



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

Contents

1	Declaration of opening	5
1.1	The Presiding person will declare the meeting open	5
1.2	The Shire of Wyalkatchem disclaimer will be read aloud	5
2	Public question time	5
2.1	Response to previous questions taken on notice	5
2.2	Declaration of public question time opened	5
2.3	Declaration of public question time closed	5
3	Record of attendance, apologies and approved leave of absence	5
3.1	Present	5
3.2	Apologies	5
3.3	On leave of absence	5
3.4	Staff	5
3.5	Visitors	5
3.6	Gallery	5
3.7	Applications for leave of absence	5
4	Petitions, deputations and presentations	5
4.1	Petitions	5
4.2	Deputations	5
4.3	Presentations	5
5	Confirmation of minutes from previous meeting	6
5.1.1	Meetings - Confirmation of Minutes – Ordinary Meeting 15 March 2018	6-7
6	Announcements by presiding person	8
7	Matters for which meeting may be closed	8
8.1	Land use and planning – no items this meeting	9
8.1.1	Development and Building Controls – Building and Development Applications – Avon Lot 26747	9-27
8.2	Financials	28
8.2.1	Financial Management – Financial Reporting – Monthly Financial Report – March 2018	28-62
8.2.2	Financial Management – Financial Reporting – Payment Listings March 2018	63-73
	Accept Late Item	74
8.2.3	Financial Management – Budgeting – Allocations - Central East Aged Care Alliance Inc. (CEACA) – Local Government Budget Allocation	75-77
8.3	Officer reports to council	78
8.3.1	Parks and Reserves – Planning – Management Plans Wheatbelt Region Parks and Reserves Draft Management Plan	78-79
8.4	Officer Reports to Council	80
8.4.1	Governance – Reporting – Officer Reports to Council – Chief Executive Officer – March 2018	80-84
8.4.2	Governance – Reporting – Officer Reports to Council – Manager of Works – March 2018	85-89

8.4.3	Governance – Reporting – Officer Reports to Council – Governance and Emergency – March 2018	90-92
8.4.4	Governance – Reporting – Officer Reports to Council – Principal Environmental Health Officer – March 2018	93-94
8.4.5	Governance – Reporting – Officer Reports to Council — Community and Economic Development - March 2018	95-97
8.4.6	Governance – Reporting – Officer Reports to Council – Properties and Finance – March 2018	98-99
9.	Motions for which previous notice has been given	100
10.	Questions by members of which due notice has been given	100
11.	New business of an urgent nature introduced by the presiding person	100
12.	Matters for which meeting may be closed	100
13.	Closure of meeting	100

CONTENTS

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

FILE REFERENCE:	Minute Book
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/ RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORT WRITTEN:	13 April 2018
DISCLOSURE OF INTEREST:	Not applicable
PREVIOUS MEETING REFERENCE:	Not Applicable

SUMMARY:

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

FILE REFERENCE:	7.2
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Wilson Downs Nominees Co Pty Ltd (trustees)
NOTIFICATION TO APPLICANT:	Yes
DATE REPORT WRITTEN:	13 April 2018
DISCLOSURE OF INTEREST:	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

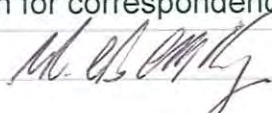
.....

bruce@aquapump.com.au

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:

.....

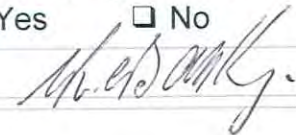
Mobile:

.....

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 ☒ NoIf 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

Content

Summary	3
Location	4
Geology	5
Drilling Program	6
Quarrying & Processing Operations	
1. Supervision	6
2. Quarrying	6
3. Processing & Stockpiling	7
4. Support Facilities	8
5. Transport Corridor	8
6. Hours of Operation	9
7. Fire Management	9
8. Workforce	9
9. Safety	9
10. Water Supply	10
Appendix 1	
1. Prospecting Lease Location Map	11
2. Prospecting Lease Appraisal	12

Wilson Downs Nominee Co Pty Ltd

Summary

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.

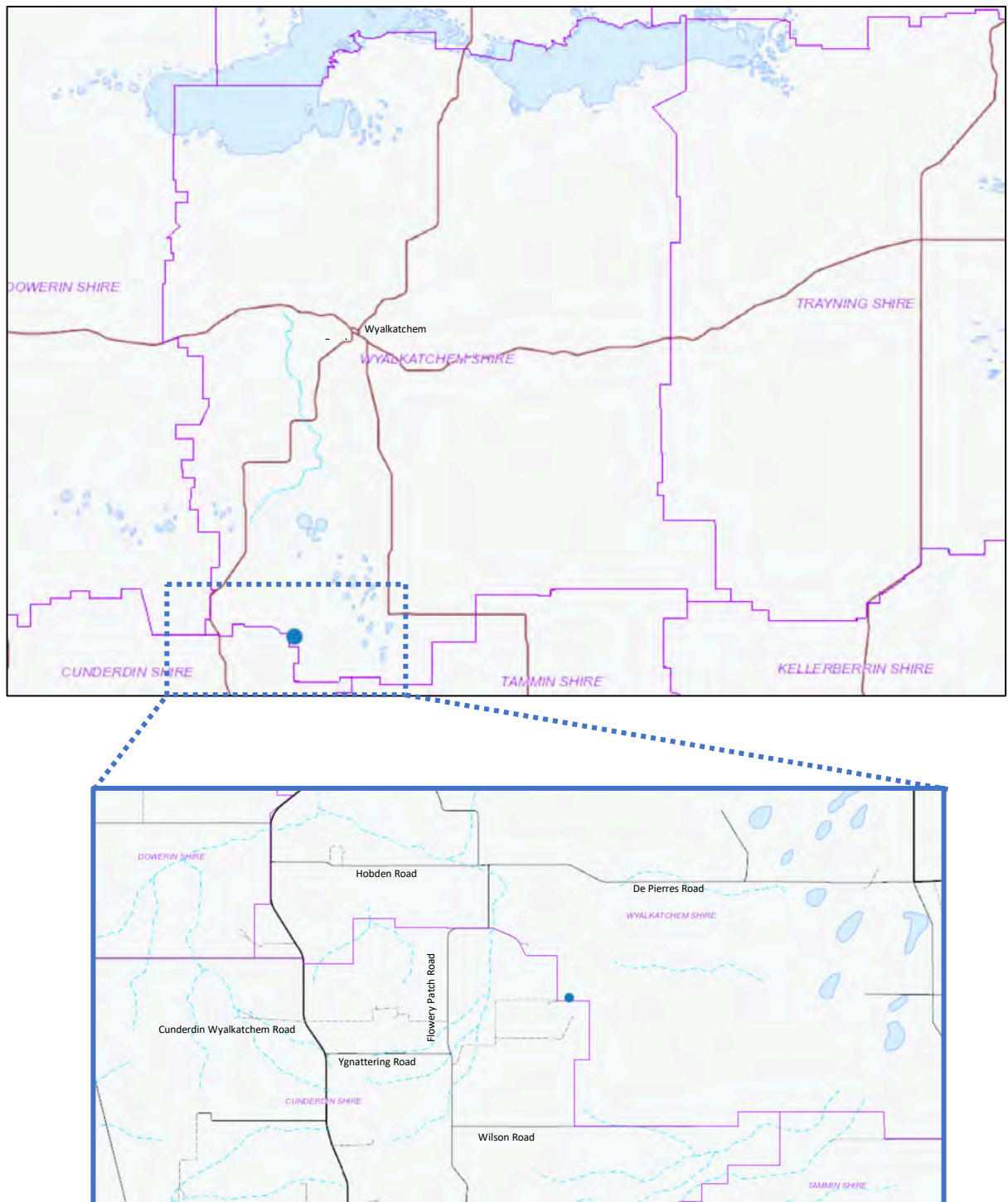
The proponents, subject to approvals & supply contract finalisation, plan to commence quarrying in the second half of 2018.

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.



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

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

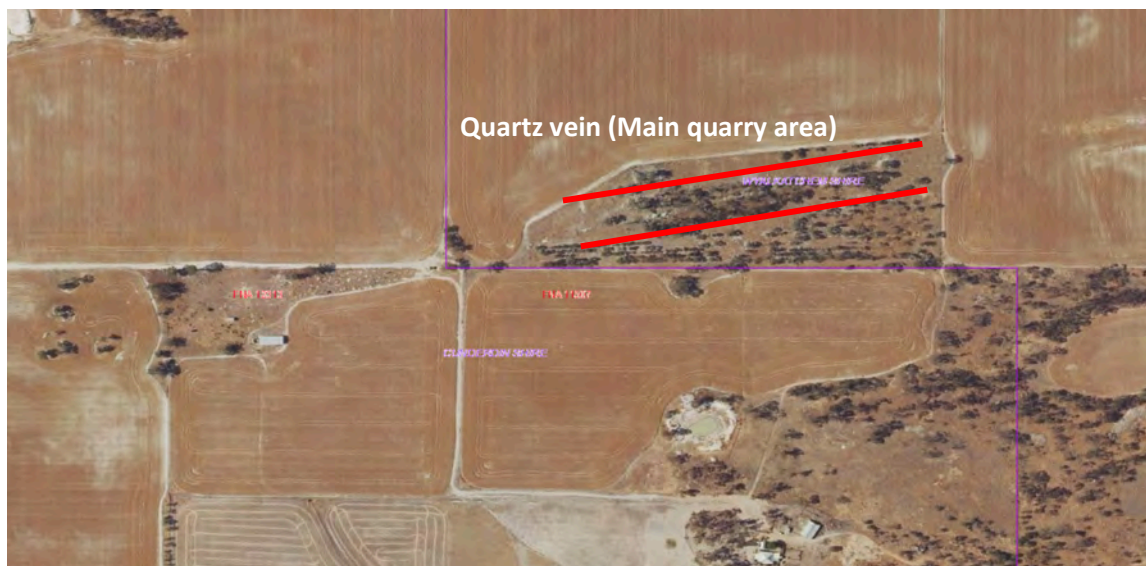
Quartz outcrops as a massive vein or "blow" in Archaean granites of the Yilgarn Block (marked in **red**). The outcrop forms a ridge slightly above the surrounding flats and is the highest topographic feature in the vicinity. It has a total strike length of about 500m and strikes roughly ENE-WSW (about 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

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.

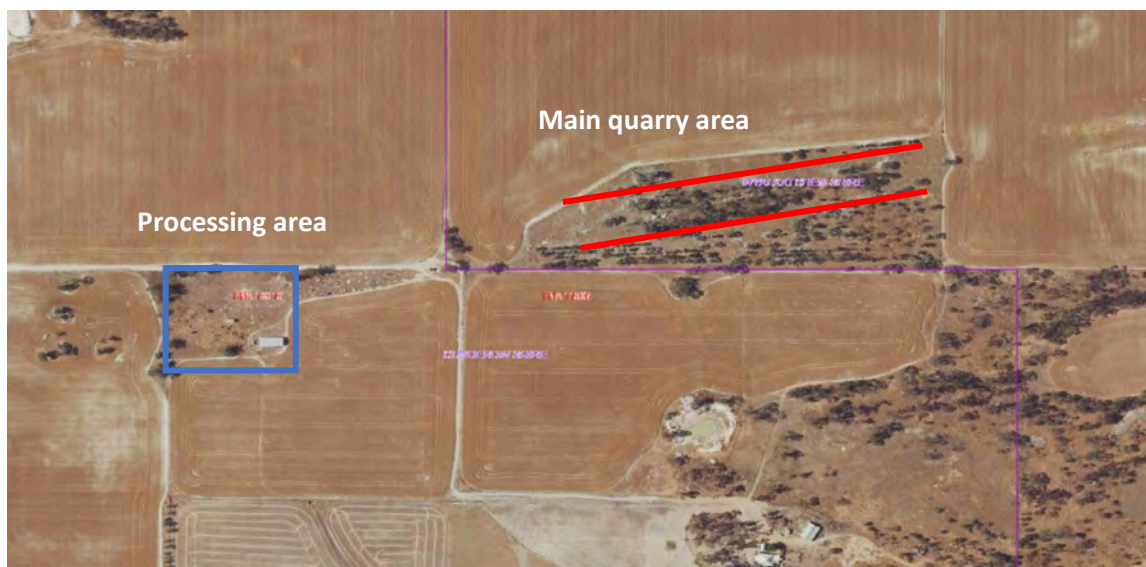
All crushers, screens and stockpiles will be sprayed during operation with water or enclosed where possible to reduce the emission of dust from all parts of the plant. Due to the remote location of the site away from housing noise is not considered a factor.

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.

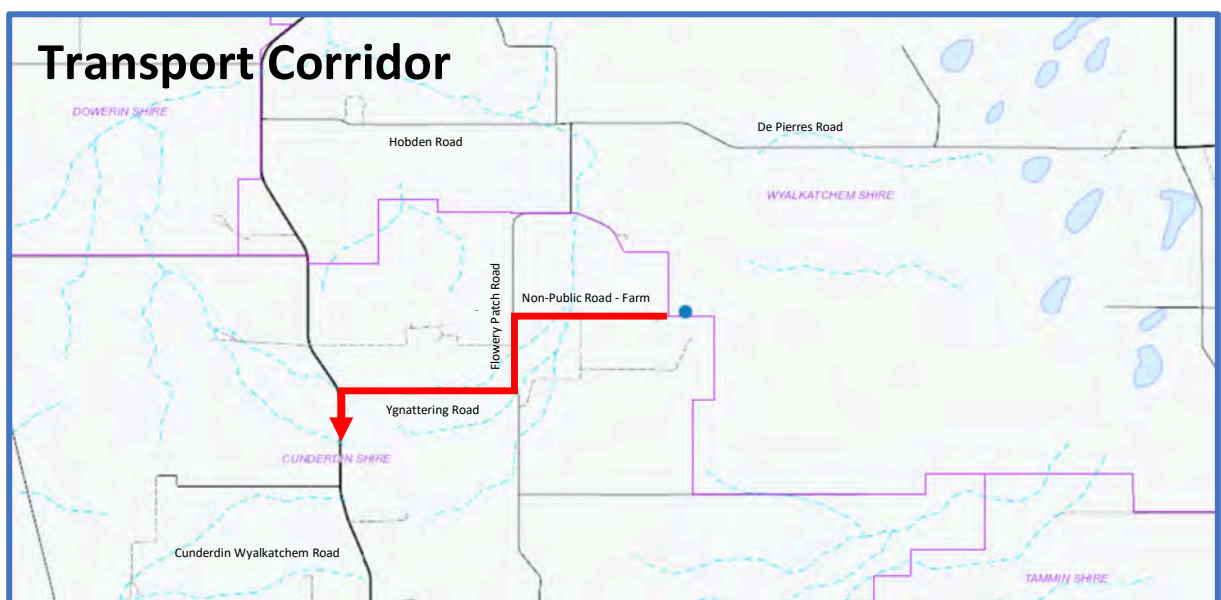
A lockable gate will be maintained at the entrance of the operations.

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.



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

 *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.

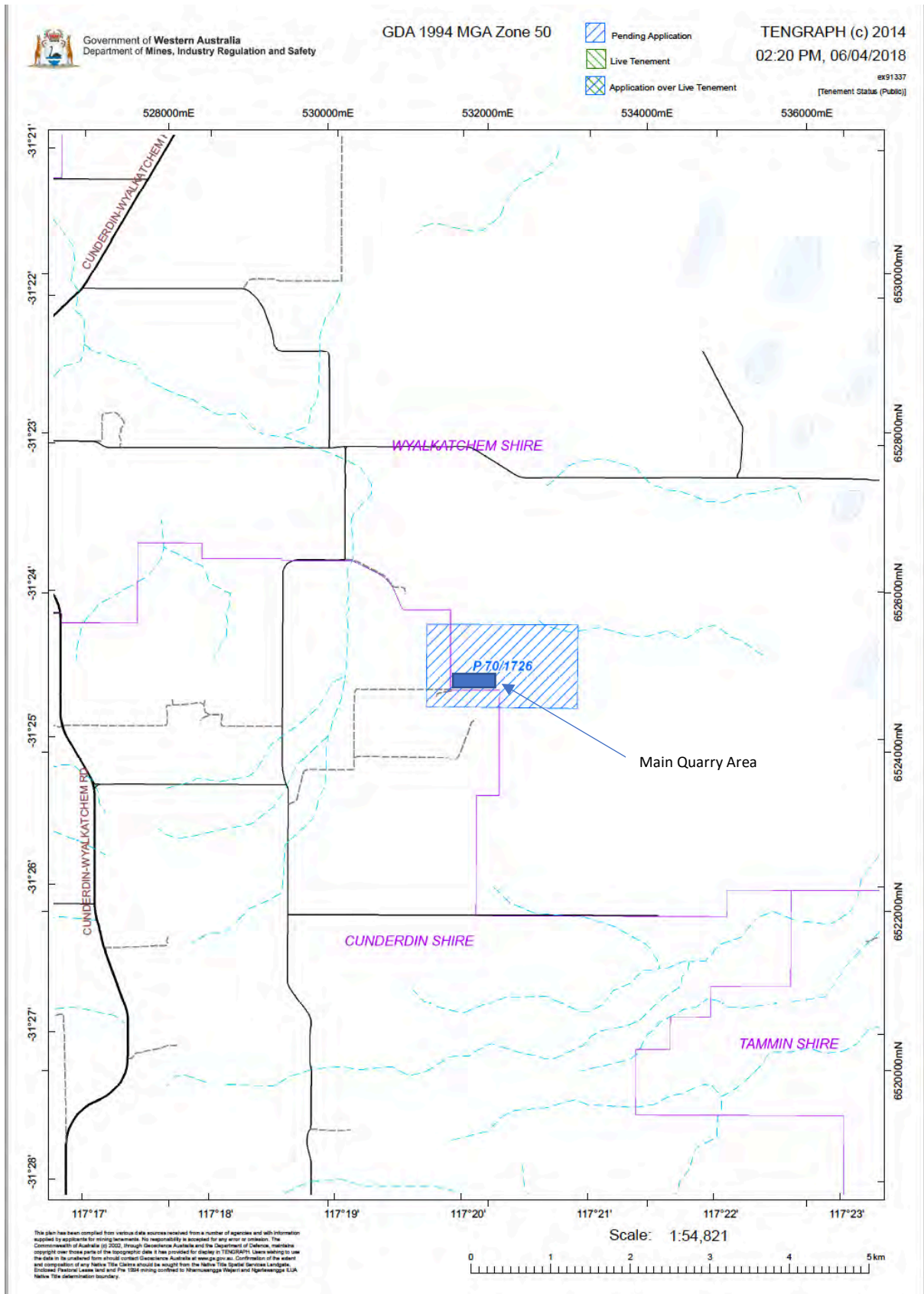
There is also scheme water to the site if potable water is required for drinking or other proposes.

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

	Government of Western Australia Department of Mines, Industry Regulation and Safety	QUICK APPRAISAL - Public Use Environment: Production 2:37 PM, 06/04/2018 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 TENGGRAPH. Users wishing to use the data in its unaltered form should contact Geoscience Australia at www.ga.gov.au. 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>					
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					
ADMINISTRATION BOUNDARIES AFFECTED					
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%		
TENEMENTS AFFECTED					
Tenement ID	Marking out/Lodgement	Holder/Applicant(s)	Status Encroached Area Encroached Percentage		
no intersections					
DEAD TENEMENTS AFFECTED (NOT SELECTED)					
LAND AFFECTED					
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%
NATIVE TITLE AREAS AFFECTED (NOT SELECTED)					

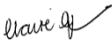
Wilson Downs Nominee Co Pty Ltd

Prospecting Lease P 70/1726 Appraisal (Cont')

	Government of Western Australia Department of Mines, Industry Regulation and Safety	QUICK APPRAISAL - Public Use	Environment: Production 2:37 PM, 06/04/2018 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 TENGGRAPH. Users wishing to use the data in its unaltered form should contact Geoscience Australia at www.ga.gov.au. 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 1989 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 1989 may be open for mining only in respect to gold, silver and precious metals.</small>			
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

FILE REFERENCE:	12.10.02
AUTHOR'S NAME AND POSITION:	Claire Trenorden Manager Corporate Services
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	11 April 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC 15 March 2018 Council decision number: 29/2018
STRATEGIC COMMUNITY PLAN REFERENCE	5 – A well-managed and effective Council organization. 6 – Well utilized and effectively managed facilities and assets.

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

That Council resolve the following:

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

TABLE OF CONTENTS

Statement of Financial Activity

Note 1

Note 2

Note 3

Note 4

Note 5

Note 6

Note 7

Note 8

Note 9

Note 10

Note 11

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

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 March 2018

	Note	Amended Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b) - (a) 3	Var. % (b) - (a) / (b) 3	Var.
Operating Revenues		\$	\$	\$	\$	%	
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%	
Total (Excluding Rates)		1,487,465	1,019,513	1,027,476	7,963	0.8%	
Operating Expense							
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%	▼
Total		(4,101,385)	(3,072,039)	(2,997,806)	74,233		
Funding Balance Adjustment							
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 (Non-Current)				2,042	2,042	100.0%	
Movement in Accrued Salaries and Wages				0	0		
Movement in Employee Benefit Provisions				0	0		
Adjust Provisions and Accruals				0	0		
Net Operating (Ex. Rates)		(1,432,112)	(1,148,422)	(1,040,663)	107,759		
Capital Revenues							
Proceeds from Disposal of Assets	10	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	9	1,074,965	993,169	993,169	0	0.0%	
Total		1,918,696	1,727,422	1,727,422	0		
Capital Expenses							
Land Held for Resale		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		
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		
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%	
Total		(1,975,259)	(1,564,565)	(1,564,565)	0		
Net Capital		(56,563)	162,858	162,858	0		
Total Net Operating + Capital		(1,488,675)	(985,565)	(877,806)	107,759		
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%	
Closing Funding Surplus(Deficit)	3	80,544	583,654	652,470	68,815	10.5%	

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

	Note	Amended Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b) - (a) 3	Var. % (b) - (a) / (b) 3
Operating Revenues						
Grants, Subsidies and Contributions	8	\$ 1,149,976	\$ 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	
Total (Excluding Rates)		1,487,465	1,019,513	1,027,476	7,963	
Operating Expense						
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	10	(39,684)	(29,763)	(39,684)	(9,921)	(25.0%)
Other Expenditure		0	0	0	0	
Total		(4,101,385)	(3,072,039)	(2,997,806)	74,233	
Funding Balance Adjustment						
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 (Non-Current)				2,042	2,042	100.0%
Movement in Accrued Salaries and Wages					0	
Movement in Employee Benefit Provisions					0	
Adjust Provisions and Accruals					0	
Net Operating (Ex. Rates)		(1,432,112)	(1,148,422)	(1,040,663)	107,759	
Capital Revenues						
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	
Proceeds from Sale of Investments					0	
Proceeds from Advances					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%
Total		1,918,696	1,727,422	1,727,422	0	
Capital Expenses						
Land Held for Resale		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	
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	
Repayment of Debentures		(53,669)	(43,507)	(43,507)	0	0.0%
Advances to Community Groups					0	
Transfer to Reserves	9	(67,145)	(28,343)	(28,343)	0	0.0%
Total		(1,975,259)	(1,564,565)	(1,564,565)	0	
Net Capital		(56,563)	162,858	162,858	0	
Total Net Operating + Capital		(1,488,675)	(985,565)	(877,806)	107,759	
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%
Closing Funding Surplus(Deficit)	3	80,544	583,654	652,470	68,815	10.5%

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

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

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

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

Land under Control

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

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

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

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

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

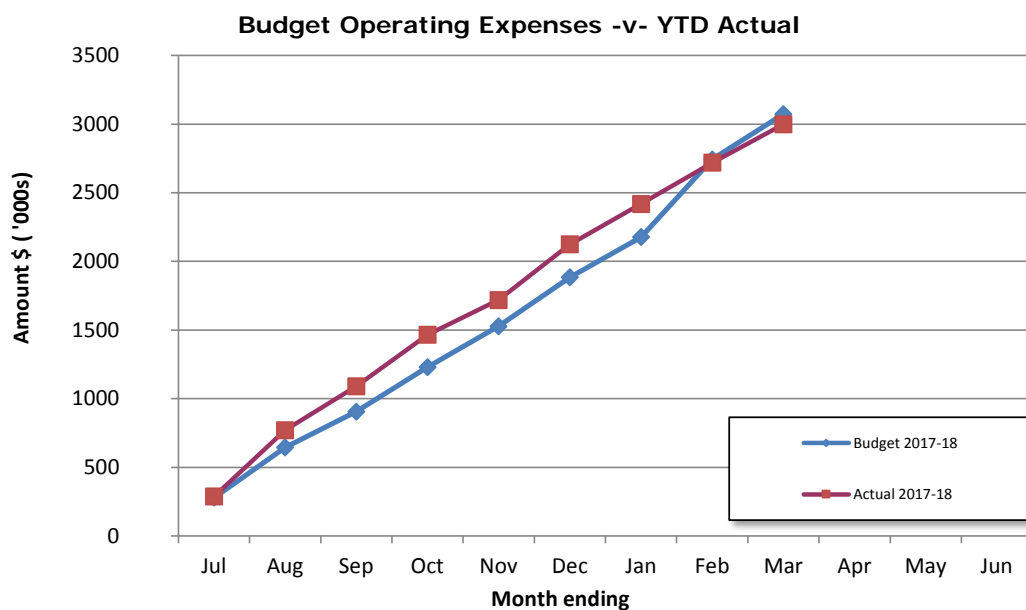
OTHER PROPERTY & SERVICES

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

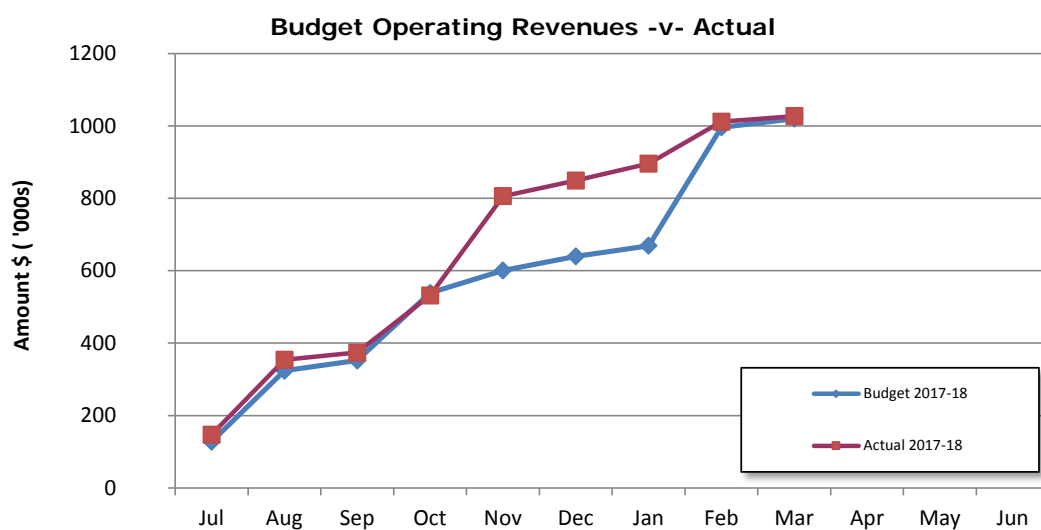
Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

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



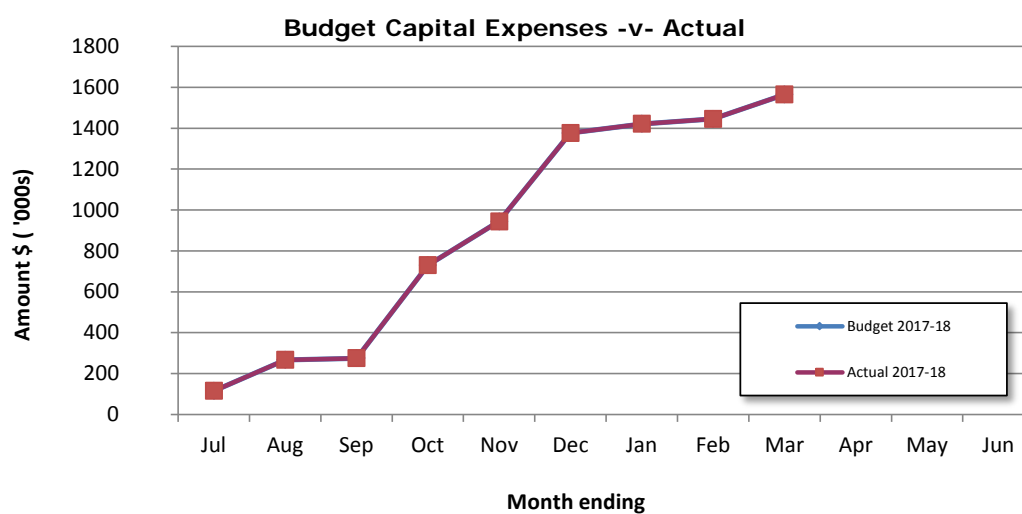
Comments/Notes - Operating Expenses



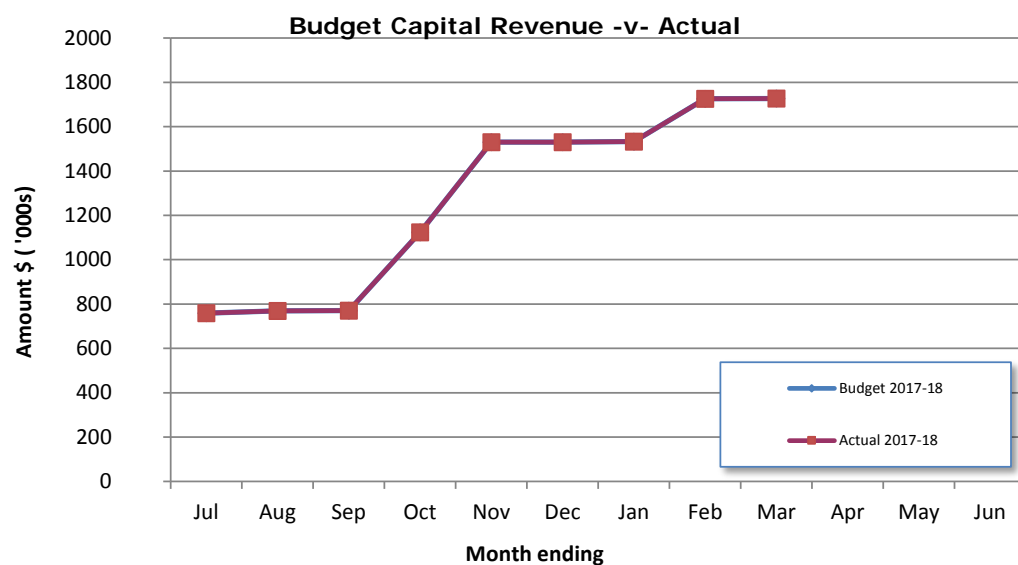
Comments/Notes - Operating Revenues

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

Current Assets

Cash Unrestricted
Cash Restricted
Investments
Receivables - Rates and Rubbish
Receivables -Other
Inventories

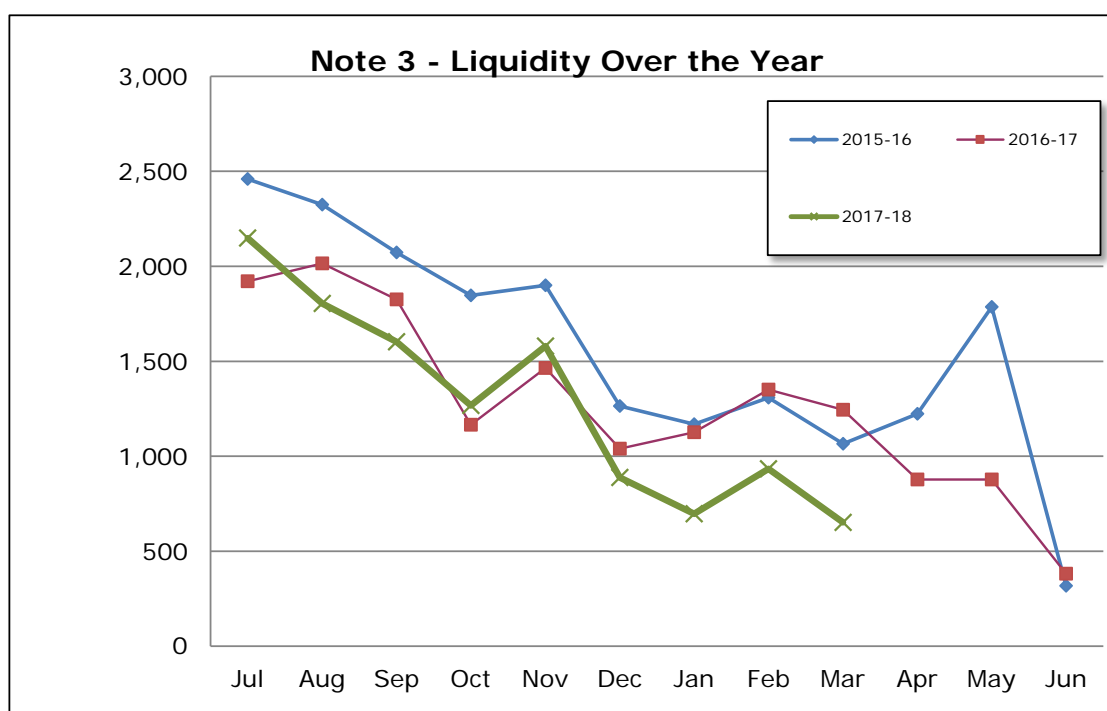
Less: Current Liabilities

Payables
Current Employee Benefits Provision

Less: Cash Restricted

Net Current Funding Position

Positive=Surplus (Negative=Deficit)		
2017-18		
This Month	Last Month	Same Period Last Year
\$	\$	\$
549,795	585,628	1,174,763
1,951,391	1,951,391	2,021,645
38,511	94,442	31,590
2,135	218,790	2,647
118,308	118,308	126,591
2,660,140	2,968,560	3,357,236
(6,388)	(34,774)	(18,658)
(49,891)	(49,891)	(70,788)
(56,280)	(84,665)	(89,445)
(1,951,391)	(1,951,391)	(2,021,645)
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
(a) Cash Deposits								
At Call - Municipal	0.05%	549,495				549,495	NAB	Call
At Call - Working	0.01%			6,257		6,257	NAB	Call
(b) Term Deposits								
Reserves	2.40%		1,951,391			1,951,391	NAB	22/04/2018
Surplus Funds	0.00%				0	0	NAB	
(c) Investments								
Total		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

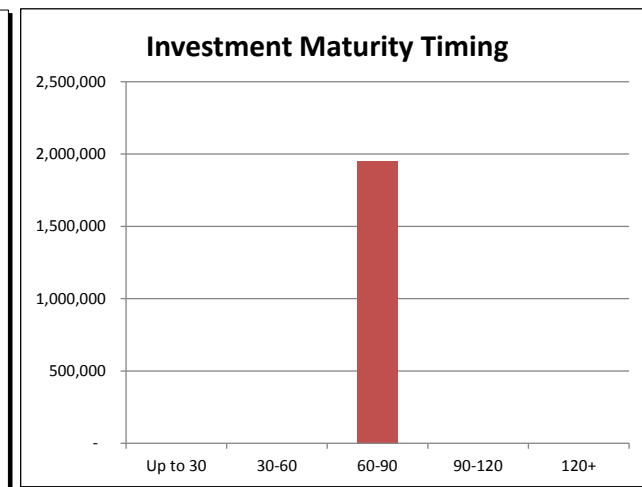
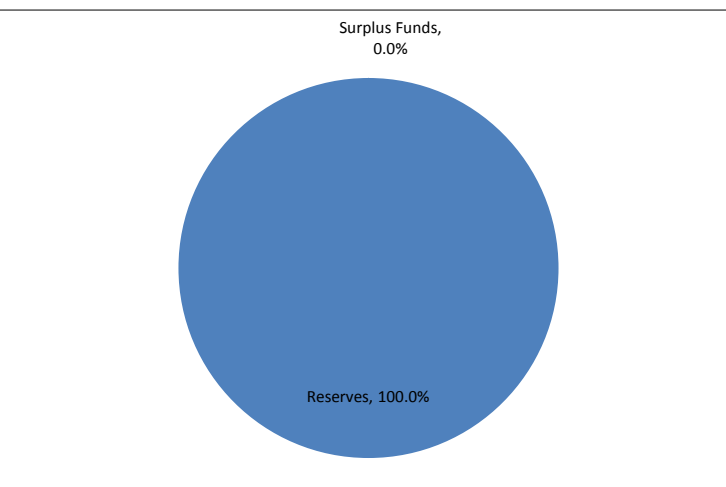
Note 4A: CASH INVESTMENTS

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

Amount Invested (Days)					Total
Up to 30	30-60	60-90	90-120	120+	
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	1,951,391	-	-	1,951,391
-	-	1,951,391	-	-	1,951,391
-	-	1,951,391	-	-	1,951,391

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

Deposit Ref	Deposit Date	Term (Days)	Invested Interest rates	Amount Invested	Percentage of Portfolio
NAB - Reserves					
TD114022574	22/01/2018	90	2.40%	1,951,391	
Subtotal				1,951,391	100.0%
NAB - Surplus Funds					
Subtotal				-	0.0%
Subtotal				-	0.0%
Subtotal				-	0.0%
Subtotal				-	0.0%
Subtotal				-	0.0%
Subtotal				-	0.0%
Total Funds Invested				1,951,391	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						
		AMENDED ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.1 OPERATING REVENUE (EXCLUDING RATES)						
5.1.1 GOVERNANCE						
I041010	Reimbursements	8,000	6,000	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).
5.1.2 GENERAL PURPOSE FUNDING						
5.1.3 LAW ORDER AND PUBLIC SAFETY						
5.1.4 HEALTH						
5.1.5 EDUCATION AND WELFARE						
5.1.6 HOUSING						
5.1.7 COMMUNITY AMENITIES						
5.1.8 RECREATION AND CULTURE						

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

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

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

Note 6: BUDGET AMENDMENTS

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

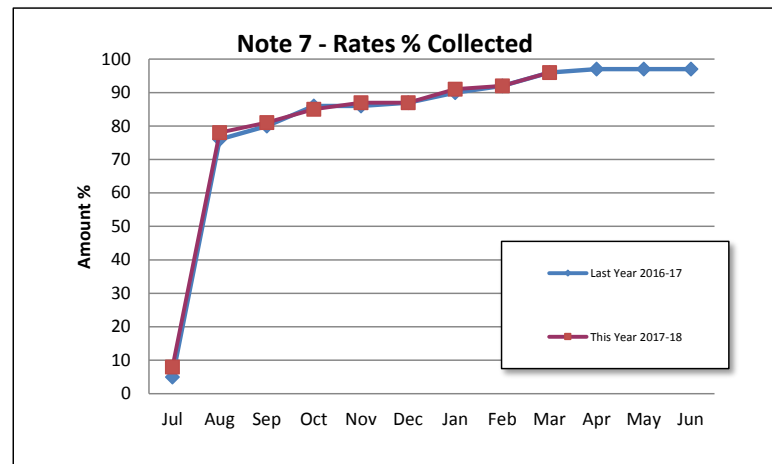
GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption			\$	\$	\$	\$
							0
							0
	Closing Funding Surplus (Deficit)			0	0	0	0

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

Note 7: RECEIVABLES

Receivables - Rates and Rubbish

	Current 2017-18	Previous 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
Net Rates Collectable	(8,109)		38,511
% Collected			95.82%



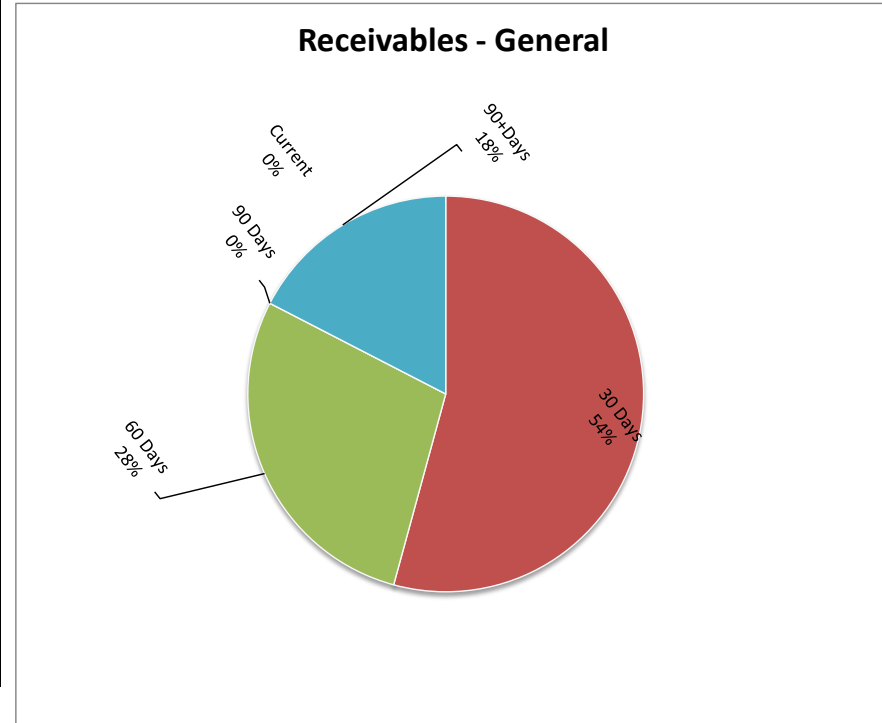
Comments/Notes - Receivables Rates and Rubbish

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

Receivables - General

	Current	30 Days	60 Days	90 Days	90+Days
	\$	\$	\$	\$	\$
	0	1,158	605	0	372
Total Outstanding					2,135

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables General

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

ote 8: GRANTS AND CONTRIBUTIONS

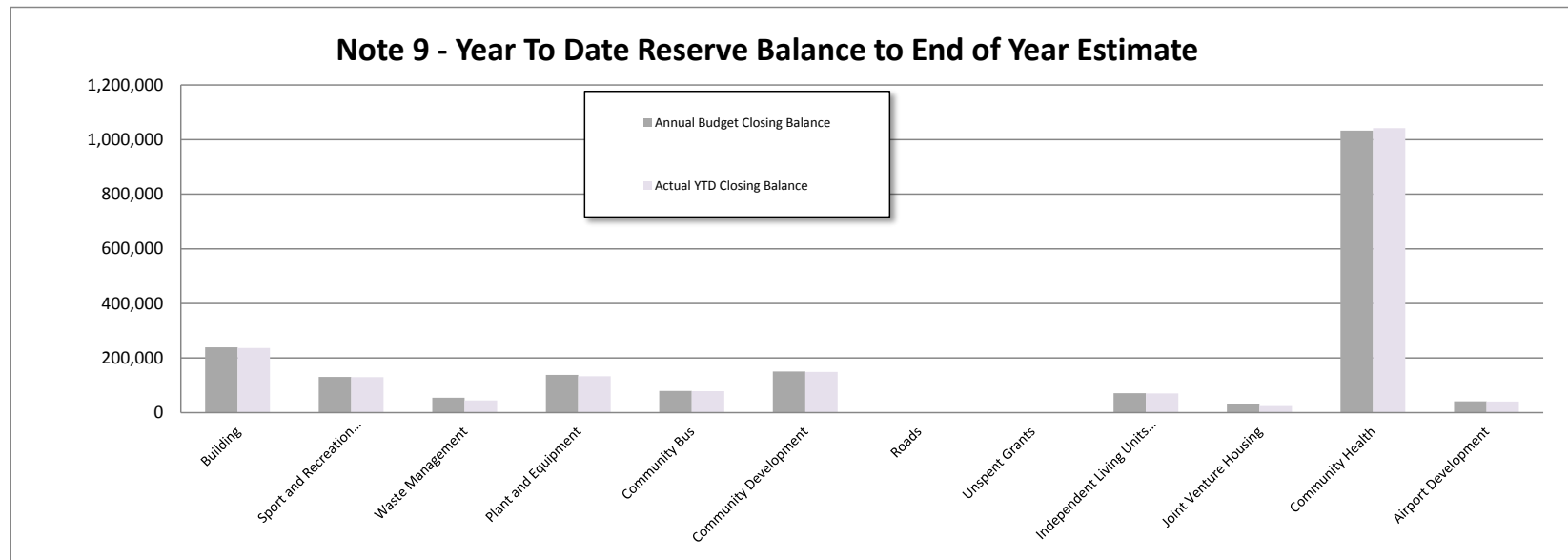
Program/Details GL	Provider	Approval Yes No	2017-18 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status		Estimated Receival Dates
						Received	Not Received	
GENERAL PURPOSE FUNDING		(Yes/No)	\$	\$	\$	\$	\$	
Financial Assistance Grant	State Government	Yes	479,921	3,447	483,368	362,526	120,842	Approx 50% of 2017/18 grant was pre-paid in June 2017. Balance will be paid quarterly.
Healthway Sponsorship 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	
GOVERNANCE								
Reimbursements - Miscellaneous	Various		2,000	6,000	8,000	15,687	(7,687)	
LAW, ORDER, PUBLIC SAFETY								
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 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	
HEALTH								
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		
COMMUNITY AMENITIES								
RECREATION AND CULTURE								
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.
TRANSPORT								
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	(46,475)	59,215	59,215	0	
Street Lighting Subsidy	Main Roads WA	Yes	1,419		1,419	0	1,419	May 18
Regional Road Group	Main Roads WA	Yes	266,112	32,686	298,798	192,682	106,116	Quarterly
Roads to Recovery	Department of Infrastructure and Regional Development	Yes	405,119		405,119	405,119	0	
WANDRRA	Main Roads WA	Yes	0	292,413	292,413	85,545	206,868	
OTHER PROPERTY & SERVICES								
Diesel Fuel Rebate	Australian Taxation Office	Yes	15,000		15,000	13,396	1,604	Monthly
TOTALS			1,578,119	278,324	1,856,443	1,344,534	512,853	

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						150,602	149,038
Roads	235,452	0	329			(235,452)	(235,781)		0	0
Unspent Grants	523,572	46	754			(521,659)	(522,388)		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					30,811	24,374
Community Health	1,028,268	24,592	13,657			(20,000)			1,032,860	1,041,926
Airport Development	40,391	966	536						41,357	40,927
	2,916,217	51,999	28,343	15,146	0	(1,012,111)	(993,169)		1,971,251	1,951,391



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 Replacement		
Cost	Accum Depr	Proceeds	Profit (Loss)		Amended Annual 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)
				Holden Rodeo			
195,000	(29,282)	126,727	(38,991)	Totals	402,670	402,670	(0)

Comments - Capital Disposal

Contributions Information					Summary Acquisitions	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance
\$	\$	\$	\$	\$		\$	\$	\$
0	0	0	0	0	Property, Plant & Equipment	0	0	0
262,800	0	50,101	0	312,901	Land for Resale	312,901	242,238	(70,663)
86,271	0	361,727	0	447,998	Land and Buildings	447,998	441,797	(0)
0	0	0	0	0	Plant & Property	0	0	0
					Furniture & Equipment			
					Infrastructure			
159,286	752,710	0	0	911,996	Roadworks	911,996	691,426	(220,570)
0	0	0	0	0	Drainage	0	0	0
0	0	0	0	0	Bridges	0	0	0
22,500	0	0	0	22,500	Footpath & Cycleways	22,500	22,442	(58)
25,000	0	0	0	25,000	Parks, Gardens & Reserves	25,000	0	(25,000)
35,000	0	0	0	35,000	Airports	35,000	24,030	(10,970)
0	0	0	0	0	Sewerage	0	0	0
0	0	0	0	99,050	Other Infrastructure	99,050	70,783	(28,267)
590,857	752,710	411,828	0	1,854,445	Totals	1,854,445	1,492,715	(355,529)

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
\$	\$	\$	\$	\$		\$	\$	\$
				0				0
				0				0
				0				0
0	0	0	0	0	Totals	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	Governance Shire Office	12,400	11,380	(1,020) ▼
5,000				5,000	Health Medical Centre	5,000	0	(5,000) ▼
108,800				108,800	Education and Welfare 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	Housing 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	Recreation and Culture Town Hall	5,000	0	(5,000) ▼
25,000				25,000	Recreation Centre	25,000	25,435	435 ▲
30,000				30,000	Transport Depot	30,000	1,420	(28,580) ▼
20,000				20,000	Economic Services Railway Station	20,000	8,028	(11,972) ▼
21,600				21,600	Railway Barracks	21,600	17,746	(3,854) ▼
262,800	0	50,101	0	312,901	Totals	312,901	242,238	(70,663)

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	Law, Order & Public Safety Tanks for North Korrelocking	6,201	0	(6,201) ▼
2,570		353,000		355,570	Transport 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	Plate compactor	0	0	0
				0	Line Marker	0	0	0
86,271	0	361,727	0	447,998	Totals	447,998	441,797	(0)

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	Totals	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					Roads	Current Budget			
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year			
						Amended Annual Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$		\$	\$	\$	
17,306				17,306	Transport The approved Blackspot funding was for the Benjaberring/Hindmarsh crossroads on the main Dowerin Wyalkatchem Road. This crossing is in a 110km/h speed zone with no clear line of site in either direction, creating a severe risk when shifting heavy machinery and for the school bus route	17,306	24,055	6,749	▲
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)	▼
	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)	▼
57,920	115,840			173,760	Cunderdin/Wyalkatchem Rd	173,760	148,162	(25,598)	▼
	23,847			23,847	Lewis Rd	23,847	8,732	(15,115)	▼
13,843	24,610			38,453	Lawrence Rd	38,453	12,500	(25,953)	▼
	19,077			19,077	Harrison Rd	19,077	8,280	(10,797)	▼
12,000	27,424			39,424	Lewis East Rd	39,424	10,481	(28,943)	▼
	32,432			32,432	Elsegood Rd Resheeting	32,432	52,667	20,235	▲
	39,239			39,239	Benja-Hindmarsh - Nth	39,239	40,897	1,658	▲
15,407	24,716			40,123	Benja-Hindmarsh - Sth	40,123	41,781	1,658	▲
	23,847			23,847	Cemetery Rd	23,847	22,001	(1,846)	▼
	27,424			27,424	Elsegood Rd Shoulder Reinstatement	27,424	5,193	(22,232)	▼
120	162,504			162,624	Cemetery Rd	162,624	162,504	(120)	▼
159,286	752,710	0	0	911,996	Totals	911,996	691,426	(220,570)	

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

Contributions					Footpaths & Cycleways	Current Budget			
						This Year			
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$		\$	\$	\$	
22,500				22,500	Transport Footpath	22,500	22,442	(58)	▼
				0				0	
22,500	0	0	0	22,500	Totals	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)	▼
				0				0	
25,000	0	0	0	25,000	Totals	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 0	Airport Development	35,000	24,030	(10,970) 0	▼
35,000	0	0	0	35,000	Totals	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				0	
0	0	0	0	0	Totals	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				
20,000				20,000	Netball Court Shelter	5,000	0	(5,000)	▼
54,050				54,050	Tennis Courts Playground	20,000	16,733	(3,267)	▼
20,000				20,000	Swimming Pool	54,050	54,050	0	
					Streetscape	20,000	0	(20,000)	▼
99,050	0	0	0	99,050	Totals	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 1-Jul-17	Amount Received	Amount Paid	Closing Balance 31-Mar-18
	\$	\$	\$	\$
Working Account				
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
	13,303	240	(7,286)	6,257

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 1-Jul-17	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$
Housing									
Loan 68 - 43/45 Wilson	166,942	0	0	19,284	19,284	147,658	147,658	11,181	11,181
Recreation & Culture									
Loan 73 - Community Resource Centre Building Project	148,903	0	0	18,580	8,417	130,323	140,486	6,393	4,069
Transport									
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

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

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	
Chheena, Abdur	0	2	0	0	0	2	
RATE DEBTORS	2,386	0	22	0	36,104	38,511	Outstanding Rates as at 31 March 2018
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
TOTAL	2,386	1,158	627	0	36,476	40,646	
	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

FILE REFERENCE:	12.10.02
AUTHOR'S NAME AND POSITION:	Claire Trenorden Senior Finance Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Not Applicable
NOTIFICATION TO APPLICANT:	Not Applicable
DATE REPORT WRITTEN:	12 April 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC: 15 March 2018 Council Decision No. 30/2018
STRATEGIC COMMUNITY PLAN REFERENCE	5 – A well-managed and effective council organization. 6 – Well utilized and effectively managed facilities and assets.

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

That Council resolve the following:

1. Receive the Payment Listings as of 31 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.

Municipal Account

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

Trust Account – Working

No transactions

Reserve Account

No transactions

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

Moved: Cr Butt

Seconded: Cr Holdsworth

That Council resolve the following:

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

Vote: 5/0

Type	Date	Num	Name	Description	Amount
A01100 - Cash at Bank					
A01101 - Unrestricted Municipal Bank					
General Journal	01/03/2018	2932	NAB	Merchant Fees	-52.60
Cheque	01/03/2018	DD010318	Westnet	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	DD120318	Salaries and Wages	PPE070318	-27,938.84
Bill Pmt -Cheque	12/03/2018		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		Vinindex - 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 Manila 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 Yorkrakine West Rd 020318 6Hrs, ROADSIDE SPRAYING RURAL Yorkrakine West Rd 050318 6Hrs, ROADSIDE SPRAYING RURAL Yorkrakine 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	DD190318	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					<u>-297,718.28</u>

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.

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.

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
Closing Balance	\$716.65 DR

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

059/21/01/M03595/S010746/021491

see reverse for transaction details



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	PARKING CEO WALUA MEETING 300118		21.1	18.18	74940528029
6 Feb 2018	\$391.55	WYLIE COMMUNITY MEAT WYALKATCHEM	AUSTRALIA DAY Meat for Community BBQ				02182465208
20 Feb 2018	\$25.10	DEPT OF TRANSPORT INNALOO	LICENCE 1TPS 401				74940528050
26 Feb 2018	\$288.00	THE MURRAY HOTEL WEST PERTH	TRAINING Accommodation MtCatching for Rates			Training	07210933949
28 Feb 2018	\$9.00	CARD FEE					74557048059
Total for this period	\$716.65		Totals				

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



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

28/02/2018

PAGE: 1
SHIRW

**** TAX INVOICE ****

Location	Order No	Rego:	ODO	Date	Tax Invoice	Product	Quantity	Unit Price	Amount \$
Card: 7034320089961764									
GIDGEGANNUP WA	WM000		0	01/02/2018 17:40	958	DIESEL - SERVICE STN	61.80	1.359	83.99
WYALKATCHEM WA			0	07/02/2018 13:37	256	DIESEL - SERVICE STN	73.28	1.389	101.78
WYALKATCHEM WA			0	12/02/2018 08:27	281	DIESEL - SERVICE STN	67.26	1.389	93.42
WYALKATCHEM WA			0	16/02/2018 09:54	316	DIESEL - SERVICE STN	75.08	1.389	104.29
BUNBURY WA			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	1.00	3.850	3.85
						Card Totals	401.35		565.03
Card: 7034320089961772									
						ROADPLN1			
				28/02/2018 00:00	001400553132	DIST CARD FEE	1.00	3.850	3.85
						Card Totals	1.00		3.85
Card: 7034320089961780									
						ROADPLANT			
				28/02/2018 00:00	001400553133	DIST CARD FEE	1.00	3.850	3.85
						Card Totals	1.00		3.85
Card: 7034320089961798									
						WM216			
				15/02/2018 14:58	312	DIESEL - SERVICE STN	64.28	1.389	89.29
				20/02/2018 07:16	334	DIESEL - SERVICE STN	62.44	1.389	86.72
				22/02/2018 07:13	349	DIESEL - SERVICE STN	33.56	1.389	46.62
				28/02/2018 00:00	001400553134	DIST CARD FEE	1.00	3.850	3.85
				28/02/2018 11:14	383	DIESEL - SERVICE STN	52.52	1.389	72.95
						Card Totals	213.80		299.43
Card: 7034320089961806									
						DOCTOR			
				01/02/2018 17:10	221	DIESEL - SERVICE STN	42.05	1.389	58.41
				06/02/2018 13:06	248	UNLEADED - SERVICE STN	41.10	1.379	56.67
				15/02/2018 17:55	313	DIESEL - SERVICE STN	52.71	1.389	73.22
				20/02/2018 13:01	337	UNLEADED - SERVICE STN	39.23	1.379	54.10
				22/02/2018 16:02	353	DIESEL - SERVICE STN	38.35	1.389	53.27
				28/02/2018 00:00	001400553135	DIST CARD FEE	1.00	3.850	3.85
						Card Totals	214.44		299.52
Card: 7034320089961814									
						WM000			
				01/02/2018 10:32	217	UNLEADED - SERVICE STN	38.13	1.379	52.58
				18/02/2018 15:12	323	UNLEADED - SERVICE STN	26.16	1.379	36.07
				27/02/2018 12:24	374	UNLEADED - SERVICE STN	26.89	1.379	37.08
				28/02/2018 00:00	001400553136	DIST CARD FEE	1.00	3.850	3.85
						Card Totals	92.18		129.58
Card: 7034320089961822									
						WYLIE			
				01/02/2018 13:55	952	UNLEADED - SERVICE STN	47.59	1.299	61.82
				09/02/2018 11:33	287	UNLEADED - SERVICE STN	49.77	1.429	71.12
				12/02/2018 07:56	279	UNLEADED - SERVICE STN	31.45	1.379	43.37
				23/02/2018 11:30	358	UNLEADED - SERVICE STN	45.92	1.379	63.33

E & OE



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

** TAX INVOICE **

ABN: 29384905038
SHIRE OF WYALKATCHEM
PO BOX 224
WYALKATCHEM 6485

28/02/2018
PAGE: 2
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	WYLLIEBUS	Driver: WYLLIEBUS	001400553138	DIST CARD FEE	1.00	3.850	3.85
			28/02/2018 00:00		Card Totals	1.00		3.85
Card:	7034320091090800	WM012	Driver: WM012	001400553139	DIST CARD FEE	1.00	3.850	3.85
			05/02/2018 06:58	235	DIESEL - SERVICE STN	94.84	1.389	131.74
			06/02/2018 05:54	243	UNLEADED - SERVICE STN	20.02	1.379	27.61
			08/02/2018 15:31	266	UNLEADED - SERVICE STN	24.07	1.379	33.19
			19/02/2018 13:25	329	UNLEADED - SERVICE STN	18.20	1.379	25.10
			20/02/2018 06:48	333	UNLEADED - SERVICE STN	59.44	1.379	81.97
			21/02/2018 18:32	347	DIESEL - SERVICE STN	154.85	1.389	215.09
			28/02/2018 00:00	001400553139	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	372.42		518.55

GST Incl in Total	194.19	Invoices Total	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

FILE REFERENCE:	12.5.1
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	19 April 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1. Healthy, strong and connected communities; 2. A prosperous and dynamic district; 4. An effective voice; 5. A well-managed and effective Council organisation.

SUMMARY:

That Council resolve the following:

1. 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**

FILE REFERENCE:	21.02.02
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	13 April 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	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

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

SUMMARY:

That Council resolve the following:

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

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

SUMMARY:

That Council resolve the following:

1. Accept the Works Manager's Report for the month of 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

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

SUMMARY:

That Council resolve the following:

- 1. Accept the Governance and Emergency Report for the month of 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.

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

SUMMARY:

That Council resolves the following:

1. Accept the Principal Environmental Health Officer Report for 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**

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Sarah Bolt Administration Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	3 April 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1 – Healthy, strong and connected communities. 2– A prosperous and dynamic district. 4 – An effective voice. 6 – Well utilised and effectively managed facilities and assets.

SUMMARY:

That Council resolve the following:

- 1. Accept the Community and Economic Development Officer's Report for the month of 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

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Tegan McCarthy Administration Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	28 March 2018
DISCLOSURE OF INTEREST:	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 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**