



Minutes

of the

Ordinary Meeting of Council

held

on

Thursday

20 April 2017

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

1	Declaration of opening	5
1.1	The Presiding person will declare the meeting open	5
1.2	The Shire of Wyalkatchem disclaimer will be read aloud	5
2	Public question time	5
2.1	Response to previous questions taken on notice	5
2.2	Declaration of public question time opened	5
2.3	Declaration of public question time closed	5
3	Record of attendance, apologies and approved leave of absence	5
3.1	Present	5
3.2	Apologies	5
3.3	On leave of absence	5
3.4	Staff	5
3.5	Visitors	5
3.6	Gallery	5
3.7	Applications for leave of absence	5
4	Petitions, deputations and presentations	5
4.1	Petitions	5
4.2	Deputations	5
4.3	Presentations	5
5	Confirmation of minutes from previous meeting	6
5.1.1	Meetings – Confirmation of minutes – Ordinary Meeting – 16 March 2017	6-7
6	Announcements by presiding person	8
7	Matters for which meeting may be closed	8
8.1	Land Use and Planning – No items this month	8
8.2	Financials	9
8.2.1	Financial Management – Financial Reporting – Monthly Financial Report – March 2017	9-42
8.2.2	Financial Management – Financial reporting – Payment listings – March 2017	43-52
8.3	Officer reports to council	53
8.3.1	Local and Regional Liaison – Visitor Services – Pioneers Pathway	53-59
8.4	Monthly officer reports	60
8.4.1	Governance – Reporting – Officer reports to council – Chief Executive Officer – March 2017	60-65
8.4.2	Governance – Reporting – Officer reports to council – Manager of Works – March 2017	66-69
8.4.3	Governance – Reporting – Officer reports to council – Governance and Emergency Officer – March 2017	70-72
8.4.4	Governance – Reporting – Officer reports to council – Principle Environmental Health Officer report – March 2017	73-74
8.4.5	Governance – Reporting – Officer reports to council – Community and Economic Development Officer report – February 2017	75-77
9.	Motions for which previous notice has been given	78
10.	Questions by members of which due notice has been given	78

11.	New business of an urgent nature introduced by the presiding person	78
12.	Matters for which meeting may be closed	78
13.	Closure of meeting	78


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 20 April 2017.

- 1. DECLARATION OF OPENING 3.31pm**
- 1.1 The Shire President declared the Meeting open.**
- 1.2 The Shire of Wyalkatchem disclaimer was read aloud.**
"No responsibility whatsoever is implied or accepted by the Shire of Wyalkatchem for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this Meeting and should only rely on written confirmation of Council's decisions, which will be provided within ten days of this meeting".
- 2 Public question time**
- 2.1 Response to previous questions taken on notice**
Not applicable
- 2.2 Declaration of public question time opened: 3.32pm**
- 2.3 Declaration of public question time closed: 3.32pm**
- 3 Record of attendance, apologies, and approved leave of absence**
- 3.1 Present:** Cr Davies, Cr Gamble, Cr Jones, Cr Garner, Cr Butt, Cr Gawley, Cr Holdsworth
- 3.2 Apologies:**
- 3.3 On leave of absence:**
- 3.4 Staff:** Ian McCabe, Craig Harris, Claire Trenorden, Ella McDonald
- 3.5 Visitors:**
- 3.6 Gallery:**
- 3.7 Applications for leave of absence:**
- 4.1 Petitions**
- 4.2 Deputations**
- 4.3 Presentations**

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1.1 MEETINGS – CONFIRMATION OF MINUTES - ORDINARY MEETING 16 MARCH 2017

FILE REFERENCE:	Minute Book
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORT WRITTEN:	12 April 2017
DISCLOSURE OF INTEREST:	Not applicable
PREVIOUS MEETING REFERENCE:	Not Applicable

SUMMARY:

1. Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 16 March 2017.

Appendix:

There is no attachment to this report.

Background:

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

Comment:

There is no further comment to this item.

Consultation:

Ian McCabe, Chief Executive Officer.

Statutory Environment:

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

Policy Implications:

There is no Council Policy relative to this issue.

Financial Implications:

There are no Financial Implications relative to this issue.

Strategic Plan/Risk Implications:

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

Voting Requirements: Simple Majority

Council Decision Number: 3441

Moved: Cr Garner

Seconded: Cr Butt

That Council resolve the following:

- 1. Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 16 March 2017**

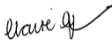
Vote: 6/0

6.0 Announcements by Presiding Person: Cr Davies reported that is has been a very quiet month. He noted that the Local Emergency Management Committee (LEMC) took place on Wednesday 12 April, it was a good meeting but attendance could have been better. It was fantastic to have our new Police Sergeant Tracey Print attend the meeting and it is great to have her in the community. Our Chief Executive Officer Ian was welcomed back from his leave, a big thanks to Claire Trenorden for her efforts as Acting Chief Executive Officer during Ian's leave. Council has a busy time coming up both in and out of the Shire; with seeding and the budget. Cr Davies asked the Councillors to ensure they read the budget documentation carefully and provide as much commentary as they could.

7.0 Matters for which meeting may be closed: No items this month

8.1.1 - Land Use and Planning - No items this month.

8.2.1 FINANCIAL MANAGEMENT – FINANCIAL REPORTING – MONTHLY FINANCIAL REPORT – MARCH 2017

FILE REFERENCE:	12.10.02
AUTHOR'S NAME AND POSITION:	Claire Trenorden Senior Finance Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	13 April 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC 16 March 2017 Council decision number: 3420
STRATEGIC COMMUNITY PLAN REFERENCE	5 – A well-managed and effective Council organization. 6 – Well utilized and effectively managed facilities and assets.

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

That Council resolve the following:

1. Receive the Statement of Financial Activity for the period ended 31 March 2017.

Appendix:

1. Monthly Financial Report for the Period Ended 31 March 2017 and supporting documentation.

Background:

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

Comment:

March 2017 Financial Statements:

- Yearly operating revenue is \$2,710,747 inclusive of net rate income of \$1,142,575 (net of prepaid rates and discounts) – 86% of Budget
- Yearly operating expenditure is \$2,382,203 – 66% of Budget
- Yearly capital expenditure is \$1,645,058 – 57% of Budget
- Yearly capital revenue is \$1,435,164– 71% of Budget
- Net current assets as 31 March 2017 are \$1,245,146

Operating Revenue: Total operating revenue is 86% of the Annual Budget.

Rates: Revenue of \$1,341,949 has been raised during the Rate Run for 2016/17. The total Rate Run is broken down between Rates \$1,192,288, Rubbish \$99,540, Health Levy \$14,868 and ESL Levy \$35,253. To date income received is \$1,272,148 and discounts applied equate to \$18,644. Approximately 96% of Rates have been collected to date, with \$31,590 outstanding. Ex-gratia rates for CBH were raised and paid in October 2016 (\$7,724).

Breakdown of outstanding rates as at 31 March 2017:

Pensioners who have until 30 June 2017 to pay	\$14,075
Ratepayers on a payment arrangement	\$11,439
Legal Action	\$3,960
Deceased estates awaiting probate	\$6,764
Pre-paid rates for 2017/18	-\$4,648

Transport: The December 2016 quarter payment of the Roads 2 Recovery Grant was received in March 2017 (\$160,996), as per the Amended Annual Budget.

Operating Expenditure: Total operating expenditure is 66% of the Annual Budget.

Capital Expenditure: Total Capital Expenditure (\$1,645,058) is 57% of the Annual Budget (\$2,892,095).

Land and Buildings	\$1,004,550	4 Slocum St, 1 Slocum St, Shire Office and Senior Citizens project are all in progress as of March 2017. The Railway Station, Bush Fire Truck Shed, Tennis Club, Recreation Centre, Medical Centre, Railway Barracks, 53 Piesse St and 51 Flint St are complete for 2016/17.
Plant and Property	\$107,768	The turf roller replacement has been completed for 2016/17. The new side tipper was purchased in October 2016. A deposit for the Front End Loader was paid in November 2016.
Roadworks	\$359,429	Tammin/Wyalkatchem Rd, Lewis Rd, Wallambin Rd, Elsegood Rd, Nembudding South Rd and Wyalkatchem/Koorda Rd are all in progress as at March 2017. Wyalkatchem North Rd, Parsons Rd, Ross Rd and Yorkrakine West Rd are complete as of March 2017.
Other Infrastructure	\$60,212	Cunderdin-Wyalkatchem Rd culverts, swimming pool and Pioneer Park are in progress as of March 2017. Admin Park and the airport are complete as of March 2017.
Transfers to Reserves	\$36,847	

Net Assets: Net Current Assets as at 31 March 2017 amounts to \$1,245,146. This is in the majority comprised of Municipal funds (\$1,174,763).

Consultation:

Ian McCabe

Chief Executive Officer

Statutory Environment:

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

Policy Implications:

There is no Council Policy relative to this issue.

Financial Implications:

There are no Financial Implications relative to this issue.

Strategic Plan/Risk Implications:

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

Voting Requirements

Simple Majority

Council Decision Number: 3442

Moved: Cr Butt

Seconded: Cr Holdsworth

That Council resolve the following:

- 1. Receive the Statement of Financial Activity for the period ended 31 March 2017.**

Vote: 6/0

Shire of Wyalkatchem
MONTHLY FINANCIAL REPORT
For the Period Ended 31 March 2017

TABLE OF CONTENTS

Statement of Financial Activity

Note 1

Note 2

Note 3

Note 4

Note 5

Note 6

Note 7

Note 8

Note 9

Note 10

Note 11

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

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 March 2017

	Note	Amended Annual Budget 4	TD Budget (a)	TD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		7,100	6,225	6,517	292	4.5%	
General Purpose Funding		1,077,400	808,050	810,865	2,815	0.3%	
Law, Order and Public Safety		42,035	27,526	26,548	(978)	(3.7%)	
Health		51,273	25,637	25,516	(121)	(0.5%)	
Education and Welfare		0	0	0	0		
Housing		130,831	98,123	100,264	2,141	2.1%	
Community Amenities		114,138	112,604	112,496	(107)	(0.1%)	
Recreation and Culture		40,684	37,513	37,466	(47)	(0.1%)	
Transport		525,536	418,152	418,420	268	0.1%	
Economic Services		15,410	14,558	14,895	338	2.3%	
Other Property and Services		18,000	14,500	15,184	684	4.5%	
Total (Excluding Rates)		2,022,407	1,562,887	1,568,172	5,285	0.3%	
Operating Expense							
Governance		(277,135)	(187,851)	(178,892)	8,960	5.0%	
General Purpose Funding		(60,120)	(41,090)	(38,673)	2,417	6.2%	
Law, Order and Public Safety		(100,981)	(75,736)	(72,214)	3,522	4.9%	
Health		(308,233)	(201,175)	(194,109)	7,066	3.6%	
Education and Welfare		(9,489)	(9,489)	(11,492)	(2,003)	(17.4%)	
Housing		(250,010)	(177,508)	(169,360)	8,147	4.8%	
Community Amenities		(207,021)	(155,266)	(152,866)	2,400	1.6%	
Recreation and Culture		(666,738)	(500,054)	(496,475)	3,579	0.7%	
Transport		(1,604,179)	(1,058,134)	(1,051,088)	7,046	0.7%	
Economic Services		(93,665)	(70,249)	(66,836)	3,412	5.1%	
Other Property and Services		(16,164)	(12,123)	49,803	61,926	(124.3%)	
Total		(3,593,735)	(2,488,673)	(2,382,203)	106,470		
Funding Balance Adjustment							
Add back Depreciation		1,049,519	789,511	809,615	20,104	2.5%	
Adjust (Profit)/Loss on Asset Disposal	10	16,164	1,690	1,690	0	0.0%	
Movement in Deferred Pensional Rates (Non-Current)				0	0		
Movement in Accrued Salaries and Wages				0	0		
Movement in Employee Benefit Provisions				0	0		
Adjust Provisions and Accruals				0	0		
Net Operating (Ex. Rates)		(505,645)	(134,585)	(2,726)	131,858		
Capital Revenues							
Proceeds from Disposal of Assets	10	71,455	6,455	6,455	0	0.0%	
Non-Operating Grants		845,859	606,365	606,365	0	0.0%	
Proceeds from New Debentures		0	0	0	0		
Proceeds from Sale of Investments					0		
Proceeds from Advances					0		
Self-Supporting Loan Principal		12,169	9,044	9,044	0	0.0%	
Transfer from Reserves	9	1,082,988	813,300	813,300	0	0.0%	
Total		2,012,471	1,435,164	1,435,164	0		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	10	(1,140,058)	(1,004,550)	(1,004,550)	0	0.0%	
Plant and Equipment	10	(373,819)	(107,768)	(107,768)	0	0.0%	
Furniture and Equipment	10	0	0	0	0		
Infrastructure Assets - Roads	10	(730,120)	(359,429)	(359,429)	0	0.0%	
Infrastructure Assets - Other	10	(197,535)	(60,212)	(60,212)	0	0.0%	
Purchase of Investments					0		
Repayment of Debentures		(101,502)	(76,251)	(76,251)	0	0.0%	
Advances to Community Groups					0		
Transfer to Reserves	9	(349,061)	(36,847)	(36,847)	0	0.0%	
Total		(2,892,095)	(1,645,058)	(1,645,058)	0		
Net Capital		(879,624)	(209,894)	(209,894)	0		
Total Net Operating + Capital		(1,385,269)	(344,479)	(212,620)	131,858		
Rate Revenue		1,142,763	1,142,763	1,142,575	(188)	(0.0%)	
Opening Funding Surplus(Deficit)		315,191	315,191	315,191	(0)	(0.0%)	
Closing Funding Surplus(Deficit)	3	72,685	1,113,475	1,245,146	131,670	10.6%	

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
For the Period Ended 31 March 2017

	Note	Amended Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	
Operating Revenues		\$	\$	\$	\$	%	
Grants, Subsidies and Contributions	8	1,672,224	1,269,250	1,270,893	1,643	0.1%	
Profit on Asset Disposal	10	0	0	0	0		
Fees and Charges		293,171	250,878	256,323	5,445	2.1%	
Interest Earnings		57,012	42,759	40,955	(1,804)	(4.4%)	
Other Revenue		0	0	0	0		
Total (Excluding Rates)		2,022,407	1,562,887	1,568,172	5,285		
Operating Expense							
Employee Costs		(964,935)	(703,701)	(680,324)	23,378	3.4%	
Materials and Contracts		(1,281,019)	(771,764)	(647,523)	124,241	19.2%	▼
Utilities Charges		(136,178)	(102,134)	(106,880)	(4,746)	(4.4%)	
Depreciation (Non-Current Assets)		(1,049,519)	(789,511)	(809,615)	(20,104)	(2.5%)	
Interest Expenses		(21,603)	(16,202)	(14,404)	1,798	12.5%	
Insurance Expenses		(124,317)	(93,238)	(121,767)	(28,530)	(23.4%)	▲
Loss on Asset Disposal	10	(16,164)	(12,123)	(1,690)	10,433	617.3%	
Other Expenditure		0	0	0	0		
Total		(3,593,735)	(2,488,673)	(2,382,203)	106,470		
Funding Balance Adjustment							
Add Back Depreciation		1,049,519	789,511	809,615	20,104	2.5%	
Adjust (Profit)/Loss on Asset Disposal	10	16,164	1,690	1,690	0	0.0%	
Movement in Deferred Pensional Rates (Non-Current)					0		
Movement in Accrued Salaries and Wages					0		
Movement in Employee Benefit Provisions					0		
Adjust Provisions and Accruals					0		
Net Operating (Ex. Rates)		(505,645)	(134,585)	(2,726)	131,858		
Capital Revenues							
Grants, Subsidies and Contributions	8	845,859	606,365	606,365	0	0.0%	
Proceeds from Disposal of Assets	10	71,455	6,455	6,455	0	0.0%	
Proceeds from New Debentures					0		
Proceeds from Sale of Investments					0		
Proceeds from Advances					0		
Self-Supporting Loan Principal		12,169	9,044	9,044	0	0.0%	
Transfer from Reserves	9	1,082,988	813,300	813,300	0	0.0%	
Total		2,012,471	1,435,164	1,435,164	0		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	10	(1,140,058)	(1,004,550)	(1,004,550)	0	0.0%	
Plant and Equipment	10	(373,819)	(107,768)	(107,768)	0	0.0%	
Furniture and Equipment	10	0	0	0	0		
Infrastructure Assets - Roads	10	(730,120)	(359,429)	(359,429)	0	0.0%	
Infrastructure Assets - Other	10	(197,535)	(60,212)	(60,212)	0	0.0%	
Purchase of Investments			0		0		
Repayment of Debentures		(101,502)	(76,251)	(76,251)	0	0.0%	
Advances to Community Groups					0		
Transfer to Reserves	9	(349,061)	(36,847)	(36,847)	0	0.0%	
Total		(2,892,095)	(1,645,058)	(1,645,058)	0		
Net Capital		(879,624)	(209,894)	(209,894)	0		
Total Net Operating + Capital		(1,385,269)	(344,479)	(212,620)	131,858		
Rate Revenue		1,142,763	1,142,763	1,142,575	(188)	(0.0%)	
Opening Funding Surplus(Deficit)		315,191	315,191	315,191	(0)	(0.0%)	
Closing Funding Surplus(Deficit)	3	72,685	1,113,475	1,245,146	131,670	10.6%	

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Basis of Accounting

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

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

Mandatory Requirement to Revalue Non-Current Assets

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

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

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

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

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

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

Land under Control

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

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

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Fixed Assets (Continued)

Initial Recognition

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

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

Revaluation

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

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

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

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

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

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

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

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

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

Transitional Arrangement

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

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Fixed Assets (Continued)

Early Adoption of AASB 13 - Fair Value Measurement

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

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

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

Land Under Roads

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

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

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

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

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

(j) Depreciation of Non-Current Assets

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

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

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

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

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

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

Capitalisation Threshold

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

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

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

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

(o) Current and Non-Current Classification

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

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

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) STATEMENT OF OBJECTIVE (Continued)

EDUCATION AND WELFARE

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

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

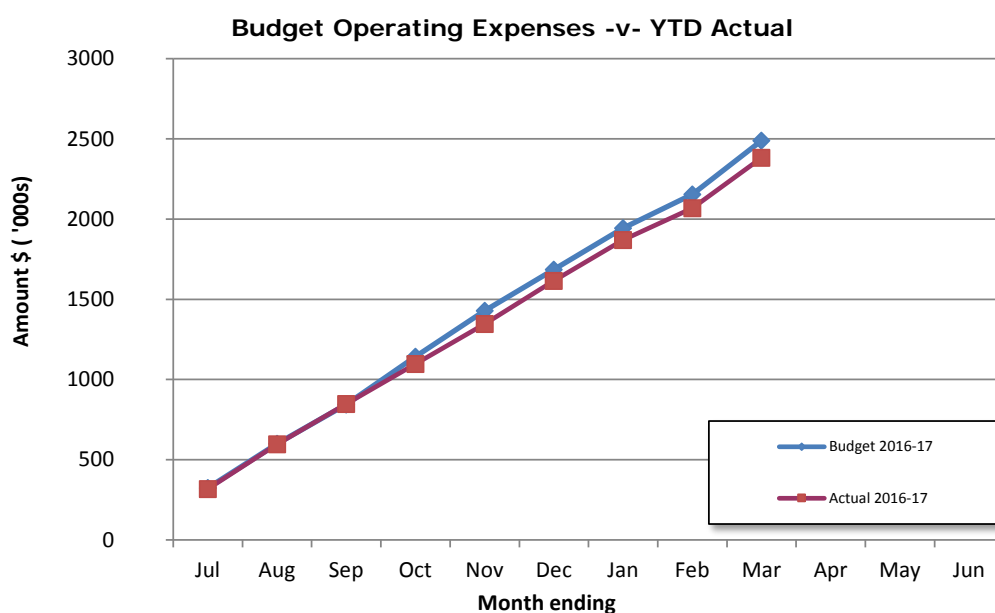
Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

OTHER PROPERTY & SERVICES

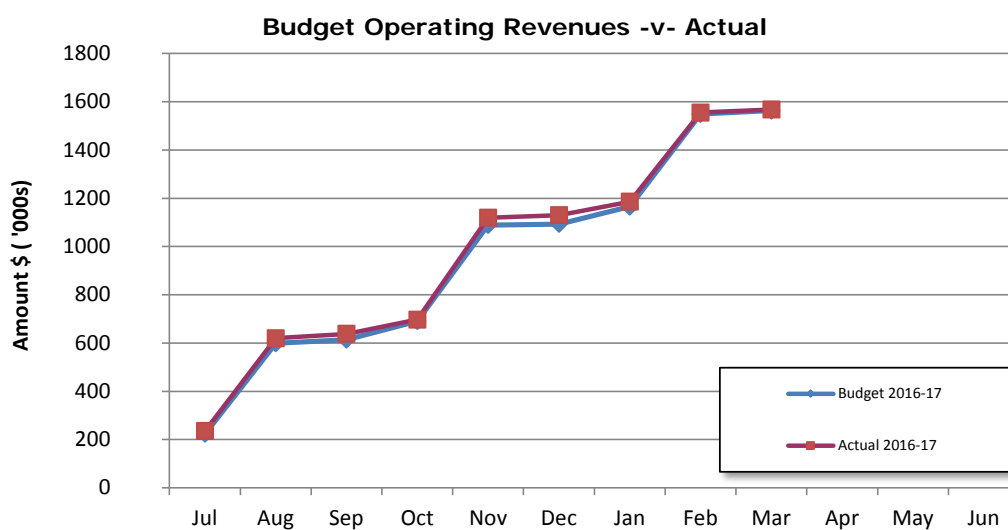
Private works carried out by council and indirect cost allocation pools. Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 2 - Graphical Representation - Source Statement of Financial Activity



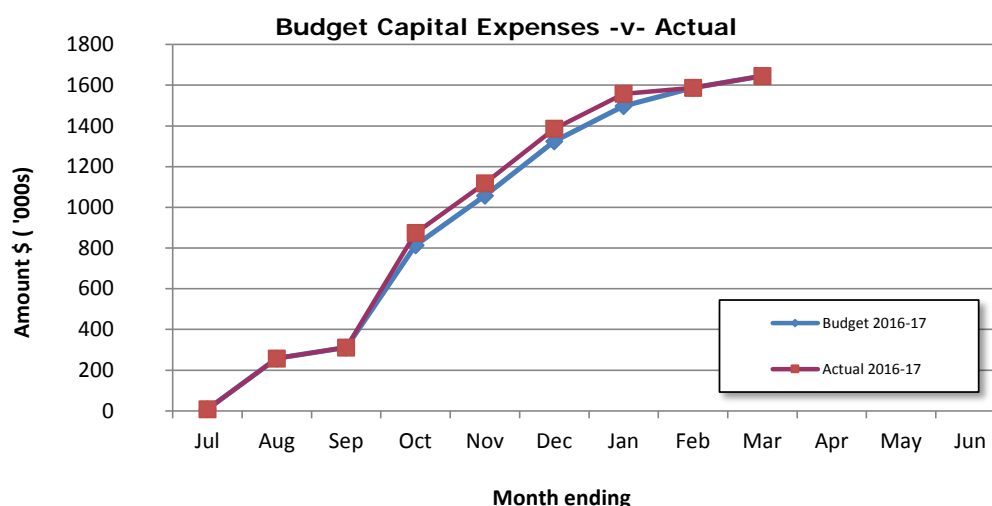
Comments/Notes - Operating Expenses



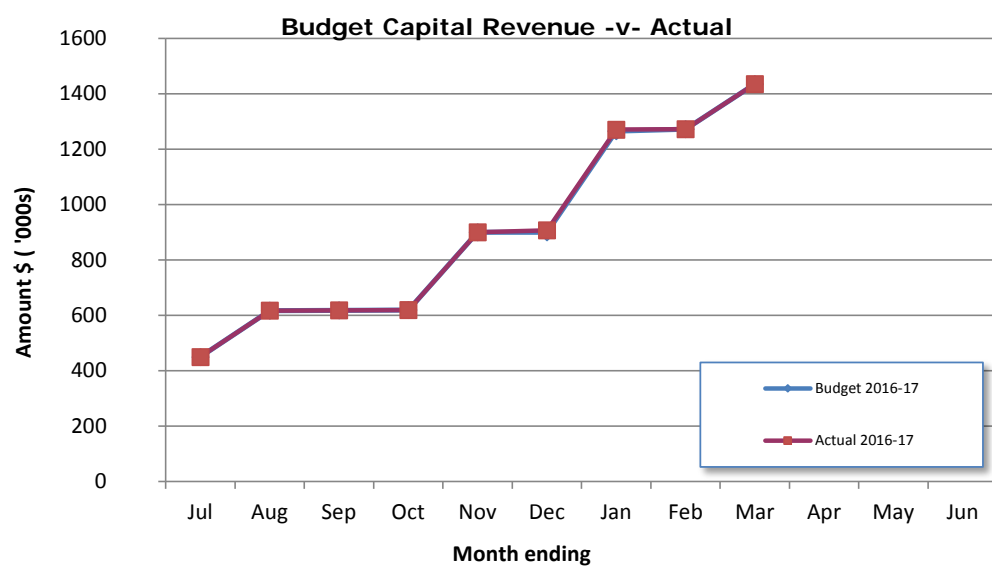
Comments/Notes - Operating Revenues

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses



Comments/Notes - Capital Revenues

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 3: NET CURRENT FUNDING POSITION

Current Assets

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

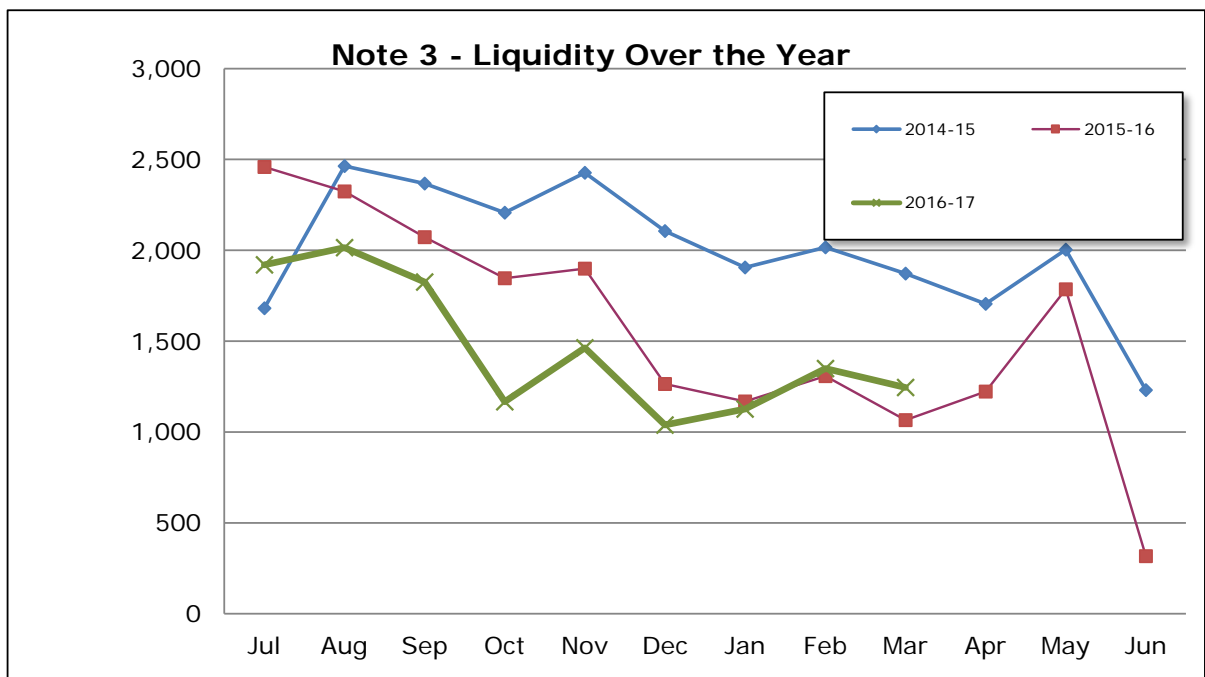
Less: Current Liabilities

Payables
Current Employee Benefits Provision

Less: Cash Restricted

Net Current Funding Position

Positive=Surplus (Negative=Deficit)			
2016-17			
Note	This Month	Last Month	Same Period Last Year
	\$	\$	\$
	1,174,763	1,226,193	982,718
	2,021,645	2,021,645	1,584,380
	31,590	93,090	28,643
	2,647	2,436	9,027
	126,591	121,217	111,517
	3,357,236	3,464,582	2,716,285
	(18,658)	(21,693)	(541)
	(70,788)	(70,788)	(66,808)
	(89,445)	(92,480)	(67,349)
	(2,021,645)	(2,021,645)	(1,584,380)
	1,246,146	1,350,456	1,064,556



Comments - Net Current Funding Position

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
At Call - Municipal	0.05%	384,692				384,692	NAB	Call
At Call - Working	0.01%			13,303		13,303	NAB	Call
(b) Term Deposits								
Reserves	2.55%		2,021,645			2,021,645	NAB	20/04/2017
Surplus Funds	1.75%				800,000	800,000	NAB	22/04/2017
(c) Investments								
Total		384,692	2,021,645	13,303	800,000	3,219,640		

Comments/Notes - Investments

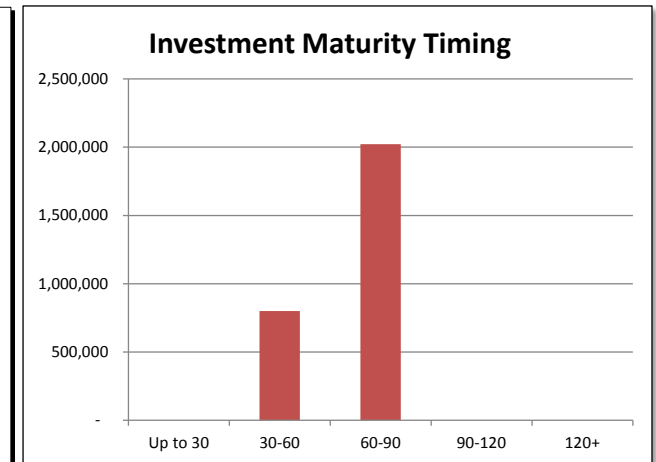
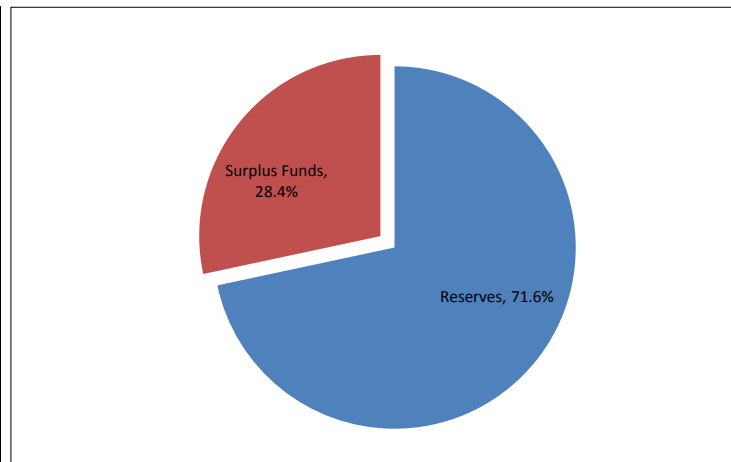
For the Period Ended 31 March 2017

Deposit Ref	Deposit Date	Institution	Term (Days)	Invested Interest rates	Expected Interest
General Municipal					
Surplus Funds	23/03/2017	NAB	30	1.75%	1,151
					-
				Subtotal	1,151
Restricted					
Reserves	21/01/2017	NAB	90	2.55%	12,711
				Subtotal	12,711
				Total Funds Invested	13,862

Amount Invested (Days)					Total
Up to 30	30-60	60-90	90-120	120+	
-	800,000	-	-	-	800,000
-	800,000	-	-	-	800,000
-	-	2,021,645	-	-	2,021,645
-	-	2,021,645	-	-	2,021,645
-	800,000	2,021,645	-	-	2,821,645

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

Deposit Ref	Deposit Date	Term (Days)	Invested Interest rates	Amount Invested	Percentage of Portfolio
NAB - Reserves					
TD114022574	21/01/2017	90	2.55%	2,021,645	71.6%
			Subtotal	2,021,645	
NAB - Surplus Funds					
TD000010234	23/03/2017	30	1.75%	800,000	28.4%
			Subtotal	800,000	
					0.0%
			Subtotal	-	
					0.0%
			Subtotal	-	
					0.0%
			Subtotal	-	
Total Funds Invested				2,821,645	100.0%



Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 5: MAJOR VARIANCES

Comments/Reason for Variance		AMENDED ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.1 OPERATING REVENUE (EXCLUDING RATES)						
5.1.1 GOVERNANCE						
5.1.2 GENERAL PURPOSE FUNDING						
I032069	Other Miscellaneous Grants	3,500	3,500	4,500	1,000	A grant for Youth Week 2017 was approved after the budget review was adopted
5.1.3 LAW ORDER AND PUBLIC SAFETY						
5.1.4 HEALTH						
5.1.5 EDUCATION AND WELFARE						
5.1.6 HOUSING						
5.1.7 COMMUNITY AMENITIES						
5.1.8 RECREATION AND CULTURE						
5.1.9 TRANSPORT						
5.1.10 ECONOMIC SERVICES						
5.1.11 OTHER PROPERTY AND SERVICES						
5.2 OPERATING EXPENSES						
5.2.1 GOVERNANCE						
5.2.2 GENERAL PURPOSE FUNDING						
5.2.3 LAW, ORDER AND PUBLIC SAFETY						
5.2.4 HEALTH						
5.2.5 EDUCATION AND WELFARE						
E082298	Depreciation	(1,489)	(1,117)	(2,896)	(1,779)	Depreciation is increased due to the addition of the new independent living units
5.2.6 HOUSING						
5.2.7 COMMUNITY AMENITIES						
5.2.8 RECREATION AND CULTURE						
5.2.9 TRANSPORT						
5.2.10 ECONOMIC SERVICES						
5.2.11 OTHER PROPERTY AND SERVICES						
E143	Works Overheads	0	0	(58,122)	(58,122)	Overheads are overallocated currently, meaning that the overhead rate may be too high. The rate will be adjusted in April and a journal will be raised to balance this out
5.3 CAPITAL REVENUE						
5.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS						
5.3.2 PROCEEDS FROM DISPOSAL OF ASSETS						
5.3.3 PROCEEDS FROM NEW DEBENTURES						
5.3.4 PROCEEDS FROM SALE OF INVESTMENT						
5.3.5 PROCEEDS FROM ADVANCES						
5.3.6 SELF-SUPPORTING LOAN PRINCIPAL						
5.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)						
5.4 CAPITAL EXPENSES						
5.4.1 LAND HELD FOR RESALE						
5.4.2 LAND AND BUILDINGS						
5.4.3 PLANT AND EQUIPMENT						
5.4.4 FURNITURE AND EQUIPMENT						
5.4.5 INFRASTRUCTURE ASSETS - ROADS						
5.4.6 INFRASTRUCTURE ASSETS - OTHER						

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 5: MAJOR VARIANCES

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 6: BUDGET AMENDMENTS

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

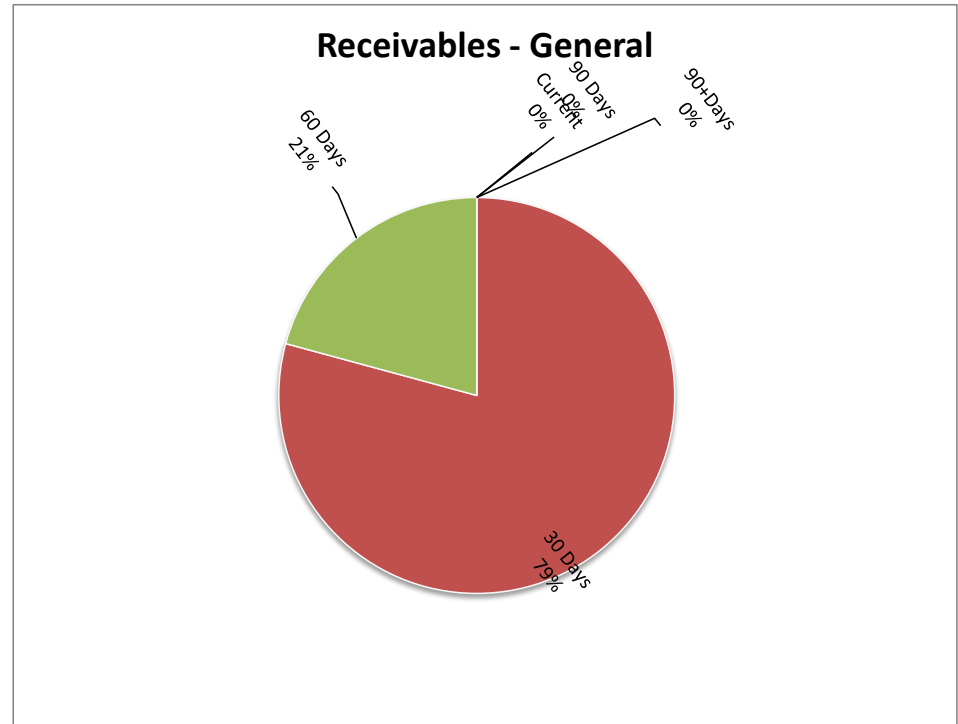
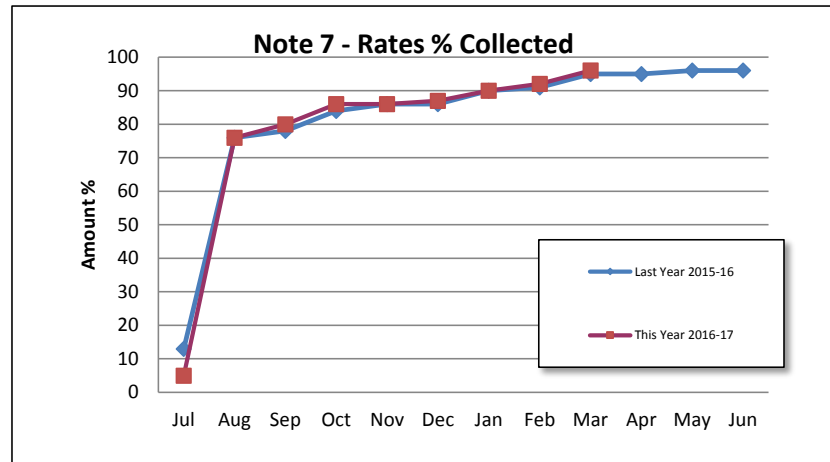
Note 7: RECEIVABLES

Receivables - Rates and Rubbish

	Current 2016-17	Previous 2015-16	Total
Opening Arrears Previous Years	\$	\$	\$
Rates Levied this year		14,726	14,726
Interim Rates	1,341,949	0	1,341,949
Rates in Advance (Pre-Paid)	(29,301)	0	(29,301)
Instalment Fees	4,269	0	4,269
Administration/Legal Fees	1,324	0	1,324
Interest	1,764	0	1,764
Less Discount/Concessions/Write off	(18,644)	0	(18,644)
Less Collections to date	(1,272,148)	(12,351)	(1,284,499)
Equals Current Outstanding	29,215	2,375	31,590
Ex-Gratia Rates	7,724		7,724
Net Rates Collectable	(7,724)		31,590
% Collected			96.24%

Receivables - General	Current	30 Days	60 Days	90 Days	90+Days
	\$	\$	\$	\$	\$
	0	2,097	550	0	0
Total Outstanding					2,647

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates and Rubbish

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

Comments/Notes - Receivables General

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 8: GRANTS AND CONTRIBUTIONS

Program/Details GL	Provider	Approval Yes No	2016-17 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status		Estimated Receival Dates
						Received	Not Received	
GENERAL PURPOSE FUNDING		(Yes/No)	\$	\$	\$	\$	\$	
Financial Assistance Grant	State Government	Yes	996,465	5,115	1,001,580	751,185	250,395	Quarterly - Feb, May
Contribution from Senior Citizens Homes	Senior Citizens Homes Trust	Yes	45,455		45,455	45,455	0	
Healthway Sponsorship	Healthway	Yes	0	2,000	2,000	2,000	0	
Road Safety Community Grant	Road Safety Commission	Yes	0	1,000	1,000	1,000	0	
Bike Week 2017	Department of Transport	Yes	0	500	500	500	0	
Youth Week 2017	Department of Local Govt	Yes	0		0	1,000	(1,000)	
GOVERNANCE								
Reimbursements - Miscellaneous	Various		2,000	5,000	7,000	6,454	546	
LAW, ORDER, PUBLIC SAFETY								
DFES Operating Grant	DFES	No	33,262	3,073	36,335	21,032	15,303	First instalment for 2016/17 pre-paid, remainder in 4 instalments
HEALTH								
Medical Centre Contribution	Shire of Koorda	Yes	51,273		51,273	25,516	25,757	Quarterly - Apr, Jun
COMMUNITY AMENITIES								
RECREATION AND CULTURE								
Swimming Pool Grant	Department of Sport & Rec	No	34,000	(2,000)	32,000	32,000	0	
TRANSPORT								
Financial Assistance Grant	State Government	Yes	424,917	(1,458)	423,459	317,594	105,865	Quarterly - Feb, May
Main Roads Direct Grant	Main Roads WA	Yes	96,670	3,988	100,658	100,658	0	
Street Lighting Subsidy	Main Roads WA	Yes	1,419		1,419	0	1,419	May 2017
Regional Road Group	Main Roads WA	Yes	388,396	(57,926)	330,470	119,712	210,758	60% on completion of projects
Roads to Recovery	Dept of Transport	Yes	561,899	(91,965)	469,934	441,199	28,735	Quarterly - Feb, Apr
OTHER PROPERTY & SERVICES								
Diesel Fuel Rebate	Australian Taxation Office	Yes	10,000	5,000	15,000	11,955	3,045	Monthly
TOTALS			2,645,756	(127,673)	2,518,083	1,877,258	640,825	

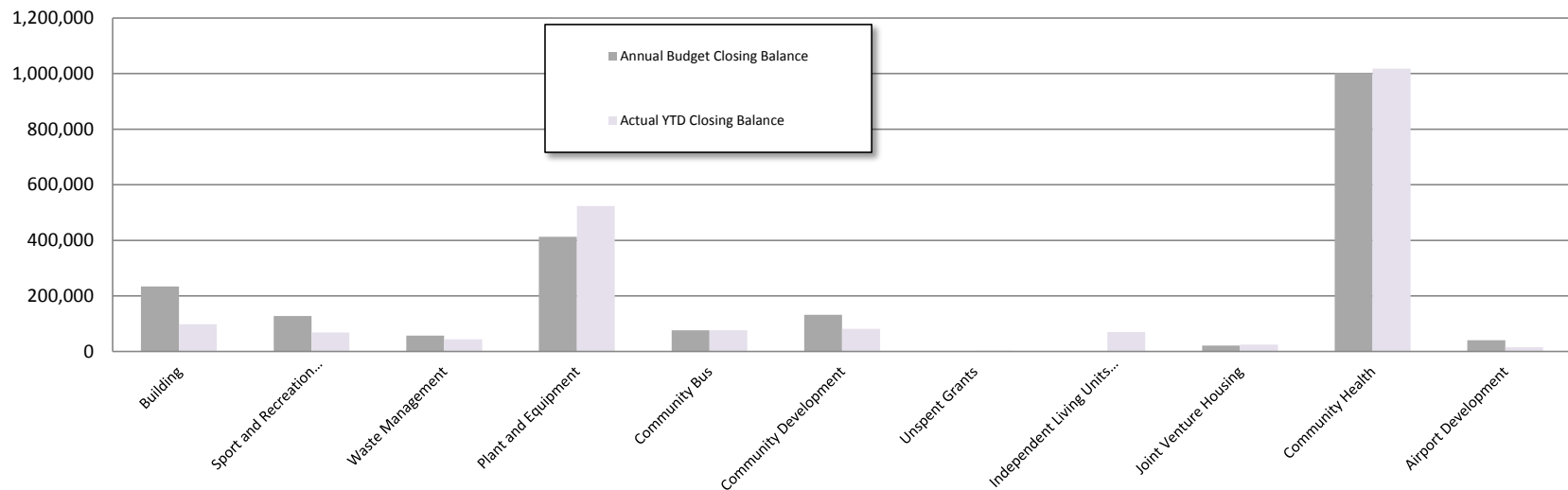
Comments - Grants and Contributions

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 9: Cash Backed Reserve

Name	Opening Balance	Annual Budget Interest Earned	Actual Interest Earned	Annual Budget Transfers In (+)	Actual Transfers In (+)	Annual Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Annual Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Building	96,201	2,983	1,477	135,000					234,184	97,679
Sport and Recreation Facilities	67,195	1,628	1,032	59,000					127,823	68,227
Waste Management	42,954	727	660	13,405					57,086	43,614
Plant and Equipment	515,861	6,656	7,922	0		(110,000)			412,517	523,783
Community Bus	75,365	972	1,157	0					76,337	76,522
Community Development	80,000	1,871	1,229	65,000		(15,000)			131,871	81,229
Unspent Grants	11,177	144	172	0		(11,321)	(8,754)		0	2,594
Independent Living Units project	867,848	11,198	7,204	0		(879,046)	(804,545)		0	70,507
Joint Venture Housing	24,337	373	374	4,588		(7,900)			21,398	24,710
Community Health	1,002,160	20,000	15,390	0		(20,000)			1,002,160	1,017,550
Airport Development	15,000	516	230	25,000					40,516	15,230
	2,798,098	47,068	36,847	301,993	0	(1,043,267)	(813,300)		2,103,892	2,021,645

Note 9 - Year To Date Reserve Balance to End of Year Estimate



Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

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	
\$	\$	\$	\$	Other Property and Services Komatsu Front End Loader Side Tipper trailer	\$	\$	\$	
8,400	(255)	6,455	0 (1,690)		318,182 0	25,727 61,177	(292,455) 61,177	▼ ▲
8,400	(255)	6,455	(1,690)		Totals	318,182	86,904	(231,278)

Comments - Capital Disposal

Contributions Information					Summary Acquisitions	Current Budget			
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance	
\$	\$	\$	\$	\$	Property, Plant & Equipment	\$	\$	\$	
0	0	0	0	0	Land for Resale	0	0	0	
200,124	54,077	886,946	0	1,141,147	Land and Buildings	1,141,147	1,004,550	(136,597)	▼
264,455	0	182,727	0	447,182	Plant & Property	447,182	107,768	(339,414)	▼
0	0	0	0	0	Furniture & Equipment	0	0	0	
8,123	721,994	0	0	730,117	Infrastructure	730,117	359,429	(370,688)	▼
0	94,734	0	0	94,734	Roadworks	94,734	15,994	(78,740)	▼
0	0	0	0	0	Drainage	0	0	0	
0	0	0	0	0	Bridges	0	0	0	
21,062	0	0	0	21,062	Footpath & Cycleways	21,062	15,782	(5,280)	▼
10,000	0	0	0	10,000	Parks, Gardens & Reserves	10,000	12,500	2,500	▲
0	0	0	0	0	Airports	0	0	0	
0	0	0	0	25,000	Sewerage	25,000	15,937	(9,063)	▼
503,764	870,805	1,069,673	0	2,469,242	Totals	2,469,242	1,531,959	(937,283)	

Comments - Capital Acquisitions

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

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

Contributions					Land & Buildings	Current Budget				
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		This Year				
						Amended Annual Budget	Actual	Variance		
\$	\$	\$	\$	\$		\$	\$	\$		
42,982	45,455	879,046		42,982	Governance	42,982	30,055	(12,927)	▼	
25,000				Shire Office	25,000	0	(25,000)	▼		
				Council Chambers						
				Law, Order and Public Safety						
13,159					13,159	Bush Fire Truck Shed	13,159	13,159	(0)	
17,500					17,500	Health				
						Medical Centre	17,500	17,532	32	
						Education and Welfare				
						Senior Citizens Homes Project	924,501	844,780	(79,721)	
5,000						Aged Friendly Communities	5,000	0	(5,000)	
						Housing				
5,000						1 Slocum St	5,000	2,930	(2,070)	▼
6,880						4 Slocum St	6,880	5,491	(1,389)	▼
8,791						51 Flint St	8,791	8,791	(0)	▼
5,000						53 Piesse St	5,000	4,048	(952)	▼
					7,900	59 Flint St	7,900	5,777	(2,123)	▼
6,000						Lady Novar	6,000	3,121	(2,879)	
						Recreation and Culture				
5,000						Town Hall	5,000	0	(5,000)	▼
16,089				8,622		Recreation Centre	24,711	24,711	(0)	▼
23,263			Tennis Club	23,263	23,263	0	▲			
			Economic Services							
14,460			Railway Station	14,460	13,991	(469)				
6,000			Railway Barracks	6,000	6,900	900				
200,124	54,077	886,946	0	1,141,147	Totals	1,141,147	1,004,550	(136,597)		

Contributions					Plant & Equipment	Current Budget			
						This Year			
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$		\$	\$	\$	
20,000		182,727		20,000	Transport	20,000	20,864	864	▲
135,455				318,182	Turf Roller	318,182	25,727	(292,455)	▼
25,000				25,000	Front End Loader	25,000	0	(25,000)	▼
84,000				84,000	Two way radio	84,000	61,177	(22,823)	▼
264,455	0	182,727	0	447,182	Totals	447,182	107,768	(339,414)	

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions					Roads	Current Budget This Year			
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$		\$	\$	\$	
	46,787			46,787	Transport The approved Blackspot funding was for the Benjaberring/Hindmarsh crossroads on the main Dowerin Wyalkatchem Road. This crossing is in a 110km/h speed zone with no clear line of site in either direction, creating a severe risk when shifting heavy machinery and for the school bus route	46,787	160	(46,627)	▼
8,123	169,952			178,075	Koorda / Wyalkatchem Rd - SLK 4.30 - 8.30 (4.0 km) - Shoulder Reconditioning (alter Scope of Works & TEC with SRRG)	178,075	51,496	(126,579)	▼
	112,761			112,761	Tammin / Wyalkatchem Rd - SLK 19.60 - 21.83 (2.23 km) - Shoulder Widening & Primersealing Shoulders ONLY (alter TEC with SRRG)	112,761	12,520	(100,241)	▼
	94,445			94,445	Nembudding Sth Rd - SLK 2.65 - 4.00 & 17.64 - 19.64 (3.35 km) - Seal / Reseal with 10mm cutback bitumen seal	94,445	61,780	(32,665)	▼
	66,057			66,057	Wyalkatchem North Rd - SLK 0.00 - 2.41 (2.41 km) - Seal / Reseal with 10mm cutback bitumen seal	66,057	61,319	(4,738)	▼
	36,821			36,821	Parsons Rd - SLK 15.53 - 16.18 (0.65 km) - Clear verges to Widen and Gravel Sheet, and clean out side drains and construct extra to prevent further water erosion of road section.	36,821	36,821	(0)	▼
	0			0	Shiells Rd - SLK 0.3 - 3.3 (3.0 km) - Clear verges to Widen and Gravel Sheet	0	0	0	
	67,803			67,803	Yorkrakine West Rd - SLK 4.01 - 6.48 (2.47 km) - Shoulder Reconditioning to widen carriageway from 7.2m to 10.0m width	67,803	67,803	(0)	▼
	0			0	Swan St - SLK 0.00 - 0.72 (0.72 km) - Seal 11.2m wide primerseal with 10mm cutback bitumen seal	0	0	0	
	30,735			30,735	Elsegood Rd - SLK 1.65 - 2.78 (1.13 km) - Seal 3.6 m wide seal with 2 coat (14 & 7m) PMB Seal.	30,735	7,897	(22,838)	▼
	20,026			20,026	Wallambin Rd - SLK 9.63 - 10.13 (0.5 km) - Seal 4.9 m wide seal with 2 coat (14 & 7m) PMB Seal.	20,026	8,478	(11,548)	▼
	28,735			28,735	Lewis Rd - SLK 3.70 - 4.70 (1.0 km) - Seal 3.7 m wide seal with 2 coat (14 & 7m) PMB Seal.	28,735	8,876	(19,859)	▼
	12,000			12,000	R2R Scott St	12,000	6,406	(5,594)	▼
	33,459			33,459	Ross Rd	33,459	33,459	(0)	▼
	2,413			2,413	Divers Rd	2,413	2,413	0	▲
8,123	721,994	0	0	730,117	Totals	730,117	359,429	(370,688)	

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

	94,734			94,734	Cunderdin / Wyalkatchem Rd - Replace 3 barrel 600 H x 1200 W RCBC Culverts at SLK 16.88 & 21.33 each with 6 barrel x diameter 600 HDPE Pipe culverts with rock lined batters and aprons. Construct sidetracks around culverts to install.	94,734	15,994	(78,740)	
				0 0				0 0	▼
0	94,734	0	0	94,734	Totals	94,734	15,994	(78,740)	

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

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

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

Contributions					Parks, Gardens & Reserves	Current Budget			
						This Year			
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$		\$	\$	\$	
12,900				12,900	Pioneer Park	12,900	7,620	(5,280)	▼
8,162				8,162	Admin Park reticulation, shade	8,162	8,162	(0)	▼
				0	sail and sand replacement			0	
21,062	0	0	0	21,062	Totals	21,062	15,782	(5,280)	

Contributions					Airports	Current Budget			
						This Year			
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$		\$	\$	\$	
10,000				10,000	Airport Development	10,000	12,500	2,500	▲
				0				0	
10,000	0	0	0	10,000	Totals	10,000	12,500	2,500	

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

Contributions					Other Infrastructure	Current Budget		
						This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
5,000				5,000	Recreation and Culture			
20,000				20,000	Netball Court Shelter	5,000	0	(5,000)
					Streetscape	20,000	0	(20,000)
					Swimming Pool	0	15,937	15,937
25,000	0	0	0	25,000	Totals	25,000	15,937	(9,063)

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

Note 11: TRUST FUND

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

Description	Opening Balance 1-Jul-16	Amount Received	Amount Paid	Closing Balance 31-Mar-17
	\$	\$	\$	\$
REBA Bond Account				
Contract Aquatic	300		(300)	0
Working Account				
Key Deposit	195	15	(15)	195
Interest	1			1
Cleaning Bond	2,700		(2,100)	600
Proceeds of Lot 2 Station St, Korrellocking sale	0	7,045		7,045
Rose & Heritage Festival Committee	0	2,651		2,651
Employee Pay	0	2,810		2,810
	3,196	12,521	(2,415)	13,303

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2017

SUPPLEMENTARY INFORMATION: INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-16	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2016/17 Budget \$	2016/17 Actual \$	2016/17 Budget \$	2016/17 Actual \$	2016/17 Budget \$	2016/17 Actual \$	2016/17 Budget \$	2016/17 Actual \$
Housing									
Loan 68 - 43/45 Wilson	184,962	0	0	18,020	18,020	166,942	166,942	12,445	12,444
Loan 71b - GEHA 51/55 Flint	50,063	0	0	50,063	24,812	0	25,251	1,334	886
Recreation & Culture									
Loan 73 - Community Resource Centre Building Project	166,687	0	0	17,784	17,784	148,903	148,903	7,189	7,189
Transport									
Loan 74 - New Holland Tractor	47,477	0	0	15,635	15,635	31,842	31,842	635	635
	449,189	0	0	101,502	76,251	347,687	372,938	21,603	21,155

(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	(1,819)

RECONCILIATION OF BANK ACCOUNTS

Unrestricted Municipal Bank as at 31 March 2017	1,184,692
Outstanding Deposits	0
Outstanding Payments	0
Ending Balance	<u>1,184,692</u>
Trust Working as at 31 March 2017	13,303
Outstanding Deposits	
Outstanding Payments	
Ending Balance	<u>13,303</u>
Reserve Account as at 31 March 2017	2,021,644
Outstanding Deposits	
Outstanding Payments	
Ending Balance	<u>2,021,644</u>

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	
Ahrens, Dorothy	0	0	0	0	0	0	Fortnightly rent invoice
Chheena, Abdur	0	718	0	0	0	718	Rent April 2017
Department of Transport	0	0	550	0	0	550	Bike Week grant
RATE DEBTORS	0	0	0	0	31,590	31,590	Outstanding Rates as at 31 March 2017
Trenorden, Claire	0	-156	0	0	0	-156	Electricity paid in advance
Tucker, Anthony	0	1,455	0	0	0	1,455	Bond refund being applied for
Tulip. Sue	0	80	0	0	0	80	Invoice for Terminal Building
TOTAL	0	2,097	550	0	31,590	34,236	
	0	2,097	550	0	0	2,647	Sundry
	0	0	0	0	31,590	31,590	Rates

8.2.2 FINANCIAL MANAGEMENT – FINANCIAL REPORTING – PAYMENT LISTINGS – MARCH 2017

FILE REFERENCE:	12.10.02
AUTHOR'S NAME AND POSITION:	Claire Trenorden Senior Finance Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Not Applicable
NOTIFICATION TO APPLICANT:	Not Applicable
DATE REPORT WRITTEN:	8 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC: 16 March 2017 Council Decision No. 3421
STRATEGIC COMMUNITY PLAN REFERENCE	5 – A well-managed and effective council organization. 6 – Well utilized and effectively managed facilities and assets.

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

That Council resolve the following:

1. Receive the Payment Listings as of 31 March 2017.

Appendices:

1. Payment Listings as of 31 March 2017;
2. Credit Card Statement for February 2017;
3. Fuel Card Statement for February 2017.

Background:

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

Comment:

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

Municipal Account	
Total Payments March 2017	\$277,776
Total Payments March 2016	\$303,040

Variance \$	-\$25,264
Variance %	-8%
Percentage paid by EFT March 2017	99.9%
Percentage paid by Cheque March 2017	0.1%
Percentage of Wyalkatchem based Suppliers March 2017 (excluding wages, bank fees, loan payments and utilities providers)	27%
Percentage of suppliers used where no Wyalkatchem based option is available March 2017	70%
Dollar Value spent with Wyalkatchem based Suppliers March 2017	\$50,339
Trust Account – Working	
No transactions	
Reserve Account	
No transactions	

Consultation:

Ian McCabe Chief Executive Officer

Statutory Environment:

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

Policy Implications:

Relates to Policy Number GP2 – Purchasing Policy.

Financial Implications:

Payment of Accounts Payable as per the attached transaction statements to the value of \$277,776 for March 2017.

Strategic Plan/Risk Implications:

There are no strategic implications relative to this item.

Voting Requirements Simple Majority

Council Decision Number: 3443

Moved: Cr Gawley **Seconded:** Cr Garner

That Council resolve the following:

1. Receive the Payment Listing as of 31 March 2017.

Vote: 6/0

Type	Date	Num	Name	Description	Amount
A01100 - Cash at Bank					
A01101 - Unrestricted Municipal Bank					
Cheque	01/03/2017		Wyalkatchem Cricket Club	CRICKET WICKETS Maintenance as per Council Decision #3411	-8,000.00
General Journal	01/03/2017	2584	NAB	Merchant Fees	-52.60
Cheque	01/03/2017	dd210222	Westnet	Internet Access Mar 2017, Email Hosting 191216-190117	-179.15
Bill Pmt -Cheque	02/03/2017		Wyalkatchem Spraying Service - EFT	ROADSIDE SPRAYING TOWN 240217-020317	-1,520.00
Bill Pmt -Cheque	02/03/2017		A P Concrete Pty Ltd - EFT	CROSSOVERS 53 Piesse,70 Wilson St, 27 Johnston St (Pioneer Park)	-1,100.00
Bill Pmt -Cheque	06/03/2017	Credit Card	NAB Visa	BUSH FIRE ADMIN SMS Credits x 10,000, FAREWELL PRESENT Wells, CONFERENCE	-1,819.00
				LGMA Finance McCabe	
Bill Pmt -Cheque	07/03/2017	dd01-070317	Water Corporation.	WATER USAGE 051216-080217	-14,444.27
Paycheque	08/03/2017		Salaries and Wages	PPE080317	-26,748.72
Cheque	08/03/2017	16829	Adams, Christopher J	OCC HEALTH Training Meal Allowance 070217-090217, Travel 070217	-159.00
Cheque	09/03/2017		Harris, Craig R	FUEL WM000 Feb 2017	-177.10
Cheque	09/03/2017		Nightingale, Rachel J	REFRESHMENTS Staff farewell, BARRACKS Batteries 9V x 10, FUEL WM00 Feb 17	-138.35
Bill Pmt -Cheque	09/03/2017		Koorda Ag Parts - EFT	1 SLOCUM ST Purchase of colourbond fence, 2 SLOCUM ST Purchase of roller door	-2,297.90
Bill Pmt -Cheque	09/03/2017		Palmer Plumbing - EFT	ADMIN OFFICE Fill in door between Chambers and President's room, RAILWAY	-7,716.50
				BARRACKS Repoint two fire places to match existing, 59 FLINT ST Retile shower and repair skirting in hall way at back of shower	
Bill Pmt -Cheque	09/03/2017		Pattons Panel & Paint - EFT	REPAIRS WM003 Insurance excess	-300.00
Bill Pmt -Cheque	09/03/2017		Sermac Contracting - EFT	ADMIN OFFICE Remove and replace window in foyer	-2,255.00
Bill Pmt -Cheque	09/03/2017		Wyalkatchem Spraying Service - EFT	ROADSIDE SPRAYING TOWN 070317-080317, AIRSTRIP Spraying 090317	-880.00
Bill Pmt -Cheque	13/03/2017	dd130317	Telstra	TELEPHONE Landlines 170217-160317	-668.77
Cheque	17/03/2017		Wyalkatchem Post Office	PRESENT Thank you for Nightingale	-207.95
Bill Pmt -Cheque	17/03/2017		Anderson, Eric - EFT	MAINTENANCE GRADING Contract 140217-280217	-4,675.00
Bill Pmt -Cheque	17/03/2017		BA & VM Brookes - EFT	R2R CUNDERDIN WYALKATCHEM RD Cart rock from Ejanding to Cunderdin Rd	-519.75
Bill Pmt -Cheque	17/03/2017		D & D Transport - EFT	FREIGHT White posts	-81.95
Bill Pmt -Cheque	17/03/2017		Dunnings - EFT	FUEL February 2017 - CEO \$176, Admin Vehicle \$55, Doctor \$391, Works Manager \$285, Works Supervisor \$221, Bus \$4, Bulk Fuel \$5,911, Town Ute \$196, Miscellaneous minor plant \$180	-7,418.69
Bill Pmt -Cheque	17/03/2017		Metal Artwork Creations - EFT	ADMIN OFFICE Desk Name Tag for Chambers Governance, Finance	-100.65
Bill Pmt -Cheque	17/03/2017		T & E Services Pty Ltd - EFT	MEDICAL SERVICES March 2017	-13,750.00
Bill Pmt -Cheque	17/03/2017		WA Contract Ranger Services - EFT	ANIMAL CONTROL Dog complaint 140217	-374.00
Bill Pmt -Cheque	17/03/2017		Wyalkatchem Community Resource Cntr - EFT	AMAZING RACE Bandanas x 75, SWIMMING POOL Printing posters, 53 PIESSE ST Key cutting x 1	-254.30
Bill Pmt -Cheque	17/03/2017		Wyalkatchem Hotel - EFT	AGED CARE FORUM Refreshments, REFRESHMENTS Beer x 4 6pk, Council Meeting 160217 Afternoon tea for 30 people, Grants Commission meeting 230217 Morning tea for 10 people, PUBLIC RELATIONS Ray Ryder meals, CHRISTMAS LIGHTS Voucher # 50	-917.70
Bill Pmt -Cheque	17/03/2017		Wyalkatchem IGA Express - EFT	OFFICE AMENITIES Feb 17, BARRACKS Sugar, coffee	-60.12
Bill Pmt -Cheque	17/03/2017		Wyalkatchem Spraying Service - EFT	AIRSTRIP Spraying 090317, ROADSIDE SPRAYING TOWN 100317-150317	-920.00
Cheque	17/03/2017	dd170317	Foxtel	57 FLINT ST Foxtel Doctor Home	-152.00
Bill Pmt -Cheque	21/03/2017	dd210317	Telstra	TELEPHONE Mobiles 020217-010317	-223.71
Paycheque	22/03/2017		Salaries and Wages	PPE220317	-26,858.62
Bill Pmt -Cheque	22/03/2017		Wyalkatchem Community Resource Cntr - EFT	CRC ANNUAL FEE January & February 2017, August 2016	-7,029.00
Bill Pmt -Cheque	27/03/2017		Avon Waste - EFT	BINS January 2017 - 320 x 5 weeks, 12 Street x 5 weeks, RECYCLING Service bins x 7 200117, BINS February 2017 - 324 x 4 weeks, 12 Street x 4 weeks, RECYCLING Service bins x 7 240217	-9,052.68
Bill Pmt -Cheque	27/03/2017		BOC Gases - EFT	SWIMMING POOL Oxygen bottle	-59.30

Bill Pmt -Cheque	27/03/2017		Contract Aquatic Services - EFT	SWIMMING POOL Contract Management Feb & Mar 2017	-30,360.00
Bill Pmt -Cheque	27/03/2017		Courier Australia - EFT	FREIGHT Feb & Mar 2017	-181.91
Bill Pmt -Cheque	27/03/2017		Dowerin Community Resource Centre - EFT	ADVERTISING Wyalkatchem Fair half page black and white 170217	-16.50
Bill Pmt -Cheque	27/03/2017		Five Rivers Plumbing - EFT	TENNIS CLUB Leaking tap under sink	-191.95
Bill Pmt -Cheque	27/03/2017		Fuji Xerox - EFT	PHOTOCOPY Lease 210317-200517, Colour Copies x 5909, B&W Copies x 9975 011216-280217	-1,777.13
Bill Pmt -Cheque	27/03/2017		Gary's Painting Service - EFT	ADMIN OFFICE Paint Council Chambers, Paint President's Room	-3,800.00
Bill Pmt -Cheque	27/03/2017		Landgate - EFT	VALUATIONS Rural UV Schedule R2017/1	-64.70
Bill Pmt -Cheque	27/03/2017		Landmark - EFT	ROADSIDE SPRAYING TOWN Roundup 1 drum, Roundup Ultramax 20L x 2, Wetter Town Verges 20L x 1	-559.75
Bill Pmt -Cheque	27/03/2017		MCG Architects Pty Ltd - EFT	SENIOR CITIZENS HOMES PROJECT Site visit to inspect erosion	-990.00
Bill Pmt -Cheque	27/03/2017		PPCA - EFT	TOWN HALL, REC CENTRE, SWIMMING POOL Music licence 010417-310318, ADMIN OFFICE Music on hold 010417-310318	-411.74
Bill Pmt -Cheque	27/03/2017		Price Consulting Group Pty Ltd - EFT	PROFESSIONAL SERVICEES CEO Performance Review 2017	-3,314.30
Bill Pmt -Cheque	27/03/2017		Staples Australia - EFT	STATIONERY Pencil holder, Pens Black, Pens Blue, Scissors, Stanley Knife, ADMIN OFFICE Batteries 9V Bx 12, CEMETERY Hand Towel Dispenser, Cleaning Bucket, STATIONERY Correction tape, OFFICE AMENITIES Tea bags, Coffee, Milk, CLEANING SUPPLIES Spray n wipe	-722.46
Bill Pmt -Cheque	27/03/2017		Wren Oil - EFT	REFUSE SITE Empty waste oil	-16.50
Bill Pmt -Cheque	27/03/2017		Wyalkatchem Road House - EFT	REFRESHMENTS Corella Cull Bacon & Egg Rolls and Coffee for 6 people, All Ages Forum 080317 Morning tea & lunch for 30 people, CEACA meeting 080317 Lunch for 10 people	-597.00
Bill Pmt -Cheque	27/03/2017	dd280317	Wyalkatchem Spraying Service - EFT	ROADSIDE SPRAYING TOWN Contract 220317, AIRSTRIP Contract spraying 230317	-1,080.00
Bill Pmt -Cheque	28/03/2017		Synergy	ELECTRICITY Shire Properties 050117-070317, Street lights 070217-070317	-10,312.85
Bill Pmt -Cheque	30/03/2017		Able Sales (WA) - EFT	MEDICAL CENTRE spare key for generator	-15.00
Bill Pmt -Cheque	30/03/2017		Austin-Jugen, Jule - EFT	PUBLIC RELATIONS Active Smart Yoga Sessions x 4	-200.00
Bill Pmt -Cheque	30/03/2017		Brendon Wilkes Electrical - EFT	PIONEER PARK Connected reticulation circuit from storage tank to new switchboard, CBH MUSEUM Replace fluoro light, 43 WILSON ST Replace kitchen light, PUMP MAINTENANCE Checked motor current and voltage, MEDICAL CENTRE Installation of auto start for generator, 59 FLINT ST Fixed HWS and reverse cycle air conditioner	-5,404.30
Bill Pmt -Cheque	30/03/2017		E Fire and Safety - EFT	KORRELOCKING HALL Service exit lights and extinguishers, MEDICAL CENTRE Service exit lights and fire equipment	-539.00
Bill Pmt -Cheque	30/03/2017		Elders Rural Services - EFT	TENNIS CLUB Lontrel 2kg	-119.90
Bill Pmt -Cheque	30/03/2017		Komatsu Australia Pty Ltd - EFT	SERVICE WM009 500hr	-2,731.29
Bill Pmt -Cheque	30/03/2017		Morris Pest Control - EFT	Termite inspections and Spider Treatments all Shire Properties	-9,171.32
Bill Pmt -Cheque	30/03/2017		Petchell Mechanical - EFT	MAINTENANCE WM012 Service 28,000km, Quad bike Fix fuel hose, WM4259 Fix brake system, Miscellaneous Plant Nipple, Hose Clamp	-1,456.72
Bill Pmt -Cheque	30/03/2017		Position Partners - EFT	R2R CUNDERDIN WYALKATCHEM RD Topcon PS Series Total Station Weekly Hire	-990.00
Bill Pmt -Cheque	30/03/2017		Quairading Earthmoving - EFT	WANDRRA Gravel push up 15,000m3	-13,623.50
Bill Pmt -Cheque	30/03/2017		Turbo Signs - EFT	OCC HEALTH Printed stickers 100x100mm no smoking (x24)	-72.00
Bill Pmt -Cheque	30/03/2017		Twinkarri Pty Ltd - EFT	ROADSIDE CLEARING Excavator Mulching Elsegood and Davies South Rd	-14,080.00
Bill Pmt -Cheque	30/03/2017		WCS Concrete Pty Ltd - EFT	CROSSOVERS Supply and delivery of 5.4m3 of concrete, 2 sheets of mesh	-1,996.72
Bill Pmt -Cheque	30/03/2017		Wyalkatchem Spraying Service - EFT	REC CENTRE OVAL SURROUNDS Contract spraying 280317-290317	-480.00
Cheque	30/03/2017		McDonald, Ella	TRAVEL ALLOWANCE DOAC Meeting in Northam 140317	-139.92
Cheque	30/03/2017		McCarthy, Tegan	BIKE WEEK Pick up and drop off of Blender Bike 210317, 230317	-623.04
Bill Pmt -Cheque	31/03/2017		Air Born Amusements - EFT	WYLIE FAIR Climbing wall, inflatable challenge, cars adventure castle, cannonball castle, sumo suits	-5,508.00
Bill Pmt -Cheque	31/03/2017		Brendon Wilkes Electrical - EFT	REC CENTRE Check RCD tripping	-491.70
Bill Pmt -Cheque	31/03/2017		Bunnings Midland - EFT	PARKS & GARDENS Cement solvent, BARRACKS 9V batteries, 58 FLINT ST Roller for wardrobe	-81.94

Bill Pmt -Cheque	31/03/2017		DMB Quarries - EFT	R2R CUNDERDIN WYALKATCHEM RD Rock Armour 150mm-300mm 25 tonne	-1,100.00
Bill Pmt -Cheque	31/03/2017		Five Rivers Plumbing - EFT	TENNIS CLUB unblock mens toilet	-294.25
Bill Pmt -Cheque	31/03/2017		Koorda Ag Parts - EFT	1 SLOCUM ST Asbestos fence removal, 53 PIESSE ST Asbestos garden bed removal	-880.00
Bill Pmt -Cheque	31/03/2017		Palmer Plumbing - EFT	BARRACKS Refix toilet cistern to wall, 58 FLINT ST Fix leaking toilet, TERMINAL BUILDING Fix sink blockage, REC CENTRE Change shower heads	-594.00
Bill Pmt -Cheque	31/03/2017		R Munns Engineering Consulting - EFT	ENGINEERING CONSULTANCY Discuss flood damage claim, 16/17 stabilising works, secondary freight network bypass and concrete floodway design	-577.02
Bill Pmt -Cheque	31/03/2017		Sermac Contracting - EFT	RAILWAY BARRACKS Replace stumps x 10, replace timbers in toilets, remove and replace tin and timbers on end wall, remove sand at edge of building, 2 SLOCUM ST Remove and replace bargeboard on side of house, refit new side noggin timbers and reseal	-7,590.00
Bill Pmt -Cheque	31/03/2017		Signet Pty Ltd - EFT	REC CENTRE OVAL Field Marking Paint 15L - White, FREIGHT Survey stakes, line marking paint	-403.74
Bill Pmt -Cheque	31/03/2017		State Library of WA - EFT	FREIGHT Library interexchange 2016/17	-301.22
Bill Pmt -Cheque	31/03/2017		Trophy Specialists - EFT	HONOUR BOARDS Update Citizen of the Year, Under 25, Event of the Year, Christmas Lights	-226.00
General Journal	31/03/2017	2587	NAB	Account Keeping Fee	-37.40
General Journal	31/03/2017	2588	NAB	Merchant Fees	-52.60
Cheque	31/03/2017	dd310317	Treasury Corp	LOAN 73 - CRC BUILDING	-12,486.59
Total A01101 - Unrestricted Municipal Bank					<u>-277,775.74</u>

CERTIFICATION OF CHIEF EXECUTIVE OFFICER

I hereby certify that the Schedule of Accounts paid was submitted to Council on Thursday, 20 April 2017. All payments are as per the Annual Budget and are supported by vouchers and invoices and were not processed until goods and services were certified as received.

Ian McCabe, Chief Executive Officer

CERTIFICATION OF CHAIRMAN

I hereby certify this schedule of accounts paid was submitted to the Council on Thursday, 20 April 2017 for information pursuant to Section 6.8(2)(b) of the Local Government Act 1995.

Cr Quentin Davies, Chairman

Statement for

NAB Business Visa

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001

Tel 13 10 12 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 January 2017 to 28 February 2017

Company Account No:

4557 0498 0000 4281

Facility Limit:

\$13,000

Your Account Summary

Balance from previous statement	\$9.00 DR
Payments and other credits	\$9.00 CR
Purchases, cash advances and other debits	\$1,810.00 DR
Interest and other charges	\$9.00 DR
Closing Balance	\$1,819.00 DR

**YOUR DIRECT DEBIT PAYMENT OF \$1,819.00 WILL BE
CHARGED TO ACCOUNT 000086977- 0000508383313 ON
06/03/2017 AS PER OUR AGREEMENT.**

059/04/19/M10230/S015131/I030261

see reverse for transaction details

Transaction record for: Billing account

Date	Amount A\$	Details	Reference
2 Feb 2017	\$9.00 CR	DIRECT DEBIT PAYMENT	74557047032
Total for this Period:	\$9.00 CR		



NAB Telephone Banking: transfer funds by phone from your nominated NAB accounts to your NAB Business Visa account. Phone 13 10 12, 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



Billir 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

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	\$1,810.00	\$9.00	\$1,819.00
4557-0498-0000-4281	BILLING ACCOUNT	\$0	\$9.00	\$0.00	\$0.00	\$9.00 CR
			\$9.00	\$1,810.00	\$9.00	\$1,810.00

Transaction type

Purchase

Annual percentage rate

0.0000%

Daily percentage rate

0.000000%

Cardholder Details

Cardholder Name: MR IAN JAMES MCCABE
 Account No: 4557 0455 3738 1455
 Statement Period: 28 January 2017 to 28 February 2017
 Cardholder Limit: \$5,000

Transaction record for: MR IAN JAMES MCCABE

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
30 Jan 2017	\$660.00	SMS BROADCAST PTY LT DOCKLANDS	SMS credits				74940527027
13 Feb 2017	\$100.00	KMART 1022 WARWICK	Gift - m wells				74363967042
13 Feb 2017	\$1,050.00	LOCAL GOVERNMENT MANA EAST PERTH	Luma Finance - McCabe				74940527041
28 Feb 2017	\$9.00	CARD FEE					74557047059
Total for this period	\$1,819.00		Totals				

Employee declaration

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

Cardholder signature: _____

Date: _____

13-04-17



Your Local Fuel Distributor

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

PH: 08 96221413
FAX: 08 96222606

** TAX INVOICE **

ABN: 29384905038
SHIRE OF WYALKATCHEM
PO BOX 224
WYALKATCHEM 6485

28/02/2017

PAGE: 1
SHIRW

Location	Order No	ODO	Date	Tax Invoice	Product	Quantity	Unit Price	Amount \$
Card: No Card								
Volvo 3		0	13/02/2017 00:00	001400485499	DISTILLATE BULK	4,600.00	1.285	5,910.99
					Card Totals	4,600.00		5910.99
Card: 7034320089961764		Rego: WM000	Driver: WM000					
KARAWARA WA		0	07/02/2017 10:56	660	DIESEL - SERVICE STN	51.45	1.369	70.44
WYALKATCHEM WA		165200	14/02/2017 11:31	498	DIESEL - SERVICE STN	62.10	1.319	81.91
WYALKATCHEM WA		166200	23/02/2017 09:19	768	DIESEL - SERVICE STN	57.84	1.279	73.97
WYALKATCHEM WA		162500	24/02/2017 15:52	813	DIESEL - SERVICE STN	42.81	1.279	54.75
			28/02/2017 00:00	001400489102	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	215.20		284.92
Card: 7034320089961772		Rego: ROADPLN1	Driver: ROADPLANT					
			28/02/2017 00:00	001400489103	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	1.00		3.85
Card: 7034320089961780		Rego: ROADPLN2	Driver: ROADPLANT					
			28/02/2017 00:00	001400489104	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	1.00		3.85
Card: 7034320089961798		Rego: WM216	Driver: WM 216					
WYALKATCHEM WA		3755	14/02/2017 09:47	495	DIESEL - SERVICE STN	59.00	1.319	77.82
WYALKATCHEM WA		0	20/02/2017 14:49	679	UNLEADED - SERVICE STN	11.78	1.310	15.43
WYALKATCHEM WA		0	22/02/2017 07:40	733	DIESEL - SERVICE STN	45.57	1.319	60.10
			28/02/2017 00:00	001400489105	DIST CARD FEE	1.00	3.850	3.85
WYALKATCHEM WA		38454	28/02/2017 13:50	907	DIESEL - SERVICE STN	50.05	1.279	64.01
					Card Totals	167.40		221.21
Card: 7034320089961806		Rego: DOCTOR	Driver: DOCTOR					
WYALKATCHEM WA		0	03/02/2017 11:40	198	DIESEL - SERVICE STN	52.09	1.319	68.71
WYALKATCHEM WA		0	10/02/2017 11:23	398	DIESEL - SERVICE STN	48.31	1.319	63.72
WYALKATCHEM WA		0	14/02/2017 17:17	513	DIESEL - SERVICE STN	49.59	1.319	65.41
WYALKATCHEM WA		0	17/02/2017 11:51	600	DIESEL - SERVICE STN	46.82	1.319	61.75
WYALKATCHEM WA		0	21/02/2017 16:41	723	DIESEL - SERVICE STN	53.52	1.319	70.60
WYALKATCHEM WA		0	24/02/2017 12:37	799	DIESEL - SERVICE STN	44.89	1.279	57.41
			28/02/2017 00:00	001400489106	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	296.22		391.45
Card: 7034320089961814		Rego: 0WM	Driver: 000 WM					
WYALKATCHEM WA		23246	07/02/2017 11:42	309	UNLEADED - SERVICE STN	39.14	1.309	51.24
			28/02/2017 00:00	001400489107	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	40.14		55.09
Card: 7034320089961822		Rego: WM006	Driver: WM006					
WARWICK WA		0	05/02/2017 10:50	844	UNLEADED - SERVICE STN	47.00	1.299	61.05
WYALKATCHEM WA		0	15/02/2017 11:27	533	UNLEADED - SERVICE STN	50.60	1.309	66.24
WYALKATCHEM WA		0	27/02/2017 17:18	877	UNLEADED - SERVICE STN	34.43	1.299	44.72

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

**** TAX INVOICE ****

ABN: 29384905038
SHIRE OF WYALKATCHEM
PO BOX 224
WYALKATCHEM 6485

28/02/2017

PAGE: 2
SHIRW


Location	Order No	ODO	Date	Tax Invoice	Product	Quantity	Unit Price	Amount \$
			28/02/2017 00:00	001400489108	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	133.03		175.86
Card: 7034320089961830 Rego: WM21 Driver: WM 021 WYALKATCHEM WA 0 02/02/2017 09:50 168 UNLEADED - SERVICE STN 37.62 1.309 49.25 WYALKATCHEM WA 0 03/02/2017 14:02 204 UNLEADED - SERVICE STN 22.57 1.309 29.55 WYALKATCHEM WA 0 06/02/2017 09:59 278 DIESEL - SERVICE STN 61.19 1.319 80.71 WYALKATCHEM WA 0 13/02/2017 14:09 478 UNLEADED - SERVICE STN 23.72 1.309 31.04 WYALKATCHEM WA 0 15/02/2017 15:56 546 UNLEADED - SERVICE STN 23.36 1.310 30.59 WYALKATCHEM WA 21 17/02/2017 08:18 592 DIESEL - SERVICE STN 84.64 1.319 111.64 WYALKATCHEM WA 0 22/02/2017 15:59 748 UNLEADED - SERVICE STN 20.73 1.309 27.14 28/02/2017 00:00 001400489109 DIST CARD FEE 1.00 3.850 3.85 Card Totals 274.83 363.77								
Card: 7034320089961848 Rego: WM29 Driver: WM 029 28/02/2017 00:00 001400489110 DIST CARD FEE 1.00 3.850 3.85 Card Totals 1.00 3.85								
Card: 7034320089963968 Rego: WYLIEBUS Driver: WYLIEBUS 28/02/2017 00:00 001400489111 DIST CARD FEE 1.00 3.850 3.85 Card Totals 1.00 3.85								

GST Incl in Total 674.43

Invoices Total	UNLEADED - SERVICE STN	310.95	406.25
	DISTILLATE BULK	4,600.00	5,910.99
	DIESEL - SERVICE STN	809.87	1,062.95
	DIST CARD FEE	10.00	38.50
Total			7,418.69

Total excl. GST 6,744.26

8.3.1 LOCAL AND REGIONAL LIAISON – VISITOR SERVICES – PIONEERS PATHWAY

FILE REFERENCE:	14.9
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	13 April 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE:	All key indicators.

SUMMARY:

That Council resolve the following:

That:

1. Council continue participation in the Pioneers' Pathway tourism initiative by way of a formal Memorandum of Understanding for three (3) years (from 2017/18 to 2019/20 inclusive) with the following conditional contributions:
 - a. Allocating a financial contribution of \$1,500 per annum for operational costs, and;
 - b. Allocating \$2,000 per annum as a partial contribution towards the employment of an Executive Officer one (1) day per week dedicated to progressing and supporting the Pioneers' Pathway concept, development and other marketing and strategic initiatives;
 - c. Noting that: Financial and resource contributions will be subject to Council's annual budget approval process;
2. Council advises the Pioneers' Pathway committee that continued financial contributions or the extension of this local government's participation is subject to substantial progress being made on the following expected outcomes during the said term;
 - a. Redesign and replace all signage;
 - b. Development and distribution of a new Pioneers' Pathway booklet that

reflects the intent of the tourism trail;

- c. Updating and modernising the website and social media presence;
- d. Development of a trail app or development of content for inclusion in a “Wheatbelt” specific or collaborative ‘app’;
- e. Maintenance of the administrative tasks, marketing, infrastructure and any other duties necessary to maximise the trail profile;
- f. A minimum of half yearly reports to the participating local governments indicating the level of achievement attained against such goals;
- g. Pursuit of an integrated approach with other local government tourism and visitor initiatives such as Wheatbelt Way, so as to ensure the elimination of waste and maximising of economic benefit to each local government;

Appendix:

1. Pioneers Pathway Strategic Plan.

Comment:

The Pioneers’ Pathway is a self-drive route that traverses the Wheatbelt between Toodyay and Merredin. It follows the well-worn trail that early prospectors travelled to the Yilgarn, Coolgardie and Kalgoorlie Goldfields. It closely follows the Butterfly Dreaming Songline of the Ballardong people who have inhabited this region for many thousands of years and allows visitors to wander past the expansive farmland and nature reserves that neighbour Goomalling, Dowerin, Wyalkatchem, Trayning and Nungarin. The scheme has been running for more than ten years.

The Shire of Wyalkatchem contributes to this scheme, as well as the Wheatbelt Way which is operated by NEWROC and pivots a self-drive route from Merredin through the towns of Nungarin, Trayning, Wyalkatchem, Koorda, Bencubbin and Mukinbudin and districts. The Shire has contributed financially to both schemes for some years and while there have been measurable economic benefits from the NEWROC scheme, as well as a high degree of professionalism, Pioneers’ Pathway has not delivered measurable in recent years. It is fair to say the local government will require additional value from this scheme to justify continued membership.

It is Wyalkatchem’s perspective that further development of visitor schemes could see an expanded Wheatbelt Way as the self-drive route while Pioneers Pathway(s) could be a specific drive and walkways within each district taking visitors to historic sites. This would remove any duplication and strengthen both brands. There is little

doubt that the schemes should be integrated and complement each other in a visible way to remove confusion and maximise economic return.

To reflect regional solidarity, as well as provide some degree of certainty to allow for planning and delivery of outcomes, Council and staff agree that measured support for Pioneers Pathway is worthwhile. However, it is recommended that this be contingent on periodic review and demonstrated benefit to this community.

Consultation:

Full Council

Ms Tegan McCarthy, administration officer

Mrs Claire Trenorden, Senior Finance Officer

Pioneers Pathway membership

Statutory Environment:

No direct relevant statute; however, there are associated budget commitments and therefore the Local Government Act 1995 and regulations will apply.

Policy Implications:

There is no direct Council policy relevant to this item.

Financial Implications

A total of \$3,500 per annum would be directed to the scheme; this is a small investment of \$10,500 over three years; however, that amount could be equivalent to several community grants so it is incumbent on Council to expect and extract value for this expenditure.

Strategic Plan/Risk Implications

The marketing of visitor services has potential to improve the viability of local business and should be encouraged. This is a scheme with potential for economic benefit and has the potential to improve and increase regional co-operation and as such has merit.

Voting Requirement: Simple Majority

Council Decision Number: 3444

Moved: Cr Jones

Seconded: Cr Garner

That Council resolve the following:

That:

1. Council continue participation in the Pioneers' Pathway tourism initiative by way of a formal Memorandum of Understanding for three (3) years (from 2017/18 to 2019/20 inclusive) with the following conditional contributions:
 - a. Allocating a financial contribution of \$1,500 per annum for operational costs, and;
 - b. Allocating \$2,000 per annum as a partial contribution towards the employment of an Executive Officer one (1) day per week dedicated to progressing and supporting the Pioneers' Pathway concept, development and other marketing and strategic initiatives;
 - c. Noting that: Financial and resource contributions will be subject to Council's annual budget approval process;
2. Council advises the Pioneers' Pathway committee that continued financial contributions or the extension of this local government's participation is subject to substantial progress being made on the following expected outcomes during the said term;
 - a. Redesign and replace all signage;
 - b. Development and distribution of a new Pioneers' Pathway booklet that reflects the intent of the tourism trail;
 - c. Updating and modernising the website and social media presence;
 - d. Development of a trail app or development of content for inclusion in a "Wheatbelt" specific or collaborative 'app';

- e. Maintenance of the administrative tasks, marketing, infrastructure and any other duties necessary to maximise the trail profile;
- f. A minimum of half yearly reports to the participating local governments indicating the level of achievement attained against such goals;
- g. Pursuit of an integrated approach with other local government tourism and visitor initiatives such as Wheatbelt Way, so as to ensure the elimination of waste and maximising of economic benefit to each local government;

Vote: 7/0



PIONEERS' PATHWAY

Action Plan

March 2017 to June 2017

Objective

To provide a ribbon of economic development into the heart of regional Western Australia.

Committee Recommendation

Continue for a minimum of three years' contingent to all seven participating Council committing to the annual financial contribution of \$3,500 (\$1,500 for product development and maintenance and \$2,000 for a part-time executive officer). Such commitment is to be confirmed by the 31 March 2017.

In the case that one or more Councils does not agree with the recommendation and wants to opt out of the initiative that the committee disband and funds are to be distributed in proportion to the Council's contributions.

Assessment of the Wayfound Review

The Pioneers Pathway committee have faith in the economic benefit for the region, having invested in the feasibility review by Wayfound.

The committee agrees with the Wayfound recommendation that investment is required to the product to see economic benefit to the region, however is aware of the budgetary restraints of local governments and the value of the investment. The committee have prioritised the following recommendations for investment:

Priority One

Employ and executive officer (1 day/week) to project manage the Pioneers Pathway initiative.

Priority Two

Research and collate information to create more comprehensive, relevant and attractive information for the target theme and market.

Priority Three

Develop a new Pioneers Pathway website to contain up to date and relevant content and to be managed by the executive officer.

Priority Four

Update signage to include interactive and interpretive information.

Priority Five

Update the Pioneer Pathway brochure.

The committee will drive the review of the Strategic Plan and development of a Marketing Strategy. The review of the strategic plan will take into consideration:

- continuity of Councils partnership and financial contribution
- access to external funding for re-development of the Pioneers Pathway
- viability of the product
- new technology

Upon review, the Strategic Plan will be presented to Councils for consideration, outlining strategies to develop and promote the Pioneers Pathway product, funding revenues, costing and timelines over a five year period.

Action Plan


	ACTION	COST (Ex. GST)	TIMEFRAME	STATUS
1	Contract an external consultant (Wayfound) to review the feasibility of the Pioneers Pathway (PP) product, its value to the region and recommendations to proceed	\$ 7,950.00	December 16	Complete
2	Obtain commitment from all seven participating Councils for annual financial support of the development and maintenance of the PP product for a minimum of three years	\$ 3,500.00	31 March 17	
3	Create a Memorandum of Understanding (MOU) between contributing Councils	\$ 400.00	April 17	
4	Create a position description for Executive Officer (EO) in readiness for recruitment and commencement July 1, 2017	\$ 900.00	May 17	
5	Review of Strategic Plan and development of Marketing Strategy considering review conducted by Wayfound	\$ 200.00	July–Sept 17	
6	Develop reporting framework for EO to collate statistics and present data to Councils	\$ 400.00	Sept 2017	

3-4 Council that manages the administration can recoup costs by invoicing Pioneers Pathway. Any work undertaken by the committee is in-kind

5-6 will be included in duties and responsibilities of the EO in conjunction with committees in-kind as required.

8.4 MONTHLY OFFICER REPORTS

8.4.1 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL – CHIEF EXECUTIVE OFFICER – MARCH 2017

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	12 April 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	All key indicators

SUMMARY:

That Council resolve the following:

1. Accept the Chief Executive Officer's Report for March 2017 as presented.

Appendix:

1. Project status summary.

Purpose of this report

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

Our Purpose

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

Summary of Key Performance Indicators of the Chief Executive Officer:

- **Deliver budget commitments on time and on budget.** In leading a team, deliver capital and operational budget commitments within financial year and within budget;
- **Comply with Intergrated Planning and Reporting requirements** by the June 2017 ordinary meeting of council and publish any relevant document to the community;
- **Progress key strategic projects;**
- **Meet all compliance requirements of the Shire;**
- **Meet operational requirements of the community and Council.**

Comment:

There were 22 business days in March and one public holiday (6 March, Labour Day).

The CEO took annual leave 13 March to 7 April inclusive. Mrs Claire Trenorden was approved by Council to act as Chief Executive Officer for this period.

Unplanned leave in March totalled two days (two persons), comprising NIL days in Administration and two days (two persons) in Works. This compares with one day unplanned leave in February 2017 and 14.5 days in March 2016. In all cases of unplanned leave, the Shire follows due process with support for all employees within the law and Council policy.

Council met in forum 9 March to agree on the 2017/18 budget timeline; in addition, there was discussion of elected member training, March; councillor committee representation; participation in Pioneer Pathways; the review of Council's Disability Access and Inclusion Plan; community surveys; staff arrangements; various operational matters.

The ordinary meeting of Council was held 16 March 2017 to:

- Receive statutory reports (eg. financial reporting as required by regulation); monthly officer reports and project updates;
- Make decisions about: land use and planning (lots 11669 and 11670 Korrelocking); Compliance Audit Return for 2016; development agreement with CEACA (Central East Aged Care Alliance) and Wyalkatchem Senior

Citizens Homes Trust Inc. (WSCHTI), for the construction of four independent living units; review of Council committee representation; Chief Executive Officer's Performance Appraisal; community grant applications from Wyalkatchem Golf Club, Wyalkatchem Men's Shed, Wyalkatchem Senior Leisure Group and Wyalkatchem Hockey Club.

The CEO represented the Shire of Wyalkatchem 2 and 3 March Finance Conference, Local Government Professionals Australia, Perth; the CEO is a committee member of the conference organising committee; 8 March with staff and councillors, 'In A Better Place' forums, Wyalkatchem, to discuss community issues and collate the opinions of attendees – both sessions were very successful and will contribute greatly to community planning – there were 55 persons plus staff, councillors and presenters in attendance; 8 March Wyalkatchem hosted a number of councils and the Disability Services Commission to review the National Disability Insurance Scheme; 9 March with Cr Davies at Trayning, NEWROC Council; (Mrs C Trenorden as CEO); 14 March, Kellerberrin, councillor training with Cr Gawley, Understanding Financial Reports and Budgets; 15 March, Kellerberrin, councillor training, with the full Council, Infrastructure Asset Management – all reporting that these were excellent sessions and a worthwhile investment in time; 28 March at Trayning, NEWROC Executive meeting.

CEO meetings included 1 March CEACA site visit with project town planner; 8 March with Cr Davies and representatives of WSCHTI, to meet the new CEACA Chair.

Management work in March included various matters related to staff, facilities and community relations, regular operational work and meetings with staff. (Mrs Trenorden): the interim audit was completed 20 March to 23 March which went well with good feedback from the auditor; Access Housing (CEACA) proposed new concept drawings for the next round of units; the Community Survey was launched and submissions will feed into the budget process and community planning – as of 31 March just 35 surveys were completed – this is one third the number completed in 2014; a new Environmental Health Officer is to be engaged by NEWHealth (NEWROC) and it's likely he will reside in Wyalkatchem; consultant RPS has provided a concept for Pioneer Park which will be reviewed by Council in April.

Strategic work in March included regional issues; CEACA (Central East Aged Care Alliance); commencement of the 2017 Community Survey. Most major projects as approved in the 2016/17 Shire of Wyalkatchem budget are underway. Please refer attachment 1 for a summary report.

Council commitments in April include:

- 6 April Council workshop;
- 10 April McCabe resumes from annual leave;
- 12 April Council takes delivery of new front end loader;
- 20 April ordinary meeting of Council;
- 25 April ANZAC Day;
- 27 April WALGA zone meeting Kellerberrin;
- Sunday 30 April opening of the Dowerin Heritage Rail project;
- Implementation of budget; preparation of Corporate Business Plan and other documents.

Consultation:

Community, Staff and Council

Statutory Environment:

There is no direct statutory environment relevant to this issue.

Policy Implications:

There is no direct Council Policy relative to this report.

Financial Implications

There is no direct financial implication relative to this item.

Strategic Plan/Risk Implications

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

Voting Requirements Simple Majority

Council Decision Number: 3445

Moved: Cr Holdsworth **Seconded:** Cr Butt


That Council resolve the following:

- 1. Accept the Chief Executive Officer's Report for March 2017 as presented.**

Vote: 7/0

Major Projects and Budget Initiatives (updated for February 2017 budget review)							
Start Date	End Date	Work Days	% Complete	Project	Budgeted Value	Actual Value	Notes
4/10/2016	17/03/2017	119	82.4%	Front End Loader	\$318,182		Delivery 12 April
3/10/2016	31/05/2017	173	Complete	Streetscape stage 1 (select contractor, consultation)	\$20,000		RPS selected; Pioneer Pk review requested.
29/09/2016	31/10/2016	23	Complete	Solar panels for admin' and medical centre, stage 1 (select contractors and system).	\$25,000	\$21,422	
1/07/2016	30/06/2017	261		Shire office general works	\$30,482		Paving complete; quotes for hot water system requested; window fitting and other works yet to start.
1/07/2016	30/06/2017	261		Council Chambers	\$25,000		Quotes organised; awaiting minor works to commence, prior to blinds, paint, carpet.
1/07/2016	30/11/2016	109	Complete	Bush Fire Shed	\$17,420	\$13,159	Concrete drive 17/18
1/07/2016	30/06/2017	261		Medical Centre minor works	\$5,000		Painting complete; generator modification to commence.
1/07/2016	30/06/2017	261	Complete	Aged Friendly Community	\$5,000		Forum 8 March 2017; budget reduced due to rain event Jan 2017
1/07/2016	30/06/2017	261		Netball Shelter	\$5,000		Quotes obtained for shelter; other works yet to be scoped.
1/07/2016	30/06/2017	261		Shire housing - capital works and maintenance	\$42,780		Minor works still to be completed.
1/07/2016	30/06/2017	261		Town Hall capital works	\$5,000		
1/07/2016	30/06/2017	261		Recreation Centre - capital works, maintenance, paving	\$15,000		Paving, windows, flyscreens.
1/07/2016	30/06/2017	261		Pioneer Park reticulation and other works	\$12,900		Awaiting Western Power to connect power.
1/07/2016	30/06/2017	261	Complete	Admin Park playground retic and shadesail	\$8,162		
1/07/2016	30/06/2017	261		Solar lighting Railway Tce / Grace St	\$0		Cancelled due to rain event Jan 2017
1/07/2016	30/06/2017	261	Complete	Aerodrome works	\$10,000		Public notice for survey submissions February 2017.
1/07/2016	30/06/2017	261	Complete	Railway Stn.	\$14,460	\$14,000	Paint, walls, ceiling
1/07/2016	30/06/2017	261	Complete	Railway Barracks	\$6,000		March 2017: abolutions, repointing, walls.
1/07/2016	30/06/2017	261		IT Development	\$0		Cancelled due to rain event Jan 2017
1/07/2016	30/06/2017	261		Cemetery Bins	\$0		Deferred to 2017/18
1/07/2016	31/10/2016	87	Complete	Tennis Club works (child care prep and maintenance)	\$22,500	\$23,000	Minor signage required (signage budget).
1/07/2016	30/06/2017	261		Natural Resource Management	\$13,000		\$7,455 gravel pit rehabilitation
				Two way radio	\$0		Not required at this time.
				Amazing Race	\$0		Cancelled due to rain event Jan 2017
1/07/2016	30/06/2017	261	Complete	Wylie Fair	\$16,000	\$15,861	Event 8 April
1/07/2016	30/06/2017	261		Community well-being	\$25,000		
				Arts and Culture - photo and art exhibit April 2017	\$0		Cancelled due to rain event Jan 2017
1/07/2016	30/06/2017	261		Heritage	\$15,000		
1/07/2016	30/06/2017	261	Complete	Waterwise Council			Awaiting advice from WaterCorp
1/07/2016	30/06/2017	261	Complete	Active Smart			This programme ends in December 2016; the Shire will examine how the Active Smart concept can be adapted for Wyalkatchem's community health initiative.

8.4.2 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL –
WORKS MANAGER – March 2017

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Craig Harris Manager of Works
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	10 April 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1 – Healthy, strong and connected communities. 2– A prosperous and dynamic district. 4 – An effective voice. 6 – Well utilised and effectively managed facilities and assets.

SUMMARY:

That Council resolve the following:

1. Accept the Works Manager's Report for the month of March 2017 as presented.

Comment:

Road Maintenance and Projects:

Stabilisation of the shoulders on the Tammin-Wylie Road was undertaken on 15 and 16 March. The following roads were sealed on the 23 and 24 March:

		SLK		Length (m)	Width (m)	Area (m2)
Road Name	Work Proposed	Start	End	Length (m)	Seal Width (m)	Seal Area (m2)
Tammin - Wyalkatchem	2 Coat Primerseal (14/7)	19600	21830	2,230	4.20	9,366
Elsegood	2 Coat S35E PMB (14/7)	1650	2780	1,130	3.60	4,068
Wallambin	2 Coat S35E PMB (14/7)	9630	10130	500	4.90	2,450

A 500 meter section of Lewis road which had a failed sealed surface was stabilised with cement on 30 March. Maintenance grading has been undertaken on Wallambin Rd from McNee Rd to Koorda Rd. Repairs have been completed on Korrelocking North Rd.

Tammin-Wylie Rd - 15 March



Tammin-Wylie Rd – March 24





Upcoming works:

Culvert installations on Cunderdin-Wyalkatchem Road are scheduled to begin on 19 April and are expected to take approximately two weeks.

Contractors will begin undertaking flood damage restoration works around the Yorkrakine area.

Gravel Pits

Gravel agreements are being negotiated with:

1. Trent Tyler – Davies Rd Pit.
2. Graham Dickson – Benjaberring-Amery Rd Pit & Benjaberring-Hindmarsh Pit.
3. Marcus Riley – Martin Rd Pit.
4. Darryl Stratford – Bookham Rd Pit.
5. Tom McCormick – Rifle Range Rd Pit.
6. Wayne Metcalfe – Davies South Rd (West Side) (New Pit).

An application to use land located East of the Golf Club for the purpose of gravel extraction has been submitted to the Department of Lands.

Safety:

A monthly safety meeting will now be held for outside staff. Initially, these meetings will be held weekly or fortnightly as required until a routine and systems are established.

Town Maintenance Program:

Spraying for weeds has continued throughout town areas.

Plant and Equipment:

The new Loader will be delivered to Wyalkatchem on Wednesday 12 April. The Shire of Wyalkatchem is the first local government in Western Australia to purchase the Liebherr unit which is built in Austria and is fitted with a Swiss motor. This is a key piece of equipment for the Shire and a major investment; a significant amount of time was taken to make the purchase decision and maximise the benefits for operator safety, performance and operating costs.

Policy Implications:

There is no Council Policy relative to this report.

Voting Requirements

Simple Majority

Council Decision Number: 3446

Moved: Cr Butt


Seconded: Cr Jones

That Council resolve the following:

- 1. Accept the Work's Manager Report for the month of March 2017 as presented.**

Vote: 7/0

8.4.3 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL – GOVERNANCE AND EMERGENCY – MARCH 2017

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Ella McDonald Administration Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	31 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1 – Healthy, strong and connected communities. 2 – A prosperous and dynamic district. 4 – An effective voice. 5 – A well-managed and effective Council organisation. 6 – Well utilized and effectively managed facilities and assets

SUMMARY:

That Council resolve the following:

- 1. Accept the Governance and Emergency Report for the month of March 2017 as presented**

Appendix

There is no attachment to this report.

Emergency Services

The District Operations Advisory Committee meeting was held on the 14 March in Northam, which was attended by representatives from several different Shires, Department of Fire and Emergency Services (DFES) and Department of Parks and Wildlife (DPaW). DFES representative Justin Corrigan gave a talk on having a Midlands Volunteer Forum (provisional date 7 October 2017) in which information would be discussed regarding what the change in government would mean for our Volunteers; training in regards to DFES operations; air intelligence and communications. An expression of interest will be sent to the Shire for forwarding to brigades. Graeme Keals from DPaW reported there had only been two thirds the number of fires compared to the same time last year (as at 14 March) so it has been a fairly quiet year for bush fires – the general consensus from the Shires (including Wyalkatchem) was the same.

We are continuing the process of ensuring our volunteer fire fighters have all applied for, or have been issued with, their identification cards. The equipment on the bush fire brigade light tankers is currently being upgraded; DFES have supplied loan vehicles to us while this is taking place.

Our new Police Sergeant Mrs Tracey Print commenced her role in Wyalkatchem mid-March and seems to have settled in nicely and has already having met many of the locals, particularly in town. Sergeant Print and Senior Constable Glen Stoddart continue to ensure the safety and security of the community.

A letter was sent to Simon Burke, the director of the Northam regional office of St John Ambulance, thanking our volunteers for their continued efforts. This was requested by a member of the Local Emergency Management Committee (LEMC) in February and completed in early March.

Health and Safety

Chris Gilmour, Regional Risk Coordinator with shire insurer LGIS, met with town works staff in mid-March to discuss options for personal protection equipment (PPE) to improve the workplace safety. Equipment such as helmets/masks/earmuffs for use when operating a chainsaw will be quoted and ordered.

Governance

As of the 22 March, we are out of the restricted burning period and burning permits are no longer required. A total of 37 permits were issued during the month of March.

Jodie Taylor from WA Contract Ranger Services will now be making fortnightly visits to Wyalkatchem. The shire will be encouraging people to ensure their dogs and cats are registered correctly.

I have been conducting a legislative compliance review, using the *Local Government Act 1995* and subsidiary legislation as referencing points for the review.

Consultation:

Jodie Taylor	WA Contract Ranger Services
Chris Gilmour	LGIS
Graeme Keals	Department of Parks and Wildlife
Justin Corrigan	Department of Fire and Emergency Services

Statutory Environment:

Local Government Act 1995
Local Government (Administration) Regulations 1996
Occupational Safety and Health Act 1954
Bush Fire Act 1954
Bush Fire Regulations 1954

Policy Implications:

There is no Council Policy relative to this report.

Financial Implications

There are no financial implications relative to this item

Strategic Plan/Risk Implications

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

Voting Requirements Simple Majority

Council Decision Number: 3447

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

That Council resolve the following:

- 1. Accept the Governance and Emergency Report for the month of March 2017**

Vote: 7/0

Ella McDonald left the room at 4.00pm

8.4.4 GOVERNANCE – REPORTING - PRINCIPAL ENVIRONMENTAL HEALTH OFFICER REPORT – MARCH 2017

FILE REFERENCE:	13.05.01
AUTHOR'S NAME AND POSITION:	Llew Withers Principal Environmental Health Officer
AUTHOR'S SIGNATURE:	N/A
NAME OF APPLICANT/RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORT WRITTEN:	12 April 2014
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE:	1.1.2 Promote regional health solutions; 2.6 Effective enforcement of local laws and regulation; 5.2 A customer focussed organisation.

SUMMARY:

That Council resolves the following:

- 1. Accept the Principal Environmental Health Officer Report for March 2017 as presented.**

Appendix/Appendices: There is no attachment to this report

Comment

The following issues were addressed on 8 / 9 and 23 March:

Food Premises and Public Buildings

Wyalkatchem Gourmet Meats (Advice prepared for owner)

Wylie Sweet Treats (preparation of Food Licence)

Food Premises Register being upgraded by Administration Staff.

Food recalls

The Department of Health (WA) reported that a fish cake product with the presence of an undeclared allergen (egg) was required to be recalled. This product is not sold in the Shire of Wyalkatchem.

Department of Health Environmental Health Survey

The Department of Health (WA) has circulated an extensive survey of country shires to determine the level of environmental health compliance across rural areas. When completed, the information will be assessed and provided to assist local government with environmental health planning. The survey has been submitted to the Department of Health.

Mosquito Control

Requested levee banks of water catchment ponds to have vegetation removed to prevent mosquito breeding. This is underway.

Sale of Property Inspections

53 Gamble Street. (viewed yard)
Lot 106 Railway Terrace

DAIP (Disability Access and Inclusion Plan) Seminar

Attended a National Disability Insurance Scheme seminar hoisted by Wyalkatchem which also referenced requirements for DAIP.

.

Consultation

Mrs E McDonald, Shire Administration Officer

Statutory Environment:

Health Act 2016
Health (Public Buildings) Regulations 1992
Health (Aquatic Facilities) Regulations
Food Act 2008
Building Act 2011 and Building Regulations 2012

Policy Implications:

Nil

Voting Requirements: Simple Majority

Council Decision Number: 3448

Moved: Cr Jones


Seconded: Cr Gamble

That Council resolves the following:

1. **Accept the Principal Environmental Health Officer Report for March 2017 as presented.**

Vote: 7/0

8.4.5 GOVERNANCE – REPORTING – OFFICER REPORTS TO COUNCIL –
COMMUNITY AND ECONOMIC DEVELOPMENT OFFICER– March 2017

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Tegan McCarthy Administrative Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	31 March 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1 – Healthy, strong and connected communities. 2– A prosperous and dynamic district. 4 – An effective voice. 6 – Well utilised and effectively managed facilities and assets.

SUMMARY:

That Council resolve the following:

- 1. Accept the Community and Economic Development Officer's Report for the month of March 2017 as presented.**

Appendix: NIL

Comment:

Ray Ryder and band performed for the community 17 February at the Wyalkatchem Hotel. We had roughly 30 to 40 people attend the free family event sponsored by the Shire of Wyalkatchem and the feedback received was all positive and many people wanting to attend more live music. After the success and popularity of Ray Ryder it was great to see around 50 people all out in beer garden enjoying the variety of music on show by the WAMI (West Australian Music Institute) acts Bryce Hudson, Mhindel, and The Eastern Line. All the feedback was positive and more people wanting to attend more live music events in Wyalkatchem.

On 8 March, the Shire held the two session 'In A Better Place' forum (A Forum For All Ages). The daytime forum held at the Recreation Centre had 38 attendees and

the evening forum in Council Chambers had 20 people attend. Everyone who attended provided a range of priorities to all the focus areas discussed at the forum. The same day, Wyalkatchem hosted the NDIS (National Disability Insurance Scheme) meeting held in the Shire of Wyalkatchem Chambers, which I attended. I found the meeting helpful in regards to having to report on the DAIP (Disability Access and Inclusion Plans).

March 22 was our Bike Week event held outside the Bushel. We had a blender bike setup under a gazebo. Unfortunately we didn't have a very big turn out with only nine smoothies made from 8am till 4pm. Some kids asked parents if they could come back after school the next day and were very disappointed that it was only for one day. I travelled to Joondalup on the Tuesday and Thursday to pick up and drop off the blender bike that was hired.

We have updated three of our honour boards with Trophy Specialist. All the 2017 Citizen of the year and event/group of the year awards have been updated as well as the Christmas lights awards for 2016.

All preparation for the Fair is done and hopefully all will go to plan for a great day out for everyone.

Consultation:

Rachel Nightingale	Administration Officer
Lynsey Gawley	CRC Coordinator
Nigel Bird	WAM Regional officer
Laura Nicol	Trophy Specialists
Megan Cromarty	Department of health, Joondalup

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: 3449

Moved: Cr Gawley **Seconded:** Cr Holdsworth

That Council resolve the following:

- 1. Accept the Community and Economic Development Officer's report for March 2017 as presented**

Vote: 7/0

- 9. Motions of which previous notice has been given**
- 10. Questions by members of which due notice has been given**
- 11. New business of an urgent nature introduced by the presiding person**
- 12. Matters for which the meeting may be closed**
- 13. Closure of Meeting: 4.06pm**