



Minutes

of the

Ordinary Meeting of Council

held

on

Thursday

19 July 2018

At

3.30 pm

In

The Council Chambers

Honour Avenue Wyalkatchem

*Our purpose*

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

## **Council's Vision**

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

## **Our Purpose**

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

## **Our Guiding Principles**

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

Leaving a positive legacy for future generations and Councils;

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

Responsible financial management;

Informed, evidence-based and representative decision making; and

Effective communication and engagement.

## **Our Goals**

Healthy, strong and connected communities

A prosperous and dynamic district

A sustainable natural and built environment

An effective voice

A well-managed and effective organisation

Facilities and assets that are well used and effectively managed

## Contents

<b>1</b>	<b>Declaration of opening</b>	<b>5</b>
1.1	The Presiding person declared the meeting open	5
1.2	The Shire of Wyalkatchem disclaimer was read aloud	5
<b>2</b>	<b>Public question time</b>	<b>5</b>
2.1	Response to previous questions taken on notice	5
2.2	Declaration of public question time opened	5
2.3	Declaration of public question time closed	5
<b>3</b>	<b>Record of attendance, apologies and approved leave of absence</b>	<b>5</b>
3.1	Present	5
3.2	Apologies	5
3.3	On leave of absence	5
3.4	Staff	5
3.5	Visitors	5
3.6	Gallery	5
3.7	Applications for leave of absence	5
<b>4</b>	<b>Petitions, deputations and presentations</b>	<b>5</b>
4.1	Petitions	5
4.2	Deputations	5
4.3	Presentations	5
<b>5</b>	<b>Confirmation of minutes from previous meeting</b>	<b>6</b>
5.1.1	Meetings – Confirmation of Minutes – Ordinary Meeting of Council 21 June 2018	6-7
<b>6</b>	<b>Announcements by presiding person</b>	<b>8</b>
<b>7</b>	<b>Matters for which meeting may be closed</b>	<b>8</b>
<b>8.1</b>	<b>Land use and planning – no items this meeting</b>	<b>8</b>
<b>8.2</b>	<b>Financials</b>	<b>9</b>
8.2.1	Financial Management – Financial Reporting – Monthly Financial Report June 2018	9-47
8.2.2	Financial Management – Financial Reporting – Payment Listings June 2018	48-59
<b>8.3</b>	<b>Officer reports to council – no items this meeting</b>	<b>59</b>
<b>8.4</b>	<b>Officer Reports to Council</b>	<b>59</b>
8.4.1	Governance – Reporting – Officer Reports to Council – Chief Executive Officer – No report this month	59
8.4.2	Governance – Reporting – Officer Reports to Council – Works Manager – June 2018 – No report this month	59
8.4.3	Governance – Reporting – Officer Reports to Council – Governance and Emergency – June 2018	60-62
8.4.4	Governance – Reporting – Officer Reports to Council – Principal Environmental Health Officer – June 2018	63-64
8.4.5	Governance – Reporting – Officer Reports to Council – Community and Economic Development – June 2018	65-67
8.4.6	Governance – Reporting – Officer Reports to Council – Properties and Finance – June 2018	68-69
<b>9.</b>	<b>Motions for which previous notice has been given</b>	<b>70</b>

<b>10.</b>	<b>Questions by members of which due notice has been given</b>	<b>70</b>
<b>11.</b>	<b>New business of an urgent nature introduced by the presiding person</b>	<b>70</b>
<b>12.</b>	<b>Matters for which meeting may be closed</b>	<b>70</b>
<b>13.</b>	<b>Closure of meeting</b>	<b>70</b>

## CONTENTS

Agenda of the Ordinary Meeting of Council to be held in Council Chambers, Cnr Honour Avenue and Flint Street, Wyalkatchem to be held on Thursday 19 July 2018.

### **1. DECLARATION OF OPENING**

**1.1 The Shire President declared the Meeting open: 3.32pm**

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

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

### **2 Public question time**

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

Not applicable

**2.2 Declaration of public question time opened:3.33pm**

**2.3 Declaration of public question time closed:3.33pm**

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

**3.1 Present:** Cr Davies, Cr Garner, Cr Gamble, Cr Butt, Cr Metcalfe

**3.2 Apologies:** Nil

**3.3 On leave of absence:** Cr Holdsworth

**3.4 Staff:** Claire Trenorden, Ella McDonald

**3.5 Visitors:** Taryn Dayman

**3.6 Gallery:** Nil

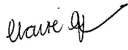
**3.7 Applications for leave of absence:** Nil

**4.1 Petitions:** Nil

**4.2 Deputations:** Nil

**4.3 Presentations:** Nil

### 5.1.1 MEETINGS – CONFIRMATION OF MINUTES - MEETING

<b>FILE REFERENCE:</b>	Minute Book
<b>AUTHOR'S NAME AND POSITION:</b>	Claire Trenorden Acting Chief Executive Officer
<b>AUTHOR'S SIGNATURE:</b>	
<b>NAME OF APPLICANT/RESPONDENT/LOCATION:</b>	Shire of Wyalkatchem
<b>DATE REPORT WRITTEN:</b>	12 July 2018
<b>DISCLOSURE OF INTEREST:</b>	Not applicable
<b>PREVIOUS MEETING REFERENCE:</b>	Not Applicable

#### **SUMMARY:**

- 1. Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 21 June 2018.**

#### **Appendix:**

There is no attachment to this report.

#### **Background:**

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

#### **Comment:**

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

#### **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:** 97/2018

**Moved:** Cr Garner

**Seconded:** Cr Metcalfe

**That Council resolve the following:**

- 1. Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 21 June 2018**

**Vote:** 5/0

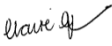
**6.0 Announcements by Presiding Person:** Cr Davies extended a thank you to staff, particularly Claire, for their help with organising the arrangements for Kennedy Pearse's funeral. The Pearse family is most grateful and there were many members of the public who commented on the Shire's efforts on the day.

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

**8.1 Land Use and Planning - no items this meeting**



**8.2.1 FINANCIAL MANAGEMENT – FINANCIAL REPORTING – MONTHLY FINANCIAL REPORT – JUNE 2018**

<b>FILE REFERENCE:</b>	12.10.02
<b>AUTHOR'S NAME AND POSITION:</b>	Claire Trenorden Manager Corporate Services
<b>AUTHOR'S SIGNATURE:</b>	
<b>NAME OF APPLICANT/RESPONDENT:</b>	Not Applicable
<b>DATE REPORT WRITTEN:</b>	12 July 2018
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter.
<b>PREVIOUS MEETING REFERENCE:</b>	OMC 21 June 2018 Council decision number: 82/2018
<b>STRATEGIC COMMUNITY PLAN REFERENCE</b>	5 – A well-managed and effective Council organization. 6 – Well utilized and effectively managed facilities and assets.

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

That Council resolve the following:

1. Receive the Statement of Financial Activity for the period ended 30 June 2018.

**Appendix:**

1. Monthly Financial Report for the Period Ended 30 June 2018 and supporting documentation.

**Background:**

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

**Comment:**

**June 2018 Financial Statements:**

- Yearly operating revenue is \$3,534,147 inclusive of net rate income of \$1,245,159 (net of prepaid rates and discounts) – 130% of Budget
- Yearly operating expenditure is \$4,042,147 – 99% of Budget
- Yearly capital expenditure is \$2,737,376– 139% of Budget
- Yearly capital revenue is \$1,972,934 – 103% of Budget
- Net current assets as 30 June 2018 are \$330,181

For explanations on all material variances please refer to note 5 in the attachment.

**Rates:** Revenue of \$1,403,207 has been raised during the Rate Run for 2017/18 and rates notices were posted out by the planned date of 21 July 2017. The total Rate Run is broken down between Rates \$1,252,111, Rubbish \$98,595, Health Levy \$15,057 and ESL Levy \$37,444. To date income received is \$1,353,344 and discounts, concessions and write offs applied equate to \$19,485. Approximately 98% of Rates have been collected to date, with \$14,889 outstanding.

Breakdown of outstanding rates as at 30 June 2018:

Payment by instalments	\$0
Pensioners who had until 30 June 2018 to pay who will be followed up	\$2,699
Pensioner claims to be paid by Department of State Revenue (were paid in July 2018)	\$991
Ratepayers on a payment arrangement	\$12,711
<i>Legal Action</i>	\$0
Deceased estates awaiting probate	\$3,529
Payment in advance	-\$5,041

**Net Assets:** Net Current Assets as at 30 June 2018 amounts to \$330,181.

**Consultation:**

All staff

**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:** 98/2018

**Moved:** Cr Butt

**Seconded:** Cr Metcalfe

**That Council resolve the following:**

- 1. Receive the Statement of Financial Activity for the period ended 30 June 2018.**

**Vote: 5/0**

**Shire of Wyalkatchem**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 30 June 2018**

**TABLE OF CONTENTS**

Statement of Financial Activity

Note 1

Note 2

Note 3

Note 4

Note 5

Note 6

Note 7

Note 8

Note 9

Note 10

Note 11

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

**Shire of Wyalkatchem**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 June 2018**

Note	Amended Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	Var.
<b>Operating Revenues</b>						
	\$	\$	\$	\$	%	
Governance	8,100	8,100	27,233	19,133	70.3%	
General Purpose Funding	561,938	561,938	1,077,838	515,901	47.9%	▲
Law, Order and Public Safety	47,125	47,125	58,325	11,200	19.2%	
Health	49,589	49,589	44,215	(5,374)	(12.2%)	
Education and Welfare	0	0	0	0		
Housing	115,744	115,744	109,434	(6,310)	(5.8%)	
Community Amenities	106,683	106,683	108,530	1,847	1.7%	
Recreation and Culture	7,816	7,816	9,912	2,096	21.1%	
Transport	552,394	552,394	805,604	253,210	31.4%	▲
Economic Services	19,291	19,291	23,277	3,986	17.1%	
Other Property and Services	18,785	18,785	24,619	5,833	23.7%	
<b>Total (Excluding Rates)</b>	<b>1,487,465</b>	<b>1,487,465</b>	<b>2,288,988</b>	<b>801,523</b>	<b>35.0%</b>	
<b>Operating Expense</b>						
Governance	(327,242)	(327,242)	(281,423)	45,819	16.3%	▼
General Purpose Funding	(65,573)	(65,573)	(67,456)	(1,883)	(2.8%)	
Law, Order and Public Safety	(123,669)	(123,669)	(114,886)	8,783	7.6%	
Health	(307,189)	(307,189)	(269,926)	37,263	13.8%	▼
Education and Welfare	(17,858)	(17,858)	(34,105)	(16,247)	(47.6%)	
Housing	(243,971)	(243,971)	(221,833)	22,138	10.0%	
Community Amenities	(228,411)	(228,411)	(221,073)	7,338	3.3%	
Recreation and Culture	(753,482)	(753,482)	(755,295)	(1,813)	(0.2%)	
Transport	(1,885,383)	(1,885,383)	(1,915,644)	(30,261)	(1.6%)	
Economic Services	(105,831)	(105,831)	(113,700)	(7,869)	(6.9%)	
Other Property and Services	(42,776)	(42,776)	(46,806)	(4,030)	(8.6%)	
<b>Total</b>	<b>(4,101,385)</b>	<b>(4,101,385)</b>	<b>(4,042,147)</b>	<b>59,238</b>		
<b>Funding Balance Adjustment</b>						
Add back Depreciation	1,142,817	1,142,817	1,226,170	83,353	6.8%	
Adjust (Profit)/Loss on Asset Disposal	38,991	38,991	38,991	(0)	(0.0%)	
Movement in Deferred Pensional Rates (Non-Current)			597	597	100.0%	
Movement in Accrued Salaries and Wages			0	0		
Movement in Employee Benefit Provisions			0	0		
Adjust Provisions and Accruals			0	0		
<b>Net Operating (Ex. Rates)</b>	<b>(1,432,112)</b>	<b>(1,432,112)</b>	<b>(487,402)</b>	<b>944,711</b>		
<b>Capital Revenues</b>						
Proceeds from Disposal of Assets	126,727	126,727	126,727	0	0.0%	
Non-Operating Grants	703,917	703,917	777,426	73,509	9.5%	
Proceeds from New Debentures	0	0	0	0		
Proceeds from Sale of Investments			0	0		
Proceeds from Advances			0	0		
Self-Supporting Loan Principal	13,087	13,087	13,087	(0)	(0.0%)	
Transfer from Reserves	1,074,965	1,074,965	1,055,693	(19,272)	(1.8%)	
<b>Total</b>	<b>1,918,696</b>	<b>1,918,696</b>	<b>1,972,934</b>	<b>54,238</b>		
<b>Capital Expenses</b>						
Land Held for Resale	0	0	0	0		
Land and Buildings	(312,901)	(312,901)	(285,371)	27,530	9.6%	
Plant and Equipment	(447,998)	(447,998)	(441,797)	6,201	1.4%	
Furniture and Equipment	0	0	0	0		
Infrastructure Assets - Roads	(911,996)	(911,996)	(996,465)	(84,469)	(8.5%)	
Infrastructure Assets - Other	(181,550)	(181,550)	(131,063)	50,487	38.5%	▼
Purchase of Investments			0	0		
Repayment of Debentures	(53,669)	(53,669)	(53,669)	(0)	(0.0%)	
Advances to Community Groups			0	0		
Transfer to Reserves	(67,145)	(67,145)	(829,011)	(761,866)	(91.9%)	▲
<b>Total</b>	<b>(1,975,259)</b>	<b>(1,975,259)</b>	<b>(2,737,376)</b>	<b>(762,117)</b>		
<b>Net Capital</b>	<b>(56,563)</b>	<b>(56,563)</b>	<b>(764,442)</b>	<b>(707,879)</b>		
<b>Total Net Operating + Capital</b>						
	<b>(1,488,675)</b>	<b>(1,488,675)</b>	<b>(1,251,844)</b>	<b>236,831</b>		
Rate Revenue	1,232,354	1,232,354	1,245,159	12,805	1.0%	
Opening Funding Surplus(Deficit)	336,864	336,864	336,865	1	0.0%	
<b>Closing Funding Surplus(Deficit)</b>	<b>80,544</b>	<b>80,544</b>	<b>330,181</b>	<b>249,637</b>	<b>75.6%</b>	

**Shire of Wyalkatchem**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Nature or Type)**  
**For the Period Ended 30 June 2018**

	Note	Amended Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	
<b>Operating Revenues</b>							
Grants, Subsidies and Contributions	8	\$ 1,149,976	\$ 1,149,976	\$ 1,957,809	\$ 807,833	41.3%	▲
Profit on Asset Disposal	10	693	693	693	0	0.0%	
Fees and Charges		274,220	274,220	272,904	(1,316)	(0.5%)	
Interest Earnings		62,576	62,576	57,581	(4,995)	(8.7%)	
Other Revenue		0	0	0	0		
<b>Total (Excluding Rates)</b>		<b>1,487,465</b>	<b>1,487,465</b>	<b>2,288,988</b>	<b>801,523</b>		
<b>Operating Expense</b>							
Employee Costs		(1,035,388)	(1,035,388)	(1,032,068)	3,320	0.3%	
Materials and Contracts		(1,560,244)	(1,560,244)	(1,459,938)	100,306	6.9%	
Utilities Charges		(184,343)	(184,343)	(155,701)	28,642	18.4%	▼
Depreciation (Non-Current Assets)		(1,142,817)	(1,142,817)	(1,226,170)	(83,353)	(6.8%)	
Interest Expenses		(18,039)	(18,039)	(17,220)	819	4.8%	
Insurance Expenses		(120,870)	(120,870)	(111,365)	9,505	8.5%	
Loss on Asset Disposal	10	(39,684)	(39,684)	(39,684)	0	0.0%	
Other Expenditure		0	0	0	0		
<b>Total</b>		<b>(4,101,385)</b>	<b>(4,101,385)</b>	<b>(4,042,147)</b>	<b>59,238</b>		
<b>Funding Balance Adjustment</b>							
Add Back Depreciation		1,142,817	1,142,817	1,226,170	83,353	6.8%	
Adjust (Profit)/Loss on Asset Disposal	10	38,991	38,991	38,991	0	0.0%	
Movement in Deferred Pensional Rates (Non-Current)				597	597	100.0%	
Movement in Accrued Salaries and Wages					0		
Movement in Employee Benefit Provisions					0		
Adjust Provisions and Accruals					0		
<b>Net Operating (Ex. Rates)</b>		<b>(1,432,112)</b>	<b>(1,432,112)</b>	<b>(487,402)</b>	<b>944,711</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	8	703,917	703,917	777,426	73,509	9.5%	
Proceeds from Disposal of Assets	10	126,727	126,727	126,727	0	0.0%	
Proceeds from New Debentures					0		
Proceeds from Sale of Investments					0		
Proceeds from Advances					0		
Self-Supporting Loan Principal		13,087	13,087	13,087	0	0.0%	
Transfer from Reserves	9	1,074,965	1,074,965	1,055,693	(19,272)	(1.8%)	
<b>Total</b>		<b>1,918,696</b>	<b>1,918,696</b>	<b>1,972,934</b>	<b>54,237</b>		
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0	0		
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Plant and Equipment	10	(447,998)	(447,998)	(441,797)	6,201	1.4%	
Furniture and Equipment	10	0	0	0	0		
Infrastructure Assets - Roads	10	(911,996)	(911,996)	(996,465)	(84,469)	(8.5%)	
Infrastructure Assets - Other	10	(181,550)	(181,550)	(131,063)	50,487	38.5%	▼
Purchase of Investments				0	0		
Repayment of Debentures		(53,669)	(53,669)	(53,669)	(0)	(0.0%)	
Advances to Community Groups					0		
Transfer to Reserves	9	(67,145)	(67,145)	(829,011)	(761,866)	(91.9%)	▲
<b>Total</b>		<b>(1,975,259)</b>	<b>(1,975,259)</b>	<b>(2,737,376)</b>	<b>(762,117)</b>		
<b>Net Capital</b>		<b>(56,563)</b>	<b>(56,563)</b>	<b>(764,442)</b>	<b>(707,880)</b>		
<b>Total Net Operating + Capital</b>		<b>(1,488,675)</b>	<b>(1,488,675)</b>	<b>(1,251,844)</b>	<b>236,831</b>		
Rate Revenue		1,232,354	1,232,354	1,245,159	12,805	1.0%	
Opening Funding Surplus(Deficit)		336,864	336,864	336,865	1	0.0%	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>80,544</b>	<b>80,544</b>	<b>330,181</b>	<b>249,637</b>	75.6%	

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**1. SIGNIFICANT ACCOUNTING POLICIES**

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

**(a) Basis of Accounting**

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

**(b) The Local Government Reporting Entity**

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

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

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

**(c) Rounding Off Figures**

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

**(d) Rates, Grants, Donations and Other Contributions**

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

**(e) Goods and Services Tax**

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

**(f) Cash and Cash Equivalents**

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

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

**(g) Trade and Other Receivables**

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

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

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

**(h) Inventories**

**General**

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

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

**Land Held for Resale**

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

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

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

**(i) Fixed Assets**

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

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

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

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

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

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

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

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

***Land under Control***

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

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

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

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



**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

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

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

***Initial Recognition***

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

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

***Revaluation***

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

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

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

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

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

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

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

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

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

***Transitional Arrangement***

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

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

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

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

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

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

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

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

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

**Land Under Roads**

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

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

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

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

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

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

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

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

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

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

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

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

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

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

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

**Capitalisation Threshold**

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

**(k) Trade and Other Payables**

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

**(l) Employee Benefits**

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

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

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

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

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

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

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

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

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

**Borrowing Costs**

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

**(n) Provisions**

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

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

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

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

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

**(p) Nature or Type Classifications**

**Rates**

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

**Operating Grants, Subsidies and Contributions**

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

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

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

**Profit on Asset Disposal**

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

**Fees and Charges**

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

**Service Charges**

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

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

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

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

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

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

**Insurance**

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

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

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

**Other expenditure**

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

**(r) Statement of Objectives**

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

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

**GOVERNANCE**

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

**GENERAL PURPOSE FUNDING**

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

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

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

**LAW, ORDER, PUBLIC SAFETY**

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

**HEALTH**

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

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

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

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

**EDUCATION AND WELFARE**

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

**HOUSING**

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

**COMMUNITY AMENITIES**

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

**RECREATION AND CULTURE**

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

**TRANSPORT**

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

**ECONOMIC SERVICES**

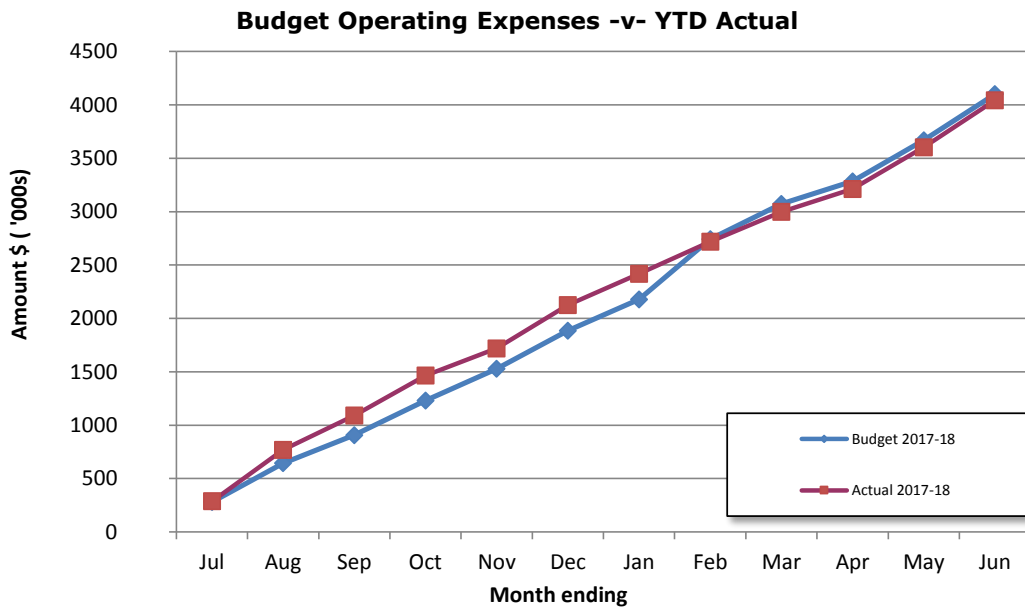
Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

**OTHER PROPERTY & SERVICES**

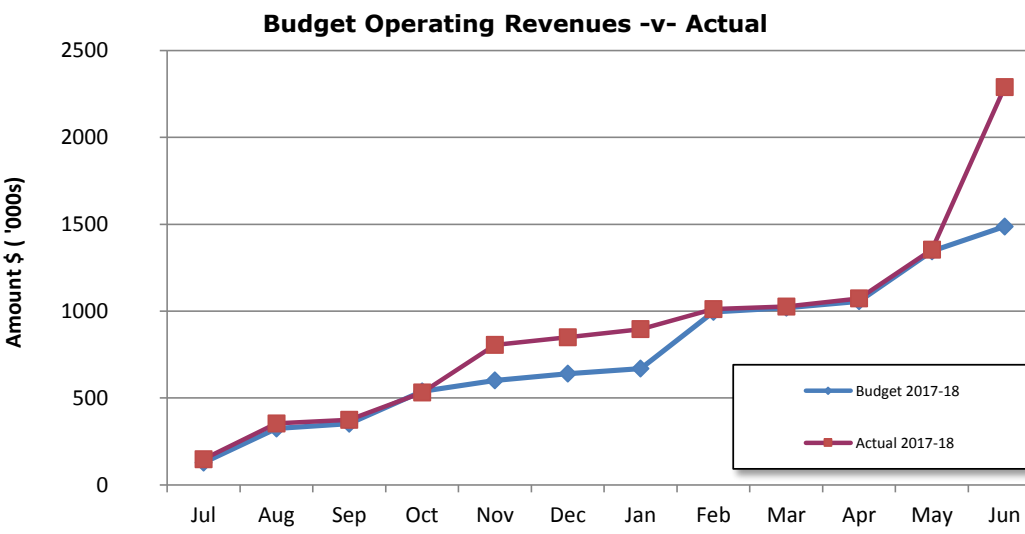
Private works carried out by council and indirect cost allocation pools. Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

**Shire of Wyalkatchem  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 June 2018**

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



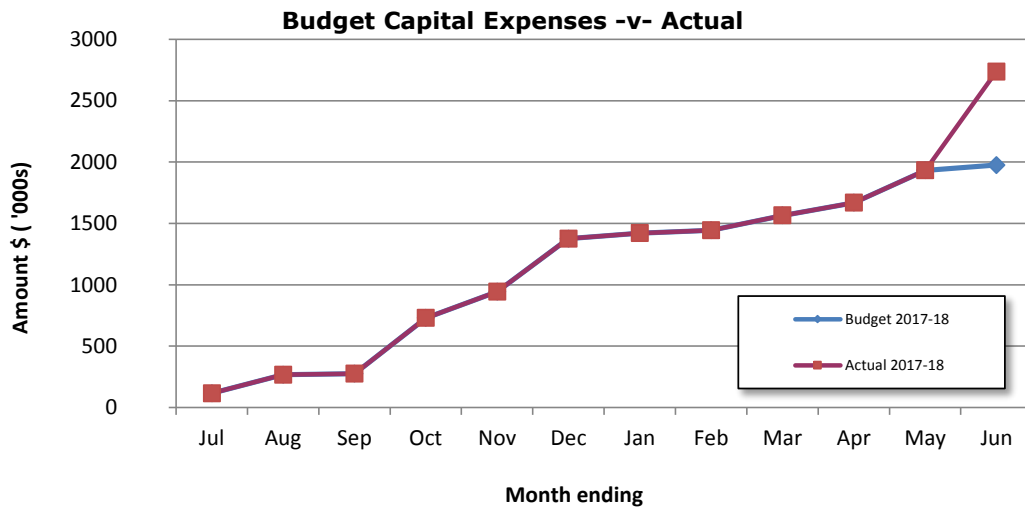
**Comments/Notes - Operating Expenses**



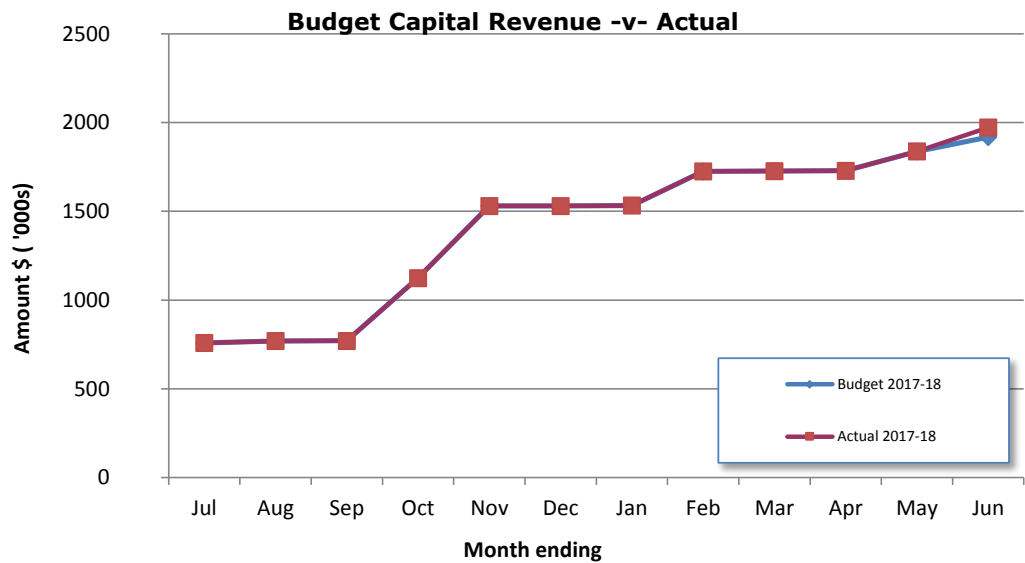
**Comments/Notes - Operating Revenues**

**Shire of Wyalkatchem  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 June 2018**

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



**Comments/Notes - Capital Expenses**



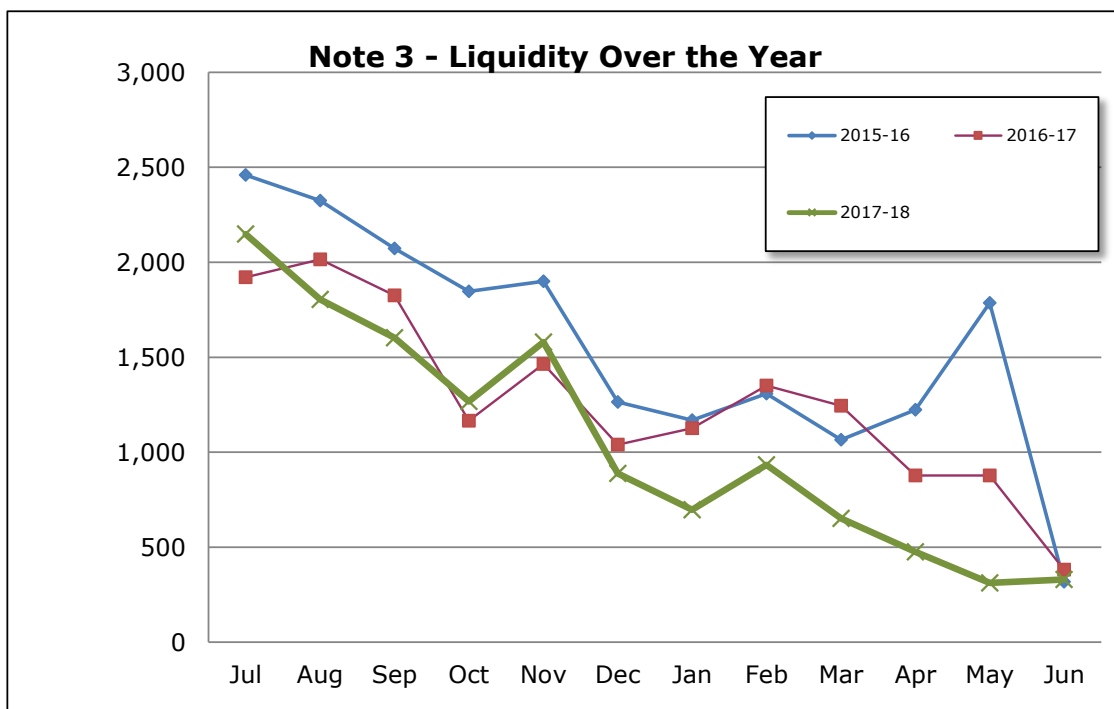
**Comments/Notes - Capital Revenues**



**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 3: NET CURRENT FUNDING POSITION**

Positive=Surplus (Negative=Deficit)			
2017-18			
	This Month	Last Month	Same Period Last Year
	\$	\$	\$
<b>Current Assets</b>			
Cash Unrestricted	<b>150,305</b>	178,009	424,980
Cash Restricted	<b>2,689,534</b>	1,962,938	2,916,217
Investments			
Receivables - Rates and Rubbish	<b>14,889</b>	21,989	18,195
Receivables -Other	<b>200,429</b>	97,290	213,857
Inventories	<b>101,327</b>	87,284	146,097
	<b>3,156,484</b>	2,347,511	3,719,346
<b>Less: Current Liabilities</b>			
Payables	<b>(86,878)</b>	(22,712)	(351,576)
Current Employee Benefits Provision	<b>(49,891)</b>	(49,891)	(70,788)
	<b>(136,769)</b>	(72,603)	(422,364)
Less: Cash Restricted	<b>(2,689,534)</b>	<b>(1,962,938)</b>	<b>(2,916,217)</b>
<b>Net Current Funding Position</b>	<b>330,181</b>	<b>311,970</b>	<b>380,765</b>



**Comments - Net Current Funding Position**

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) <b>Cash Deposits</b>								
At Call - Municipal	0.05%	150,005				150,005	NAB	Call
At Call - Working	0.01%			6,257		6,257	NAB	Call
(b) <b>Term Deposits</b>								
Reserves	1.70%		2,689,534			2,689,534	NAB	21/07/2018
Surplus Funds	0.00%				0	0	NAB	
(c) <b>Investments</b>								
<b>Total</b>		150,005	2,689,534	6,257	0	2,845,796		

Comments/Notes - Investments



**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 5: MAJOR VARIANCES**

**Comments/Reason for Variance**

		<b>AMENDED ANNUAL BUDGET</b>	<b>YTD BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
<b>5.1 OPERATING REVENUE (EXCLUDING RATES)</b>						
<b>5.1.1 GOVERNANCE</b>						
I041010	Reimbursements	8,000	8,000	27,233	19,233	This is estimated in the Annual Budget. The Shire's share in the communications tower was sold (\$4,545), three attendees at a ranger training course held in Wyalkatchem were oncharged (\$2,609), two insurance claims were made for the CEO vehicle (\$2,645), the LGIS good driver rebate was received for 2017 (\$2,653) and the LGIS Members Dividend was received as a contribution to the two way radio system repairs (\$7,437).
<b>5.1.2 GENERAL PURPOSE FUNDING</b>						
I032010	FAGS Grant - General Purpose	483,368	483,368	1,010,289	526,921	The Federal Government pre-paid approximately 50% of the 2018/19 grant in June 2018 (\$526,921), this was transferred to the Unspent Grants reserve so is offset by an increased transfer to reserves.
<b>5.1.3 LAW ORDER AND PUBLIC SAFETY</b>						
I051005	DFES Operating Grant	17,625	17,625	27,552	9,927	DFES pre-paid the first instalment for 2018/19 in June 2018 (\$9,927).
<b>5.1.4 HEALTH</b>						
<b>5.1.5 EDUCATION AND WELFARE</b>						

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance						
		<b>AMENDED ANNUAL BUDGET</b>	<b>YTD BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
<b>5.1.6 HOUSING</b>						
I090401	51 Flint St	32,188	32,188	28,548	(3,640)	The Housing Authority terminated it's lease at 51 Flint St as of 25 May 2018, leading to slightly reduced income.
I090404	45 Wilson St	9,663	9,663	7,969	(1,694)	The tenant at 45 Wilson St gave notice as of April 2018, this house has since been utilised as staff housing with the tenant paying rent as per the Shire employee housing policy.
<b>5.1.7 COMMUNITY AMENITIES</b>						
<b>5.1.8 RECREATION AND CULTURE</b>						
I113070	Community Bus fees	2,000	2,000	3,601	1,601	This is estimated in the Annual Budget and usage has been slightly higher than anticipated.
<b>5.1.9 TRANSPORT</b>						
I032010	FAGS Grant - Transport	199,347	199,347	441,796	242,449	The Federal Government pre-paid approximately 50% of the 2018/19 grant in June 2018 (\$242,449), this was transferred to the Road reserve so is offset by an increased transfer to reserves.
I121055	WANDRRA	292,413	292,413	302,805	10,392	Expenditure on WANDRRA was slightly higher than was anticipated in February due to repairs on the Ryan Rd culvert, consequently grant income received is higher.

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance						
		<b>AMENDED ANNUAL BUDGET</b>	<b>YTD BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
<b>5.1.10 ECONOMIC SERVICES</b>						
I133005	Building Licence	1,800	1,800	2,932	1,132	This is estimated in the Annual Budget based on prior years, this year has been slightly higher.
I135203	Railway Barracks fees	16,000	16,000	19,566	3,566	This is estimated in the Annual Budget based on prior years, this year usage has been slightly higher.
<b>5.1.11 OTHER PROPERTY AND SERVICES</b>						
I141005	Private Works	3,092	3,092	7,895	4,803	Private works are not anticipated in the budget, but due to some down time between the completion of capital roadworks and maintenance grading commencing a job was completed.
I121041	Diesel Rebate	15,000	15,000	16,030	1,030	This is estimated in the Annual Budget based on prior years, this year it has been slightly higher.
<b>5.2 OPERATING EXPENSES</b>						
<b>5.2.1 GOVERNANCE</b>						
E042020	Public Relations	(40,692)	(40,692)	(23,746)	16,946	The budget was not used for Shire own source contribution to grants (\$5,000), for community governance (\$5,000) or the full allocation for the Wyalkatchem Fair (\$4,340 under budget).
<b>5.2.2 GENERAL PURPOSE FUNDING</b>						
<b>5.2.3 LAW, ORDER AND PUBLIC SAFETY</b>						

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance						
		<b>AMENDED ANNUAL BUDGET</b>	<b>YTD BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
<b>5.2.4 HEALTH</b>						
E073425	Other Expenses	(20,000)	(20,000)	0	20,000	This was the budget for a community well being project that was to be funded from the Health Reserve fund interest. No project has been identified so this will not be used but the reserve transfer will also not occur in the financial year.
E074010	Contribution to Newhealth	(35,410)	(35,410)	(24,361)	11,049	Expenditure on Newhealth has not been as high as anticipated through the year. An invoice for June 2018 has yet to be received and will be accrued into 2017/18 when it is, so this figure may change by approximately \$2,000.
<b>5.2.5 EDUCATION AND WELFARE</b>						
E082298	Depreciation	(3,858)	(3,858)	(20,105)	(16,247)	Depreciation is increased due to the asset addition of the new Senior Citizens Units, this is a non cash item and won't affect the closing balance.
<b>5.2.6 HOUSING</b>						
E090298	Depreciation	(65,070)	(65,070)	(42,900)	22,170	Depreciation is decreased due to the reduction in the overall value of the Shires housing assets that was recorded as at 30 June 2017 when they were revalued. This is a non cash item and won't affect the closing balance.

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance						
		<b>AMENDED ANNUAL BUDGET</b>	<b>YTD BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
<b>5.2.7 COMMUNITY AMENITIES</b>						
E104001	NRM Expenses	(18,000)	(18,000)	(3,190)	14,810	The only NRM project identified in 2017/18 was to fix the tree planter.
E105136	Grave Digging	(3,332)	(3,332)	(8,623)	(5,291)	Expenditure is estimated in the budget and was higher than anticipated.
<b>5.2.8 RECREATION AND CULTURE</b>						
<b>5.2.9 TRANSPORT</b>						
E122095	WANDRRA	(273,757)	(273,757)	(297,861)	(24,104)	Expenditure was higher than anticipated in the Budget Review, this was to do with the Ryan road culvert repairs. This is partly offset by higher income.
<b>5.2.10 ECONOMIC SERVICES</b>						
<b>5.2.11 OTHER PROPERTY AND SERVICES</b>						
<b>5.3 CAPITAL REVENUE</b>						
<b>5.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>						
I121050	Road Project Funds Regional Road Group	298,798	298,798	370,566	71,768	It was not anticipated in the Budget Review that the blackspot project at the Benjaberring Hindmarsh intersection would occur in 2017/18 and it did. This is offset by higher capital expenditure on roads.
<b>5.3.2 PROCEEDS FROM DISPOSAL OF ASSETS</b>						
<b>5.3.3 PROCEEDS FROM NEW DEBENTURES</b>						



**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance						
		AMENDED ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
<b>5.3.4 PROCEEDS FROM SALE OF INVESTMENT</b>						
<b>5.3.5 PROCEEDS FROM ADVANCES</b>						
<b>5.3.6 SELF-SUPPORTING LOAN PRINCIPAL</b>						
<b>5.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>						
A01109	Community Health Reserve	20,000	20,000	0	(20,000)	This was the transfer for a community well being project that was to be funded from the Health Reserve fund interest. No project was identified so the reserve transfer did not occur.
<b>5.4 CAPITAL EXPENSES</b>						
<b>5.4.1 LAND HELD FOR RESALE</b>						
<b>5.4.2 LAND AND BUILDINGS</b>						
C980205	Railway Station	20,000	20,000	8,028	(11,972)	Capital work to replace the guttering at the Railway Station did not occur due to a delay getting approval from Brookfields, this was rolled over to the 2018/19 budget. Approval has now been agreed on so will occur early in the 2018/19 financial year
C980211	Main Roads depot	30,000	30,000	13,014	(16,986)	Work to get electricity and water connected to the new depot was completed but due to the change in Works Manager all other work was put on hold for 2017/18.

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance						
		<b>AMENDED ANNUAL BUDGET</b>	<b>YTD BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
<b>5.4.3 PLANT AND EQUIPMENT</b>						
<b>5.4.4 FURNITURE AND EQUIPMENT</b>						
<b>5.4.5 INFRASTRUCTURE ASSETS - ROADS</b>						
C980314	Benjaberring Hindmarsh intersection blackspot project	17,306	17,306	107,652	90,346	It was not anticipated in the Budget Review that the blackspot project at the Benjaberring Hindmarsh intersection would occur in 2017/18 and it did. This is offset by higher capital income.
<b>5.4.6 INFRASTRUCTURE ASSETS - OTHER</b>						
	Pioneer Park	20,000	20,000	0	(20,000)	This project did not commence in 2017/18 as no firm project was identified.
	Streetscape	20,000	20,000	0	(20,000)	This project did not commence in 2017/18 as no firm project was identified.
	Netball Court shelter	5,000	5,000	0	(5,000)	As the netball club did not have a team in 2018 this project was put on hold indefinitely.
	Admin Park water fountain	5,000	5,000	0	(5,000)	Due to continued vandalism of various water fountains in town this project was put on hold and will be revisited in future.
<b>5.4.7 PURCHASES OF INVESTMENT</b>						
<b>5.4.8 REPAYMENT OF DEBENTURES</b>						
<b>5.4.9 ADVANCES TO COMMUNITY GROUPS</b>						

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance						
		<b>AMENDED ANNUAL BUDGET</b>	<b>YTD BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
<b>5.4.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)</b>						
A01117	Road Reserve	0	0	(242,449)	(242,449)	The Federal Government pre-paid approximately 50% of the 2018/19 FAGS Grant for roads in June 2018 (\$242,449), this was transferred to the Roads reserve.
A01134	Unspent Grants Reserve	0	0	(526,921)	(526,921)	The Federal Government pre-paid approximately 50% of the 2018/19 FAGS Grant - general purpose in June 2018 (\$526,921), this was transferred to the Unspent Grants reserve.
<b>5.4.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>						
<b>5.5 OTHER ITEMS</b>						
<b>5.5.1 RATE REVENUE</b>						
I031031	Pre Paid Rates	0	0	4,184	4,184	Pre-paid rates for 2018/19 that were received in the 2017/18 financial year were slightly higher than in the prior financial year.
<b>5.5.2 OPENING FUNDING SURPLUS(DEFICIT)</b>						
<b>5.5.3 DEPRECIATION</b>						

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 6: BUDGET AMENDMENTS**

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

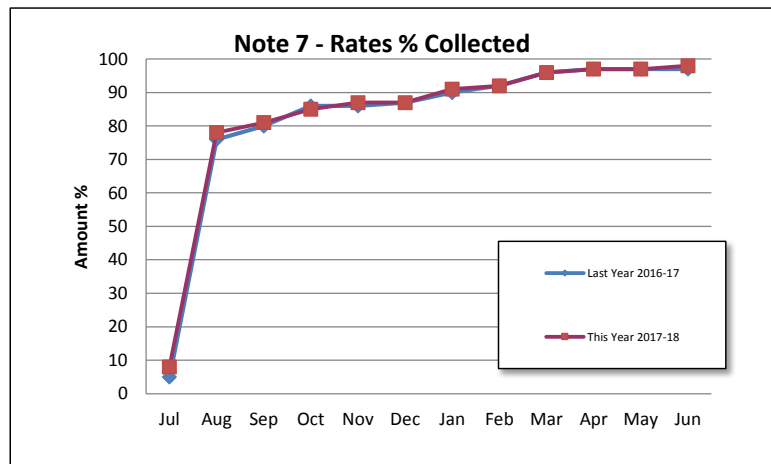
GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	<b>Budget Adoption</b>			\$	\$	\$	\$
							<b>0</b>
							<b>0</b>
	<b>Closing Funding Surplus (Deficit)</b>			<b>0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

**Shire of Wyalkatchem  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 June 2018**

**Note 7: RECEIVABLES**

**Receivables - Rates and Rubbish**

	Current 2017-18	Previous 2016-17	Total
	\$	\$	\$
Opening Arrears Previous Years		18,195	18,195
Rates Levied this year	1,403,207	0	1,403,207
Interim Rates	220		220
Rates in Advance (Pre-Paid)	(39,418)	0	(39,418)
Instalment Fees	3,793	0	3,793
Administration/Legal Fees	0	0	0
Interest	1,722	0	1,722
Less Discount/Concessions/Write off	(19,485)	0	(19,485)
Less Collections to date	(1,337,770)	(15,575)	(1,353,344)
<b>Equals Current Outstanding</b>	<b>12,269</b>	<b>2,620</b>	<b>14,889</b>
Ex-Gratia Rates	8,109		8,109
<b>Net Rates Collectable</b>	<b>(8,109)</b>		<b>14,889</b>
% Collected			97.52%



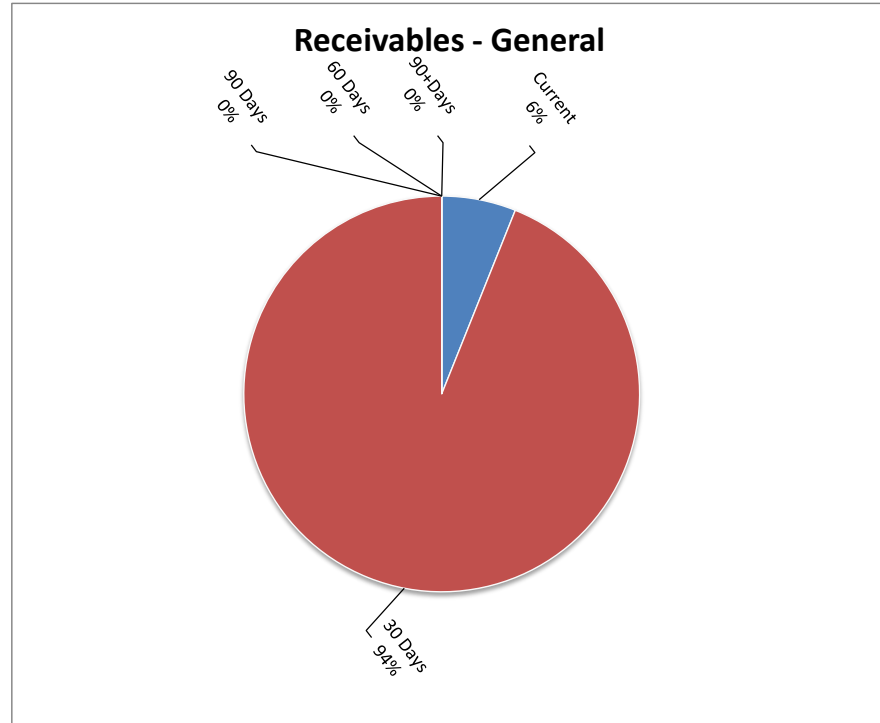
**Comments/Notes - Receivables Rates and Rubbish**

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

**Receivables - General**

Current	30 Days	60 Days	90 Days	90+Days
\$	\$	\$	\$	\$
12,159	188,270	0	0	0
<b>Total Outstanding</b>				<b>200,429</b>

Amounts shown above include GST (where applicable)



**Comments/Notes - Receivables General**

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**ote 8: GRANTS AND CONTRIBUTIONS**

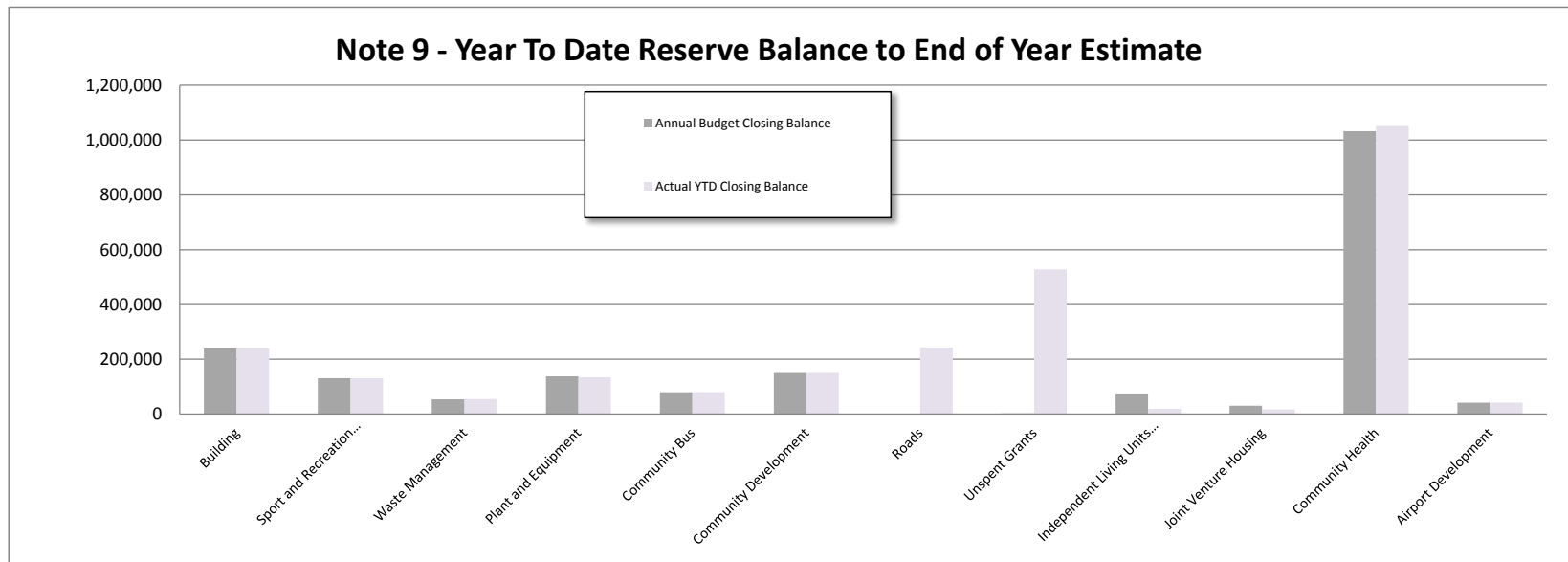
Program/Details GL	Provider	Approval Yes No (Yes/No)	2017-18 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status		Estimated Receival Dates
						Received	Not Received	
<b>GENERAL PURPOSE FUNDING</b>			\$	\$	\$	\$	\$	
Financial Assistance Grant	State Government	Yes	479,921	3,447	483,368	1,010,289	(526,921)	
Healthway Sponsorship Wylie Fair 2018	Healthway	Yes	0	2,000	2,000	2,000	0	
Road Safety Community Grant	Road Safety Commission	Yes	0	550	550	550	0	
Roadwise Program Safety Activities	WALGA	Yes	0	0	0	400	(400)	
<b>GOVERNANCE</b>								
Reimbursements - Miscellaneous	Various		2,000	6,000	8,000	27,233	(19,233)	
<b>LAW, ORDER, PUBLIC SAFETY</b>								
DFES Operating Grant	DFES	Yes	33,262	(15,637)	17,625	27,552	(9,927)	
AWARE Grant	DFES	No	0	24,000	24,000	24,000	0	This grant was approved after the Annual Budget was adopted, it will be fully offset by expenditure.
<b>HEALTH</b>								
Medical Centre Contribution	Shire of Koorda	Yes	49,589		49,589	43,271	6,318	Quarterly - Jun
Larry Elsegood Estate Funds			0		0	944		
<b>COMMUNITY AMENITIES</b>								
<b>RECREATION AND CULTURE</b>								
Swimming Pool Grant	Department of Sport & Rec	No	32,000	(32,000)	0	0	0	Grant will not be received as was cut from State Government Budget.
Kidsport	Department of Sport & Rec	No	0	0	0	255	(255)	
<b>TRANSPORT</b>								
Financial Assistance Grant	State Government	Yes	188,007	11,340	199,347	441,796	(242,449)	
Main Roads Direct Grant	Main Roads WA	Yes	105,690	(46,475)	59,215	59,215	0	
Street Lighting Subsidy	Main Roads WA	Yes	1,419		1,419	1,469	(50)	
Regional Road Group	Main Roads WA	Yes	266,112	32,686	298,798	370,566	(71,768)	
Roads to Recovery	Department of Infrastructure and Regional Development	Yes	405,119		405,119	406,860	(1,741)	
WANDRRA	Main Roads WA	Yes	0	292,413	292,413	302,805	(10,392)	
<b>OTHER PROPERTY &amp; SERVICES</b>								
Diesel Fuel Rebate	Australian Taxation Office	Yes	15,000		15,000	16,030	(1,030)	Monthly
<b>TOTALS</b>			<b>1,578,119</b>	<b>278,324</b>	<b>1,856,443</b>	<b>2,735,235</b>	<b>(877,849)</b>	

Comments - Grants and Contributions

**Shire of Wyalkatchem  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 June 2018**

**Note 9: Cash Backed Reserve**

Name	Opening Balance	Annual Budget Interest Earned	Actual Interest Earned	Annual Budget Transfers In (+)	Actual Transfers In (+)	Annual Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Annual Budget Closing Balance	Actual YTD Closing Balance
Building	\$ 233,708	\$ 5,589	\$ 5,347						\$ 239,297	\$ 239,055
Sport and Recreation Facilities	127,946	3,060	2,927						131,006	130,873
Waste Management	44,073	1,272	1,008	9,110	10,026				54,455	55,107
Plant and Equipment	364,578	8,719	4,710			(235,000)	(235,000)		138,297	134,288
Community Bus	77,328	1,849	1,769						79,177	79,097
Community Development	147,084	3,518	3,365						150,602	150,450
Roads	235,452	0	329		242,449	(235,452)	(235,781)		0	242,449
Unspent Grants	523,572	46	773		526,921	(521,659)	(522,643)		1,959	528,622
Independent Living Units project	69,763	1,668	1,596				(51,621)		71,431	19,737
Joint Venture Housing	24,055	720	550	6,036	2,787		(10,648)		30,811	16,744
Community Health	1,028,268	24,592	23,528			(20,000)			1,032,860	1,051,796
Airport Development	40,391	966	924						41,357	41,315
	<b>2,916,217</b>	<b>51,999</b>	<b>46,828</b>	<b>15,146</b>	<b>782,183</b>	<b>(1,012,111)</b>	<b>(1,055,693)</b>		<b>1,971,251</b>	<b>2,689,534</b>



**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

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

Comments - Capital Disposal

Contributions Information					Summary Acquisitions	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance
\$	\$	\$	\$	\$		\$	\$	\$
0	0	0	0	0	<b>Property, Plant &amp; Equipment</b>			
262,800	0	50,101	0	312,901	Land for Resale	0	0	0
86,271	0	361,727	0	447,998	Land and Buildings	312,901	285,371	(27,530)
0	0	0	0	0	Plant & Property	447,998	441,797	(0)
					Furniture & Equipment	0	0	0
					<b>Infrastructure</b>			
159,286	752,710	0	0	911,996	Roadworks	911,996	996,465	84,469
0	0	0	0	0	Drainage	0	0	0
0	0	0	0	0	Bridges	0	0	0
22,500	0	0	0	22,500	Footpath & Cycleways	22,500	22,296	(204)
25,000	0	0	0	25,000	Parks, Gardens & Reserves	25,000	0	(25,000)
35,000	0	0	0	35,000	Airports	35,000	38,603	3,603
0	0	0	0	0	Sewerage	0	0	0
0	0	0	0	99,050	Other Infrastructure	99,050	70,165	(28,885)
<b>590,857</b>	<b>752,710</b>	<b>411,828</b>	<b>0</b>	<b>1,854,445</b>	<b>Totals</b>	<b>1,854,445</b>	<b>1,854,696</b>	<b>6,452</b>

Comments - Capital Acquisitions



**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

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

Contributions					Land & Buildings	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance
\$	\$	\$	\$	\$	\$	\$	\$	
12,400				12,400	<b>Governance</b> Shire Office	12,400	11,380	(1,020) ▼
5,000				5,000	<b>Health</b> Medical Centre	5,000	3,755	(1,245) ▼
108,800				108,800	<b>Education and Welfare</b> Aged Care Services and Accommodation	108,800	108,800	0
0		50,101		50,101	Senior Citizens Homes Project	50,101	51,621	1,520 ▲
5,000				5,000	<b>Housing</b> 22a Flint St	5,000	3,986	(1,014) ▼
5,000				5,000	4 Slocum St	5,000	4,694	(306) ▼
10,648				10,648	58 Flint St	10,648	10,648	0
14,352				14,352	45 Wilson St	14,352	17,565	3,213 ▲
5,000				5,000	<b>Recreation and Culture</b> Town Hall	5,000	5,030	30 ▲
25,000				25,000	Recreation Centre	25,000	25,435	435 ▲
30,000				30,000	<b>Transport</b> Depot	30,000	13,014	(16,986) ▼
20,000				20,000	<b>Economic Services</b> Railway Station	20,000	8,028	(11,972) ▼
21,600				21,600	Railway Barracks	21,600	21,415	(185) ▼
<b>262,800</b>	<b>0</b>	<b>50,101</b>	<b>0</b>	<b>312,901</b>	<b>Totals</b>	<b>312,901</b>	<b>285,371</b>	<b>(27,530)</b>

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

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

Contributions					Roads	Current Budget		
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total		This Year		
						Amended Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	
17,306				17,306	<b>Transport</b> The approved Blackspot funding was for the Benjaberring/Hindmarsh crossroads on the main Dowerin Wyalkatchem Road. This crossing is in a 110km/h speed zone with no clear line of site in either direction, creating a severe risk when shifting heavy machinery and for the school bus route	17,306	107,652	90,346 ▲
42,690	131,151			173,841	Koorda / Wyalkatchem Rd - SLK 4.30 - 8.30 (4.0 km) - Shoulder Reconditioning (alter Scope of Works & TEC with SRRG)	173,841	226,036	52,195 ▲
	100,599			100,599	Tammin / Wyalkatchem Rd - SLK 19.60 - 21.83 (2.23 km) - Shoulder Widening & Primersealing Shoulders ONLY (alter TFC with SRRG)	100,599	60,584	(40,015) ▼
57,920	115,840			173,760	Cunderdin/Wyalkatchem Rd	173,760	186,040	12,280 ▲
	23,847			23,847	Lewis Rd	23,847	23,286	(561) ▼
13,843	24,610			38,453	Lawrence Rd	38,453	12,334	(26,119) ▼
	19,077			19,077	Harrison Rd	19,077	25,911	6,834 ▲
12,000	27,424			39,424	Lewis East Rd	39,424	11,913	(27,511) ▼
	32,432			32,432	Elsegood Rd Resheeting	32,432	72,999	40,567 ▲
	39,239			39,239	Benja-Hindmarsh - Nth	39,239	40,186	947 ▲
15,407	24,716			40,123	Benja-Hindmarsh - Sth	40,123	41,133	1,010 ▲
	23,847			23,847	Cemetery Rd	23,847	21,603	(2,244) ▼
	27,424			27,424	Elsegood Rd Shoulder Reinstatement	27,424	5,193	(22,232) ▼
120	162,504			162,624	Cemetery Rd	162,624	161,596	(1,028) ▼
<b>159,286</b>	<b>752,710</b>	<b>0</b>	<b>0</b>	<b>911,996</b>	<b>Totals</b>	<b>911,996</b>	<b>996,465</b>	<b>84,469</b>

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

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

Contributions					Footpaths & Cycleways	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
22,500				22,500	Transport Footpath	22,500	22,296	(204) ▼
				0				0
<b>22,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>22,500</b>	<b>Totals</b>	<b>22,500</b>	<b>22,296</b>	<b>(204)</b>

Contributions					Parks, Gardens & Reserves	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
20,000				20,000	Pioneer Park	20,000	0	(20,000) ▼
5,000				5,000	Admin Park Water Fountain	5,000	0	(5,000) ▼
				0				0
<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>Totals</b>	<b>25,000</b>	<b>0</b>	<b>(25,000)</b>

Contributions					Airports	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
35,000				35,000	Airport Development	35,000	38,603	3,603 ▲
				0				0
<b>35,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>Totals</b>	<b>35,000</b>	<b>38,603</b>	<b>3,603</b>

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

Contributions					Other Infrastructure	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
5,000				5,000	Recreation and Culture Netball Court Shelter	5,000	0	(5,000) ▼
20,000				20,000	Tennis Courts Playground	20,000	16,115	(3,885) ▼
54,050				54,050	Swimming Pool	54,050	54,050	0
20,000				20,000	Streetscape	20,000	0	(20,000) ▼
<b>99,050</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>99,050</b>	<b>Totals</b>	<b>99,050</b>	<b>70,165</b>	<b>(28,885)</b>

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 11: TRUST FUND**

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

Description	Opening Balance 1-Jul-17	Amount Received	Amount Paid	Closing Balance 30-Jun-18
	\$	\$	\$	\$
<b>Working Account</b>				
Key Deposit	195			<b>195</b>
Interest	1		(1)	<b>0</b>
Cleaning Bond	600			<b>600</b>
Proceeds of Lot 2 Station St, Korrelocking sale	7,045		(7,045)	<b>0</b>
Rose & Heritage Festival Committee	2,651			<b>2,651</b>
Councillor Nomination Payments	0	240	(240)	<b>0</b>
Employee Pay	2,810			<b>2,810</b>
	<b>13,303</b>	<b>240</b>	<b>(7,286)</b>	<b>6,257</b>

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**SUPPLEMENTARY INFORMATION: INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1-Jul-17	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2017/18 Budget	2017/18 Actual	2017/18 Budget	2017/18 Actual	2017/18 Budget	2017/18 Actual	2017/18 Budget	2017/18 Actual
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Housing</b>									
Loan 68 - 43/45 Wilson	166,942	0	0	19,284	19,284	147,658	147,658	11,181	11,181
<b>Recreation &amp; Culture</b>									
Loan 73 - Community Resource Centre Building Project	148,903	0	0	18,580	18,580	130,323	130,323	6,393	4,779
<b>Transport</b>									
Loan 74 - New Holland Tractor	31,842	0	0	15,805	15,805	16,037	16,037	465	465
	347,687	0	0	53,669	53,669	294,018	294,018	18,039	16,425

(b) Credit Standby Arrangements

Bank overdraft limit	250,000
Bank overdraft at month end	0
Credit card limit - Total limit approved	13,000
Credit card limit - CEO actual limit accessed	5,000
Credit card balance at month end	3,533


## RECONCILIATION OF BANK ACCOUNTS

<b>Unrestricted Municipal Bank as at 30 June 2018</b>	150,005
<b>Outstanding Deposits</b>	0
<b>Outstanding Payments</b>	0
<b>Ending Balance</b>	<u>150,005</u>
<b>Trust Working as at 30 June 2018</b>	6,257
<b>Outstanding Deposits</b>	
<b>Outstanding Payments</b>	
<b>Ending Balance</b>	<u>6,257</u>
<b>Reserve Account as at 30 June 2018</b>	2,689,534
<b>Outstanding Deposits</b>	
<b>Outstanding Payments</b>	
<b>Ending Balance</b>	<u>2,689,534</u>

## A/R Aging Summary As at 30 June 2018

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>	
Crisp Wireless Pty Ltd	0	5,000	0	0	0	5,000	Invoice for communications tower
Jones, Gillian	0	207	0	0	0	207	Use of Railway Station charge - paid 10/07/18
Main Roads	0	176,837	0	0	0	176,837	Blackspot project and WANDRRA Claim 5
RATE DEBTORS	0	0	0	0	14,889	14,889	Outstanding Rates as at 30 June 2018
Road Safety Commission	0	0	0	0	0	0	Road Safety Grant for Wylie Fair 2018. Paid 04/04/18
Shire of Koorda	12,159	0	0	0	0	12,159	Invoice for Medical Services Apr-Jun 2018
Shire of Pingelly	0	1,980	0	0	0	1,980	Invoice for ranger training course
Silkwood Funerals	0	1,693	0	0	0	1,693	Invoice
Toboss, Peter	0	910	0	0	0	910	Electricity 10 Honour Ave
Ugle, Roger	0	30	0	0	0	30	Water usage
WA Contract Ranger Services	0	890	0	0	0	890	Invoice for ranger training course
Webb, Margaret	0	90	0	0	0	90	Electricity 2a Slocum St
	0	100	0	0	0	100	Railway Barracks Accommodation Dowerin Field Days 2018 - not due until 31 July 18
Wright, Steven	0	533	0	0	0	533	Season Charges 2018
Wyalkatchem Football Club	0	533	0	0	0	533	Season Charges 2018
<b>TOTAL</b>	<b><u>12,159</u></b>	<b><u>188,270</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>14,889</u></b>	<b><u>215,318</u></b>	
	12,159	188,270	0	0	0	200,429	Sundry
	0	0	0	0	14,889	14,889	Rates

**8.2.2 FINANCIAL MANAGEMENT – FINANCIAL REPORTING – PAYMENT LISTINGS  
– JUNE 2018**

<b>FILE REFERENCE:</b>	12.10.02
<b>AUTHOR'S NAME AND POSITION:</b>	Claire Trenorden Manager Corporate Services
<b>AUTHOR'S SIGNATURE:</b>	
<b>NAME OF APPLICANT/RESPONDENT/LOCATION:</b>	Not Applicable
<b>NOTIFICATION TO APPLICANT:</b>	Not Applicable
<b>DATE REPORT WRITTEN:</b>	10 July 2018
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter.
<b>PREVIOUS MEETING REFERENCE:</b>	OMC: 21 June 2018 Council Decision No. 83/2018
<b>STRATEGIC COMMUNITY PLAN REFERENCE</b>	5 – A well-managed and effective council organization. 6 – Well utilized and effectively managed facilities and assets.

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

That Council resolve the following:

1. Receive the Payment Listings as of 30 June 2018.

**Appendices:**

1. Payment Listings as of 30 June 2018;
2. Credit Card Statement for May 2018;
3. Fuel Card Statement for May 2018.

**Background:**

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

**Comment:**

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

<b>Municipal Account</b>	
Total Payments June 2018	\$991,882



Total Payments June 2017	\$1,200,396
Variance \$	-\$208,514
Variance %	-17%
Percentage paid by EFT June 2018	99.59%
Percentage paid by Cheque June 2018	0.41%
Percentage of Wyalkatchem based Suppliers June 2018 (excluding wages, bank fees, loan payments and utilities providers)	16%
Percentage of suppliers used where no Wyalkatchem based option is available June 2018	81%
Dollar Value spent with Wyalkatchem based Suppliers June 2018	\$24,369
<b>Trust Account – Working</b>	
No transactions	
<b>Reserve Account</b>	
No transactions	

**Consultation:**

Nil

**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 \$991,882 for June 2018.

**Strategic Plan/Risk Implications:**

There are no strategic implications relative to this item.

**Voting Requirements**                      Simple Majority

**Council Decision Number:** 99/2018

**Moved:** Cr Garner                      **Seconded:** Cr Metcalfe

**That Council resolve the following:**

- 1. Receive the Payment Listing as of 30 June 2018.**

**Vote:5/0**

Type	Date	Num	Name	Description	Amount
<b>A01100 - Cash at Bank</b>					
<b>A01101 - Unrestricted Municipal Bank</b>					
Liability Cheque	01/06/2018	BPAY310518	Small Business Super Clearing House - EFT	SUPERANNUATION May 2018	-11,996.63
Cheque	01/06/2018		Dept of Human Services - EFT	CHILD SUPPORT May 2018	-1,358.37
Cheque	01/06/2018		Trenorden, Claire L	REIMBURSEMENT Telephone charges 050318-040518	-146.00
Bill Pmt -Cheque	01/06/2018		AMPAC Debt Recovery - EFT	DEBT COLLECTION Various properties (on-charged)	-726.00
Bill Pmt -Cheque	01/06/2018		Arcus Australia Pty Ltd - EFT	DEPOT Jugfiller for water fountain	-87.45
Bill Pmt -Cheque	01/06/2018		Avon Valley Glass - EFT	43 WILSON ST, 45 WILSON ST Security screen door to make rental property security compliant	-2,412.00
Bill Pmt -Cheque	01/06/2018		Bunnings Midland - EFT	STREET VERGES Liquid Hovex 1 L, 5L spray pack, 45 WILSON ST Door handles x 2, Door stops 10pk, Soft wall bumpers 2pk x 2, PARKS & GARDENS 5L Spray packs x 2, Hasp & staples x 6, Power Feed 10L, Leaf scoops x 3, Hose end nozzle, Hedging shears, Pruning saw, PIONEER PARK Two station controller	-518.48
Bill Pmt -Cheque	01/06/2018		Dowerin Engineering Works - EFT	MAINTENANCE WM016 Weld wear plates on loader bucket	-2,176.05
Bill Pmt -Cheque	01/06/2018		JK Williams - EFT	2 SLOCUM ST Door handle for store room	-26.45
Bill Pmt -Cheque	01/06/2018		Koorda Ag Parts - EFT	REC CENTRE SURROUNDS Remove old fence and erect new fence in correct position Labour	-1,485.00
Bill Pmt -Cheque	01/06/2018		Total Eden - EFT	REC CENTRE OVAL Barrel Union PVC 40mm x 2, Slipfix PVC 40mm x 4, Valve solenoid rainmaster 40mm x 6, Solvent Type P butthead 500ml x 2, Priming fluid butthead 500ml x 2	-402.59
Bill Pmt -Cheque	01/06/2018		Winc Australia Pty Ltd - EFT	CLEANING EXPENSES Toilet paper ctn 48 x 4, PUBLIC TOILETS Toilet roll dispenser 3 roll white x 2, CLEANING EXPENSES Toilet cleaner 5L x 4, OCC HEALTH Clipboards with covers x 30, ADMIN OFFICE 9V batteries for smoke alarms x 20	-430.28
Bill Pmt -Cheque	01/06/2018		Woodlands - EFT	REC CENTRE Bags for dog waste - black oxo degradable flat bag x 2 cartons	-396.00
Bill Pmt -Cheque	01/06/2018	BPAY010618a	Kleenheat Gas - EFT	TERMINAL BUILDING 45kg gas cylinders yearly facility fee x 2	-75.90
General Journal	01/06/2018	3024	NAB	Merchant Fees	-52.60
Cheque	01/06/2018	DD010618	Westnet	Internet Access Jun 2018, Email Hosting 190318-190418	-193.05
Bill Pmt -Cheque	04/06/2018	DD040618	NAB Visa	EXPENDABLE TOOLS Vehicle wash foam gun, STAFF FAREWELL Gift Harris, OCC SAFETY Safety glasses tinted x 24, REPAIRS WM003 Button for Hiab, ADVERTISING Works manager position, Works manager temporary relief, COMPUTER MAINTENANCE Reckon annual licence, LICENCE 9RN517, CREDIT CARD May 2018	-2,743.30
General Journal	06/06/2018	3025	NAB	NAB Connect Fee. April 2018 TM	-49.24
Bill Pmt -Cheque	08/06/2018	DD080618	Synergy	ELECTRICITY 240318 - 180518	-191.85
Bill Pmt -Cheque	11/06/2018		Avon Waste - EFT	BINS May 2018 x 4 weeks, RECYCLING Service bins x 9 100518	-4,260.26
Bill Pmt -Cheque	11/06/2018		Brendon Wilkes Electrical - EFT	ADMIN OFFICE Find fault in council chambers lights, 2 SLOCUM ST Repair oven	-398.20
Bill Pmt -Cheque	11/06/2018		Central Regional Tafe - EFT	ANIMAL CONTROL TRAINING Dog & Cat Management & Control Hodges, McDonald, McMiles, Martin 110618-130618	-5,709.72
Bill Pmt -Cheque	11/06/2018		Courier Australia - EFT	FREIGHT Works parts 310518, Works parts 210518, Works parts 220518, Dog waste bags 230518	-216.55
Bill Pmt -Cheque	11/06/2018		Cutting Edges - EFT	MAINTENANCE GRADING sharq blades 5 ft hire grader, Mounting tool hire grader, plownuts x30 hire grader, set of wedges for adaptor plate hire grader, full set 3/4 bolts for adaptor plate hire grader, adaptor plate for sharq blades to fit 14 ft cat m series grader hire grader, sharq blades 4 ft hire grader, full sets of wedges hire grader, PLANT PARTS WM016 Nuts x10, Plowbolts x10, Blades x2, Blades x2	-5,812.30
Bill Pmt -Cheque	11/06/2018		D & D Transport - EFT	FREIGHT 1T Bulka Bag Wicket Soil x2	-406.87
Bill Pmt -Cheque	11/06/2018		Dowerin Community Resource Centre - EFT	ADVERTISING Wyalkatchem Fair Half Page 050418	-16.50
Bill Pmt -Cheque	11/06/2018		Drainflow Services Pty Ltd - EFT	STREET CLEANING Street sweeping 050618	-2,079.00

Bill Pmt -Cheque	11/06/2018		Gary's Painting Service - EFT	KORRELOCKING HALL Install hand towel dispensers and soap dispensers, PUBLIC TOILETS Hang hand towel dispensers and soap dispensers, 2 SLOCUM ST Paint storeroom door, REC CENTRE Paint all railings, bench seat, Gail Wood Memorial sign, replace hardiplank along west side of bar area, paint doors x 3	-4,550.00
Bill Pmt -Cheque	11/06/2018		Koorda Community Resource Centre - EFT	ADVERTISING Expression of interest family day care full page black and white 220518 and 290518	-50.00
Bill Pmt -Cheque	11/06/2018		Landgate - EFT	LAND ENQUIRY Location 21652 on plan 142448 - Korrelocking school/tennis club site, VALUATION Rural UV Schedule R2018/2	-106.20
Bill Pmt -Cheque	11/06/2018		Liebherr-Australia Pty Ltd - EFT	PLANT PARTS WM016 Top flashing beacon for loader, WM016 1,000 Hr Service	-5,181.20
Bill Pmt -Cheque	11/06/2018		Marketforce - EFT	ADVERTISING Tender WY01/18 Tender for bulk cartage	-457.75
Bill Pmt -Cheque	11/06/2018		McLeods Barristers & Solicitors - EFT	LEGAL EXPENSES Advise on agreement with CEACA and Senior Citizens Homes Trust	-2,236.85
Bill Pmt -Cheque	11/06/2018		NNT Uniforms - EFT	UNIFORMS McCarthy	-237.20
Bill Pmt -Cheque	11/06/2018		Petchell Mechanical - EFT	REPAIRS WM160 Air system fault replace faulty air drier, WM830 Replace seat switch and test, 1TPS401 Replace old tail lights, wiring, and plug, MAINTENANCE WM027 New battery, WM003 60,000kms Log Book Service, WM000 Log book service 240418, PLANT PARTS WM015 Electrical tape x 4, Truck trailer Plug, Cable ties 100pk, WYLIE H11 Light Globe, WM027 Car/Trailer Plugs x 2, Cable ties 100pk x 2 bags	-4,215.01
Bill Pmt -Cheque	11/06/2018		R Munns Engineering Consulting - EFT	PROFESSIONAL SERVICES Complete onsite road, drainage and footpath condition assessments - 2 road assessors supplied	-16,911.40
Bill Pmt -Cheque	11/06/2018		T-Quip Turf Equipment Solutions - EFT	REPAIRS WM014 Clutch belt	-62.40
Bill Pmt -Cheque	11/06/2018		T & E Services Pty Ltd - EFT	MEDICAL SERVICES June 2018	-14,259.70
Bill Pmt -Cheque	11/06/2018		Westrac - EFT	MAINTENANCE WM017 500 Hr Service	-878.01
Bill Pmt -Cheque	11/06/2018		Wheatbelt Office & Business Machines -EFT	PHOTOCOPY B&W Copies April and May 2018	-130.63
Bill Pmt -Cheque	11/06/2018		Wyalkatchem Community Resource Cntr - EFT	CRC ANNUAL FEE May 2018	-2,388.00
Bill Pmt -Cheque	11/06/2018	DD110618	Telstra	TELEPHONE Landlines, internet 170518-160618	-655.60
Bill Pmt -Cheque	12/06/2018	DD120618	Water Corporation.	SERVICE CHARGE De Pierres Rd 010518-300618, WATER USAGE De Pierres Rd 010518-300618	-49.02
Bill Pmt -Cheque	13/06/2018		Australia Post - Mail - EFT	POSTAGE May 2018	-92.59
Bill Pmt -Cheque	13/06/2018		BOC Gases - EFT	DEPOT Container Service Charges 280418-280518, SWIMMING POOL C size oxygen bottles x 2	-66.17
Bill Pmt -Cheque	13/06/2018		Courier Australia - EFT	FREIGHT Library books 300518, Works parts 050618, Works parts 060618	-36.98
Bill Pmt -Cheque	13/06/2018		Cutting Edges - EFT	MAINTENANCE GRADING Flat washers for sharq blades x20	-95.70
Bill Pmt -Cheque	13/06/2018		Dunnings - EFT	FUEL May 2018	-1,883.66
Bill Pmt -Cheque	13/06/2018		Endeavour Community Newspaper Inc - EFT	ADVERTISING Expression of interest Family Day Care 230518 full page black and white	-27.50
Bill Pmt -Cheque	13/06/2018		Jason Signmakers - EFT	SIGNAGE 2 Piece sign bracket with bolts, nuts, and washers x 200, Cross road signs without arrow x 20, T junction signs x 20	-2,571.80
Bill Pmt -Cheque	13/06/2018		Landmark - EFT	PIONEER PARK 200 metre roll of 25mm blue line poly pipe	-203.08
Bill Pmt -Cheque	13/06/2018		Winc Australia Pty Ltd - EFT	TOWN HALL Centrefeed handtowel dispenser x 2	-234.41
Bill Pmt -Cheque	13/06/2018		Wyalkatchem Community Resource Cntr - EFT	57 FLINT ST Key cutting front security screen door	-12.00
Bill Pmt -Cheque	13/06/2018		Wyalkatchem Hotel - EFT	REFRESHMENTS Council Meeting May 2018	-98.00
Paycheque	13/06/2018		Salaries and Wages	PPE130618	-28,399.01
Cheque	14/06/2018		Cr Quentin Davies - EFT	COUNCILLOR ALLOWANCES - PRESIDENT Jan - Jun 2018	-5,739.50
Cheque	14/06/2018		Cr Owen Garner - EFT	COUNCILLOR ALLOWANCES - DEPUTY Jan - Jun 2018	-3,456.00
Cheque	14/06/2018		Cr Stephen Gamble - EFT	COUNCILLOR ALLOWANCES Jan - Jun 2018	-2,694.50
Cheque	14/06/2018		Cr Emma Holdsworth - EFT	COUNCILLOR ALLOWANCES Jan - Jun 2018	-2,694.50
Cheque	14/06/2018		Cr Fred Butt - EFT	COUNCILLOR ALLOWANCES Jan - Jun 2018	-2,694.50
Cheque	14/06/2018		Cr Heather Metcalfe - EFT	COUNCILLOR ALLOWANCES Jan - Jun 2018	-2,694.50
Bill Pmt -Cheque	14/06/2018	DD140618	Water Corporation.	WATER USAGE 270318-230518, SERVICE CHARGE 270318-230518	-339.70
Bill Pmt -Cheque	15/06/2018	DD150618	Water Corporation.	SERVICE CHARGE Nembudding South Rd 010518-300618	-41.85
Cheque	18/06/2018	DD180619	Foxtel	57 FLINT ST Doctors House Foxtel	-152.00

Bill Pmt -Cheque	19/06/2018		Brendon Wilkes Electrical - EFT	MEDICAL CENTRE Replace square fluro lights with LED 600x600 lights x 12	-2,832.50
Bill Pmt -Cheque	19/06/2018		Bunnings Midland - EFT	REC CENTRE OVAL White spray paint 12 pk, RAILWAY BARRACKS Mouse traps 2pk x 10, DEPOT Fuel Can 10L metal x 2, REC CENTRE Anti-slip grit tape 5m for steps x 2, D Shackle 2pk for playground x 6, ADMIN OFFICE Tape measure	-256.63
Bill Pmt -Cheque	19/06/2018		Burgess Rawson - EFT	WATER USAGE Railway Tce Parks, Public Toilets, CBH Museum 110418-070618,	-541.81
Bill Pmt -Cheque	19/06/2018		Courier Australia - EFT	FREIGHT Banners in the terrace 2018 - Banner 060618, Works parts 120618	-49.50
Bill Pmt -Cheque	19/06/2018		Cutting Edges - EFT	MAINTENANCE GRADING adaptor plate for sharq blades to fit 14 ft cat m series grader hire grader	-444.24
Bill Pmt -Cheque	19/06/2018		Dowerin Tyre & Exhaust - EFT	TYRES WYLIEBUS Tube to fix slow leak in tyre	-30.00
Bill Pmt -Cheque	19/06/2018		Palmer Plumbing - EFT	45 WILSON ST Replace toilet suite in ensuite, RAILWAY BARRACKS Supply and install gas hot water system in men's bathroom, MAIN ROADS DEPOT Supply and install septic tank and leach drain	-8,329.20
Bill Pmt -Cheque	19/06/2018		Total Eden - EFT	ADMIN PARK Sprinkler popup pro spray 80mm hunter, Valve check field installed hunter, Nozzle rotator MP3000 90-210D female	-179.06
Bill Pmt -Cheque	19/06/2018		WA Contract Ranger Services - EFT	ANIMAL CONTROL Ranger Visit 310518 x 3hrs, 140618 x 3hrs, 010518 x 3hrs, 030518 7hrs x 2 rangers, 150518 x 3hrs	-1,823.25
Bill Pmt -Cheque	19/06/2018		Wyalkatchem and Districts Club - EFT	REFRESHMENTS Staff farewell McCabe 070618	-676.00
Bill Pmt -Cheque	19/06/2018		Wyalkatchem IGA Express - EFT	PUBLIC RELATIONS Road safety week event May 2018, OFFICE AMENITIES May 2018, 45 WILSON ST Cleaning products, COUNCIL WORKSHOP May 2018, 2 SLOCUM ST Door handle, NEWHEALTH MEETING May 2018	-141.28
Bill Pmt -Cheque	19/06/2018		Bias Industry Group Pty Ltd - EFT	PROFESSIONAL SERVICES Building Inspections of all houses, SENIOR CITIZENS HOMES PROJECT Building inspections of all four independant living units	-10,340.00
Bill Pmt -Cheque	19/06/2018	16859	Department of Transport.	LICENCE Vehicles 2018/19	-3,785.40
Bill Pmt -Cheque	19/06/2018	16860	Wylie News & Lotteries	NEWSPAPERS Apr 2018, REFRESHMENTS CEO Interview Lunch 060418, Lunch for NEWHealth and NEWROC Executive Meetings 220518, Farewell Card - Harris	-270.89
Bill Pmt -Cheque	20/06/2018	DD200618	Synergy	ELECTRICITY 240318 - 180518	-2,440.65
Bill Pmt -Cheque	21/06/2018	DD210618	Telstra	TELEPHONE Works Manager, CEO, Emergency Mobile 020618 - 010718	-116.60
Bill Pmt -Cheque	22/06/2018	DD220618	Synergy	ELECTRICITY 250418 - 240518	-2,155.05
Bill Pmt -Cheque	25/06/2018		Australia Day Council of WA - EFT	AUSTRALIA DAY Membership 2018/19	-577.50
Bill Pmt -Cheque	25/06/2018		Brendon Wilkes Electrical - EFT	BARRACKS Install GPO's for gas heater ignitor, 4 SLOCUM ST Replace 2 x Lights in kitchen, replace 2 x lights in living area, fitted and changed bulk light at front of house, MEDICAL CENTRE Check 2 fridges and replace 1 x emergency light	-1,424.50
Bill Pmt -Cheque	25/06/2018		Courier Australia - EFT	FREIGHT Minute books for binding 140618	-11.99
Bill Pmt -Cheque	25/06/2018		Crusader National - EFT	REMOVAL EXPENSES Relocation from Corrigin to Wyalkatchem for new CEO (Dayman)	-2,464.00
Bill Pmt -Cheque	25/06/2018		D & D Transport - EFT	FREIGHT Bundle of Blades x 1	-126.38
Bill Pmt -Cheque	25/06/2018		Envirapest - EFT	51 FLINT ST Termidor chemical barrier treatment, 10 HONOUR AVE Install Sentricon termite baits and termidor barrier, MUSEUM HOUSE Install Sentricon termite baits and termidor barrier, RAILWAY BARRACKS Install Sentricon termite baits, TENNIS CLUB Install Termidor chemical barrier, 53 PIESSSE ST Install Termidor chemical barrier, 45 WILSON ST Install Termidor chemical barrier, 43 WILSON ST Install Termidor chemical barrier, 55 FLINT ST Install Termidor chemical barrier, 57 FLINT ST Install Termidor chemical barrier, GOLF CLUB Install Sentricon termite baits and internal baits	-18,730.00
Bill Pmt -Cheque	25/06/2018		Muka Matters - EFT	ADVERTISING Expression of Interest Family Day Care 250518 full page	-25.00
Bill Pmt -Cheque	25/06/2018		Ogle, Sussan - EFT	ACCOMMODATION Dog and Cat Handling course attendees 110618 - 120618 (reimbursed)	-200.00
Bill Pmt -Cheque	25/06/2018		Shire of Trayning - EFT	ADVERTISING Expression of Interest Family Day Care 240518 full page	-20.00
Bill Pmt -Cheque	25/06/2018		Stonehaven Rural - EFT	BENJABERRING HINDMARSH CROSSROAD Purchase of 0.314ha of land	-1,000.00
Bill Pmt -Cheque	25/06/2018		Wyalkatchem Hotel - EFT	ACCOMMODATION for presenter for Dog and Cat handling course including meals 110618-130618	-247.00
General Journal	25/06/2018	3034		Reserve transfer 250618	-719,658.24
Bill Pmt -Cheque	25/06/2018	DD250618	Water Corporation.	WATER USAGE 110418-070618, SERVICE CHARGE 010518-300618	-3,697.32

General Journal	26/06/2018	3041	NAB	NAB Connect Fee. May 2018 TM	-59.24
Paycheque	27/06/2018		Salaries and Wages	PPE270618	-27,883.41
Liability Cheque	28/06/2018		Dept of Human Services - EFT	CHILD SUPPORT June 2018	-856.88
Liability Cheque	28/06/2018		Small Business Super Clearing House - EFT	SUPERANNUATION June 2018	-7,485.45
Cheque	28/06/2018		Trenorden, Claire L	COMPUTER Network Cable 5m, REFRESHMENTS Staff farewell morning tea 220618	-32.45
Bill Pmt -Cheque	28/06/2018		Bias Industry Group Pty Ltd - EFT	PROFESSIONAL SERVICES Building Inspections of all facilities	-11,700.00
Bill Pmt -Cheque	28/06/2018	DD280618	Water Corporation.	SERVICE CHARGE 110418-060618, WATER CHARGE 110418-060618	-420.36
General Journal	29/06/2018	3043	NAB	Account Keeping Fee	-28.10
General Journal	29/06/2018	3044	NAB	Merchant Fees	-53.57
Bill Pmt -Cheque	29/06/2018	DD290618	Water Corporation.	SERVICE CHARGE 010518-300618, WATER USAGE 100418-070618	-9,804.82
Total A01101 - Unrestricted Municipal Bank					<u>-991,881.83</u>

**CERTIFICATION OF CHIEF EXECUTIVE OFFICER**

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

**CERTIFICATION OF CHAIRMAN**

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

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Claire Trenorden, Acting Chief Executive Officer

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Cr Quentin Davies, Chairman



Statement for  
**NAB Business Visa**

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

WYALKATCHEM SHIRE  
27 FLINT STREET  
WYALKATCHEM WA 6485

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

**Your Account Summary**

Balance from previous statement	\$2,862.80 DR
Payments and other credits	\$2,862.80 CR
Purchases, cash advances and other debits	\$2,734.30 DR
Interest and other charges	\$9.00 DR
<b>Closing Balance</b>	<b>\$2,743.30 DR</b>

**YOUR DIRECT DEBIT PAYMENT OF \$2,743.30 WILL BE  
CHARGED TO ACCOUNT 000086977- 0000508383313 ON  
04/06/2018 AS PER OUR AGREEMENT.**

*John [Signature]*  
08/6/18

see reverse for transaction details



148/21/01/M03620/S010425/1020849

## Transaction record for: Billing account

Date	Amount A\$	Details	Reference
3 May 2018	\$2,862.80 CR	DIRECT DEBIT PAYMENT	74557048122
<b>Total for this Period:</b>	<b>\$2,862.80 CR</b>		



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



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



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

## Cardholder summary

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

Cardholder account	Cardholder name	Credit limit	Payments and other credits (A)	Purchases and cash advances (B)	Interest and other charges (C)	Net Totals (B + C - A)
4557-0455-3738-1455	MR IAN JAMES MCCABE	\$5,000	\$0.00	\$2,734.30	\$9.00	\$2,743.30
4557-0498-0000-4281	BILLING ACCOUNT	\$0	\$2,862.80 CR	\$0.00	\$0.00	\$2,862.80 CR
			\$2,862.80 CR	\$2,734.30 DR	\$9.00 DR	\$119.50 CR

## Transaction type

Purchase

## Annual percentage rate

0.000%

## Daily percentage rate

0.00000%





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

### Cardholder Details

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

### Transaction record for: MR IAN JAMES MCCABE

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
2 May 2018	\$102.00	WESTERN FILTERS BLACKTOWN E143087	EXPENDABLE TOOLS Vehicle Wash Foam Gun				74564728121
7 May 2018	\$200.00	BUNNINGS MARKETING INT HAWTHORN EAST E042095	STAFF FAREWELL gift Harris				74940528124
8 May 2018	\$382.00	THE SAFETY HUB PTY L CROYDON PARK E143075	OCC SAFETY Safety glasses Tinted x24				74564458127
8 May 2018	\$288.20	HEALY GROUP PTY LIM CARINGBAH E144040	REPAIRS WMO03 Button for Hiab				74564458127
21 May 2018	\$489.50	SEEK 29068532 MELBOURNE E041220	ADVERTISING Works manager Position				74617638138
21 May 2018	\$302.50	SEEK 29068810 MELBOURNE E041220	ADVERTISING Works manager Temporary Relief				74617638138
22 May 2018	\$945.00	RECKON LTD NORTH SYDNEY E041218	COMPUTER MAINTENANCE Reckon Annual licence				02121013092
23 May 2018	\$25.10	DEPARTMENT OF TRANSPOR PERTH E144035	LICENCE 9BN517				74940528142
28 May 2018	\$9.00	CARD FEE E041221	CREDIT CARD may 2018				74557048148
<b>Total for this period</b>	<b>\$2,743.30</b>		<b>Totals</b>				

148/21/01/M03620/S010426/020851

### Employee declaration

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

Cardholder signature: \_\_\_\_\_

Date: 08.06.18



Your Local Fuel Distributor

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

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

\*\* TAX INVOICE \*\*

ABN: 29384905038  
 SHIRE OF WYALKATCHEM  
 PO BOX 224  
 WYALKATCHEM 6485

31/05/2018

PAGE: 1  
 SHIRW

Location	Order No	ODO	Date	Tax Invoice	Product	Quantity	Unit Price	Amount \$
<b>Card:</b> No Card								
Wyalkatchem		0	30/05/2018 00:00	001400567557	PRO-TRUCK WASH 20LTR	1.00	61.600	61.60
					Card Totals	1.00		61.60
<b>Card:</b> 7034320089961764	<b>Rego:</b> WM000			<b>Driver:</b> WM000				
WYALKATCHEM WA		0	10/05/2018 09:12	691	DIESEL - SERVICE STN	65.90	1.469	96.81
WYALKATCHEM WA		0	11/05/2018 14:16	701	DIESEL - SERVICE STN	40.43	1.469	59.40
			31/05/2018 00:00	001400569294	DIST CARD FEE	1.00	3.850	3.85
NORTHAM WA		0	31/05/2018 09:02	166	DIESEL - SERVICE STN	60.79	1.599	97.21
					Card Totals	168.12		257.27
<b>Card:</b> 7034320089961772	<b>Rego:</b> ROADPLN1			<b>Driver:</b> ROADPLANT				
			31/05/2018 00:00	001400569295	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	1.00		3.85
<b>Card:</b> 7034320089961780	<b>Rego:</b> WM027			<b>Driver:</b> ROADPLANT				
WYALKATCHEM WA		0	29/05/2018 10:43	743	UNLEADED - SERVICE STN	79.14	1.509	119.43
WYALKATCHEM WA		0	30/05/2018 13:44	749	DIESEL - SERVICE STN	67.59	1.519	102.66
			31/05/2018 00:00	001400569296	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	147.73		225.94
<b>Card:</b> 7034320089961798	<b>Rego:</b> WM216			<b>Driver:</b> WM 216				
WYALKATCHEM WA		0	03/05/2018 07:07	662	DIESEL - SERVICE STN	56.96	1.439	81.96
WYALKATCHEM WA		0	10/05/2018 08:24	690	DIESEL - SERVICE STN	50.44	1.469	74.10
WYALKATCHEM WA		0	16/05/2018 13:17	716	DIESEL - SERVICE STN	51.00	1.479	75.43
WYALKATCHEM WA		0	18/05/2018 07:37	720	DIESEL - SERVICE STN	34.89	1.499	52.30
WYALKATCHEM WA		0	25/05/2018 07:45	737	DIESEL - SERVICE STN	59.58	1.519	90.50
WYALKATCHEM WA		0	29/05/2018 15:16	746	DIESEL - SERVICE STN	63.06	1.519	95.79
			31/05/2018 00:00	001400569297	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	316.93		473.93
<b>Card:</b> 7034320089961806	<b>Rego:</b> DOCTOR			<b>Driver:</b> DOCTOR				
WYALKATCHEM WA		0	01/05/2018 13:34	655	UNLEADED - SERVICE STN	23.15	1.429	33.08
WYALKATCHEM WA		0	03/05/2018 17:35	669	DIESEL - SERVICE STN	40.43	1.439	58.18
WYALKATCHEM WA		0	08/05/2018 14:06	684	UNLEADED - SERVICE STN	31.13	1.449	45.10
WYALKATCHEM WA		0	10/05/2018 13:09	692	DIESEL - SERVICE STN	41.26	1.469	60.61
WYALKATCHEM WA		0	15/05/2018 13:14	711	UNLEADED - SERVICE STN	31.20	1.469	45.84
WYALKATCHEM WA		0	22/05/2018 13:26	729	UNLEADED - SERVICE STN	32.10	1.489	47.81
WYALKATCHEM WA		0	29/05/2018 13:14	745	UNLEADED - SERVICE STN	34.99	1.509	52.80
			31/05/2018 00:00	001400569298	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	235.26		347.27
<b>Card:</b> 7034320089961814	<b>Rego:</b> WM00			<b>Driver:</b> 000 WM				
WYALKATCHEM WA		0	12/05/2018 10:08	704	UNLEADED - SERVICE STN	35.90	1.449	52.03
			31/05/2018 00:00	001400569299	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	36.90		55.88

E & OE



Your Local Fuel Distributor

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

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

\*\* TAX INVOICE \*\*

ABN: 29384905038  
 SHIRE OF WYALKATCHEM  
 PO BOX 224  
 WYALKATCHEM 6485

31/05/2018

PAGE: 2  
 SHIRW

Location	Order No	ODO	Date	Tax Invoice	Product	Quantity	Unit Price	Amount \$
<b>Card:</b>	<b>7034320089961822</b>	<b>Rego:</b>	<b>WYLIE</b>	<b>Driver:</b>	<b>WM006</b>			
WYALKATCHEM WA		0	02/05/2018 07:51	661	UNLEADED - SERVICE STN	40.45	1.429	57.79
WYALKATCHEM WA		0	11/05/2018 11:58	698	UNLEADED - SERVICE STN	44.50	1.449	64.48
WYALKATCHEM WA		0	17/05/2018 09:29	717	UNLEADED - SERVICE STN	35.04	1.489	52.17
			31/05/2018 00:00	001400569300	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	120.99		178.29
<b>Card:</b>	<b>7034320089963968</b>	<b>Rego:</b>	<b>WYLIEBUS</b>	<b>Driver:</b>	<b>WYLIEBUS</b>			
			31/05/2018 00:00	001400569301	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	1.00		3.85
<b>Card:</b>	<b>7034320091090800</b>	<b>Rego:</b>	<b>WM012</b>	<b>Driver:</b>				
WYALKATCHEM WA		0	11/05/2018 07:45	694	UNLEADED - SERVICE STN	26.97	1.449	39.08
WYALKATCHEM WA		0	11/05/2018 07:46	695	DIESEL - SERVICE STN	59.18	1.469	86.93
WYALKATCHEM WA		0	11/05/2018 16:17	702	UNLEADED - SERVICE STN	48.18	1.449	69.82
WYALKATCHEM WA		0	17/05/2018 15:57	719	UNLEADED - SERVICE STN	51.11	1.489	76.10
			31/05/2018 00:00	001400569302	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	186.44		275.78

Total Discount 22.88

GST Incl in Total 171.24

Total excl. GST 1,712.42


Invoices Total	UNLEADED - SERVICE STN	513.86	755.53
	PRO-TRUCK WASH 20LTR	1.00	61.60
	DIESEL - SERVICE STN	691.51	1,031.88
	DIST CARD FEE	9.00	34.65
<b>Total</b>			<b>1,883.66</b>

**8.3 Officer Reports to Council - No items this meeting**

**8.4.1 - Governance - Reporting - Officer Reports to Council - Chief Executive Officer - No report this meeting**

**8.4.2 - Governance - Reporting - Officer Reports to Council - Manager of Works - No report this meeting**

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

<b>FILE REFERENCE:</b>	13.09.01
<b>AUTHOR'S NAME AND POSITION:</b>	Ella McDonald Administration Officer
<b>AUTHOR'S SIGNATURE:</b>	
<b>DATE REPORT WRITTEN:</b>	3 July 2018
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter.
<b>STRATEGIC COMMUNITY PLAN REFERENCE</b>	1 – Healthy, strong and connected communities. 2 – A prosperous and dynamic district. 4 – An effective voice. 5 – A well-managed and effective Council organisation. 6 – Well utilized and effectively managed facilities and assets

#### **SUMMARY:**

**That Council resolve the following:**

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

#### **Appendix**

Appendix 1 – Local Emergency Management Arrangements Progress Report June 2018

#### **Emergency Services**

There were no reported bushfire incidents in the month of June.

The Governance and Emergency Officer and Leading Hand Rob Hodges met with Daniel Hendriksen, Acting Area Officer from the Department of Fire and Emergency Services (DFES) on Friday 8 June for training on how to complete a thorough pre-start on the Wyalkatchem Bush Fire Brigade appliance. Pre-starts will be completed on the truck on a regular basis to ensure that it is kept in good working order and is ready to go should the need arise.

The Governance and Emergency Officer met with Parks and Wildlife representative Mr David Jolliffe on Friday 8 June for an on-site assessment of the Elliott Nature Reserve (Corner Elsegood and McNee Roads) in order to evaluate its suitability for the erection of water tanks for Bush Firefighting purposes. Mr Jolliffe was in strong support of the project and as at close of business 29 June, the Shire is awaiting formal approval for use of the site.

Mrs Rachel Nightingale is making good progress with the State Risk Project for the North Eastern Wheatbelt Regional Organisation of Councils (NEWROC) Shires. The Governance and Emergency Officer attended a workshop with Mrs Nightingale on Wednesday 20 June for the Shire of Mt Marshall. The workshop was well attended, with much valuable contribution

received from Mt Marshall Local Emergency Management Committee (LEMC) members. Following the workshop the Governance and Emergency Officer and Mrs Nightingale agreed to re-format the documents arising from Wyalkatchem's completed State Risk Project. Once completed, the updated documents will form part of the Shire of Wyalkatchem Local Emergency Management Arrangements document.

Work on the Local Emergency Management Arrangements (LEMA) review continued on in June. For an itemised list of tasks completed in June, please refer to Appendix 1. Overall the LEMA project is progressing well and the Shire is on track for having the draft document ready for workshopping at the August LEMC meeting.

Notification was received from the Department of Fire and Emergency Services on Thursday 28 June, informing the Shire that the entire requested amount of \$39,706 for the 2018/19 Local Government Grant Scheme (Bushfire brigade operating grant) has been awarded. This is a substantial increase on last year's funding, for which we were awarded \$23,500. The money received will go towards operational costs of running the three bush fire brigades, including insurances; purchase of clothing and equipment and minor upgrades to the Bushfire shed on Flint Street.

## **Health and Safety**

There were four hazard reports submitted in June, all of which will be discussed at the July safety meeting. There were no incident reports submitted in June, however four reports were received regarding an incident that occurred in April 2018 – this issue has been resolved.

The new Pre-Start register system is working well, with problems with plant and machinery being reported in a timely manner. Minor alterations to the pre-start forms continue as they are fed back to administration from the works crew members.

## **Governance**

The Governance and Emergency Officer attended a *Dog and Cat Management* training course from Monday 11 June to Wednesday 13 June, inclusive. Facilitated by Ms Sharleen Jordan from Central Regional TAFE, the main focus areas of the training were the correct techniques when handling cats and dogs; animal psychology; relevant legislation; and the administration and record-keeping of cats and dogs within the local government. Leading Hand Rob Hodges and General Hands Simon Martin and Ben McMiles also attended the training, ensuring that a number of staff are now aware of the correct practices and procedures when handling cats and dogs during their course of work with the Shire.

## **Statutory Environment:**

Local Government Act 1995

Occupational Safety and Health Act 1984

Occupational Safety and Health Regulations 1996

Bush Fires Act 1954

Bush Fires Regulations 1954

**Policy Implications:**

There is no Council Policy relative to this report.

**Financial Implications**

There are no financial implications relative to this item.

**Strategic Plan/Risk Implications**

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

**Consultation:**

David Jolliffe	Parks and Wildlife Service
Sharleen Jordan	Central Regional TAFE
Rachel Nightingale	Coordination, NEWROC State Risk Project
Yvette Grigg	Office of Emergency Management

**Voting Requirements**                      Simple Majority

**Council Decision Number:** 100/2018


**Moved:** Cr Gamble                      **Seconded:** Cr Garner

**That Council resolve the following:**

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

**Vote:** 5/0

**8.4.4 GOVERNANCE – REPORTING - PRINCIPAL ENVIRONMENTAL HEALTH OFFICER – JUNE 2018**

<b>FILE REFERENCE:</b>	13.09.01
<b>AUTHOR'S NAME AND POSITION:</b>	Peter Toboss Principal Environmental Health Officer (PEHO)
<b>AUTHOR'S SIGNATURE:</b>	
<b>NAME OF APPLICANT/RESPONDENT/LOCATION:</b>	Shire of Wyalkatchem
<b>DATE REPORT WRITTEN:</b>	5 July 2018
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter.
<b>STRATEGIC COMMUNITY PLAN REFERENCE</b>	1.1.2 Promote regional health solutions; 2.6 Effective enforcement of local laws and regulation; 5.2 A customer focussed organisation.

**SUMMARY:**

**That Council resolves the following:**

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

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

**Comment:**

The Principal Environmental Health Officer attends the Wyalkatchem office each Thursday. The PEHO attended the Wyalkatchem office on 7, 21 and 28 of June respectively.

**Food Premises and Public Buildings Inspections:**

Nil

**Food Safety Training:**

The "I'm Alert" on-line food safety training subscription has been renewed for 2018/19 financial year. This online tool is been automatically activated and is now ready for food handlers and other interested parties. This is a great self-training program that allows residents of our shires to log onto the web site, do an hour or two of food safety training, answer questions as they go and to finish up printing out a certificate.

This is particularly useful for our new food business owners and casual staff to get their staff trained in basic food safety which is a requirement of the Food legislation. PEHO encourages all food handlers to continue accessing this free online tool.

**Wyalkatchem Travellers Park:**

The caravan park licence has been renewed for 2018/19 financial year.

### **Wood Smoke Pollution:**

The Principal Environmental Health Officer has developed an information note on Wood smoke and health effects. Smoke from wood fires contains gases and particles that can reduce indoor and outdoor air quality, and potentially affect people's health. To minimise possible health effects during winter period, arrange for regular cleaning of the chimney and maintain the heater. Never burn plastics or foam, painted wood or copper chrome arsenate (CCA) treated or creosote-treated timber for example, railway sleepers. Toxic fumes are generated in addition to wood smoke air pollutants.

### **Disability Access and Inclusion Plan (DAIP):**

The Shire of Wyalkatchem DAIP progress reporting 2017/18 was lodged on time.

### **Consultation:**

Claire Trenorden, Acting Chief Executive Officer  
Ella McDonald, Administration Officer - Governance and Emergency

### **Statutory Environment:**

*Health (Miscellaneous Provisions) Act 1911*  
*Caravan Parks and Camping Grounds Regulations 1997*  
*Environmental Protection Act 1986*

### **Policy Implications:**

There is no Council Policy relative to this issue.

### **Financial Interest:**

There are no Financial Implications relative to this issue.

**Voting Requirements:** Simple Majority

**Council Decision Number:** 101/2018

**Moved:** Cr Butt

**Seconded:** Cr Garner


**That Council resolves the following:**

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

**Vote:** 5/0



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

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

**SUMMARY:**

**That Council resolve the following:**

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

**Appendix: NIL**

**Comment:**

The Community and Economic Development Officer attended a free Content Marketing Workshop in Merredin on 7 June 2018. The workshop was presented by Meg Coffey, Manager Director of consultancy Coffey and Tea. The workshop was to assist in creating a consistent, relevant and successful digital strategy. Also included in the workshop was information on how to create and curate content and how to use it in the most effective manner. Meg informed the group of tools to ensure social media is utilised for each business efficiently and strategically. The Community and Economic Development Officer will be using the skill gained with the running on the Shire of Wyalkatchem website.

The next NewTravel meeting will be held in Wyalkatchem on 26 July, Linda Vernon was contacted to confirm time, date and location along with any other requirements needed for the upcoming meeting.

The SWOT Analysis was received from Wheatbelt Business Network, which was discussed at the Business after Hours meeting held on 28 May. It was a good way to find out what local businesses thought were areas that were well done or could be improved on. The Community and Economic Development Officer will be referring to this analysis when looking into future events or programs or if anything comes across that could be useful to address anything found in the analysis. In summary of the SWOT Analysis;

What makes the Wyalkatchem small business community successful?

- Strong community support
- Dedicated business owners
- Willingness of businesses to support, promote and advocate for each other

What does the Wyalkatchem business community need to improve and how?

- Establish a collective online presence to let the world know that Wyalkatchem, and it's great array of businesses are there.
- Creating more reasons for people to come to town; and ensure that they spend money whilst there.

SWOT Analysis of Wyalkatchem Business Community	
<p><b>Strengths</b></p> <ul style="list-style-type: none"> <li>• Stability (well established town)</li> <li>• Long term businesses in operation</li> <li>• Safe place to live – great community</li> <li>• Respect and cooperation exists between businesses</li> <li>• Cross promotion between businesses</li> <li>• Adaptability of businesses to variation in agricultural seasons</li> <li>• Community minded business owners &amp; stakeholders</li> <li>• A wide range of products and services are available in town</li> <li>• Most businesses are connected to the WBN</li> </ul>	<p><b>Weaknesses</b></p> <ul style="list-style-type: none"> <li>• Declining population</li> <li>• Narrowing demographic (not so many young people)</li> <li>• Empty shops and run down businesses – may deter people from considering investing in Wylie</li> <li>• Off the main road (people need to turn off to get to town)</li> <li>• Lack of recreational area in town – picnic tables/ bbq</li> <li>• Visually unappealing main street – may give the impression that the town is run down</li> <li>• Lack of online presence for the town and most businesses</li> </ul>
<p><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>• Museum – under utilised</li> <li>• Stargazing events</li> <li>• Day-care – there is currently a need; could be an opportunity for someone to start one</li> <li>• Increase of home based businesses locally – potential to lure them to town if a 'pop-up' style shop was available.</li> <li>• Rec centre – resource for town events that is under utilised</li> <li>• Markets – scope to develop as a reason for people to visit town.</li> </ul>	<p><b>Threats</b></p> <ul style="list-style-type: none"> <li>• Close proximity to other towns and services</li> <li>• No opportunity in town for 'impulse' shopping</li> <li>• Limited product choices in town</li> <li>• Shops unable to stock everything due to small population size (not viable)</li> <li>• Increase in online shopping (convenience, choice not available in town)</li> <li>• Seasonal effect of agriculture on spending of town (especially if a bad year)</li> <li>• Closures of essential services e.g. bank</li> <li>• Uninviting shop fronts/ run down main street – not attractive to potential investors.</li> </ul>

The entry for the Banners on the Terrace was finished by the students and was sent to WALGA. With the changes in pole numbers the banners are only displayed for a week at a time. The way that it has been decided on which banners to hang which week will be alphabetical, meaning entries from towns starting with A through M will be displayed the first week, 22 to 28 July, and towns N through Z will be displayed the second week, 29 July to 4 August, this will include Wyalkatchem's banner.

**Consultation:**

Emma Grant	HASS/English/The Arts Teacher WDHS
Craig Cooper	CRC Manager
Meg Coffey	Manager Director, Coffey and Tea
Linda Vernon	Tourism Officer, North Eastern Wheatbelt Regional Organisation of Councils

**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:** 102/2018

**Moved:** Cr Garner


**Seconded:** Cr Metcalfe

**That Council Resolve the Following**

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

**Vote:** 5/0

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

<b>FILE REFERENCE:</b>	13.09.01
<b>AUTHOR'S NAME AND POSITION:</b>	Tegan McCarthy Administration Officer
<b>AUTHOR'S SIGNATURE:</b>	
<b>DATE REPORT WRITTEN:</b>	2 July 2018
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter.

**SUMMARY:**

**That Council resolve the following:**

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

**Appendix: NIL**

**Comment:**

There was no major activity in Property in June.

Finance work was operational and included reconciliations; rates related duties; bill payments; records filling; and general enquiries.

There were no project or strategic duties in June.

At the start of June there was a risk review of Council facilities in partnership with insurer LGIS; the benefits of this review was to identify maintenance and compliance issues and therefore lower the cost of insurance to the scheme. Due to time constraints Chris Gilmour and I only assessed two of the five facilities, the two facilities being the Airport Terminal and the Recreation Centre. Any maintenance and compliance issues that were identified were put into the Works Request Register to be repaired or replaced and made compliant. The other three shire facility assessments will be rescheduled to be completed at a later date.

**Consultation:**

Claire Trenorden	Manager of Corporate Services
Chris Gilmour	LGIS Insurance

**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:** 103/2018

**Moved:** Cr Gamble

**Seconded:** Cr Butt

**That Council resolve the following:**

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

**Vote:** 5/0

- 9. Motions of which previous notice has been given Nil**
- 10. Questions by members of which due notice has been given Nil**
- 11. New business of an urgent nature introduced by the presiding person Nil**
- 12. Matters for which the meeting may be closed Nil**
- 13. Closure of Meeting 3.44pm**