

Vote: 5/0

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1.2 MEETINGS – CONFIRMATION OF MINUTES – SPECIAL MEETING OF COUNCIL 1 AUGUST 2016

FILE REFERENCE:	Minute Book
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORT WRITTEN:	11 August 2016
DISCLOSURE OF INTEREST:	Not applicable
PREVIOUS MEETING REFERENCE:	Not Applicable

SUMMARY:

1. **Confirm the minutes as an accurate record of the Special Meeting of Council held on 1 August 2016.**

Appendix:

There is no attachment to this report.

Background:

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

Comment:

There is no further comment to this item.

Consultation:

Ian McCabe, Chief Executive Officer.

Statutory Environment:

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

Policy Implications:

There is no Council Policy relative to this issue.

Financial Implications:

There are no Financial Implications relative to this issue.

Strategic Plan/Risk Implications:

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

Voting Requirements: Simple Majority

Council Decision Number: 3330

Moved: Cr Butt

Seconded: Cr Holdsworth

That Council resolve the following:

- 1. Confirm the minutes as an accurate record of the Special Meeting of Council held on 1 August 2016.**

Vote: 5/0

6.0 Announcements by Presiding Person

Cr Davies made mention of Local Government week at the beginning of August. He attended a Mayors and Presidents forum. A presentation by a law firm about the gift provisions has highlighted that the gift provisions declarations need some work. The Local Government week AGM was held the following day; Eddie Garner received his award recognising his contribution to Local Government.

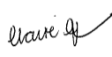
Cr Davies acknowledged the passing of Geof Kukura (a member of the works crew) and Noreen Elliot who also passed away.

Cr Davies reflected on the 50 year anniversary of the battle of Long Tan.

7.0 Matters for which meeting may be closed

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

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

FILE REFERENCE:	12.10.02
AUTHOR'S NAME AND POSITION:	Claire Trenorden Senior Finance Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	11 August 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC 21 July 2016 Council decision number: 3317
STRATEGIC COMMUNITY PLAN REFERENCE	5 – A well-managed and effective Council organization. 6 – Well utilized and effectively managed facilities and assets

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

That Council resolve the following:

1. Receive the Statement of Financial Activity for the period ended 31 July 2016.

Appendix:

1. Monthly Financial Report for the Period Ended 31 July 2016 and supporting documentation.

Background:

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

Comment:

July 2016 Financial Statements:

- Yearly operating revenue is \$1,396,268 inclusive of net rate income of \$1,160,850 (net of prepaid rates and discounts) – 43% of Budget
- Yearly operating expenditure is \$318,084 – 9% of Budget
- Yearly capital expenditure is \$8,406 – 0.3% of Budget
- Yearly capital revenue is \$450,000 – 21% of Budget
- Net current assets as 31 July 2016 are \$1,920,898

Operating Revenue: Total operating revenue is 43% of the Annual Budget.

Rates: Revenue of \$1,341,949 has been raised during the Rate Run for 2016/17 and

rates notices were posted out by the planned date of 22 July 2016. The total Rate Run is

broken down between Rates \$1,192,288, Rubbish \$99,540, Health Levy \$14,868 and ESL Levy \$35,253. To date income received is \$64,168 and discounts applied equate to \$7,268. Approximately 5% of Rates have been collected to date, with \$1,256,097 outstanding.

Transport: The invoice for the Main Roads Direct Grant (\$100,658) was completed in July 2016.

Operating Expenditure: Total operating expenditure is 9% of the Annual Budget.

Capital Expenditure: Total Capital Expenditure (\$8,406) is 0.3% of the Annual Budget (\$3,103,273).

Net Assets: Net Current Assets as at 31 July 2016 amounts to \$1,920,898. This is in the majority comprised of Accounts Receivables – Rates and Rubbish (\$1,256,097).

Consultation:

Ian McCabe Chief Executive Officer

Statutory Environment:

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

Policy Implications:

There is no Council Policy relative to this issue.

Financial Implications:

There are no Financial Implications relative to this issue.

Strategic Plan/Risk Implications:

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

Voting Requirements Simple Majority

Council Decision Number: 3331

Moved: Cr Holdsworth

Seconded: Cr Gamble

That Council resolve the following:

- 1. Receive the Statement of Financial Activity for the period ended 31 July 2016.**

Vote: 5/0

Shire of Wyalkatchem
MONTHLY FINANCIAL REPORT
For the Period Ended 31 July 2016

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Statement of Financial Activity

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

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 July 2016

Note	Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b) - (a) 3	Var. % (b) - (a) / (b) 3	Var.
	\$	\$	\$	\$	%	
Operating Revenues						
Governance	2,100	0	2,654	2,654	100.0%	
General Purpose Funding	1,068,785	5,000	5,178	178	3.4%	
Law, Order and Public Safety	38,962	0	0	0		
Health	51,273	0	0	0		
Education and Welfare	0	0	0	0		
Housing	130,831	10,902	11,468	566	4.9%	
Community Amenities	110,197	107,033	110,237	3,204	2.9%	
Recreation and Culture	47,684	400	377	(23)	(6.1%)	
Transport	625,508	100,658	100,658	0	0.0%	
Economic Services	3,910	374	2,274	1,900	83.6%	
Other Property and Services	10,000	0	2,573	2,573	100.0%	
Total (Excluding Rates)	2,089,250	224,367	235,418	11,051	4.7%	
Operating Expense						
Governance	(303,146)	(25,262)	(24,311)	951	3.9%	
General Purpose Funding	(60,120)	(6,010)	(6,596)	(586)	(8.9%)	
Law, Order and Public Safety	(100,981)	(16,415)	(16,196)	219	1.4%	
Health	(310,233)	(25,853)	(22,910)	2,943	12.8%	
Education and Welfare	(9,489)	(8,126)	(8,126)	(0)	(0.0%)	
Housing	(250,010)	(20,893)	(21,422)	(529)	(2.5%)	
Community Amenities	(220,184)	(18,349)	(16,275)	2,074	12.7%	
Recreation and Culture	(686,738)	(37,228)	(37,369)	(141)	(0.4%)	
Transport	(1,404,179)	(130,015)	(128,947)	1,068	0.8%	
Economic Services	(79,969)	(10,664)	(10,867)	(203)	(1.9%)	
Other Property and Services	0	(25,064)	(25,064)	(0)	(0.0%)	
Total	(3,425,049)	(323,879)	(318,084)	5,794		
Funding Balance Adjustment						
Add back Depreciation	1,049,519	87,459	89,137	1,678	1.9%	
Adjust (Profit)/Loss on Asset Disposal	(102,502)	0	0	0		
Movement in Deferred Pensional Rates (Non-Current)			0	0		
Movement in Accrued Salaries and Wages			0	0		
Movement in Employee Benefit Provisions			0	0		
Adjust Provisions and Accruals			0	0		
Net Operating (Ex. Rates)	(388,782)	(12,053)	6,471	18,524		
Capital Revenues						
Proceeds from Disposal of Assets	72,727	0	0	0		
Non-Operating Grants	995,750	0	0	0		
Proceeds from New Debentures	0	0	0	0		
Proceeds from Sale of Investments				0		
Proceeds from Advances				0		
Self-Supporting Loan Principal	12,169	0	0	0		
Transfer from Reserves	1,043,266	450,000	450,000	0	0.0%	
Total	2,123,912	450,000	450,000	0		
Capital Expenses						
Land Held for Resale	0	0	0	0		
Land and Buildings	(1,197,492)	(3,279)	(3,279)	0	0.0%	
Plant and Equipment	(363,182)	0	0	0		
Furniture and Equipment	0	0	0	0		
Infrastructure Assets - Roads	(895,107)	(297)	(297)	0	0.0%	
Infrastructure Assets - Other	(196,929)	0	0	0		
Purchase of Investments				0		
Repayment of Debentures	(101,502)	0	0	0		
Advances to Community Groups				0		
Transfer to Reserves	(349,061)	(4,830)	(4,830)	0	0.0%	
Total	(3,103,273)	(8,406)	(8,406)	0		
Net Capital	(979,361)	441,594	441,594	0		
Total Net Operating + Capital	(1,368,143)	429,542	448,066	18,524		
Rate Revenue	1,142,763	1,157,763	1,160,850	3,087	0.3%	
Opening Funding Surplus(Deficit)	300,000	300,000	311,983	11,983	3.8%	
Closing Funding Surplus(Deficit)	74,620	1,887,305	1,920,898	33,594	1.7%	

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
For the Period Ended 31 July 2016

	Note	Amended Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b) - (a) 3	Var. % (b) - (a) / (b) 3
Operating Revenues		\$	\$	\$	\$	%
Grants, Subsidies and Contributions	8	1,650,006	100,658	103,298	2,640	2.6%
Profit on Asset Disposal	10	102,502	0	0	0	
Fees and Charges		279,730	118,958	127,226	8,268	6.5%
Interest Earnings		57,012	4,751	4,894	143	2.9%
Other Revenue		0	0	0	0	
Total (Excluding Rates)		2,089,250	224,367	235,418	11,051	
Operating Expense						
Employee Costs		(962,332)	(74,025)	(69,230)	4,795	6.9%
Materials and Contracts		(1,129,740)	(75,145)	(72,979)	2,166	3.0%
Utilities Charges		(137,538)	(5,731)	(5,220)	511	9.8%
Depreciation (Non-Current Assets)		(1,049,519)	(87,459)	(89,137)	(1,678)	(1.9%)
Interest Expenses		(21,603)	0	0	0	
Insurance Expenses		(124,317)	(81,519)	(81,519)	0	0.0%
Loss on Asset Disposal	10	0	0	0	0	
Other Expenditure		0	0	0	0	
Total		(3,425,049)	(323,879)	(318,084)	5,794	
Funding Balance Adjustment						
Add Back Depreciation		1,049,519	87,459	89,137	1,678	1.9%
Adjust (Profit)/Loss on Asset Disposal	10	(102,502)	0	0	0	
Movement in Deferred Pensional Rates (Non-Current)					0	
Movement in Accrued Salaries and Wages					0	
Movement in Employee Benefit Provisions					0	
Adjust Provisions and Accruals					0	
Net Operating (Ex. Rates)		(388,782)	(12,053)	6,471	18,524	
Capital Revenues						
Grants, Subsidies and Contributions	8	995,750	0	0	0	
Proceeds from Disposal of Assets	10	72,727	0	0	0	
Proceeds from New Debentures					0	
Proceeds from Sale of Investments					0	
Proceeds from Advances					0	
Self-Supporting Loan Principal		12,169	0	0	0	
Transfer from Reserves	9	1,043,266	450,000	450,000	0	0.0%
Total		2,123,912	450,000	450,000	0	
Capital Expenses						
Land Held for Resale		0	0	0	0	
Land and Buildings	10	(1,197,492)	(3,279)	(3,279)	0	0.0%
Plant and Equipment	10	(363,182)	0	0	0	
Furniture and Equipment	10	0	0	0	0	
Infrastructure Assets - Roads	10	(895,107)	(297)	(297)	0	0.0%
Infrastructure Assets - Other	10	(196,929)	0	0	0	
Purchase of Investments			0	0	0	
Repayment of Debentures		(101,502)	0	0	0	
Advances to Community Groups					0	
Transfer to Reserves	9	(349,061)	(4,830)	(4,830)	0	0.0%
Total		(3,103,273)	(8,406)	(8,406)	0	
Net Capital		(979,361)	441,594	441,594	0	
Total Net Operating + Capital		(1,368,143)	429,542	448,066	18,524	
Rate Revenue		1,142,763	1,157,763	1,160,850	3,087	0.3%
Opening Funding Surplus(Deficit)		300,000	300,000	311,983	11,983	3.8%
Closing Funding Surplus(Deficit)	3	74,620	1,887,305	1,920,898	33,594	1.7%

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2016

1. SIGNIFICANT ACCOUNTING POLICIES

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

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

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

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

- (c) **Rounding Off Figures**
All figures shown in this statement are rounded to the nearest dollar.
- (d) **Rates, Grants, Donations and Other Contributions**
Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.
- (e) **Goods and Services Tax**
In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.
- (f) **Cash and Cash Equivalents**
Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.
- For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.
- (g) **Trade and Other Receivables**
Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

Mandatory Requirement to Revalue Non-Current Assets

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

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

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

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

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

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

Land under Control

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

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

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Fixed Assets (Continued)

Initial Recognition

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

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

Revaluation

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

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

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

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

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

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

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

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

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

Transitional Arrangement

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

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

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

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Fixed Assets (Continued)

Early Adoption of AASB 13 - Fair Value Measurement

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

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

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

Land Under Roads

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

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

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

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

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

(j) Depreciation of Non-Current Assets

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

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

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

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

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

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

Capitalisation Threshold

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

(k) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the local government prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

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

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

(o) Current and Non-Current Classification

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

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

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) STATEMENT OF OBJECTIVE (Continued)

EDUCATION AND WELFARE

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

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

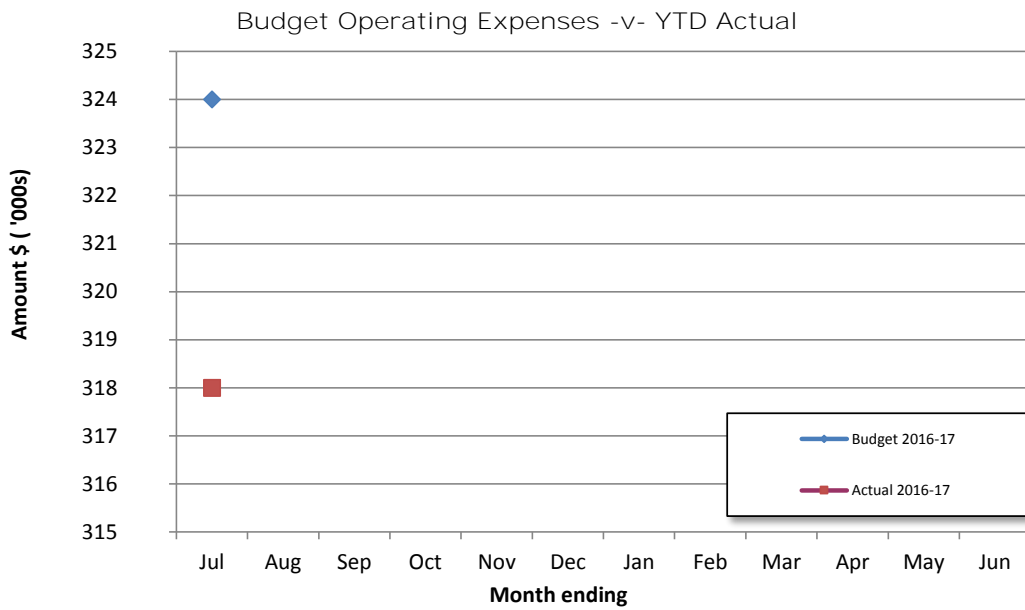
OTHER PROPERTY & SERVICES

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

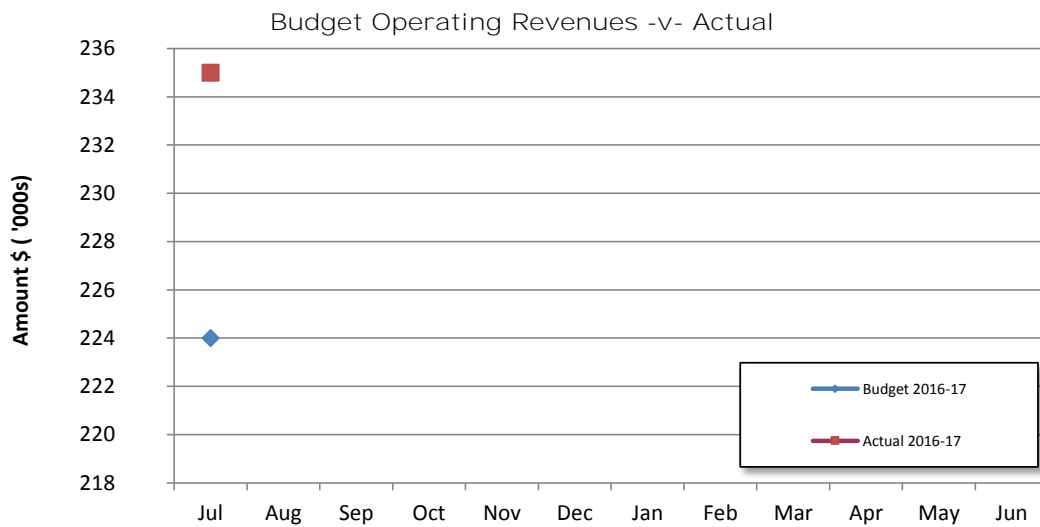
Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

Note 2 - Graphical Representation - Source Statement of Financial Activity



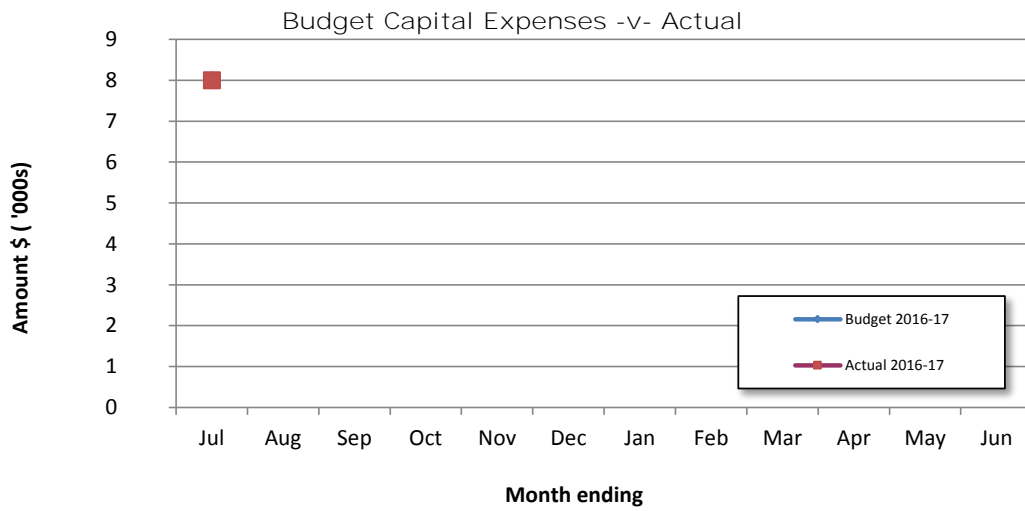
Comments/Notes - Operating Expenses



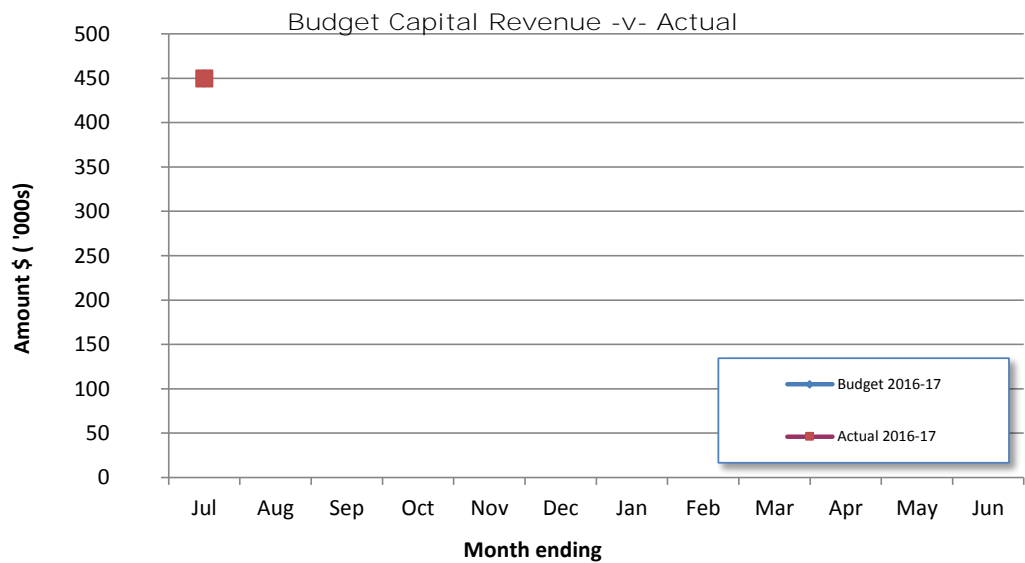
Comments/Notes - Operating Revenues

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses

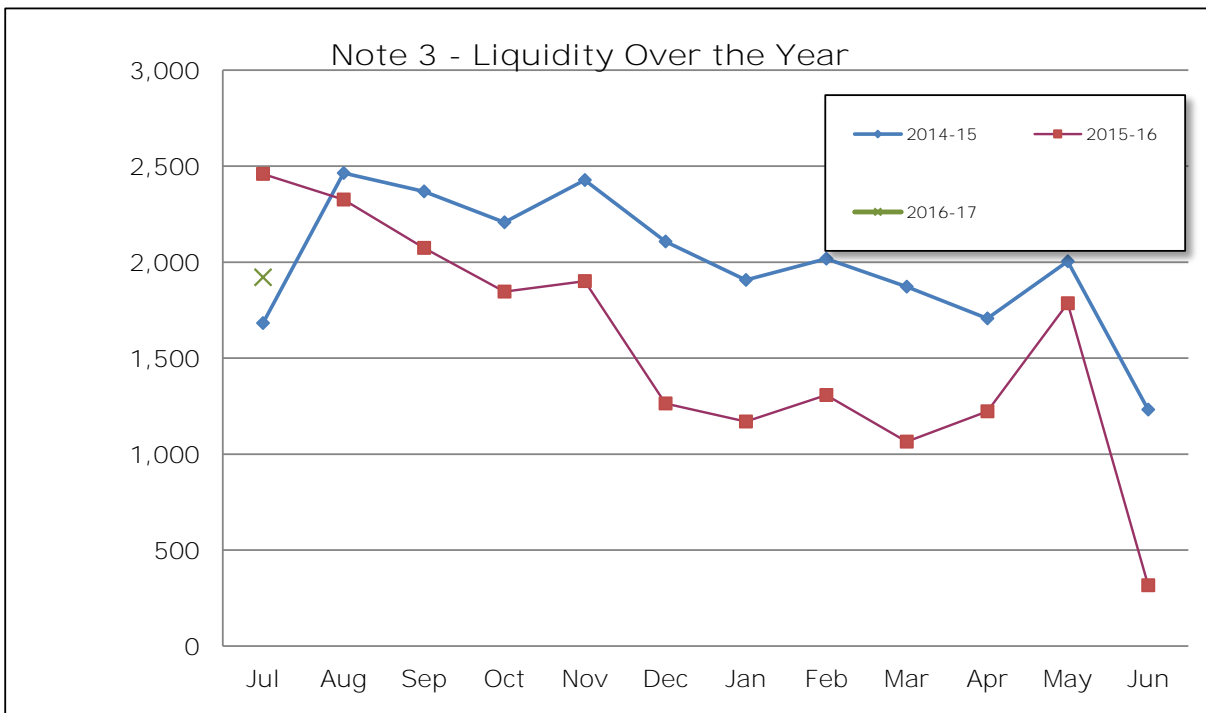


Comments/Notes - Capital Revenues

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

Note 3: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)			
2016-17			
Note	This Month	Last Month	Same Period Last Year
	\$	\$	\$
Current Assets			
Cash Unrestricted	571,848	415,571	1,267,467
Cash Restricted	2,352,927	2,798,097	1,553,343
Investments			
Receivables - Rates and Rubbish	1,256,097	14,726	38,511
Receivables -Other	174,711	68,769	10,385
Inventories	88,496	77,001	101,944
	4,444,079	3,374,164	2,971,651
Less: Current Liabilities			
Payables	(115,070)	(195,014)	(96,659)
Current Employee Benefits Provision	(69,070)	(69,070)	(90,357)
	(184,140)	(264,084)	(187,016)
Less: Cash Restricted	(2,352,927)	(2,798,097)	(1,553,343)
Net Current Funding Position	1,907,011	311,983	1,231,292



Comments - Net Current Funding Position

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
At Call - Municipal	0.05%	564,734				564,734	NAB	Call
At Call - REBA	0.01%			300		300	NAB	Call
At Call - Working	0.01%			9,841		9,841	NAB	Call
(b) Term Deposits Reserves	2.85%		2,352,927			2,352,927	NAB	20/10/2016
(c) Investments								
Total		564,734	2,352,927	10,141	0	2,927,802		

Comments/Notes - Investments

Shire of Wyalkatchem Monthly Investment Report

For the Period Ended 31 July 2016

Note 4A: CASH INVESTMENTS

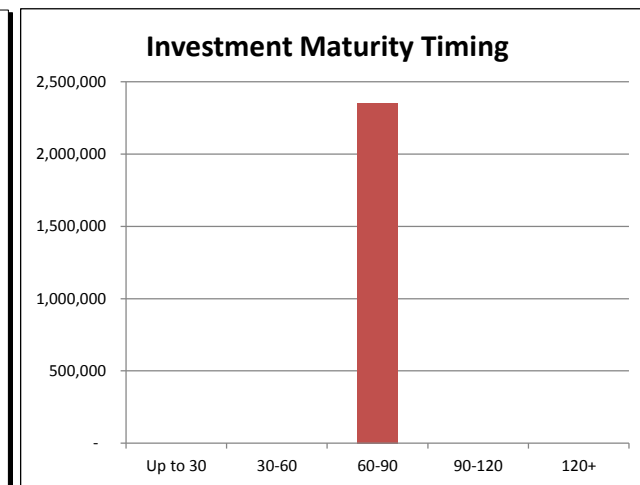
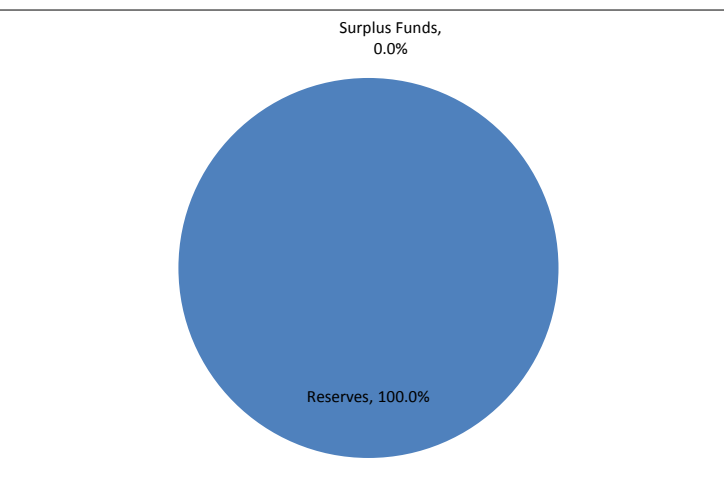
Deposit Ref	Deposit Date	Institution	Term (Days)	Invested Interest rates	Expected Interest
General Municipal					
					-
					-
					-
				Subtotal	-
Restricted					
Reserves	21/07/2016	NAB	90	2.85%	16,535
				Subtotal	16,535
				Total Funds Invested	16,535

Amount Invested (Days)					Total
Up to 30	30-60	60-90	90-120	120+	
-	-	-	-	-	-
-	-	-	-	-	-
-	-	2,352,927	-	-	2,352,927
-	-	2,352,927	-	-	2,352,927
-	-	2,352,927	-	-	2,352,927

Comparative rate	
Average Interest time of deposit	Interest Rate at time of Report

Budget v Actual		
Annual Budget	Year to Date Actual	Var.\$
-	-	-

Deposit Ref	Deposit Date	Term (Days)	Invested Interest rates	Amount Invested	Percentage of Portfolio
NAB - Reserves					
TD114022574	21/07/2016	90	2.85%	2,352,927	
				Subtotal	100.0%
NAB - Surplus Funds					
				Subtotal	0.0%
				Subtotal	0.0%
				Subtotal	0.0%
				Subtotal	0.0%
				Subtotal	0.0%
				Subtotal	0.0%
				Total Funds Invested	2,352,927
					100.0%



Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2016

Note 5: MAJOR VARIANCES

Comments/Reason for Variance		ANNUAL	YTD	ACTUAL	VARIANCE	COMMENTS
		BUDGET	BUDGET			
5.1 OPERATING REVENUE (EXCLUDING RATES)						
5.1.1 GOVERNANCE						
1041031	WDHS Centenary Event Tickets	0	0	2,640	2,640	The Shire is selling the tickets for the Centenary evening event, this will be passed onto the committee so will balance out in August/September 2016.
5.1.2 GENERAL PURPOSE FUNDING						
5.1.3 LAW ORDER AND PUBLIC SAFETY						
5.1.4 HEALTH						
5.1.5 EDUCATION AND WELFARE						
5.1.6 HOUSING						
5.1.7 COMMUNITY AMENITIES						
5.1.8 RECREATION AND CULTURE						
5.1.9 TRANSPORT						
5.1.10 ECONOMIC SERVICES						
1135203	Railway Barracks Fees	2,000	167	1,945	1,778	The Shire is currently managing the Railway Barracks so income is increased.
5.1.11 OTHER PROPERTY AND SERVICES						
5.2 OPERATING EXPENSES						
5.2.1 GOVERNANCE						
5.2.2 GENERAL PURPOSE FUNDING						
5.2.3 LAW, ORDER AND PUBLIC SAFETY						

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

Note 5: MAJOR VARIANCES

Comments/Reason for Variance					
	ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.2.4 HEALTH					
5.2.5 EDUCATION AND WELFARE					
5.2.6 HOUSING					
5.2.7 COMMUNITY AMENITIES					
5.2.8 RECREATION AND CULTURE					
5.2.9 TRANSPORT					
5.2.10 ECONOMIC SERVICES					
5.2.11 OTHER PROPERTY AND SERVICES					
5.3 CAPITAL REVENUE					
5.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS					
5.3.2 PROCEEDS FROM DISPOSAL OF ASSETS					
5.3.3 PROCEEDS FROM NEW DEBENTURES					
5.3.4 PROCEEDS FROM SALE OF INVESTMENT					
5.3.5 PROCEEDS FROM ADVANCES					
5.3.6 SELF-SUPPORTING LOAN PRINCIPAL					
5.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)					
5.4 CAPITAL EXPENSES					
5.4.1 LAND HELD FOR RESALE					

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

Note 5: MAJOR VARIANCES

Comments/Reason for Variance					
	ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.4.2 LAND AND BUILDINGS					
5.4.3 PLANT AND EQUIPMENT					
5.4.4 FURNITURE AND EQUIPMENT					
5.4.5 INFRASTRUCTURE ASSETS - ROADS					
5.4.6 INFRASTRUCTURE ASSETS - OTHER					
5.4.7 PURCHASES OF INVESTMENT					
5.4.8 REPAYMENT OF DEBENTURES					
5.4.9 ADVANCES TO COMMUNITY GROUPS					
5.4.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)					
5.4.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)					
5.5 OTHER ITEMS					
5.5.1 RATE REVENUE					
5.5.2 OPENING FUNDING SURPLUS(DEFICIT)					
5.5.3 DEPRECIATION					

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

Note 6: BUDGET AMENDMENTS

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

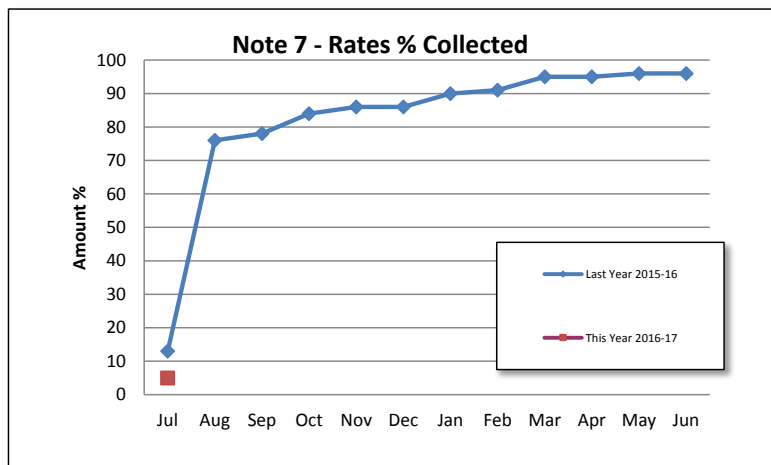
GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption			\$	\$	\$	\$
				0	0	0	0
	Closing Funding Surplus (Deficit)			0	0	0	0

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

Note 7: RECEIVABLES

Receivables - Rates and Rubbish

	Current 2016-17	Previous 2015-16	Total
	\$	\$	\$
Opening Arrears Previous Years		14,726	14,726
Rates Levied this year	1,341,949	0	1,341,949
Interim Rates			0
Rates in Advance (Pre-Paid)	(29,301)	0	(29,301)
Instalment Fees	125	0	125
Administration/Legal Fees	(0)	0	(0)
Interest	33	0	33
Less Discount/Concessions/Write off	(7,268)	0	(7,268)
Less Collections to date	(64,168)	0	(64,168)
Equals Current Outstanding	1,241,371	14,726	1,256,097
Ex-Gratia Rates			0
Net Rates Collectable			1,256,097
% Collected			4.83%

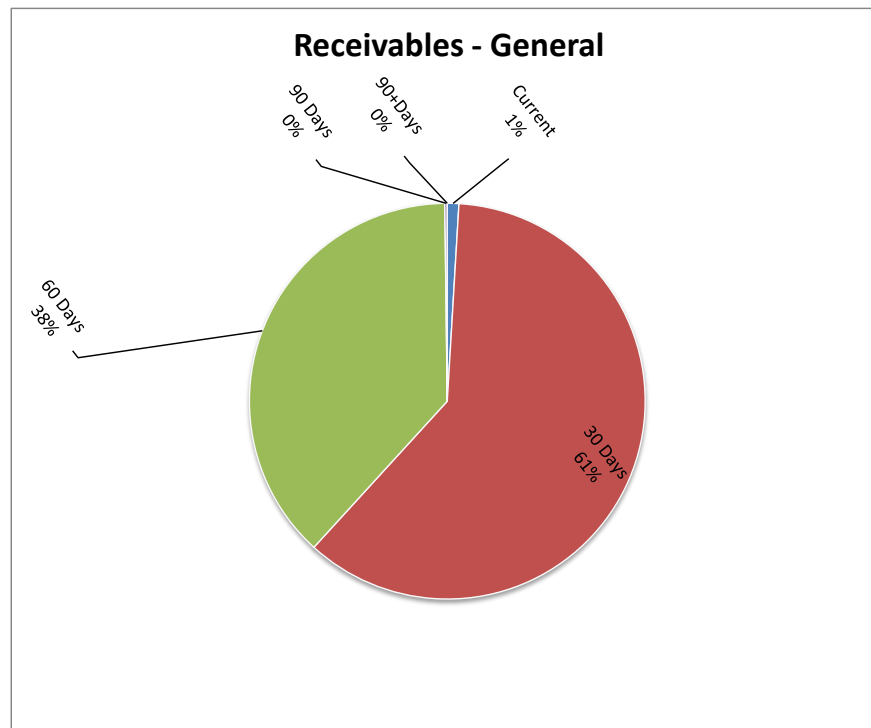


Comments/Notes - Receivables Rates and Rubbish

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

Receivables - General	Current	30 Days	60 Days	90 Days	90+Days
	\$	\$	\$	\$	\$
	1,646	106,277	66,438	350	0
Total Outstanding					174,711

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables General

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2016

Note 8: GRANTS AND CONTRIBUTIONS

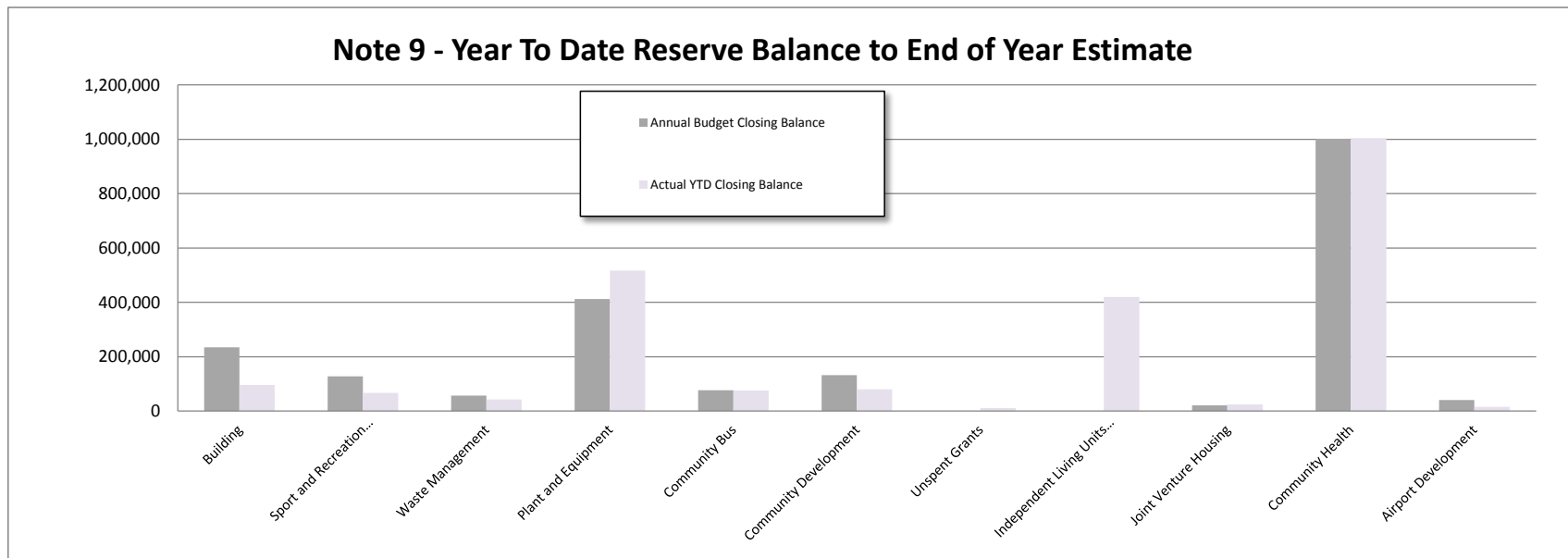
Program/Details GL	Provider	Approval Yes No	2016-17 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status		Estimated Receival Dates
						Received	Not Received	
GENERAL PURPOSE FUNDING		(Yes/No)	\$	\$	\$	\$	\$	
Financial Assistance Grant	State Government	Yes	996,465		996,465		996,465	Quarterly - Jul, Nov, Feb, May
Contribution from Senior Citizens Homes	Senior Citizens Homes Trust	Yes	45,455		45,455		45,455	
GOVERNANCE								
Reimbursements - Miscellaneous	Various		2,000		2,000		2,000	
LAW, ORDER, PUBLIC SAFETY								
DFES Operating Grant	DFES	No	33,262		33,262		33,262	First instalment for 2016/17 pre-paid, remainder in 4 instalments
HEALTH								
Medical Centre Contribution	Shire of Koorda	Yes	51,273		51,273		51,273	Quarterly - Sept, Dec, Mar, Jun
COMMUNITY AMENITIES								
RECREATION AND CULTURE								
Swimming Pool Grant	Department of Sport & Rec	No	34,000		34,000		34,000	
TRANSPORT								
Financial Assistance Grant	State Government	Yes	424,917		424,917		424,917	Quarterly - Jul, Nov, Feb, May
Main Roads Direct Grant	Main Roads WA	Yes	96,670		96,670		96,670	
Street Lighting Subsidy	Main Roads WA	Yes	1,419		1,419		1,419	May 2017
Regional Road Group	Main Roads WA	Yes	388,396		388,396		388,396	40% Aug 2016, 60% Feb 2017
Roads to Recovery	Dept of Transport	Yes	561,899		561,899		561,899	Quarterly - Jul, Oct, Feb, Apr
OTHER PROPERTY & SERVICES								
Diesel Fuel Rebate	Australian Taxation Office	Yes	10,000		10,000		10,000	Monthly
TOTALS			2,645,756	0	2,645,756	0	2,645,756	

Comments - Grants and Contributions

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

Note 9: Cash Backed Reserve

Name	Opening Balance	Annual Budget Interest Earned	Actual Interest Earned	Annual Budget Transfers In (+)	Actual Transfers In (+)	Annual Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Annual Budget Closing Balance	Actual YTD Closing Balance
Building	\$ 96,201	\$ 2,983	\$ 166	\$ 135,000	\$	\$	\$		\$ 234,184	\$ 96,367
Sport and Recreation Facilities	67,195	1,628	116	59,000					127,823	67,311
Waste Management	42,954	727	74	13,405					57,086	43,028
Plant and Equipment	515,861	6,656	890	0		(110,000)			412,517	516,751
Community Bus	75,365	972	130	0					76,337	75,495
Community Development	80,000	1,871	138	65,000		(15,000)			131,871	80,138
Unspent Grants	11,177	144	19	0		(11,321)			0	11,196
Independent Living Units project	867,848	11,198	1,498	0		(879,046)	(450,000)		0	419,346
Joint Venture Housing	24,337	373	42	4,588		(7,900)			21,398	24,379
Community Health	1,002,160	20,000	1,730	0		(20,000)			1,002,160	1,003,890
Airport Development	15,000	516	26	25,000					40,516	15,026
	2,798,098	47,068	4,830	301,993	0	(1,043,267)	(450,000)		2,103,892	2,352,927



Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Profit(Loss) of Asset Disposal				Disposals	Current Budget Replacement		
Cost	Accum Depr	Proceeds	Profit (Loss)		Annual Budget	Actual	Variance
\$	\$	\$	\$		\$	\$	\$
			0	Other Property and Services Komatsu Front End Loader	318,182	0	(318,182) ▼
0	0	0	0	Totals	318,182	0	(318,182)

Comments - Capital Disposal

Contributions Information					Summary Acquisitions	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance
\$	\$	\$	\$	\$		\$	\$	\$
				0	Property, Plant & Equipment			
				0	Land for Resale	0	0	0
241,469	54,077	901,946	0	1,197,492	Land and Buildings	1,197,492	3,279	(1,194,213) ▼
180,455	0	182,727	0	363,182	Plant & Property	363,182	0	(363,182) ▼
0	0	0	0	0	Furniture & Equipment	0	0	0
					Infrastructure			
8,123	886,984	0	0	859,083	Roadworks	895,107	297	(894,810) ▼
0	108,724	0	0	108,724	Drainage	108,724	0	(108,724) ▼
0	0	0	0	0	Bridges	0	0	0
20,000	0	0	0	20,000	Footpath & Cycleways	20,000	0	(20,000) ▼
33,205	0	0	0	33,205	Parks, Gardens & Reserves	33,205	0	(33,205) ▼
10,000	0	0	0	10,000	Airports	10,000	0	(10,000) ▼
0	0	0	0	0	Sewerage	0	0	0
0	0	0	0	25,000	Other Infrastructure	25,000	0	(25,000) ▼
493,252	1,049,785	1,084,673	0	2,616,686	Totals	2,652,710	3,576	(2,649,134)

Comments - Capital Acquisitions

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

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

Contributions					Land & Buildings	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year		
						Annual Budget	Actual	Variance
\$	\$	\$	\$	\$	\$	\$	\$	
42,982				42,982	Governance			
25,000				25,000	Shire Office	42,982		(42,982) ▼
					Council Chambers	25,000		(25,000) ▼
17,420				17,420	Law, Order and Public Safety			
					Bush Fire Truck Shed	17,420		(17,420)
17,500				17,500	Health			
					Medical Centre	17,500		(17,500)
					Education and Welfare			
	45,455	879,046		924,501	Senior Citizens Homes Project	924,501		(924,501)
10,000		15,000		25,000	Aged Friendly Communities	25,000		(25,000)
					Housing			
7,000				7,000	1 Slocum St	7,000		(7,000) ▼
6,880				6,880	4 Slocum St	6,880		(6,880) ▼
10,000				10,000	51 Flint St	10,000		(10,000) ▼
5,000				5,000	55 Flint St	5,000		(5,000) ▼
		7,900		7,900	59 Flint St	7,900		(7,900) ▼
6,000				6,000	Lady Novar	6,000		(6,000)
					Recreation and Culture			
5,000				5,000	Town Hall	5,000		(5,000) ▼
15,000				15,000	Recreation Centre	15,000		(15,000) ▼
22,500				22,500	Tennis Club	22,500	3,279	(19,221) ▼
	8,622			8,622	Rec Centre Shade Sail	8,622		(8,622) ▼
					Economic Services			
14,460				14,460	Railway Station	14,460		(14,460)
36,727				36,727	Railway Barracks	36,727		(36,727)
241,469	54,077	901,946	0	1,197,492	Totals	1,197,492	3,279	(1,194,213)

Contributions					Plant & Equipment	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year		
						Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	
20,000				20,000	Transport			
135,455		182,727		318,182	Turf Roller	20,000		(20,000) ▼
25,000				25,000	Front End Loader	318,182		(318,182) ▼
					Two way radio	25,000		(25,000) ▼
180,455	0	182,727	0	363,182	Totals	363,182	0	(363,182)

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions					Roads	Current Budget		
						This Year		
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	
	134,869			134,869	Transport The approved Blackspot funding was for the Benjaberring/Hindmarsh crossroads on the main Dowerin Wyalkatchem Road. This crossing is in a 110km/h speed zone with no clear line of site in either direction, creating a severe risk when shifting heavy machinery and for the school bus route	134,869		(134,869) ▼
8,123	169,952			178,075	Koorda / Wyalkatchem Rd - SLK 4.30 - 8.30 (4.0 km) - Shoulder Reconditioning (alter Scope of Works & TEC with SRRG)	178,075		(178,075) ▼
	112,761			112,761	Tammin / Wyalkatchem Rd - SLK 19.60 - 21.83 (2.23 km) - Shoulder Widening & Primersealing Shoulders ONLY (alter TFC with SRRG)	112,761		(112,761) ▼
	94,445			94,445	Nembudding Sth Rd - SLK 2.65 - 4.00 & 17.64 - 19.64 (3.35 km) - Seal / Reseal with 10mm cutback bitumen seal	94,445		(94,445) ▼
	66,057			66,057	Wyalkatchem North Rd - SLK 0.00 - 2.41 (2.41 km) - Seal / Reseal with 10mm cutback bitumen seal	66,057	297	(65,760) ▼
	33,759			33,759	Parsons Rd - SLK 15.53 - 16.18 (0.65 km) - Clear verges to Widen and Gravel Sheet, and clean out side drains and construct extra to prevent further water erosion of road section.	33,759		(33,759) ▼
	105,045			105,045	Shiells Rd - SLK 0.3 - 3.3 (3.0 km) - Clear verges to Widen and Gravel Sheet.	105,045		(105,045) ▼
	54,573			54,573	Yorkrakine West Rd - SLK 4.01 - 6.48 (2.47 km) - Shoulder Reconditioning to widen carriageway from 7.2m to 10.0m width	54,573		(54,573) ▼
	36,024			36,024	Swan St - SLK 0.00 - 0.72 (0.72 km) - Seal 11.2m wide primerseal with 10mm cutback bitumen seal	36,024		(36,024) ▼
	30,735			30,735	Elsegood Rd - SLK 1.65 - 2.78 (1.13 km) - Seal 3.6 m wide seal with 2 coat (14 & 7m) PMB Seal.	30,735		(30,735) ▼
	20,026			20,026	Wallambin Rd - SLK 9.63 - 10.13 (0.5 km) - Seal 4.9 m wide seal with 2 coat (14 & 7m) PMB Seal.	20,026		(20,026) ▼
	28,738			28,738	Lewis Rd - SLK 3.70 - 4.70 (1.0 km) - Seal 3.7 m wide seal with 2 coat (14 & 7m) PMB Seal.	28,738		(28,738) ▼
8,123	886,984	0	0	859,083	Totals	895,107	297	(894,810) ▼

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

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

					Cunderdin / Wyalkatchem Rd - Replace 3 barrel 600 H x 1200 W RCBC Culverts at SLK 16.88 & 21.33 each with 6 barrel x diameter 600 HDPE Pipe culverts with rock lined batters and aprons. Construct sidetracks around culverts to install.			
	108,724			108,724		108,724		(108,724) ▼
				0				0
				0				0
0	108,724	0	0	108,724	Totals	108,724	0	(108,724)

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

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

Contributions					Footpaths & Cycleways	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
				20,000	Transport	20,000	0	(20,000) ▼
				0	Solar Lighting			0
20,000	0	0	0	20,000	Totals	20,000	0	(20,000)

Contributions					Parks, Gardens & Reserves	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
12,900				12,900	Pioneer Park	12,900		(12,900) ▼
14,405				14,405	Admin Park reticulation, shade	14,405		(14,405) ▼
5,900				5,900	sail and sand replacement	5,900		(5,900) ▼
				0	Rec Centre trotting track and			0
				0	park sand replacement			0
33,205	0	0	0	33,205	Totals	33,205	0	(33,205)

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

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

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

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

Note 11: TRUST FUND

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

Description	Opening Balance 1-Jul-16	Amount Received	Amount Paid	Closing Balance 31-Jul-16
	\$	\$	\$	\$
REBA Bond Account	1		(1)	0
Webb, Trevor	315		(315)	0
Contract Aquatic	300			300
Falconer, Aaron	0	740	(740)	0
Anderson, Ian	0	50	(50)	0
Working Account				
Gym Monies	126		(126)	0
Key Deposit	195	15	(15)	195
Wyalkatchem Bush Fire Brigade	9,289		(9,289)	0
Interest	1			1
Councillor Nomination Payments	0	320	(320)	0
Cleaning Bond	2,700		(100)	2,600
Proceeds of Lot 2 Station St, Korrelocking sale	0	7,045		7,045
Medical Centre Account	500		(500)	0
	13,427	8,170	(11,456)	10,141

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 July 2016

SUPPLEMENTARY INFORMATION: INFORMATION ON BORROWINGS

(a) Debenture Repayments

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


RECONCILIATION OF BANK ACCOUNTS

Unrestricted Municipal Bank as at 31 July 2016	564,734
Outstanding Deposits	6,813
Outstanding Payments	0
Ending Balance	<u>571,547</u>
Trust REBA as at 31 July 2016	300
Outstanding Deposits	
Outstanding Payments	
Ending Balance	<u>300</u>
Trust Working as at 31 July 2016	9,841
Outstanding Deposits	
Outstanding Payments	
Ending Balance	<u>9,841</u>
Reserve Account as at 31 July 2016	2,352,927
Outstanding Deposits	
Outstanding Payments	
Ending Balance	<u>2,352,927</u>

A/R Aging Summary As at 31 July 2016

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>	
Chheena, Abdur	0	742	0	0	0	742	Rent August 2016
Eaton, Kylie	92	0	0	0	0	92	Monthly user agreement fee
Energy Made Clean	0	800	0	0	0	800	Accommodation at Barracks for Field Days
Green, Melissa	272	0	528	0	0	800	Invoice for use of Rec Centre for gym, followed up with letter 01/08/16.
Housing Authority	0	2,970	0	0	0	2,970	Monthly Rental Invoice September 2016
Main Roads	0	100,658	54,230	0	0	154,888	RRG Final Claim 15/16 and Direct Grant 16/17
Murphy, Michael	0	328	0	0	0	328	Private works
RATE DEBTORS	0	1,256,097	0	0	0	1,256,097	Outstanding Rates as at 31 July 2016
Shire of Koorda	0	0	11,593	0	0	11,593	Contribution to Medical Expenses, paid 01/08/16
Trenorden, Claire	334	0	0	0	0	334	Electricity for 2 Slocum St
Tucker, Anthony	595	330	0	0	0	925	Rent for 10 Honour Ave, electricity for 10 Honour Ave
WA Toolbox Trailers	0	300	0	0	0	300	Accommodation at Barracks for Field Days
Water Corporation	300	0	0	0	0	300	Private works
Wells, RJ & SL	0	0	69	0	0	69	Private works, followed up with a letter 01/08/16
Wright, Steven	0	150	0	0	0	150	Accommodation at Barracks for Field Days
Wyalkatchem Netball Assoc	0	0	0	350	0	350	Paid 05/08/16
Wyalkatchem Rollerskating	53	0	0	0	0	53	Use of Korrelocking Hall in July 16
Wyalkatchem Travellers Park	0	0	17	0	0	17	Hire of Community Bus, followed up with letter 01/08/16
TOTAL	<u>1,646</u>	<u>1,362,374</u>	<u>66,438</u>	<u>350</u>	<u>0</u>	<u>1,430,808</u>	
	1,646	106,277	66,438	350	0	174,711	Sundry
	0	1,256,097	0	0	0	1,256,097	Rates

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

FILE REFERENCE:	12.10.02
AUTHOR'S NAME AND POSITION:	Claire Trenorden Senior Finance Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Not Applicable
NOTIFICATION TO APPLICANT:	Not Applicable
DATE REPORT WRITTEN:	4 August 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC: 21 July 2016 Council Decision No. 3318
STRATEGIC COMMUNITY PLAN REFERENCE	5 – A well-managed and effective council organization. 6 – Well utilized and effectively managed facilities and assets

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

That Council resolve the following:

1. Receive the Payment Listings as of 31 July 2016.

Appendices:

1. Payment Listings as of 31 July 2016.

Background:

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

Comment:

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

Municipal Account	
Total Payments July 2016	\$354,309
Total Payments July 2015	\$264,858
Variance \$	\$89,451
Variance %	34%
Percentage paid by EFT July 2016	100%
Percentage paid by Cheque July 2016	0%

Percentage of local Suppliers July 2016 (excluding wages, bank fees, loan payments and utilities providers)	11%
Dollar Value spent with local Suppliers July 2016	\$20,399

Trust Account – Working

No transactions

Trust Account – REBA

No transactions

Reserve Account

Total Payments July 2016 (transfer to Municipal Acc) \$450,000

Consultation:

Ian McCabe Chief Executive Officer

Statutory Environment:

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

Policy Implications:

Relates to Policy Number GP2 – Purchasing Policy.

Financial Implications:

Payment of Accounts Payable as per the attached transaction statements to the value of \$354,309 for July 2016.

Strategic Plan/Risk Implications:

There are no strategic implications relative to this item.

Voting Requirements Simple Majority

Council Decision Number: 3332

Moved: Cr Gamble

Seconded: Cr Butt

That Council resolve the following:

- 1. Receive the Payment Listing as of 31 July 2016.**

Vote: 5/0

Type	Date	Num	Name	Description	Amount
A01100 - Cash at Bank					
A01101 - Unrestricted Municipal Bank					
Bill Pmt -Cheque	01/07/2016	dd010716	Water Corporation.	WATER USAGE 060416-090616	-5,641.63
Bill Pmt -Cheque	01/07/2016		Wyalkatchem Spraying Service - EFT	R2R ROSS RD Contract roller driving 230616-280616 15.5hr	-775.00
Paycheque	01/07/2016		Salaries and Wages	PPE010716	-1,472.64
General Journal	01/07/2016	2414	NAB	Merchant Fees	-67.47
Cheque	01/07/2016	dd010716	Westnet	Internet Access July 2016, Email Hosting 190416-190516	-179.15
Bill Pmt -Cheque	04/07/2016	Credit Card	NAB Visa	ADMIN OFFICE Dishwasher tablets, LICENCE 9RN517 2016/17, SUBSCRIPTION Rural Health West 2016/17, LICENCE Reckon 2016/17, PLANT PARTS WM160 Battery, SWIMMING POOL Donations Feb & Mar 2016, MEETING Lunch & drinks meeting with CEO, President and WDC 170616	-1,547.35
Bill Pmt -Cheque	11/07/2016	dd110716	Telstra	TELEPHONE Landlines 170616-160716	-457.97
Bill Pmt -Cheque	13/07/2016		AMPAC Debt Recovery - EFT	DEBT COLLECTION Commission Ass # 286	-80.74
Bill Pmt -Cheque	13/07/2016		Avon Waste - EFT	BINS June 2016 - 326 x 4 weeks, 12 street x 4 weeks	-3,271.84
Bill Pmt -Cheque	13/07/2016		BA & VM Brookes - EFT	R2R ROSS RD Single side tipper hire 102.5hrs, Cart grader to Ross Rd 3hrs, Road train hire 27.5hrs, Grader hire 25hrs	-26,661.25
Bill Pmt -Cheque	13/07/2016		Brendon Wilkes Electrical - EFT	ADMIN OFFICE Replace light, 58 FLINT ST Replace smoke alarm and test RCD's, 59 FLINT ST Replace smoke alarm and test RCD's, 55 FLINT ST Replace battery in smoke alarm and test RCD's, 51 FLINT ST Test smoke alarms and RCD's, LADY NOVAR Refit light in front room, REC CENTRE Wire in rangehood, MEDICAL CENTRE Change lightglobes in Dr office, ADMIN OFFICE Repair network connection point in Chambers and install powerpoint at same place	-2,687.30
Bill Pmt -Cheque	13/07/2016		Courier Australia - EFT	FREIGHT Works parts 130616, Library books 160616, Signs 220616	-63.77
Bill Pmt -Cheque	13/07/2016		D & D Transport - EFT	FREIGHT Cutting Edges for grader	-120.45
Bill Pmt -Cheque	13/07/2016		JK Williams - EFT	DEPOT Diesel Can, Phillips head screwdriver, Silver solder stick	-60.54
Bill Pmt -Cheque	13/07/2016		Katchem Plumbing - EFT	R2R ROSS RD Excavator operator 13.5hrs, REPAIRS WM830 Retrieve bobcat	-825.00
Bill Pmt -Cheque	13/07/2016		Landgate - EFT	VALUATIONS Mining tenements consolidated roll, Land Enquiry x 1	-248.95
Bill Pmt -Cheque	13/07/2016		Mass Recruitment - EFT	RRG WYALKATCHEM KOORDA RD Traffic Management 42 hours	-2,541.00
Bill Pmt -Cheque	13/07/2016		Morris Pest Control - EFT	TENNIS CLUB Termite spraying	-503.20
Bill Pmt -Cheque	13/07/2016		Palmer Plumbing - EFT	STANDPIPE Relocate RPZD valve at 1 Martin Rd, Cunderdin to required height of 300mm, TENNIS CLUB Fix dripping tap outside, Fix dripping tap in male shower	-637.45
Bill Pmt -Cheque	13/07/2016		Shire of Kellerberrin - EFT	STREET CLEANING Street sweeping for town streets	-2,534.27
Bill Pmt -Cheque	13/07/2016		T & E Services Pty Ltd - EFT	MEDICAL SERVICES July 2016, OCC HEALTH Hepatitis vaccination Guthrie	-13,820.00
Bill Pmt -Cheque	13/07/2016		Wyalkatchem Community Resource Cntr - EFT	SUBSCRIPTIONS CRC Membership 2016/17, ADVERTISING Local Phone Book full page 2016/17, ADMIN OFFICE Key Cutting x 2	-102.00
Bill Pmt -Cheque	13/07/2016		Wyalkatchem IGA Express - EFT	COUNCIL WORKSHOP, COUNCIL MEETING, OFFICE AMENITIES Jun 16	-129.64
Bill Pmt -Cheque	13/07/2016		Wyalkatchem Spraying Service - EFT	MAINTENANCE GRADING Contract roller driving 29.5hrs 010716-070716	-1,475.00
Bill Pmt -Cheque	13/07/2016		Wyalkatchem Tyre Service - EFT	TYRES WM216 x 4	-1,220.00
Bill Pmt -Cheque	13/07/2016		Wyalkatchem Weekly - EFT	ADVERTISING 060516-010716	-347.00
Paycheque	13/07/2016		Salaries and Wages	PPE130716	-22,062.63
Bill Pmt -Cheque	13/07/2016		Avon Computech - EFT	COMPUTER Change password on Draytek modem in office area	-31.25
Bill Pmt -Cheque	13/07/2016		R Munns Engineering Consulting - EFT	RRG WYALKATCHEM KOORDA RD Engineering work, SRRG GROUP ADMIN Secretary cost 2015/16	-2,760.12
Bill Pmt -Cheque	14/07/2016		Coates Hire Group - EFT	MAINTENANCE GRADING Grader Hire 250516-250616, Roller Hire 250516-250616, R2R ROSS RD Excavator hire 090616-250616 including half of delivery cost, R2R DIVERS RD Excavator hire 090616-250616 including half of delivery cost	-15,675.17
Bill Pmt -Cheque	14/07/2016		Conplant Ammann Australia - EFT	PLANT PARTS WM160 Hose Front Air on Run x 2, Fitting Connector x 2, Plug hub x 2, Rotor x 2, freight	-483.60
Bill Pmt -Cheque	14/07/2016		Courier Australia - EFT	FREIGHT Line marking paint 080616, works parts 080616	-29.35
Bill Pmt -Cheque	14/07/2016		Cutting Edges - EFT	MAINTENANCE GRADING Blades for hire grader x 4	-528.00

Bill Pmt -Cheque	14/07/2016		Dowerin Community Resource Centre - EFT	ADVERTISING General Hand and Admin Officer positions vacant 1.5 pages	-46.50
Bill Pmt -Cheque	14/07/2016		Fuji Xerox - EFT	PHOTOCOPY Lease 210716-200816	-546.70
Bill Pmt -Cheque	14/07/2016		Great Eastern Country Zone WALGA - EFT	SUBSCRIPTION Great Eastern Country Zone Annual 2016/17	-4,675.00
Bill Pmt -Cheque	14/07/2016		Jason Signmakers - EFT	OCC HEALTH Signage "Caution Workers Ahead" Gardeners fitted on quadraped stand, Signage "Gas Cylinders" for rubbish tip	-187.00
Bill Pmt -Cheque	14/07/2016		Shire of Koorda - EFT	NEWHEALTH Building Fees March-June 2016, EHO Apr-Jun 2016	-8,042.06
Bill Pmt -Cheque	14/07/2016		Tuss Group - EFT	RRG WYALKATCHEM KOORDA RD Single diameter 375 precast concrete headwalls x 20, Double diameter 375 precast concrete headwalls x 12, Freight	-13,145.00
Bill Pmt -Cheque	14/07/2016		Twinkarri Pty Ltd - EFT	RRG WYALKATCHEM KOORDA RD Roadside clearing and mulching	-15,290.00
Bill Pmt -Cheque	14/07/2016		Vinidex - EFT	RRG WYALKATCHEM KOORDA RD 6m length of diameter 600 blackmax pipe x 36, 6m length of diameter 375 blackmax pipe, Freight of pipe	-44,490.60
Bill Pmt -Cheque	14/07/2016		WA Local Government Assoc - EFT	BANNERS IN THE TERRACE Canvas banner travel case, ELECTED MEMBER TRAINING Land Use Planning 130616 Holdsworth	-140.00
Bill Pmt -Cheque	14/07/2016		Westrac - EFT	MAINTENANCE WM017 Service - Onsite at Wyalkatchem 20 June - Circle Shims also need doing	-4,005.11
Bill Pmt -Cheque	15/07/2016		RAMM Software Pty Ltd - EFT	RAMM Annual Support Fee 2016/17, Pocket Ramm software 2016/17	-7,104.56
Bill Pmt -Cheque	15/07/2016		WA Local Government Assoc - EFT	SUBSCRIPTIONS WALGA Association Membership 2016/17, Procurement Services 2016/17, Tax Services 2016/17, Employee Relations 2016/17, Local Laws Service 2016/17, Governance Service 2016/17	-15,516.85
Cheque	18/07/2016	dd180716	Foxtel	57 FLINT ST Foxtel Doctor	-150.00
Bill Pmt -Cheque	21/07/2016		Aflex Technology - EFT	SWIMMING POOL Inflatable, accesories and delivery	-14,019.50
Bill Pmt -Cheque	21/07/2016		Avon Paper Shred - EFT	RECORDS MANAGEMENT Empty shredding bins x 2	-154.00
Bill Pmt -Cheque	21/07/2016	dd210716	Telstra	TELEPHONE Mobile Phones 020616-010716	-241.27
Cheque	25/07/2016	dd250716	WATC	GOVERNMENT GUARANTEE FEE 2015/16	-854.28
Bill Pmt -Cheque	25/07/2016	dd250716	Synergy	ELECTRICITY Street Lights 250516-240616	-2,348.45
Paycheque	27/07/2016		Salaries and Wages	PPE270716	-22,867.07
General Journal	27/07/2016	2417	NAB	NAB Connect Fee. CG	-42.99
Bill Pmt -Cheque	29/07/2016		Katchem Plumbing - EFT	DRAINAGE RURAL RD Ross Rd, REFUSE SITE Excavator 11.5hrs, CEMETERY Unblock sewer system	-960.00
Bill Pmt -Cheque	29/07/2016		LGIS Insurance Broking - EFT	INSURANCE Vehicle, Travel, Personal Accident, Marine Cargo, Management Liability, Contract Works 2016/17	-44,620.47
Bill Pmt -Cheque	29/07/2016		LGIS Liability - EFT	INSURANCE Public Liability 2016/17 1st instalment, Workers Compensation 2016/17 1st instalment, Property 2016/17 1st instalment, Bushfire 2016/17, Crime 2016/17	-45,049.97
Bill Pmt -Cheque	29/07/2016		Wyalkatchem Spraying Service - EFT	MAINTENANCE GRADING Roller Driving Begley Rd 12.5hrs	-625.00
General Journal	29/07/2016	2419	NAB	Account Keeping Fee	-36.80
General Journal	29/07/2016	2420	NAB	Merchant Fees	-108.85
Total A01101 - Unrestricted Municipal Bank					<u>-354,308.76</u>
A01110 - Reserve Account					
Transfer	21/07/2016			Transfer approximately three months of expenditure for Independent Living Units Project to Municipal account	-450,000.00
Total A01110 - Reserve Account					<u>-450,000.00</u>

CERTIFICATION OF CHIEF EXECUTIVE OFFICER

I hereby certify that the Schedule of Accounts paid was submitted to Council on Thursday, 18 August 2016. All payments are as per the Annual Budget and are supported by vouchers and invoices and were not processed until goods and services were certified as received.


Ian McCabe, Chief Executive Officer

CERTIFICATION OF CHAIRMAN

I hereby certify this schedule of accounts paid was submitted to the Council on Thursday, 18 August 2016 for information pursuant to Section 6.8(2)(b) of the Local Government Act 1995.

Cr Quentin Davies, Chairman

8.2.3 FINANCIAL MANAGEMENT – TENDERING – TENDER WY03/16 SWIMMING POOL MANAGEMENT

FILE REFERENCE:	12.24
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	10 August 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	5 – A well-managed and effective council organization. 6 – Well utilised and effectively managed facilities and assets.

SUMMARY:

That Council resolve the following:

1. **Accept the tender by Contract Aquatic Services for the amount of \$69,000 (ex-GST) plus hourly rates where these are applicable;**
2. **Authorise the Chief Executive Officer to negotiate an operational agreement; and,**
3. **Authorise the CEO and President to affix the Common Seal and sign in acceptance of the tender and intention to form an agreement.**

Appendix:

1. Advertisement text, West Australian 16 July 2016;
2. Request for Tender, pool management specification;
3. Tender proposal, Contract Aquatic Services.

Comment:

The contract for pool management of the Wyalkatchem War Memorial Aquatic Centre expired with the end of the 2015/16 season. It is proposed to form a contract for a three year period to 2019/20. Advertising was placed in the West Australian 16 July 2016 calling for tender proposals from suitably qualified operators. The tender closed 5 August and was opened in accordance with regulation by Shire staff 9 August with one submission being received.

The tender received was from Contract Aquatic Services for the amount of \$69,000 (ex-GST) for the seasonal period 1 November 2016 to 31 March 2017; the amount includes required pre-season, shutdown and off-season work. Where additional opening hours are required, such as swimming carnivals or public holiday events that occur on days where the pool may not ordinarily open, these are charged at \$50 per hour (ex-GST).

Contract Aquatic Services (CAS) has operated the Wyalkatchem pool for six years with high levels of community satisfaction and no complaints lodged. CAS has demonstrated a high level of professionalism and an ability to work with Shire staff to ensure a value for money service is delivered.

CAS was established in 1998 and services 11 communities in Western Australia; has a well-developed skills set to industry standards; is responsive to pool users and provides an entertaining and supportive pool management programme that is geared to safety; is flexible to Shire requirements; and assists positively in maintaining this asset.

Pricing will be adjusted annually by the index of the Perth CPI (Consumer Price Index) each March quarter.

This tender proposal is within the 2016/17 budget estimate and is recommended for acceptance by Council.

Consultation:

Mrs Claire Trenorden, Senior Finance Officer

Statutory Environment:

There is no direct statutory environment relevant to this issue.

Policy Implications:

There is no direct Council Policy relative to this report.

Financial Implications

There is no direct financial implication relative to this item as the tender amount is within the budget expectation.

Strategic Plan/Risk Implications

There are no direct Strategic/Risk Implications relative to this item. The pool is a key leisure and well-being asset and entries increased by more than 32% in the 2015/16 season over the prior year. The swimming pool is seen as a major contributor to health, fitness and leisure for the Wyalkatchem community.

Voting Requirements Absolute Majority

Council Decision Number: 3333

Moved: Cr Butt

Seconded: Cr Gamble

That Council resolve the following:

- 1. Accept the tender by Contract Aquatic Services for the amount of \$69,000 (ex GST) plus hourly rates where these are applicable;**
- 2. Authorise the Chief Executive Officer to negotiate an agreement; and,**
- 3. Authorise the CEO and President to affix the Common Seal and sign in acceptance of the tender and intention to form an agreement.**

Vote: 5/0

Appendix 1

Shire of Wyalkatchem

Tender to Manage Aquatic Centre.

The Shire of Wyalkatchem is seeking tenders to manage the Wyalkatchem Aquatic Centre for a period of three years. Tender Documents may be obtained by contacting the Shire Administration on (08) 9681 1166 or email general@wyalkatchem.wa.gov.au

Tenders must be the prescribed "Form of Tender" which is included in the tender documents. Tenders must be delivered in a sealed envelope marked with the applicable tender number. No tender is necessarily accepted. Solicitation of councillors will disqualify. Tenders are to be addressed to the Chief Executive Officer, Shire of Wyalkatchem: PO Box 224 Wyalkatchem WA 6485.

Tenders close 4.00pm Friday 5 August 2016. Late tenders will not be accepted.

Ian McCabe

Chief Executive Officer



REQUEST FOR TENDER

REQUEST FOR TENDER (RFT)	Management of Wyalkatchem Aquatic Centre
TENDER DEADLINE	4.00PM (WST), Friday 5 August 2016
ADDRESS FOR DELIVERY	<p><u>BY HAND:</u> CHIEF EXECUTIVE OFFICER CNR FLINT STREET AND HONOUR AVENUE WYALKATCHEM WESTERN AUSTRALIA</p> <p><u>BY POST:</u> CHIEF EXECUTIVE OFFICER PO BOX 224, WYALKATCHEM WESTERN AUSTRALIA 6485</p> <p><u>BY EMAIL:</u> CLEARLY MARKED WITH TENDER NUMBER. general@wyalkatchem.wa.gov.au</p>

1 GENERAL INFORMATION

1.1 REQUIREMENTS IN BRIEF

The Shire of Wyalkatchem is seeking tenders for the following:

The management of the Wyalkatchem Aquatic Centre

1.2 HOW TO PREPARE YOUR TENDER

- (a) Carefully read all parts of this document.
- (b) Ensure you understand the requirements.
- (c) Complete, sign and return the offer
- (d) Make sure you have signed the Offer Form
- (e) Lodge your Tender before the Deadline.

1.3 DOCUMENTS TO BE SUBMITTED WITH TENDER

Tenderers shall submit with their Tenders, on or before the Deadline, completed copies of the following documents:

- (a) Offer Form;

1.4 CONTACT PERSON

Tenderers should not rely on any information provided by any person other than the person listed below:

Contractual and Specification Enquiries	
Name:	Ian McCabe – Chief Executive Officer
Telephone:	(08) 9681 1166
Facsimile:	(08) 9681 1003
Email:	general@wyalkatchem.wa.gov.au

1.5 EVALUATION PROCESS

Your Tender will be evaluated using information provided in your Tender.

The following evaluation methodology will be used in respect of this Request:

- (a) Tenders are checked for completeness and compliance. Tenders that do not contain all information requested may be excluded from evaluation.
- (b) The Tender which offers the lowest tender price may not necessarily be accepted.
- (c) Where the lowest price is submitted by more than one tenderer, the Shire reserves the right to negotiate with the highest bidders.

A contract may then be awarded to the Tenderer whose Tender is considered the most advantageous Tender to the Shire

1.6 PRICE CONSIDERATIONS

- (a) Tendered price must be a cash offer.

1.7 LODGEMENT OF TENDERS AND DELIVERY METHOD

The Tender must be lodged by the Deadline, as outlined on the front cover of this Request.

The Tender is to be:

- (a) Placed in a sealed envelope clearly endorsed with the tender number and title as shown on the front cover of this Request; and
- (b) Delivered by hand and placed in the Tender Box at Shire Administration Building Cnr. Flint Street and Honour Avenue, Wyalkatchem WA (by the Tenderer or the Tenderers private agent); or
- (c) Sent through the mail to the Chief Executive Officer, PO Box 224 Wyalkatchem WA 6485 in a sealed envelope and clearly endorsed with the tender number and title as shown on the front cover of this Request.
- (d) Emailed to general@wyalkatchem.wa.gov.au marked 'CONFIDENTIAL' with the Tender Number and Title in the subject box.

1.8 REJECTION OF TENDERS

A Tender will be rejected without consideration of its merits in the event that:

- (a) It is not submitted before the Deadline; or
- (b) It is not submitted at the place specified in the Request; or
- (c) It may be rejected if it fails to comply with any other requirements of the Request.

1.9 LATE TENDERS

Tenders received:

- (a) after the Deadline; or
- (b) in a place other than that stipulated in this Request;

will not be accepted for evaluation.

1.10 ACCEPTANCE OF TENDERS

The Shire is not bound to accept the lowest Tender and may reject any or all Tenders submitted.

1.11 TENDERERS TO INFORM THEMSELVES

Tenderers shall be deemed to have:

- (a) Examined all further information relevant to the risks, contingencies, and other circumstances having an effect on their Tender which is obtainable by the making of reasonable enquiries;
- (b) Acknowledged that the Shire may enter into negotiations with a chosen Tenderer. Negotiations shall be carried out in good faith; and
- (c) Satisfied themselves they have a full set of the request documents and all relevant attachments.

1.12 ALTERATIONS

The Tenderer must not alter or add to the request documents unless required by these 'Conditions of Tendering'.

The Shire will issue an addendum to all registered Tenderers where matters of significance make it necessary to amend or supplement the issued request documents before the deadline.

1.13 CANVASSING OF OFFICIALS

A Tenderer (whether personally or by an agent) who canvasses any of the Shire's elected members, councillors (as the case may be), officers or their representatives with a view to influencing the acceptance of any Tender made (by it or any other Tenderer), then regardless of such canvassing having any influence on the acceptance of such Tender, the Shire may at its absolute discretion omit the Tenderer from consideration.

1.14 TENDER OPENING

Tenders will be opened in the Shire's offices, following the advertised deadline.

All Tenderers and members of the public may attend or be represented at the opening of Tenders.

The names of the persons who submitted a Tender by the due Deadline will be read out at the tender opening.

No discussions will be entered into between Tenderers and the Shire's officers present or otherwise, concerning the Tenders submitted, including the consideration.

2 TENDERER'S OFFER

2.1 FORM OF TENDER

THE CHIEF EXECUTIVE OFFICER
SHIRE OF WYALKATCHEM
PO BOX 224
WYALKATCHEM WA 6485

I /We _____
(BLOCK LETTERS)

Of _____
(ADDRESS)

ABN/GST Status _____ ACN (if any) _____

Telephone No: _____ Facsimile No: _____

E-mail (if any): _____

Occupation: _____

Will be residing in Wyalkatchem: *(please circle)* YES/NO

IN RESPONSE TO REQUEST FOR TENDER (please tick relevant box):

Management of Wyalkatchem Aquatic Centre

I / we, the undersigned hereby tender the following sum to manage the Wyalkatchem Aquatic Centre for the 2016/17 swimming pool season:

(AMOUNT IN WORDS)

(\$ _____)
(NUMERALS)

This fee will be adjusted by the March Quarter Perth CPI figure in future seasons.

I / we agree that

(a) This Tender shall remain binding on me / us for ninety (90) calendar days from the date of the Tender closing or forty-five (45) days from the Council's resolution for determining the Tender whichever is the later, unless extended on mutual agreement between the Principal and the Tenderer in writing and shall not be withdrawn during that period.

Dated this _____ day of _____ 20__

Signature of authorised signatory of Tenderer: _____

Name of authorised signatory (BLOCK LETTERS): _____

Address: _____

Witness Signature: _____

Name of witness: (BLOCK LETTERS): _____

Address: _____

CAS/SOWK/TDR/2016

Shire of Wyalkatchem Pool Tender 2016 & Tender Attachments

Contract Aquatic Services
August 2016



Commercial - in - Confidence



Client: Shire of Wyalkatchem
Location: Swimming Pool
Closing Date: 03/08/2016
File Reference: CAS/SOWK/TDR/2016
Compiled: Mat Mildwaters
Approved: Mat Mildwaters

CAS/SOWK/TDR/2016

Tender Contractor Information/Attachments

Tender Item	Page No
Organisation Profile	3
Referees	4
Relevant Skills & Experience	5
Tenderer's Resources	6
Demonstrated Understanding	7
Price Schedule / CPI Increases	8
Shire of Wyalkatchem tender documentation (offer of tender)	9

Organisation Profile

Contract Aquatic Services was established in 1998 as an external contractor to the leisure / aquatic industry, primarily managing local government aquatic centres. We are a more diversified business today, operating in the core areas of asset management, asset maintenance, consultancy, event management and staff solutions.

Our main business concern remains the management and operation of government aquatic centres (asset management). In 2015 / 2016 we operated 11 community facilities throughout Western Australia, providing a safe and enjoyable aquatic environment for our communities.

CAS resources / skills have been greatly enhanced over the past few years to include a large number of equipment / machinery and also programming items such as swimming pool inflatables, bouncy castles, DJ sound systems to name a few. CAS regularly utilises this equipment and provides staff at its contracted centres free of charge as a bit of community goodwill

CAS expertise, resources and skill set extends beyond operational procedures for the day to day running of aquatic centres, into areas that provide real benefits for the local communities in which we operate. Many of these skills and resources are provided at no charge to the local Shires / Communities. We have a vested interest in making our workplace fun, professional and beneficial to the communities in which we operate, and enjoy donating such items / programming skills back into the local community.

CAS regularly provides our specialist services at heavily discounted costs / rates (if any, much is done no charge) in areas of problem solving and maintenance outside of our contract obligations to ensure our centres are running at their best potential. This also ensures the financial interests of our communities and shires are optimized to get the most out of their swimming pool budget.

More information on our business can be researched by visiting our website www.contractaquaticservices.com.au

Referees

Contract Aquatic Services has successfully managed many regional aquatic centres over recent years. The most recent regional pools managed under a contract agreement by CAS were Beverley, Brookton, Meekatharra, Mount Magnet, Pingelly, Quairading, Dowerin, Cunderdin, Boddington, Williams swimming pools. We have also successfully operated the Wyalkatchem swimming pool for the past 6 seasons.

Relevant Skills and Experience

CAS has been successfully managing regional aquatic centres across WA for over a decade. CAS has also operated the Wyalkatchem swimming pool for the past 6 seasons

CAS experience in its Services / Products exceed successful aquatic centre management to include: JSA, OHS, MSDS, and emergency documentation, Advanced reporting and budget allocation, Community programming procedures, Operational procedure documentation, Centre audits ensuring compliance with governing authorities, and a wide array of maintenance skills relevant to enhancing aquatic facility appearance and functionality to name a few.

Tenderer's Resources

Skills

Swimming Pool / Aquatic Centre management (All aspects)

Quality staff sourcing, training and development

Structural Concrete Repairs and all concrete applications including rendering

Expansion Joints / Water sealing

Basin repairs / resurfacing

Installation / refurbishment / servicing & advanced maintenance on all plant components

Electrical trade skills & Qualifications

Plant & Equipment

Motor Vehicles	6
Tools / Equipment / Machinery	>\$100, 000
Inflatable pool toys / bouncy castles / DJ equipment	>\$80, 000
Chemicals (for quick distribution / emergencies)	>\$6, 000

Staff / Personnel

Permanent Staff (on site)	11
Casual Staff (relief / programming & inflatables)	6

Demonstrated Understanding

CAS is a business which specializes in providing services including and exceeding those provided / required as the scope of works for this tender, being aquatic centre / swimming pool management. We currently manage 11 centres across Western Australia, with the majority being on the Wheat belt.

Price Basis

CAS tender price offer is as follows:

Centre Open hours	Wednesday-Monday (11:30am-6:30pm) Tuesdays closed (November 1 st – March 31 st)
\$ 69000.00 per season (GST Excluded) CPI Calculations Excluded (See "Price Variation Mechanism" below) Price includes Start up, Shutdown & a Fortnightly off season turnover Program during the off season.	
Additional open hours	
\$ 50.00 per hour (GST Excluded)	

Price Variation Mechanism

CAS offered tender price is to be fluctuated annually with any increases in the Consumer Price Index (CPI)

Shire of Wyalkatchem tender documents (offer of tender)

2 TENDERER'S OFFER

2.1 FORM OF TENDER

THE CHIEF EXECUTIVE OFFICER
SHIRE OF WYALKATCHEM
PO BOX 224
WYALKATCHEM WA 6485

I/We CIVIS TRACT AUSTRALIA PTY LTD T/AS CONTRACT AQUATIC
(BLOCK LETTERS) SERVICES
of 45 STRELLY ST, BUSSETON, WA, 6280
(ADDRESS)
ABN/GST Status 64 123 231 363 ACN (if any) 123 231 363
Telephone No: 0428498304 Facsimile No: N/A
E-mail (if any): contractaquatic@gmail.com
Occupation: CONTRACTORS

Will be residing in Wyalkatchem: (please circle) YES/NO

IN RESPONSE TO REQUEST FOR TENDER (please tick relevant box):

Management of Wyalkatchem Aquatic Centre

I/ we, the undersigned hereby tender the following sum to manage the Wyalkatchem Aquatic Centre for the 2016/17 swimming pool season:

② INCLUDES FORTNIGHTLY (AMOUNT IN WORDS)
TRAVEL PROGRAM, START (\$ 69000.00)
W/SHUT DOWN 7 SEASON (NUMERALS)
OPERATION AS PER CONTRACT AGREEMENT

This fee will be adjusted by the March Quarter Perth CPI figure in future seasons.

I/ we agree that

(a) This Tender shall remain binding on me / us for ninety (90) calendar days from the date of the Tender closing or forty-five (45) days from the Council's resolution for determining the Tender whichever is the later, unless extended on mutual agreement between the Principal and the Tenderer in writing and shall not be withdrawn during that period.

Dated this 03 day of AUGUST 2016

Signature of authorised signatory of Tenderer: M. Milwaters

Name of authorised signatory (BLOCK LETTERS): MATHEW MILWATERS (DIRECTOR)

Address: 45 STRELLY ST, BUSSETON, W.A, 6280 ; PO BOX 125
OSBORNE PARK, WA, 6217

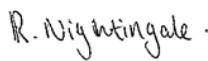
Witness Signature: Karin Schlosser

Name of witness: (BLOCK LETTERS): Karin Schlosser

Address: Arnsting, 16A, 1150 Wien, Austria

8.3 Officer reports to council

8.3.1 COUNCIL PROPERTIES – ACQUISITION AND DISPOSAL — WYALKATCHEM TENNIS CLUB – RESERVE 15004 - LEASE TO FAMILY DAY CARE EDUCATOR

FILE REFERENCE:	5.2.3
AUTHOR'S NAME AND POSITION:	Rachel Nightingale Governance and Emergency
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Shire of Wyalkatchem
NOTIFICATION TO APPLICANT:	Not applicable
DATE REPORT WRITTEN:	12 August 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1 – Healthy, strong and connected communities. 6 – Well utilised and effectively managed facilities and assets.

SUMMARY: That Council resolve the following:

1. Dispose of the Wyalkatchem tennis club located at reserve 15004 as per section 3.58 (3) of the Local Government act to family child care educator Leanne Rodgers; and,
2. Endorse the agreement between the Shire of Wyalkatchem and Leanne Rodgers for the provision of a family day care service from 15 September 2016 until 30 June 2017.

Appendix:

1. Copy of Advertisement published in the Wylie Weekly 28 July 2016;
2. Copy of proposed User Agreement.

Background:

At the Ordinary Meeting of Council held 30 June 2016, Council accepted the 2016/17 budget which included an amount of approximately \$5,000 to make the tennis club child safe. This was to allow the facility to double up as a family day care centre. It should be noted that this lease is on a non-exclusive basis as the building is predominantly used by the Wyalkatchem Tennis Club. As this is a new venture for the Shire of Wyalkatchem, the lease will be reviewed prior to 30 June 2017 to ensure the community and both parties are satisfied.

Comment:

In accordance with *section 3.58, Local Government Act 1995*, a disposition of property includes leasing, selling or otherwise disposing of a property whether absolutely or not. Property includes the whole or any part of the interest of a local government in property.

In accordance with section 3.58 (3) the lease can occur providing the local government gives local public notice of the proposed disposition, describing the property concerned; giving details of the proposed disposition; and, inviting submissions to be made to the local government within two weeks after the notice is given. Council advertised the

proposed disposition by lease in the Wylie Weekly dated 28 July 2016. There were no submissions received by 4pm on Friday 12 August 2016

Consultation:

Sharon Palumbo	Greater Beginnings Family Day Care
Andrew Borrett	DLGC
Leanne Rodgers	Family Day care educator
Wyalkatchem Tennis Club	
James McGovern	WALGA
Ian McCabe	CEO

Statutory Environment:

Local Government Act 1995 s.3.58

Policy Implications:

There is no Council Policy relative to this item.

Financial Implications:

As per 2016/17 budget adoption

Strategic Plan/Risk Implications:

There is a low to medium risk that the child care educator may not be available at a later time.

Voting Requirements:

Simple Majority

Council Decision Number:

3334

Moved: Cr Jones

Seconded: Cr Holdsworth

That Council resolve the following:

- 1. Dispose of the Wyalkatchem tennis club located at reserve 15004 as per section 3.58 (3) of the Local Government act to family child care educator Leanne Rodgers; and,**
- 2. Endorse the agreement between the Shire of Wyalkatchem and Leanne Rodgers for the provision of a family day care service from 15 September 2016 until 30 June 2017.**

Vote: 5/0

Wyalkatchem Shire News



July 2016

PROPOSAL TO OPERATE A FAMILY DAY CARE FACILITY FROM THE WYALKATCHEM TENNIS CLUB

Pursuant to section 3.58 of the Local Government Act 1995, local public notice is provided of the Shire of Wyalkatchem's proposal to lease the Wyalkatchem Tennis club to a family day care educator (Leanne Rodgers) on a non exclusive basis. Details of the proposal are as follows:

Description of Property	Wyalkatchem Tennis Club Reserve 15004
Details	Family Day Care facility operating throughout the week.
Term of lease	To be reviewed June 2017
Value of lease	\$1 per annum if and when requested

Members of the public are invited to make submissions in relation to the proposal.

Submissions should be made in writing to the Chief Executive Officer and received no later than 4pm on Friday 12 August 2016.

Shire of Wyalkatchem
 general@wyalkatchem.wa.gov.au
 Tel: 9681 1166

Fax : 9681 1003

AGREEMENT

between

Shire of Wyalkatchem (“Lessor”)

And

Leanne Rodgers (“Lessee”)

BACKGROUND

The Shire of Wyalkatchem (“Lessor”) is the owner of the Wyalkatchem Tennis Club

Leanne Rodgers (“Lessee”) is the operator of the family day care centre registered with Greater Beginnings Family Day Care Servicer

The lessor and lessee enter into this deed to set the terms and conditions of this agreement.

AGREEMENT

1. The “Tennis Club” means the facilities located on reserve 15004, Riches Street, Wyalkatchem. The lessee has a designated area for the family day care facility as outlined in annexure A;
2. Subject to the conditions set out hereafter, the Lessor agrees to grant the lessee the right to enter the tennis club for the purposes of operating the family day care service;
3. The terms of the lessee agreement (“the agreement”) shall commence 15 September 2016 and will be valid until 30 June 2017;
4. The agreement is conditional upon the following:
 - I. The room is to be left clean and tidy and any breakages are to be reported to the Shire immediately. In the event that the area designated to family day care (annexure A) is not left clean, the Shire’s cleaning staff will be requested to carry out the cleaning and the lessee will be charged these additional costs;
 - II. The lessee has been allocated one key for the rooms. This key will remain in their possession for the duration of the agreement. A bond of \$15 for the key is payable prior to occupation;
 - III. Access is only permitted on the relevant day care days. A request for access outside these days may be made in writing to the Shire of Wyalkatchem for consideration;
 - IV. The lessee agrees that this is a non-exclusive lease;
 - V. The building must be LOCKED on exit and all lights are to be switched off; additional security and house-keeping requirements may be added or amended from time to time;
5. The lessee agrees that they remain at all times responsible for their own health, safety and welfare and further acknowledges that the Shire does not have any responsibility to them in this regard whatsoever.
6. The lessee agrees to indemnify the Shire against any loss or damage that the Shire may suffer as a result of any act or omission by her regardless of whether or not that act or omission is negligent or careless
 - I. The lessee is required to obtain public liability Insurance (\$10,000,000) and agrees to indemnify the Shire against all actions, claims, demands and costs arising out of or in connection with the use/hire of this facility. Copies of certificates of currency are required to be submitted to the shire on demand.

- II. The lessee is required to obtain Property Insurance for all equipment held in their possession. Copies of certificates of currency are required to be submitted to the shire on demand.
 - III. In the event that the tennis club is damaged during use, the lessee will be responsible for the first \$1,000 damage (insurance excess).
7. The lessee will pay a \$1 per annum lease amount, payable on demand. This will be reviewed during the Shire's budget process.
 8. The lessee shall not make any building alterations or affix fittings/fixtures without receiving prior written approval from the Shire.
 9. **Breach of licence conditions.** If not remedied within 14 days from date of notice, the Shire will withdraw permission to use the facility and cancel this agreement without further notice.

PAYMENT OF MONEY

- I. The lessee is responsible for electricity usage in excess of any agreed amount;
- II. The lessee is responsible for the water costs in excess of any agreed amount;
- III. Agreed amounts will be notified in writing from time to time.

Any Amounts Payable to the Shire under this agreement must be paid to the Shire in accordance with any notice at the address of the Shire referred to in the Licence or as otherwise directed by the Shire by Notice from time to time.

USE

Restrictions on Use

Generally

The lessee must not and must not suffer or permit a person to –

- I. Use the tennis club or any part of it for any purpose other than family day care;
- II. Use the tennis club for habitation purposes or as a permanent or temporary residence.

No offensive or illegal acts

The lessee must not and must not suffer or permit a person to do or carry out on the Licensed Premises any harmful, offensive or illegal act, matter or thing.

No nuisance

The lessee must not and must not suffer or permit a person to do or carry out on the Licensed Premises anything which causes a nuisance, damage or disturbance to the Shire or to owners or occupiers of neighbouring properties.

No dangerous substances

The lessee must not and must not suffer or permit a person to place any explosive or highly flammable material on the Licensed Premises without appropriate precautions and without having first obtained the written approval of the Shire.

MAINTENANCE AND REPAIR

The lessee AGREES with the Shire that during the Term:

- I. The lessee shall be responsible to keep and maintain the designated Area as referenced in Annexure A in good and substantial repair, order and condition and in a clean and tidy state free from refuse, rubbish, garbage and litter; the lessee is responsible for the costs of any of the repairs.

NO ASSIGNMENT, SUBLETTING AND CHARGING

No Assignment or Subletting

The rights in this agreement are personal to the lessee, and the lessee may not transfer, assign, sublet, assign or otherwise part with possession or in any way dispose of any of its rights or obligations.

OBLIGATIONS ON EXPIRY OR TERMINATION OF LICENCE

Peacefully Surrender

On Termination the lessee must peacefully surrender and return to the Shire the Licensed Area in a condition consistent with the performance of the lessee's Obligations under this Licence.

Restoration of Licensed Area

If directed to do so by the Shire, the lessee must at own cost and expense and to the Shire's satisfaction restore the Licensed Area to the same or substantially the same condition as it was immediately prior to the Commencement Date.

Removal and Sale of Improvements

- I. Unless otherwise agreed by the Shire in writing in the event this Licence is terminated or otherwise determined the lessee must at its own cost and to the Shire's satisfaction remove all fixtures, buildings, improvements and structures erected on the Licensed Area by the lessee .

Obligation to continue

The lessee obligations under this clause will continue, notwithstanding the end or Termination of this Licence.

DISPUTES

Appointment of Arbitrator

Any dispute or difference arising between the parties to this Licence touching any aspect of this Licence or the operation or construction hereof shall be referred to a single arbitrator in accordance with and subject to the provisions of the *Commercial Arbitration Act 1987* and in any such proceedings the parties shall be entitled to be represented by a legal practitioner.

NOTICE

Form of Delivery

A Notice to a person must be in writing and may be given or made:

- (a) By a delivery to the person personally; or
- (b) By addressing it to the person and leaving it, e-mailing or posting it by registered post to the address of the Party appearing in this Licence or any other address nominated by a Party by notice to the other.

Service of Notice

A Notice to a person is deemed to be given or made:

- (a) If by personal delivery, when delivered;
- (b) If by leaving the Notice at the Shire of Wyalkatchem, Cnr Honour Avenue and Flint Street, Wyalkatchem during business hours; or, by e-mailing general@wyalkatchem.wa.gov.au

AMENDMENTS TO LICENCE

Subject to such consents as are required by this Licence or at law, this Licence may be varied by the agreement of the parties in writing.

ACTS BY AGENTS

All acts and things which the Shire is required to do under this Licence may be done by the Shire, the CEO, an officer or the agent, solicitor, contractor or employee of the Shire.

FURTHER ASSISTANCE

The Parties must execute and do all acts and things necessary or desirable to implement and give full effect to the terms of this Licence.

SEVERANCE

If any part of this Licence is or becomes void or unenforceable, that part is or will be severed from this Licence to the intent that all parts that are not or do not become void or unenforceable remain in full force and effect and are unaffected by that severance.

Executed by the parties as a deed

Shire of Wyalkatchem:

Signature of Chief Executive Officer

Name of Chief Executive Officer in full

Date: _____

Family Day Care:

Signature of lessee

Name of lessee in full

Date: _____

In the presence of:

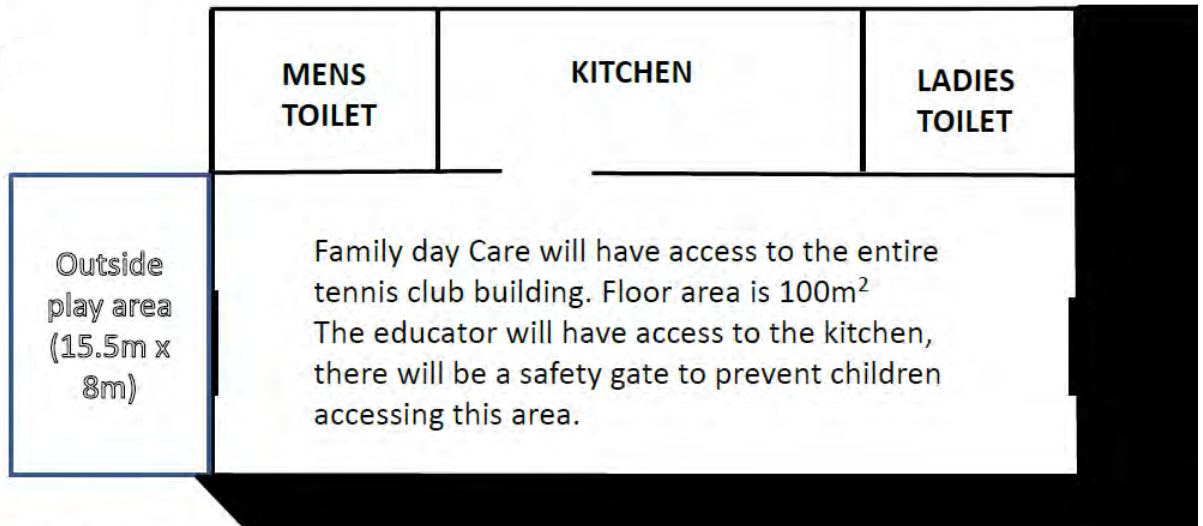
Signature of Witness

Name of Witness in full

ANNEXURE A

WYALKATCHEM TENNIS CLUB

Site Plan



Note: the shaded area is not part of the Family Day Care Centre.

TENNIS COURTS

REVIEWED
JUNE 2016

Shire Administration contact details:

Corner of Flint and Honour Avenue, Wyalkatchem; hours of operation 8am to 4pm, Monday to Friday unless otherwise advised; telephone 9681 1166; facsimile 9681 1003; out of hours Chief Executive Officer mobile 0427 811 166.


In all emergencies, please call 000.

Doctor: 9681 1140

Hospital: 9692 1222

8.4 MONTHLY OFFICER REPORTS

8.4.1 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL – CHIEF EXECUTIVE OFFICER – JULY 2016

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	11 August 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	All key indicators

SUMMARY:

That Council resolve the following:

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

Appendix:

There is no attachment to this item.

Purpose of this report

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

Our Purpose

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

Comment:

There were 21 work days in July.

Unplanned leave in July was 9.2 days (six persons); this comprised one day for one person in Administration and 8.2 days for five persons in Works. This compares with

nine days unplanned leave in June. In all cases of unplanned leave, the Shire follows due process with support for all employees within the law and Council policy. The CEO may apply discretion to apply annual leave where staff have insufficient leave balances in particular circumstances.

A Special Meeting of Council was held 8 July to amend the 2016/17 Fees and Charges Schedule to include a Council Subsidy for Crossovers; and to amend the Development application for Wilson Street aged accommodation to include alternate building materials. A discussion about issues for the aged was held afterwards between Council, Wyalkatchem Community Care (Inc. pending) and Minister Mia Davies MLA. The Minister took some time to explain the impact of Federal Government care packages and other measures affecting the care of the aged. Council is grateful for the Minister's time and interest.

The ordinary meeting of Council was held 21 July to:

- Receive statutory reports (eg. financial reporting as required by regulation); monthly officer reports;
- Make decisions about: Development Application 16 Swan Street Wyalkatchem.

The CEO represented the Shire of Wyalkatchem 8 July at WALGA zone meeting with Cr Davies and Cr Butt (West Australian Local Government Association, Merredin); Ministers Davies and Redman represented a number of portfolios at this meeting and took questions from the floor (see note later in this report); 11 July Wyalkatchem Senior Citizens Homes Trust Inc. monthly meeting, with Cr Davies and Cr Butt, to discuss progress of the housing project, as well as CEACA (Central East Aged Care Alliance) and future strategy; 25 July, Northam, Main Roads Wheatbelt Regional Managers' Update; 26 July Mukinbudin, NEWROC (North Eastern Wheatbelt Regional Organisation of Councils); 29 July Dalwallinu, with Cr Jones, bio-security workshop, to hear about the review of the Bio-Security and Management Act; met with Shire of Dalwallinu CEO to discuss regional issues.

CEO meetings included 4 July ergonomic assessments for administration staff; 7 July, Perth, with Mr Peter Wood of the Wyalkatchem Senior Citizens Homes Trust Inc., to conduct pre-start meeting and material selections at McGrath Homes for the Wilson Street housing project; 11 July with Westjet regarding the aerodrome; 14 July (in Wyalkatchem) with Curtin University to conduct site visits for project scoping; 15 July with building surveyor John Gosper; 18 July with Community Resource Centre about visitor services; 21 July WA Contract Ranger Services; 28 July with Edith Cowan University senior researcher Francesca Robertson about Noongar history.

Management work in July included the joint project with Wyalkatchem Senior Citizens' Homes Trust Inc.; a review of Council policies continued; consultation regarding proposed family day care; interviews for general hand position with works team; interviews for the position of Works Manager (26 and 28 July); there were 28 applicants for the position of Works Manager and seven were interviewed – three were recommended for further consideration by Council on 1 August; matters related to the Wilson Street housing project; review of the agreement with the Water Corporation regarding re-use of water agreement, seeking advice and providing amendments; Ministerial letters (Nash, Davies, Redman); and various matters related to staff, implementation of budget measures, regular operational work and meetings with staff.

Ministerial Day Report 8 July.

Ministers Davies and Redman addressed representatives of 16 local governments at Merredin on 8 July. Minister Davies oversees the portfolios of Water; Sports and Recreation; and Forestry. Minister Redman manages Regional Development; Lands; and Assists the Minister for State Development.

Minister Davies spoke about the \$30 million Royalties for Regions 'Watering WA' which is a six year programme to increase amounts for the Community Water Supply scheme (the Shire of Wyalkatchem's 2015 project to improve the White Dam was part funded by this scheme); and increased Farm Water grants of up to \$20,000; the \$32 million Farm Water supply programme which is repairing or replacing pipelines in the farming region and will see reduced leaks; increased funding of \$12 million for the Community Sporting and Recreation Facilities Fund (CSRFF) – up from \$9 million (Wyalkatchem Bowls benefitted this year by \$40,000 towards the re-surfacing of the bowls rinks, an amount matched by the Shire with the balance of project funds contributed by the bowls clubs); Minister Davies advised the proposed waste disposal site by SITA at York would not go ahead as an alternative site at Brookton was proposed; a review report about the Southern Inland Health Initiative (SIHI) is being prepared; Minister Davies commented on Main Roads expenditure and Capital Budgeting – capital expenditure will rise from \$85 million in 2015/16 to \$95 million in 2016/17 and \$129 million in 2017/18 - maintenance will be \$28 million in 2016/17 (this is likely to be a decline on the prior year) - the removal of the litter bin clearances by Main Roads is on hold pending a review - there may be some funds to address strategic routes affected by tier three rail decisions. The Minister advised that the issue of social housing would be needs based investment decision but Minister Holt is prepared to meet and discuss disadvantaged communities.

Minister Redman gave a comprehensive overview of issues around the March 2017 State Election; there is a low royalties and low GST return environment; Royalties for Regions is projected at \$872 million in 2016/17 with projects being increasingly strategic (example being mobile phone towers); net debt of \$30 billion plus is making asset sales an issue – considerations include: markets / Key Start Homes / Utah Point / Horizon poles and wires / Nationals do not support sale of Fremantle Port / Western Power is on the table – sale of poles and wires could generate \$15 billion and retire \$7.5 billion of debt – issues around timing include technology changes and people going off the grid, timing of the sale to maximise value to the taxpayer and return; 10 sitting weeks remain and Royalties for Regions (R4R) as a tool for reform and its future – fund is legislated – issue is where funds are expended – if not R4R, how would the project get funded? (The Test is: if there is no alternative, R4R will fund it); the Country Local Government Fund (CLGF) – this saw \$1 billion of R4R funds expended via local government with \$600 Blueprint allocations via Development Commissions – issues are delayed acquittals and the need for strategic regional thinking; the Ferguson Review (Waroona fire) and emergency services training and the issue of a dedicated regional fire service.

Questions from the floor included the issue of the gifts register for local government – Minister Redman declined to comment (outside portfolio); President Strange of Bruce Rock asked about tier three funding and tolls - Minister Redman is not in favour of tolls and cost recovery on roads; Cr Flockhart of Merredin asked about mobile tower ownership where towers are publicly funded – taken on notice; President Forsyth of Kellerberrin asked about regional TAFE following the recent re-structure by government and possible loss of status within TAFE – Minister Redman pointed out regional campuses were to be subsidiary of metro campus which was rejected – Minister Davies stated that critical mass, local input and impact and employment are issues and that improved connections are sought; President Hooper of Merredin asked about SIHI works at Merredin Hospital – Minister Davies commented they will progress but were slowed by asbestos; President Cole of Narembeen thought Brookfield (Rail) are a protected species (no comment from the Ministers); Jamie Criddle Westonia CEO commented about Great Eastern Highway.

The Ministers made an announcement that \$20million was awarded to the Central East Aged Care Alliance (CEACA) consortium for the construction of 75 aged appropriate housing units in the eleven Wheatbelt shires. Four units will be built in this stage in the Shire of Wyalkatchem in the coming year.

President Gary Shadbolt of Mukinbudin (as Chair of CEACA) thanked the Ministers for their support and work on behalf of the local governments.

The CEACA project has been evolving since 2012 and has the potential to deliver housing and services to the aged that will benefit the wider community. Council will press CEACA to expedite the delivery of planned assets to Wyalkatchem. It is also important that community groups and others in Wyalkatchem engage with Council and each other to maximise the effectiveness of all services delivered to the community.

Commitments in August include:

- Forum and Special Meeting of Council to select preferred candidate for Works Manager position 1 August;
- President, Deputy President and CEO to attend WALGA AGM in Perth 3 August;
- CEO to attend WALGA Convention 3-5 August (note: Mrs Claire Trenorden, acting CEO for this period);
- District Emergency Management Committee, Wongan Hills, 17 August;
- Local Emergency Management Committee 17 August;
- Ordinary Meeting of Council, 18 August;
- NEWROC Council, Mt Marshall 23 August.

On behalf of Council, I'd like to acknowledge the passing of our colleague Geof Kukura who died suddenly on the weekend 5-7 August. Sincere condolences are extended to family and friends on this sad event. Geof joined the works team in April 2016 and proved to be skilled, dependable and well-liked.

Consultation:

Community, Staff and Council

Statutory Environment:

There is no direct statutory environment relevant to this issue.

Policy Implications:

There is no direct Council Policy relative to this report.

Financial Implications

There is no direct financial implication relative to this item.

Strategic Plan/Risk Implications

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

Voting Requirements Simple Majority

Council Decision Number: 3335

Moved: Cr Butt

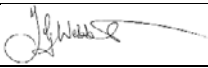
Seconded: Cr Jones

That Council resolve the following:

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

Vote: 5/0

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

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Trevor Webb - Manager of Works
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	9 August 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	2 – A prosperous and dynamic district. 4 – An effective voice. 5 – A well-managed and effective Council organization. 6 – Well utilised and effectively managed facilities and assets.

SUMMARY:

That Council resolve the following:

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

Road Works:

The Works Team have continued the road maintenance program and finalised the North Eastern sector during July, the last quarter is now being treated in line with the scheduled programme. Minor secondary repairs have been carried out as weather has dictated!



Machinery:

- The CAT 226B Skidsteer has been repaired and is now back in service.
- The Komatsu Loader has recently had minor repairs and a transmission assessment following periodic vibration; the transmission was replaced 18 months ago at a cost of \$18,000 with an hours based warranty which will be valid for some time. Replacement of the front end loader is a 2016/17 budget item.

Town Maintenance:

- Once again the oval and its wickets has received extra attention to service its final winter events; clover was removed, mowing and marking carried out and the final July event weekend concluded our Recreation Centre winter program – to facilitate major improvements to our oval and clay wickets for the coming season the two town staff are attending a WACA training seminar about wicket care and maintenance;
- Parks, gardens and road sight clearances have continued to receive major works team focus with any vegetation that reduces our road users from sighting traffic or pedestrian movements being given a haircut to reduce risks;



- Main street cleanups for leaves, etc are now a weekly part of the works program to reduce drainage blockages, major drains between Railway Terrace and the Railway Reserve are currently being dredged to remove silt build-up, headwall and road drainage repairs to upgrade damaged outlets are also being carried out;
- The concrete apron has been added to the new fire shed as well as lighting and power-points; provision for future installation of water has been made to allow for wash-down line and station hand-basin;

- Our thanks to those community members who carried out rose pruning at the shire office and also assisted in training our town staff in the correct rose pruning and maintenance procedures over the past week;
- Spraying and slashing has continued to laneways and effected verges throughout town by the town crew.

Waste Management Facility:

Our waste management facility has had a clean-up and some drainage works, it will receive added attention as weather permits. Oil storage has been cleared and scrap steel is scheduled for removal later in August.

Ranger Service:

External rangers removed two dangerous dogs in July, four feral cats have been removed from Scott Street and one community member in Flint Street has received a warning on street and verge parking of vehicles and caravan.

Consultation:

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

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

Policy Implications:

There is no Council Policy relative to this report.

Voting Requirements: Simple Majority

Council Decision Number: 3336

Moved: Cr Gamble

Seconded: Cr Butt

That Council resolve the following:

1. Accept the Manager of Works Report for July 2016 as presented.

Vote: 5/0

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

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Rachel Nightingale Administration Officer
AUTHOR'S SIGNATURE:	<i>R. Nightingale</i>
DATE REPORT WRITTEN:	4 August 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1 – Healthy, strong and connected communities. 2 – A prosperous and dynamic district. 4 – An effective voice. 5 – A well-managed and effective Council organisation.

SUMMARY:

That Council resolve the following:

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

Appendix

There is no attachment to this item.

Emergency Services

Wyalkatchem's operating grant allocation from the Department of Fire and Emergency Services (DFES) for the 2016/17 year was \$19,150. The Shire had requested \$66,098 from DFES. This amount has since been reviewed by DFES and re-allocated as \$36,335. This includes DFES paying for the electrical work for the bush fire shed and 50% towards the cost of the concrete apron. A key pad lock has been put on the fire shed to replace the key lock originally installed.

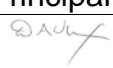
The Shire of Wyalkatchem have put in application for a truck for the potentially high fire season. DFES Area Manager Torben contacted us and advised our application is unlikely to be successful due to what DFES believe are sufficient firefighting resources between the VFRS, Nalkain, Yorkrakine and Wyalkatchem Bush Fire Brigades.

The Local Emergency Management Arrangements (LEMA) document has been reviewed by Yvette Grigg from the SEMC. Yvette has suggested that we use the new format as produced in May of this year by the SEMC.

Wyalkatchem's risk management work has been shared with the Shire of Koorda to assist them in completing the process of aligning with the State Risk Plan.

Governance

8.4.4 GOVERNANCE – REPORTING - PRINCIPAL ENVIRONMENTAL HEALTH OFFICER REPORT: JULY 2016

FILE REFERENCE:	13.05.01
AUTHOR'S NAME AND POSITION:	Bill Hardy Principal Environmental Health Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORT WRITTEN:	5 August 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1 – Healthy, strong and connected communities. 2 – A prosperous and dynamic district. 3 – A sustainable natural and built environment. 4 – An effective voice.

SUMMARY:

That Council resolves the following:

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

Appendix/Appendices: There is no attachment to this report

Comment:

Principal Environmental Health Officer (PEHO) Position.

The Environmental Health Officer attends the Wyalkatchem office each Thursday. He attended the Nungarin office on Thursday 28 July as part of the monthly rotation to cover Nungarin 1 day per month.

Food Premises and Public Buildings.

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

Property Transfers.

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

Private pool fence inspections.

Under the Building Act and Regulations the Shire must inspect all private pools and outdoor spa pools in the district for the safety of their fencing at least every four years. The PEHO has compiled a current list of nineteen known private pools or spas and has commenced the process of inspecting their fences. There now are six to be inspected of the nineteen identified thus far.

Asbestos Register Updates.

The Shire's Asbestos Management Plan requires that a Register be kept of asbestos in shire buildings and that this is kept up to date. The PEHO has reviewed the asbestos register and inspected the buildings on it for the status of their asbestos. The register has been updated to reflect the current situation.

Consultation:

Mrs R Nightingale, Shire Administration Officer

Statutory Environment:

Health Act 1911

Health (Public Buildings) Regulations 1992.

Food Act 2008

Building Act 2011 and Building Regulations 2012

Policy Implications:

Nil.

Voting Requirements: Simple Majority

Council Decision Number 3338

Moved: CrJones


Seconded: Cr Gamble

That Council resolves the following:

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

Vote: 5/0

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

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Mikahla Wells Administrative Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	1 August 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1 – Healthy, strong and connected communities. 2 – A prosperous and dynamic district. 4 – An effective voice. 6 – Well utilised and effectively managed facilities and assets.

SUMMARY:

That Council resolve the following:

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

Appendix:

1. Extract from Caravanning Australia Spring Edition 2016

Comment:

Planning is underway for the 2017 Wyalkatchem Fair with numerous entertainment options being pencilled in early to ensure a bigger and better event than the inaugural 2015 Fair. This event will again reinforce key strategic outcomes such as creating a diverse and inclusive community (1.4); Enhanced Community Well-being and Participation in Community Life (1.1), specifically 1.1.6 'Meeting the Needs of Children, Young People and Families'. The pool inflatable which the Shire purchased as part of the Youth Friendly Communities Grant from the Department of Local Government and Communities arrived this month. The inflatable will be on show at the opening event of the 2016/17 pool season on 1 November.

Meetings with Community Resource Centre (CRC) Coordinator Lynsey Gawley have led to better communication and partnership with the CRC. We now have a better understanding of the roles of both organisations and how the two can work together effectively. Regular meetings will continue to ensure there is no overlap and we are

as efficient as possible.

A meeting is scheduled for late August with two representatives from the Friends of the Cemetery Committee to discuss Council's funding of bins at the cemetery. This is a 2016/17 Shire budget commitment.

Planning for 'Wyalkatchem's Amazing Race' event is underway in place of the triathlon concept originally discussed. The hope is that this event will encourage a wider demographic to participate while showing off many features of Wyalkatchem including the school, the CBH Museum, the pool and the Recreation Centre. The event is likely to occur early in 2017. Advertising is hoping to reach surrounding communities to demonstrate what our community has to offer. The event aligns with a range of outcomes outlined in the Strategic Community Plan including outcomes 1.3, 1.4, 1.5 and 6.2.

Eileen O'Connell is a co-ordinator for the ABS Census; Eileen ran a short training course for Shire staff awareness as part of the census.

Discussions held with Nigel Bird from West Australian Music and Julie Normandale, local publican, is working towards hosting a WAM event held in Wyalkatchem in March 2017. The event looks to show off local talent as well as giving locals the opportunity to experience the work of industry professionals with a well-established band performing. Further consultation will continue to make the most of the opportunity.

Consultation:

Ian McCabe	CEO Shire of Wyalkatchem
Trevor Webb	Manager of Works
Rachel Nightingale	Administrative Officer
George Christou	Sales Executive, Executive Media, Caravanning Australia
Lynsey Gawley	CRC Administrator
Kylie Eaton	Friends of the Cemetery
Eileen O'Connell	Census Co-ordinator
Nigel Bird	West Australian Music, Regional Officer

Statutory Environment:

There is no statutory environment relevant to this issue

Policy Implications:

There is no Council Policy relative to this report.

Voting Requirements Simple Majority

Council Decision Number: 3339

Moved: Cr Butt **Seconded:** Cr Gamble

That Council resolve the following:

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

Vote: 5/0

Take a Wyal

Wyalcatchem, a strange name but a beautiful place! Located 194 kilometres north-east of Perth, there's so much to experience, with fine historical buildings from the early 1900s including the Railway Station, Barracks, Town Hall and Old School House Museum. The CBH Agricultural Museum is built-around one of the first bulk-handling wheat bins dating back from the 1930s. The museum also displays an impressive collection of agricultural, transport and railway equipment. The Walk-A-Wyal Trail and Korrelocking Nature Reserve are great to explore and discover bird species and wildflowers, and are a popular picnic area. Dirt bike riding at West Moto Park, time at Wyalkatchem Well and the 50 metre public pool are family friendly-ways to fill in your time in 'Wylie'. There's a range of accommodation choices, including Traveller's Park, historic railway barracks and several home stays. Wyalkatchem is also part of the popular Wheatbelt Way and Pioneer Pathway driving routes. Diesel and ULP are available, and while there's no ATM in town, most local businesses offer cash out. Drop into the Community Resource and Visitors Centre and other businesses along Railway Terrace to meet the friendly locals, and celebrate what Wyalkatchem has to offer – beautiful starry nights, natural walking paths and spectacular sunsets.

For more information contact:
Wyalkatchem CRC & Visitors Centre
T: 08 9681 1500
E: wyalkatchem@crc.net.au
W: www.wyalkatchemcrc.com.



Wyalkatchem has many of the advantages of the city, while retaining its special small town feel - a caring community that works with Council to make our town that beaut place with the strange name. Wide spaces, magnificent night skies, no pollution, relaxed atmosphere - come and share with us the joys of living in or visiting Wyalkatchem.



www.wyalkatchem.wa.gov.au

Corner of Flint St and Honour Ave
 PO Box 224 Wyalkatchem W.A. 6485
 Phone: 9681 1166 Fax: 9681 1003
 Email: general@wyalkatchem.wa.gov.au

9. **Motions of which previous notice has been given:** None
10. **Questions by members of which due notice has been given:** None
11. **New business of an urgent nature introduced by the presiding person:** None
12. **Matters for which the meeting may be closed**
 - 12.1- Financial Matters -debtors - Write offs
 - 12.2 - Personnel - Recruitment - Manager of Works - Contract

CONFIDENTIAL ITEM - 12.1 Financial Management - Debtors – Write offs

Voting Requirement: Absolute Majority

Council Decision Number: 3340

Moved: Cr Gamble


Seconded: Cr Holdworth

That the meeting be closed to members of the public in accordance with the *Local Government Act 1995*, Part 5, and Section 5.23 of the Act

Under the *Local Government Act 1995*, Part 5, and Section 5.23, states in part:
(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following:
(a) a matter affecting an employee or employees;
(b) the personal affairs of any person;
(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
(d) legal advice obtained, or which may be obtained by the local government and which relates to a matter to be discussed at the meeting;
(e) a matter that if disclosed, would reveal:
(i) a trade secret
(ii) information that has a commercial value to a person or
(iii) information about the business, professional, commercial or financial affairs of a person,

Vote: 5/0

12.1 FINANCIAL MANAGEMENT – DEBTORS – WRITE OFFS

FILE REFERENCE:	12.8.10
AUTHOR’S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR’S SIGNATURE:	
DATE REPORT WRITTEN:	10 August 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

Voting Requirements

Absolute Majority

Council Decision Number:

3341

Moved: Cr Butt

Seconded: Cr Gamble

Late Agenda Item

CONFIDENTIAL ITEM

12.2 Personnel – Recruitment – Selection – Manager of Works – Contract

Council Decision Number: 3342

Moved: Cr Jones

Seconded: Cr Butt

That the late item 12.2 be accepted

Vote: 5/0

Council Decision Number: 3343

Moved: Cr Holdsworth

Seconded: Cr Jones

That standing orders be suspended

Vote: 5/0

Council Decision Number: 3344


Moved: Cr Jones

Seconded: Cr Gamble

That standing orders be resumed

Vote: 5/0

12.2 PERSONNEL – RECRUITMENT – SELECTION – MANAGER OF WORKS - CONTRACT

FILE REFERENCE:	22.23.9
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	16 August 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

Voting Requirements Absolute Majority

Council Decision Number: 3345

Moved: Cr Jones

Seconded: Cr Gamble

Vote: 5/0

Voting Requirements Simple Majority

Council Decision Number: 3346

Moved: Cr Holdsworth

Seconded: Cr Butt

That the meeting be re-opened to the public.

Vote: 5/0

13. Closure of meeting: 16.34