



Minutes

of the

Ordinary Meeting of Council

held on

Thursday

19 May

2016

At 3.30 pm

In

The Council Chambers
Honour Avenue Wyalkatchem

Our mission

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

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- 1. DECLARATION OF OPENING: 16.15**
- 1.1 The Shire President declared the meeting open.**
- 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: 16.16**
- 2.3 Declaration of public question time closed: 16.16**
- 3. Record of attendance, apologies, and approved leave of absence**
- 3.1 Present:** Cr Holdsworth, Cr Gawley, Cr Butt, Cr Garner, Cr Jones, Cr Gamble, Cr Davies
- 3.2 Apologies:**
- 3.3 On leave of absence:**
- 3.4 Staff:** Ian McCabe, Trevor Webb, Claire Trenorden, Rachel Nightingale
- 3.5 Visitors:**
- 3.6 Gallery:**
- 3.7 Applications for leave of absence:**
- 4.0 Petitions, deputations and presentations**
- 4.1 Petitions**
- 4.2 Deputations**
- 4.3 Presentations**

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

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

FILE REFERENCE:	Minute Book
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/ RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORT WRITTEN:	12 May 2016
DISCLOSURE OF INTEREST:	Not applicable
PREVIOUS MEETING REFERENCE:	Not Applicable

SUMMARY:

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

Appendix:

There is no attachment to this report.

Background:

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

Comment:

There is no further comment to this item.

Consultation:

Ian McCabe, Chief Executive Officer.

Statutory Environment:

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

Policy Implications:

There is no Council Policy relative to this issue.

Financial Implications:

There are no Financial Implications relative to this issue.

Strategic Plan/Risk Implications:

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

Voting Requirements: Simple Majority

Council Decision Number: 3280

Moved: Cr Jones


Seconded: Cr Gawley

That Council resolve the following:

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

Vote: 7/0

5.1.2 MEETINGS – CONFIRMATION OF MINUTES - SPECIAL MEETING 5 MAY 2016

FILE REFERENCE:	Minute Book
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/ RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORT WRITTEN:	12 May 2016
DISCLOSURE OF INTEREST:	Not applicable
PREVIOUS MEETING REFERENCE:	Not Applicable

SUMMARY:

- 1. Confirm the minutes as an accurate record of the Special Meeting of Council held on 5 May 2016.**

Appendix:

There is no attachment to this report.

Background:

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

Comment:

There is no further comment to this item.

Consultation:

Ian McCabe, Chief Executive Officer.

Statutory Environment:

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

Policy Implications:

There is no Council Policy relative to this issue.

Financial Implications:

There are no Financial Implications relative to this issue.

Strategic Plan/Risk Implications:

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

Voting Requirements: Simple Majority

Council Decision Number: 3281

Moved: Cr Butt

Seconded: Cr Jones

That Council resolve the following:

- 1. Confirm the minutes as an accurate record of the Special Meeting of Council held on 5 May 2016.**

Vote: 7/0

6.0 Announcements by Presiding Person

The president extended his condolences on behalf of council to the families of Dorothy Coombs and Les Falkner.


He thanked staff and councillors for all their work of late, it has been a busy time.

7.0 Matters for which meeting may be closed

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

8.2 FINANCIALS

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

FILE REFERENCE:	12.10.02
AUTHOR'S NAME AND POSITION:	Claire Trenorden Senior Finance Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	10 May 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC 21 April 2016 Council decision number: 3265

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 30 April 2016.

Appendices:

1. Monthly Financial Report for the Period Ended 30 April 2016 and supporting documentation.

Background:

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

Comment:

April 2016 Financial Statements:

- Yearly operating revenue is \$2,268,022 inclusive of net rate income of \$1,044,609 (net of prepaid rates and discounts) – 64% of Budget
- Yearly operating expenditure is \$2,644,865 – 80% of Budget
- Yearly capital expenditure is \$1,730,576 – 38% of Budget
- Yearly capital revenue is \$876,732 – 37% of Budget
- Net current assets as 30 April 2016 are \$728,653

Operating Revenue: Total operating revenue is 64% of the Annual Budget.

Rates: Revenue of \$1,273,186 has been raised during the Rate Run for 2015/16. This is broken down between Rates \$1,126,489, Rubbish \$98,571, Health Levy \$14,570 and ESL Levy \$33,556. To date income received is \$1,211,266 and discounts applied equate

to \$24,890. Approximately 95% of Rates have been collected to date, with \$25,201 outstanding.

Operating Expenditure: Total operating expenditure is 80% of the Annual Budget.

Capital Expenditure: Total Capital Expenditure (\$1,730,576) is 38% of the Annual Budget (\$4,557,697).

Land and Buildings	\$371,894	Senior Citizens project is in progress as of April 2016. Replacement of Medical Centre air conditioner (insurance claim), Rec Centre, 22 Flint St, 53 Piesse St, 43 Wilson St, purchase of airport reserve, Railway Station, 57 Flint St, Bush Fire Truck Shed, Town Hall, 1 Slocum St and the Admin Office are completed for 2015/16.
Plant and Property	\$417,841	All plant and equipment changeover has been completed for 2015/16.
Roadworks	\$575,077	All town roadworks projects and RRG Nembudding South Rd are completed for 2015/16.
Footpaths	\$24,358	The footpath project has been completed for 2015/16.
Other Infrastructure	\$150,497	The streetscape project, cemetery project, basketball/netball courts and rubbish tip project are completed.
Transfers to Reserves	\$41,202	

Net Assets: Net Current Assets as at 30 April 2016 amounts to \$728,653. This is in the majority comprised of Cash at Bank – Municipal Funds (\$675,268).

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: 3282

Moved: Cr Jones

Seconded: Cr Garner

That Council resolve the following:

- 1. Receive the Statement of Financial Activity for the period ended
30 April 2016.**

Vote: 7/0

Shire of Wyalkatchem
MONTHLY FINANCIAL REPORT
For the Period Ended 30 April 2016

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Statement of Financial Activity

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

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 April 2016

Note	Annual Budget 4	TID Budget (a)	TID Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	Var.
Operating Revenues						
	\$	\$	\$	\$	%	
Governance	19,760	19,744	23,654	3,910	16.5%	
General Purpose Funding	597,852	466,227	471,601	5,374	1.1%	
Law, Order and Public Safety	25,410	23,484	25,240	1,756	7.0%	
Health	1,068,398	51,633	47,684	(3,949)	(8.3%)	
Education and Welfare	180	0	0	0		
Housing	132,757	109,952	113,900	3,947	3.5%	
Community Amenities	111,004	109,572	108,920	(652)	(0.6%)	
Recreation and Culture	56,522	54,964	55,769	805	1.4%	
Transport	291,981	241,772	239,772	(2,001)	(0.8%)	
Economic Services	5,410	4,442	4,573	131	2.9%	
Other Property and Services	180,546	135,491	132,301	(3,190)	(2.4%)	
Total (Excluding Rates)	2,489,820	1,217,281	1,223,414	6,133	0.5%	
Operating Expense						
Governance	(291,261)	(208,748)	(201,954)	6,794	3.4%	
General Purpose Funding	(64,169)	(59,023)	(55,264)	3,759	6.8%	
Law, Order and Public Safety	(86,308)	(73,359)	(70,018)	3,341	4.8%	
Health	(283,830)	(230,004)	(233,339)	(3,335)	(1.4%)	
Education and Welfare	(23,020)	(22,955)	(21,772)	1,183	5.4%	
Housing	(245,450)	(200,026)	(192,768)	7,258	3.8%	
Community Amenities	(218,864)	(154,924)	(147,713)	7,211	4.9%	
Recreation and Culture	(660,281)	(539,165)	(548,571)	(9,406)	(1.7%)	
Transport	(1,348,896)	(1,063,260)	(1,054,501)	8,759	0.8%	
Economic Services	(72,671)	(63,878)	(61,809)	2,069	3.3%	
Other Property and Services	(25,521)	(60,940)	(57,158)	3,782	6.6%	
Total	(3,320,271)	(2,676,281)	(2,644,865)	31,415		
Funding Balance Adjustment						
Add back Depreciation	1,025,109	853,053	853,053	(0)	(0.0%)	
Adjust (Profit)/Loss on Asset Disposal Movement in Deferred Pensional Rates (Non-Current)	10 (148,102)	(91,853)	(91,853)	0	0.0%	
Movement in Accrued Salaries and Wages				0		
Movement in Employee Benefit Provisions				0		
Adjust Provisions and Accruals				0		
Net Operating (Ex. Rates)	46,556	(697,799)	(660,252)	37,548		
Capital Revenues						
Proceeds from Disposal of Assets	10 254,755	254,755	254,755	0	0.0%	
Non-Operating Grants	856,385	539,502	539,502	0	0.0%	
Proceeds from New Debentures	63,700	63,700	63,700	0	0.0%	
Proceeds from Sale of Investments				0		
Proceeds from Advances				0		
Self-Supporting Loan Principal	11,316	8,613	8,613	0	0.0%	
Transfer from Reserves	9 1,187,171	10,165	10,165	0	0.0%	
Total	2,373,327	876,734	876,734	0		
Capital Expenses						
Land Held for Resale	0	0	0	0		
Land and Buildings	10 (1,221,229)	(371,894)	(371,894)	0	0.0%	
Plant and Equipment	10 (417,341)	(417,341)	(417,841)	(500)	(0.1%)	
Furniture and Equipment	10 0	0	0	0		
Infrastructure Assets - Roads	10 (960,413)	(575,077)	(575,077)	0	0.0%	
Infrastructure Assets - Other	10 (273,900)	(174,856)	(174,856)	0	0.0%	
Purchase of Investments				0		
Repayment of Debentures	(174,087)	(149,707)	(149,707)	0	0.0%	
Advances to Community Groups				0		
Transfer to Reserves	9 (1,510,727)	(41,202)	(41,202)	0	0.0%	
Total	(4,557,697)	(1,730,076)	(1,730,576)	(500)		
Net Capital	(2,184,370)	(853,342)	(853,842)	(500)		
Total Net Operating + Capital						
	(2,137,814)	(1,551,141)	(1,514,093)	37,048		
Rate Revenue	1,044,597	1,044,609	1,044,609	(0)	(0.0%)	
Opening Funding Surplus(Deficit)	1,198,138	1,198,138	1,198,138	0	0.0%	
Closing Funding Surplus(Deficit)	3 104,920	691,606	728,653	37,047	5.1%	

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
For the Period Ended 30 April 2016

	Note	Amended Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3
Operating Revenues						
Grants, Subsidies and Contributions	8	\$ 1,973,367	\$ 751,974	\$ 776,968	\$ 24,994	3.2%
Profit on Asset Disposal	10	172,546	129,217	116,297	(12,920)	(11.1%)
Fees and Charges		299,110	281,062	275,933	(5,130)	(1.9%)
Interest Earnings		44,797	55,028	54,217	(811)	(1.5%)
Other Revenue		0	0	0	0	
Total (Excluding Rates)		2,489,820	1,217,281	1,223,414	6,133	
Operating Expense						
Employee Costs		(818,360)	(681,604)	(642,719)	38,885	6.1%
Materials and Contracts		(1,147,474)	(864,303)	(866,232)	(1,929)	(0.2%)
Utilities Charges		(150,094)	(104,830)	(109,669)	(4,839)	(4.4%)
Depreciation (Non-Current Assets)		(1,025,109)	(853,053)	(853,053)	0	0.0%
Interest Expenses		(31,590)	(19,732)	(22,215)	(2,483)	(11.2%)
Insurance Expenses		(123,200)	(125,003)	(126,534)	(1,531)	(1.2%)
Loss on Asset Disposal	10	(24,444)	(27,756)	(24,444)	3,312	13.5%
Other Expenditure		0	0	0	0	
Total		(3,320,271)	(2,676,281)	(2,644,865)	31,415	
Funding Balance Adjustment						
Add Back Depreciation		1,025,109	853,053	853,053	(0)	(0.0%)
Adjust (Profit)/Loss on Asset Disposal	10	(148,102)	(91,853)	(91,853)	0	0.0%
Movement in Deferred Pensional Rates (Non-Current)					0	
Movement in Accrued Salaries and Wages					0	
Movement in Employee Benefit Provisions					0	
Adjust Provisions and Accruals					0	
Net Operating (Ex. Rates)		46,556	(697,799)	(660,252)	37,548	
Capital Revenues						
Grants, Subsidies and Contributions	8	856,385	539,502	539,502	0	0.0%
Proceeds from Disposal of Assets	10	254,755	254,755	254,755	0	0.0%
Proceeds from New Debentures		63,700	63,700	63,700	0	0.0%
Proceeds from Sale of Investments					0	
Proceeds from Advances					0	
Self-Supporting Loan Principal		11,316	8,613	8,613	0	0.0%
Transfer from Reserves	9	1,187,171	10,165	10,165	0	0.0%
Total		2,373,327	876,734	876,734	0	
Capital Expenses						
Land Held for Resale		0	0	0	0	
Land and Buildings	10	(1,221,229)	(371,894)	(371,894)	0	0.0%
Plant and Equipment	10	(417,341)	(417,341)	(417,841)	(500)	(0.1%)
Furniture and Equipment	10	0	0	0	0	
Infrastructure Assets - Roads	10	(960,413)	(575,077)	(575,077)	0	0.0%
Infrastructure Assets - Other	10	(273,900)	(174,856)	(174,856)	0	0.0%
Purchase of Investments					0	
Repayment of Debentures		(174,087)	(149,707)	(149,707)	0	0.0%
Advances to Community Groups					0	
Transfer to Reserves	9	(1,510,727)	(41,202)	(41,202)	0	0.0%
Total		(4,557,697)	(1,730,076)	(1,730,576)	(500)	
Net Capital		(2,184,370)	(853,342)	(853,842)	(500)	
Total Net Operating + Capital		(2,137,814)	(1,551,141)	(1,514,093)	37,048	
Rate Revenue		1,044,597	1,044,609	1,044,609	(0)	(0.0%)
Opening Funding Surplus(Deficit)		1,198,138	1,198,138	1,198,138	0	0.0%
Closing Funding Surplus(Deficit)	3	104,920	691,606	728,653	37,047	5.1%

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Basis of Accounting

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

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

Mandatory Requirement to Revalue Non-Current Assets

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

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

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

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

(i) that are plant and equipments; and

(ii) that are -

(I) land and buildings; or

(II) infrastructure;

and

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

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

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

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

Land under Control

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

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

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Fixed Assets (Continued)

Initial Recognition

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

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

Revaluation

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

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

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

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

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

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

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

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

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

Transitional Arrangement

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

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Fixed Assets (Continued)

Early Adoption of AASB 13 - Fair Value Measurement

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

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

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

Land Under Roads

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

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

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

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

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

(j) Depreciation of Non-Current Assets

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

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

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

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

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

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

Capitalisation Threshold

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

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

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

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

(o) Current and Non-Current Classification

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

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

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) STATEMENT OF OBJECTIVE (Continued)

EDUCATION AND WELFARE

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

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

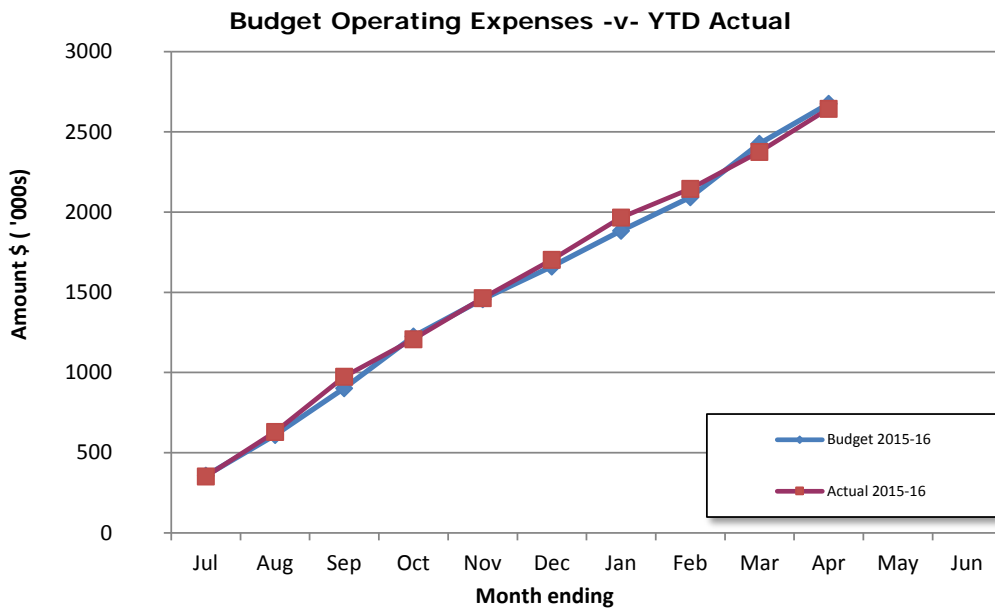
Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

OTHER PROPERTY & SERVICES

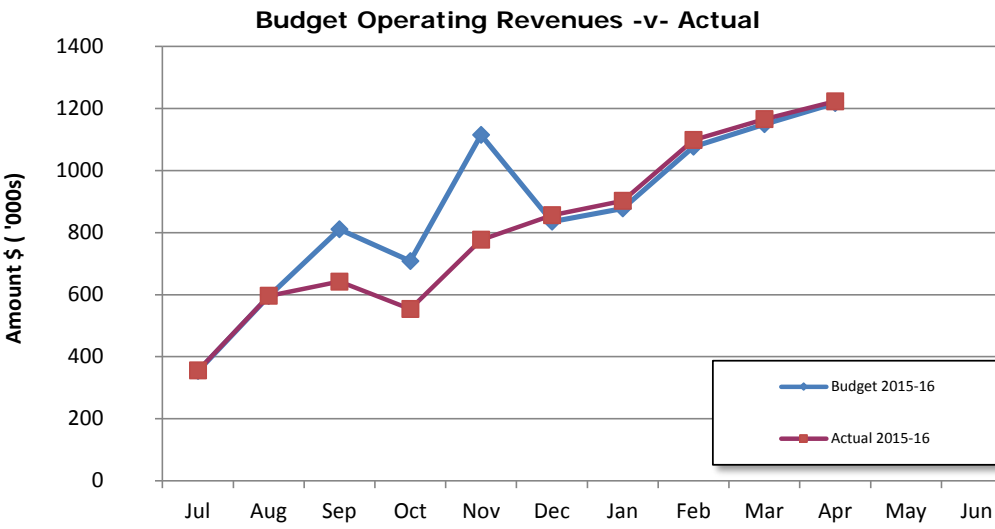
Private works carried out by council and indirect cost allocation pools. Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

**Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016**

Note 2 - Graphical Representation - Source Statement of Financial Activity



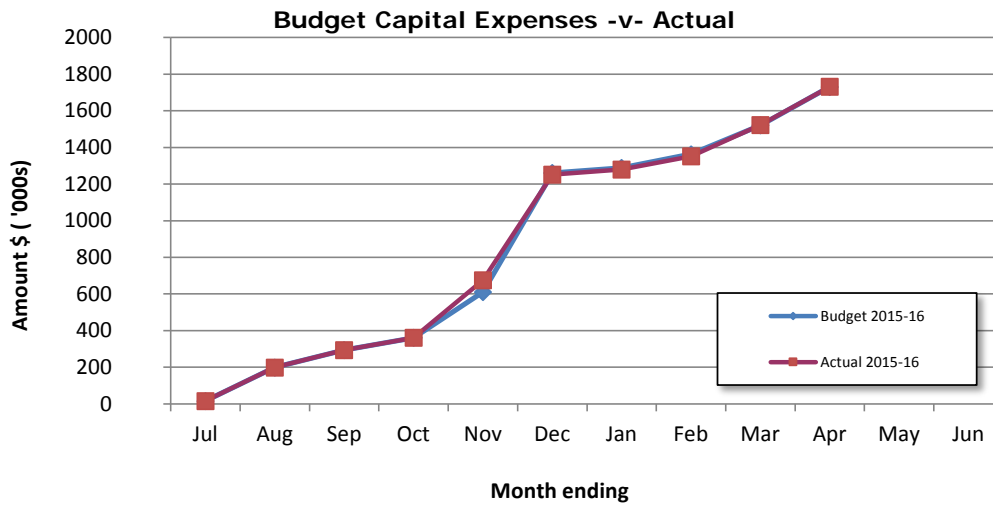
Comments/Notes - Operating Expenses



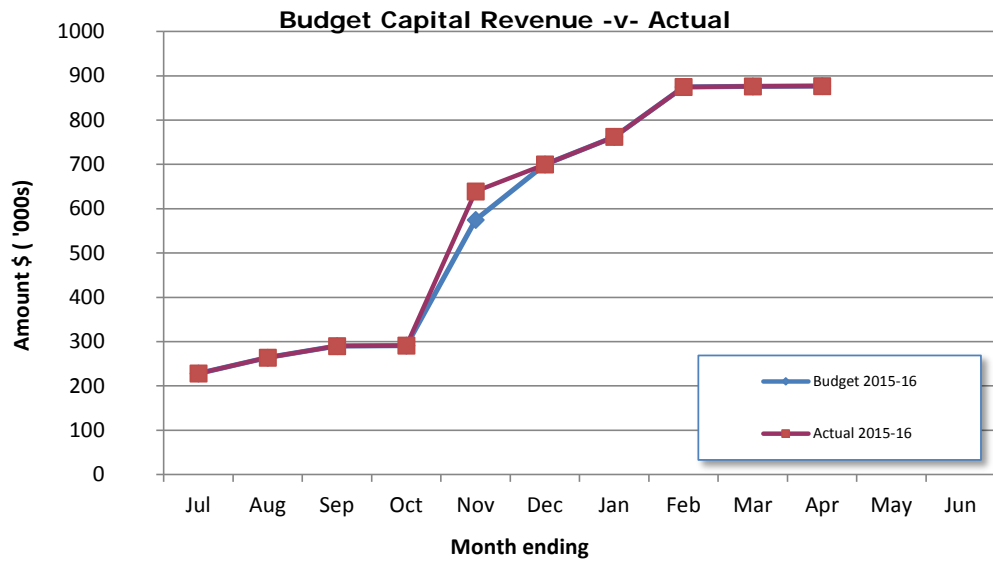
Comments/Notes - Operating Revenues

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses

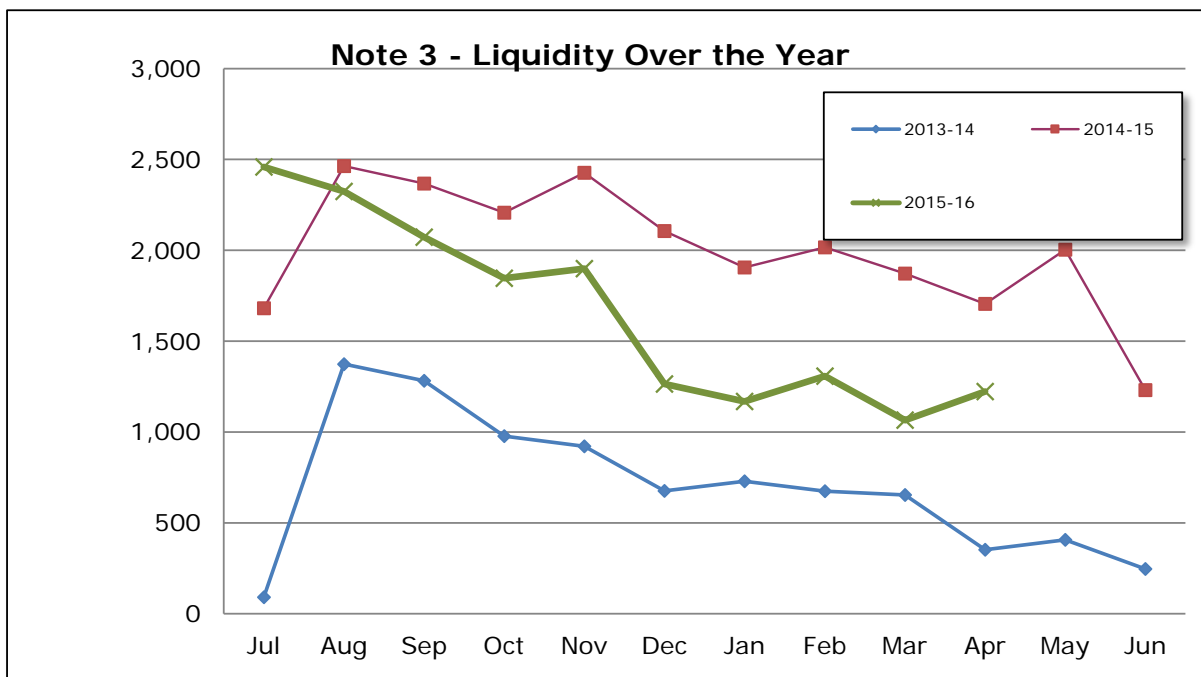


Comments/Notes - Capital Revenues

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 3: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)			
2015-16			
Note	This Month	Last Month	Same Period Last Year
	\$	\$	\$
Current Assets			
Cash Unrestricted	675,268	982,718	1,556,128
Cash Restricted	1,584,380	1,584,380	222,322
Investments			
Receivables - Rates and Rubbish	25,201	28,643	36,896
Receivables -Other	18,816	9,027	177,123
Inventories	117,175	111,517	82,374
	2,420,840	2,716,285	2,074,844
Less: Current Liabilities			
Payables	(40,999)	(541)	(55,883)
Current Employee Benefits Provision	(66,808)	(66,808)	(90,357)
	(107,807)	(67,349)	(146,240)
Less: Cash Restricted	(1,584,380)	(1,584,380)	(222,322)
Net Current Funding Position	728,653	1,064,556	1,706,281



Comments - Net Current Funding Position

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
At Call - Municipal	0.05%	675,961				675,961	NAB	Call
At Call - REBA	0.01%			300		300	NAB	Call
At Call - Working	0.01%			19,821		19,821	NAB	Call
(b) Term Deposits								
Reserves	2.90%		1,584,380			1,584,380	NAB	8/06/2016
(c) Investments								
Total		675,961	1,584,380	20,121	0	2,280,462		

Comments/Notes - Investments

Shire of Wyalkatchem Monthly Investment Report

For the Period Ended 30 April 2016

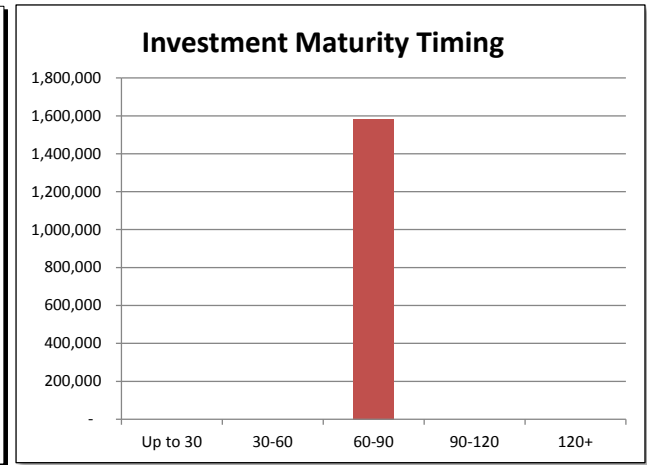
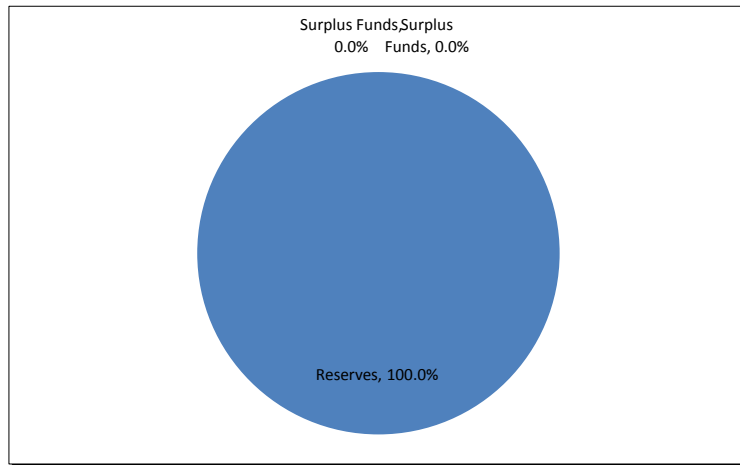
Note 4A: CASH INVESTMENTS

Deposit Ref	Deposit Date	Institution	Term (Days)	Invested Interest rates	Expected Interest
General Municipal					
					-
					-
					-
Subtotal					-
Restricted					
Reserves	9/03/2016	NAB	90	2.90%	11,329
Subtotal					11,329
Total Funds Invested					11,329

Amount Invested (Days)					Total
Up to 30	30-60	60-90	90-120	120+	
-	-	-	-	-	-
-	-	-	-	-	-
-	-	1,584,380	-	-	1,584,380
-	-	1,584,380	-	-	1,584,380
-	-	1,584,380	-	-	1,584,380

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	9/03/2016	90	2.90%	1,584,380	
Subtotal				1,584,380	100.0%
NAB - Surplus Funds					
				-	0.0%
Subtotal				-	0.0%
				-	0.0%
Subtotal				-	0.0%
				-	0.0%
Subtotal				-	0.0%
				-	0.0%
Subtotal				-	0.0%
Total Funds Invested				1,584,380	100.0%



Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 5: MAJOR VARIANCES

Comments/Reason for Variance						
		ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.1 OPERATING REVENUE (EXCLUDING RATES)						
5.1.1 GOVERNANCE						
1041010	Reimbursements	19,660	19,660	22,205	2,545	A refund was received from LGIS for workers compensation insurance as the actual wages for 2014/15 were lower than originally estimated (\$3 140)
5.1.2 GENERAL PURPOSE FUNDING						
5.1.3 LAW ORDER AND PUBLIC SAFETY						
5.1.4 HEALTH						
5.1.5 EDUCATION AND WELFARE						
5.1.6 HOUSING						
5.1.7 COMMUNITY AMENITIES						
5.1.8 RECREATION AND CULTURE						
5.1.9 TRANSPORT						
5.1.10 ECONOMIC SERVICES						
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						

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 5: MAJOR VARIANCES

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 5: MAJOR VARIANCES

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

Shire of Wyalkatchem
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 April 2016

Note 6: BUDGET AMENDMENTS

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

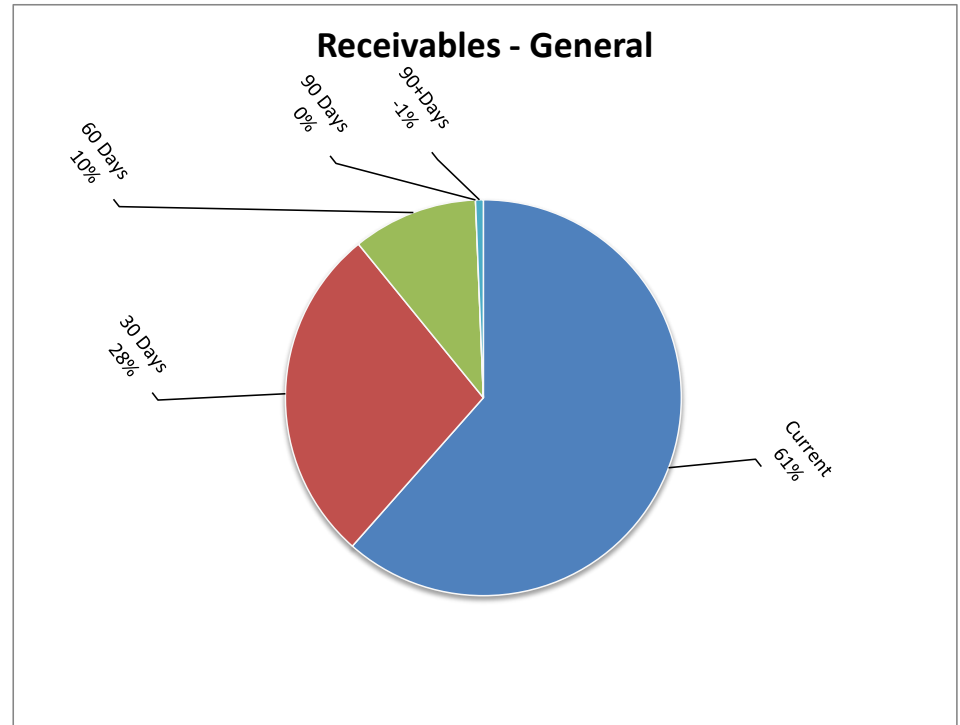
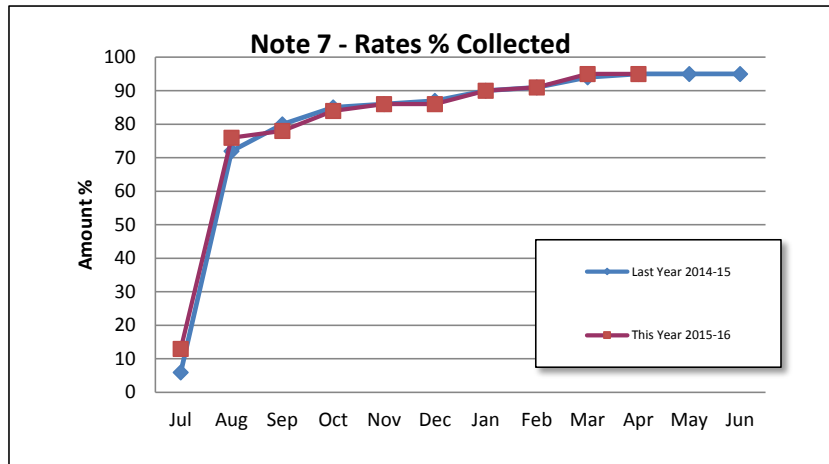
Note 7: RECEIVABLES

Receivables - Rates and Rubbish

	Current 2015-16	Previous 2014-15	Total
	\$	\$	\$
Opening Arrears Previous Years		38,511	38,511
Rates Levied this year	1,273,186	0	1,273,186
Interim Rates	63		63
Rates in Advance (Pre-Paid)	(50,390)	0	(50,390)
Instalment Fees	4,054	0	4,054
Administration/Legal Fees	9,635	0	9,635
Interest	944	0	944
Less Discount/Concessions/Write off	(24,890)	(11,204)	(36,094)
Less Collections to date	(1,193,674)	(21,034)	(1,214,708)
Equals Current Outstanding	18,927	6,274	25,201
Ex-Gratia Rates	7,286		7,286
Net Rates Collectable	(7,286)		25,201
% Collected			95.20%

Receivables - General	Current	30 Days	60 Days	90 Days	90+Days
	\$	\$	\$	\$	\$
	11,722	5,264	1,950	0	(121)
Total Outstanding					18,816

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates and Rubbish

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

Comments/Notes - Receivables General

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 8: GRANTS AND CONTRIBUTIONS

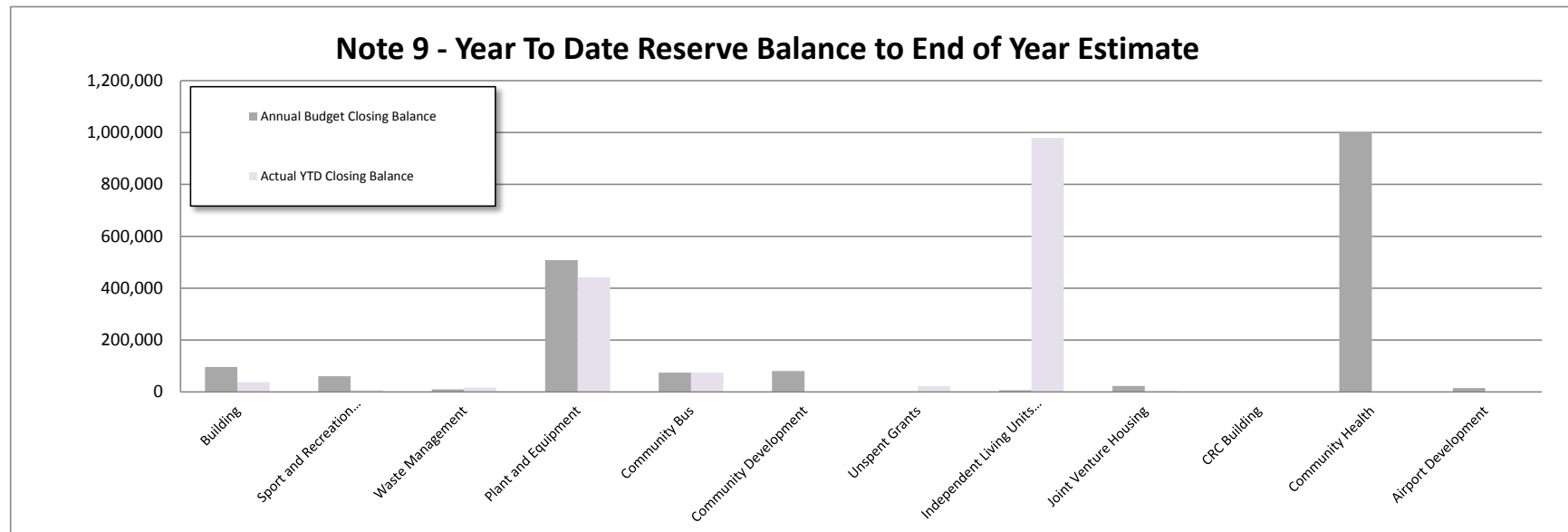
Program/Details GL	Provider	Approval Yes No (Yes/No)	2015-16 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status		Estimated Receival Dates
						Received	Not Received	
			\$	\$	\$	\$	\$	
GENERAL PURPOSE FUNDING								
Financial Assistance Grant	State Government	Yes	987,202	(484,134)	503,068	377,301	125,767	Quarterly - May to come
Our Volunteers Grant	Department of Local Government and Communities	Yes	0		0	700	(700)	
Road Safety Communities Grant	Main Roads	Yes	0	1,550	1,550	1,550	0	
National Youth Week 2016	Department of Local Governme	Yes	0	1,000	1,000	1,000	0	
CBH Grass Roots Fund	CBH	Yes	0		0	12,000	(12,000)	
GOVERNANCE								
Reimbursements - Miscellaneous	Various		2,000	17,660	19,660	23,583	(3,923)	
LAW, ORDER, PUBLIC SAFETY								
DFES Operating Grant	DFES	No	33,262	(13,552)	19,710	19,710	0	4 instalments - only \$23,000 approved by DFES (budget amendment needed)
DFES Capital Grant	DFES	Yes	22,700		22,700	22,700	0	Jan 2016
HEALTH								
Medical Centre Contribution	Shire of Koorda	Yes	60,150	6,088	66,238	47,684	18,554	Invoiced June 2016
Medical Centre Estate Funds	Estate of Larry Elsegood	Yes	1,002,160		1,002,160	0	1,002,160	May 2016
COMMUNITY AMENITIES								
RECREATION AND CULTURE								
Swimming Pool Grant	Department of Sport & Rec	No	30,000	2,000	32,000	32,000	0	
Contribution to Courts	Netball/Basketball Clubs	Yes	5,000		5,000	5,000	0	
NSRF Funding	Department of Infrastructure	Yes	0	25,000	25,000	0	25,000	
Kidsport Funds	Department of Sport & Rec	Yes	0		0	3,520	(3,520)	
TRANSPORT								
Financial Assistance Grant	State Government	Yes	429,954	(234,792)	195,162	146,372	48,791	Quarterly - Aug, Nov, Feb, May (50% pre-paid in June 2015)
Main Roads Direct Grant	Main Roads WA	Yes	93,400		93,400	93,400	0	July 2015
Street Lighting Subsidy	Main Roads WA	Yes	1,419		1,419	0	1,419	May 2016
Regional Road Group	Main Roads WA	Yes	252,344		252,344	135,696	116,648	60% on completion
Roads to Recovery	Dept of Transport	Yes	406,860	174,481	581,341	381,106	200,235	Quarterly
OTHER PROPERTY & SERVICES								
Diesel Fuel Rebate	Australian Taxation Office	Yes	8,000		8,000	13,148	(5,148)	Monthly
TOTALS			3,334,451	(504,699)	2,829,752	1,316,469	1,513,283	

Comments - Grants and Contributions

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 9: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Annual Budget Closing Balance	Actual YTD Closing Balance
Building	\$ 26,800	\$ 1,530	\$ 739	\$ 97,865	\$ 10,165	\$ (30,000)	\$		\$ 96,195	\$ 37,704
Sport and Recreation Facilities	7,000	822	140	60,000		(7,000)			60,822	7,140
Waste Management	16,494	325	330	10,000		(16,494)			10,325	16,824
Plant and Equipment	433,337	7,921	8,658	212,000		(145,437)			507,821	441,995
Community Bus	73,322	900	1,465	0					74,222	74,787
Community Development	0	982		80,000					80,982	0
Unspent Grants	22,818	280	456	0		(23,015)			83	23,274
Independent Living Units project	959,577	11,777	19,173			(965,225)			6,129	978,750
Joint Venture Housing	3,830	279	77	18,867					22,976	3,907
CRC Building	10,165	0		0		(10,165)	(10,165)		0	0
Community Health	0	0		1,002,160					1,002,160	0
Airport Development	0	184		15,000					15,184	0
	1,553,343	25,000	31,037	1,495,892	10,165	(1,197,336)	(10,165)		1,876,899	1,584,380



Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Profit(Loss) of Asset Disposal				Disposals	Current Budget Replacement		
Cost	Accum Depr	Proceeds	Profit (Loss)		Amended Budget	Actual	Variance
\$	\$	\$	\$		\$	\$	\$
30,350	(3,231)	19,773	(7,346)	Governance			
24,937	(1,077)	9,091	(14,769)	Holden Commodore SS	33,426	34,516	1,090 ▲
			0	Holden Omega	20,774	20,221	(553) ▼
45,632	(17,848)	25,455	(2,329)	Health			
				Volkswagen CC	47,219	56,349	9,130 ▲
88,626	(4,727)	129,900	46,001	Housing			
				22 Johnston St	0	0	0
				Other Property and Services			
		18,182	18,182	Prime Mover	220,000	200,937	(19,063) ▼
		31,818	31,818	Truck 6 wheeler	0	0	0
2,654	(1,078)	5,636	4,060	Town Utility	26,536	27,218	682
0	(1,336)	14,900	16,236	Tractor	30,000	78,600	48,600 ▲
136,912	(24,989)	254,755	91,853	Totals	323,755	363,103	39,348

Comments - Capital Disposal

Contributions Information					Summary Acquisitions	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Budget	Actual	Variance
\$	\$	\$	\$	\$		\$	\$	\$
0	0	0	0	0	Property, Plant & Equipment			
193,850	33,480	965,225	0	1,192,555	Land for Resale	0	0	0
55,141	0	298,500	63,700	417,341	Land and Buildings	1,215,704	371,894	(843,810) ▼
0	0	0	0	0	Plant & Property	417,341	417,841	500 ▲
					Furniture & Equipment	0	0	0
0	959,312	0	0	959,312	Infrastructure			
0	0	0	0	0	Roadworks	975,334	575,077	(400,257) ▼
0	0	0	0	0	Drainage	0	0	0
0	0	0	0	0	Bridges	0	0	0
30,000	0	0	0	30,000	Footpath & Cycleways	24,358	24,358	0 ▲
0	0	0	0	0	Parks, Gardens & Reserves	0	0	0
0	0	0	0	0	Airports	0	0	0
0	0	0	0	0	Sewerage	0	0	0
0	0	36,508	0	226,269	Other Infrastructure	234,621	150,497	(84,124) ▼
278,991	992,792	1,300,233	63,700	2,825,477	Totals	2,867,358	1,539,667	(1,327,691)

Comments - Capital Acquisitions

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

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

Contributions					Land & Buildings	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year		
						Amended Budget	Actual	Variance
\$	\$	\$	\$	\$	\$	\$	\$	\$
10,000				10,000	Governance Shire Office	13,687	13,687	0 ▲
	8,480			8,480	Law, Order and Public Safety Bush Fire Truck Shed	22,712	31,590	8,878
				0	Health Medical Centre	7,660	7,660	0
		965,225		965,225	Education and Welfare Senior Citizens Homes Project	965,225	114,669	(850,556)
7,000				7,000	Housing 1 Slocum St	7,000	5,758	(1,242) ▼
20,000				20,000	57 Flint St	20,000	16,453	(3,547) ▼
5,000				5,000	43 Wilson St	5,000	2,772	(2,228) ▼
25,000				25,000	22 Flint St	30,000	29,494	(506) ▼
5,000				5,000	53 Piesse St	5,869	5,869	(0) ▼
				0	Lady Novar	0	4,235	4,235
5,000				5,000	Recreation and Culture Town Hall	5,000	5,169	169 ▲
40,850	25,000			65,850	Recreation Centre	65,850	66,524	674 ▲
65,000				65,000	Transport Airport purchase or reserve	56,701	56,701	(0)
11,000				11,000	Economic Services Railway Station	11,000	11,314	314
193,850	33,480	965,225	0	1,192,555	Totals	1,215,704	371,894	(843,810)

Contributions					Plant & Equipment	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year		
						Amended Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	\$
15,416		19,100		34,516	Governance Toyota Camry Hybrid	34,516	34,516	0 ▲
6,221		14,000		20,221	Toyota Corolla	20,221	20,221	(0) ▼
27,849		28,500		56,349	Health Landrover Discovery Sport	56,349	56,349	(0) ▼
(9,563)		210,000		200,437	Transport Prime Mover	200,437	200,937	500 ▲
15,218		12,000		27,218	Isuzu D-Max 4x2	27,218	27,218	(0) ▼
		14,900	63,700	78,600	Tractor	78,600	78,600	0
55,141	0	298,500	63,700	417,341	Totals	417,341	417,841	500

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions					Roads	Current Budget		
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total		This Year		
						Amended Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	
	199,004			199,004	Transport			
					RRG Tammin Wyalkatchem Rd SLK 14.21 - 16.36 (2.15km) - Shoulder Widening & Primersealing (no final seal)	199,004	65,657	(133,347) ▼
	127,387			127,387	RRG Koorda Wyalkatchem Rd SLK 8.30 - 10.80 (2.5km) - Shoulder Reconditioning	127,387	48,749	(78,638) ▼
	93,736			93,736	RRG Nembudding South Rd SLK 14.10 - 17.64 (3.54km) - Seal/reseal with 10mm cutback bitumen seal	101,653	102,653	1,000 ▲
	61,509			61,509	R2R Riches St SLK 0.16 - 0.50 (0.34km) - Reconstruct street from north of Wilson St to Piesse St	54,988	54,988	0 ▲
	82,582			82,582	R2R Davies Rd SLK 5.28 - 8.90 (3.62km) - Clear verges to widen and gravel sheet	82,582	6,410	(76,172) ▼
	72,244			72,244	R2R Borgward Rd SLK 0.00 - 3.79 (3.79km) - Clear verges to widen and gravel sheet	72,244	340	(71,904) ▼
	55,297			55,297	R2R Rifle Range Rd SLK 3.92 - 5.92 (2.00km) and Hardwick Rd SLK 6.82 - 7.52 (0.70km) - Clear verges to widen and gravel sheet	55,297	44,749	(10,548) ▼
	25,592			25,592	R2R Goldfields Rd SLK 7.14 - 8.14 (1.00km) - Clear verges to widen and gravel sheet	25,592	6,876	(18,716) ▼
	33,748			33,748	R2R Byrne Rd - SLK 0.00 - 1.50 (1.50 km) - Clear verges to widen and gravel sheet	33,748	22,598	(11,150) ▼
	26,640			26,640	R2R Piesse St from Gamble to Swan - 175Lm x 11.2m width - with 2 coat (14 & 7) S35E PMB high stress seal (area = 1960m2)	27,794	27,794	(0) ▼
	51,616			51,616	McLean St SLK 0.0 - 0.12 (0.12km) - Reconstruct street from Gamble to Swan	47,454	47,454	0 ▲
	14,921			14,921	Town street kerbing (allowed to replace 500m including repairing pavement under and primersealing over prior to placing new kerbing)	14,921	14,359	(562) ▼
	22,790			22,790	R2R Cemetery Rd	26,896	26,896	0
	36,387			36,387	R2R Aquatic Centre Access Rd	47,813	47,813	(0)
	27,172			27,172	R2R Piesse St from Honour Ave to Riches St	27,172	27,093	(79)
	15,127			15,127	R2R Sports Complex Access Rd	15,127	14,985	(142)
	13,560			13,560	R2R Grace St	15,662	15,662	(0)
0	959,312	0	0	959,312	Totals	975,334	575,077	(400,257)

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions					Bridges	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
				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 Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
				18,000	Transport			
				12,000	Honour Ave and finish Wilson St Solar Lighting	24,358	24,358	0 ▲
				0		0	0	0
30,000	0	0	0	30,000	Totals	24,358	24,358	0

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

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

Contributions					Sewerage	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
				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 Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
				24,500	Community Amenities Rubbish Tip	24,500	18,097	(6,403) ▼
				80,000	Recreation and Culture Basketball/Netball Courts	85,000	90,860	5,860 ▲
				20,014	Youth Project	20,014	0	(20,014) ▼
				30,000	Swimming Pool	32,000	14,200	(17,800) ▼
				10,800	Streetscape	12,152	12,152	(0) ▼
				40,000	Bowling Club	40,000	0	(40,000) ▼
				20,955	Cemetery	20,955	15,189	(5,766) ▼
154,761	35,000	36,508	0	226,269	Totals	234,621	150,497	(84,124)

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

Note 11: TRUST FUND

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

Description	Opening Balance 1-Jul-15	Amount Received	Amount Paid	Closing Balance 30-Apr-16
	\$	\$	\$	\$
REBA Bond Account	1		(1)	0
Webb, Trevor	315		(315)	0
Contract Aquatic	300			300
Falconer, Aaron	0	740	(740)	0
Anderson, Ian	0	50	(50)	0
Working Account				
Gym Monies	126			126
Key Deposit	195		(15)	180
Wyalkatchem Bush Fire Brigade	9,289			9,289
Interest	1			1
Councillor Nomination Payments	0	320	(320)	0
Cleaning Bond	2,700		(100)	2,600
Proceeds of Lot 2 Station St, Korrelocking sale	0	7,045		7,045
Medical Centre Account	500			500
	13,427	8,155	(1,541)	20,041

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2016

SUPPLEMENTARY INFORMATION: INFORMATION ON BORROWINGS

(a) Debenture Repayments


Particulars	Principal 1-Jul-15	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$
Housing									
Loan 68 - 43/45 Wilson	201,801	0	0	16,839	16,839	184,962	184,962	13,625	13,625
Loan 71b - GEHA 51/55 Flint	98,400	0	0	48,337	23,956	50,063	74,444	3,191	1,742
Loan 72 - GEHA 51/55 Flint	75,667	0	0	75,667	75,667	0	0	6,633	6,355
Recreation & Culture									
Loan 73 - Community Resource Centre Building Project	183,708	0	0	17,021	17,021	166,687	166,687	8,064	7,952
Transport									
Loan 74 - New Holland Tractor	0	63,700	63,700	16,223	16,223	47,477	47,477	77	77
	559,576	63,700	63,700	174,087	149,707	449,189	473,569	31,590	29,750

RECONCILIATION OF BANK ACCOUNTS

Unrestricted Municipal Bank as at 30 April 2016	675,961
Outstanding Deposits	
Outstanding Payments	(993)
Ending Balance	<u>674,968</u>
Trust REBA as at 30 April 2016	300
Outstanding Deposits	
Outstanding Payments	
Ending Balance	<u>300</u>
Trust Working as at 30 April 2016	19,821
Outstanding Deposits	
Outstanding Payments	(80)
Ending Balance	<u>19,741</u>
Reserve Account as at 30 April 2016	1,584,380
Outstanding Deposits	
Outstanding Payments	
Ending Balance	<u>1,584,380</u>

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>	
Ahrens, Dot	0	0	0	0	0	0	Fortnightly Rent Invoice
Chheena, Abdur	0	1,340	0	0	0	1,340	Rent Apr to May 2016
Contract Aquatic Services	0		1,950	0	0	1,950	Rent for pool season
Department of Housing	0	0	0	0	-193	-193	Monthly rental invoice
Double L Construction Pty Ltd	0	2,000	0	0	0	2,000	Invoice for gravel
Eaton, Kylie	0	0	0	0	0	0	Monthly user agreement fee
Green, Melissa	0	0	0	0	0	0	Swimming Pool inspection fee
Masacote, Marlenie	0	223	0	0	0	223	Electricity for 10 Honour Ave - paid May 16
RATE DEBTORS	1,570	543	0	0	23,089	25,201	Outstanding Rates as at 30 April 2016
Shire of Koorda	11,722	0	0	0	0	11,722	Contribution to Medical Expenses
Trenorden, Claire	0	82	0	0	0	82	Electricity for 2 Slocum St
Turfmaster Facility Management	0	13	0	0	0	13	Standpipe water usage
Webb, Margaret	0	487	0	0	0	487	Monthly rental invoice
Wyalkatchem Basketball Association	0	0	0	0	72	72	Hire of community bus, followed up 06/05/16
Wyalkatchem District High School	0	58	0	0	0	58	Community Bus Hire
Wyalkatchem Football Club	0	1,062	0	0	0	1,062	Season Charges 2016, Cropping Lease 2015
TOTAL	<u>13,292</u>	<u>5,807</u>	<u>1,950</u>	<u>0</u>	<u>22,968</u>	<u>44,017</u>	
	11,722	5,264	1,950	0	-121	18,816	Sundry
	1,570	543	0	0	23,089	25,201	Rates

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

FILE REFERENCE:	12.10.02
AUTHOR'S NAME AND POSITION:	Claire Trenorden Senior Finance Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Not Applicable
NOTIFICATION TO APPLICANT:	Not Applicable
DATE REPORT WRITTEN:	6 May 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC: 21 April 2016 Council Decision No. 3266

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 30 April 2016.

Appendices:

1. Payment Listings as of 30 April 2016.

Background:

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

Comment:

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

Municipal Account	
Total Payments April 2016	\$360,402
Total Payments April 2015	\$330,729
Variance \$	\$29,673
Variance %	9%
Percentage paid by EFT April 2016	99.3%
Percentage paid by Cheque April 2016	0.7%

Percentage of local Suppliers April 2016 (excluding wages, bank fees, loan payments and utilities providers)	13%
Dollar Value spent with local Suppliers April 2016	\$27,778

Trust Account – Working

No transactions

Trust Account – REBA

No transactions

Consultation:

Ian McCabe Chief Executive Officer

Statutory Environment:

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

Policy Implications:

Relates to Policy Number GP2 – Purchasing Policy.

Financial Implications:

Payment of Accounts Payable as per the attached transaction statements to the value of \$360,402 for April 2016.

Strategic Plan/Risk Implications:

There are no strategic implications relative to this item.

Voting Requirements Simple Majority

Council Decision Number: 3283

Moved: Cr Gawley Seconded: Cr Gamble

That Council resolve the following:

- 1. Receive the Payment Listings as of 30 April 2016.**

Vote: 7/0

Type	Date	Num	Name	Description	Amount
A01100 - Cash at Bank					
A01101 - Unrestricted Municipal Bank					
General Journal	01/04/2016	1987	NAB	Merchant Fees	-52.60
Cheque	01/04/2016	dd010416	Westnet	Internet Access May 2016, Email Hosting 190216-190316	-179.15
Bill Pmt -Cheque	04/04/2016	dd040416	NAB Visa	LICENCE 1TPS483, 1TPU981, 1TPS401, TRAINING WALGA CEO Roundtable Lunch, DEPOT Compressor parts, BARRACKS Sheet Sets King Single x 3	-466.16
Bill Pmt -Cheque	05/04/2016	CRED050416	Western Australia Showbag Services - EFT	WYALKATCHEM FAIR Showbags x 50	-1,062.50
Paycheque	06/04/2016		Salaries and Wages	PPE060416	-20,273.91
Bill Pmt -Cheque	07/04/2016		Courier Australia - EFT	FREIGHT Burning Permit books 240316, Banner and flag 300316	-19.65
Bill Pmt -Cheque	07/04/2016		T & E Services Pty Ltd - EFT	MEDICAL SERVICES April 2016	-13,750.00
Bill Pmt -Cheque	07/04/2016		Trophy Specialists - EFT	HONOUR BOARDS Update Citizen of the Year, Under 25, Event of the Year, Christmas Lights	-140.00
Bill Pmt -Cheque	07/04/2016		Westwide Ceilings - EFT	LADY NOVAR Replace ceilings in back room and walls in front room off verandah	-4,235.00
Cheque	07/04/2016	16803	Shire of Wyalkatchem - Petty Cash	WYALKATCHEM FAIR Cash float	-650.00
Bill Pmt -Cheque	07/04/2016	16804	Wood Sheryl	THANK A VOLUNTEER Catering-morning tea cakes, quiches, sandwiches, cupcakes	-750.00
Bill Pmt -Cheque	07/04/2016		Katchem Plumbing - EFT	STORM DAMAGE Clear roads of damage, TOWN HALL Move down pipe, BUSH FIRE TRUCK SHED Extend storm water drains, 55 FLINT ST Replace internal flushing mechanism to cistern, CRC BUILDING Repair broken storm water junction on building	-1,462.42
Bill Pmt -Cheque	07/04/2016		Kirks Turf Roller & Turf Equip Hire - EFT	CRICKET WICKETS Hire Roller 270116-210316	-4,000.00
Bill Pmt -Cheque	07/04/2016		Wells, RJ and SL - EFT	GARDEN MAINTENANCE 190316-010416	-2,222.00
Bill Pmt -Cheque	12/04/2016	dd120416	Telstra	TELEPHONE Landlines 170316-160416	-548.54
Bill Pmt -Cheque	13/04/2016	dd130416	Water Corporation.	SERVICE CHARGE Standpipe at Depierres Rd 010316-300416	-39.77
Bill Pmt -Cheque	14/04/2016	dd140416	Water Corporation.	WATER USAGE 280116-230316	-515.33
Bill Pmt -Cheque	18/04/2016		AMPAC Debt Recovery - EFT	DEBT COLLECTION 6 Riches St, 51 Johnston St, 62 Wilson St	-1,427.34
Bill Pmt -Cheque	18/04/2016		Austin-Jugen, Jule - EFT	WYALKATCHEM FAIR Face painters x 3	-90.00
Bill Pmt -Cheque	18/04/2016		Australia Post - Mail - EFT	POSTAGE Mar 16	-130.71
Bill Pmt -Cheque	18/04/2016		Avon A Party - EFT	WYALKATCHEM FAIR Fairy floss and popcorn machines	-275.00
Bill Pmt -Cheque	18/04/2016		Avon Waste - EFT	BINS March 2016 - 328 x 4 weeks, 12 Street x 4 weeks, RECYCLING Service bins x 6 100316	-4,077.70
Bill Pmt -Cheque	18/04/2016		BA & VM Brookes - EFT	RRG WYALKATCHEM KOORDA RD Gravel Carting Roadtrain, RRG WYALKATCHEM TAMMIN RD Gravel carting roadtrain	-14,773.00
Bill Pmt -Cheque	18/04/2016		Bandicoot Express - EFT	ADVERTISING Town Maintenance position available Half Page	-28.00
Bill Pmt -Cheque	18/04/2016		Brendon Wilkes Electrical - EFT	MEDICAL CENTRE Replace emergency lights x 14, REC CENTRE Replace exit lights x 3, TOWN HALL Replace exit lights x 3, BARRACKS Reinstall batteren holders and penant roses. Check ceiling fans in room 1 and 10, LADY NOVAR Remove light in front room	-3,388.00
Bill Pmt -Cheque	18/04/2016		Bunnings Midland - EFT	NETBALL/BASKETBALL COURTS Sealant x 18, Masking tape x 4, Caulking gun, Mineral Turps 4L, Sika Sausage	-400.13
Bill Pmt -Cheque	18/04/2016		Central Carpet Cleaning - EFT	RAILWAY STATION Clean carpets in beautician side	-100.00
Bill Pmt -Cheque	18/04/2016		Contract Aquatic Services - EFT	SWIMMING POOL Contract Management Fee Mar 2016	-13,719.55
Bill Pmt -Cheque	18/04/2016		Courier Australia - EFT	FREIGHT Library books (oncharged) 090316, Works Parts 140316, 150316	-91.34
Bill Pmt -Cheque	18/04/2016		Covs Parts - EFT	OCC HEALTH Danger tape, Caution tape, EXPENDABLE TOOLS Spray Applicator, Black plastic	-128.46
Bill Pmt -Cheque	18/04/2016		Cutting Edges - EFT	BLADES WM017 Standard cutting edges x 6 sets, Sharq cutting edges x 4 sets, nuts & bolts to suit, mounting tool	-3,700.42
Bill Pmt -Cheque	18/04/2016		CY O'Connor TAFE - EFT	TRAINING Project Management Course x 5 employees McCabe, Trenorden, Nightingale, Wells, Webb	-955.00
Bill Pmt -Cheque	18/04/2016		D & GJ Pease - EFT	OTHER FIRE PREVENTION Power at Radio Mast 030715-290216	-498.70
Bill Pmt -Cheque	18/04/2016		Dept of Agriculture and Food - EFT	BUSH FIRE Map of Wyalkatchem Shire showing property owners	-237.20
Bill Pmt -Cheque	18/04/2016		Dowerin Gourmet Butchershop - EFT	WYALKATCHEM FAIR Sausages x 6.2kg	-74.40
Bill Pmt -Cheque	18/04/2016		Dunnings - EFT	FUEL March 2016	-7,182.98
Bill Pmt -Cheque	18/04/2016		Eastern Hills Saws & Mowers - EFT	MAINTENANCE Chainsaw MS192T Air filter	-38.95
Bill Pmt -Cheque	18/04/2016		Elders Rural Services - EFT	ROADSIDE SPRAYING Hot up 20L x 1, Garlon 10L x 2, Roundup 20L x 2	-933.56
Bill Pmt -Cheque	18/04/2016		Fuji Xerox - EFT	PHOTOCOPY Lease 210416-200516, Colour Copies x 2120, B&W Copies x 4398 Mar 16	-800.12
Bill Pmt -Cheque	18/04/2016		James Doyle Amusements - EFT	WYALKATCHEM FAIR Simulator and Mixed toy ride 090416	-2,000.00

Bill Pmt -Cheque	18/04/2016	JK Williams - EFT	SIGNAGE Tech Screws (Signage & White Post Reflector install), TOWN HALL Cutlery Containers, DEPOT Tech screws, MAINTENANCE WM017 Antenna replacement, MEDICAL CENTRE Generator Power Chords x 3	-274.00
Bill Pmt -Cheque	18/04/2016	Koorda Community Resource Centre - EFT	ADVERTISING Town Maintenance Position Vacant 010316, 080316 Half Page	-30.00
Bill Pmt -Cheque	18/04/2016	Landgate - EFT	BUSH FIRE Map showing vulnerable households	-471.17
Bill Pmt -Cheque	18/04/2016	Landmark - EFT	REC CENTRE OVAL 20m 2inch Suction Pipe, ROADSIDE SPRAYING TOWN Roundup 20L	-429.11
Bill Pmt -Cheque	18/04/2016	LGIS Risk Management - EFT	OCC HEALTH & SAFETY Risk Management Coordinator 2015/16 2nd instalment	-3,168.00
Bill Pmt -Cheque	18/04/2016	Marty Grant Bulldozing - EFT	R2R BYRNE RD Push up gravel Max Wards Block for resheet work 18hrs work plus 2hrs mobilisation	-5,940.00
Bill Pmt -Cheque	18/04/2016	NEWROC - EFT	NEWROC Christmas Dinner x 3 people	-135.00
Bill Pmt -Cheque	18/04/2016	Petchell Mechanical - EFT	PUMP Battery MF51 650cc	-155.21
Bill Pmt -Cheque	18/04/2016	Shire of Kellerberrin - EFT	STREET CLEANING Street Sweeper for town streets	-2,818.10
Bill Pmt -Cheque	18/04/2016	Slack Taxi Pty Ltd - EFT	WYALKATCHEM FAIR Aerial performance 090416 70% balance	-2,810.50
Bill Pmt -Cheque	18/04/2016	Snap Osborne Park - EFT	PRINTING Burning Permit Books x 5	-451.00
Bill Pmt -Cheque	18/04/2016	St John Ambulance Australia - EFT	REC CENTRE Restock first aid kit	-21.90
Bill Pmt -Cheque	18/04/2016	Staples Australia - EFT	STATIONERY File racks, archive boxes, sticky tape	-167.34
Bill Pmt -Cheque	18/04/2016	Tudor House - EFT	ADMIN OFFICE Australian Flag 1800mm 900mm fully sewn with sister clips, BANNERS IN THE TERRACE Plain banner to City of Perth specifications	-311.50
Bill Pmt -Cheque	18/04/2016	Wells, RJ and SL - EFT	GARDEN MAINTENANCE 020416-070416	-110.00
Bill Pmt -Cheque	18/04/2016	Wyalkatchem Hotel - EFT	REFRESHMENTS Pure Blonde carton, WYALKATCHEM FAIR Accommodation for performers x 2	-224.00
Bill Pmt -Cheque	18/04/2016	Wyalkatchem IGA Express - EFT	OFFICE AMENITIES, COUNCIL MEETING Mar 16	-128.59
Bill Pmt -Cheque	18/04/2016	Wyalkatchem Tyre Service - EFT	MAINTENANCE WYLIEBUS Emergency handle catch on back door	-84.50
Bill Pmt -Cheque	18/04/2016	RadioWest & HOT FM Networks - EFT	ADVERTISING Around the Towns Interview Mar 2016	-110.00
Bill Pmt -Cheque	18/04/2016	dd180416 Foxtel	57 FLINT ST Doctor Foxtel	-150.00
Bill Pmt -Cheque	19/04/2016	dd190416 Water Corporation.	SERVICE CHARGES 010316-300416	-119.31
Bill Pmt -Cheque	20/04/2016	Brendon Wilkes Electrical - EFT	ADMIN OFFICE Repair lights and twoway, DEPOT Replaced overload on air compressor, TERMINAL BUILDING Check power, SWIMMING POOL Disconnect power, BARRACKS Replaced 2 fans and repaired light in toilet, HOCKEY OVAL Install 2 x 15 amp waterproof outlet, TRANSFER BUILDING Install hot water system, TERMINAL BUILDING Repair and test circuits, MEDICAL CENTRE Repair lights, RAILWAY STATION Reinstall lights	-2,103.20
Bill Pmt -Cheque	20/04/2016	Burgess Rawson - EFT	WATER USAGE Railway Tce Parks, Public Toilets, CBH Museum 100216-070416	-836.88
Bill Pmt -Cheque	20/04/2016	Dowerin Community Resource Centre - EFT	ADVERTISING Wyalkatchem Fair 030316 Quarter page, General Hand vacancy 030316 Half Page	-28.50
Bill Pmt -Cheque	20/04/2016	Dowerin Engineering Works - EFT	MAINTENANCE Flat Bar, RHS and Square tube - load lifter repair	-115.36
Bill Pmt -Cheque	20/04/2016	Katchem Plumbing - EFT	REC CENTRE Install gas works to oven, Install hot and cold water and waste pipe to basin and kitchen sink, REC CENTRE OVAL Mark football and hockey lines	-1,250.00
Bill Pmt -Cheque	20/04/2016	Marty Grant Bulldozing - EFT	RRG WYALKATCHEM TAMMIN RD Rehab gravel pit	-4,603.50
Bill Pmt -Cheque	20/04/2016	NNT Uniforms - EFT	UNIFORMS Trenorden, Nightingale, Wells, Webb	-1,259.72
Bill Pmt -Cheque	20/04/2016	Shire of Koorda - EFT	NEWHEALTH Expenses Jan - Mar 2016, NRM Expenses Jan - Mar 2016, ELECTED MEMBER TRAINING Finance Training x 9	-16,371.49
Bill Pmt -Cheque	20/04/2016	Wheatbelt Landscaping - EFT	SWIMMING POOL Reticulation for pool	-9,020.00
Bill Pmt -Cheque	20/04/2016	Wheatbelt Renovations - EFT	REC CENTRE Strip kitchen area and remove all fixtures, prep floor for tiling, Remove protruding cupboard section in kitchen, Widen servery counter by approx 500mm, Paint ceiling, repair cracks and holes in walls and paint including storeroom, Supply and fit new cupboards where existing were, Tile floors with 600mm x 600mm grey ceramic semi gloss floor tiles, Supply and fit 15m of laminated bench tops, grey in colour, Supply and install 15m of gloss white ceramic tiles 600mm x 300mm splash back 600mm high from bench surface, Travel, Remove storage cupboards from store room	-28,831.00
Bill Pmt -Cheque	20/04/2016	Wongan Concrete Services - EFT	BUSH FIRE TRUCK SHED Contrete 19.4m3, FOOTPATHS Concrete 6.12 m3 for along Gamble St, NETBALL/BASKETBALL COURTS Concrete for poles	-9,378.00
Bill Pmt -Cheque	20/04/2016	Wyalkatchem Community Resource Cntr - EFT	CRC ANNUAL FEE February-March 2016, SWIMMING POOL Printing & laminating of flyers, BUSH FIRE TRUCK SHED Key cutting x 2	-4,709.60
Bill Pmt -Cheque	20/04/2016	Wyalkatchem Road House - EFT	REFRESHMENTS Project Planning Training 120415 Sandwiches and savouries for 6 people	-55.00

Paycheque	20/04/2016		Salaries and Wages	PPE200416	-22,876.08
Bill Pmt -Cheque	21/04/2016	dd210416	Telstra	TELEPHONE Mobiles 020316-010416	-207.38
Bill Pmt -Cheque	22/04/2016	dd220416	Synergy	ELECTRICITY Street Lights 250216-240316	-2,196.95
Bill Pmt -Cheque	26/04/2016	dd260416	Synergy	ELECTRICITY Terminal Building 130116-140316	-72.20
General Journal	28/04/2016	1988	NAB	NAB Connect Fee. CG	-47.24
Bill Pmt -Cheque	29/04/2016		A P Concrete Pty Ltd - EFT	NETBALL/BASKETBALL COURTS Lay crossover, STORM DAMAGE RURAL RDS Repair floodway Allen Rd	-2,041.60
Bill Pmt -Cheque	29/04/2016		Brendon Wilkes Electrical - EFT	ADMIN OFFICE Repair fluoro lights in reception, replace globe in hallway light, 1 SLOCUM ST Repair hot water system, REC CENTRE Fit off kitchen, wire double power point in store room, install ovens, Remove GPO's, disconnected ovens x 2	-2,571.80
Bill Pmt -Cheque	29/04/2016		Coates Hire Group - EFT	MAINTENANCE GRADING Hire Roller 070416-250416, Hire Grader 200416-250416	-6,138.88
Bill Pmt -Cheque	29/04/2016		Conplant Ammann Australia - EFT	MAINTENANCE WM160 4,000hr service & final drive repairs	-11,202.83
Bill Pmt -Cheque	29/04/2016		Dept of Local Govt and Communities - EFT	UNSPENT GRANT FUNDS Workforce Planning Capacity Building 2013/14	-12,949.20
Bill Pmt -Cheque	29/04/2016		Landgate - EFT	VALUATIONS Rural UV General Revaluation 2015/16	-4,120.05
Bill Pmt -Cheque	29/04/2016		Mayes Sheetmetal Pty Ltd - EFT	REC CENTRE Exhaust Canopy	-3,410.00
Bill Pmt -Cheque	29/04/2016		MCG Architects Pty Ltd - EFT	SENIOR CITIZENS HOMES PROJECT Preparation of second tender documentation WY02/16	-5,940.00
Bill Pmt -Cheque	29/04/2016		Palmer Plumbing - EFT	REC CENTRE Replace kitchen sink waste	-137.50
Bill Pmt -Cheque	29/04/2016		Petchell Mechanical - EFT	MAINTENANCE WM000 Service 130,000km and wiper blades	-492.39
Bill Pmt -Cheque	29/04/2016		R Munns Engineering Consulting - EFT	ENGINEERING CONSULTANCY Work on 2015/16 road program to organise contractors and resources, Work on 2016/17 Road Budget	-2,732.75
Bill Pmt -Cheque	29/04/2016		Roaming Reptile Education - EFT	WYALKATCHEM FAIR Reptile display	-1,040.00
Bill Pmt -Cheque	29/04/2016		Spandex Asia Pacific Pty Ltd - EFT	BANNERS IN THE TERRACE Norris Blue x 1L, Yellow Ochre x 1L, Middle Yellow x 1L, Vip Red x 1L	-327.56
Bill Pmt -Cheque	29/04/2016		Transair Two-Way Radio - EFT	DEPOT Battery Icom IC-A4 for portable two way	-93.50
Bill Pmt -Cheque	29/04/2016		W Gibbs and Sons (Dedalus) - EFT	PROFESSIONAL SERVICES Assessment of Shire properties	-5,966.40
Bill Pmt -Cheque	29/04/2016		Webarena - EFT	WEBSITE HOSTING 160516-150816	-132.00
Bill Pmt -Cheque	29/04/2016		Western Power.	SENIOR CITIZENS HOMES PROJECT Headworks to supply underground power to site	-61,798.00
Cheque	29/04/2016	16805	Department of Commerce	VOID: PET BOND 55 Flint St Anderson	0.00
Cheque	29/04/2016	16806	Kerr, Roderick	RATES REFUND ASS #205	-762.59
Bill Pmt -Cheque	29/04/2016	16807	Wylie News & Lotteries	REFRESHMENTS WALGA and Councillors lunch 13 rounds of sandwiches and hot food, NEWSPAPERS Mar 16	-180.30
Cheque	29/04/2016	16808	Department of Commerce.	PET BOND 55 Flint St Anderson	-50.00
General Journal	29/04/2016	1990	NAB	Account Keeping Fee	-32.30
Bill Pmt -Cheque	29/04/2016	dd290416	Water Corporation.	WATER USAGE 100216-070416	-10,740.69
General Journal	29/04/2016	2000	NAB	Merchant Fees	-52.60
Total A01101 - Unrestricted Municipal Bank					<u>-360,401.86</u>

CERTIFICATION OF CHIEF EXECUTIVE OFFICER

I hereby certify that the Schedule of Accounts paid was submitted to Council on Thursday, 19 May 2016. All payments are as per the Annual Budget and are supported by vouchers and invoices and were not processed until goods and services were certified as received.

Ian McCabe, Chief Executive Officer


CERTIFICATION OF CHAIRMAN

I hereby certify this schedule of accounts paid was submitted to the Council on Thursday, 19 May 2016 for information pursuant to Section 6.8(2)(b) of the Local Government Act 1995.

Cr Quentin Davies, Chairman

8.3 Officer Reports to Council

8.3.1 GOVERNMENT RELATIONS – LOCAL AND REGIONAL LIASION – NEWROC – NEWROC MOU 2016 - 2018

FILE REFERENCE:	14.9.5
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	11 May 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	Decision 2954, 17 July 2014

SUMMARY: That Council resolve the following:

- 1. To continue participation in NEWROC and approve the signing of an MOU for the period 2016 to 2018;**
- 2. To authorise the affixing of the common seal and signing of the MOU by the Shire President and the CEO.**

Appendix/Appendices:

1. Draft Memorandum of Understanding 2016-2018 North Eastern Wheatbelt Organisation of Councils (NEWROC).

Background:

The North Eastern Wheatbelt Regional Organisation of Councils (NEWROC) has been an important forum for regional co-operation since 1994. It creates an opportunity to exchange ideas, share issues and create innovative solutions to commonly shared problems.

Regional Co-Operation and collaborative approaches are key initiatives within the draft Shire of Wyalkatchem Strategic Community Plan (revised) and are relevant to a number of outcomes, including:

- 1.1.2 Promote regional health solutions that are integrated with other governments and entities;
- 2.4.2 Support regional collaboration and partnerships;
- 4.1.2 Advocate effectively on significant issues affecting the community; and,
- 4.2.2 Continue to work towards the community's long-term aspirations for the future.

The current MOU will expire with the end of the 2016 financial year and this agreement will cover the period through to June 2018. There has been a re-write of the NEWROC agreement to remove referencing inconsistencies and update schedule two, 'Regional Purposes.'

Comment:

The continued membership of NEWROC is recommended. It is however, a fundamental principle of self-determination and recognition of individual local government status that the Shire of Wyalkatchem has and will continue to make decisions which deliver on our promise to this community. This may mean that there will be occasions where this local government will withdraw from a NEWROC initiative or vary financial contributions to NEWROC expenses in order to discern between matters so as to make the best decision on each issue at that time. This is a necessary approach to ensure Wyalkatchem observes alignment to the Strategic Community Plan and other Council-approved measures. Importantly, this approach may also be necessary in order to align with state and federal planning or funding requirements, comply with legislation or regulation, or respond to operational requirements.

The purposes of NEWROC are reproduced from schedule two of the memorandum is as follows:

‘Regional Purposes

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

1. Cooperation

To provide a strong and cohesive regional group that has the capacity to provide leadership and practical projects that will foster economic prosperity of member Councils

2. Tourism Coordination

To maximise the potential of community events in the region through coordination of individual events, staging of major events and promotion including, but not limited to;

- 👉 The marketing and promotion of North Eastern Wheatbelt (NEWTravel) events and attractions including the Wheatbelt Way

To coordinate tourism activities across the member Councils through NEWTravel

3. Resource Sharing

To promote inter-council cooperation and resource sharing opportunities where these add value and do not diminish the way individual councils provide services to their communities.

These opportunities can include but are not limited to the following;

- 👉 Enhance the finance/compliance capability of individual councils.
- 👉 Joint procurement
- 👉 Facilitate resource sharing of technical/professional officer positions for two or more local governments by creating the blue print for successful joint arrangements e.g. NRM
- 👉 Establish a central facility for local government functions such as rating, accounting and records management.
- 👉 Develop the capacity as a group to tender for and undertake major and minor works.

4. Economic and Community Building

To implement strategies relating to issues of regional significance that foster and promote economic and community development opportunities that benefit the region.

These opportunities can include, but not limited to:

- 👉 Business and economic innovation and diversification
- 👉 Education and training initiatives that invest in the human capital of the NEWROC communities
- 👉 Technology and telecommunications
- 👉 Marketing and promotion of the NEWROC communities to attract and retain population
- 👉 Services and infrastructure for youth and the elderly

5. Health and Community Services

To act as a catalyst to promote the health and well-being of the regional community and undertake activities including, but not limited to;

- 👉 Encouraging improved access and delivery of health services for the NEWROC community
- 👉 Facilitating improved health resources for the vulnerable members of the NEWROC community

6. Environment

To provide leadership, coordination and information on regional natural resource management practices and undertake activities including, but not limited to;

- 👉 Achieving improved control and utilisation of surface and sub-surface water resources.
- 👉 Achieving improved land management practices across the region.
- 👉 Ensure the long-term economic future of the region through sustainability practices.
- 👉 Implementing progressive Natural Resource Management initiatives
- 👉 Reporting on the state of the environment in the NEWROC region'.

The purposes of NEWROC are in general alignment with the Shire of Wyalkatchem's Strategic Community Plan. On that basis, continued membership and support of NEWROC is recommended for endorsement.

Consultation:

Ms Caroline Robinson, NEWROC Executive Officer
NEWROC Council and executives

Statutory Environment:
Local Government Act 1995

Policy Implications:
None identified

Financial Implications:
None identified

Strategic Plan/Risk Implications:
Direct relationship to this local government's strategic community plans.

Voting Requirements: Simple Majority

Council Decision Number: 3284

Moved: Cr Jones

Seconded: Cr Gawley

That Council resolve the following:

- 1. To continue participation in NEWROC and approve the signing of an MOU for the period 2016 to 2018;**
- 2. To authorise the affixing of the common seal and signing of the MOU by the Shire President and the CEO.**

Vote: 7/0



North Eastern Wheatbelt Regional Organisation of Councils

Koorda | Mt Marshall | Mukinbudin | Nungarin | Trayning | Wyalkatchem

MEMORANDUM OF UNDERSTANDING

July 2016 – June 2018

SHIRE OF KOORDA

AND

SHIRE OF MT MARSHALL

AND

SHIRE OF MUKINBUDIN

AND

SHIRE OF NUNGARIN

AND

SHIRE OF TRAYNING

AND

SHIRE OF WYALKATCHEM

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AGREEMENT

THIS MEMORANDUM OF UNDERSTANDING (MoU)

BETWEEN

SHIRE OF KOORDA of Allenby Street, KOORDA, Western Australia

AND **SHIRE OF MT MARSHALL** of Monger Street, BENCUBBIN, Western Australia

AND **SHIRE OF MUKINBUDIN** of Maddock Street, MUKINBUDIN, Western Australia

AND **SHIRE OF NUNGARIN** of Railway Avenue, NUNGARIN, Western Australia

AND **SHIRE OF TRAYNING** of Railway Street, TRAYNING, Western Australia

AND **SHIRE OF WYALKATCHEM** of Corner Honour Avenue and Flint Street, WYALKATCHEM, Western Australia

1. DEFINITIONS

In this Memorandum of Understanding unless the context requires otherwise;

“**Act**” means the *Local Government Act 1995*;

“**NEWROC**” means the North Eastern Wheatbelt Regional Organisation of Councils;

“**Operative Date**” means 1 July 2016

“**Participant**” means the Shires of Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning, or Wyalkatchem, either jointly or individually, as the context requires;

“**Project**” means the undertaking of any activity for a Regional Purpose described in clause 4;

“**Proposal**” means the proposal to undertake a Project;

“**Region**” means the districts of the Participants;

“**Regional Purpose**” means any regional purpose referred to in clause 2 and including, but not limited to, those detailed in Schedule 2.

2. RECITALS

The Participants have resolved, on the dates referred to in Schedule 1, to enter into this Memorandum of Understanding.

3. NAME

The name of the regional organisation of councils is the North Eastern Wheatbelt Regional Organisation of Councils (NEWROC).

Notes:

1. Section 3.62(1) of the Act provides that a regional local government is a body corporate with perpetual succession and a common seal.

2. A regional local government has the same general function of a local government including its legislative and executive functions. See part 3 and section 3.66 of the Act.
3. Except as stated in section 3.66, the Local Government Act 1995 applies to a regional local government as if:
 - a) The participants' districts together made up a single district; and
 - b) The regional local government were the local government established for that district.

4.REGIONAL PURPOSES

The Regional Purposes for which NEWROC is established are to:

- a) Be guided by Schedule 2
- b) Undertake the activities defined as Projects in accordance with clause 8:
- c) Provide a means for the Participants, through voluntary participation and the integration and sharing of resources, where requirements of clause 8.1 are met, to:
 - i. Assess the possibilities and methodology of facilitating a range of projects, services and facilities on a regional basis including, without limitation, the Regional Purposes;
 - ii. Promote, initiate, undertake, manage and facilitate the Regional Purposes;

Promote productive effectiveness and financial benefit to the Participants where there are common and shared community of interest linkages

Notes:

1. In certain circumstances, a proposal to undertake a Regional Purpose may require the preparation of a business plan under the Act – see section 3.59
2. A proposal to undertake a Regional Purpose is defined as a “Project” and may only be undertaken in accordance with clause 8.

5.OBJECTIVES

The objectives of NEWROC shall be:

- a) To endeavour to carry out the Regional Purposes (see Schedule 2) in a manner which enhances and assists in the advancement of the Region
- b) To encourage cooperation and resource sharing on a regional basis
- c) Not to detract from the relationships a Participant holds within its community, with the state and federal governments and other entities it interacts with in the course of usual business.

6.THE COUNCIL

i) Appointment of members

- a) A Participant is to appoint one member of the Council of the Participant to be a member of the NEWROC Council.
- b) A Participant may appoint a first and a second deputy from the Council of the Participant who are able to attend the NEWROC meetings and who may act temporarily in place of either member of the NEWROC appointed by the Participant during any period in which the member of the NEWROC is unable by reason of illness, temporary absence from State, conflict of interest or for any other cause to perform the functions of the office.

Note:

1. Section 3.62(b) of the Act provides that a regional local government is to have, as its governing body, a Council established under the Memorandum of Understanding and consisting of members of the Councils of the Participants.

ii) Tenure of members of NEWROC

A member of the NEWROC Council shall be appointed and shall hold office until either:







- a) The member ceases to be a member of the Council of the Participant or
- b) The member is removed by the Participant

Note:

1. Section 2.32 and 2.33 of the Act set out circumstances in which the office of a member of a Councillor becomes vacant.

iii) Election of Chair and Deputy Chair

The members of the NEWROC Council shall elect a Chair and a Deputy Chair at the first meeting of NEWROC Council following each local government election. The election of the Chair and Deputy Chair will be flexible to accommodate new Presidents or CEO's and structured accordingly e.g. term. The Chair and Deputy Chair shall be rotated accordingly:

-  Shire of Mt Marshall
-  Shire of Nungarin
-  Shire of Wyalkatchem
-  Shire of Koorda
-  Shire of Mukinbudin
-  Shire of Trayning.

If the office of Chair and a Deputy Chair becomes vacant then the members of the NEWROC Council shall elect a new Chair and Deputy Chair, as the case requires.

iv) Tenure of Chair and Deputy Chair

The Chair and Deputy Chair hold office until:

- a) no longer eligible to be a member pursuant to clause 6.2
- b) the election of a new Chair and a Deputy Chair pursuant to clause 6.3 or
- c) the incoming Chair and/or Deputy Chair are new members to NEWROC and do not wish to take on the role immediately

v) Role of Chair

The Chair:

- a) Presides at meetings of the NEWROC Council;
- b) Carries out civic and ceremonial duties on behalf of NEWROC;
- c) Speaks on behalf of NEWROC;
- d) Performs such other functions as are given to the Chair by the Act, any other written law or this Agreement; and

- e) Liaises with the CEO on NEWROC affairs and the performance of its functions.

Notes:

1. The role of the NEWROC Council is set out in section 2.7 of the Act.
2. The functions of the CEO are set out in section 5.41 of the Act.
3. The Chair may agree to the CEO speaking on behalf of the NEWROC – see section 5.41(f) of the Act.

vi) Role of Deputy Chair

The Deputy Chair performs the functions of the Chair, when authorised to do so, under this clause.

The Deputy Chair may perform the functions of Chair if;

- a) The office of Chair is vacant; or
- b) The Chair is not available or is unable or unwilling to perform the functions of Chair,







vii) Role of members of NEWROC Council

A member of the NEWROC Council:

- a) Represents the interests of the electors and residents of the Region;
- b) Facilitates communication between the community of the Region and NEWROC;
- c) Participates in NEWROC's decision-making processes at meetings of the NEWROC and its committees;
- d) Represents and undertakes actions on behalf of NEWROC as authorised by the NEWROC Council; and
- e) Performs such other functions as are given to the member by the Act or any other written law.

viii) Role of CEO of NEWROC

The NEWROC CEO is to be from the Council that holds the Chair role and shall be rotated accordingly:

-  Shire of Mt Marshall
-  Shire of Nungarin
-  Shire of Wyalkatchem
-  Shire of Koorda
-  Shire of Mukinbudin
-  Shire of Trayning

If the NEWROC CEO position becomes vacant then the members of the NEWROC Council shall elect a new NEWROC CEO, as the case requires.

The role of the CEO is to:







- a) Advise the council in relation to functions of the NEWROC Council;
- b) Ensure the advice and information is available to the NEWROC Council so that informed decisions can be made;

- c) Cause the NEWROC Council decisions to be implemented;
- d) Liaise with the NEWROC Council Chair on the affairs of the NEWROC Council;
- e) Liaise with the NEWROC Executive Officer;
- f) Ensure that records and documents of the NEWROC Council are properly kept (delegated to the Executive Officer); and
- g) Perform any other function specified or delegated by the NEWROC Council.

7.FINANCIAL CONTRIBUTIONS

i) Annual contributions

Each Participant shall make an annual contribution towards the amount necessary to meet the deficiency, if any, disclosed in the annual budget of NEWROC, which contribution shall be in the following proportions:

 Shire of Koorda	-	1/6 th
 Shire of Mt Marshall	-	1/6 th
 Shire of Mukinbudin	-	1/6 th
 Shire of Nungarin	-	1/6 th
 Shire of Trayning	-	1/6 th
 Shire of Wyalkatchem	-	1/6 th

ii) Capital contributions

Where the NEWROC Council determines that the Participants will make any contribution (other than the annual contribution referred to in clause 7.1 or any capital contributions for a project under a project plan) including, without limitation, any contribution towards the acquisition of any asset of a capital nature, then the Participants will make those contributions in the same proportions as set out in clause 7.1. The contributions so determined shall be as disclosed in the budget of NEWROC for each financial year

iii) Manner of Payment

The contributions referred to in clauses 7.1 and 7.2 shall be paid by each Participant to NEWROC in the manner determined by NEWROC.

iv) Late Payment

Unless otherwise agreed, if a Participant fails to pay to NEWROC a sum of money owing under this clause on or before the due date for payment, that Participant must, in addition to the sum of money due and payable, pay to NEWROC, interest at the overdraft rate charged by NEWROC's bank on amounts of the same size as the unpaid sum, calculated from and including the due date of payment to but excluding the actual date of payment.

8.PROJECTS

i) Requirements

NEWROC shall only undertake a Project in accordance with this clause and provided that:

- a) NEWROC is satisfied that any services and facilities that it will provide:
 - ii. Integrate and coordinate, so far as practical, with any provided by the Commonwealth, State or any public body;

- iii. Within the district of a Participant, do not duplicate, to an extent that the Participant consider inappropriate, services or facilities provided by the Commonwealth, the State or any body or person, whether public or private; and
 - iv. Are managed efficiently and effectively;
- b) The requirements for the preparation of a business plan under section 3.59 of the Act, if applicable, are complied with.

Note:

1. In certain circumstances, a proposal to undertake a Regional Purpose may require the preparation of a business plan under the Act – see section 3.59.

ii) Project Plan to be Prepared

Where NEWROC is considering a proposed Project it shall prepare a Project Plan.

iii) Contents of a Project Plan

A Project Plan should include:

- a) A clear definition of the proposed Project;
- b) Details of the expected cost and benefits for the Participants.
- c) A project time-line with performance milestones clearly outlined.
- d) The proportion (and the basis of its calculation) in which the Project Participants will make contributions towards:
 - i. The acquisition of any asset of a capital nature required for the Project or Service;
 - ii. The operating expenditure, including administrative expenses, relating to the Project
- e) The manner of payment of the contributions referred to in paragraph (d);
- f) The proportion entitlement or liability, as the case may be (and the basis of its calculation) of the Project Participants in the event that the Project is wound up;
- g) The manner of payment of the entitlement or liability referred to in paragraph (i);
- h) The procedure for the giving of notice by a Project Participant wishing to withdraw from the Project including the period of notice;
- i) The proportional entitlement or liability, as the case may be (and the basis of its calculation), of a Project Participant when withdrawal of that Project Participant from the Project takes effect; and
- j) The manner of payment of the entitlement or liability referred to in paragraph (h);
- k) The amount, if any, of interest payable where contributions are not made on the due date for payment;
- l) The entitlement, if any, of a participant which is not a Project Participant to join a Project and the procedure to be followed including the period of notice given by that Participant.

iv) Participants to be given Project Plan

Upon completion of the Project Plan NEWROC shall give a copy of the Project Plan to each of the Participants.

v) Election to Participate in Project

- iii. Each Participant shall, within a reasonable period determined by NEWROC, elect whether to participate in the Project by giving notice of its election to NEWROC

vi) Project Participants

The Participants, who elect to participate in a Project, are the Project Participants in respect of that Project.

vii) Review of Project Plan

As soon as practicable NEWROC shall:

- a) Review the Project Plan and its viability having regard to the number of Participants who have elected to participate;
- b) Decide whether to proceed with the Project; and
- c) Give notice to each of the Project Participant of its decision.

Where the number of Participants which have elected to participate is less than the number, if any, specified in the Project Plan or less than all of the Participants where no number is specified, then NEWROC will give the Participants an opportunity to withdraw their election before the NEWROC decides to proceed under clause 8

viii) Project Participants to be Bound

Where NEWROC decides to proceed with a Project and gives notice of its decision to each of the Project Participants in accordance with clause 8.1, then each of the Project Participants shall be bound by the terms of the Project Plan as if those terms were set out in this Agreement.

ix) Winding Up of Project

The NEWROC Council may resolve to wind up a Project. An absolute majority vote will be required by the NEWROC Council to resolve to wind up any Project.

x) Division of Assets

- (1) Subject to subclause 8.8 if a Project is to be wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of the Project then the property and assets shall be realised and the proceeds along with any surplus funds shall be divided among the Project Participants in the proportions referred to in the Project Plan.
- (2) Subclause 8.10 (1) shall not apply where the Project Participants advise NEWROC that a realisation of the property and assets is not necessary.

xi) Division of Liabilities

If a Project is to be wound up and there remains any liability or debt in excess of the realised property and assets of the Project then the liability or debt is to be met by the Project Participants in the proportions referred to in the Project Plan.

xii) Indemnification by Project Participants of NEWROC

If a Project is wound up then the Project Participants shall indemnify NEWROC (in the proportions referred to in the Project Plan) with respect to that liability or debt.

9. TERM AND TERMINATION

i) Winding up by Agreement

The Participants may, by agreement, wind up NEWROC.

ii) Extension of Agreement

The Participants may, by agreement, extend the term of NEWROC.

iii) Term of Agreement

Unless otherwise wound up or extended, this Agreement will terminate on 30 June 2018.

iv) Division of assets

If NEWROC is to be wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of NEWROC then the property and assets shall be realised and the Proceeds along with any surplus funds shall be divided among each of the Participants in the same proportions as the contributions of a particular Participant to the assets of NEWROC bear to the total of such contributions by all Participants.

v) Division of liabilities

If NEWROC is to be wound up and there remains any liability or debt in excess of the realised property and assets of NEWROC then the liability or debt is to be met by each of the Participants in the same proportions as the contributions of a particular Participant to the assets of NEWROC bear to the total of such contributions by all Participants.

10. WITHDRAWAL OF A PARTICIPANT

i) Withdrawal

A Participant may at any time, advise NEWROC of their intent to withdraw from NEWROC.

ii) When Withdrawal to Take Effect

Withdrawal will take effect as from 30 June next following.

iii) Entitlement or Liability of Withdrawing Participant

- d) As soon as practicable following withdrawal taking effect on 30 June NEWROC shall distribute to the Participant an amount equal to the proceeds and any surplus funds which would have been payable if NEWROC was wound up; or
- e) Be entitled to recover from the Participant an amount equal to the liability or debt which would be payable by the Participant if the NEWROC was wound up, as the case may be.

iv) Participants May be Required to Pay Distribution

If the NEWROC is unable to meet the distribution referred to in clause 9.4 from funds on hand then, unless the NEWROC decides otherwise, the Participants (other than the Participant that has withdrawn) shall pay the distribution in the proportions equal to their respective equities in the NEWROC.

11. ADMITTING NEW MEMBERS

- (1) Section 3.65 of the Local Government Act 1995 is to apply.
- (2) Prospective new members may be admitted by a decision of the NEWROC Council and shall be required to contribute to NEWROC a sum determined by the NEWROC Council that is described as "the entry sum" and in addition a sum equal to the current year's contribution schedule as described in clause 6.1 or such other sum agreed to by the NEWROC Council.

Note:

1. This Memorandum of understanding can be amended to include another local government as a party to the amending agreement – see section 3.65(2) of the Act.

12. BORROWINGS

NEWROC is not permitted to borrow funds.

Notes:

1. Section 3.66 (4) of the Act provides that Part 6, Division 5, subdivision 3 does not apply in relation to a regional local government unless the Memorandum of Understanding provides that it does.
2. Part 6, Division 5, subdivision 3 of the Act deals with borrowings and includes the power to borrow and restrictions on borrowings.

13. DISPUTE RESOLUTION

i) Dispute

In the event of any dispute or difference ('dispute') arising between the Participants and NEWROC or any of them at any time as to any matter or thing arising under or in connection with this Memorandum of Understanding, then a Participant or NEWROC may give to the other Participants and NEWROC (as the case may be) notice in writing ('dispute notice') adequately identifying the matters, the subject of the dispute, and the giving of the dispute notice shall be a condition precedent to the commencement by any Participant or NEWROC of proceedings (whether by way of litigation or arbitration) with regard to the dispute as identified in the dispute notice.

ii) Arbitration

At the expiration of 25 business days from the date of sending the dispute notice, the Participant or NEWROC giving the dispute notice may notify the others in writing ('arbitration notice') that it requires the dispute to be referred to arbitration and the dispute (unless meanwhile settled) shall upon receipt of the arbitration notice by the recipients then be and is hereby referred to arbitration under and in accordance with the provisions of the Commercial Arbitration Act 1985.

iii) Legal Representation

For the purposes of the Commercial Arbitration Act 1985, the Participants consent to each other and to NEWROC being legally represented at any such arbitration.

14. INTERPRETATION

i) Interpretation

In this Memorandum of Understanding unless the context requires otherwise:

- a) Words importing the singular include the plural and vice versa;
- b) Words importing any gender include the other gender;
- c) References to persons include corporations and bodies politic;
- d) References to a person include the legal personal representatives, successors and assigns of that person;
- e) A reference to a statute, ordinance, code or other law includes regulations and other statutory instruments under it and consolidations, amendments, re-enactments or replacements of any of them (whether of the same or any other legislative authority having jurisdiction);
- f) References to this or any other document include the document as varied or replaced, and not withstanding any change in the identity of the parties;
- g) References to writing include any mode of representing or reproducing words in tangible and permanently visible form, including confirmed facsimile transmission and email with receipt confirmation;
- h) An obligation of two or more parties shall bind them jointly and severally;
- i) If a word or phrase is defined cognate words and phrases have corresponding definitions;
- j) An obligation incurred in favour of two or more parties shall be enforceable by them jointly and severally;
- k) Reference to anything (including, without limitation, any amount) is a reference to the whole or any part of it and a reference to a group of things or persons is a reference to any one or more of them;
- l) References to this Memorandum of Understanding include its Schedules.

ii) Headings and footnotes

Headings and footnotes shall be ignored in construing this Memorandum of Understanding.

iii) Time

- a) References to time are to local time in Perth, Western Australia;
- b) Where time is to be reckoned from a day or event, such day or the day of such event shall be excluded.

15. AMENDMENT TO MEMORANDUM OF AGREEMENT

The Participants may amend this Memorandum of Understanding by unanimous consent,

Note:

1. Refer section 3.65(1) of the Act.

16. SCHEDULE ONE

EXECUTED by the Parties

PARTICIPANT	Date of resolution to enter this Memorandum of Understanding
Shire of Koorda	<INSERT DATE>
Shire of Mt Marshall	<INSERT DATE>
Shire of Mukinbudin	<INSERT DATE>
Shire of Nungarin	<INSERT DATE>
Shire of Trayning	<INSERT DATE>
Shire of Wyalkatchem	<INSERT DATE>

THE COMMON SEAL of SHIRE OF)
KOORDA was hereunto affixed in the)
presence of:)

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF)
MT MARSHALL was hereunto affixed in the)
presence of:)

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF)
MUKINBUDIN was hereunto affixed in the)
presence of:)

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF)
NUNGARIN was hereunto affixed in the)
presence of:)

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF)
TRAYNING was hereunto affixed in the)
presence of:)

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF)
WYALKATCHEM was hereunto affixed in the)
presence of:)

President

Chief Executive Officer

17. SCHEDULE TWO

Regional Purposes

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

1. Cooperation

To provide a strong and cohesive regional group that has the capacity to provide leadership and practical projects that will foster economic prosperity of member Councils

2. Tourism Coordination

To maximise the potential of community events in the region through coordination of individual events, staging of major events and promotion including, but not limited to:

- 👉 The marketing and promotion of North Eastern Wheatbelt (NEWTravel) events and attractions including the Wheatbelt Way

To coordinate tourism activities across the member Councils through NEWTravel

3. Resource Sharing

To promote inter-council cooperation and resource sharing opportunities where these add value and do not diminish the way individual councils provide services to their communities.

These opportunities can include but are not limited to the following;

- 👉 Enhance the finance/compliance capability of individual councils.
- 👉 Joint procurement
- 👉 Facilitate resource sharing of technical/professional officer positions for two or more local governments by creating the blue print for successful joint arrangements e.g. NRM
- 👉 Establish a central facility for local government functions such as rating, accounting and records management.
- 👉 Develop the capacity as a group to tender for and undertake major and minor works.

4. Economic and Community Building

To implement strategies relating to issues of regional significance that foster and promote economic and community development opportunities that benefit the region.

These opportunities can include, but not limited to:

- 👉 Business and economic innovation and diversification
- 👉 Education and training initiatives that invest in the human capital of the NEWROC communities
- 👉 Technology and telecommunications
- 👉 Marketing and promotion of the NEWROC communities to attract and retain population

👉 Services and infrastructure for youth and the elderly

5. Health and Community Services

To act as a catalyst to promote the health and well-being of the regional community and undertake activities including, but not limited to;


- 👉 Encouraging improved access and delivery of health services for the NEWROC community
- 👉 Facilitating improved health resources for the vulnerable members of the NEWROC community

6. Environment

To provide leadership, coordination and information on regional natural resource management practices and undertake activities including, but not limited to;

- 👉 Achieving improved control and utilisation of surface and sub-surface water resources.
- 👉 Achieving improved land management practices across the region.
- 👉 Ensure the long-term economic future of the region through sustainability practices.
- 👉 Implementing progressive Natural Resource Management initiatives
- 👉 Reporting on the state of the environment in the NEWROC region.

**8.3.2 CORPORATE MANAGEMENT – TENDERING – TENDER EVALUATIONS
– FOUR INDEPENDENT LIVING UNITS**

FILE REFERENCE:	4.19.9
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	11 May 2016.
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolve the following:

1. That council nominate McGrath homes as the preferred tenderer for the four independent living units.
2. Delegate the CEO to negotiate the contract terms with McGrath homes with advice from MCG architects.
3. That the proposed contract be presented to council for endorsement at a later date.

Appendix

1. Client advice letter, MCG Architects Pty Ltd 2 May 2016;
2. Tender Assessment, MCG Architects Pty Ltd 2 May 2016;
3. Response to further query re AK Homes, email MCG Architects Pty Ltd 10 May 2016;
4. Response to further query re McGrath Homes, email MCG Architects Pty Ltd 12 May 2016;
5. Referee Report.

Comment:

The district of the Shire of Wyalkatchem has a population skewed toward the aged with 27.2% of persons aged 65 years or more. This proportion is likely to increase by the time of the next ABS Census on 9 August 2016. There has also been population drift toward the metropolitan area which has reduced the number of working age persons (50.7% of the local population compared to 61.4% nationally). This in turn

impacts on the number of families and children with social consequence for the community as evidenced in lower school enrolments and rates of participation in sports and the like.

Council has included increased independent aged accommodation within economic planning for the district as well as the draft Strategic Community Plan. It is thought this will drive a need for maintenance, repair and home services which assist in addressing the need for working aged persons. This will also support the provision of other services to the aged, such as medical and ancillary health care, services that are of value to the wider community. Potentially, this will provide further momentum in attracting families and greater economic activity.

It is equally important for the district to support social sustainability and the well-being of residents. The provision of housing and support services within the district will allow residents to maintain social networks such as family and friends and continue community relationships. This will assist in sustaining the excellent rate of volunteering in Wyalkatchem and other community endeavours.

In 2012 the Shire of the Wyalkatchem and the Wyalkatchem Senior Citizen's Homes Trust Inc. agreed to construct four independent living units for the aged. These were to be funded by a State Government grant awarded to the Shire of \$735,000 and a cash contribution from the Trust of \$250,000. Funding has been held in trust by the Shire since 2014 with any interest re-invested in the project. Any Shire labour costs have been absorbed by the Shire at no cost to the project. The Trust made land available as part of an existing development in Wilson Street. The resulting asset will be managed and maintained by the Trust.

The agreement required an architect to be selected to manage the design and tender process for the units and provide project management services for the construction phase. A competitive tender process commenced in July 2015 to select an architect which resulted in twelve submissions. Representatives of Council, the Shire and the Trust agreed on the selection of MCG Architects Pty Ltd.

The project calls for four units to be constructed but Council envisages this to be the first stage in a larger development of 20 units each of two bedroom design. The architects prepared a master plan design of three stages and a set of drawings and specifications for the first stage construction. Council passed a development application for the entire development at the ordinary meeting 26 November 2015 (decision 3193).

An indicative costing of the first stage of the project was provided by an independent quantity surveyor at \$1,239,303 (ex-GST). Inclusive of sunk costs such as engineering and architects fees already incurred, this exceeds the original funding by

approximately \$300,000. The Wyalkatchem Senior Citizen's Homes Trust Inc. has agreed to make a further cash contribution of \$50,000 and the Shire of Wyalkatchem will provide funds in the 2016/17 budget. Other sources of funding will be explored and considered.

In addition, it should be noted that an electrical sub-station at a cost of \$61,798 is not included in the original estimate by the quantity surveyor. There are likely to be water supply head costs incurred in stage three of the project currently estimated at \$60,000 (2016 dollars).

Tenders were let 9 January 2016 and resulted in interest from 12 builders and five tender submissions. One of these was disqualified for non-compliance with tender requirements and four were assessed by the architect. The tender addresses the construction of four independent living units for the aged while providing essential preparation for the twenty unit development. The average tender was \$1,251,016 (ex-GST) while the lowest tender was \$1,133,636 (ex-GST). All necessary material to provide a tender was made available to all potential tenderers.

An initial recommendation was made by the architect and all tender submissions were considered by Council and the Trust. With Council's consideration of the first round of tenders 18 February 2016, it was decided to review the planned expenditures for this project and re-advertise a revised tender (decision 3239).

Statewide advertising was placed 2 April 2016 with closure 27 April 2016 resulting in five submissions at an average tender price of \$1,118,400 (GST inclusive); the lowest tender was \$912,620 and the highest tender was for \$1,365,051.

The architect MCG Architects Pty Ltd has assessed all tenders for price, local content, corporate profile and structure, relevant experience, key personnel and the various proposal criteria as per the specification.

At the Special Meeting of Council 5 May 2016, two suppliers were nominated for further investigation and clarification of items within their tenders: McGrath Homes (transportable solution) and AK Homes (on-site construction). The Wyalkatchem Senior Citizen's Homes Trust Inc. have been provided with the architect's reporting and have given the CEO written and verbal feedback on the tenders for Council's information.

It is recommended that Council consider all material provided and a recommendation be agreed upon at the meeting.

Consultation:

Full Council

Mr Don Eaton; Mr Dale Tyler; and, Mr Peter Wood, representing the Wyalkatchem Senior Citizen's Homes Trust Inc.

Mr Michel Greenhalgh and Ms Erika de Lima, MCG Architects Pty Ltd

Statutory Environment:

Local Government Act 1995 s.3.57;

Local Government (Functions and General) Regulations 1996 (as amended).

Policy Implications:

There is no direct Council Policy relative to this report.

Financial Implications

This item will require a budget allocation in the 2016/17 financial plan to be considered by Council 16 June. This may be in the order of \$200,000 - inclusive of the commitment by the Wyalkatchem Senior Citizen's Homes Trust Inc. to contribute an additional \$50,000. This may be fully funded from a budget allocation or in part by drawing on reserves. The CEO has written to CEACA and requested headworks of \$61,798 be funded by that organisation.

Strategic Plan/Risk Implications

There are significant and direct Strategic and Risk Implications relative to this item. The Shire of Wyalkatchem has identified the issue of aged housing in whatever form provided as central to the sustainability of the district. Housing improvement has a high probability of contributing to the retention and attraction of population and attracting service providers by demand driven supply. In turn this could generate demand for other activity such as education and sports and leisure.

For the existing population it is important to maintain social networks and this project will contribute to ensuring this occurs.

This project and the above elements are identified as central to the draft revised Strategic Community Plan to be tabled for Council endorsement June 2016 and represent a long-standing commitment by Council to the aged and aged related services. It is also recognised that the above factors are important to the sustainable provision of health services which is a necessary service to the district. These include:

1.1.3 Promote a collaborative and visionary approach to creating an aged friendly community that supports residents to remain in the community for as long as possible;

and,

4.2.2 Continue to work towards the community's long-term aspirations.

There will be elements of risk for Council including unforeseen resource requirements, project delays and circumstances not within the control of Council such as issues of supply. Where possible these will be mitigated by insurance or other mechanisms.

Voting Requirements Absolute Majority

Council Decision Number: 3285

Moved: Cr Garner **Seconded:** Cr Butt

That Council resolve the following:

1. That council nominate McGrath homes as the preferred tenderer for the four independent living units.
2. Delegate the CEO to negotiate the contract terms with McGrath homes with advice from MCG architects.
3. That the proposed contract be presented to council for endorsement at a later date.

Vote: 7/0



1525/1.3
 2nd May 2016

Mr Ian McCabe
 Chief Executive Officer
 Shire of Wyalkatchem
 PO Box 224
 Wyalkatchem WA 6485

Dear Ian,

**Re: Four (4) Independent Living Units
 Lot 298 Wilson Street, Wyalkatchem WA
 Tender Results**

We are pleased to confirm tenders for the above project closed at the Shire offices at 4pm on Wednesday 27th April 2016. At the closing time five (5) tender submissions had been received.

We understand tenders were opened and recorded at the Shire offices on the morning of Friday 29th April by the Chief Executive Officer and one other officer.

The five (5) tenders received were as follows:

Tender	Tender Sum (Incl GST)	Excl GST	Construction Method
McGrath	\$ 912,620.38	\$ 829,654.89	Transportable solution
AK Homes	\$1,008,570.00	\$ 916,881.82	Built on site as per drawings
DA Burke	\$1,140,996.06	\$1,037,269.15	Built on site as per drawings
Matagan Homes	\$1,164,763.60	\$1,058,876.00	Built on site as per drawings
TDC Projects	\$1,365,051.00	\$1,240,955.45	Built on site as per drawings

We note the current approved overall budget for the project is \$965,000 excluding GST. This figure includes all consultants fees, sub-station and any other minor costs.

Also on Friday 29th April, Michel Greenhalgh, of MCG Architects made an assessment of Tender submissions and we provide below a summary of that assessment. In addition we provide attached our Tender Assessment and Tender Sum Assessment spread sheets.

McGrath

The lowest tender with approximately \$327,000 of local contents.

This submission is for a transportable solution utilising two parallel modules with an amended internal layout and a total internal area of 78m². This compares with 82.5m² as designed by MCG.

Generally they have provided excellently presented corporate and relevant experience information and they seem to have ample capability to deliver this project.

However, we note a number of exclusions and clarifications in their submission, which may impact upon the price and procurement as follows:



Subsoil drainage	Allowed provisional sum of \$25,000 We have no indication if this is sufficient, too much or not enough. To be checked.
Watercorp Fees	Allowed \$20,000. This is a potential saving as no Watercorp fees are applicable to Stage 1 because we are not changing the water meter.
Hard Digging	No allowance. This is common and acceptable exclusion.
Site repeg	No allowance. Shire will need to get Surveyor to do repeg prior to construction. Approximately \$1,000
Glazing	Standard 4mm glass. Need to check energy rating.
Insulation	Seems a bit low in performance. Need to check energy rating.
Door handles	Gainsborough ranges allowed for. Need to check they are lever handles not knobs.
Plumbing Wastes	Noted that they may be punch through external walls. This may be unsightly.
Hot Water Unit	Gas instantaneous allow for. We understand electric is preferred.
Water	Site service to units. Unclear if this is allowed for. Need to check.
Storm Water	No allowance. This should have been allowed for as it is important to get all stormwater off site as per the Hydraulic drawing H03. This could be a significance extra cost.
Electrical	No allowance for Sub-Station. It is unclear if this means Sub-Station only or Sub-Station and preparation of pad for Sub-Station. Need to check. On site join up. It is unclear what has or hasn't been allowed for regarding cables from the Sub-Station to the Units. Need to check.
TV Antenna	No allowance. This should have been allowed for. Approximately \$400 per unit.
Tiles	Provisional Sum of \$44.00 per m ² allow. This is fair. Splashbacks in kitchens, only 400mm high allowed. Should have been 600 mm. Nominal extra costs.
Painting	Some restrictions on number of colours allowed. Nothing significant. External paint systems seem one coat short. We would prefer to see a sealer over the fibre cement cladding before two top coats. This will add cost.
House Delivery	Cost of delivery is dependent upon changing regulations and rules. There is a potential variation of \$3,000 + per day for delays en route. Contingency days unclear.
Kerb, Footpath care	Any damage to kerbs and footpaths have been disclaimed. As such, there could be costs to the Shire after completion to make any repairs. Also no control in place for builder to take care.
Water and Power	All responsibility for capacity of power and water services to the site have been shifted to the Shire. Whilst our engineers confirmed there is capacity (with the Sub-Station) there is still a small risk of potential additional costs.
Paving	On McGrath drawing 3 of 3 they recommend a concrete apron to the full perimeter to the house. This suggests they have allowed for none. This needs to



be clarified and could incur a reasonable additional cost.

In summary, the price of this submission is attractive, however the above exclusions and clarifications raise concerns as to whether or not everything has been included. Added to which, this submission is for transportable units which may or may not fit with the Shire’s expectations.

AK Homes

This tender is the second lowest tender with no local content identified.

This submission is for a stud framed solution, built on site on a slab-on-ground, to the same plan as shown in MCG drawings. The primary difference is that they have excluded the brick work and offered simple fibre cement clad dwellings. They also offer to include the brick work as per the original documents, for an additional \$50,000.

On the face of it and in comparison to the previous tenders, this submission is approximately \$264,000 less (excluding the lowest previous tenderer who withdrew) than the lowest tender.

Generally their corporate information is sound, although evidence of their relevant experience needs to be firmed up.

In relation to key personnel, they have provided a C.V. for the proposed Site Supervisor but limited C.V. information for the other members of their team.

In relation to clarifications and exclusions we note the following:

Retaining Walls	Provisional Sum of \$36,000 allowed. In comparison to other tenders this is mid range.
Site Works	Provisional Sum of \$30,000 allowed. In comparison to the other tenders this is low which could result in extra cost.
Hard digging	No allowance. This is common and acceptable exclusion.
Contract	AK Homes have proposed the use of the Standard HIA Contract. Whilst this a tried and tested simple contract it does not allow for an architect to act as the Owner’s agent. So we would have to introduce a special clause accordingly. Deposit We note they have asked for a deposit of 10% prior to commencing works. This is not usual practice for Commercial work such as this project and we would recommend against this. L&A Damages We note the HIA Contract does not account for Liquidated and Asserained Damages, which encourage the Builder to complete on time. We would recommend L&A Damages are written into the contract.

In summary this is a good submission which will deliver the project as previous designed, either with or without brickwork. We would however wish to check and confirm exact allowances for incoming services (power and water) and review their two provisional sums prior to proceeding any further with them. Similarly we would recommend an in-depth review of the proposed contract or the use of another contract that does not allow the protection clause as mentioned above.



DA Burke Builders

This submission is approximately 10% higher than the second and is based upon delivering the project as designed in MCG drawings but without brick and with their own selection of fixtures and fittings. Their local content is only \$7,300, being for accommodation.

Generally this tenderer had good corporate information and have demonstrated evidence of relevant experience.

However, their submission includes many exclusions and clarifications of which the following key items may result in concerns and cost increases.

Sealing of concrete	No allowance. A nominal additional costs
Storeroom shelving	No allowance. Potentially \$800 per unit.
Brick paving	Substituted for concrete paving
Clean fill	No allowance. The site preparation involves a reasonable amount of clean fill (sand) to be brought to the site. This exclusion could result in a \$20-\$30,000 extra cost
Waste fees	No allowance. Whilst this may not incur any cost as the Shire may choose to waiver these, they should have been allowed for.
Carpet	No allowance. This should have been allowed for. Potentially \$10,000 additional cost.

In summary, this submission is comparable with the second lowest tender, but it is approximately \$130,000 higher in price and has a major exclusion of the clean sand fill.

Matagan Homes

This submission is approximately \$20,000 more than the last with no local content included. It is also to build the dwellings all as documented.

Generally their corporate and key personnel information is limited however, their relevant experience seems more than adequate.

Within their submission they have offered potential savings as follows:

Delete render	\$10,000 saving
Delete bricks except fire walls	\$59,740 saving

We also note within their tender sum break down they have allowed \$10,036 + GST for Watercorp headworks fees. As these are not required there may be a potential saving of this amount.

In summary this is a limited submission for a far more expensive price.

We would suggest this submission does not warrant any further consideration.



TDC Projects

This submission is the most expensive submission and is from a tenderer who previously submitted a price during the first tender.

Whilst this tenderer has a very high local content, excellent corporate information, plenty of relevant experience and skilled personnel, they are the most expensive and as such, we would suggest this submission does not warrant any further consideration.

Recommendation

Whilst we can not make a definitive recommendation at this stage, it would seem on the face of it that both the lowest and second lowest tender submissions are offering to deliver the project within the scope expected, at prices close to the budget.

However, based on the list of exclusions within McGrath's tender we would anticipate their true price is probably closer to that of AK Homes.

There is also a distinct difference between the lowest tenders in that one is built off-site (transportable) and one is built on site. If we were to ignore the brick work option offered by AK Homes, the two proposals are comparable but with difference methodology. A decision regarding the build form type is subjective and one for the Council and Senior Citizen's to decide.

Thus if both methodologies are to be seriously entertained, we would recommend further enquiry be made in relation to McGrath and AK Homes including:

- Reference checks
- Investigate all clarifications and exclusions
- Investigate value of any provisional sum allowances
- Review any proposed programmes and time frames

We await your further instruction.

Yours sincerely

Michel Greenhalgh

Director

B.A., B. Arch., R.A.I.A., PPL



Four (4) Independent Living Units Lot 298 Wilson Street, Wyalkatchem
 Tender Assessment

	McGrath	AK Homes	DA Burke	Matagan Homes	TDC Projects
4 Addenda acknowledged	3 only	?	✓	✓	✓
Lump Sum Tender (Incl GST)	\$912,620.38 \$829,654.00 EXCL	\$1,008,570.00 \$ 916,000.00 EXCL	\$1,140,996.06	\$1,164,763.60	\$1,365,051.00
Local Content Value (Incl GST)	\$327,432.60	\$ 0.00	\$ 7,299.27	\$ 0.00	\$ 812,314.00
CORPORATE INFORMATION	✓	✓	✓	✓	✓
Company Profile	✓	✓	✓	✓ Brief	✓
Company Structure	✓	✓	✓	? Not clear	✓
Years of Operation	✓ 49 years	✓ 10 years	✓ 16 years	✓ 8 years	✓ 11 years
Five (5) Referees	✓	✓	✓ 4 only	✓	✓
Relevant Experience Projects	16 provided	5 provided	8 provided	20 provided	15 provided
Location	✓	✓	✓	✓	✓
Value	✓	✓	- Not provided	✓	✓
Referee	✓	✓	-	✓	✓
Key Personnel Roles	✓ ✓	✓ ✓	✓	✓	✓
C.V.	✓ Thorough	✓ Only supervisor	✓	? Limited info	✓
PROPOSAL Construction type	Transportables	As per drawings BUT no brick – clad in F.C.	As per drawings BUT no brick – clad in F.C.	As per drawings	As per drawings
T & C of Contract	Not specified	HIA	Not specified	Not specified	Not specified
Alternatives	Stoes – Custom Orb Clad	Clad proposed Brick + \$50k	To be assessed	See savings below	Changes to Structural Eng
Specific Allowances	Not detailed	As per doc. Not clarified	Refer specs provided	As per drawings	As per drawings
Methodology	✓	Not specified	✓	Not provided	Not provided
Programme	26 weeks	Not specified	22-26 weeks	32 weeks	Not specified
Provisional Sums	See below	As below	NIL	NIL	As per original docs
Potential Savings	\$20,000 Watercorp	Cladding vs Brick V	Nil offered	- Render - \$10,000 - All Brick - \$59,740 - Watercorp fees - \$10,036	Nil offered
Exclusions & Clarifications	Provisional Sums • Watercorp \$20k • Sub soil \$25k	* Provisional Sums (see below) • Retaining \$30k	Refer list provided 48 listed Excludes	Not specified	Not specified





	<ul style="list-style-type: none"> • Tiles \$44/m² • Not hard digging • Refer submission • Gas HWU 	<ul style="list-style-type: none"> • Site works \$36k • A/C ?? 	<ul style="list-style-type: none"> • Headworks • Seal of conc • Storeroom shelves • Letter box • Brick paving – conc in lieu • Clean fill • Waste fees • Finials to gable • Carpet 		
DESIGN Plan	Side by side modules	As per drawings	As per drawings but no brick but no brick	As per drawings	As per drawings
Elevations	Simple central ridge Street elev bland	As per drawings		As per drawings	As per drawings

* Earthwork and Retaining comparison in view of AK Homes provisional sums

	McGrath	AK Homes	DA Burke	Matagan Homes	TDC Projects
Earthworks	\$44k	\$30k	\$62k	\$42k	\$34k
Retaining	\$53k	\$36k	\$47k	\$27k	\$38k

Appendix 3

From: Michel <michel@mcgarchitects.com.au>
Sent: Tuesday, 10 May 2016 11:27 AM
To: Ian McCabe
Subject: FW: Tender No RFT 02/16 4 ILU's Wyalkatchem

Hi Ian

I have just had verbal confirmation from AK Homes on the following items as shown in CAPITALS below
They will confirm in writing tomorrow which I will forward to you upon receipt

This looks positive. The only question is whether the group would like to include the brickwork at \$50K extra

Regards,

Michel Greenhalgh
Director / Architect
Registration No 1577
BA, BArch, AIA, Private Pilot, MECIR



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From: Michel
Sent: Monday, 9 May 2016 11:38 AM
To: 'darian@akhomes.com.au'
Cc: Erika; Ian McCabe (ceo@wyalkatchem.wa.gov.au)
Subject: Tender No RFT 02/16 4 ILU's Wyalkatchem

Dear Darian

On behalf of the Shire of Wyalkatchem, thank you for your tender submission for the above project

In reviewing your submission we would like to seek some clarifications and additional information as follows.

Please provide your responses by email by close of business Wednesday 11th May 2016

Should you have any queries please do not hesitate to contact myself or Erika de Lima at this office

Design and selections

Please confirm you have allowed for the design of the buildings as per the tender documents, excluding the brickwork which we acknowledge is an extra option.

Also please advise if you have allowed for all fixers and fittings (eg plumbing fixtures, cabinets laminate selections, light fittings etc) as detailed in the documents or have you nominated other selections

EVERYTHING INCLUDED AS PERTHE ORIGINAL DESIGN EXCEPT BRICKWORK

Provisional Sums

We note you have nominated two provisional sums for Site Works (\$30,000) and Retaining walls (\$36,000)

Both these items are measureable and quotable from the tender documents.

Can you please provide evidence that you have allowed enough for these items or provide a firm quote for both.

THEY ARE WILL TO FIX THESE BUT STILL INCLUDE A HARD DIGGING CLAUSE JUST IN CASE THEY HIT ROCK WE WOULD NEED TO INCLUDE A DEFINITION OF HARD DIGGING

Contract

We note you have proposed the use of the HIA standard form of contract

This contract does not have facility within it to be administered by an Architect or Superintendent

How do you propose to incorporate this facility?

Alternative would you have any objection to utilising the ABIC Simple Works Contract which does have this facility

We also note the HIA Contract does not have facility for L&A Damages.

This is a requirement of the contract.

Please confirm L&A Damages are acceptable and allowed for, as per the Tender documents

THEY ARE HAPPY TO CHANGE CONTRACT

Terms of Payment

We note you have scheduled work stages for payment including a deposit

The terms of this contract are monthly claims in arrears for works completed on site without any up front deposit

Is this acceptable?

THEY ARE HAPPY TO CHANGE PAYMENT TERMS TO MONTHLY IN ARREARS

Local content

We note you have not nominated any local content.

It is important to the Shire that some of the expenditure on this project is kept local.

Can you provide some suggestions of where you might make local expenditure within the procurement of this project?

THEY ARE HAPPY TO EXPLORE AS MUCH LOCAL CONTENT AS PRACTICAL PROVIDE THE LOCALS CAN DO THE WORK FOR WHAT THEY HAVE ALLOWED

Air-conditioning

Please confirm you have allowed for the Air-Conditioning as per the documents ie two (2) splits per dwelling

CONFIRMED A/C IS INCLUDED

Regards,

Michel Greenhalgh

Director / Architect

Registration No 1577

BA, BArch, AIA, Private Pilot, MECIR



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1525/1.3
11th May 2016

Mr Ian McCabe
Chief Executive Officer
Shire of Wyalkatchem
PO Box 224
Wyalkatchem WA 6485

Dear Ian,

**Re: Four (4) Independent Living Units
Lot 298 Wilson Street, Wyalkatchem WA
AK Homes confirmation of additional information**

Further to our letter and verbal discussions with AK Homes this week they have provided the following Confirmations as shown in **RED** below, in relation to our queries.

Dear Darian

On behalf of the Shire of Wyalkatchem, thank you for your tender submission for the above project

In reviewing your submission we would like to seek some clarifications and additional information as follows.

Please provide your responses by email by close of business Wednesday 11th May 2016

Should you have any queries please do not hesitate to contact myself or Erika de Lima at this office

Design and selections

*Please confirm you have allowed for the design of the buildings as per the tender documents, excluding the brickwork which we acknowledge is an extra option. **Yes confirmed***

Also please advise if you have allowed for all fixers and fittings (eg plumbing fixtures, cabinets laminate selections, light fittings etc) as detailed in the documents or have you nominated other selections

Yes as detailed in the docs

Provisional Sums

We note you have nominated two provisional sums for Site Works (\$30,000) and Retaining walls (\$36,000)

Both these items are measureable and quotable from the tender documents.

Can you please provide evidence that you have allowed enough for these items or provide a firm quote for both.

The earthworks and retaining have been quoted from our preferred supplier. The PS allowance is based on any hard digging encountered. We can change the tender to confirm this if you like



Contract

We note you have proposed the use of the HIA standard form of contract

This contract does not have facility within it to be administered by an Architect or Superintendent

How do you propose to incorporate this facility?

Alternative would you have any objection to utilising the ABIC Simple Works Contract which does have this facility

We will need to review the document but we are assuming that it'll be ok. Alternatively the MBA medium works contract is what we have used before for similar tenders.

We also note the HIA Contract does not have facility for L&A Damages.

This is a requirement of the contract.

Please confirm L&A Damages are acceptable and allowed for, as per the Tender documents

AK homes accepts the rate of \$100 per day.

Terms of Payment

We note you have scheduled work stages for payment including a deposit

The terms of this contract are monthly claims in arrears for works completed on site without any up front deposit

Is this acceptable?

Yes

Local content

We note you have not nominated any local content.

It is important to the Shire that some of the expenditure on this project is kept local.

Can you provide some suggestions of where you might make local expenditure within the procurement of this project?

If we are successful applicant we will source quoting from local trades but at this stage we haven't had anyone willing or able to provide us with a quote. We have emailed the data base of contractors that has been supplied and as of yet; no response. If/when we get local trades willing to contract into us at our rates then yes we will use them

Air-conditioning

Please confirm you have allowed for the Air-Conditioning as per the documents ie two (2) splits per dwelling.

Yes - allowed for

Yours sincerely

Michel Greenhalgh

Director

B.A., B. Arch., R.A.I.A., PPL



1525/1.3
 12th May 2016

Mr Ian McCabe
 Chief Executive Officer
 Shire of Wyalkatchem
 PO Box 224
 Wyalkatchem WA 6485

Dear Ian,

**Re: Four (4) Independent Living Units
 Lot 298 Wilson Street, Wyalkatchem WA
 AK Homes confirmation of additional information**

Further to our email to McGrath this week they have provided the following Confirmations as shown in **BLUE** below, in relation to our queries.

Subsoil drainage	Allowed provisional sum of \$25,000 Please provide evidence that this is sufficient to cover the required works as per the engineer's documents	McGrath had our plumber review the documentation - 100mm DIA slotted polyethylene with filter sock and backfilling. To base of retaining walls were necessary.
Watercorp Fees	Allowed \$20,000. This is a potential a saving as no Watercorp fees are applicable to Stage 1 because we are not changing the water meter.	Acknowledged
Hard Digging	No allowance. This is common and acceptable exclusion.	Acknowledged
Site repeg	No allowance. We would you anticipate this will be required? Please advise what the additional cost will be?	\$1,675 inc GST
Glazing Standard	4mm glass. Please confirm you can meet the BCA Energy requirements with this specification	McGrath confirms that our design meets BCA Energy requirements
Insulation	Seems a bit low in performance. Please confirm you can meet the BCA Energy requirements with what has been nominated	McGrath confirms that our design meets BCA Energy requirements
Door handles	Gainsborough ranges allowed for. Please confirm these ranges are lever handles NOT knobs	Confirmed



Hot Water Unit	Gas instantaneous allow for. No gas available or wanted – these must be electric as per the Tender documents Please advise if this will affect your Tender Sum?	McGrath therefore proposes to substitute 125Ltr Electric Storage unit at No Charge.
Water	It is unclear what you have allowed for Have you allowed for the water service from the site service to the units with the sub-metering? Also have you allowed for the works relating to the existing units?	McGrath has allowed for the water service to units. Existing services to existing building to remain un-touched.
Storm Water	No allowance. This should have been allowed for as it is important to get all stormwater off site as per the Hydraulic drawing H03. Please advise what the additional cost will be to complete the works as per the engineer's documents	McGrath proposes an allowance of \$1,510 inc GST per unit
Electrical	No allowance for Sub-Station. It is unclear if this means Sub-Station only or Sub-Station and preparation of pad for Sub-Station. Please clarify On site join up. It is unclear what has or hasn't been allowed for regarding cables from the Sub-Station to the Units and the existing units. Please clarify	McGrath has made NO allowance for sub-station or pad as per discussions with 3EM consultants. We will connect house modules to sub-station. Existing services to existing buildings to remain un-touched.
TV Antenna	No allowance. This should have been allowed for. Please advise what the additional cost will be	McGrath proposes an allowance \$473 inc GST per unit
Tiles	Splashbacks in kitchens, only 400mm high allowed. Should have been 600 mm. Please advise what the additional cost will be?	McGrath advises the extra cost will be \$156 inc GST per unit
Painting	We note the external paint does not include a sealer before the two top coats Is this going to give sufficient durability? Is it as per the manufacturer's recommendations? What length of warranty are you providing?	McGrath confirms that the cladding arrives pre-primed and sealed from supplier. Warranty as per James Hardie



House Delivery	Cost of delivery is dependent upon changing regulations and rules. There is a potential variation of \$3,000 + per day for delays en route. Please advise what is the likely hood of extra costs? How can this be capped before contract?	The likely hood of extra costs is unlikely. We can cap this costs by agreeing a delivery schedule prior to contract being agreed.
Kerb, Footpath care	Any damage to kerbs and footpaths have been disclaimed. As such, there could be costs to the Shire after completion to make any repairs. Please advise what controls you will put in place to ensure all trades take care during the construction?	McGrath we would do a dilapidation report prior to any activities onsite and will instruct ALL trades and supply deliveries to use appropriate parking and the designated crossover.
Water and Power	All responsibility for capacity of power and water services to the site have been shifted to the Shire. Whilst our engineers confirmed there is capacity (with the Sub-Station) we would still expect as part of the design and construct that the contractor takes responsibility to check and ensure sufficient capacity is available	McGrath confirms it will take responsibility to check and ensure sufficient capacity is available
Paving	On McGrath drawing 3 of 3 you recommend a concrete apron to the full perimeter to the house. This suggests you have allowed for none. The tender drawings indicate a degree of paving around the building. Please advise / confirm how much paving you have allowed for	As per McGrath addendum 'Path around home' included
Terms and Conditions of Contract	Please confirm your proposed terms and conditions of contract, remembering this contract is to be administered by an Architect or Superintendent	McGrath typically use the HIA Modular Home Contract.

Yours sincerely

Michel Greenhalgh
 Director
 B.A., B. Arch., R.A.I.A., PPL



Our Ref: 1525 / 6.4 & 1.3

11th May 2016

Mr. Ian McCabe
Chief Executive Officer
Shire of Wyalkatchem
PO Box 224
Wyalkatchem WA 6485

Dear Ian,

Re: Shire of Wyalkatchem – Independent Aged Living Units Tender Evaluation

Further to your email instruction dated on the 06/05/16 to seek supplementary information from the two lowest tenderers AK Homes & McGrath Modular we contacted a number of their referees by telephone. We present herewith their referees response below.

TENDERER’S PERFORMANCE

AK Homes

Referee: Cameron Paul (8 units. Rivervale, WA)

Comments: AK Homes adhered to the documents, there were minimal variations and their attention to detail was good. There were some delays in the project delivery due to unforeseeable events; however I would happily use AK Homes again. In addition, their site supervisor Dave Brady was fantastic and I could not recommend him highly enough.

Referee: Peter De Leo (2 Storey House. Dunsborough, WA)

Comments: AK Homes level of co-operation with us was fantastic and our home was completed ahead of schedule. The site supervisor Dave Brady is very proactive and if he is unsure of any detail on site he will seek further advice. Whenever we had a query it was dealt with promptly and we were always informed about the building progress. Variations were predominately client driven and attention to detail was fantastic.

Referee: Pam Masters (2 Storey House. Dunsborough, WA)

Comments: AK Homes exceeded our expectations and our home was delivered ahead of schedule and within budget. The level of co-operation and communication in both the office and site environment was great. We were initially unhappy with the attention to detail in respects to the gyprocking and painting; however once notified of the problem it was promptly rectified without any extra cost. I would unhesitatingly recommend AK Homes to anyone.

McGrath Modular

Referee: Greg Cran (40 units. Karratha, WA)

Comments: McGrath Modular was able to deliver the project on time and within budget. The quality of trades was good and their attention to detail was great. I would happily use McGrath Modular again.

Referee: Leon Burger (6 Staffing Houses. Pilbarra, WA)

Comments: McGrath Modular adhered to the documents and their level of co-operation between us (the client) and the architect was great. They delivered the project on time with minimal variations. I would happily recommend McGrath


Should you require any further in information or clarification please contact the undersigned.

Yours sincerely,

Erika de Lima
March & BEnvDes
On behalf of MCG Architects

8.4 Monthly Officer Reports

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

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	9 and 10 May 2016.
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolve the following:

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

Appendix:

No attachments to this report.

Purpose of this report

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

Our Mission

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

Comment:

There were 20 work days in March with one public holiday (ANZAC Day).

Unplanned leave in April was 3.0 days (two persons) with nil days for Administration. This compares to 14.5 days for March. In all cases of unplanned leave, the Shire follows due process with support for all employees within the law and Council policy.

Council met in forum 7 April and the programme included:

- Community and Economic Development Officer, Ms Mikahla Wells, presented on activities and preparations for the Wyalkatchem Fair;
- 2016/17 Budget briefing: labour costs, waste management, roads programme and budget process timeline;
- Updates as to NEWROC (North Eastern Wheatbelt Regional Organisation of Councils, MOU, Health Strategy, GP Services); various WALGA (West Australian Local Government Association) matters (AGM, WALGA awards);
- Elected member training, 13 and 14 June;
- Wyalkatchem participating in the Department of Local Government's 'Better Practice' programme; departmental officers interviewed Shire officers 19-21 April, observe the council meeting 21 April and review council policies and other documents prior to providing a report that will guide future business improvement;
- Upcoming agenda items;
- Status report for the joint project with Wyalkatchem Senior Citizen's Homes Trust Inc. to build four independent aged units (re-tender closing 27 April);
- Report as to audits: interim financial audit; Royalties for Regions audit on behalf of the Department of Regional Development regarding projects completed 2009-2011;
- Various operational matters;
- Closed meeting session CEO and Council.

The ordinary meeting of Council was held 21 April to:

- Receive statutory reports (eg. financial reporting as required by regulation); monthly officer reports;
- Make decisions about: strategic planning for the aerodrome; a request to keep three dogs at a residence; community grant application; an extension to the Public Transport Authority lease over the Railway Reserve; an application for a Home Occupancy Licence; and an item addressing aged accommodation and NEWROC.

The CEO represented the Shire of Wyalkatchem 13 April at Local Emergency Management Committee with Cr's Davies, Jones and Garner; 26 April with Cr Davies, NEWROC Council; 27 April at WALGA Perth, roundtable lunch with 11 other local government CEO's to meet with the Auditor-General Colin Murphy; this was a good opportunity to address issues around audit independence, regional contracts

and audit pricing as the office of the Auditor-General will assume responsibility for local government audit from 1 July 2017; this is an outcome of a November 2015 report by the WA Parliamentary Public Accounts Committee into 'Local Government Accountability'; 28 April Merredin WALGA zone meeting with Cr Davies.

CEO meetings included 1 April with ratepayer; 6 April with local government insurer LGIS about employee well-being programmes; 7 and 11 April with Dr Awogun about regional health services; 15 April with Main Roads Regional Manager about various roads issues; 29 April with MCG Architects Pty Ltd about the aged accommodation project.

Management work in April included the joint project with Wyalkatchem Senior Citizens' Homes Trust Inc.; consultation with the Department of Local Government and Communities about the youth infrastructure project; consultations for the revision of the strategic community plan; budget preparation; there was a great investment in time by administration staff over three days working with representatives of the Department of Local Government and Communities reviewing policy, procedure and practice as Wyalkatchem continually improves how we conduct business; there were various matters related to staff, regular operational work and meetings with staff. The administration team completed project management training 12 April with lecturers of CY O'Connor Institute / Central Regional TAFE. Participants will be accredited under national competencies and apply this to local government work.

Strategic work in April included consultation around the provision of GP health services in the region. The purpose of this work is to ascertain how all communities within the six local governments that comprise NEWROC might be able to secure GP services for the long term (well into the future).

There is currently a considerable strategic workload. The legislated requirement to implement Intergrated Planning and Reporting obligates Council to facilitate a greater level of strategic and corporate planning. This means that small local governments have the same obligations as large metropolitan based Councils to prepare and consider long range, detailed and wide ranging plans. The main outputs will be prioritised plans for the district (Strategic Community Plan) and a Corporate Business Plan, both of which will be linked to the underlying plans and budgets. Importantly, this requires prioritisation and balance between competing needs and wants and the capacity and capability required to deliver.

In the next few months, the administration and Council will be cementing many of the related plans for the period ahead, culminating in the presentation for endorsement by Council of the updated Strategic Community Plan and Corporate Business Plan at the 16 June meeting of Council.

The Minister for Local Government; Community Services; Seniors and Volunteering; Youth, Tony Simpson MLA, announced 1 February 2016 that the financial performance of local governments would be published via a dedicated website called MyCouncil. The website was launched 29 April and allows members of the public to access details of any council's performance more easily in one place. For example, the site allows for the comparison of one local government with another and collates financial data as well as other documents.

The Shire of Wyalkatchem currently publishes many forms of information and attempts to publish as much as practicable in an effort to be transparent and accountable but supports this website in terms of ease of use and comparability. Potentially, there is a great opportunity for councils to benchmark performance and engage with communities about statutory reporting. The My Council website examines a number of criteria and allocates a single Financial Health Indicator based on 2014/15 data which will be updated annually. A score 70 or greater indicates that the local government is financially sustainable. Wyalkatchem scored 89 for 2014/15 and 41 in 2013/14. The My Council website can be viewed at mycouncil.wa.gov.au

A Fly-In took place at Wyalkatchem aerodrome 23 April with 61 aircraft and 130 people visiting Wyalkatchem. The Shire distributed a survey to pilots and had 34 returns with good feedback on the facility and the event. This is a good starting point for future planning related to an air event and thanks go to organisers including Trevor Webb and David Holdsworth for a well-organised and conducted day.

For noting by Council:

- Accounts Receivable Aging Summary in the financial reporting includes a negative amount at 90+ days for the Department of Housing; this has been an ongoing issue with the Department's accounting and the CEO will make direct contact with the Department in May in an effort to rectify by agreement;
- Accounts Receivable Aging Summary March 2016, Brad Hoy \$64; this amount is associated with dog impound fees July 2015 and this person left the district shortly thereafter; no further action has been possible; this debt has been written off;
- Accounts Receivable Aging Summary Wyalkatchem Basketball Association \$72; this is an oversight by the Club and payment will occur;
- Trust Fund Gym Monies \$126; this is historical and will be addressed in accordance with the Trust Act 1962;

- Trust Fund Medical Centre Account \$500; this is historical and is associated with the Shire's operation of the centre prior to Dr Awogun commencing; these funds will be transferred to operational expenditure;
- Trust Fund Wyalkatchem Bush Fire Brigade \$9,289; this was addressed by public notice and subsequently included in budget papers for the Fire Shed project; this will be cleared with the finalisation of Fire Shed accounts;
- Trust Fund 'Proceeds of lot 2 Station St, Korrelocking sale \$7,045; these are remaining funds from the sale of the property for non-payment of rates and are available to the former owner to claim – that person has been notified but is yet to provide any banking details or other instructions;
- A ratepayer Mr Clinton Latimer has recorded legal fees and interest of \$625 due to an administrative error at the Shire of Wyalkatchem; Mr Latimer correctly notified a change of address August 2015 but this was recorded incorrectly with later correspondence not being delivered; the correct amount of rates have been paid but fees associated with late payment will be written off in recognition of this error; the process for updating change of postal address has been changed to remove a future similar event.

All of the above actions will occur under delegated authority.

May commitments include: 3 and 5 May Council planning forums; 4 May Koorda NEWHealth (NEWROC environmental health officer and building surveyor agreement), Cr Butt and CEO to attend; 5 May Special Meeting of Council aged accommodation tenders; 12 May Council meets to further discuss independent living units tenders; 18 April District Emergency Management Committee (Northam); 19 May ordinary meeting of Council; 24 May NEWROC executive meeting, Wyalkatchem.

Consultation:

Community, Staff and Council

Statutory Environment:

There is no direct statutory environment relevant to this issue.

Policy Implications:

There is no direct Council Policy relative to this report.

Financial Implications

There is no direct financial implication relative to this item.

Strategic Plan/Risk Implications

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

Voting Requirements Simple Majority

Council Decision Number: 3286


Moved: Cr Jones **Seconded:** Cr Holdsworth

That Council resolve the following:

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

Vote: 7/0

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

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Trevor Webb - Manager of Works
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	9 May 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolve the following:

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

Comments:

A busy month for all with clean ups from a couple of rain events, Regional Road Group (RRG) and Roads to Recovery (R2R) commitments, a Town Fair, Football Weekend, Fly-In, Anzac Day and preparations at the cemetery. Many of the tasks were only accomplished with the aid of volunteers which highlights a growing community spirit.



Road Works:

Rifle Range, Hardwick and Byrne sheeting roadworks were completed and the clearing / sheeting of Davies Road is nearing completion.

The cement stabilisation and an emulsion sealing of Tammin/Wyalkatchem Road and a few intersections is nearing completion along with a crossover and a section of road suffering potholes at the bottom of Gamble Street.



Further sealing on Koorda /Wyalkatchem Road is scheduled for the 18/19 May, which will complete our RRG commitments.

Funding for two of our programmed R2R projects has been redirected to works on sections of roads that have received little extra care for decades and were damaged during the rain event (Bookham, Ross and Diver).

Repairs have been carried out to the floodway on Allen Road but further works will be required in this area in the future. The image below highlights the damage of water flow from farmland east of the road produces.



Machinery:

Our Amman Rubber Tyred Roller has suffered further days down through minor fault issues; all other shire equipment has remained operational. Hire equipment was stood down for a week due to engine and circle faults.

Town/Building Maintenance Program & Projects:

- Renovations to the Recreation Centre kitchen were completed 16 April as agreed (in time for Football weekend);
- The end of garden contract will require some adjustment. Duties such as maintenance of the reticulation, town gardens, parks and most of all the oval and wickets will mean a big learning curve for town staff;
- Road sweeping was carried out prior to the rains but will be carried out again when the Kellerberrin Shire truck is back in action;
- Line marking for the town was been delayed due to rain but their work on establishing stop points has been noticeable with the centre line marking works scheduled for late May;
- Works were completed at the cemetery and the installation of the newly completed road/drain/kerbing prevented major damage from the heavy rainfall;



- Shire housing and public buildings have required some unscheduled maintenance with the Recreation Centre, Terminal Building, RFDS Shelter and Town Hall receiving extra attention;
- The entry to the Recreation Centre received a face lift with paint and signage work;



- The Corrective Services Work Camp Team have been busy assisting Wyalkatchem with works including the completion of painting of the Recreation Centre, reconstruction of the Netball / Basket Ball facility fencing, composting and mulching of the Pioneer Park rose gardens and some paving works on the east end of Railway Terrace;



- As well as recreational area maintenance our new shire town crew member Daniel has been busy re-establishing the Parking Area gardens opposite the newsagent as well as removing branches and replacing white posts around town.

Swimming Pool Maintenance Program:

The Swimming Pool continues to receive winter maintenance; materials for fencing repairs have been purchased (Work Camp Team to complete May), reticulation upgrades are completed and electrical upgrade work is scheduled for the new financial year. Pool specialists will visit in early May to assess water loss issues and investigate other areas that can address the facility's high running costs.

Ranger Service:

Once again wandering dogs were our main concern. An education drive will be tried in May and infringement notices will be used for repeat offenders.

Consultation:

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

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

Policy Implications:

There is no Council Policy relative to this report.

Voting Requirements: Simple Majority

Council Decision Number: 3287

Moved: Cr Butt

Seconded: Cr Gamble

That Council resolve the following:

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

Vote: 7/0

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

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Rachel Nightingale Administration Officer
AUTHOR'S SIGNATURE:	<i>R. Nightingale</i>
DATE REPORT WRITTEN:	4 May 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolve the following:

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

Appendix

There is no attachment to this item.

Emergency Services

A LEMC meeting was held 13 April 2016. Various items were discussed, including the Merredin Welfare support plan for the Merredin district which also encompasses Wyalkatchem. The risk matrix for Storm was looked at again following the recent rain events in Wyalkatchem. The Department of Parks and Wildlife (DPaW) have scheduled a prescribed burn behind the golf course, North of Goldfield Road, along the nature reserve for May. A request has been made at LEMC for a further prescribed burn North of the Wyalkatchem District High School. DFES have been contacted.

Health and Safety

The shade sail for the recreation centre playground has been ordered and should be installed within the next two months. This is being funded through a successful CBH grant application of \$12,000 applied for by Mikahla Wells.

The Contractor Induction Package was sent to the NEWROC shires 8 April for their perusal; a response back is yet to be received.

Governance

A review of all policies is currently underway with completion due for December.

Consultation:

Ian McCabe	CEO
Mr Trevor Webb	Manager of Works
LEMC Committee	
NEWROC Shires	
Graham Keals	DPaW

Statutory Environment:

Local Government Act 1995
Local Government (Administration) Regulations 1996

Policy Implications:

There is no Council Policy relative to this report.

Financial Implications

There are no financial implications relative to this item

Strategic Plan/Risk Implications

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

Voting Requirements Simple Majority

Council Decision Number: 3288

Moved: Cr Jones **Seconded:** Cr Gamble


16.40 Lynsey Gawley left the room
16.42 Lynsey Gawley re-entered the room

That Council resolve the following:

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

Vote: 7/0

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

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Bill Hardy Principal Environmental Health Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORT WRITTEN:	9 May 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolves the following:

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

Appendix/Appendices: There is no attachment to this report

Comment:

Principal Environmental Health Officer (PEHO) Position.

The Environmental Health Officer attends the Wyalkatchem office each Thursday.

Food Premises and Public Buildings.

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

Property Transfers.

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

Private pool fence inspections.

Under the Building Act and Regulations the Shire must inspect all private pools and spa pools in the district for the safety of their fencing at least every four years. The PEHO has compiled a current list of 18 known private pools or spas and has commenced the process of inspecting their fences.

On 21 April the PEHO met with John Gosper who is the new Building Inspector to discuss mutual co-operation as he will be mainly operating off site. He also accompanied me on an inspection of a pool fence to make sure I understood the key issues involved.

Housing inspections.

The PEHO accompanied the CEO on a short view of the premises at 61 and 65 Flint St., which may have issues regarding unsightly premises. The PEHO provided the CEO with

an opinion and same information about the relevant sections of the Local Government Act applying to such situations.

Department of Local Government visit.

The PEHO was asked to meet two officers from the Department of Local Government on 21 April. They generally asked what I did for the six shires and in particular asked about the inspections of private pool fences. I showed them my identified list of premises with pools and how I was working through the list. I explained how the current legislation requires the inspection in Wyalkatchem for all town and rural pools and spas but in most of my shires only the towns are covered.

Consultation:

Mr I McCabe, Shire CEO

Ms R Nightingale, Shire Administration Officer

Statutory Environment:

Health Act 1911

Health (Public Buildings) Regulations 1992.

Food Act 2008

Building Act 2011 and Building Regulations 2012

Policy Implications:

Nil.

Voting Requirements: Simple Majority

Council Decision Number: 3289

Moved: Cr Garner


Seconded: Cr Holdsworth

That Council resolves the following:

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

Vote: 7/0

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

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Mikahla Wells Administrative Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	3 May 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolve the following:

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

Appendix: There is no attachment to this item.

Comment:

The Wyalkatchem Fair was held in April and thankfully the rain held off for the great turn out of locals and out of towners. The Shire has received some great feedback on the activities from both children and adults and we thank all volunteers and staff who participated in running the event.

The school's Banners in the Terrace design was received before the end of Term 1; the design has been approved by the City of Perth organisers and paints and a banner have been ordered so the students can get the project underway.

The Recreational Centre kitchen upgrade is now complete. Supplier Mark Constantine of Wheatbelt Renovations finished his work the first home football game on 17 April and feedback from the event has been constructive. New utensils and equipment including a working pie warmer have been ordered as part of the grant funding.

Planning for community health initiative ActiveSmart continues with initial programme letters and 'phone calls scheduled to begin in May. A walking group has been advertised to begin on Friday mornings in May and a Get on Track Challenge has

also been set up for residents of Wyalkatchem to record their activity and fruit and water intake to race other groups along a virtual track. The group which has travelled furthest along this track after 12 weeks will win a voucher to a sports shop for each of the group members.

Two KidSport vouchers were received in April, both for Net Set Go.

Consultation:

Ian McCabe	CEO Shire of Wyalkatchem
Trevor Webb	Manager of Works
Rachel Nightingale	Administrative Officer
Eleanor Jones	ActiveSmart Representative
Jennifer Collins	Department of Sport and Recreation
Mark Constantine	Wheatbelt Renovations
Sue Abdullah	Arts Teacher Wyalkatchem District High School

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

Moved: Cr Holdsworth **Seconded:** Cr Garner

Council Decision number: 3290

That Council resolve the following:

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

Vote: 7/0

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

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Shauna Webb Rates / Finance Officer
AUTHOR'S SIGNATURE:	<i>S Webb</i>
DATE REPORT WRITTEN:	4 May 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.

SUMMARY:

That Council resolve the following:

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

Property Management:

There were three unscheduled maintenance jobs on shire properties in the month of April. All works were completed within budget expectations. Some minor repairs identified in February's property inspections have now been completed but there was some interior water damage to two shire housing properties after heavy rains. This will be addressed as soon as possible.

Other minor works will be prioritised.

Property and Hire Bookings:

- Recreation Centre: one cricket day;
- Recreation Centre: Wyalkatchem Fair;
- Community Bus: One bus hire;
- Town Hall: Swap Meet;
- Korrelocking Hall: Roller skating;
- Terminal: Fly-In.

Property Sales (EAS):

There were three property sales in the month of April.

Rates:

By the end of April, 96% of rate payments had been received. This is generally in line with expectations with the majority of the balance being instalments or payment arrangements.

There are three delinquent ratepayers who have all been referred for legal action. These currently amount to \$6,387 in outstanding rates and interest and \$4,648 in legal and other fees. This is a total of \$11,035.

Consultation:

Shire personnel.

Statutory Environment: Local Government Act 1995 and related regulations.

Policy Implications:

There is no Council Policy relative to this report.

Voting Requirements: Simple Majority

Council Decision Number: 3291

Moved: Cr Gawley

Seconded: Cr Garner

That Council resolve the following:

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

Vote: 7/0

- 9. Motions of which previous notice has been given**
- 10. Questions by members of which due notice has been given**
- 11. New business of an urgent nature introduced by the presiding person**
- 12. Matters for which the meeting may be closed**
- 13. Closure of Meeting: 16.48**