



Minutes

of the

Ordinary Meeting of  
Council

held

on  
Thursday  
19 April 2018

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 commitment**

Council will provide leadership, including community engagement with stakeholders, to ensure the long-term sustainability of our community. We are mindful of the social, environmental and economic impacts of our decisions and will work to ensure future generations benefit from our decisions. We will practise good governance and meet recognised standards of excellence and work diligently to achieve excellence in every aspect of our activities.

## **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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Minutes of the Ordinary Meeting of Council to be held in Council Chambers, Cnr Honour Avenue and Flint Street, Wyalkatchem held on Thursday 19 April 2018.

### 1. DECLARATION OF OPENING

#### 1.1 The Deputy Shire President declared the Meeting open 3.33pm

#### 1.2 The Shire of Wyalkatchem disclaimer was read aloud.

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

### 2 Public question time

#### 2.1 Response to previous questions taken on notice

Not applicable

#### 2.2 Declaration of public question time opened 3.34pm

#### 2.3 Declaration of public question time closed 3.34pm

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

#### 3.1 Present: Cr Garner, Cr Gamble, Cr Butt, Cr Metcalfe, Cr Holdsworth

#### 3.2 Apologies: Nil

#### 3.3 On leave of absence: Cr Davies

#### 3.4 Staff Ian McCabe, Craig Harris, Claire Trenorden, Ella McDonald

#### 3.5 Visitors: Bruce McKay, Ian McKay, Rex Baker

#### 3.6 Gallery: Nil

#### 3.7 Applications for leave of absence: Cr Davies submitted an application for leave of absence from the Ordinary Meeting of Council 19 April 2018. The application for leave of absence was approved with no objections.

Cr Metcalfe submitted an application for leave of absence from the Ordinary Meeting of Council to be held on 17 May 2018. The application for leave of absence was approved with no objections.

### 4.1 Petitions Nil

### 4.2 Deputations Nil

### 4.3 Presentations Nil

## 5.1.1 MEETINGS – CONFIRMATION OF MINUTES - ORDINARY MEETING 15 MARCH 2018

|  |   |
|--|---|
| <b>FILEREFERENCE:</b>                              | Minute Book   |
| <b>AUTHOR'S NAME ANDPOSITION:</b>                  | Ian McCabe<br>Chief Executive Officer   |
| <b>AUTHOR'S SIGNATURE:</b>                         |  |
| <b>NAME OF APPLICANT/<br/>RESPONDENT/LOCATION:</b> | Shire of Wyalkatchem  |
| <b>DATE REPORTWRITTEN:</b>                         | 13 April 2018   |
| <b>DISCLOSURE OFINTEREST:</b>                      | Not applicable  |
| <b>PREVIOUS MEETING REFERENCE:</b>                 | Not Applicable  |

### **SUMMARY:**

- 1. Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 15 March 2018.**

### **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:**

Decision numbers given to decisions made by Council are sequential and are recorded on a register of Council Decisions; the format being the relevant decision number followed by the year in which the decision was made. This format of decision numbers is also applied to the decision numbers of decisions made by the Audit Committee of Council.

### **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:** 42/2018

**Seconded:** Cr Butt

**Moved:** Cr Gamble

**That Council resolve the following:**

1. **Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 15 March 2018**

**Vote:** 5/0

**6.0 Announcements by Presiding Person** Cr Garner acknowledged the passing of Mr Colin Rimmer of JS Rimmer and Sons and expressed condolences to his family.

The 'Shear for Liz' fundraiser held on 13 April was once again an outstanding event with over \$32,000 raised for breast cancer research - well done to all involved.

The Wylie Fair held on 7 April was a very successful day enjoyed by many, much positive feedback has been received on the event.

Thank you goes to Works Manager Craig Harris for his time with the Shire, it is sad to see him go and Council wishes him all the best in his future endeavours.

**7.0 Matters for which meeting may be closed** Nil

## 8.1 LAND USE AND PLANNING

### 8.1.1 DEVELOPMENT AND BUILDING CONTROLS – BUILDING AND DEVELOPMENT APPLICATIONS – AVON LOT 26747

|   |   |
|---|---|
| <b>FILE REFERENCE:</b>                        | 7.2   |
| <b>AUTHOR'S NAME AND POSITION:</b>            | Ian McCabe<br>Chief Executive Officer   |
| <b>AUTHOR'S SIGNATURE:</b>                    |  |
| <b>NAME OF APPLICANT/RESPONDENT/LOCATION:</b> | Wilson Downs Nominees Co Pty Ltd (trustees)                                       |
| <b>NOTIFICATION TO APPLICANT:</b>             | Yes   |
| <b>DATE REPORT WRITTEN:</b>                   | 13 April 2018   |
| <b>DISCLOSURE OF INTEREST:</b>                | The author has no financial interest in this matter.                              |

#### **SUMMARY:**

#### **That Council resolve the following:**

1. Conditionally Approve the Development Application subject to the following conditions:
2. That blasting be conducted in the hours of 0700:1800 and noise limits conform with the Environmental Protection (Noise) Regulations 1997 and provisions of the Mines Safety and Inspections Act 1994 (and related Regulations 1995);
3. That a Public Notice be issued by the Shire of Wyalkatchem inviting public comment for a period of not less than 14 calendar days from this Decision; and that the Chief Executive Officer may determine if that public comment or operational implementation of the Approval is adverse to the Council Decision and if so determined, return to the Applicant for comment or modification prior to further consideration by Council;
4. Authorise the Chief Executive Officer to notify the Applicant in writing of the conditional approval;
5. Authorise the Chief Executive Officer to notify the Applicant of the Determination on completion of the Public Consultation period.

#### **Appendices:**

1. Application for Development Approval (form), lodged 28 March 2018;
2. Supporting documentation, Application for Development Approval, Quartz Quarry, 6 April 2018, prepared by Applicant.

**Background:**

This development application is for a change of use for (a portion of) the related property. The property is owned by the Applicant and is located at Avon Lot 26747 Cunderdin Rd Wyalkatchem. Council rates and charges for the location are paid.

The development application seeks approval to extract quartz and transport it for sale.

The Chief Executive Officer has held two in-person meetings with the Applicant and provided emailed information to the Applicant to scope the project and provide technical advice on the application process.

The application was lodged 28 March 2018; updated information requested by the Shire was provided 6 April 2018; and payment of the statutory fee was made 9 April 2018.

**Comment:**

Avon Location 26747 is a farming property owned by the Applicant. Areas of the property include rock outcrops that do not allow use for agriculture. Geological assessment under a prospecting licence indicates that this rock can be mined for quartz. The site in question is elevated and removed from water courses and isolated from other properties. Consequently, environmental and amenity impacts to other parties are absent or minimal.

Initially, a drilling programme is proposed to conduct a full geological survey. This will provide the Applicant with technical data for operations and economic assessment. Preliminary surveys indicate a lifespan of 15 years at 15,000 tonnes per year.

The Applicant proposes to extract mineral by blasting at two blasts per year, drilling and crushed by on-site plant and removal by road. The proposed route is south via Cunderdin Road, utilising up to three road trains per week day (Shire estimate 600 road trains per year). No roads within the Shire of Wyalkatchem will be affected.

Operations will be restricted to daylight hours. In the attached explanatory document this is stated as 6a – 6p and broadly refers to the entire operation.

Appropriate licences and contracted services will be accessed at all stages of the operation and the Applicant has anticipated legislation oversight in regard to mines, safety, transport and environment.

The Applicant has provided details of operations, fire management, workforce, safety as well as commentary on water supply and support mechanisms.

The Chief Executive Officer has been on-site and discussed the operations with the Applicant. There is possibility of local employment, engagement of local contractors in transporting the output and an opportunity for materials to be used in road construction. The Chief Executive Officer supports the submission of this development for Council's consideration.

The Applicant has indicated they will attend the meeting of Council and availability for questions. This may assist Council in deliberating the Decision and any attached conditions.

**Consultation:**

Mr Bruce McKay, Director Wilson Downs Nominee Co Pty Ltd (Applicant);

Mr Ian McKay;

Craig Harris, Manager of Works;

Claire Trenorden, Manager Corporate Services;

Dept. Mines, Industry Regulation and Safety (technical resources).

**Statutory Environment:**

Shire of Wyalkatchem Town Planning Scheme 4

Planning and Development (Local Planning Schemes) Regulations 2015

Local Government Act 1995

Mines Safety and Inspections Act 1994 (and related Regulations 1995)

Prospecting lease P70/1726

Environmental Protection Act 1986

Environmental Protection (Noise) Regulations 1997

**Policy Implications:**

There are no direct policy implications of this recommendation.

**Financial Implications:**

Payment of statutory fee is required as per fees and charges schedule. The fee of \$739 has been paid 9 April 2018.

**Strategic Plan/Risk Implications:**

This Development Application may be considered with reference to the following Strategic Community Plan objectives:

- 2.4 Thriving, profitable and sustainable local economy;
- 3 A sustainable natural and built environment.

**Voting Requirements:** Simple Majority

**Council Decision Number:** 43/2018

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

**That Council resolve the following:**

1. Conditionally Approve the Development Application subject to the following conditions:
2. That blasting be conducted in the hours of 0700:1800 and noise limits conform with the Environmental Protection (Noise) Regulations 1997 and provisions of the Mines Safety and Inspections Act 1994 (and related Regulations 1995);
3. That a Public Notice be issued by the Shire of Wyalkatchem inviting public comment for a period of not less than 14 calendar days from this Decision; and that the Chief Executive Officer may determine if that public comment or operational implementation of the Approval is adverse to the Council Decision and if so determined, return to the Applicant for comment or modification prior to further consideration by Council;
4. Authorise the Chief Executive Officer to notify the Applicant in writing of the conditional approval;
5. Authorise the Chief Executive Officer to notify the Applicant of the Determination on completion of the Public Consultation period.

**Vote:** 5/0

## Shire of Wyalkatchem Application for Development Approval

### Owner details

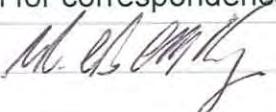
Name: Wilson Downs Nominees Co Pty Ltd as Trustee for McKay Family Trust

ABN (if applicable): 008 802 391

Address: PO Box 14, Cunderdin, 6407

|                      |       |  |
|----------------------|-------|--|
| Phone:               | Fax:  | Email:   |
| Work: 08 9274 2201   | ..... | <a href="mailto:bruce@aquapump.com.au">bruce@aquapump.com.au</a> |
| Mobile: 0428 983 400 |       |  |

Contact person for correspondence: Bruce McKay

|  |               |
|--|---------------|
| Signature:  | Date: 28/3/18 |
| Signature:   | Date:         |

*The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).*

### Applicant details (if different from owner)

Name: Same as owners

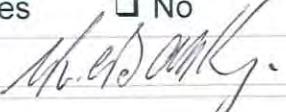
Address: .....

..... Postcode: .....

|         |       |        |
|---------|-------|--------|
| Phone:  | Fax:  | Email: |
| Work:   | ..... | .....  |
| Home:   | ..... |        |
| Mobile: | ..... |        |

Contact person for correspondence:

The information and plans provided with this application may be made available by the local government for public viewing in connection with the application.  Yes  No

|  |               |
|--|---------------|
| Signature:  | Date: 28/3/18 |
|--|---------------|

**Property details**

|                     |                               |                                |
|---------------------|-------------------------------|--------------------------------|
| Lot No: 26747       | House/Street No:              | Location No: <i>Avon 26747</i> |
| Diagram or Plan No: | Certificate of Title Vol. No: | Folio:                         |

Title encumbrances (e.g. easements, restrictive covenants):

Nil

Street name: Suburb:

Nearest street intersection:

**Proposed development (tick and describe)**

Nature of development:  Works

Change of Use

Works and use

Is an exemption from development claimed for part of the development?

Yes  No

If yes, is the exemption for:  Works

Use

Description of proposed works and/or land use:

Refer attached

Description of exemption claimed (if relevant):

Nature of any existing buildings and/or land use:

Approximate cost of proposed development (ex-GST): \$500,000

Estimated time of completion: 6 months

**OFFICE USE ONLY**

Acceptance Officer's initials: Date received:

Local government reference No:

**Shire of Wyalkatchem  
Application for Development Approval  
Wilson Downs Nominee Co Pty Ltd  
Quartz Quarry**



**Proponent**

Wilson Downs Nominees Co. Pty Ltd as Trustee for the McKay Family Trust  
PO Box 14  
Cunderdin  
W.A. 6407

**Contact Person**

Bruce McKay  
Director  
0428 983 400

# Wilson Downs Nominee Co Pty Ltd

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# Wilson Downs Nominee Co Pty Ltd

## Summary

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The Development Application proposes a hard rock quartz quarry.

The site is located in the South Western corner of the Wyalkatchem Shire on the boundary with Cunderdin. It has been continually owned by the McKay family since the early 1900's. Current ownership structure is Wilson Downs Nominees Co. Pty Ltd as Trustee for the McKay Family Trust.

Wilson Downs Nominees Co Pty Ltd, a company controlled by the McKay family, holds the Prospecting License P 70/1726 (Appendix 1) and hence has full authority to lodge the application & operate the quarry.

The resource quarry area is limited to approx. 5 ha & is covered by rocks from the quartz extrusion & sparse native vegetation. The area is fenced off and has been used for cattle & sheep grazing and has not been subject to cropping.

Excavation will be undertaken through an Application for Development Approval under the Shire of Wyalkatchem Local Planning Scheme

The site is subject to a drilling program, scheduled for May 2018, supervised by the Geologist to confirm the assessment of resource quantity and quality. This program will allow the resource to be mapped and the quarry designed.

All quarrying will be carried out in accordance with current conditions and regulations by contractors suitably qualified and experienced.

The methods of extraction will be similar to other small hard rock quarries. This will consist of drill and blast with perhaps an average of 1-2 blasts per year dependent on the Quartz natural fracture. Blasting will be conducted under supervision of external licensed specialist contractors

Quartz rock will be transported to nearby plant to be crushed, sorted & stock piled from which product will be progressively transported.

It is anticipated annual production will be around 40,000 tonnes per year. Therefore, based on current resource estimates the quarry will have a life of 15 plus years.

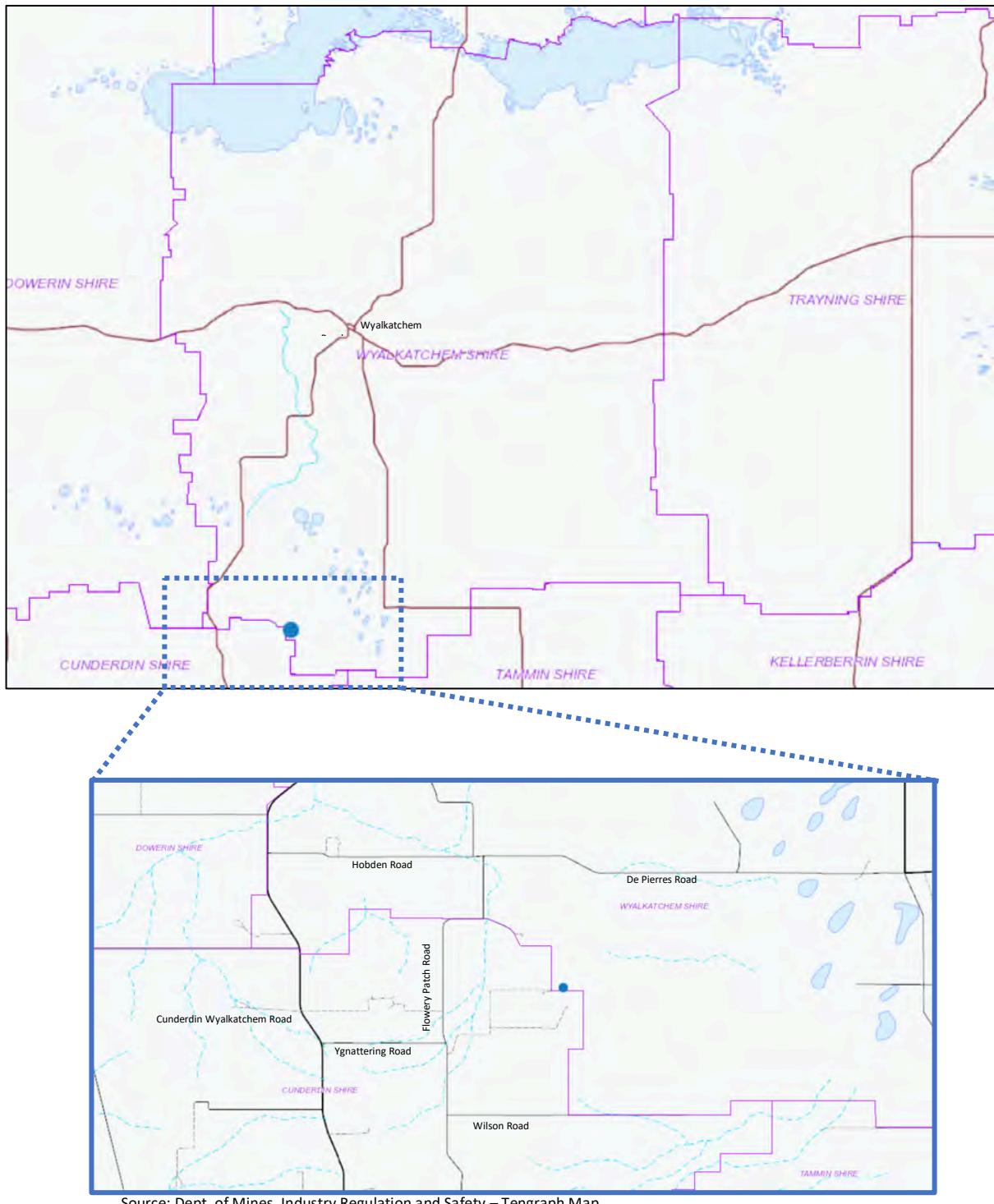
The proponents, subject to approvals & supply contract finalisation, plan to commence quarrying in the second half of 2018.

Approximate cost of the development is \$500,000. This includes approvals costs, geological services, drilling, assay, support facilities and capital equipment.

# Wilson Downs Nominee Co Pty Ltd

## Location

The quarry site is located at Lot 26747 in the South Western corner of the Wyalkatchem Shire on the boundary with Cunderdin. The site is located approx. 2.2 km (East), through private farm access owned by the McKay family, from the nearest accessible public road, Flowery Patch Road.



The site is not within 1,000m of residential or other structural developments, other than those owned by the McKay family. The nearest neighbor's property, which is only used for cropping, is in excess of 600m to the east of the site. The operation will have no effect on their farming. An ongoing consultation process has been undertaken with the neighbor.

# Wilson Downs Nominee Co Pty Ltd

The site is located on a slight rise and separated from any waterways (Refer above Tengraph map). Any water runoff management will be controlled by bunds and contours to unused farm dams to the north and south of the site.

The family property is currently leased and there would be minimal impact on the lessees cropping plan. Consultation with the Lessee has been undertaken. It would be intended to avoid operation of the quarry during the grain harvest period.

## Geology

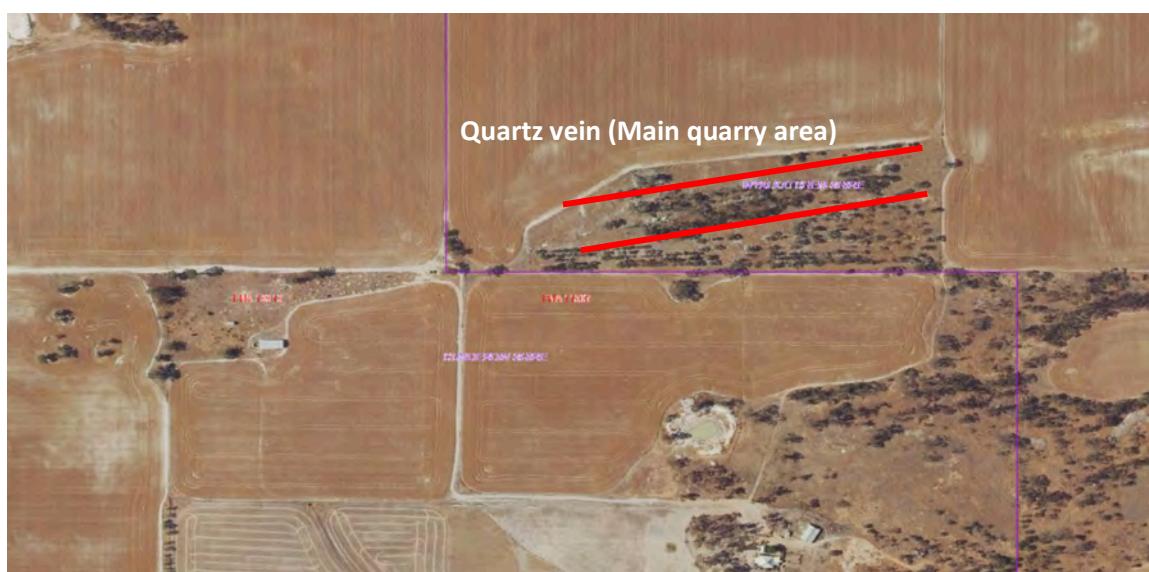
Quartz outcrops as a massive vein or "blow" in Archaean granites of the Yilgarn Block (marked in red). The outcrop forms a ridge slightly above the surrounding flats and is the highest topographic feature in the vicinity. It has a total strike length of about 500m and strikes roughly ENE-WSW (about 76 degrees). It has a true width of ~ 30m and tails off at either end to sporadic isolated outcrops. The dip is near vertical to 80 degrees either NNW or SSE. Contacts with the enclosing granite are generally obscured by weathered detritus (scree).

In places parallel massive quartz outcrops are separated by areas of weathered soil and rock cover which may be underlain by either massive quartz or intercalations of granite.

Generally, the quartz is of a clean white colour. There are sporadic pink inclusions and patches. This is probably orthoclase (potash feldspar). There is no evidence at the surface of sulphide mineralisation, and hence no iron staining from their oxidation products. In some areas there are minor small lenses of crumbly brecciated (broken) coarsely granular material.

The granite wall rocks immediately adjacent to the contact with the quartz vein may be weathered down to SWL, and consequently make the removal of this peripheral material much easier during the extraction/quarrying process

As there is no sign of sulphide mineralisation and the vein is not in a greenstone host rock, gold mineralisation is unlikely.



Source: Dept. of Mines, Industry Regulation and Safety – Tengraph Map

# Wilson Downs Nominee Co Pty Ltd

## Drilling Program

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### 1. Trenching

Shallow excavator trenches will be made at about 20m intervals on both sides of the vein to expose contacts and confirm true width in areas of shallow scree cover. This will allow drill holes to be located for best efficiency

### 2. Drilling

It is proposed that percussion drilling will be done on at least 3 sections of the main quartz lens, to test it both below and above Standing Water Level (SWL). Six to eight holes are planned, but more may be needed if there are unexpected geological complications. Holes will probably be between 60 and 120m in length. All samples will be bagged, and then logged by the geologist.

## Quarrying & Processing Operations

---

### 1. Supervision

All quarrying will be carried out in accordance with current conditions and regulations by contractors suitably qualified and experienced.

During excavation the Quarry Manager will be located near site to provide the required Supervision.

### 2. Quarrying

The methods of extraction will be the same as similar small hard rock quarries.

All operations on a quarry fall under the requirements of the *Mines Safety & Inspections Act, 1994*, which determines the nature of the excavation, operations, faces, vehicles and all operational procedures. All designs and operations will comply with the Act.

A Registered Quarry Manager must either be on site or within easy reach of site and all work is under the Supervision of that Manager. The operations will be registered under the Safety Regulation System of the Department of Mines & Petroleum. The appointed Quarry Manager will be an experienced Registered Manager of hard rock quarries.

Like all operating quarries, officers from the Department of Mines & Petroleum will inspect the site regularly to ensure compliance with the *Mines Safety Inspection Act 1994*.

The quarry (pit) design is subject to the completion of the drilling program. It is expected the pit will be operated as one 5m face at a time working to a depth of 30-40m.

Based in the quarry plan prepared by the Geologist & Quarry Manager blast holes will be drilled by percussion drill fitted with dust extractor & collector systems

# Wilson Downs Nominee Co Pty Ltd

Sequential blasting techniques are normally used to make each blast effectively a series of small explosions. The timing of each blast will depend on the nature of the rock to be removed, operational considerations for safety and product requirements.

The rock broken by each blast will fall in a heap at the base of the face being excavated for loading to rear dump truck. A short haul road will be formed to the processing area.

### 3. Processing and Stockpiling

The quartz will be transported between the quarry and processing area by rear dump truck.

The crushing and screening equipment will be located (processing area) west of the quarry on cleared flat land that was previously used by the original farming family for housing. The site currently only has a shed which will be used for maintenance & storage. This area is in the Cunderdin Shire.

The processing cycle will use a mobile primary crusher together with, as required, secondary and tertiary crushers followed by sizing screens and washing facilities as required to produce various grades of aggregate which will be stock piled.

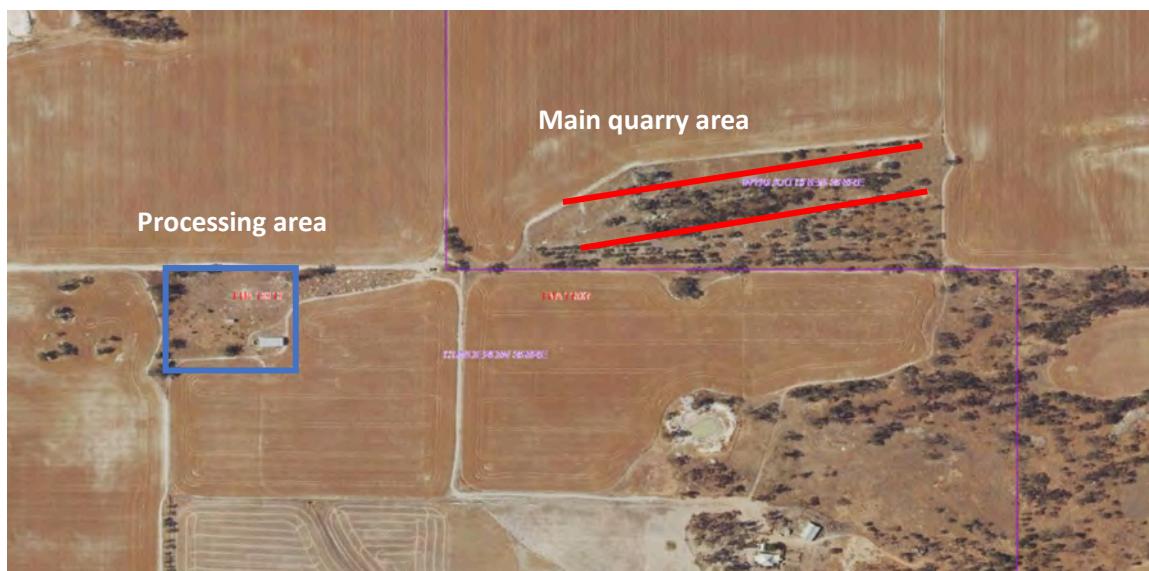
All crushers, screens and stockpiles will be sprayed during operation with water or enclosed where possible to reduce the emission of dust from all parts of the plant. Due to the remote location of the site away from housing noise is not considered a factor.

The contractor responsible for the quarry extraction will also own & operate the crushing & screening equipment.

As part of the extraction process quarrying will include removal of resource to each side of the quartz vein. This will result in quarrying of the granite. Subject to the granite grade there is a potential to be able to supply the Wyalkatchem Shire with blue metal.

The stockpiles are to be located in the Processing Area. Stockpiles will mainly consist of various grades of rock aggregate, separated by colour composition and size pending delivery.

A rubber tyred loader will be used to load each road truck. The loads will be covered to prevent material from being dislodged during transport.



Source: Dept. of Mines, Industry Regulation and Safety – Tengraph Map

# Wilson Downs Nominee Co Pty Ltd

## 4. Support Facilities

Currently the processing site only has a shed which will be utilised for maintenance & storage.

It is intended to install portable buildings for office / lunch room and toilet facilities.

At this stage it is not intended to connect to the facilities to the electricity grid, which is some 500m away from the proposed facilities. All power will be provided by generators.

Vehicles will be refueled from a mobile tanker. Adequate firefighting equipment and safety control procedures will be implemented.

## 5. Transport Corridor

Access to/ from the quarry will be from Flowery Patch Road through the farm entrance on non-public roads.

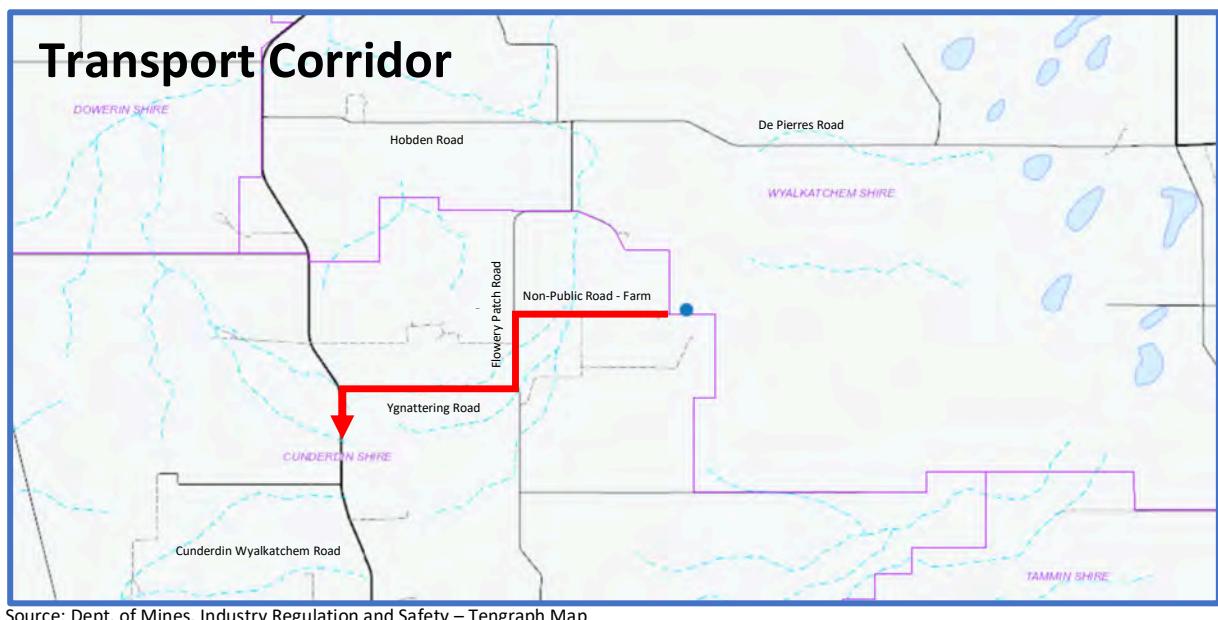
A lockable gate will be maintained at the entrance of the operations.

A range of road trucks and trailers are likely to be used to transport product from site. The trucks would be no different in capacity & operation to those currently used for grain cartage.

The transport corridor would be exit farm gate on Flowery Patch Road on to Ygnattering Road (approx. 3.5km gravel) on to Cunderdin Wyalkatchem Road (sealed). All public roads are in the Cunderdin Shire.

Dependent on supply contracts it is intended to offer cartage opportunities to local farmers / contractors enabling them to back load fertilizer transport.

Based on 40,000 tonnes annually there would be 2-3 road trains per week day.



 Transport Corridor from site to Cunderdin Wyalkatchem Road

# Wilson Downs Nominee Co Pty Ltd

## 6. Hours of Operation

The quarry & processing is normally restricted to daylight hours, with processing and transport during daylight.

Typical hours of operation will likely be, in campaigns from 6:00am – 6:00pm six days per week. Monday to Saturday excluding public holidays. These hours may be extended dependent on cyclical demand.

Other ancillary activities such as maintenance are conducted outside these hours in line with normal industry practice.

## 7. Fire Management

There are a number of management actions that can be taken to minimize fire risks. The general management actions are summarized below:

- Fire extinguishers are provided at strategic positions & in working vehicles
- Emergency evacuation procedural drills are to be held regularly
- Restrict vehicles to operational areas
- Use diesel rather than petrol powered vehicles and engines
- Maintain perimeter fire breaks
- Ensure fire risk is addressed and maintained through the Site Safety Management Procedures
- Establish on site water supplies for potential use in extinguishing fire
- Secure site from unauthorized access
- Stop work and prevent vehicle operation / movement on days deemed by the Shires to be high fire risk in line with normal farm operational practice.

The safety of workers is managed through a Safety Management Plan developed through the *Mines Safety and Inspection Act, 1994 and regulations 1995*.

## 8. Workforce

Extraction and processing will be fully contracted to Registered experienced operators. During an extraction / crushing campaign, normally 2-3 months annually, the site will typically have 2-3 persons.

The business plan allows for the bagging of white quartz product. Subject to market contracts a bagging plant will be secured which will require 2 full time employees.

As transport of the product will occur regularly through the year there will be a requirement for a loader operator on a part time basis. This role, trained & qualified, is well suited to the bagging plant operators or the workforce of local farms.

## 9. Safety

All quarries operate under the provisions of the *Mines Safety and Inspections Act 1994 and Regulations 1995*. These are administered by the Department of Mines and Petroleum (DMP).

## **Wilson Downs Nominee Co Pty Ltd**

The regulation is achieved through the DMP Safety Regulations and Reporting System (SRS)

All quarries on commencement are required to register with the SRS system. As part of the registration a Project Management Plan is required to be produced and lodged online after all planning approvals are in place & prior to commencement.

Inspectors will visit the site regularly.

The site is fenced with farm style fencing and will have locked gates. It is remote from public access points. Warning signs will be installed to the Department of Mines and Petroleum specifications as approved by the District Inspector.

Project Management Plans are used to cover operational procedures which include workforce induction and training to ensure that all employees involved in the hard rock (quartz) extraction are made aware of the environmental and safety implications associated with all stages of the quarrying activity.

The site is within mobile phone range which can be used as back up for radios.

### **10. Water Supply**

It is proposed to drill several production bores in the quarry site. SWL is estimated at 50 meters. These bores will be fitted with Grundfos Solar Pumps and deliver to 2 x 200,000 litre Rhino water tanks near the processing area. These tanks will be fitted with cam lock outlets for fire brigade use if needed. The water in these tanks will be used for dust suppression on the crushing plant and stock piles.

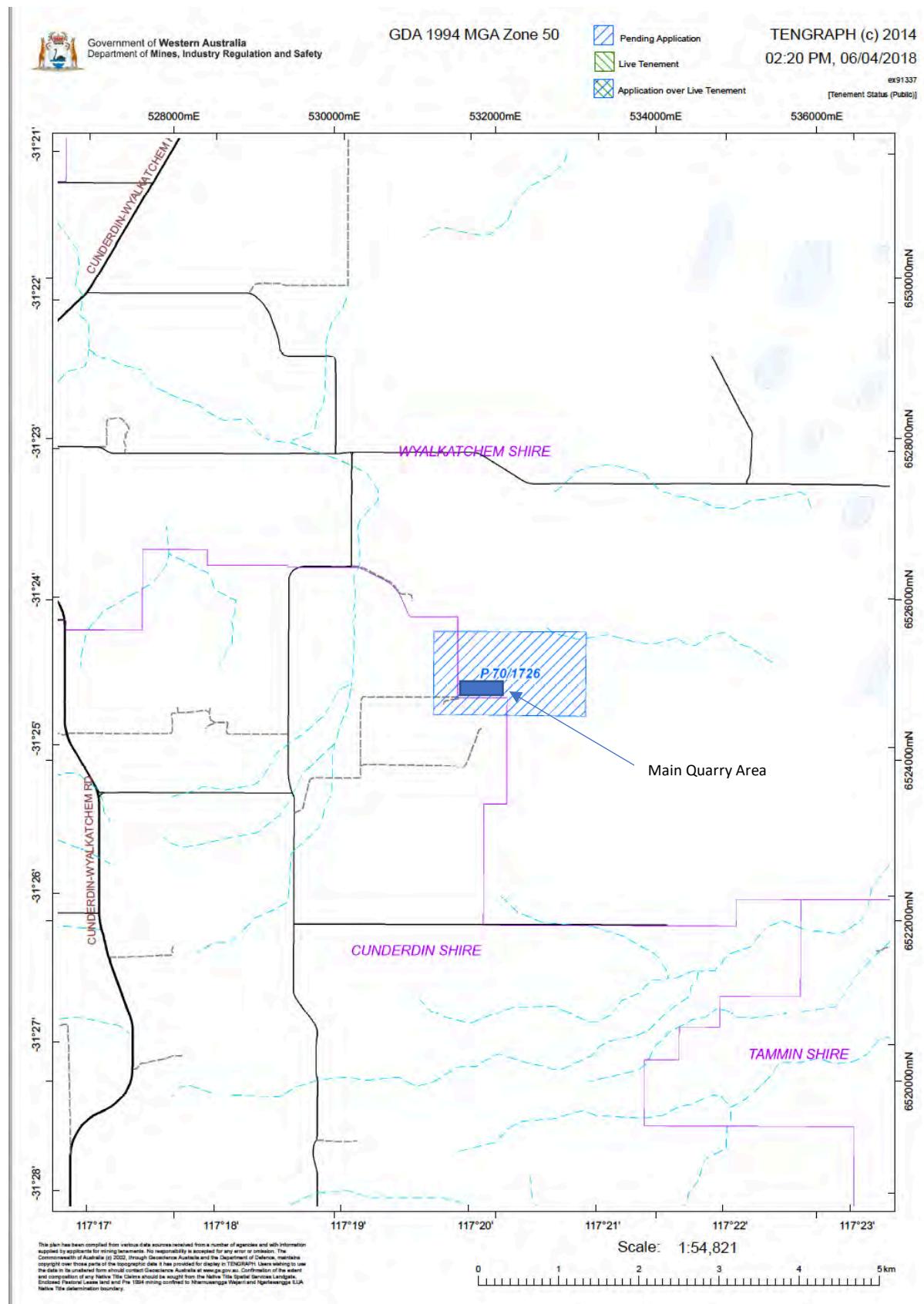
There is also scheme water to the site if potable water is required for drinking or other proposes.

Runoff water collected in 2 x dams north & south of the site will also be used to suppress dust on the site if and when required.

# Wilson Downs Nominee Co Pty Ltd

## Appendix 1

### Prospecting Lease P 70/1726 Location Map



# Wilson Downs Nominee Co Pty Ltd

## Prospecting Lease P 70/1726 Appraisal

| <br>Government of Western Australia<br>Department of Mines, Industry Regulation and Safety  |  | QUICK APPRAISAL - Public Use                     |                                   | Environment: Production<br>2:37 PM, 06/04/2018<br>ex91337 |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
|--|--|--|-----------------------------------|---|-----------------------|-------------|-----------------------|---------------------|-----------------------|-----------------|-----------------------|--|--|--------------------------|---------------|-------------|--------|---|---|------------------|----------|-------------------|------------------------|-------------|--|-----------------------|-----------------------------------|-------------|------|-----------|--|-----------------------|---------------------------------|------------|------|-------|--|-----------------------|----------------|------------|------|---|----------------------------|-----------------------|----------------|------------|------|
| <small>         QUICK APPRAISAL DISCLAIMER: This report has been compiled from various data sources received from a number of agencies and with information supplied by applicants for mining tenements. No responsibility is accepted for any error or omission. The Commonwealth of Australia (c) 2002, through Geoscience Australia and Department of Defence maintains copyright over those parts of the topographic data it has provided for display in TENGRAPH. Users wishing to use the data in its unaltered form should contact Geoscience Australia at <a href="http://www.ga.gov.au">www.ga.gov.au</a>. Confirmation of the extent and composition of any Native Title Claims should be sought from the Native Title Spatial Services Landgate. TENGRAPH does not identify any land that has been alienated from the Crown before 1 January 1899 and a search of title records should be carried out through Landgate to identify this category of land. Land alienated from the Crown prior to 1 January 1899 may be open for mining only in respect to gold, silver and precious metals.       </small>  |  |  |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| Page 1 of 2  |  |  |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| <b>APPRAISAL ID: P 70/1726</b>   |  |  |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| <b>Tenement Status:</b> Pending  |  | <b>Boundary Type:</b> Applied for                |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| <b>Holder/Applicant:</b> WILSON DOWNS NOMINEE CO. PTY LTD  |  |  |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| <b>Markout Date:</b> 30/01/2018 14:30:00   |  |  |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| <b>Object Area:</b> 197.94 Ha.   |  | <b>Centroid:</b> (31° 24' 31" S, 117° 20' 19" E) |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| <b>Appraisal Options:</b> Admin Boundaries Affected, Tenements Affected, Land Affected, Map Sheet Details  |  |  |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| <b>ADMINISTRATION BOUNDARIES AFFECTED</b>  |  |  |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| <table border="1"> <thead> <tr> <th>Name</th> <th>Type</th> <th>Encroached Area</th> <th>Encroached Percentage</th> </tr> </thead> <tbody> <tr> <td>AVON</td> <td>Land District</td> <td>197. 9365HA</td> <td>100%</td> </tr> <tr> <td>SOUTH WEST LAND DIVISION</td> <td>Land Division</td> <td>197. 9365HA</td> <td>100%</td> </tr> <tr> <td>CUNDERDIN SHIRE</td> <td>LGA (Shire) Boundaries</td> <td>44. 4455HA</td> <td>22.45%</td> </tr> <tr> <td>WYALKATCHEM SHIRE</td> <td>LGA (Shire) Boundaries</td> <td>153. 4911HA</td> <td>77.55%</td> </tr> <tr> <td>SOUTH WEST M F 70</td> <td>Mineral Field Boundaries</td> <td>197. 9365HA</td> <td>100%</td> </tr> </tbody> </table>   |  |  |                                   |   |                       | Name        | Type                  | Encroached Area     | Encroached Percentage | AVON            | Land District         | 197. 9365HA                                    | 100%   | SOUTH WEST LAND DIVISION | Land Division | 197. 9365HA | 100%   | CUNDERDIN SHIRE   | LGA (Shire) Boundaries  | 44. 4455HA       | 22.45%   | WYALKATCHEM SHIRE | LGA (Shire) Boundaries | 153. 4911HA | 77.55%   | SOUTH WEST M F 70     | Mineral Field Boundaries          | 197. 9365HA | 100% |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| Name   | Type   | Encroached Area                                  | Encroached Percentage             |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| AVON   | Land District  | 197. 9365HA                                      | 100%                              |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| SOUTH WEST LAND DIVISION   | Land Division  | 197. 9365HA                                      | 100%                              |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| CUNDERDIN SHIRE  | LGA (Shire) Boundaries   | 44. 4455HA                                       | 22.45%                            |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| WYALKATCHEM SHIRE  | LGA (Shire) Boundaries   | 153. 4911HA                                      | 77.55%                            |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| SOUTH WEST M F 70  | Mineral Field Boundaries   | 197. 9365HA                                      | 100%                              |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| <b>TENEMENTS Affected</b>  |  |  |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
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| Tenement ID  | Marking out/Lodgement  | Holder/Applicant(s)                              | Status                            | Encroached Area   | Encroached Percentage |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| no intersections   |  |  |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| <b>DEAD TENEMENTS Affected (NOT SELECTED)</b>  |  |  |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| <b>LAND Affected</b>   |  |  |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| <table border="1"> <thead> <tr> <th>Land ID</th> <th>Purpose/Name</th> <th>Land Type</th> <th>Responsible Agency</th> <th>Encroached Area</th> <th>Encroached Percentage</th> </tr> </thead> <tbody> <tr> <td>Freehold Land Act - Regional Western Australia</td> <td>Freehold Land Act - Regional Western Australia:4 Land parcels affected</td> <td>Private/Freehold</td> <td>Landgate</td> <td>178.2553HA</td> <td>90.06%</td> </tr> <tr> <td>Freehold Transfer Land Act - Regional Western Australia</td> <td>Freehold Transfer Land Act - Regional Western Australia:3 Land parcels affected</td> <td>Private/Freehold</td> <td>Landgate</td> <td>19.6812HA</td> <td>9.94%</td> </tr> <tr> <td>FNA 11507</td> <td>FILE NOTATION AREA SOUTH WEST LAND DIVISION FNA due to no dedicated administrative layer</td> <td>Special Category Land</td> <td>DMP/LANDGATE - (SW Land Division)</td> <td>197.9365HA</td> <td>100%</td> </tr> <tr> <td>FNA 12313</td> <td>BALLARDONG PEOPLE ILLUA Apply SW ILUA conditions BALLARDONG PEOPLE ILLUA</td> <td>Special Category Land</td> <td>SWALSC Apply SW ILUA conditions</td> <td>197.9365HA</td> <td>100%</td> </tr> <tr> <td>SWA 1</td> <td>SURFACE WATER AREA AVON RIVER CATCHMENT AREA</td> <td>Special Category Land</td> <td>DEPT. OF WATER</td> <td>197.9365HA</td> <td>100%</td> </tr> <tr> <td>WATERWAYS MANAGEMENT AUTHORITY AVON RIVER MANAGEMENT AREA</td> <td>Waterways Management Areas</td> <td>Special Category Land</td> <td>Dept. of Water</td> <td>197.9365HA</td> <td>100%</td> </tr> </tbody> </table> |  |  |                                   |   |                       | Land ID     | Purpose/Name          | Land Type           | Responsible Agency    | Encroached Area | Encroached Percentage | Freehold Land Act - Regional Western Australia | Freehold Land Act - Regional Western Australia:4 Land parcels affected | Private/Freehold         | Landgate      | 178.2553HA  | 90.06% | Freehold Transfer Land Act - Regional Western Australia | Freehold Transfer Land Act - Regional Western Australia:3 Land parcels affected | Private/Freehold | Landgate | 19.6812HA         | 9.94%                  | FNA 11507   | FILE NOTATION AREA SOUTH WEST LAND DIVISION FNA due to no dedicated administrative layer | Special Category Land | DMP/LANDGATE - (SW Land Division) | 197.9365HA  | 100% | FNA 12313 | BALLARDONG PEOPLE ILLUA Apply SW ILUA conditions BALLARDONG PEOPLE ILLUA | Special Category Land | SWALSC Apply SW ILUA conditions | 197.9365HA | 100% | SWA 1 | SURFACE WATER AREA AVON RIVER CATCHMENT AREA | Special Category Land | DEPT. OF WATER | 197.9365HA | 100% | WATERWAYS MANAGEMENT AUTHORITY AVON RIVER MANAGEMENT AREA | Waterways Management Areas | Special Category Land | Dept. of Water | 197.9365HA | 100% |
| Land ID  | Purpose/Name   | Land Type  | Responsible Agency                | Encroached Area   | Encroached Percentage |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| Freehold Land Act - Regional Western Australia   | Freehold Land Act - Regional Western Australia:4 Land parcels affected                   | Private/Freehold                                 | Landgate                          | 178.2553HA  | 90.06%                |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| Freehold Transfer Land Act - Regional Western Australia  | Freehold Transfer Land Act - Regional Western Australia:3 Land parcels affected          | Private/Freehold                                 | Landgate                          | 19.6812HA   | 9.94%                 |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| FNA 11507  | FILE NOTATION AREA SOUTH WEST LAND DIVISION FNA due to no dedicated administrative layer | Special Category Land                            | DMP/LANDGATE - (SW Land Division) | 197.9365HA  | 100%                  |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| FNA 12313  | BALLARDONG PEOPLE ILLUA Apply SW ILUA conditions BALLARDONG PEOPLE ILLUA                 | Special Category Land                            | SWALSC Apply SW ILUA conditions   | 197.9365HA  | 100%                  |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| SWA 1  | SURFACE WATER AREA AVON RIVER CATCHMENT AREA   | Special Category Land                            | DEPT. OF WATER                    | 197.9365HA  | 100%                  |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| WATERWAYS MANAGEMENT AUTHORITY AVON RIVER MANAGEMENT AREA  | Waterways Management Areas   | Special Category Land                            | Dept. of Water                    | 197.9365HA  | 100%                  |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |
| <b>NATIVE TITLE AREAS Affected (NOT SELECTED)</b>  |  |  |                                   |   |                       |             |                       |                     |                       |                 |                       |  |  |                          |               |             |        |   |   |                  |          |                   |                        |             |  |                       |                                   |             |      |           |  |                       |                                 |            |      |       |  |                       |                |            |      |   |                            |                       |                |            |      |

# Wilson Downs Nominee Co Pty Ltd

## Prospecting Lease P 70/1726 Appraisal (Cont')

|  |                              |   |
|--|------------------------------|---|
| <br>Government of <b>Western Australia</b><br>Department of Mines, Industry Regulation and Safety   | QUICK APPRAISAL - Public Use | Environment: Production<br>2:37 PM, 06/04/2018<br>ex91337 |
| <small>QUICK APPRAISAL DISCLAIMER: This report has been compiled from various data sources received from a number of agencies and the information supplied by applicants for mining tenements. No responsibility is accepted for any error or omission. The Government of Australia (c) 2002, through Geoscience Australia and the Department of Defence maintains copyright over those parts of the topographic data it has provided for display in TENGRAPH. Users wishing to use the data in its unaltered form should contact Geoscience Australia at <a href="http://www.ga.gov.au">www.ga.gov.au</a>. Confirmation of the extent and composition of any Native Title Claims should be sought from the Native Title Spatial Services Landgate. Tengraph does not identify any land that has been alienated from the Crown before 1 January 1899 and a search of title records should be carried out through Landgate to identify this category of land. Land alienated from the Crown prior to 1 January 1899 may be open for mining only in respect to gold, silver and precious metals.</small> |                              |   |

Page 2 of 2

APPRAISAL ID: P 70/1726

Tenement Status: Pending      Boundary Type: Applied for  
Holder/Applicant: WILSON DOWNS NOMINEE CO. PTY LTD  
Markout Date: 30/01/2018 14:30:00  
Object Area: 197.94 Ha.      Centroid: (31° 24' 31" S, 117° 20' 19" E)  
Appraisal Options: Admin Boundaries Affected, Tenements Affected, Land Affected, Map Sheet Details

PETROLEUM/GEOTHERMAL TITLES Affected (NOT SELECTED)

SERVICES / INFRASTRUCTURE Affected (NOT SELECTED)

MAP SHEETS Affected

| Map Sheet Id | Map Sheet Name | Map Scale                  | Encroached Area | Encroached Percentage |
|--------------|----------------|----------------------------|-----------------|-----------------------|
| 2335         | DOWERIN        | 1:100,000 Mapsheet Index   | 197. 9365HA     | 100%                  |
| SH5015       | KELLERBERRIN   | 1:250,000 Mapsheet Index   | 197. 9365HA     | 100%                  |
| SH50         | PERTH          | 1:1,000,000 Mapsheet Index | 197. 9365HA     | 100%                  |

---END OF REPORT---

Bruce McKay, Ian McKay and Rex Baker left the meeting at 3.42pm

### **8.2.1 FINANCIAL MANAGEMENT – FINANCIAL REPORTING – MONTHLY FINANCIAL REPORT – MARCH 2018**

|   |   |
|---|---|
| <b>FILE REFERENCE:</b>                    | 12.10.02  |
| <b>AUTHOR'S NAME AND POSITION:</b>        | Claire Trenorden<br>Manager Corporate Services  |
| <b>AUTHOR'S SIGNATURE:</b>                |                                        |
| <b>NAME OF APPLICANT/RESPONDENT:</b>      | Not Applicable  |
| <b>DATE REPORT WRITTEN:</b>               | 11 April 2018   |
| <b>DISCLOSURE OF INTEREST:</b>            | The author has no financial interest in this matter.  |
| <b>PREVIOUS MEETING REFERENCE:</b>        | OMC 15 March 2018<br>Council decision number: 29/2018   |
| <b>STRATEGIC COMMUNITY PLAN REFERENCE</b> | 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 March 2018.

**Appendix:**

1. Monthly Financial Report for the Period Ended 31 March 2018 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:**

#### **March 2018 Financial Statements:**

- Yearly operating revenue is \$2,220,886 inclusive of net rate income of \$1,193,410 (net of prepaid rates and discounts) – 82% of Budget
- Yearly operating expenditure is \$2,997,806 – 73% of Budget
- Yearly capital expenditure is \$1,564,565 – 79% of Budget
- Yearly capital revenue is \$1,727,422 – 90% of Budget

- Net current assets as 31 March 2018 are \$652,470

**Operating Revenue:** Total operating revenue is 82% of the Annual Budget.

**Rates:** Revenue of \$1,403,207 has been raised during the Rate Run for 2017/18 and rates notices were posted out by the planned date of 21 July 2017. The total Rate Run is broken down between Rates \$1,252,111, Rubbish \$98,595, Health Levy \$15,057 and ESL Levy \$37,444. To date income received is \$1,262,788 and discounts, concessions and write offs applied equate to \$19,485. Approximately 96% of Rates have been collected to date, with \$38,511 outstanding.

Breakdown of outstanding rates as at 31 March 2018:

|   |          |
|---|----------|
| Payment by instalments                        | \$1,064  |
| Pensioners who have until 30 June 2018 to pay | \$15,117 |
| Ratepayers on a payment arrangement           | \$15,090 |
| <i>Legal Action</i>                           | \$6,356  |
| Deceased estates awaiting probate             | \$3,212  |
| Payment in advance                            | -\$2,328 |

**Operating Expenditure:** Total operating expenditure is 73% of the Annual Budget.

**Capital Expenditure:** Total Capital Expenditure (\$1,564,565) is 79% of the Annual Budget (\$1,823,181).

|                       |           |   |
|-----------------------|-----------|---|
| Land and Buildings    | \$242,238 | 22a Flint St, Railway Station, the new Depot, Town Hall, Medical Centre and the Railway Barracks are all in progress as of March 2018. The CEACA units' contribution, 58 Flint St, 4 Slocum St, Shire Office, Senior Citizens project and the Recreation Centre are complete for 2017/18. |
| Plant and Property    | \$441,797 | The grader, road crew utility and Works Manager vehicle replacements have been completed for 2017/18.   |
| Roadworks             | \$691,426 | Cemetery Rd sealing and re-sheeting, Elsegood Rd re-sheeting, Benjaberring Hindmarsh Rd North and South gravel re-sheeting projects are completed for 2017/18. All other projects are underway as of March 2018.  |
| Footpaths             | \$22,442  | Projects are completed for 2017/18.   |
| Airport               | \$24,030  | The project is in progress as of March 2018.  |
| Other Infrastructure  | \$70,783  | The Tennis Club playground and the Swimming Pool capital work is complete for 2017/18.  |
| Transfers to Reserves | \$28,343  |   |

**Net Assets:** Net Current Assets as at 31 March 2018 amounts to \$652,470. This is in the majority comprised of Cash Unrestricted – Municipal Funds (\$549,795 or 84%).

## 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:** 44/2018

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

**That Council resolve the following:**

- 1. Receive the Statement of Financial Activity for the period ended 31 March 2018.**

**Vote: 5/0**

**Shire of Wyalkatchem**

**MONTHLY FINANCIAL REPORT**

**For the Period Ended 31 March 2018**

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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 March 2018**

| Note   | Amended<br>Annual<br>Budget | YTD<br>Budget<br>(a) | YTD<br>Actual<br>(b) | Var. \$<br>(b)-(a) | Var. %<br>(b)-(a)/(b) | Var.    |
|--|-----------------------------|----------------------|----------------------|--------------------|-----------------------|---------|
|  | 4                           | 3                    | 3                    | 3                  |                       |         |
| <b>Operating Revenues</b>                          |                             |                      |                      |                    |                       |         |
| Governance   | \$ 8,100                    | \$ 6,075             | \$ 15,687            | \$ 9,612           | 61.3%                 |         |
| General Purpose Funding                            | 561,938                     | 421,453              | 416,880              | (4,573)            | (1.1%)                |         |
| Law, Order and Public Safety                       | 47,125                      | 41,250               | 41,862               | 612                | 1.5%                  |         |
| Health   | 49,589                      | 24,794               | 22,554               | (2,240)            | (9.9%)                |         |
| Education and Welfare                              | 0                           | 0                    | 0                    | 0                  |                       |         |
| Housing  | 115,744                     | 86,808               | 88,223               | 1,415              | 1.6%                  |         |
| Community Amenities                                | 106,683                     | 105,864              | 107,004              | 1,139              | 1.1%                  |         |
| Recreation and Culture                             | 7,816                       | 7,516                | 7,481                | (35)               | (0.5%)                |         |
| Transport  | 552,394                     | 294,296              | 294,538              | 243                | 0.1%                  |         |
| Economic Services                                  | 19,291                      | 15,868               | 16,202               | 334                | 2.1%                  |         |
| Other Property and Services                        | 18,785                      | 15,589               | 17,045               | 1,456              | 8.5%                  |         |
| <b>Total (Excluding Rates)</b>                     | <b>1,487,465</b>            | <b>1,019,513</b>     | <b>1,027,476</b>     | <b>7,963</b>       | 0.8%                  |         |
| <b>Operating Expense</b>                           |                             |                      |                      |                    |                       |         |
| Governance   | (327,242)                   | (215,432)            | (206,607)            | 8,825              | 4.3%                  |         |
| General Purpose Funding                            | (65,573)                    | (44,180)             | (40,299)             | 3,881              | 9.6%                  |         |
| Law, Order and Public Safety                       | (123,669)                   | (82,752)             | (75,327)             | 7,425              | 9.9%                  |         |
| Health   | (307,189)                   | (200,392)            | (192,534)            | 7,858              | 4.1%                  |         |
| Education and Welfare                              | (17,858)                    | (13,394)             | (29,093)             | (15,699)           | (54.0%)               |         |
| Housing  | (243,971)                   | (152,978)            | (145,672)            | 7,307              | 5.0%                  |         |
| Community Amenities                                | (228,411)                   | (171,308)            | (163,190)            | 8,118              | 5.0%                  |         |
| Recreation and Culture                             | (753,482)                   | (587,112)            | (581,707)            | 5,405              | 0.9%                  |         |
| Transport  | (1,885,383)                 | (1,493,037)          | (1,479,565)          | 13,472             | 0.9%                  |         |
| Economic Services                                  | (105,831)                   | (79,373)             | (82,282)             | (2,909)            | (3.5%)                |         |
| Other Property and Services                        | (42,776)                    | (32,082)             | (1,532)              | 30,550             |                       | 1994.2% |
| <b>Total</b>                                       | <b>(4,101,385)</b>          | <b>(3,072,039)</b>   | <b>(2,997,806)</b>   | <b>74,233</b>      |                       | ▼       |
| <b>Funding Balance Adjustment</b>                  |                             |                      |                      |                    |                       |         |
| Add back Depreciation                              |                             |                      |                      |                    |                       |         |
| Adjust (Profit)/Loss on Asset Disposal             | 1,142,817                   | 865,113              | 888,634              | 23,521             | 2.6%                  |         |
| Movement in Deferred Pensional Rates (Non-Current) | 38,991                      | 38,991               | 38,991               | 0                  | 0.0%                  |         |
| Movement in Accrued Salaries and Wages             |                             |                      | 2,042                | 2,042              | 100.0%                |         |
| Movement in Employee Benefit Provisions            |                             |                      | 0                    | 0                  |                       |         |
| Adjust Provisions and Accruals                     |                             |                      | 0                    | 0                  |                       |         |
| <b>Net Operating (Ex. Rates)</b>                   | <b>(1,432,112)</b>          | <b>(1,148,422)</b>   | <b>(1,040,663)</b>   | <b>107,759</b>     |                       |         |
| <b>Capital Revenues</b>                            |                             |                      |                      |                    |                       |         |
| Proceeds from Disposal of Assets                   | 126,727                     | 126,727              | 126,727              | 0                  | 0.0%                  |         |
| Non-Operating Grants                               | 703,917                     | 597,801              | 597,801              | 0                  | 0.0%                  |         |
| Proceeds from New Debentures                       | 0                           | 0                    | 0                    | 0                  |                       |         |
| Proceeds from Sale of Investments                  |                             |                      | 0                    | 0                  |                       |         |
| Proceeds from Advances                             |                             |                      | 0                    | 0                  |                       |         |
| Self-Supporting Loan Principal                     | 13,087                      | 9,726                | 9,726                | 0                  | 0.0%                  |         |
| Transfer from Reserves                             | 1,074,965                   | 993,169              | 993,169              | 0                  | 0.0%                  |         |
| <b>Total</b>                                       | <b>1,918,696</b>            | <b>1,727,422</b>     | <b>1,727,422</b>     | <b>0</b>           |                       |         |
| <b>Capital Expenses</b>                            |                             |                      |                      |                    |                       |         |
| Land Held for Resale                               | 0                           | 0                    | 0                    | 0                  |                       |         |
| Land and Buildings                                 | (312,901)                   | (242,238)            | (242,238)            | 0                  | 0.0%                  |         |
| Plant and Equipment                                | (447,998)                   | (441,797)            | (441,797)            | 0                  | 0.0%                  |         |
| Furniture and Equipment                            | 0                           | 0                    | 0                    | 0                  |                       |         |
| Infrastructure Assets - Roads                      | (911,996)                   | (691,426)            | (691,426)            | 0                  | 0.0%                  |         |
| Infrastructure Assets - Other                      | (181,550)                   | (117,255)            | (117,255)            | 0                  | 0.0%                  |         |
| Purchase of Investments                            |                             |                      | 0                    | 0                  |                       |         |
| Repayment of Debentures                            | (53,669)                    | (43,507)             | (43,507)             | 0                  | 0.0%                  |         |
| Advances to Community Groups                       |                             |                      | 0                    | 0                  |                       |         |
| Transfer to Reserves                               | (67,145)                    | (28,343)             | (28,343)             | 0                  | 0.0%                  |         |
| <b>Total</b>                                       | <b>(1,975,259)</b>          | <b>(1,564,565)</b>   | <b>(1,564,565)</b>   | <b>0</b>           |                       |         |
| <b>Net Capital</b>                                 | <b>(56,563)</b>             | <b>162,858</b>       | <b>162,858</b>       | <b>0</b>           |                       |         |
| <b>Total Net Operating + Capital</b>               | <b>(1,488,675)</b>          | <b>(985,565)</b>     | <b>(877,806)</b>     | <b>107,759</b>     |                       |         |
| Rate Revenue                                       | 1,232,354                   | 1,232,354            | 1,193,410            | (38,944)           | (3.3%)                |         |
| Opening Funding Surplus(Deficit)                   | 336,864                     | 336,864              | 336,865              | 0                  | 0.0%                  |         |
| <b>Closing Funding Surplus(Deficit)</b>            | <b>80,544</b>               | <b>583,654</b>       | <b>652,470</b>       | <b>68,815</b>      | 10.5%                 |         |

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

|   | Note | Amended<br>Annual<br>Budget<br>4 | YTD<br>Budget<br>(a) | YTD<br>Actual<br>(b) | Var. \$<br>(b)-(a)<br>3 | Var. %<br>(b)-(a)/(b)<br>3 |  |
|---|------|----------------------------------|----------------------|----------------------|-------------------------|----------------------------|--|
| <b>Operating Revenues</b>                             |      |                                  |                      |                      |                         |                            |  |
| Grants, Subsidies and Contributions                   | 8    | \$ 1,149,976                     | \$ 735,990           | \$ 746,733           | \$ 10,743               | 1.4%                       |  |
| Profit on Asset Disposal                              | 10   | 693                              | 520                  | 693                  | 173                     | 25.0%                      |  |
| Fees and Charges                                      |      | 274,220                          | 240,071              | 242,784              | 2,713                   | 1.1%                       |  |
| Interest Earnings                                     |      | 62,576                           | 42,932               | 37,265               | (5,667)                 | (15.2%)                    |  |
| Other Revenue   |      | 0                                | 0                    | 0                    | 0                       |                            |  |
| <b>Total (Excluding Rates)</b>                        |      | <b>1,487,465</b>                 | <b>1,019,513</b>     | <b>1,027,476</b>     | <b>7,963</b>            |                            |  |
| <b>Operating Expense</b>                              |      |                                  |                      |                      |                         |                            |  |
| Employee Costs  |      | (1,035,388)                      | (761,541)            | (750,820)            | 10,721                  | 1.4%                       |  |
| Materials and Contracts                               |      | (1,560,244)                      | (1,189,183)          | (1,098,540)          | 90,643                  | 8.3%                       |  |
| Utilities Charges                                     |      | (184,343)                        | (108,257)            | (102,010)            | 6,247                   | 6.1%                       |  |
| Depreciation (Non-Current Assets)                     |      | (1,142,817)                      | (865,113)            | (888,634)            | (23,521)                | (2.6%)                     |  |
| Interest Expenses                                     |      | (18,039)                         | (13,529)             | (9,750)              | 3,779                   | 38.8%                      |  |
| Insurance Expenses                                    |      | (120,870)                        | (104,653)            | (108,368)            | (3,715)                 | (3.4%)                     |  |
| Loss on Asset Disposal                                |      | (39,684)                         | (29,763)             | (39,684)             | (9,921)                 | (25.0%)                    |  |
| Other Expenditure                                     |      | 0                                | 0                    | 0                    | 0                       |                            |  |
| <b>Total</b>  |      | <b>(4,101,385)</b>               | <b>(3,072,039)</b>   | <b>(2,997,806)</b>   | <b>74,233</b>           |                            |  |
| <b>Funding Balance Adjustment</b>                     |      |                                  |                      |                      |                         |                            |  |
| Add Back Depreciation                                 |      | 1,142,817                        | 865,113              | 888,634              | 23,521                  | 2.6%                       |  |
| Adjust (Profit)/Loss on Asset Disposal                | 10   | 38,991                           | 38,991               | 38,991               | 0                       | 0.0%                       |  |
| Movement in Deferred Pensional Rates<br>(Non-Current) |      |                                  |                      | 2,042                | 2,042                   | 100.0%                     |  |
| Movement in Accrued Salaries and<br>Wages             |      |                                  |                      | 0                    | 0                       |                            |  |
| Movement in Employee Benefit<br>Provisions            |      |                                  |                      | 0                    | 0                       |                            |  |
| Adjust Provisions and Accruals                        |      |                                  |                      | 0                    | 0                       |                            |  |
| <b>Net Operating (Ex. Rates)</b>                      |      | <b>(1,432,112)</b>               | <b>(1,148,422)</b>   | <b>(1,040,663)</b>   | <b>107,759</b>          |                            |  |
| <b>Capital Revenues</b>                               |      |                                  |                      |                      |                         |                            |  |
| Grants, Subsidies and Contributions                   | 8    | 703,917                          | 597,801              | 597,801              | 0                       | 0.0%                       |  |
| Proceeds from Disposal of Assets                      | 10   | 126,727                          | 126,727              | 126,727              | 0                       | 0.0%                       |  |
| Proceeds from New Debentures                          |      |                                  |                      | 0                    | 0                       |                            |  |
| Proceeds from Sale of Investments                     |      |                                  |                      | 0                    | 0                       |                            |  |
| Proceeds from Advances                                |      |                                  |                      | 0                    | 0                       |                            |  |
| Self-Supporting Loan Principal                        |      | 13,087                           | 9,726                | 9,726                | 0                       | 0.0%                       |  |
| Transfer from Reserves                                | 9    | 1,074,965                        | 993,169              | 993,169              | 0                       | 0.0%                       |  |
| <b>Total</b>  |      | <b>1,918,696</b>                 | <b>1,727,422</b>     | <b>1,727,422</b>     | <b>0</b>                |                            |  |
| <b>Capital Expenses</b>                               |      |                                  |                      |                      |                         |                            |  |
| Land Held for Resale                                  |      | 0                                | 0                    | 0                    | 0                       | 0.0%                       |  |
| Land and Buildings                                    | 10   | (312,901)                        | (242,238)            | (242,238)            | 0                       | 0.0%                       |  |
| Plant and Equipment                                   | 10   | (447,998)                        | (441,797)            | (441,797)            | 0                       | 0.0%                       |  |
| Furniture and Equipment                               | 10   | 0                                | 0                    | 0                    | 0                       | 0.0%                       |  |
| Infrastructure Assets - Roads                         | 10   | (911,996)                        | (691,426)            | (691,426)            | 0                       | 0.0%                       |  |
| Infrastructure Assets - Other                         | 10   | (181,550)                        | (117,255)            | (117,255)            | 0                       | 0.0%                       |  |
| Purchase of Investments                               |      |                                  | 0                    | 0                    | 0                       |                            |  |
| Repayment of Debentures                               |      | (53,669)                         | (43,507)             | (43,507)             | 0                       | 0.0%                       |  |
| Advances to Community Groups                          |      |                                  |                      | 0                    | 0                       |                            |  |
| Transfer to Reserves                                  | 9    | (67,145)                         | (28,343)             | (28,343)             | 0                       | 0.0%                       |  |
| <b>Total</b>  |      | <b>(1,975,259)</b>               | <b>(1,564,565)</b>   | <b>(1,564,565)</b>   | <b>0</b>                |                            |  |
| <b>Net Capital</b>                                    |      | <b>(56,563)</b>                  | <b>162,858</b>       | <b>162,858</b>       | <b>0</b>                |                            |  |
| <b>Total Net Operating + Capital</b>                  |      | <b>(1,488,675)</b>               | <b>(985,565)</b>     | <b>(877,806)</b>     | <b>107,759</b>          |                            |  |
| Rate Revenue  |      | 1,232,354                        | 1,232,354            | 1,193,410            | (38,944)                | (3.3%)                     |  |
| Opening Funding Surplus(Deficit)                      |      | 336,864                          | 336,864              | 336,865              | 0                       | 0.0%                       |  |
| <b>Closing Funding Surplus(Deficit)</b>               | 3    | <b>80,544</b>                    | <b>583,654</b>       | <b>652,470</b>       | <b>68,815</b>           | <b>10.5%</b>               |  |

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

**1. SIGNIFICANT ACCOUNTING POLICIES**

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

**(a) Basis of Accounting**

This statement is a special purpose financial report, prepared in accordance with applicable Australian 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 March 2018**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(h) Inventories**

**General**

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

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

**Land Held for Resale**

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

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

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

**(i) Fixed Assets**

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

***Mandatory Requirement to Revalue Non-Current Assets***

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

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

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

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

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

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

***Land under Control***

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

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

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

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

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

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(i) Fixed Assets (Continued)**

***Initial Recognition***

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

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

***Revaluation***

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

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

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

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

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

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

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

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

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

***Transitional Arrangement***

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

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

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

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

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(i) Fixed Assets (Continued)**

***Early Adoption of AASB 13 - Fair Value Measurement***

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

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

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

***Land Under Roads***

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

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

**Capitalisation Threshold**

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

**(k) Trade and Other Payables**

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

**(l) Employee Benefits**

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

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

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

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

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

**(m) Interest-bearing Loans and Borrowings**

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

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

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

**Borrowing Costs**

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

**(n) Provisions**

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

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

**(o) Current and Non-Current Classification**

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

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

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(p) Nature or Type Classifications**

**Rates**

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

**Operating Grants, Subsidies and Contributions**

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

**Non-Operating Grants, Subsidies and Contributions**

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

**Profit on Asset Disposal**

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

**Fees and Charges**

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

**Service Charges**

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

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

**Utilities (Gas, Electricity, Water, etc.)**

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

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

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(q) Nature or Type Classifications (Continued)**

**Insurance**

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

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

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

**Other expenditure**

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

**(r) Statement of Objectives**

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

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

**GOVERNANCE**

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

**GENERAL PURPOSE FUNDING**

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

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

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

**LAW, ORDER, PUBLIC SAFETY**

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

**HEALTH**

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

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

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

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(r) STATEMENT OF OBJECTIVE (Continued)**

**EDUCATION AND WELFARE**

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

**HOUSING**

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

**COMMUNITY AMENITIES**

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

**RECREATION AND CULTURE**

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

**TRANSPORT**

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

**ECONOMIC SERVICES**

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

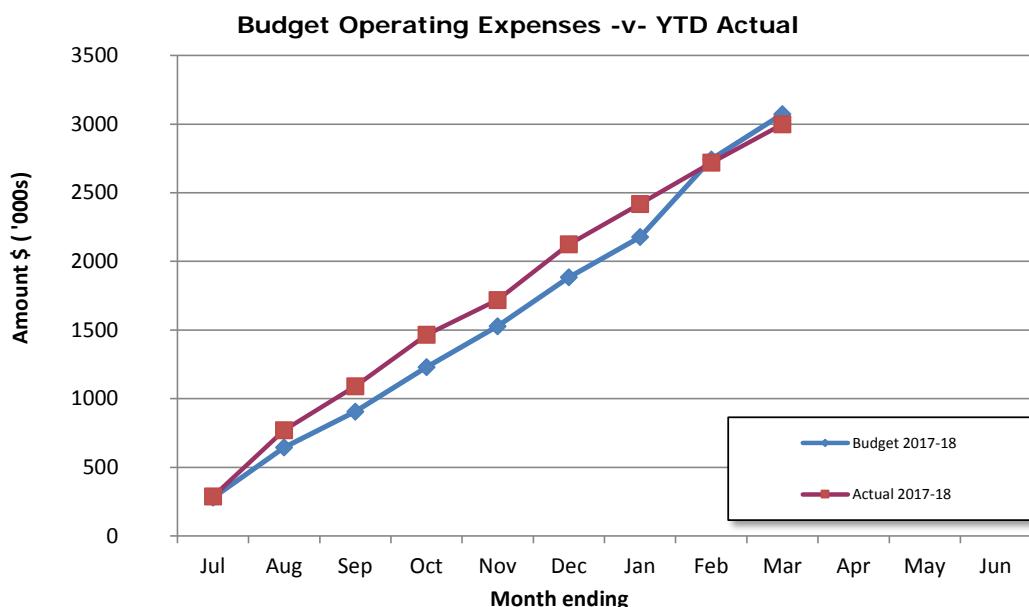
**OTHER PROPERTY & SERVICES**

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

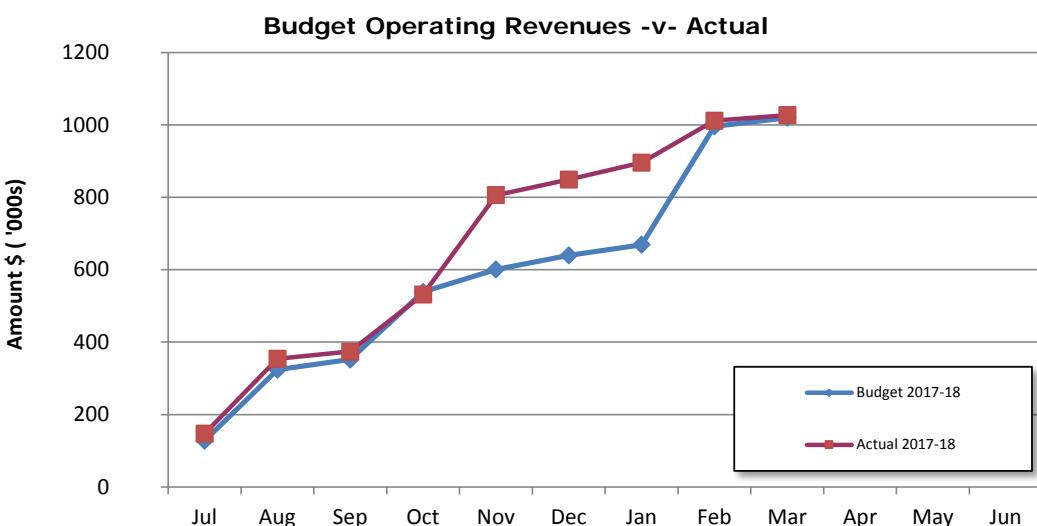
Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

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

**Note 2 - Graphical Representation - Source Statement of Financial Activity**



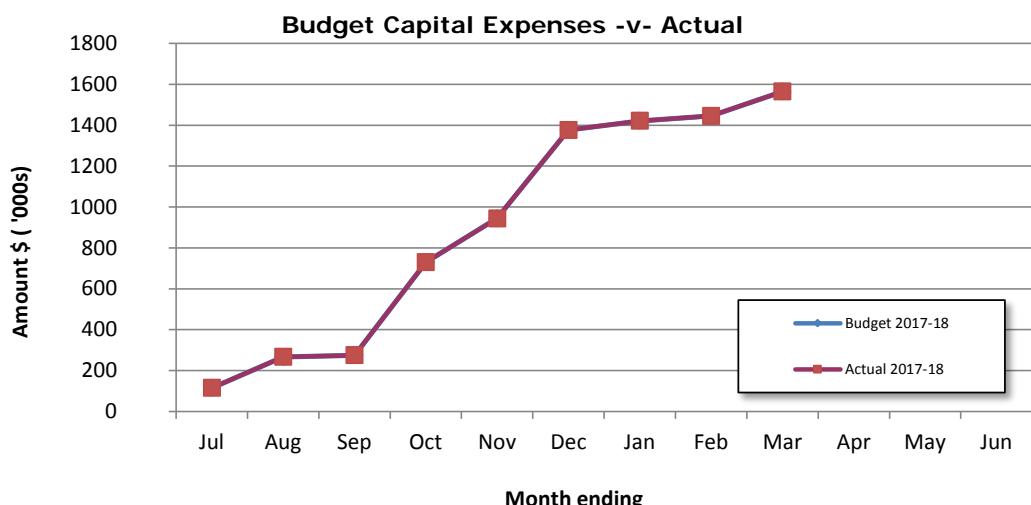
**Comments/Notes - Operating Expenses**



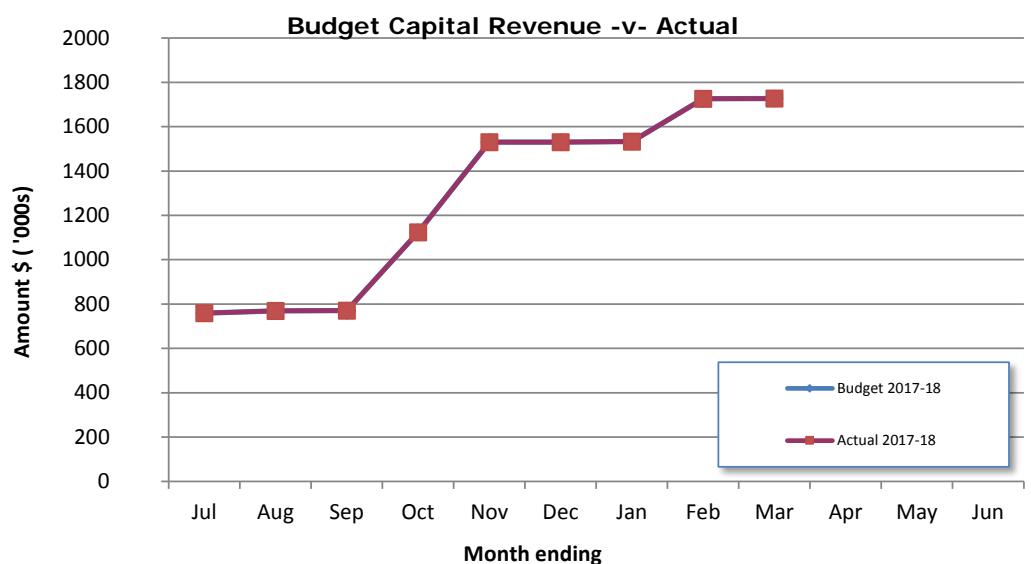
**Comments/Notes - Operating Revenues**

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

**Note 2 - Graphical Representation - Source Statement of Financial Activity**



**Comments/Notes - Capital Expenses**

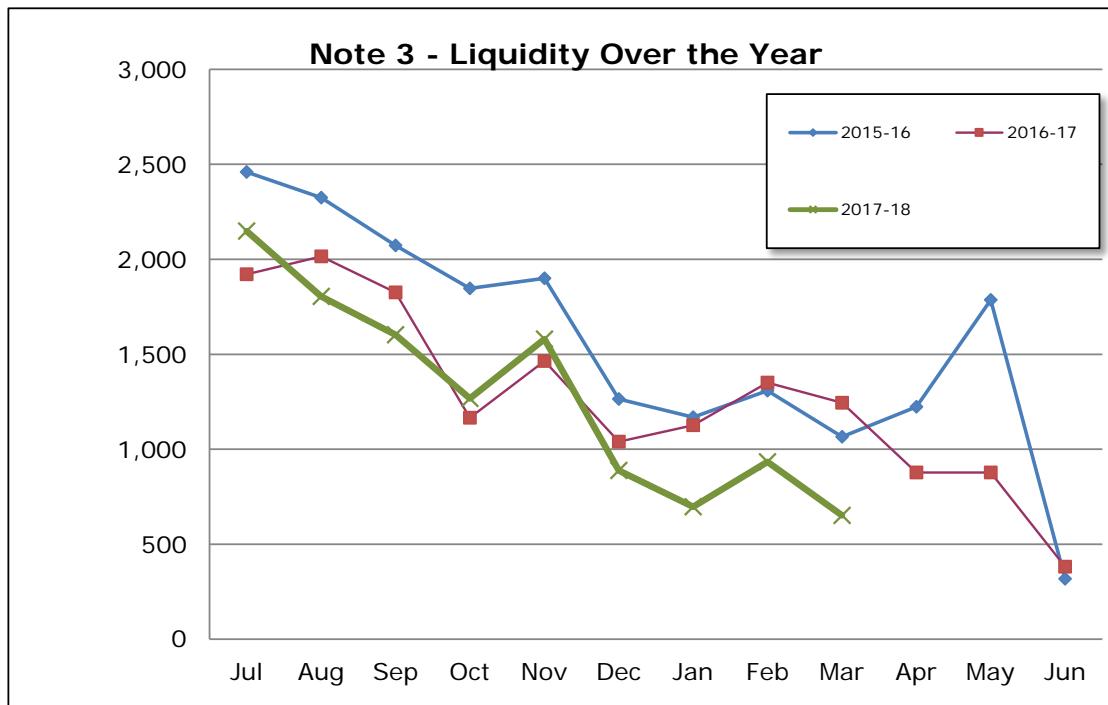


**Comments/Notes - Capital Revenues**

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

**Note 3: NET CURRENT FUNDING POSITION**

|                                     | Positive=Surplus (Negative=Deficit) |             |                       |
|-------------------------------------|-------------------------------------|-------------|-----------------------|
|                                     | 2017-18                             |             |                       |
|                                     | This Month                          | Last Month  | Same Period Last Year |
|                                     | \$                                  | \$          | \$                    |
| <b>Current Assets</b>               |                                     |             |                       |
| Cash Unrestricted                   | 549,795                             | 585,628     | 1,174,763             |
| Cash Restricted                     | 1,951,391                           | 1,951,391   | 2,021,645             |
| Investments                         |                                     |             |                       |
| Receivables - Rates and Rubbish     | 38,511                              | 94,442      | 31,590                |
| Receivables -Other                  | 2,135                               | 218,790     | 2,647                 |
| Inventories                         | 118,308                             | 118,308     | 126,591               |
|                                     | 2,660,140                           | 2,968,560   | 3,357,236             |
| <b>Less: Current Liabilities</b>    |                                     |             |                       |
| Payables                            | (6,388)                             | (34,774)    | (18,658)              |
| Current Employee Benefits Provision | (49,891)                            | (49,891)    | (70,788)              |
|                                     | (56,280)                            | (84,665)    | (89,445)              |
| Less: Cash Restricted               | (1,951,391)                         | (1,951,391) | (2,021,645)           |
| <b>Net Current Funding Position</b> | 652,470                             | 932,504     | 1,246,146             |



**Comments - Net Current Funding Position**

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

**Note 4: CASH AND INVESTMENTS**

|                          | Interest Rate | Unrestricted \$ | Restricted \$ | Trust \$ | Investments \$ | Total Amount \$ | Institution | Maturity Date |
|--------------------------|---------------|-----------------|---------------|----------|----------------|-----------------|-------------|---------------|
| <b>(a) Cash Deposits</b> |               |                 |               |          |                |                 |             |               |
| At Call - Municipal      | 0.05%         | 549,495         |               |          |                | 549,495         | NAB         | Call          |
| At Call - Working        | 0.01%         |                 |               | 6,257    |                | 6,257           | NAB         | Call          |
| <b>(b) Term Deposits</b> |               |                 |               |          |                |                 |             |               |
| Reserves                 | 2.40%         |                 | 1,951,391     |          |                | 1,951,391       | NAB         |               |
| Surplus Funds            | 0.00%         |                 |               |          | 0              | 0               | NAB         | 22/04/2018    |
| <b>(c) Investments</b>   |               |                 |               |          |                |                 |             |               |
| <b>Total</b>             |               | 549,495         | 1,951,391     | 6,257    | 0              | 2,507,142       |             |               |

**Comments/Notes - Investments**

**Shire of Wyalkatchem**  
**Monthly Investment Report**

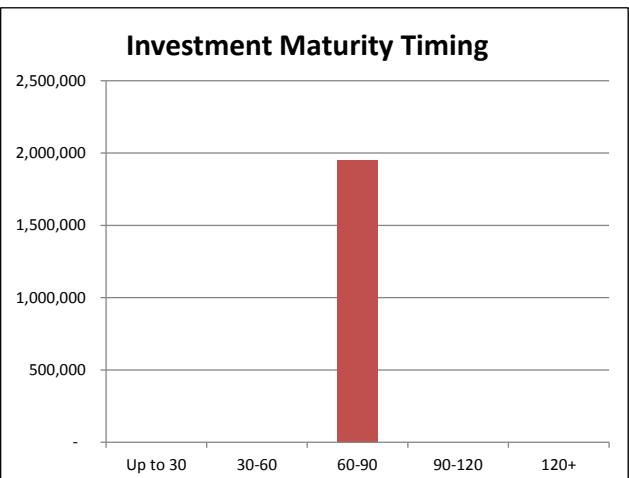
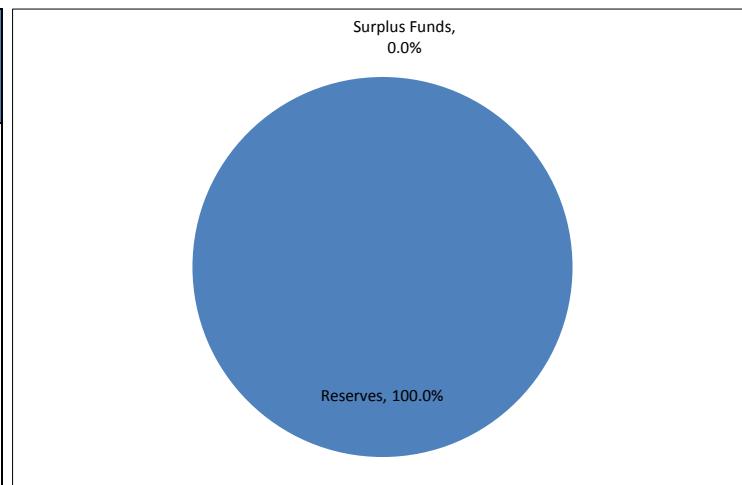
For the Period Ended 31 March 2018

**Note 4A: CASH INVESTMENTS**

| Deposit Ref              | Deposit Date | Institution | Term (Days) | Invested Interest rates | Expected Interest           |
|--------------------------|--------------|-------------|-------------|-------------------------|-----------------------------|
| <b>General Municipal</b> |              |             |             |                         |                             |
|                          |              |             |             |                         | -                           |
|                          |              |             |             |                         | -                           |
|                          |              |             |             |                         | -                           |
| <b>Subtotal</b>          |              |             |             |                         | -                           |
| <b>Restricted</b>        |              |             |             |                         |                             |
| Reserves                 | 22/01/2018   | NAB         | 90          | 2.40%                   | 11,548                      |
|                          |              |             |             |                         | <b>Subtotal</b>             |
|                          |              |             |             |                         | <b>11,548</b>               |
|                          |              |             |             |                         | <b>Total Funds Invested</b> |
|                          |              |             |             |                         | <b>11,548</b>               |

| Amount Invested (Days) |       |           |        |      | Total     | Comparative rate                 | Budget v Actual                 |               |                     |        |
|------------------------|-------|-----------|--------|------|-----------|----------------------------------|---------------------------------|---------------|---------------------|--------|
| Up to 30               | 30-60 | 60-90     | 90-120 | 120+ |           | Average Interest time of deposit | Interest Rate at time of Report | Annual Budget | Year to Date Actual | Var.\$ |
| -                      | -     | -         | -      | -    | -         |                                  |                                 |               |                     |        |
| -                      | -     | -         | -      | -    | -         |                                  |                                 |               |                     |        |
| -                      | -     | 1,951,391 | -      | -    | 1,951,391 |                                  |                                 |               |                     |        |
| -                      | -     | 1,951,391 | -      | -    | 1,951,391 |                                  |                                 |               |                     |        |
| -                      | -     | 1,951,391 | -      | -    | 1,951,391 |                                  |                                 |               |                     |        |

| Deposit Ref                | Deposit Date | Term (Days) | Invested Interest rates | Amount Invested             | Percentage of Portfolio |
|----------------------------|--------------|-------------|-------------------------|-----------------------------|-------------------------|
| <b>NAB - Reserves</b>      |              |             |                         |                             |                         |
| TD114022574                | 22/01/2018   | 90          | 2.40%                   | 1,951,391                   |                         |
|                            |              |             |                         | <b>Subtotal</b>             | <b>1,951,391</b>        |
| <b>NAB - Surplus Funds</b> |              |             |                         |                             |                         |
|                            |              |             |                         | <b>Subtotal</b>             | <b>-</b>                |
|                            |              |             |                         | <b>Subtotal</b>             | <b>-</b>                |
|                            |              |             |                         | <b>Subtotal</b>             | <b>-</b>                |
|                            |              |             |                         | <b>Subtotal</b>             | <b>-</b>                |
|                            |              |             |                         | <b>Subtotal</b>             | <b>-</b>                |
|                            |              |             |                         | <b>Total Funds Invested</b> | <b>1,951,391</b>        |
|                            |              |             |                         |                             | 100.0%                  |



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

**Note 5: MAJOR VARIANCES**

| Comments/Reason for Variance                   |         |       |        |        |        | COMMENTS  |
|--|---------|-------|--------|--------|--------|---|
|  | AMENDED |       |        |        |        |   |
|  | ANNUAL  | YTD   | BUDGET | BUDGET | ACTUAL | VARIANCE  |
| <b>5.1 OPERATING REVENUE (EXCLUDING RATES)</b> |         |       |        |        |        |   |
| <b>5.1.1 GOVERNANCE</b>                        |         |       |        |        |        |   |
| 1041010 Reimbursements                         | 8,000   | 6,000 | 15,687 | 15,687 | 9,687  | This is estimated in the Annual Budget. The LGIS good driver rebate was received for 2017 (\$2,653) and the LGIS Members Dividend was received as a contribution to the two way radio system repairs (\$7,437). |
| <b>5.1.2 GENERAL PURPOSE FUNDING</b>           |         |       |        |        |        |   |
| <b>5.1.3 LAW ORDER AND PUBLIC SAFETY</b>       |         |       |        |        |        |   |
| <b>5.1.4 HEALTH</b>                            |         |       |        |        |        |   |
| <b>5.1.5 EDUCATION AND WELFARE</b>             |         |       |        |        |        |   |
| <b>5.1.6 HOUSING</b>                           |         |       |        |        |        |   |
| <b>5.1.7 COMMUNITY AMENITIES</b>               |         |       |        |        |        |   |
| <b>5.1.8 RECREATION AND CULTURE</b>            |         |       |        |        |        |   |

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

**Note 5: MAJOR VARIANCES**

| Comments/Reason for Variance       | AMENDED | ANNUAL  | YTD     | BUDGET   | BUDGET   | ACTUAL | VARIANCE | COMMENTS  |
|------------------------------------|---------|---------|---------|----------|----------|--------|----------|---|
| 5.1.9 TRANSPORT                    |         |         |         |          |          |        |          |   |
| 5.1.10 ECONOMIC SERVICES           |         |         |         |          |          |        |          |   |
| 5.1.11 OTHER PROPERTY AND SERVICES |         |         |         |          |          |        |          |   |
| 5.2 OPERATING EXPENSES             |         |         |         |          |          |        |          |   |
| 5.2.1 GOVERNANCE                   |         |         |         |          |          |        |          |   |
| 5.2.2 GENERAL PURPOSE FUNDING      |         |         |         |          |          |        |          |   |
| 5.2.3 LAW, ORDER AND PUBLIC SAFETY |         |         |         |          |          |        |          |   |
| 5.2.4 HEALTH                       |         |         |         |          |          |        |          |   |
| 5.2.5 EDUCATION AND WELFARE        |         |         |         |          |          |        |          |   |
| E082298 Depreciation               |         | (3,858) | (2,894) | (15,093) | (12,199) |        |          | Depreciation is increased due to the asset addition of the new Senior Citizens Units, this is a non cash item and won't affect the closing balance. |
| 5.2.6 HOUSING                      |         |         |         |          |          |        |          |   |
| 5.2.7 COMMUNITY AMENITIES          |         |         |         |          |          |        |          |   |
| 5.2.8 RECREATION AND CULTURE       |         |         |         |          |          |        |          |   |
| 5.2.9 TRANSPORT                    |         |         |         |          |          |        |          |   |

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

**Note 5: MAJOR VARIANCES**

| Comments/Reason for Variance                            | AMENDED          |               |        |          | COMMENTS   |
|---|------------------|---------------|--------|----------|--|
|   | ANNUAL<br>BUDGET | YTD<br>BUDGET | ACTUAL | VARIANCE |  |
| <b>5.2.10 ECONOMIC SERVICES</b>                         |                  |               |        |          |  |
| <b>5.2.11 OTHER PROPERTY AND SERVICES</b>               |                  |               |        |          |  |
| E143      Overheads                                     | 0                | 0             | 36,725 | 36,725   | Overheads are overallocated currently meaning that the rate being used is to high, this will be reallocated in April and be correct in the April financials. |
| <b>5.3 CAPITAL REVENUE</b>                              |                  |               |        |          |  |
| <b>5.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>        |                  |               |        |          |  |
| <b>5.3.2 PROCEEDS FROM DISPOSAL OF ASSETS</b>           |                  |               |        |          |  |
| <b>5.3.3 PROCEEDS FROM NEW DEBENTURES</b>               |                  |               |        |          |  |
| <b>5.3.4 PROCEEDS FROM SALE OF INVESTMENT</b>           |                  |               |        |          |  |
| <b>5.3.5 PROCEEDS FROM ADVANCES</b>                     |                  |               |        |          |  |
| <b>5.3.6 SELF-SUPPORTING LOAN PRINCIPAL</b>             |                  |               |        |          |  |
| <b>5.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b> |                  |               |        |          |  |
| <b>5.4 CAPITAL EXPENSES</b>                             |                  |               |        |          |  |
| <b>5.4.1 LAND HELD FOR RESALE</b>                       |                  |               |        |          |  |
| <b>5.4.2 LAND AND BUILDINGS</b>                         |                  |               |        |          |  |

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

**Note 5: MAJOR VARIANCES**

| Comments/Reason for Variance                             | AMENDED | ANNUAL | YTD      | BUDGET   | BUDGET | ACTUAL | VARIANCE | COMMENTS   |
|--|---------|--------|----------|----------|--------|--------|----------|--|
| <b>5.4.3 PLANT AND EQUIPMENT</b>                         |         |        |          |          |        |        |          |  |
| <b>5.4.4 FURNITURE AND EQUIPMENT</b>                     |         |        |          |          |        |        |          |  |
| <b>5.4.5 INFRASTRUCTURE ASSETS - ROADS</b>               |         |        |          |          |        |        |          |  |
| <b>5.4.6 INFRASTRUCTURE ASSETS - OTHER</b>               |         |        |          |          |        |        |          |  |
| <b>5.4.7 PURCHASES OF INVESTMENT</b>                     |         |        |          |          |        |        |          |  |
| <b>5.4.8 REPAYMENT OF DEBENTURES</b>                     |         |        |          |          |        |        |          |  |
| <b>5.4.9 ADVANCES TO COMMUNITY GROUPS</b>                |         |        |          |          |        |        |          |  |
| <b>5.4.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)</b>   |         |        |          |          |        |        |          |  |
| <b>5.4.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b> |         |        |          |          |        |        |          |  |
| <b>5.5 OTHER ITEMS</b>                                   |         |        |          |          |        |        |          |  |
| <b>5.5.1 RATE REVENUE</b>                                |         |        |          |          |        |        |          |  |
| 1031031 Pre Paid Rates                                   | 0       | 0      | (39,418) | (39,418) |        |        |          | These are rates for 2017/18 that were pre-paid in the 2016/17 financial year. It is assumed that if about the same amount are pre-paid in June 2018 for next year that the closing balance as at 30 June 2018 will be \$0. |
| <b>5.5.2 OPENING FUNDING SURPLUS(DEFICIT)</b>            |         |        |          |          |        |        |          |  |
| <b>5.5.3 DEPRECIATION</b>                                |         |        |          |          |        |        |          |  |

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

**Note 6: BUDGET AMENDMENTS**

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

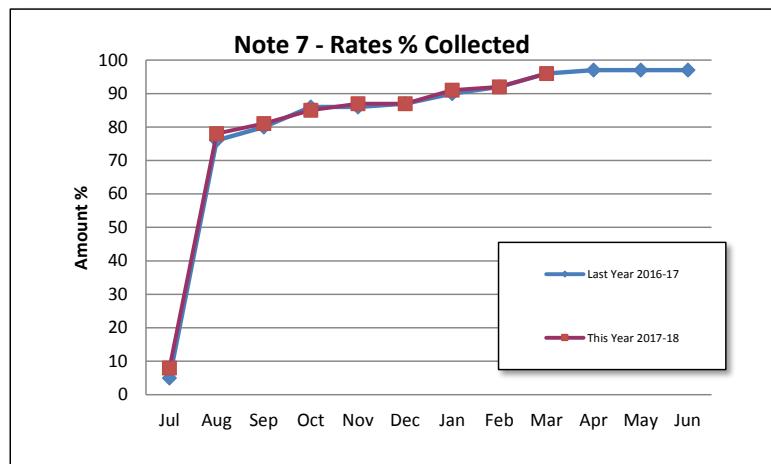
| GL Account Code | Description                              | Council Resolution | Classification | No Change - (Non Cash Items) Adjust. | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|-----------------|--|--------------------|----------------|--------------------------------------|----------------------------|-----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

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

**Note 7: RECEIVABLES**

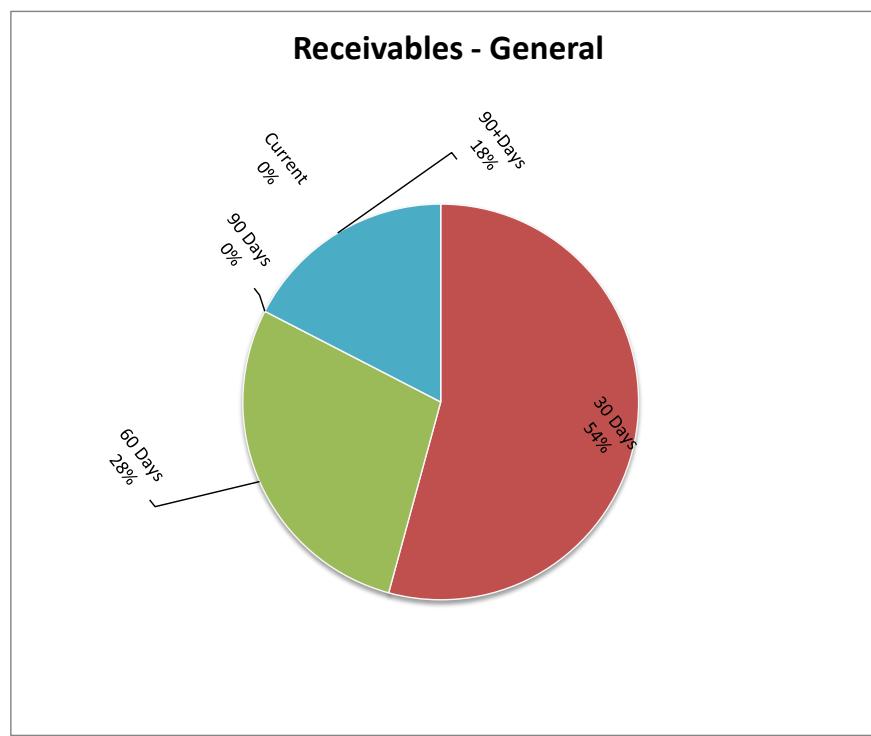
**Receivables - Rates and Rubbish**

|                                     | Current<br>2017-18 | Previous<br>2016-17 | Total              |
|-------------------------------------|--------------------|---------------------|--------------------|
| Opening Arrears Previous Years      | \$                 | \$ 18,195           | \$ 18,195          |
| Rates Levied this year              | 1,403,207          | 0                   | 1,403,207          |
| Interim Rates                       | 220                |                     | 220                |
| Rates in Advance (Pre-Paid)         | (39,418)           | 0                   | (39,418)           |
| Instalment Fees                     | 3,793              | 0                   | 3,793              |
| Administration/Legal Fees           | 0                  | 0                   | 0                  |
| Interest                            | 1,722              | 0                   | 1,722              |
| Less Discount/Concessions/Write off | (19,485)           | 0                   | (19,485)           |
| <u>Less Collections to date</u>     | <u>(1,318,719)</u> | <u>(11,003)</u>     | <u>(1,329,722)</u> |
| Equals Current Outstanding          | 31,319             | 7,192               | 38,511             |
| Ex-Gratia Rates                     | 8,109              |                     | 8,109              |
| <b>Net Rates Collectable</b>        | <b>(8,109)</b>     |                     | <b>38,511</b>      |
| % Collected                         |                    |                     | 95.82%             |



| Receivables - General | Current | 30 Days | 60 Days | 90 Days | 90+Days |
|-----------------------|---------|---------|---------|---------|---------|
| Total Outstanding     | 0       | 1,158   | 605     | 0       | 372     |

Amounts shown above include GST (where applicable)



**Comments/Notes - Receivables Rates and Rubbish**

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

**Comments/Notes - Receivables General**

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

**Note 8: GRANTS AND CONTRIBUTIONS**

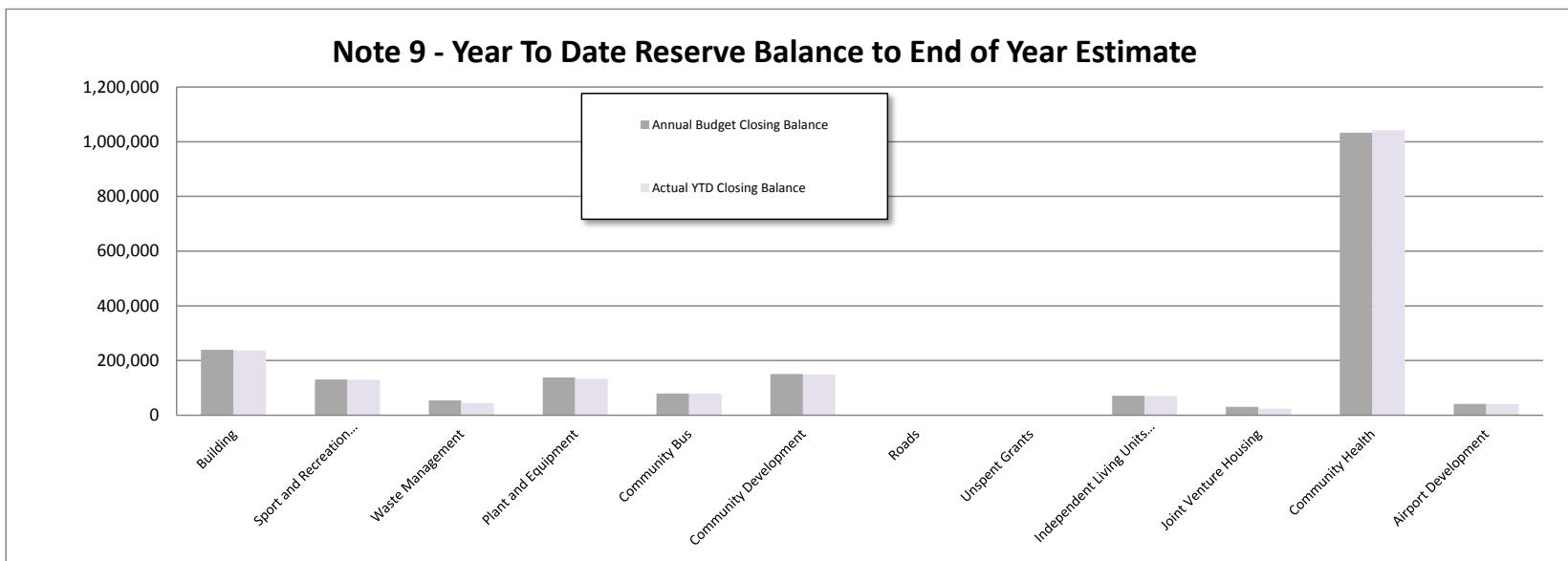
| Program/Details<br>GL                 | Provider  | Approval<br>Yes<br>No | 2017-18<br>Budget | Variations<br>Additions<br>(Deletions) | Revised<br>Grant | Recoup Status    |                | Estimated<br>Receival<br>Dates   |
|---------------------------------------|---|-----------------------|-------------------|--|------------------|------------------|----------------|--|
|                                       |   |                       |                   |  |                  | Received         | Not Received   |  |
| <b>GENERAL PURPOSE FUNDING</b>        |   | (Yes/No)              | \$                | \$                                     | \$               | \$               | \$             |  |
| Financial Assistance Grant            | State Government                                      | Yes                   | 479,921           | 3,447                                  | 483,368          | 362,526          | 120,842        | Approx 50% of 2017/18 grant was pre-paid in June 2017. Balance will be paid quarterly.   |
| Healthway Sponsorshop Wylie Fair 2018 | Healthway   | Yes                   | 0                 | 2,000                                  | 2,000            | 2,000            | 0              |  |
| Road Safety Community Grant           | Road Safety Commission                                | Yes                   | 0                 | 550                                    | 550              | 550              | 0              |  |
| <b>GOVERNANCE</b>                     |   |                       |                   |  |                  |                  |                |  |
| Reimbursements - Miscellaneous        | Various   |                       | 2,000             | 6,000                                  | 8,000            | 15,687           | (7,687)        |  |
| <b>LAW, ORDER, PUBLIC SAFETY</b>      |   |                       |                   |  |                  |                  |                |  |
| DFES Operating Grant                  | DFES  | Yes                   | 33,262            | (15,637)                               | 17,625           | 11,750           | 5,875          | The 1st instalment for 2017/18 was pre-paid in June 2017<br>This grant was approved after the Annual Budget was adopted, it will be fully offset by expenditure. |
| AWARE Grant                           | DFES  | No                    | 0                 | 24,000                                 | 24,000           | 24,000           | 0              |  |
| <b>HEALTH</b>                         |   |                       |                   |  |                  |                  |                |  |
| Medical Centre Contribution           | Shire of Koorda                                       | Yes                   | 49,589            |  | 49,589           | 21,610           | 27,979         | Quarterly - Apr, Jun   |
| Larry Elsegood Estate Funds           |   |                       | 0                 |  | 0                | 944              |                |  |
| <b>COMMUNITY AMENITIES</b>            |   |                       |                   |  |                  |                  |                |  |
|                                       |   |                       |                   |  |                  |                  |                |  |
| <b>RECREATION AND CULTURE</b>         |   |                       |                   |  |                  |                  |                |  |
| Swimming Pool Grant                   | Department of Sport & Rec                             | No                    | 32,000            | (32,000)                               | 0                | 0                | 0              | Grant will not be received as was cut from State Government Budget.  |
| <b>TRANSPORT</b>                      |   |                       |                   |  |                  |                  |                |  |
| Financial Assistance Grant            | State Government                                      | Yes                   | 188,007           | 11,340                                 | 199,347          | 149,510          | 49,837         | Approx 50% of 2017/18 grant was pre-paid in June 2017. Balance will be paid quarterly.   |
| Main Roads Direct Grant               | Main Roads WA   | Yes                   | 105,690           |  | 59,215           | 59,215           | 0              |  |
| Street Lighting Subsidy               | Main Roads WA   | Yes                   | 1,419             | (46,475)                               | 1,419            | 0                | 1,419          | May 18   |
| Regional Road Group                   | Main Roads WA   | Yes                   | 266,112           | 32,686                                 | 298,798          | 192,682          | 106,116        |  |
| Roads to Recovery                     | Department of Infrastructure and Regional Development | Yes                   | 405,119           |  | 405,119          | 405,119          | 0              | Quarterly  |
| WANDRRRA                              | Main Roads WA   | Yes                   | 0                 | 292,413                                | 292,413          | 85,545           | 206,868        |  |
| <b>OTHER PROPERTY &amp; SERVICES</b>  |   |                       |                   |  |                  |                  |                |  |
| Diesel Fuel Rebate                    | Australian Taxation Office                            | Yes                   | 15,000            |  | 15,000           | 13,396           | 1,604          | Monthly  |
| <b>TOTALS</b>                         |   |                       | <b>1,578,119</b>  | <b>278,324</b>                         | <b>1,856,443</b> | <b>1,344,534</b> | <b>512,853</b> |  |

Comments - Grants and Contributions

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

**Note 9: Cash Backed Reserve**

| Name                             | Opening Balance  | Annual Budget Interest Earned | Actual Interest Earned | Annual Budget Transfers In (+) | Actual Transfers In (+) | Annual Budget Transfers Out (-) | Actual Transfers Out (-) | Transfer out Reference | Annual Budget Closing Balance | Actual YTD Closing Balance |
|----------------------------------|------------------|-------------------------------|------------------------|--------------------------------|-------------------------|---------------------------------|--------------------------|------------------------|-------------------------------|----------------------------|
| Building                         | \$ 233,708       | \$ 5,589                      | \$ 3,104               | \$                             | \$                      | \$                              | \$                       |                        | \$ 239,297                    | \$ 236,812                 |
| Sport and Recreation Facilities  | 127,946          | 3,060                         | 1,699                  |                                |                         |                                 |                          |                        | 131,006                       | 129,645                    |
| Waste Management                 | 44,073           | 1,272                         | 585                    | 9,110                          |                         |                                 |                          |                        | 54,455                        | 44,658                     |
| Plant and Equipment              | 364,578          | 8,719                         | 3,450                  |                                |                         | (235,000)                       | (235,000)                |                        | 138,297                       | 133,028                    |
| Community Bus                    | 77,328           | 1,849                         | 1,027                  |                                |                         |                                 |                          |                        | 79,177                        | 78,355                     |
| Community Development            | 147,084          | 3,518                         | 1,954                  |                                |                         | (235,452)                       | (235,781)                |                        | 150,602                       | 149,038                    |
| Roads                            | 235,452          | 0                             | 329                    |                                |                         | (521,659)                       | (522,388)                |                        | 0                             | 0                          |
| Unspent Grants                   | 523,572          | 46                            | 754                    |                                |                         |                                 |                          |                        | 1,959                         | 1,938                      |
| Independent Living Units project | 69,763           | 1,668                         | 927                    |                                |                         |                                 |                          |                        | 71,431                        | 70,689                     |
| Joint Venture Housing            | 24,055           | 720                           | 319                    | 6,036                          |                         | (20,000)                        |                          |                        | 30,811                        | 24,374                     |
| Community Health                 | 1,028,268        | 24,592                        | 13,657                 |                                |                         |                                 |                          |                        | 1,032,860                     | 1,041,926                  |
| Airport Development              | 40,391           | 966                           | 536                    |                                |                         |                                 |                          |                        | 41,357                        | 40,927                     |
|                                  | <b>2,916,217</b> | <b>51,999</b>                 | <b>28,343</b>          | <b>15,146</b>                  | <b>0</b>                | <b>(1,012,111)</b>              | <b>(993,169)</b>         |                        | <b>1,971,251</b>              | <b>1,951,391</b>           |



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

**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

| Profit(Loss) of Asset Disposal |                 |                |                  | Disposals                   | Current Budget              |                |            |  |
|--------------------------------|-----------------|----------------|------------------|-----------------------------|-----------------------------|----------------|------------|--|
| Cost                           | Accum<br>Depr   | Proceeds       | Profit<br>(Loss) |                             | Replacement                 |                |            |  |
|                                |                 |                |                  |                             | Amended<br>Annual<br>Budget | Actual         | Variance   |  |
| \$ 185,000                     | (\$27,316)      | 118,000        | (\$39,684)       | Other Property and Services | \$ 355,570                  | \$ 355,570     | \$ 0       |  |
| 10,000                         | (1,966)         | 8,727          | 693              | Cat Grader                  | 47,100                      | 47,100         | (0) ▼      |  |
| <b>195,000</b>                 | <b>(29,282)</b> | <b>126,727</b> | <b>(38,991)</b>  | <b>Totals</b>               | <b>402,670</b>              | <b>402,670</b> | <b>(0)</b> |  |

Comments - Capital Disposal

| Contributions Information |                |                       |           |                  | Summary Acquisitions                   | Current Budget              |                  |                  |
|---------------------------|----------------|-----------------------|-----------|------------------|--|-----------------------------|------------------|------------------|
| Municipal Funds           | Grants         | Reserves/<br>Proceeds | Borrowing | Total            |  | Amended<br>Annual<br>Budget | Actual           | Variance         |
| \$ 0                      | \$ 0           | \$ 0                  | \$ 0      | \$ 0             | <b>Property, Plant &amp; Equipment</b> | \$ 0                        | \$ 0             | \$ 0             |
| 262,800                   | 0              | 50,101                | 0         | 312,901          | Land for Resale                        | 0                           | 0                | 0                |
| 86,271                    | 0              | 361,727               | 0         | 447,998          | Land and Buildings                     | 312,901                     | 242,238          | (70,663) ▼       |
| 0                         | 0              | 0                     | 0         | 0                | Plant & Property                       | 447,998                     | 441,797          | (0) ▼            |
| 159,286                   | 752,710        | 0                     | 0         | 911,996          | Furniture & Equipment                  | 0                           | 0                | 0                |
| 0                         | 0              | 0                     | 0         | 0                | <b>Infrastructure</b>                  |                             |                  |                  |
| 0                         | 0              | 0                     | 0         | 0                | Roadworks                              | 911,996                     | 691,426          | (220,570) ▼      |
| 22,500                    | 0              | 0                     | 0         | 22,500           | Drainage                               | 0                           | 0                | 0                |
| 25,000                    | 0              | 0                     | 0         | 25,000           | Bridges                                | 0                           | 0                | 0                |
| 35,000                    | 0              | 0                     | 0         | 35,000           | Footpath & Cycleways                   | 22,500                      | 22,442           | (58) ▼           |
| 0                         | 0              | 0                     | 0         | 0                | Parks, Gardens & Reserves              | 25,000                      | 0                | (25,000) ▼       |
| 0                         | 0              | 0                     | 0         | 0                | Airports                               | 35,000                      | 24,030           | (10,970) ▼       |
| <b>590,857</b>            | <b>752,710</b> | <b>411,828</b>        | <b>0</b>  | <b>1,854,445</b> | <b>Totals</b>                          | <b>1,854,445</b>            | <b>1,492,715</b> | <b>(355,529)</b> |

Comments - Capital Acquisitions

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

**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

| Contributions   |        |                   |           |       | Land for Resale | Current Budget        |        |          |
|-----------------|--------|-------------------|-----------|-------|-----------------|-----------------------|--------|----------|
|                 |        |                   |           |       |                 | This Year             |        |          |
| Municipal Funds | Grants | Reserves/Proceeds | Borrowing | Total |                 | Amended Annual Budget | Actual | Variance |
| \$              | \$     | \$                | \$        | \$    |                 | \$                    | \$     | \$       |
|                 |        |                   |           | 000   |                 |                       |        | 000      |
| 0               | 0      | 0                 | 0         | 0     | <b>Totals</b>   | 0                     | 0      | 0        |

| Contributions   |          |                   |           |                | Land & Buildings   | Current Budget        |                |                 |
|-----------------|----------|-------------------|-----------|----------------|--|-----------------------|----------------|-----------------|
|                 |          |                   |           |                |  | This Year             |                |                 |
| Municipal Funds | Grants   | Reserves/Proceeds | Borrowing | Total          |  | Amended Annual Budget | Actual         | Variance        |
| \$              | \$       | \$                | \$        | \$             |  | \$                    | \$             | \$              |
| 12,400          |          |                   |           | 12,400         | <b>Governance</b><br>Shire Office                                    | 12,400                | 11,380         | (1,020) ▼       |
| 5,000           |          |                   |           | 5,000          | <b>Health</b><br>Medical Centre                                      | 5,000                 | 0              | (5,000) ▼       |
| 108,800         |          |                   |           | 108,800        | <b>Education and Welfare</b><br>Aged Care Services and Accommodation | 108,800               | 108,800        | 0               |
| 0               |          | 50,101            |           | 50,101         | Senior Citizens Homes Project  | 50,101                | 50,101         | (0) ▼           |
| 5,000           |          |                   |           | 5,000          | <b>Housing</b><br>22a Flint St                                       | 5,000                 | 3,986          | (1,014) ▼       |
| 5,000           |          |                   |           | 5,000          | 4 Slocum St  | 5,000                 | 4,694          | (306) ▼         |
| 10,648          |          |                   |           | 10,648         | 58 Flint St  | 10,648                | 10,648         | 0               |
| 5,000           |          |                   |           | 5,000          | 1 Slocum St  | 5,000                 | 0              | (5,000) ▼       |
| 9,352           |          |                   |           | 9,352          | Lady Novar   | 9,352                 | 0              | (9,352) ▼       |
| 5,000           |          |                   |           | 5,000          | <b>Recreation and Culture</b><br>Town Hall                           | 5,000                 | 0              | (5,000) ▼       |
| 25,000          |          |                   |           | 25,000         | Recreation Centre  | 25,000                | 25,435         | 435 ▲           |
| 30,000          |          |                   |           | 30,000         | <b>Transport</b><br>Depot  | 30,000                | 1,420          | (28,580) ▼      |
| 20,000          |          |                   |           | 20,000         | <b>Economic Services</b><br>Railway Station                          | 20,000                | 8,028          | (11,972) ▼      |
| 21,600          |          |                   |           | 21,600         | Railway Barracks   | 21,600                | 17,746         | (3,854) ▼       |
| <b>262,800</b>  | <b>0</b> | <b>50,101</b>     | <b>0</b>  | <b>312,901</b> | <b>Totals</b>  | <b>312,901</b>        | <b>242,238</b> | <b>(70,663)</b> |

| Contributions   |          |                   |           |                | Plant & Equipment  | Current Budget        |                |                       |
|-----------------|----------|-------------------|-----------|----------------|--|-----------------------|----------------|-----------------------|
|                 |          |                   |           |                |  | This Year             |                |                       |
| Municipal Funds | Grants   | Reserves/Proceeds | Borrowing | Total          |  | Amended Annual Budget | Actual         | Variance (Under) Over |
| \$              | \$       | \$                | \$        | \$             |  | \$                    | \$             | \$                    |
| 6,201           |          |                   |           | 6,201          | <b>Law, Order &amp; Public Safety</b><br>Tanks for North Korrellocking | 6,201                 | 0              | (6,201) ▼             |
| 2,570           |          | 353,000           |           | 355,570        | <b>Transport</b><br>Grader   | 355,570               | 355,570        | 0                     |
| 39,127          |          |                   |           | 39,127         | Road Crew Utility 4x4  | 39,127                | 39,127         | 0                     |
| 38,373          |          | 8,727             |           | 47,100         | Works Manager Utility  | 47,100                | 47,100         | (0) ▼                 |
| 0               |          |                   |           | 0              | Plate compactor  | 0                     | 0              | 0                     |
| 0               |          |                   |           | 0              | Line Marker  | 0                     | 0              | 0                     |
| <b>86,271</b>   | <b>0</b> | <b>361,727</b>    | <b>0</b>  | <b>447,998</b> | <b>Totals</b>  | <b>447,998</b>        | <b>441,797</b> | <b>(0)</b>            |

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

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

**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

| Municipal Funds | Contributions         |          |                      |                |               | Roads   | Current Budget |                |   |
|-----------------|-----------------------|----------|----------------------|----------------|---------------|---|----------------|----------------|---|
|                 |                       |          |                      |                |               |   | This Year      |                |   |
|                 | Amended Annual Budget | Actual   | Variance (Under)Over |                |               |   |                |                |   |
| \$              | \$                    | \$       | \$                   | \$             | \$            |   | \$             | \$             | \$  |
| 17,306          |                       |          |                      |                | 17,306        | <b>Transport</b><br>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 | 17,306         | 24,055         | 6,749 <span style="color: black;">▲</span>  |
| 42,690          | 131,151               |          |                      |                | 173,841       | Koorda / Wyalkatchem Rd - SLK 4.30 - 8.30 (4.0 km) - Shoulder Reconditioning (alter Scope of Works & TEC with SRRG)   | 173,841        | 93,157         | (80,684) <span style="color: red;">▼</span> |
|                 | 100,599               |          |                      |                | 100,599       | Tammin / Wyalkatchem Rd - SLK 19.60 - 21.83 (2.23 km) - Shoulder Widening & Primersealing Shoulders ONLY (alter TFC with SRRG)  | 100,599        | 61,017         | (39,582) <span style="color: red;">▼</span> |
| 57,920          | 115,840               |          |                      |                | 173,760       | Cunderdin/Wyalkatchem Rd  | 173,760        | 148,162        | (25,598) <span style="color: red;">▼</span> |
|                 | 23,847                |          |                      |                | 23,847        | Lewis Rd  | 23,847         | 8,732          | (15,115) <span style="color: red;">▼</span> |
| 13,843          | 24,610                |          |                      |                | 38,453        | Lawrence Rd   | 38,453         | 12,500         | (25,953) <span style="color: red;">▼</span> |
|                 | 19,077                |          |                      |                | 19,077        | Harrison Rd   | 19,077         | 8,280          | (10,797) <span style="color: red;">▼</span> |
| 12,000          | 27,424                |          |                      |                | 39,424        | Lewis East Rd   | 39,424         | 10,481         | (28,943) <span style="color: red;">▼</span> |
|                 | 32,432                |          |                      |                | 32,432        | Elsegood Rd Resheeting  | 32,432         | 52,667         | 20,235 <span style="color: black;">▲</span> |
| 15,407          | 39,239                |          |                      |                | 39,239        | Benja-Hindmarsh - Nth   | 39,239         | 40,897         | 1,658 <span style="color: black;">▲</span>  |
|                 | 24,716                |          |                      |                | 40,123        | Benja-Hindmarsh - Sth   | 40,123         | 41,781         | 1,658 <span style="color: black;">▲</span>  |
|                 | 23,847                |          |                      |                | 23,847        | Cemetery Rd   | 23,847         | 22,001         | (1,846) <span style="color: red;">▼</span>  |
|                 | 27,424                |          |                      |                | 27,424        | Elsegood Rd Shoulder Reinstatement  | 27,424         | 5,193          | (22,232) <span style="color: red;">▼</span> |
| 120             | 162,504               |          |                      |                | 162,624       | Cemetery Rd   | 162,624        | 162,504        | (120) <span style="color: red;">▼</span>    |
| <b>159,286</b>  | <b>752,710</b>        | <b>0</b> | <b>0</b>             | <b>911,996</b> | <b>Totals</b> |   | <b>911,996</b> | <b>691,426</b> | <b>(220,570)</b>                            |

| Municipal Funds | Contributions         |        |                      |    |    | Drainage      | Current Budget |    |    |
|-----------------|-----------------------|--------|----------------------|----|----|---------------|----------------|----|----|
|                 |                       |        |                      |    |    |               | This Year      |    |    |
|                 | Amended Annual Budget | Actual | Variance (Under)Over |    |    |               |                |    |    |
| \$              | \$                    | \$     | \$                   | \$ | \$ |               | \$             | \$ | \$ |
|                 |                       |        |                      |    | 0  |               |                |    | 0  |
| 0               | 0                     | 0      | 0                    | 0  | 0  | <b>Totals</b> | 0              | 0  | 0  |

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

**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

| Contributions   |        |                   |           |        | Bridges                   | Current Budget        |        |                      |
|-----------------|--------|-------------------|-----------|--------|---------------------------|-----------------------|--------|----------------------|
|                 |        |                   |           |        |                           | This Year             |        |                      |
| Municipal Funds | Grants | Reserves/Proceeds | Borrowing | Total  |                           | Amended Annual Budget | Actual | Variance (Under)Over |
| \$              | \$     | \$                | \$        | \$     |                           | \$                    | \$     | \$                   |
| 0               | 0      | 0                 | 0         | 0      | <b>Totals</b>             | 0                     | 0      | 0                    |
| Contributions   |        |                   |           |        | Footpaths & Cycleways     | Current Budget        |        |                      |
|                 |        |                   |           |        |                           | This Year             |        |                      |
| Municipal Funds | Grants | Reserves/Proceeds | Borrowing | Total  |                           | Amended Annual Budget | Actual | Variance (Under)Over |
| \$              | \$     | \$                | \$        | \$     |                           | \$                    | \$     | \$                   |
| 22,500          |        |                   |           | 22,500 | Transport Footpath        | 22,500                | 22,442 | (58) ▼               |
| 22,500          | 0      | 0                 | 0         | 22,500 | <b>Totals</b>             | 22,500                | 22,442 | (58)                 |
| Contributions   |        |                   |           |        | Parks, Gardens & Reserves | Current Budget        |        |                      |
|                 |        |                   |           |        |                           | This Year             |        |                      |
| Municipal Funds | Grants | Reserves/Proceeds | Borrowing | Total  |                           | Amended Annual Budget | Actual | Variance (Under)Over |
| \$              | \$     | \$                | \$        | \$     |                           | \$                    | \$     | \$                   |
| 20,000          |        |                   |           | 20,000 | Pioneer Park              | 20,000                | 0      | (20,000) ▼           |
| 5,000           |        |                   |           | 5,000  | Admin Park Water Fountain | 5,000                 | 0      | (5,000) ▼            |
| 25,000          | 0      | 0                 | 0         | 25,000 | <b>Totals</b>             | 25,000                | 0      | (25,000)             |
| Contributions   |        |                   |           |        | Airports                  | Current Budget        |        |                      |
|                 |        |                   |           |        |                           | This Year             |        |                      |
| Municipal Funds | Grants | Reserves/Proceeds | Borrowing | Total  |                           | Amended Annual Budget | Actual | Variance (Under)Over |
| \$              | \$     | \$                | \$        | \$     |                           | \$                    | \$     | \$                   |
| 35,000          |        |                   |           | 35,000 | Airport Development       | 35,000                | 24,030 | (10,970) ▼           |
| 35,000          | 0      | 0                 | 0         | 35,000 | <b>Totals</b>             | 35,000                | 24,030 | (10,970)             |
| Contributions   |        |                   |           |        | Sewerage                  | Current Budget        |        |                      |
|                 |        |                   |           |        |                           | This Year             |        |                      |
| Municipal Funds | Grants | Reserves/Proceeds | Borrowing | Total  |                           | Amended Annual Budget | Actual | Variance (Under)Over |
| \$              | \$     | \$                | \$        | \$     |                           | \$                    | \$     | \$                   |
| 0               | 0      | 0                 | 0         | 0      | <b>Totals</b>             | 0                     | 0      | 0                    |
| Contributions   |        |                   |           |        | Other Infrastructure      | Current Budget        |        |                      |
|                 |        |                   |           |        |                           | This Year             |        |                      |
| Municipal Funds | Grants | Reserves/Proceeds | Borrowing | Total  |                           | Amended Annual Budget | Actual | Variance (Under)Over |
| \$              | \$     | \$                | \$        | \$     |                           | \$                    | \$     | \$                   |
| 5,000           |        |                   |           | 5,000  | Recreation and Culture    | 5,000                 | 0      | (5,000) ▼            |
| 20,000          |        |                   |           | 20,000 | Netball Court Shelter     | 20,000                | 16,733 | (3,267) ▼            |
| 54,050          |        |                   |           | 54,050 | Tennis Courts Playground  | 54,050                | 54,050 | 0                    |
| 20,000          |        |                   |           | 20,000 | Swimming Pool             | 20,000                | 0      | (20,000) ▼           |
| 99,050          | 0      | 0                 | 0         | 99,050 | <b>Totals</b>             | 99,050                | 70,783 | (28,267)             |

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

**Note 11: TRUST FUND**

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

| Description                                     | Opening Balance<br>1-Jul-17 | Amount Received | Amount Paid    | Closing Balance<br>31-Mar-18 |
|---|-----------------------------|-----------------|----------------|------------------------------|
| <b>Working Account</b>                          | \$                          | \$              | \$             | \$                           |
| Key Deposit                                     | 195                         |                 |                | 195                          |
| Interest  | 1                           |                 | (1)            | 0                            |
| Cleaning Bond                                   | 600                         |                 |                | 600                          |
| Proceeds of Lot 2 Station St, Korrelocking sale | 7,045                       |                 | (7,045)        | 0                            |
| Rose & Heritage Festival Committee              | 2,651                       |                 |                | 2,651                        |
| Councillor Nomination Payments                  | 0                           | 240             | (240)          | 0                            |
| Employee Pay                                    | 2,810                       |                 |                | 2,810                        |
|   | <b>13,303</b>               | <b>240</b>      | <b>(7,286)</b> | <b>6,257</b>                 |

Please note that the proceeds for the sale of Lot 2 Station St, Korrelocking for the amount of \$7,044.86 have been paid to the Supreme Court of WA.

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

**SUPPLEMENTARY INFORMATION: INFORMATION ON BORROWINGS**

(a) Debenture Repayments

| Particulars   | Principal<br>1-Jul-17 | New<br>Loans            |                         | Principal<br>Repayments |                         | Principal<br>Outstanding |                         | Interest<br>Repayments  |                         |
|---|-----------------------|-------------------------|-------------------------|-------------------------|-------------------------|--------------------------|-------------------------|-------------------------|-------------------------|
|   |                       | 2017/18<br>Budget<br>\$ | 2017/18<br>Actual<br>\$ | 2017/18<br>Budget<br>\$ | 2017/18<br>Actual<br>\$ | 2017/18<br>Budget<br>\$  | 2017/18<br>Actual<br>\$ | 2017/18<br>Budget<br>\$ | 2017/18<br>Actual<br>\$ |
| <b>Housing</b>  |                       |                         |                         |                         |                         |                          |                         |                         |                         |
| Loan 68 - 43/45 Wilson                                  | 166,942               | 0                       | 0                       | 19,284                  | 19,284                  | 147,658                  | 147,658                 | 11,181                  | 11,181                  |
| <b>Recreation &amp; Culture</b>                         |                       |                         |                         |                         |                         |                          |                         |                         |                         |
| Loan 73 - Community Resource Centre<br>Building Project | 148,903               | 0                       | 0                       | 18,580                  | 8,417                   | 130,323                  | 140,486                 | 6,393                   | 4,069                   |
| <b>Transport</b>  |                       |                         |                         |                         |                         |                          |                         |                         |                         |
| Loan 74 - New Holland Tractor                           | 31,842                | 0                       | 0                       | 15,805                  | 15,805                  | 16,037                   | 16,037                  | 465                     | 465                     |
|   | 347,687               | 0                       | 0                       | 53,669                  | 43,507                  | 294,018                  | 304,180                 | 18,039                  | 15,715                  |

(b) Credit Standby Arrangements

|   |         |
|---|---------|
| Bank overdraft limit                          | 250,000 |
| Bank overdraft at month end                   | 0       |
| Credit card limit - Total limit approved      | 13,000  |
| Credit card limit - CEO actual limit accessed | 5,000   |
| Credit card balance at month end              | 4,526   |

## RECONCILIATION OF BANK ACCOUNTS

|  |                  |
|--|------------------|
| <b>Unrestricted Municipal Bank as at 31 March 2018</b> | 549,495          |
| Outstanding Deposits                                   | 0                |
| Outstanding Payments                                   | 0                |
| <b>Ending Balance</b>                                  | <b>549,495</b>   |
| <br>   |                  |
| <b>Trust Working as at 31 March 2018</b>               | 6,257            |
| Outstanding Deposits                                   |                  |
| Outstanding Payments                                   |                  |
| <b>Ending Balance</b>                                  | <b>6,257</b>     |
| <br>   |                  |
| <b>Reserve Account as at 31 March 2018</b>             | 1,951,391        |
| Outstanding Deposits                                   |                  |
| Outstanding Payments                                   |                  |
| <b>Ending Balance</b>                                  | <b>1,951,391</b> |

|                                       | <b>Current</b>      | <b>1 - 30</b>       | <b>31 - 60</b>    | <b>61 - 90</b>  | <b>&gt; 90</b>       | <b>TOTAL</b>   |
|---------------------------------------|---------------------|---------------------|-------------------|-----------------|----------------------|--|
| Chheena, Abdur                        | 0                   | 2                   | 0                 | 0               | 0                    | 2  |
| <b>RATE DEBTORS</b>                   | <b>2,386</b>        | <b>0</b>            | <b>22</b>         | <b>0</b>        | <b>36,104</b>        | <b>38,511 Outstanding Rates as at 31 March 2018</b>      |
| Road Safety Commission                | 0                   | 0                   | 605               | 0               | 0                    | 605 Road Safety Grant for Wylie Fair 2018. Paid 04/04/18 |
| Webb, Margaret                        | 0                   | -120                | 0                 | 0               | 0                    | -120 Prepayment for utilities for 2a Slocum St           |
| Wyalkatchem Basketball Assoc          | 0                   | 0                   | 0                 | 0               | 372                  | 372 Season Charges 2017/18                               |
| Wyalkatchem Community Resource Centre | 0                   | 150                 | 0                 | 0               | 0                    | 150 Reimbursement for lifeguard at pool after Bike event |
| Wyalkatchem District High School      | 0                   | 38                  | 0                 | 0               | 0                    | 38 Use of bus  |
| Wyalkatchem Tennis Club.              | 0                   | 1,088               | 0                 | 0               | 0                    | 1,088 Season Charges 2017/18                             |
| <b>TOTAL</b>                          | <b><u>2,386</u></b> | <b><u>1,158</u></b> | <b><u>627</u></b> | <b><u>0</u></b> | <b><u>36,476</u></b> | <b><u>40,646</u></b>                                     |
|                                       | 0                   | 1,158               | 605               | 0               | 372                  | 2,135 Sundry   |
|                                       | 2,386               | 0                   | 22                | 0               | 36,104               | 38,511 Rates   |

## 8.2.2 FINANCIAL MANAGEMENT – FINANCIAL REPORTING – PAYMENT LISTINGS – MARCH 2018

|   |   |
|---|---|
| <b>FILE REFERENCE:</b>                        | 12.10.02  |
| <b>AUTHOR'S NAME AND POSITION:</b>            | Claire Trenorden<br>Senior Finance Officer  |
| <b>AUTHOR'S SIGNATURE:</b>                    |                                        |
| <b>NAME OF APPLICANT/RESPONDENT/LOCATION:</b> | Not Applicable  |
| <b>NOTIFICATION TO APPLICANT:</b>             | Not Applicable  |
| <b>DATE REPORT WRITTEN:</b>                   | 12 April 2018   |
| <b>DISCLOSURE OF INTEREST:</b>                | The author has no financial interest in this matter.  |
| <b>PREVIOUS MEETING REFERENCE:</b>            | OMC: 15 March 2018<br>Council Decision No. 30/2018  |
| <b>STRATEGIC COMMUNITY PLAN REFERENCE</b>     | 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 March 2018.

### Appendices:

1. Payment Listings as of 31 March 2018;
2. Credit Card Statement for February 2018;
3. Fuel Card Statement for February 2018.

### 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.

| <b>Municipal Account</b>   |           |
|--|-----------|
| Total Payments March 2018  | \$297,718 |
| Total Payments March 2017  | \$277,776 |
| Variance \$  | \$19,942  |
| Variance %   | 7%        |
| Percentage paid by EFT March 2018  | 99.9%     |
| Percentage paid by Cheque March 2018   | 0.1%      |
| Percentage of Wyalkatchem based Suppliers March 2018 (excluding wages, bank fees, loan payments and utilities providers) | 18%       |
| Percentage of suppliers used where no Wyalkatchem based option is available March 2018                                   | 78%       |
| Dollar Value spent with Wyalkatchem based Suppliers March 2018   | \$36,398  |

Commsec unauthorised transaction update as at 31 March 2018: Funds have been returned to the Shire's bank account as of 3 April 2018.

## 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 \$297,718 for March 2018.

## Strategic Plan/Risk Implications:

There are no strategic implications relative to this item.

## **Voting Requirements**      Simple Majority

## **Council Decision Number: 45/2018**

**That Council resolve the following:**

- 1. Receive the Payment Listing as of 31 March 2018.**

**Vote:** 5/0

| Type  | Date       | Num      | Name                                      | Description  | Amount     |
|---|------------|----------|---|--|------------|
| <b>A01100 - Cash at Bank</b>                |            |          |   |  |            |
| <b>A01101 - Unrestricted Municipal Bank</b> |            |          |   |  |            |
| General Journal                             | 01/03/2018 | 2932     | NAB                                       |  | -52.60     |
| Cheque                                      | 01/03/2018 | DD010318 | Westnet                                   | Merchant Fees<br>Internet Access March 2018, Email Hosting 191217-190118   | -193.05    |
| Bill Pmt -Cheque                            | 02/03/2018 | DD020318 | Water Corporation.                        | WATER USAGE 071217-070218, SERVICE CHARGE 010118-280218  | -9,700.32  |
| Bill Pmt -Cheque                            | 06/03/2018 | DD060318 | Water Corporation.                        | WATER USAGE 061217-080218, SERVICE CHARGE 010118-280218  | -5,068.75  |
| Bill Pmt -Cheque                            | 06/03/2018 | DD060318 | NAB Visa                                  | PARKING CEO WALGA Meeting 300118, AUSTRALIA DAY Meat for Community BBQ, LICENCE 1TPS401, TRAINING Accommodation McCarthy for Rates Training, CREDIT CARD March 2018  | -716.65    |
| Paycheque                                   | 07/03/2018 |          | Salaries and Wages                        | PPE070318  | -27,938.84 |
| Bill Pmt -Cheque                            | 12/03/2018 | DD120318 | Telstra                                   | TELEPHONE 170218-160318, INTERNET 170218-160318  | -655.37    |
| Paycheque                                   | 13/03/2018 |          | Salaries and Wages                        | PPE130318  | -554.34    |
| Cheque                                      | 13/03/2018 |          | Bolt, Sarah                               | TRAVEL Pioneer Pathways 280218, REFRESHMENTS Decorations for International Womens Day  | -142.13    |
| Bill Pmt -Cheque                            | 13/03/2018 |          | Area Safe Products Pty Ltd - EFT          | CEMETERY Picnic Table with Wheelchair Access, Aluminium 2m Bench Seat  | -2,722.50  |
| Bill Pmt -Cheque                            | 13/03/2018 |          | Bunnings Midland - EFT                    | EXPENDABLE TOOLS Energizer Max 6v Lantern Battery (Flashing Lights) x12, Lightweight Line Level x3, Post and Pipe Level, Bullseye Level, REC CENTRE Hydraulic Industrial Door Closer   | -252.94    |
| Bill Pmt -Cheque                            | 13/03/2018 |          | Down to Earth Training & Assessing - EFT  | OCC HEALTH AND SAFETY Replacement card Reid  | -33.00     |
| Bill Pmt -Cheque                            | 13/03/2018 |          | Elders Rural Services - EFT               | PARKS & GARDENS Drum pumps 25L x 3, Drum pumps 200L x 1  | -455.85    |
| Bill Pmt -Cheque                            | 13/03/2018 |          | MJB Industries - EFT                      | WYALKATCHEM KOORDA RD 1200mm span x 450mm high x 1200mm long Box Culvert (100kN), BENJABERRING HINDMARSH CROSSROADS Culvert 900x450x1200 x 5   | -6,325.00  |
| Bill Pmt -Cheque                            | 13/03/2018 |          | Mr Showbags - EFT                         | WYALKATCHEM FAIR 2018 Showbags Girls only x20, Glow Bag x20, and Super Magic x20   | -291.11    |
| Bill Pmt -Cheque                            | 13/03/2018 |          | Northstar Asset Pty Ltd - EFT             | SWIMMING POOL MOVIE NIGHT Copyright for screening of Trolls movie on 020318  | -385.00    |
| Bill Pmt -Cheque                            | 13/03/2018 |          | Palmer Plumbing - EFT                     | 4 SLOCUM ST Cleaning of Drain, ADMIN OFFICE Cleaning of Drains   | -721.60    |
| Bill Pmt -Cheque                            | 13/03/2018 |          | Signet Pty Ltd - EFT                      | FREIGHT Waterborne Road Marking Paint 15L - White x6   | -100.43    |
| Bill Pmt -Cheque                            | 13/03/2018 |          | St Mark Pharmacy - EFT                    | SWIMMING POOL Ventolin Inhaler 200 Dose  | -11.95     |
| Bill Pmt -Cheque                            | 13/03/2018 |          | Vinidex - EFT                             | WYALKATCHEM KOORDA ROAD Freight of Pipes, DRAINAGE MAINTENANCE Corrugated Polypropylene Drainage Pipes 5.84m x7, WYALKATCHEM KOORDA ROAD Corrugated Polypropylene Drainage Pipes 5.84m x3  | -3,965.50  |
| Bill Pmt -Cheque                            | 13/03/2018 |          | Westrac - EFT                             | PLANT PARTS 1BUF605 Locknut x16, Screw x16, Cutting Edge   | -310.84    |
| Bill Pmt -Cheque                            | 13/03/2018 |          | Winc Australia Pty Ltd - EFT              | STATIONERY Manilla Folders bx 100 x 2, STATIONERY Batteries AAA 24pk, STATIONERY Plastic 5 tab dividers x 20, CLEANING EXPENSES Air Wick refills x 8, ADMIN OFFICE Brochure holder for MSDS book in cleaning cupboard                | -192.90    |
| Bill Pmt -Cheque                            | 13/03/2018 |          | Wyalkatchem Spraying Service - EFT        | ROADSIDE SPRAYING RURAL Yorkokane West Rd 020318 6Hrs, ROADSIDE SPRAYING RURAL Yorkokane West Rd 050318 6Hrs, ROADSIDE SPRAYING RURAL Yorkokane West Rd 070318 5Hrs  | -1,360.00  |
| General Journal                             | 14/03/2018 | 2938     | NAB                                       | NAB Connect Fee. TM  | -49.99     |
| Liability Cheque                            | 16/03/2018 |          | Small Business Super Clearing House - EFT | SUPERANNUATION Feb 2018  | -7,524.19  |
| Bill Pmt -Cheque                            | 16/03/2018 |          | A P Concrete Pty Ltd - EFT                | WANDRRA Repair Culvert on Ryan Rd  | -4,455.00  |
| Bill Pmt -Cheque                            | 16/03/2018 |          | Gutter Gobbler Perth - EFT                | COUNCIL PROPERTIES Gutter Cleaning   | -4,887.00  |
| Cheque                                      | 16/03/2018 |          | Trenorden, Claire L                       | REIMBURSEMENT Telephone Charges 050118 - 040318  | -146.00    |
| Bill Pmt -Cheque                            | 19/03/2018 |          | AMPAC Debt Recovery - EFT                 | DEBT COLLECTION Various Properties   | -2,054.25  |
| Bill Pmt -Cheque                            | 19/03/2018 |          | Australia Post - Mail - EFT               | POSTAGE February 2018  | -216.75    |
| Bill Pmt -Cheque                            | 19/03/2018 |          | Avon Waste - EFT                          | BINS February 2018 - 318 x 4 weeks, BINS February 2018 - 12 Street x 4 weeks, RECYCLING Service bins x 9 070218, RECYCLING Travel to service bins 070218, BINS January 2018 - 318 x 5 weeks, BINS January 2018 - 12 Street x 5 weeks | -7,826.04  |
| Bill Pmt -Cheque                            | 19/03/2018 |          | Baladeen Farming - EFT                    | R2R BENJABERRING HINDMARSH RD SOUTH Gravel 3,316m3   | -3,648.00  |
| Bill Pmt -Cheque                            | 19/03/2018 |          | BOC Gases - EFT                           | SWIMMING POOL C sized oxygen bottle, DEPOT Oxygen/Acetylene container service charges 290218-280218  | -79.12     |

|                  |            |   |   |            |
|------------------|------------|---|---|------------|
| Bill Pmt -Cheque | 19/03/2018 | Brendon Wilkes Electrical - EFT           | CRC BUILDING Replacement of 7x 30W Down Lights  | -1,173.70  |
| Bill Pmt -Cheque | 19/03/2018 | Bunnings Midland - EFT                    | EXPENDABLE TOOLS 1.5kg Tradies Rags x6, DEPOT 75mm x 50m Red And White Safety Tape x6, TENNIS CLUB Wall Mount Key Storage Safe, DEPOT Shaped Synthetic Scrub Brush x4, PARKS & GARDENS Adjustable Wardrobe Door, Soil PH Test Kit, 100mm 8 Strand BrickLine, 6mm x 10m High Strength Rope, Irrigation Shrub Adaptor Half Circle Sprinkler, PVC End Cap 20mm, PVC End Cap 25mm, 20mm PVC Telescopic Repair Coupling, Irrigation Wobble Tee Sprinkler | -524.94    |
| Bill Pmt -Cheque | 19/03/2018 | Courier Australia - EFT                   | FREIGHT Works Parts 210218, Swimming Pool Samples 220218, Works Parts 270218, Works Parts 280218, Works Parts 010318, Works Parts 080318  | -158.70    |
| Bill Pmt -Cheque | 19/03/2018 | D & D Transport - EFT                     | WYALKATCHEM KOORDA RD Freight of Box Culverts x15   | -1,105.07  |
| Bill Pmt -Cheque | 19/03/2018 | Dunnings - EFT                            | FUEL February 2018  | -2,136.15  |
| Bill Pmt -Cheque | 19/03/2018 | Eastern Hills Saws & Mowers - EFT         | REPAIRS Alroh Cylinder Mower Repairs  | -330.00    |
| Bill Pmt -Cheque | 19/03/2018 | Fuji Xerox - EFT                          | PHOTOCOPY Colour Copies x 1115 Feb 2018, B&W Copies x 1472 Feb 2018   | -124.95    |
| Bill Pmt -Cheque | 19/03/2018 | GEM Generation Electrical Maintenance-EFT | REC CENTRE Generator hire for 140318  | -1,000.00  |
| Bill Pmt -Cheque | 19/03/2018 | Holcim Pty Ltd - EFT                      | WYALKATCHEM KOORDA RD 20mm GP Concrete x 32m3, Aliphatic Alcohol 20L Drum   | -11,491.70 |
| Bill Pmt -Cheque | 19/03/2018 | JK Williams - EFT                         | TENNIS CLUB PLAYGROUND Enamel Thinner 4L, Mineral Turpentine 4L, Primer 1L, Methylated Spirits 4L, Brass Brush 3/4in x 1/2in, All Purpose Thinner 1L, Sandpaper P40 230mmx280mm, Sandpaper P180 230mmx280mm, Sandpaper P400 230mmx280mm, Sandpaper P80 230mmx280mm, Primer 1L, Resin Fibre Sanding Disc, Sandpaper Roll 100mm, Sikagard 1L, Body Filler 500gm, Masking Tape 36mm, Masking Tape 24mm   | -325.21    |
| Bill Pmt -Cheque | 19/03/2018 | Landmark - EFT                            | PARKS & GARDENS 90 Degree Pipe Elbow 2 in, Pipe Connector 2in x 2in, Bush BSP 4in x 3in, Thread Tape, Pipe Riser, 90 Degree Pipe Elbow 3/4 in, Reticulation Tapping Saddle, REC CENTRE OVAL Barrel Union 50mm, 90 Degree Pipe Elbow 50mm, Valve Socket 50mm x2, Threaded Tape x10, Reticulation Threaded End Cap, Reticulation 2in Nipple   | -277.01    |
| Bill Pmt -Cheque | 19/03/2018 | Lock Stock & Farrell Locksmith - EFT      | TENNIS CLUB New Cylinders for Glass Sliding Doors x3, TENNIS CLUB New Cylinders for Security Screen Doors x3, TENNIS CLUB Labour Per Day  | -1,459.95  |
| Bill Pmt -Cheque | 19/03/2018 | Metcalf, KR & JM - EFT                    | R2R CEMETERY RD SHOULDER REINSTATEMENT Gravel 2,848m3   | -3,132.80  |
| Bill Pmt -Cheque | 19/03/2018 | Midalia Steel (OneSteel) - EFT            | DRAINAGE Reinforcing Mesh x6  | -600.01    |
| Bill Pmt -Cheque | 19/03/2018 | Mukinbudin District Club Inc. - EFT       | REFRESHMENTS NEWROC Christmas Dinner President & CEO Drinks   | -22.00     |
| Bill Pmt -Cheque | 19/03/2018 | Petchell Mechanical - EFT                 | PUMP MAINTENANCE White Dam Water Transfer Pump - Fuel System Fault, MAINTENANCE WM216 10,000km Service, WORKS MANAGER VEHICLE WM000 Windscreen Washer Fault   | -841.01    |
| Bill Pmt -Cheque | 19/03/2018 | PPCA - EFT                                | SWIMMING POOL Music licence 010418-310319, ADMIN OFFICE Music On-Hold 010418-310319, TOWN HALL Music licence 010418-310319, REC CENTRE Music licence 010418-310319  | -399.51    |
| Bill Pmt -Cheque | 19/03/2018 | Rockway Contracting - EFT                 | WANDRRA Excavator work on Ryan Road Floodway  | -1,562.00  |
| Bill Pmt -Cheque | 19/03/2018 | Safari Group - EFT                        | WYALKATCHEM KOORDA RD Form Work for Culvert   | -8,159.69  |
| Bill Pmt -Cheque | 19/03/2018 | T & E Services Pty Ltd - EFT              | MEDICAL SERVICES Feb 2018 Adjustment, MEDICAL SERVICES March 2018   | -14,769.40 |
| Bill Pmt -Cheque | 19/03/2018 | Total Eden - EFT                          | REC CENTRE OVAL I40 Ultra Sprinklers, PUMP MAINTENANCE Foot valve galvanised 4"   | -2,134.00  |
| Bill Pmt -Cheque | 19/03/2018 | WA Contract Ranger Services - EFT         | ANIMAL CONTROL Ranger Visit 080218, ANIMAL CONTROL Ranger Visit 200218  | -561.00    |
| Bill Pmt -Cheque | 19/03/2018 | WA Local Government Assoc - EFT           | TRAINING Rates in LG (clerical and debt collection) McCarthy  | -1,134.00  |
| Bill Pmt -Cheque | 19/03/2018 | WCS Concrete Pty Ltd - EFT                | WANDRRA Supply and Delivery of 30.4m3 of Concrete for Ryan Road Floodway, Supply and Delivery of 8m3 Stabilised Sand to Ryan Road   | -12,020.80 |
| Bill Pmt -Cheque | 19/03/2018 | Western Diagnostic Pathology - EFT        | OCC HEALTH Drug Testing 190218, Alcohol Testing 190218  | -1,310.27  |
| Bill Pmt -Cheque | 19/03/2018 | Westrac - EFT                             | PLANT PARTS Engine Oil 20L - 15W/40 For Pressure Switch in Plant Seats  | -97.88     |
| Bill Pmt -Cheque | 19/03/2018 | Wheatbelt Safetywear - EFT                | PROTECTIVE CLOTHING Shirts x 4 Marwick, PROTECTIVE CLOTHING Pants x 4 Marwick, PROTECTIVE CLOTHING Boots Marwick  | -468.00    |

|                  |                     |   |  |            |
|------------------|---------------------|---|--|------------|
| Bill Pmt -Cheque | 19/03/2018          | Winc Australia Pty Ltd - EFT              | CLEANING SUPPLIES Scourer 3pk x 3, ADMIN OFFICE Batteries AA lithium x 4pk, Batteries AA x 10pk, Dishwasher tablets, CLEANING SUPPLIES Mop head x 4, Bleach 5L, Bleach bottles empty 750ml x 4, Toilet cleaner 5L x 8, Chux superwipes x 6 rolls, Handtowel centrefeed ctn 6 x 4, Toilet paper ctn 48 x 6, Hand Wash 5L x 8, Disinfectant 5L x 8, STREET BINS Bin liners 120L ctn 200, STATIONERY Key Tags bag 50 x 2  | -1,223.70  |
| Bill Pmt -Cheque | 19/03/2018          | Wyalkatchem Community Resource Cntr - EFT | CRC ANNUAL FEE Feb 2018  | -2,388.00  |
| Bill Pmt -Cheque | 19/03/2018          | Wyalkatchem Tyre Service - EFT            | TYRES WM016 Repair, TYRES WM4201 Repair  | -973.00    |
| Bill Pmt -Cheque | 19/03/2018 16855    | Wylie News & Lotteries                    | REFRESHMENTS Lunch Meeting with Planning Commission x4 050218, NEWSPAPERS Feb 2018   | -82.00     |
| Bill Pmt -Cheque | 19/03/2018          | Western Power.                            | AIRPORT DEVELOPMENT Western Power works for electrical upgrade   | -6,684.89  |
| Cheque           | 19/03/2018          | Foxtel                                    | 57 FLINT ST Doctors House Foxtel   | -152.00    |
| Paycheque        | 21/03/2018          | Salaries and Wages                        | PPE210318  | -28,465.23 |
| Bill Pmt -Cheque | 21/03/2018 DD210318 | Telstra                                   | TELEPHONE Works Manager, CEO, and Emergency Mobiles 020318-010418  | -116.60    |
| Paycheque        | 26/03/2018          | Salaries and Wages                        | PPE260318  | -1,206.35  |
| Bill Pmt -Cheque | 27/03/2018 DD270318 | Synergy                                   | ELECTRICITY Street Lights 250118 - 240218  | -2,226.85  |
| Bill Pmt -Cheque | 29/03/2018          | A P Concrete Pty Ltd - EFT                | WANDRRA Ryan Road Culvert Labour to set up and pour concrete walls   | -2,420.00  |
| Bill Pmt -Cheque | 29/03/2018          | Contract Aquatic Services - EFT           | SWIMMING POOL Contract Management Fee March 2018, Additional opening days 010418-090418 8 days, 2nd lifeguard 180318 3hrs 11am-1pm plus 1hr travel (on-charged to CRC), Additional Opening Hours 090318, Additional opening hours 230218 x 4, CHEMICALS Aluminium Sulphate 25kg, Cyanuric Acid bags 25kg, Chlorine 10kg x12, Cyanuric Acid x 1, Sodium bisulphate x 5 bags, SWIMMING POOL Water around water program, Extra opening hours 130218 5hrs  | -20,968.42 |
| Bill Pmt -Cheque | 29/03/2018          | Courier Australia - EFT                   | FREIGHT Honour Boards to Trophy Specialists for updating, FREIGHT Honour Boards returned from Trophy Specialists, Works Parts 140318   | -41.95     |
| Bill Pmt -Cheque | 29/03/2018          | Drainflow Services Pty Ltd - EFT          | STREET CLEANING Street sweeping 200318   | -2,139.50  |
| Bill Pmt -Cheque | 29/03/2018          | Five Rivers Plumbing - EFT                | SWIMMING POOL Repair Burst Tap, Unblock Ladies Shower Drain, and Repair Leaking Ladies Cistern   | -412.33    |
| Bill Pmt -Cheque | 29/03/2018          | Fuji Xerox - EFT                          | PHOTOCOPY Lease 230418-220518  | -233.46    |
| Bill Pmt -Cheque | 29/03/2018          | GDR Civil Contracting - EFT               | WYALKATCHEM KOORDA RD Culvert Grader, Water Truck, Roller, Excavator, 6 Wheel Tipper , Concrete Team, and Man Hours 280218, WYALKATCHEM KOORDA RD Culvert Grader, Water Truck, Roller, and 6 Wheel Tipper 270218, WYALKATCHEM KOORDA RD Culvert Grader, Water Truck, Roller, Excavator, and Man Hours 260218, WYALKATCHEM KOORDA RD Culvert Grader, Water Truck, Roller, Excavator, and Man Hours 230218, WYALKATCHEM KOORDA RD Culvert Grader, Water Truck, Roller, and Man Hours 210218, WYALKATCHEM KOORDA RD Culvert Grader, Water Truck, Roller, 6 Wheel Tipper, and Rocks 220218 | -29,346.41 |
| Bill Pmt -Cheque | 29/03/2018          | Holcim Pty Ltd - EFT                      | BENJABERRING HINDMARSH CROSSROAD 20mm GP Concrete x 15m3   | -5,654.00  |
| Bill Pmt -Cheque | 29/03/2018          | Landmark - EFT                            | PUMP MAINTENANCE 90 Degree Elbow 50mm, 4in Camlock Fitting, Bush BSP 4in x 3in, 2in Ball Valve   | -195.88    |
| Bill Pmt -Cheque | 29/03/2018          | Morris Pest Control - EFT                 | BARRACKS Installation of termite deterrent stations around lounge, kitchen and office, MUSEUM HOUSE Termite treatment  | -4,206.90  |
| Bill Pmt -Cheque | 29/03/2018          | Palmer Plumbing - EFT                     | REC CENTRE Repair of Leaking Toilet  | -140.80    |
| Bill Pmt -Cheque | 29/03/2018          | Pennant House                             | PUBLIC RELATIONS Banners in the Terrace canvas banner travel case, FREIGHT canvas banner travel case   | -130.90    |
| Bill Pmt -Cheque | 29/03/2018          | Trophy Specialists - EFT                  | HONOUR BOARDS Update Citizen of the Year, Under 25, Event of the Year  | -113.00    |
| Bill Pmt -Cheque | 29/03/2018          | WA Contract Ranger Services - EFT         | ANIMAL CONTROL Ranger Visit 060318, ANIMAL CONTROL Ranger Visit 220318   | -561.00    |
| Bill Pmt -Cheque | 29/03/2018          | WA Local Government Assoc - EFT           | PROFESSIONAL SERVICES Advertising for CEO recruitment 240218   | -6,664.91  |
| Bill Pmt -Cheque | 29/03/2018          | Ward MA & CT                              | URBAN STREET Sand 192m3  | -2,112.00  |
| Bill Pmt -Cheque | 29/03/2018          | WCS Concrete Pty Ltd - EFT                | WANDRRA Supply and Delivery of 16.2m3 of Concrete for Ryan Road Floodway, WANDRRA Reo Bar Y12 x6, WANDRRA Sheets of F72 Mesh x4  | -5,459.30  |
| Bill Pmt -Cheque | 29/03/2018          | Westrac - EFT                             | PLANT PARTS WM 830 Skid Steer - Seat Pressure Switch   | -11.53     |
| Bill Pmt -Cheque | 29/03/2018          | Wheatbelt Face Painting - EFT             | WYALKATCHEM FAIR 2018 Face Painter 3hrs, WYALKATCHEM FAIR 2018 Travel  | -385.00    |

|  |                     |   |   |             |
|--|---------------------|---|---|-------------|
| Bill Pmt -Cheque                           | 29/03/2018          | Winc Australia Pty Ltd - EFT              | STREET BINS Rubbish bin liners 120L ctn 200 x 2, Bin liners 240L ctn 200 x 2, Bin liners 72L ctn 250, STATIONERY Back binding covers 100pk, CLEANING EXPENSES Scourers Pkt 10 x 3 | -419.23     |
| Bill Pmt -Cheque                           | 29/03/2018          | Wyalkatchem Community Resource Cntr - EFT | CRC ANNUAL FEE March 2018   | -2,388.00   |
| Bill Pmt -Cheque                           | 29/03/2018          | Wyalkatchem IGA Express - EFT             | BARRACKS Fly Spray, STATIONERY Batteries, REFRESHMENTS Council Meeting Feb 2018, OFFICE AMENITIES Feb 2018, STATIONERY Nails - health order attachment to 15 Piesse st            | -79.05      |
| Bill Pmt -Cheque                           | 29/03/2018          | Wyalkatchem P & C - EFT                   | COMMUNITY GRANTS Welcome to Wylie Event 290318  | -800.00     |
| General Journal                            | 29/03/2018 2953     | NAB                                       | Account Keeping Fee   | -30.80      |
| General Journal                            | 29/03/2018 2954     | NAB                                       | Merchant Fees   | -98.88      |
| Bill Pmt -Cheque                           | 29/03/2018 DD290318 | Synergy                                   | ELECTRICITY 060118-070318 Housing and Facilities  | -8,829.65   |
| Total A01101 · Unrestricted Municipal Bank |                     |   |   | -297,718.28 |

#### **CERTIFICATION OF CHIEF EXECUTIVE OFFICER**

I hereby certify that the Schedule of Accounts paid was submitted to Council on Thursday, 19 April 2018. All payments are as per the Annual Budget and are supported by vouchers and invoices and were not processed until goods and services were certified as received.

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Ian McCabe, Chief Executive Officer

#### **CERTIFICATION OF CHAIRMAN**

I hereby certify this schedule of accounts paid was submitted to the Council on Thursday, 19 April 2018 for information pursuant to Section 6.8(2)(b) of the Local Government Act 1995.

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Cr Quentin Davies, Chairman



Statement for  
**NAB Business Visa**

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

WYALKATCHEM SHIRE  
27 FLINT STREET  
WYALKATCHEM WA 6485

Statement Period 30 January 2018 to 28 February 2018  
Company Account No: 4557 0498 0000 4281  
Facility Limit: \$13,000

### Your Account Summary

|   |                    |
|---|--------------------|
| Balance from previous statement           | \$1,007.04 DR      |
| Payments and other credits                | \$1,007.04 CR      |
| Purchases, cash advances and other debits | \$707.65 DR        |
| Interest and other charges                | \$9.00 DR          |
| <b>Closing Balance</b>                    | <b>\$716.65 DR</b> |

YOUR DIRECT DEBIT PAYMENT OF \$716.65 WILL BE  
CHARGED TO ACCOUNT 000086977- 0000508383313 ON  
06/03/2018 AS PER OUR AGREEMENT.



Statement for

## NAB Business Visa

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

### Cardholder Details

Cardholder Name: MR IAN JAMES MCCABE  
Account No: 4557 0455 3738 1455  
Statement Period: 30 January 2018 to 28 February 2018  
Cardholder Limit: \$5,000

### Transaction record for: MR IAN JAMES MCCABE

| Date                         | Amount A\$      | Details              | Explanation | Amount NOT subject to GST | Amount subject to GST | GST component (1/11th of the amount subject to GST) | Reference |
|------------------------------|-----------------|----------------------|-------------|---------------------------|-----------------------|---|-----------|
| 30 Jan 2018                  | \$3.00          | TOWN OF CAMBRIDGE    | FLOREAT     |                           |                       |   |           |
| 6 Feb 2018                   | \$391.55        | WYLIE COMMUNITY MEAT | WYALKATCHEM |                           |                       |   |           |
| 20 Feb 2018                  | \$25.10         | DEPT OF TRANSPORT    | INNALOO     |                           |                       |   |           |
| 26 Feb 2018                  | \$288.00        | THE MURRAY HOTEL     | WEST PERTH  |                           |                       |   |           |
| 28 Feb 2018                  | \$9.00          | CARD FEE             |             |                           |                       |   |           |
| <b>Total for this period</b> | <b>\$716.65</b> |                      |             |                           |                       |   |           |
|                              |                 | <b>Totals</b>        |             |                           |                       |   |           |

### Employee declaration

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

Cardholder signature:

Date: 14-01-18

# DUNNING'S

Your Local Fuel Distributor

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

PH: 08 96221413  
FAX: 08 96222606  
no-reply@dunningsfuel.com.au

ABN: 29384905038  
SHIRE OF WYALKATCHEM  
PO BOX 224  
WYALKATCHEM 6485

\*\* TAX INVOICE \*\*

28/02/2018  
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| Location               | Order No | Rego:            | ODO              | Date          | Driver:                | Tax Invoice            | Product | Quantity | Unit Price | Amount \$ |
|------------------------|----------|------------------|------------------|---------------|------------------------|------------------------|---------|----------|------------|-----------|
| Card: 7034320089961764 | WM000    | 0                | 01/02/2018 17:40 | 958           | WM000                  | DIESEL - SERVICE STN   | 61.80   | 1.359    | 83.99      |           |
| GIDGEGANNUP WA         | WM000    | 0                | 07/02/2018 13:37 | 256           | DIESEL - SERVICE STN   | 73.28                  | 1.389   | 101.78   |            |           |
| WYALKATCHEM WA         | WM000    | 0                | 12/02/2018 08:27 | 281           | DIESEL - SERVICE STN   | 67.26                  | 1.389   | 93.42    |            |           |
| WYALKATCHEM WA         | WM000    | 0                | 16/02/2018 09:54 | 316           | DIESEL - SERVICE STN   | 75.08                  | 1.389   | 104.29   |            |           |
| BUNBURY WA             | WM000    | 0                | 22/02/2018 21:21 | 943           | DIESEL - SERVICE STN   | 68.29                  | 1.499   | 102.35   |            |           |
| TOODYAY WA             | WM000    | 0                | 26/02/2018 06:14 | 745           | DIESEL - SERVICE STN   | 54.64                  | 1.379   | 75.35    |            |           |
|                        |          | 28/02/2018 00:00 | 001400553131     | DIST CARD FEE | Card Totals            | 1.00                   | 3.850   | 3.85     |            | 565.03    |
| Card: 7034320089961772 | ROADPLN1 | 0                | 28/02/2018 00:00 | 001400553132  | ROADPLANT              | DIST CARD FEE          | 1.00    | 3.850    | 3.85       |           |
| Card: 7034320089961780 | WM027    | 0                | 28/02/2018 00:00 | 001400553133  | ROADPLANT              | DIST CARD FEE          | 1.00    | 3.850    | 3.85       |           |
| Card: 7034320089961798 | WM216    | 0                | 15/02/2018 14:58 | 312           | WM 216                 | DIESEL - SERVICE STN   | 64.28   | 1.389    | 89.29      |           |
| WYALKATCHEM WA         | WM000    | 0                | 20/02/2018 07:16 | 334           | DIESEL - SERVICE STN   | 62.44                  | 1.389   | 86.72    |            |           |
| WYALKATCHEM WA         | WM000    | 0                | 22/02/2018 07:13 | 349           | DIESEL - SERVICE STN   | 33.56                  | 1.389   | 46.62    |            |           |
| WYALKATCHEM WA         | WM000    | 0                | 28/02/2018 00:00 | 001400553134  | DIST CARD FEE          | 1.00                   | 3.850   | 3.85     |            |           |
| WYALKATCHEM WA         | WM000    | 0                | 28/02/2018 11:14 | 383           | DIESEL - SERVICE STN   | 52.52                  | 1.389   | 72.95    |            |           |
|                        |          | 28/02/2018 00:00 | 001400553135     | DIST CARD FEE | Card Totals            | 213.80                 |         |          |            | 299.43    |
| Card: 7034320089961806 | DOCTOR   | 0                | 01/02/2018 17:10 | 221           | DOCTOR                 | DIESEL - SERVICE STN   | 42.05   | 1.389    | 58.41      |           |
| WYALKATCHEM WA         | WM000    | 0                | 06/02/2018 13:06 | 248           | UNLEADED - SERVICE STN | 41.10                  | 1.379   | 56.67    |            |           |
| WYALKATCHEM WA         | WM000    | 0                | 15/02/2018 17:55 | 313           | DIESEL - SERVICE STN   | 52.71                  | 1.389   | 73.22    |            |           |
| WYALKATCHEM WA         | WM000    | 0                | 20/02/2018 13:01 | 337           | UNLEADED - SERVICE STN | 39.23                  | 1.379   | 54.10    |            |           |
| WYALKATCHEM WA         | WM000    | 0                | 22/02/2018 16:02 | 353           | DIESEL - SERVICE STN   | 38.35                  | 1.389   | 53.27    |            |           |
|                        |          | 28/02/2018 00:00 | 001400553135     | DIST CARD FEE | Card Totals            | 1.00                   | 3.850   | 3.85     |            |           |
| Card: 7034320089961814 | DOCTOR   | 0                | 01/02/2018 10:32 | 217           | 000 WM                 | UNLEADED - SERVICE STN | 38.13   | 1.379    | 52.58      |           |
| WYALKATCHEM WA         | WM000    | 0                | 18/02/2018 15:12 | 323           | UNLEADED - SERVICE STN | 26.16                  | 1.379   | 36.07    |            |           |
| WYALKATCHEM WA         | WM000    | 0                | 27/02/2018 12:24 | 374           | UNLEADED - SERVICE STN | 26.89                  | 1.379   | 37.08    |            |           |
|                        |          | 28/02/2018 00:00 | 001400553136     | DIST CARD FEE | Card Totals            | 1.00                   | 3.850   | 3.85     |            |           |
| Card: 7034320089961822 | WYLIE    | 0                | 01/02/2018 13:55 | 952           | WYLIE                  | UNLEADED - SERVICE STN | 92.18   |          | 129.58     |           |
| GIDGEGANNUP WA         | WM006    | 0                | 09/02/2018 11:33 | 287           | UNLEADED - SERVICE STN | 47.59                  | 1.299   | 61.82    |            |           |
| WARWICK WA             | WM006    | 0                | 12/02/2018 07:56 | 279           | UNLEADED - SERVICE STN | 49.77                  | 1.429   | 71.12    |            |           |
| WYALKATCHEM WA         | WM006    | 0                | 23/02/2018 11:30 | 358           | UNLEADED - SERVICE STN | 31.45                  | 1.379   | 43.37    |            |           |
| WYALKATCHEM WA         | WM006    | 0                |                  |               | UNLEADED - SERVICE STN | 45.92                  | 1.379   | 63.33    |            |           |

# DUNNING'S

Your Local Fuel Distributor

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

PH: 08 96221413  
FAX: 08 96222606  
no-reply@dunningsfuel.com.au

ABN: 29384905038  
SHIRE OF WYALKATCHEM  
PO BOX 224  
WYALKATCHEM 6485

\*\* TAX INVOICE \*\*

28/02/2018  
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SHIRW

| Location    | Order No         | ODO   | Date             | Tax Invoice      | Product                | Quantity    | Unit Price | Amount \$ |
|-------------|------------------|-------|------------------|------------------|------------------------|-------------|------------|-----------|
| BUNBURY     | WA               | 0     | 27/02/2018 08:50 | 139              | UNLEADED - SERVICE STN | 47.29       | 1.459      | 69.00     |
|             |                  |       | 28/02/2018 00:00 | 001400553137     | DIST CARD FEE          | 1.00        | 3.850      | 3.85      |
|             |                  |       |                  |                  | Card Totals            | 223.02      |            | 312.49    |
| Card:       | 7034320089963968 | Rego: | WYLIBUS          | Driver: WYLIBUS  | DIST CARD FEE          | 1.00        | 3.850      | 3.85      |
|             |                  |       |                  | 28/02/2018 00:00 | 001400553138           | Card Totals |            | 3.85      |
| Card:       | 7034320091090800 | Rego: | WM012            | Driver: WM012    | DIESEL - SERVICE STN   | 94.84       | 1.389      | 131.74    |
| WYALKATCHEM | WA               | 0     | 05/02/2018 06:58 | 235              | UNLEADED - SERVICE STN | 20.02       | 1.379      | 27.61     |
| WYALKATCHEM | WA               | 0     | 06/02/2018 05:54 | 243              | UNLEADED - SERVICE STN | 24.07       | 1.379      | 33.19     |
| WYALKATCHEM | WA               | 0     | 08/02/2018 15:31 | 266              | UNLEADED - SERVICE STN | 18.20       | 1.379      | 25.10     |
| WYALKATCHEM | WA               | 0     | 19/02/2018 13:25 | 329              | UNLEADED - SERVICE STN | 59.44       | 1.379      | 81.97     |
| WYALKATCHEM | WA               | 0     | 20/02/2018 06:48 | 333              | UNLEADED - SERVICE STN | 154.85      | 1.389      | 215.09    |
| WYALKATCHEM | WA               | 0     | 21/02/2018 18:32 | 347              | DIESEL - SERVICE STN   | 1.00        | 3.850      | 3.85      |
| WYALKATCHEM | WA               | 0     | 28/02/2018 00:00 | 001400553139     | DIST CARD FEE          | 372.42      |            | 518.55    |
|             |                  |       |                  |                  | Card Totals            |             |            |           |

|                   |          |                |                        |        |          |
|-------------------|----------|----------------|------------------------|--------|----------|
| GST Incl in Total | 194.19   | Invoices Total | UNLEADED - SERVICE STN | 515.26 | 713.01   |
| Total excl. GST   | 1,941.96 |                | DIESEL - SERVICE STN   | 995.95 | 1,388.49 |
|                   |          |                | DIST CARD FEE          | 9.00   | 34.65    |
|                   |          | Total          |                        |        | 2,136.15 |

## **Late Agenda Item**

**8.2.3 Financial Management – Budgeting – Allocations - Central East Aged Care Alliance Inc. (CEACA) – Local Government Budget Allocation**

**Council Decision Number:** 46/2018

**Moved** Cr Gamble

**Seconded** Cr Butt

**That the late item be accepted**

**Vote:** 5/0

### **8.2.3 FINANCIAL MANAGEMENT – BUDGETING – ALLOCATIONS - CENTRAL EAST AGED CARE ALLIANCE INC. (CEACA) – LOCAL GOVERNMENT BUDGET ALLOCATION**

|   |  |
|---|--|
| <b>FILE REFERENCE:</b>                    | 12.5.1   |
| <b>AUTHOR'S NAME AND POSITION:</b>        | Ian McCabe<br>Chief Executive Officer  |
| <b>AUTHOR'S SIGNATURE:</b>                |   |
| <b>DATE REPORT WRITTEN:</b>               | 19 April 2018  |
| <b>DISCLOSURE OF INTEREST:</b>            | The author has no financial interest in this matter.   |
| <b>STRATEGIC COMMUNITY PLAN REFERENCE</b> | 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. To support the proposed Central East Aged Care Alliance budget in its current form;
2. To accept the increased subscription on this member council.

#### **Appendix:**

There is no attachment to this item.

#### **Background**

The Shire of Wyalkatchem is a founding member of CEACA Inc., the Central East Aged Care Alliance. This organisation was initiated by eleven local governments to progress housing and aged care services in order to transform our districts into age friendly communities.

The nominal voting delegate to CEACA is the President of the Council, Cr Quentin Davies; the deputy voting delegate is the Chief Executive Officer of the local government. The Deputy Voting delegate was supported by other member Councils at the CEACA meeting 26 March 2018 to allow Councils to consider the proposed CEACA budget as it will have a financial impact on Council.

Councils contribute through subscription and capital funds to CEACA. This item addresses subscriptions only.

The Shire of Wyalkatchem pays an annual subscription to CEACA. In 2016/17 the subscription was \$8,000; in 2017/18, this increased to \$14,400; and CEACA proposes with this budget to increase the subscription to \$20,000 in 2018/19.

Any subscription and other allocations associated with CEACA would be included in the 2018/19 Shire of Wyalkatchem budget. It is proposed that the Shire budget be tabled and voted on by Council 21 June 2018; however, CEACA has requested that the CEACA measures be considered now and Council's view be conveyed to CEACA by the end of April.

Council has discussed this request and the proposed budget in workshop.

#### **Consultation:**

Full Council; Shire Presidents and CEO's of each CEACA member Council.

#### **Statutory Environment:**

Local Government Act 1995 and regulations.

#### **Policy Implications:**

There is no direct Council Policy relative to this report.

#### **Financial Implications**

Expenditure measures considered for allocation in 2018/19 will be included in the budget papers

#### **Strategic Plan/Risk Implications**

The Shire of Wyalkatchem is committed to the goals of improved housing and services for the aged. This aligns with key objectives of the Strategic Community Plan.

## **Voting Requirements**

As this item is a potential budget component, it is recommended to require an ***Absolute Majority***.

**Council Decision Number:** 47/2018

**Moved:** Cr Gamble

**Seconded:** Cr Metcalfe

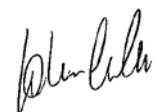
## **Officer Recommendation:**

### **That Council resolve the following:**

1. To support the proposed CEACA budget in its current form;
2. To accept the increased subscription on this member council.

**Vote:** 0/5

### **8.3.1 PARKS AND RESERVES – PLANNING – MANAGEMENT PLANS: WHEATBELT REGION PARKS AND RESERVES DRAFT MANAGEMENT PLAN**

|   |   |
|---|---|
| <b>FILE REFERENCE:</b>                        | 21.02.02  |
| <b>AUTHOR'S NAME<br/>AND POSITION:</b>        | Ian McCabe<br>Chief Executive Officer   |
| <b>AUTHOR'S SIGNATURE:</b>                    |  |
| <b>DATE REPORT WRITTEN:</b>                   | 13 April 2018   |
| <b>DISCLOSURE OF INTEREST:</b>                | The author has no financial interest in this matter.                              |
| <b>STRATEGIC COMMUNITY PLAN<br/>REFERENCE</b> | 3 A sustainable natural and built environment                                     |

#### **SUMMARY:**

**That Council resolve the following:**

- 1. Endorse the draft management plan as submitted by the Department of Biodiversity, Conservation and Attractions;**
- 2. Authorise the CEO to advise the Department in writing of this Decision.**

#### **Appendix:**

1. Explanatory letter from Paul Roberts, Department of Biodiversity, Conservation and Attractions ('the Department');
2. Wheatbelt Region Parks and Reserves Draft Management Plan 2018.

#### **Background**

There are 15 nature reserves within the Shire of Wyalkatchem, currently managed under the *Nature Reserves of the Shire of Wyalkatchem Management Plan 1985-1995*. As this is outdated, the Department has drafted a new plan which provides management strategies across the entire Wheatbelt region. The Department seeks the endorsement of Council to enable public submissions and finalisation of the Plan.

The Department provided draft documentation for consideration and met with Council 5 April to take questions and provide background. They have requested a Council resolution in endorsement of the draft plan.

The Plan is recommended for endorsement which will enable the public and the local government to provide further input to preparation of a final plan.

**Consultation:**

Staff and Council

Mr Paul Roberts, Wheatbelt Regional Office, Parks and Wildlife Service, Department of Biodiversity, Conservation and Attractions.

**Statutory Environment:**

Conservation and Land Management Act 1984

**Policy Implications:**

There is no direct Council Policy relative to this report.

**Financial Implications**

There is no known direct financial implication relative to this item.

**Strategic Plan/Risk Implications**

The conservation and management of reserves supports the natural environment elements of the Strategic Community Plan.

**Voting Requirements**      Simple Majority

**Council Decision Number:** 48/2018

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

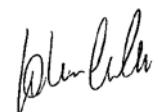
**That Council resolve the following:**

1. Endorse the draft management plan as submitted by the Department of Biodiversity, Conservation and Attractions;
2. Authorise the CEO to advise the Department in writing of this Decision.

**Vote:** 5/0

**\*\*PLEASE NOTE THAT ATTACHMENTS TO THIS ITEM (LETTER OF EXPLANATION AND DRAFT MANAGEMENT PLAN) ARE AVAILABLE BY REQUEST\*\***

#### **8.4.1 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL – CHIEF EXECUTIVE OFFICER – MARCH 2018**

|   |   |
|---|---|
| <b>FILE REFERENCE:</b>                        | 13.09.01  |
| <b>AUTHOR'S NAME<br/>AND POSITION:</b>        | Ian McCabe<br>Chief Executive Officer   |
| <b>AUTHOR'S SIGNATURE:</b>                    |  |
| <b>DATE REPORT WRITTEN:</b>                   | 11 April 2018   |
| <b>DISCLOSURE OF INTEREST:</b>                | The author has no financial interest in this matter.                              |
| <b>STRATEGIC COMMUNITY PLAN<br/>REFERENCE</b> | All key indicators  |

#### **SUMMARY:**

**That Council resolve the following:**

- 1. Accept the Chief Executive Officer's Report for March 2018 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.*

## **Summary of Key Performance Indicators of the Chief Executive Officer:**

- **Deliver budget commitments on time and on budget.** In leading a team, deliver capital and operational budget commitments within financial year and within budget;
- **Comply with Integrated Planning and Reporting requirements** by the June 2018 ordinary meeting of council and publish any relevant document to the community;
- **Progress key strategic projects;**
- **Meet all compliance requirements of the Shire;**
- **Meet operational requirements of the community and Council.**

### **Comment:**

#### Calendar:

There were 20 business days in March and two public holidays. The CEO took two days annual leave in the month. Unplanned leave in the month was 1.4 (one-point-four) days for two staff members, both in works. In all cases of unplanned leave, the Shire follows due process with support for all employees within the law and Council policy.

#### Council:

Council met with the selected recruiter for the CEO position to agree on the application package, timing of advertising and expectations. Applications closed 14 March with 14 applications received and 28 expressions of interest. Council met to agree on a shortlist and next steps.

Council held a Special Meeting 8 March to agree on a planning resolution related to third party appeal rights for advice to WALGA (West Australian Local Government Association). Council resolved to support these where a Development Advisory Panel is involved, generally where development exceeds \$2 million. This is not likely to be relevant to Wyalkatchem. In addition, Council resolved to write off an amount of \$619.94 related to an untraceable debtor.

Council met in workshop 8 March and discussed the audit committee meeting scheduled for 15 March; the Central East Aged Care Alliance (CEACA); the

retirement of Nungarin CEO Bill Fensome; the agenda for the ordinary meeting of Council scheduled for 15 March; advice by CEO regarding completion of contract; CEO recruitment; upcoming events; the agreement with the Community Resource Centre (CRC); an update regarding Local Government Insurance Scheme; 2018/19 Budget; security at council facilities; discussion of community policing; various operational comments.

Council met as the audit committee 8 March to accept minutes for the committee meeting 14 December 2017; to approve the Compliance Audit Return for the calendar year 2017 (this is a return to the Department of Local Government confirming operational, council and purchasing compliancy for the year); advice to the Committee about the audit tender conducted by the Office of the Auditor General.

Council met for the ordinary meeting 15 March and made decisions about minutes for the meeting 15 February 2018 and 8 March 2018; to receive statutory financial reports; to make a change in depreciation policy (specifically to recognise depreciation for the airstrip from nil to fifteen years for the surface and fifty years for the underlying pavement – this is similar to the treatment of roads and will improve financial management of the asset); approve a community grant application by Wyalkatchem District High School P and C; approve higher duties as acting CEO; to approve the Compliance Audit Return as recommended by the audit committee and authorise its submission to the Department of Local Government; and receive officer reports.

#### Management:

The corporate values of the Shire are (C.A.R.E.S):

- Community
- Accountability;
- Respect;
- Excellence;
- Safety First.

The CEO represented the Shire 1 March at Kellerberrin, with Cr Metcalfe, at WALGA zone; Shire of Wyalkatchem function 8 March for International Women's Day; 14 March at Dowerin options meeting for childcare at Dowerin; 26 March CEACA meetings Merredin; 27 March at Nungarin, NEWROC (North Eastern Wheatbelt Regional Organisation of Councils) Executive.

Key meetings in March included; 2 March local government insurer and risk manager LGIS; 9 March (via phone) NAB state management; 19 March Office of the Auditor General, about audit tender; 22 March with Cr's Butt and Davies, representatives of Wyalkatchem, Senior Citizens Homes Trust Inc., Access Housing, to discuss variations to CEACA project due to reduced state government funding; 22 March at Kellerberrin, as CEO of NEWROC, with Crisp Wireless, regarding service levels for the NEWROC telecommunications projects; 27 March with Friends of the Cemetery to plan installation of static furniture.

Management work in March included various matters related to staff, facilities and community relations, regular operational work and meetings with staff; negotiation of new printer installation; audit of IT services in assessing a new server; review and installation of security at facilities; preparing and lodgement of the Compliance Audit Return; preparation of budget.

Council commitments in April 2018 include:

- 5 April Council workshop; CEO presents at Wheatbelt Conference;
- 7 April Wylie Fair;
- 11 April Official Opening NEWROC Telecommunications project, Nungarin, by Cr Davies, Melissa Price MP and Hon. Mia Davies MLA
- 19 April Ordinary Meeting of Council;
- 25 April ANZAC Day;
- 26 April WALGA (WA Local Government Association) zone meeting.

**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**

The key roles of the CEO position include advising Council on strategy and risk; to implement Council's strategies; and to contain risk.

**Voting Requirements**      Simple Majority

**Council Decision Number:** 49/2018

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

**That Council resolve the following:**

1. **Accept the Chief Executive Officer's Report for March 2018 as presented.**

**Vote:** 5/0

## 8.4.2 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL – WORKS MANAGER – March 2018

|   |   |
|---|---|
| <b>FILE REFERENCE:</b>                    | 13.09.01  |
| <b>AUTHOR'S NAME AND POSITION:</b>        | Craig Harris<br>Manager of Works  |
| <b>AUTHOR'S SIGNATURE:</b>                |    |
| <b>DATE REPORT WRITTEN:</b>               | 28 March 2018   |
| <b>DISCLOSURE OF INTEREST:</b>            | The author has no financial interest in this matter.  |
| <b>STRATEGIC COMMUNITY PLAN REFERENCE</b> | 1 – Healthy, strong and connected communities.<br>2 – A prosperous and dynamic district.<br>4 – An effective voice.<br>6 – Well utilised and effectively managed facilities and assets. |

### **SUMMARY:**

**That Council resolve the following:**

- 1. Accept the Works Manager's Report for the month of March 2018 as presented.**

### **Road Maintenance and Projects:**

#### *Koorda Rd Culvert*

The new culvert on the Koorda Road was completed. Works remaining are to seal the gravel ends.



### *Ryan Rd Culvert*

The new culvert on Ryan Road was completed.



### *Benjaberring-Hindmarsh Intersection*

GDR Civil completed works at this intersection which included constructing new gravel approaches on the North and South side of the intersection and the installation of a new culvert on the Southern approach.

Approval from Main Roads is required to complete the remaining tie in with the sealed road.

Approval to clear trees on the Western side of the intersection to improve sight distance has been granted by the Department of Water and Environmental Regulation and the works will be scheduled in to be completed before the end of the financial year.





#### *Patch Repairs – Cunderdin Rd*

GDR Civil have completed road repairs where the seal had failed at two sections on Cunderdin Road.





#### *Clearing Works – DePierres Rd*

Clearing works was completed on DePierres Rd where tree branches had become overgrown into the road. From East of Flowery Patch Road through to the Cunderdin Rd.

#### **Town Crew**

Pumping from White Dam to the Shire dam continued.

As was the case last month, repairs had to be made on the reticulation system on the oval. It is planned to install a new ring main around the oval.

#### **Upcoming works:**

Boral will be undertaking sealing works on the 2km section of shoulder that was sealed in December last year. Also completing various patch works.

Gravel re-sheeting on Lewis Rd and Harrison Rd.

Further clearing works and clean up and new depot site.

#### **Personnel:**

Nil to report.

**Ranger Service:**

No major Ranger incidents to report.

**Safety:**

No incidents this month.

**Vandalism:**

No incidents this month.

**Plant and Equipment:**

Repairs undertaken:

1. Isuzu DMax ute – CV Joint.
2. Skid Steer – pressure switch replaced.
3. Fire trailer – New pump and motor.
4. Fast attack – New pump motor.

**Policy Implications:** Nil

**Voting Requirements:** Simple Majority

**Council Decision Number:** 50/2018

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

**That Council resolve the following:**

1. Accept the Work's Manager Report for the month of March 2018 as presented.

**Vote:** 5/0

#### **8.4.3 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL – GOVERNANCE AND EMERGENCY – MARCH 2018**

|   |  |
|---|--|
| <b>FILE REFERENCE:</b>                    | 13.09.01   |
| <b>AUTHOR'S NAME AND POSITION:</b>        | Ella McDonald<br>Administration Officer  |
| <b>AUTHOR'S SIGNATURE:</b>                |   |
| <b>DATE REPORT WRITTEN:</b>               | 11 April 2018  |
| <b>DISCLOSURE OF INTEREST:</b>            | The author has no financial interest in this matter.   |
| <b>STRATEGIC COMMUNITY PLAN REFERENCE</b> | 1 – Healthy, strong and connected communities. 2 – A prosperous and dynamic district. 4 – An effective voice. 5 – A well-managed and effective Council organisation. 6 – Well utilized and effectively managed facilities and assets |

#### **SUMMARY:**

**That Council resolve the following:**

- 1. Accept the Governance and Emergency Report for the month of March 2018 as presented**

#### **Appendix**

There is no attachment to this report.

#### **Emergency Services**

The restricted burning period continued until March 22. As at close of business 22 March, there had been 24 burning permits issued, bringing the total number of permits issued during the restricted burning period (8 February 2018 to 22 March 2018) to 36, which is a slight decrease on last year's February/March restricted burning period, during which 44 permits were issued.

The Department of Fire and Emergency Services (DFES) returned the Wyalkatchem bushfire brigade's truck on 23 March, completely fitted out with crew protection. In the truck's absence the brigade was supplied with a temporary replacement which was returned to DFES the same day.

The Governance and Emergency Officer met with DFES Area Officer Daniel Hendriksen on 26 March to review the progress of the annual Local Government Grant Scheme Application for the 2018/19 financial year. The application was lodged with DFES on 28 March. The grant, when awarded, will go towards the costs of running the brigades.

The Emergency Services Volunteer fuel cards for the Wyalkatchem, Yorkrakine and Nalkain bushfire brigades were received on 28 March and activated the same day. The cards, funded by the State Government and Royalties for Regions, are for active volunteers to use to fuel

their personal private vehicles – the scheme will continue until 2021 and each financial year \$1,000.00 will be available for bushfire brigade members to utilise. The purpose of the scheme is to show appreciation for and give thanks to our volunteers who work so hard to keep our communities safe during emergency events such as bushfires.

## Health and Safety

There were no hazard or incident reports received for the month of March.

The Governance and Emergency Officer and Chief Executive Officer met with Chris Gilmour, Regional Risk Coordinator from LGIS, Friday 2 March to discuss the service plan for the Shire. It was resolved that risk assessments for common tasks will be completed by Mr Gilmour and the Governance and Emergency Officer later in the year.

## Governance

Instruments of Delegation and Appointments were issued to all applicable staff on 1 March 2018.

The Governance and Emergency Officer together with the Chief Executive Officer completed the annual Compliance Audit Return on 6 March. This approved by the audit committee and then Council prior to submission to the Department of Local Government on 22 March.

## Consultation:

Ian McCabe Chief Executive Officer, Shire of Wyalkatchem

Daniel Hendriksen Area Officer, Department of Fire and Emergency Services

Chris Gilmour      Regional Risk Coordinator, LGIS

## Statutory Environment:

## Local Government Act 1995

## Occupational Safety and Health Act 1984

## Occupational Safety and Health Regulations 1996

## Bush Fires Act 1954

## Bush Fires Regulations 1954

## Policy Implications:

There is no Council Policy relative to this report.

## Financial Implications

There are no financial implications relative to this item.

## Strategic Plan/Risk Implications

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

## **Voting Requirements**      Simple Majority

**Council Decision Number:** 51/2018

**Moved:** Cr Butt

**Seconded:** Cr Gamble

**That Council resolve the following:**

- 1. Accept the Governance and Emergency Report for the month of March 2018 as presented**

**Vote:** 5/0

#### **8.4.4 GOVERNANCE – REPORTING - PRINCIPAL ENVIRONMENTAL HEALTH OFFICER: MARCH 2018.**

|  |  |
|--|--|
| <b>FILE REFERENCE:</b>                         | 13.09.01   |
| <b>AUTHOR'S NAME AND POSITION:</b>             | Peter Toboss<br>Principal Environmental Health Officer   |
| <b>AUTHOR'S SIGNATURE:</b>                     |    |
| <b>NAME OF APPLICANT/ RESPONDENT/LOCATION:</b> | Shire of Wyalkatchem   |
| <b>DATE REPORT WRITTEN:</b>                    | 10 April 2018  |
| <b>DISCLOSURE OF INTEREST:</b>                 | The author has no financial interest in this matter.   |
| <b>STRATEGIC COMMUNITY PLAN REFERENCE</b>      | 1.1.2 Promote regional health solutions; 2.6 Effective enforcement of local laws and regulation; 5.2 A customer focussed organisation. |

#### **SUMMARY:**

**That Council resolves the following:**

1. **Accept the Principal Environmental Health Officer Report for March 2018 as presented.**

**Appendix/Appendices:** There is no attachment to this report

#### **Comment:**

Nil

#### **Food Shop and Public Buildings Inspections:**

Nil

#### **Food Recall:**

The Department of Health (WA) has distributed the following food recall in the month of March 2018. The product recalled was the Whole Foodies SEA VEGETABLES Mixed Seaweed in a package of 170grams with expiry date written as EXP 2019 JAN 30. The product country of origin is United States and has only been in the market since 05 March 2018. The product has been available for sale at IGA's, independent health food stores, online and chemists (QLD only) in NSW, QLD, VIC and WA.

The recall is due to the level of Arsenic being above the permitted level in the Food Standards Code. The local IGA will be inspected for compliance with the recall policy.

#### **Department of Health Western Australia Kilojoules Menu Labelling in Chain Food Outlets**

The Department of Health Western Australia recently circulated a request note to all Environmental Health Officers seeking assistance in regards to Western Australian food businesses that are part of chain food outlets. The department is currently conducting a study to identify food businesses in Western Australia that would be required to comply

with a new legislation requirements to mandate kilojoule menu labelling in chain food outlets.

Kilojoule menu labelling schemes are a key public health initiative intended to enable consumers to make informed and healthier food choices. New South Wales Food Authority has completed an evaluation of kilojoule menu labelling finding the scheme had been implemented well by industry and there was a significant reduction in kilojoules purchased by consumers.

The Shire's Principal Environmental Health Officer conducted a desktop assessment of all food businesses and concluded that all food businesses registered with the Shire of Wyalkatchem are not part of chain food outlets except the IGA express. This information has been provided to the department as requested.

**House unfit for Habitation: 15 Piesse Street, Wyalkatchem.**

This matter is still ongoing and the property remains unfit for habitation as per the Health Notice issued in February.

**Swimming Pool:**

The PEHO tests and samples the pool on a monthly basis. The March 2018 swimming pool test results and the water quality met the required standards.

**Property Transfers.**

The PEHO has completed three property transfer reports in March.

**Consultation:**

Mr Peter Toboss, Principal Environmental Health Officer.

Mr Ian McCabe, Chief Executive Officer

Ms Ella McDonald, Administration Officer - Governance and Emergency

**Statutory Environment:**

*Health (Miscellaneous Provisions) Act 1911*

*Food Act 2008*

**Policy Implications:**

There is no Council Policy relative to this issue.

**Financial Interest:**

There are no Financial Implications relative to this issue.

**Voting Requirements:** Simple Majority

**Council Decision Number:** 52/2018

**Moved:** Cr Holdsworth      **Seconded:** Metcalfe

**That Council resolves the following:**

1. **Accept the Principal Environmental Health Officer Report for March 2018 as presented.**

**Vote:** 5/0

#### **8.4.5 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL – COMMUNITY AND ECONOMIC DEVELOPMENT OFFICER– March 2018**

|   |   |
|---|---|
| <b>FILE REFERENCE:</b>                    | 13.09.01  |
| <b>AUTHOR'S NAME AND POSITION:</b>        | Sarah Bolt<br>Administration Officer  |
| <b>AUTHOR'S SIGNATURE:</b>                |   |
| <b>DATE REPORT WRITTEN:</b>               | 3 April 2018  |
| <b>DISCLOSURE OF INTEREST:</b>            | The author has no financial interest in this matter.  |
| <b>STRATEGIC COMMUNITY PLAN REFERENCE</b> | 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 March 2018 as presented.**

#### **Appendix: NIL**

#### **Comment:**

The Community and Economic Development Officer attended a number of community group meetings this month, such as Community Care where it was discussed what they as a group can do to make the town more aged friendly and which groups they should meet up with that have similar goals.

The Community and Economic Development Officer attended a Rotary Meeting where they discussed prospective sponsorships, upcoming meetings with other Rotary groups around the state and upcoming speakers at future meetings.

The Community and Economic Development Officer, along with CEO Ian McCabe had a meeting in Dowerin with representatives of Lil Tigers Day Care Centre to assess how Wyalkatchem Day Care could work with them. A meeting was held after

this with interested parents to gather information in regards to their needs and wants from a Day Care service in Wyalkatchem. Further assessments are still being made.

The Community and Economic Development Officer attended a dementia seminar hosted by Alzheimer's WA. It was an informative session discussing what dementia is and ways to be supportive and aware of someone suffering from dementia needs. Small changes were also discussed that can be made in the home or around town that can make life for someone living with dementia that bit easier, as well as the impact of change in routine.

The Community and Economic Development Officer finalised preparations for the Fair, including advertising in surrounding towns in local papers and letter drops. Final confirmations were made with stall holders and vendors to confirm arrival times, layout requirements and any other information required by them or by the Community and Economic Development Officer. A reminder was put out at the school for entries into the colouring in competition and promotional materials were received from sponsors.

The Community and Economic Development Officer attended the Pioneers Pathway meeting in Merredin where the strategic plan was discussed, along with the website design and a timeline was put into place to action the strategic plan.

### **Consultation:**

|                  |                                    |
|------------------|------------------------------------|
| Ian McCabe       | Chief Executive Officer            |
| Claire Trenorden | Senior Finance Officer             |
| Sheryl Wemm      | Community Care                     |
| Jan Trenorden    | Rotary                             |
| Donna Ward       | Wyalkatchem District High School   |
| Linda Vernon     | Pioneers Pathway Executive 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:** 53/2018

**Moved:** Cr Metcalfe

**Seconded:** Cr Butt

**That Council Resolve the Following**

1. Accept the Community and Economic Development Officer's Report for the month of March 2018 as presented.

**Vote:** 5/0

**8.4.6 GOVERNANCE – REPORTING – OFFICER REPORTS TO  
COUNCIL– PROPERTY AND FINANCE OFFICER – March  
2018**

|  |   |
|--|---|
| <b>FILE REFERENCE:</b>                 | 13.09.01  |
| <b>AUTHOR'S NAME<br/>AND POSITION:</b> | Tegan McCarthy<br>Administration Officer  |
| <b>AUTHOR'S SIGNATURE:</b>             |  |
| <b>DATE REPORT WRITTEN:</b>            | 28 March 2018   |
| <b>DISCLOSURE OF INTEREST:</b>         | The author has no financial interest in this matter.                              |

**SUMMARY:**

**That Council resolve the following:**

- 1. Accept the Property and Finance Officer's Report for the month of March 2018 as presented.**

**Appendix: NIL**

**Comment:**

As Finance Officer, I prepared the February Payment Listings agenda item.

The first half property inspection process was completed with a re-attendance completed on 6 March 2018. The property upon re-attendance was in a much better condition, in good clean condition and a few minor repairs to be completed.

I have completed property order and requisitions for numerous property sales, as well as setting up payment plans for overdue rates.

The Tennis Club playground project was completed with minor works such as cleaning the site. A final meeting with the tennis club representatives (William Nightingale, Cassie Stratford, and Gabrielle Quade) will ensure we all agree on how it looks and what will be happening in the future.

Officer work in the month included finance duties (reconciliations, rates related); Cleaner's checklist update; Records filling; General enquiries.

**Consultation:**

|                     |   |
|---------------------|---|
| Claire Trenorden    | Manager of Corporate Services<br>Shire of Wyalkatchem |
| William Nightingale | Wyalkatchem tennis club representative                |
| Cassie Stratford    | Wyalkatchem tennis club representative                |
| Gabrielle Quade     | Wyalkatchem tennis club representative                |

**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:** 54/2018

**Moved:** Cr Gamble      **Seconded:** Cr Metcalfe

**That Council resolve the following:**

- 1. Accept the Property and Finance Officer's report for March 2018 as presented**

**Vote:** 5/0

9. **Motions of which previous notice has been given Nil**
10. **Questions by members of which due notice has been given Nil**
11. **New business of an urgent nature introduced by the presiding person Nil**
12. **Matters for which the meeting may be closed Nil**
13. **Closure of Meeting 4.17pm**