



# AGENDA

## ORDINARY COUNCIL MEETING



**20 JUNE 2019**

Commencing at 3.30pm in the  
Shire of Wyalkatchem Council Chambers  
27 Flint Street, Wyalkatchem

## NOTICE OF COUNCIL MEETING

The next Ordinary Meeting of the Wyalkatchem Shire Council will be held on Thursday 20 June 2019 in the Council Chambers, 27 Flint Street Wyalkatchem, commencing at 3.30pm.

An Agenda for this meeting will be made available from the Shire Administration Office and on our website [www.wyalkatchem.wa.gov.au](http://www.wyalkatchem.wa.gov.au)

## ORDER OF EVENTS Thursday, 20 June 2019

<b>2.30pm</b>	<b>Council Workshop</b>
<b>2:30pm</b>	<b>Community Strategic Plan Workshop</b>
<b>3:20pm</b>	<b>Refreshments</b>
<b>3.30pm</b>	<b>Ordinary Council Meeting</b>

I have reviewed this agenda and aware of all recommendations made to Council and support each as presented.



**Taryn Dayman**

**CHIEF EXECUTIVE OFFICER**

## DISCLAIMER

*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.*

## **DISCLOSURE OF INTEREST**

Councillors and staff are reminded of the requirements of section 5.65 of the *Local Government Act 1995*, to disclose any interest or perceived interest in any matter to be discussed during a meeting, and also the requirement to disclose any item affecting impartiality.

### Financial Interest:

Under section 5.60A of the *Local Government Act 1995*, a person is said to have a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the Local Government in a particular way, result in a financial gain, loss, benefit or detriment for the person.

### Proximity Interest:

Under section 5.60B of the *Local Government Act 1995*, a person is said to have a proximity interest in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development of land that adjoins the person's land.

### Impartiality Interest:

To maintain transparency, it is important to disclose all interests, including impartiality interests which include interests arising from kinship, friendship and membership of associations. If it is possible that your vote on a matter may be perceived as impartial, you should disclose your interest.

### Disclosing an Interest:

Disclosures must be made, in writing, to the Chief Executive Officer prior to the meeting at which the matter in which you have an interest is to be discussed.

If you disclose a Financial or Proximity Interest, you must leave the room while the matter is discussed and voted on. Only after a decision has been reached may you return to the meeting, at which time the Presiding Person will inform you of Council's decision on the matter.

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**1. DECLARATION OF OPENING**

**2. PUBLIC QUESTION TIME**

- 2.1. Response to Public Questions Previously Taken on Notice**
- 2.2. Declaration of Public Question Time opened**
- 2.3. Declaration of Public Question Time closed**

**3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE**

- 3.1. Attendance**
- 3.2. Apologies**
- 3.3. Approved Leave of Absence**
- 3.4. Applications for Leave of Absence**

**4. OBITUARIES**

**5. PETITIONS, DEPUTATIONS, PRESENTATIONS**

- 5.1. Petitions**
- 5.2. Deputations**
- 5.3. Presentations**

**6. DECLARATIONS OF INTEREST**

- 6.1. Financial and Proximity Interest**
- 6.2. Impartiality Interests**

**7. CONFIRMATION AND RECEIPT OF MINUTES**

**7.1. Confirmation of Minutes**

**7.1.1. Ordinary Meeting of Council – 16 May 2019**

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 16 May 2019 ([Attachment 7.1.1](#)).

**OFFICER RECOMMENDATION:**

*That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 16 May 2019 (Attachment 7.1.1) be confirmed as a true and correct record.*

**7.2. Receipt of Minutes**

**7.2.1. NEWROC Council Minutes – 28 May 2019**

Minutes of the NEWROC Executive Meeting held on Tuesday 28 May 2019 ([Attachment 7.2.1](#)).

**OFFICER RECOMMENDATION:**

*That the minutes of the NEWROC Executive Meeting of Tuesday 28 May 2019 (Attachment 7.2.1) be received by Council.*

**8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

**9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

## 10. REPORTS

### 10.1. CORPORATE AND COMMUNITY SERVICES

#### 10.1.1. FINANCIAL MANAGEMENT – PAYMENT LISTINGS – MAY 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 June 2019
Reporting Officer:	Paul Godfrey – Acting Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	<a href="#">Attachment 10.1.1.1 Payment Listing – May 2019</a> <a href="#">Attachment 10.1.1.2 Fuel Card Statement – April 2019</a>

#### 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).

#### 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 Manager Corporate Services, the Administration Officers and the Manager of Works. 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 May 2019	\$444,776
Total Payments May 2018	\$512,987
Variance \$	-\$68,211
Variance %	-13%
Percentage paid by EFT May 2019	100%
Percentage paid by cheque May 2019	0%

Percentage of Wyalkatchem based suppliers May 2019 (excluding wages, bank fees, loan payments and utilities providers) 2.3%

Percentage of suppliers used where no Wyalkatchem based option is available May 2019 91%

Dollar value spent with Wyalkatchem based suppliers May 2019  
\$10,664

#### Trust Account – Working

No transactions

#### **Reserve Account**

No transactions

#### **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**

Policy Number 2.1 – Purchasing Policy.

#### **FINANCIAL IMPLICATIONS**

Payments of accounts payable as per the attached transaction statements to the value of \$444,775.66 for May 2019.

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

##### **Objective: A well-managed and effective Council organisation**

Outcome No.	Outcome	Action No.	Actions
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

##### **Objective: Well utilised and effectively managed facilities and assets**

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets
		6.1.3	Implement Council's capital works programme

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council receive the Payment Listing for the month of May 2019, as provided for in attachment 10.1.1.1.*

#### **10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – APRIL 2019**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 June 2019
Reporting Officer:	Paul Godfrey, Acting Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	<a href="#">Attachment 10.1.2 Credit Card Statement – April 2019</a>

#### **SUMMARY**

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 29 March 2019 to 29 April 2019.

#### **BACKGROUND**

This information is provided to Council on a monthly basis in accordance with the provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

Council is presented with the monthly accounts for payment at each Council meeting, providing information of payments made for the reporting period (note attachment 10.1.1.1). This report includes the monthly payment of the credit card debit to the National Australia Bank.

#### **COMMENT**

Accountability in local government can be multifaceted, as council seek to achieve diverse social, political and financial goals for the community benefit. The accountability principles of local government are based on strong financial probity, financial propriety, adherence to conflict of interest principals and expectations that the local government is fully accountable for community resources.

This report provides Council with detailed information of purchases paid using the Shire of Wyalkatchem Corporate Credit Cards.

A monthly review of credit card use is independently assessed by the Manager Corporate Services, to confirm that all expenditure has been occurred, is for the Shire of Wyalkatchem and has been made in accordance with Council policy, procedures and the Local Government Act 1995 and associated regulations. The review by the Manager Corporate Services also ensures that misuse of any corporate credit card can be readily detected.

This review has been conducted and no issues are evident and all areas of compliance have been met.

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995, Part 6 – Financial Management s.6.4*

*Local Government (Financial Management) Regulations 1996, R34*

### **POLICY IMPLICATIONS**

Policy Number 2.1 – Purchasing Policy.  
Policy Number 2.3 – Credit Card Policy.

### **FINANCIAL IMPLICATIONS**

Financial implications and performance to budget are reported to Council on a monthly basis. In this regard, expenditure must be in accordance with the 2018/2019 Annual Budget.

### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

#### **Objective: A well-managed and effective Council organisation**

<b>Outcome No.</b>	<b>Outcome</b>	<b>Action No.</b>	<b>Actions</b>
5.1	A well-governed, efficient and responsive organisation	5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

*That Council in accordance with attachment 10.1.2 endorse credit card payments made for the period 29 March 2019 to 29 April 2019 totalling \$668.80.*

### 10.1.3. FINANCIAL MANAGEMENT – MONTHLY FINANCIAL REPORT – MAY 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 June 2019
Reporting Officer:	Paul Godfrey – Acting Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	<a href="#">Attachment 10.1.3 – Monthly Financial Report</a>

#### 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 the Council.

#### 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

##### May 2019 Financial Statements

- Yearly operating revenue is \$2,484,945 inclusive of net rate income of \$1,248,181 (net of prepaid rates and discounts) – 97% of Budget;
- Yearly operating expenditure is \$3,203,378 – 77% of Budget;
- Yearly capital expenditure is \$1,072,568 – 84% of Budget;
- Yearly capital revenue is \$1,319,949 – 96% of Budget;
- Net current assets as at 30 April 2019 are \$947,278

##### Operating Revenue

**Rates:** Revenue of \$1,454,232 has been raised during the rate run for 2018/19. The total Rate Run is broken down between Rates \$1,301,824, Rubbish \$96,390, Health Levy \$15,120 and ESL Levy \$40,898. To date income received is \$1,383,456 and discounts applied equate to \$18,636. Approximately 95% of Rates have been collected to date, with \$25,434 outstanding.

##### Capital Expenditure

Land and Buildings	\$91,320	The Depot, Recreation Centre, Shire Office, Lady Novar, Railway Station and Railway Barracks capital works are underway as of May 2019. 1 Slocum St capital works have been completed.
Plant and Equipment	\$298,983	The Toro mower, Doctors vehicle and Works Manager vehicle changeovers have been completed. The roller and new cylinder mower have been purchased.
Roads	\$514,932	Cunderdin/Wyalkatchem Rd SLK 2.00-4.85 is in progress as of February 2019. Lewis East Rd,

Parks & Gardens	\$8,745	Goldfields Rd and Cunderdin/Wyalkatchem Rd SLK 4.85-7.85 have been completed. The Recreation Centre oval works have been completed.
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**Net Assets:** Net Current Assets as at 31 May 2019 amount to \$947,278. This in the majority comprises of Cash Unrestricted – Municipal Funds (\$780,397).

#### **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 are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

#### **Objective: A well-managed and effective Council organisation**

Outcome No.	Outcome	Action No.	Actions
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

#### **Objective: Well utilised and effectively managed facilities and assets**

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets
		6.1.3	Implement Council's capital works programme

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council, in accordance with Attachment 10.1.3, receive the Statement of Financial Activity for the period ended 31 May 2019.*

## 10.2. GOVERNANCE AND COMPLIANCE

### 10.2.1. OFFICERS REPORT – CHIEF EXECUTIVE OFFICER – MAY 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 June 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

#### SUMMARY

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.

#### COMMENT

In the month of May 2019 the CEO has attended the following meetings and events.

- LEMC
- Friends of the Cemetery
- Rotary / Men Sheds – WA Men’s Health and Wellbeing Policy Launch
- Council Workshop
- IT Vision – Project Briefing meetings
- Melissa Spark – WAPHA – General Practice Discussions
- CBH – Housing development
- Council Meeting
- Caroline Robinson – NEWROC Executive
- NEWROC Executive Meeting
- Duncan Ord, the Director General for Local Government Sport and Cultural Industries

The CEO commitments in June include;

- CEACA
- IT Vision – Project Briefing meetings
- Tennis Relocation meeting
- Bindoon Mobile recovery Campaign Inc.
- Property Inspections
- Wheatbelt Business Network – Caroline Robinson
- Kylie Helgesen (REED), Caroline Robinson (WBN), John Nuttall (Shire of Mt Marshall – Provision of Child Care Services)
- Crisp Wireless
- Council Workshop
- Council Meeting
- NEWROC Council Meeting

### SynergySoft

The Manager Corporate Services and the CEO have had weekly project briefing meetings with IT Vision project team. SynergySoft has been installed and extracted data installed, currently being reviewed and tested. Training has commenced, with IT Vision conducting onsite training on in May. Further training is scheduled for June and July. Currently on track for Go-live 1 July 2019.

The Shire's new server has been installed and includes the SQL server required for Altus ECM, being the shire's new Electronic Records Management system. Training is scheduled for the end of June, with all administration staff receiving training on the new system, as well as training of Records Management. It is anticipated that the Shire will Go-Live with Altus ECM shortly after training.

Council's Records Keeping Plan is currently being updated to reflect the change in record keeping practices and will need endorsed by August 2019 to be compliant with the State Record Keeping Act 2000.

### Childcare Services

The shire has recently undertaken a survey to assess the community needs for the provision of child care services in Wyalkatchem. The survey indicated that there is a need for the provision of child care services at some level.

The Chief Executive Officer has had ongoing discussions with Caroline Robinson in regards to options that maybe available for Wyalkatchem, including suitable providers. Recent discussions have expanded to investigate possible solutions from a regional level, focusing on communities within NEWROC.

The CEO attended a meeting involving Caroline Robinson (NEWROC EO), John Nuttall – CEO Shire of Mt Marshal and Kylie Kelgesen, General Manager of Northam Regional Early Education and Development Incorporation (REED) to discuss possible structures that maybe suitable to the region.

REED is creating a new cluster model of management to provide services across the Wheatbelt, working to reduce the burden on local committees and Shires to provide these vital community services by establishing a framework for a sustainable regional early childhood education and care services.

In the past, provision of sustainable Childcare services has been identified as a strategic priority for NEWROC. REED's structure appears to be in keeping with NEWROC's direction and it was agreed to continue with discussions and explore the model further.

Required information is currently being collated to form part of a proposal. Council has supported day-care services in the past by providing a venue to operate from. It is anticipated that Council will need to continue to provide this level of support to strengthen the proposal and ensure the long term sustainability of child care services.

### **STATUTORY ENVIRONMENT**

There are no direct statutory implications in relation to this item.

### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

### **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

#### **Objective: A well-managed and effective Council organisation**

<b>Outcome No.</b>	<b>Outcome</b>	<b>Action No.</b>	<b>Actions</b>
5.1	A well-governed, efficient and responsive organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
		5.1.3	Deliver open and transparent Council decision-making and reporting
		5.1.4	Implement systems and processes to enhance organisational capability
5.2	A customer focussed organisation	5.2.1	Improve awareness of Council's services, activities and performance
5.3	An organisation that demonstrates community inspired leadership	5.3.3	Enhance the delivery of service and advice that meets compliance and best practice
		5.3.6	Implement best practice people management policies and practices.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

*That Council accepts the Chief Executive Officers report for the month of May 2019.*

#### **10.2.2. OFFICERS REPORT – PRINCIPAL ENVIRONMENTAL HEALTH OFFICER – MAY 2019**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 June 2019
Reporting Officer:	Peter Toboss – Principal Environmental Health Officer
Disclosure of Interest:	NIL
File Number:	13.09.01
Attachment Reference:	NIL

#### **SUMMARY**

Council is to consider and accept the Principal Environmental Health Officer report for May 2019 as presented.

#### **BACKGROUND**

The report will provide an insights into the important tasks undertaken by the Principal Environmental Health Officer (PEHO) on Monthly basis

#### **COMMENT**

The Principal Environmental Health Officer attends the Wyalkatchem office each Thursday.

#### **HEALTH, BUILDING AND PLANNING ENQUIRIES**

The PEHO completed a total of six (6) health, building and planning enquiries completed in May 2019.

#### **FOOD PREMISES & PUBLIC BUILDINGS INSPECTION**

Nil.

#### **DEPARTMENT OF HEALTH WA REGULATION REVIEW PROGRAM**

In the lead up to stage 5 of implementation of the *Public Health Act 2016* WA Health must review all regulations adopted under the *Health (Miscellaneous Provisions) Act 1911*, as well as a number of provisions within the Act, that will be repealed at stage 5. The aim is to determine whether these public health risks must continue to be regulated under the new regulatory framework provided by the Public Health Act or can be managed in other ways such as a local law, other legislation or a guideline.

WA Health is committed to consulting with key stakeholders prior to repealing or replacing any legislation in accordance with the State and Local Government Partnership Agreement. WA Health will work in collaboration with local government, State Government, non-government organisations, industry and the general public in all consultation processes.

A number of discussion papers were and are open for public consultation through online survey. These surveys when completed, the information will be assessed and provided to assist local government with environmental health planning. PEHO completed and has submitted the survey to DOH.

#### **RAINWATER TANK**

The PEHO inspected one property with rainwater tank and provided water quality information to the owner.

**RATE/PROPERTY ENQUIRY.**

The PEHO has completed one property transfer report in May.

**STATUTORY ENVIRONMENT**

*Public Health Act 2016*

**POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

**FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

**COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

**Objective: Healthy, Strong and connected communities**

Outcome No.	Outcome	Action No.	Actions
1.1	Enhance community well-being and participation in community life	1.1.2	Promote regional health solutions that are integrated with other governments and entities

**Objective: A prosperous and dynamic district**

Outcome No.	Outcome	Action No.	Actions
2.1	A Vibrant and activated public places	2.1.1	Enhance and upgrade the amenity of the shopping precinct

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council accept the Principal Environmental Health Officers Report for the month of May 2019.*

**10.2.3. CENTRAL EAST AGED CARE ALLIANCE INC (CEACA) 2019/2020 BUDGET ALLOCATION**

Applicant:	CEACA
Location:	Shire of Wyalkatchem
Date:	13 June 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	3.16.01
Attachment Reference:	<a href="#">Attachment 10.2.3 CEACA Draft Operational Budget 2019/2020</a>

**SUMMARY**

This report is provided to Council to consider and endorse the CEACA membership subscription for 2019/2020.

**BACKGROUND**

The Shire of Wyalkatchem is a founding member of CEACA. This organisation was initiated by eleven local governments to progress housing and aged care services in order to transform our districts into aged friendly communities.

Shires pays an annual membership subscription to cover CEACA expenditure, including expense associated with Governance, Executive Officer, Financial Management, Committee Expenses, Marketing and Communications and Project and Consultancy.

Annual membership subscriptions for 2018/2019 was set at \$20,000.

**COMMENT**

CEACA is currently setting its 2019/2020 annual budget and has recommended that the annual member subscription be set at \$20,000 (excluding GST) being the same as 2018/2019. The following resolution was carried at the CEACA meeting held on the 5 June 2019.

**RESOLUTION:**      *Moved: Stephen Strange      Seconded: Louis Geier*

- 1. That the Draft Budget for the year ending 30 June 2020, as presented, be received with a general contribution for each Member Organisation set at \$20,000 (excluding GST) and be referred to Member Organisations for comment, with all comments to be submitted to the Executive Officer no later than Tuesday 25 June 2019; and*
- 2. That comments, on the Draft Budget, received from Member Organisations by Tuesday 25 June 2019 be referred to a Central East Aged Care Alliance Special Committee meeting on Wednesday 3 July 2019 for the purpose of adopting the 2019/2020 Budget.*

**CARRIED**

Member organisations have been requested to submit any comments in relation to the budget no later than Tuesday 25 June 2019. A copy of the 2019/2020 Draft Budget is provided to Councillors under attachment 10.2.3 for comment and feedback.

Included in the CEACA agenda, the Executive Officer has made the following comments;

*"In presenting this budget it should be noted that this is an operational budget and does not include income and expenditure relating to management of the houses following handover and letting. Some expenditure relating to managing land holdings before the houses are handed over has been included in the 2019/2020 operational draft budget as it relates to costs that need to be met ahead of the management of housing budget being adopted."*

The presented budget is a budget for CEACA operations only. A separate budget for the management of the properties, including income and outgoings is currently pending.

## **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

## **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

## **FINANCIAL IMPLICATIONS**

\$20,000 Annual Membership Subscription allocation in the 2019/2020 annual budget.

## **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

### **Objective: Healthy, strong and connected communities**

<b>Outcome No.</b>	<b>Outcome</b>	<b>Action No.</b>	<b>Actions</b>
1.1	Enhance community well-being and participation in community life	1.1.2	Promote regional health solutions that are integrated with other governments and entities

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

*That Council*

- 1. Include an allocation of \$20,000 for the 2019/2020 CEACA membership subscription in the 2019/2020 annual budget considerations.*
- 2. Notes that Council has no matters to be raised on the proposed Central East Aged Care Alliance 2019/2020 annual budget as provided for in attachment 10.2.3*

#### **10.2.4. CENTRAL EAST AGED CARE ALLIANCE INC (CEACA) 2019/2020 RATES**

Applicant:	CEACA
Location:	portion of Lot 298 Wilson Street
Date:	13 June 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	3.16.01
Attachment Reference:	Nil

#### **SUMMARY**

This report is provided to Council to consider the request from Central East Aged Care Alliance Inc (CEACA) to grant a “rates holiday” on its soon to be completed aged housing project.

#### **BACKGROUND**

The Shire of Wyalkatchem is a founding member of CEACA. This organisation was initiated by eleven local governments to progress housing and aged care services in order to transform our districts into aged friendly communities.

CEACA is constructing four independent living units on Lot 298 Wilson Street which is currently owned by the Wyalkatchem Senior Citizens Housing Trust Incorporation (WSCHTI). As part of this development Lot 298 Wilson Street will be strata titled, with CEACA being the owner of the land to which the four units are located.

CEACA is currently developing a property management budget for the completed properties once handover from Pindam Constructions is achieved. Expenditure such as Shire Rates, will need to be included in this budget.

#### **COMMENT**

Land owned or being transferred to CEACA will soon be subject to Shire Rates. CEACA is requesting a relief from rating charges for 2019/2020 to allow for its cash flow and operational management arrangements. While this may be supported in principle, the *Local Government Act 1995* section 6.26 does not allow for Council to provide a rate exemption by simple request of this nature that has been made by CEACA.

*Section 6.26 (1) of the Local Government 1995* provides that “*except as provided in this section all land within a district is rateable land*”. Section 6.26 provides details on the land that would not be rateable. It is anticipated that Land owned by CEACA would not be considered exempt and non-rateable land unless an exemption of provided for under section 6.26(g) land used exclusively for charitable purposes. In accordance with Council Policy 2.11 – Rate Exemption, CEACA will need to make application to Council and demonstrate that they meet the criteria of Council’s policy 2.11 for rate exemption.

CEACA is intending to obtain charitable status and it would be anticipated that they will seek an exemption for Local Government Rates in accordance with section 6.26(g) of the Local Government Act and Council Policy 2.11 Rate exemption. However until this application has been made and determined, Council is not in a position to provide an exemption.

At a recent CEACA meeting it was verbally recommended that Council could take the approach in delaying the request to the Valuer General's Office (VGO) for a valuation on the land. Management is of the opinion that this approach would not be suitable for the Shire of Wyalkatchem, as the property is already subject to a valuation by the VGO and it is anticipated that a re-valuation will be automatically triggered once the strata titles are lodged.

While the VGO has provided a valuation for the land on Lot 298 Wilson Street, the Shire currently has this land as non-rateable, no documentation has been forthcoming to support this exemption, and it is assumed that it has been granted under section 6.26(g), which management is currently reviewing.

The *Local Government Act 1995* does not allow for the waiving or discounting of rates, unless prescribed under the *Rates and Charges (Rebates and Deferments) Act 1992*.

Should Council wish to provide financial assistance for the Rates that CEACA occur from the Shire of Wyalkatchem, it is recommended that this be provided for the way of a financial contribution towards their housing operation expenditure.

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995 section 6.26*

#### **POLICY IMPLICATIONS**

Council Policy 2.11 – Rate Exemption

#### **FINANCIAL IMPLICATIONS**

Increase in 2019/2020 financial contribution to CEACA

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

#### **Objective: Healthy, strong and connected communities**

Outcome No.	Outcome	Action No.	Actions
1.1	Enhance community well-being and participation in community life	1.1.3	Promote a collaborative and visionary approach to creating an aged friendly community that supports residents to remain in the community as long as possible

#### **VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council advise Central East Aged Care Alliance*

1. *That in accordance with the Local Government Act 1995 rates applicable to the land owned by CEACA will be subject to rates, unless a rate exemption is granted.*
2. *That in accordance with the Local Government Act 1995 Council is unable to waive or grant a discount on rates raised on rateable land.*
3. *That Council may consider a financial contribution to the value of the 2019/2020 rates raised to provide financial assistance to CEACA housing management expenditure.*

### 10.3. WORKS AND SERVICES

#### 10.3.1. OFFICERS REPORT – MANAGER OF WORKS – MAY 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 June 2019
Reporting Officer:	Darryn Watkins – Manager of Works
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

#### SUMMARY

Council is to consider and accept the Manager of Works report for the month of May 2019.

#### BACKGROUND

To inform Council of the activities of the Works Team during the last month.

#### COMMENT

##### *Road Crew*

Maintenance grading – Elsegood Rd, Allan Rd, Westlake Rd, Davies Rd, Cemetery Rd, White Dam Rd, Garn Rd

Shoulder and drain maintenance on Elashgin Road – Vegetation removal.

Shoulder and drain maintenance on Davies Road – Vegetation removal.

Town Streets bitumen patching.

Shoulder maintenance grading Wyalkatchem North Road.

Maintenance grading – Martin Road.

##### *Parks / Town Services Crew*

Town street verge maintenance, brush cutting and weed spraying.

Town drainage cleaning – gully pits and culverts.

Maintenance of tennis courts.

Grounds maintenance to shire owned assets.

Routine mowing maintenance.

Admin park mowing.

Town Hall garden maintenance.

Railway reserve maintenance.

Pioneer Park maintenance.

Rec Oval dam maintenance.

Rec Oval mowing.

Road House gardens planting.

##### *Signage*

Various signage replacements.

### ***Buildings***

Annual gutter cleaning carried out to all Shire buildings.

Request for quotes issued for the provision of pest control services to Shire buildings. Pest control services awarded and works to be carried out last week in June.

Toilet pan replacement to disabled toilet on Railway Terrace.

Minor building maintenance carried out to other shire buildings. (Leaking taps etc.)

Shire building maintenance inspections carried out 10/11<sup>th</sup> June.

### ***Aerodrome***

Weekly aerodrome and lighting inspection carried out.

Bitumen patching of runway.

Repair of broken runway lights completed.

### ***Waste Management***

Weekly push up of deposited waste.

General waste cell fire occurred on 4/6/2019.

### ***Recycled Water Scheme***

Ongoing water sampling by EHO and Water Corporation.

Algal bloom in Reuse dam reported to Water Corporation for technical advice re treatment. Dam treated with Cupricide to rectify. Water samples taken post algal bloom.

Replacement of foot valve and pressure switches to dam pump.

### ***Plant Servicing and Repairs***

Replace leaking hydraulic cylinders on side tipper trailer.

Replace broken air fittings on 6 wheel tipper.

Service of road crew leading hand Ute WM216.

Repairs to 6 wheel tipper chassis (cracked).

Service of Town Ute WM12.

Replacement of mechanical fuel meter to depot bowser.

2 tyres fitted to CEO Vehicle Ford Everest.

### ***General Items***

Meeting with J & A Building regarding new depot shed designs and preliminary costings.

MRWA Heavy Vehicle Services RAV route assessments – Flowery Patch Route, Wilson Street.

Report of vegetation impeding sightlines at the intersection of Tammin – Wyalkatchem Rd and Nungarin – Merredin Rd reported to MRWA.

WALGA conducted Environmental Planning Tool training in Wyalkatchem on the 22/5/2019.

Compilation of Desktop Assessment Reports in support of application to take native vegetation for 19-20 Cunderdin – Wyalkatchem Road shoulder widening project.

### ***OSH***

Velpic on line training modules completed by Works staff.

Depot inspections carried out.

### ***Private Works***

Nil

#### **STATUTORY ENVIRONMENT**

Not applicable.

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

##### **Objective: A prosperous and dynamic district**

<b>Outcome No.</b>	<b>Outcome</b>	<b>Action No.</b>	<b>Actions</b>
2.5	Functional roads, traffic management and transport links	2.5.1	Long term functional roads, traffic management and transport strategy

##### **Objective: Well utilised and effectively managed facilities and assets**

<b>Outcome No.</b>	<b>Outcome</b>	<b>Action No.</b>	<b>Actions</b>
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets
6.3	Parks, playgrounds and reserves meet community needs	6.3.1	Develop and implement master plan for parks, playgrounds and reserves

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council accept the Manager of Work's report for the month of May 2019.*

### 10.3.2. PLANT REPLACEMENT PROGRAM

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 June 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	23.07.01
Attachment Reference:	<a href="#">Attachment 10.3.2 – Plant Replacement Program</a>

#### SUMMARY

This report is provided to Council to consider and endorse Council's 15 Year Plant Replacement Program 2019/20 to 2033/34.

#### BACKGROUND

As part of the Integrated Planning and Reporting Framework Councils are required to prepare a Resourcing Strategy of at least 10 years to identify the resources it needs to implement the Strategic Community Plan. An essential element of the resourcing strategy is that it must including provisions for long term financial planning.

Council is currently in the progress of reviewing and developing its Community Strategic Plan and Corporate Business Plan. It is anticipated that Council's Long Term Financial Plan (LTFP), Asset Management Plan (AMP) and workforce plan will be developed in 2019/2020.

In preparation of the development of the above mentioned plans a Plant Replacement Program for a 15 year period has been developed.

#### COMMENT

A detailed plan allows Council to plan for expenditure on plant items and ensures that adequate reserves are maintained to facilitate large purchases.

While developing Council's 15 Year Plant Replacement Program, the following principals have been taken into consideration to achieve a program that is fulling funded and achievable, while maintaining acceptable replacement cycles.

- Review of the past 10 years budget annual plant capital expenditure (\$182,000)
- Current Plant Replacement Reserve Balance
- Interest Earnings on Plant Replacement Reserve (based on 2.5%pa)
- Maintaining a Plant Replacement Reserve Balance to fund the life of the program.
- Review of estimated replacement costs (based on the current market)
- Retaining acceptable replacement cycle within budget restraints.

The programming of plant replacement is undertaken on a projected bases showing estimated costs and funding sources involving reserves.

Council should aim to maintain a Plant Replacement Reserve that provides long term funding. To achieve this and fund the capital expenditure the amount of \$200,000 is required from general revenue each year.

The past 10 years plant replacement budget has had an average expenditure of \$182,000pa, therefore \$200,000 would appear to be affordable.

It is noted that the proposed 15 Year Plant Replacement Program requires incorporating into Council's LTFP and therefore its affordability is yet to be tested and maybe subject to amendments.

To achieve an affordable program, replacement cycles have had to be extended past the optimal replacement cycle. The risk in this approach is that Council may experience an increase in plant operating expenditure or plant equipment failure. The program has been development with the aim of achieving a balance between affordability and risk management.

A Plant Replacement program is an evolving document which will require regular reviews to ensure it is meeting Council's requirements. Once endorsed, Year 1 of the plant replacement program will be incorporated in the 2019/2020 annual budget considerations.

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995 – Section 5.56 Planning for the Future*

### **POLICY IMPLICATIONS**

Council policy 5.21 Council Vehicles issued to Staff

New Plant Replacement policy will be prepared based on the 15 year Plant Replacement Program

### **FINANCIAL IMPLICATIONS**

Projected expenditure for future plant replacement

Projected Plant Replacement Reserve movements

### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

#### **Objective: A prosperous and dynamic district**

<b>Outcome No.</b>	<b>Outcome</b>	<b>Action No.</b>	<b>Actions</b>
2.5	Functional roads, traffic management and transport links	2.5.1	Long term functional roads, traffic management and transport strategy

#### **Objective: A well-managed and effective Council organisation**

<b>Outcome No.</b>	<b>Outcome</b>	<b>Action No.</b>	<b>Actions</b>
5.1	A well-governed, efficient and responsive organisation	5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
5.4	Robust and accountable business and financial processes	5.4.1	Maintain long term financial plan that is integrated with asset management plans

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council endorse the Plant Replacement Program 2019/20 to 2033/34 as per attachment 10.3.2.*

**11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

**13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

**14. MATTERS BEHIND CLOSED DOORS**

**15. INFORMATION BULLETIN**

**15.1. Information Bulletin**

The information bulletin has been provided as an attachment ([Attachment 15.1](#))

**15.2. Business Arising from the Information Bulletin**

**16. CLOSURE OF THE MEETING**



# SHIRE OF WYALKATCHEM



JUNE 2019

## ATTACHMENTS

## **LIST OF ATTACHMENTS**

1. 7.1.1 **Ordinary Meeting of Council Minutes – 16 May 2019 NEWROC Council**
2. 7.2.1 **Minutes and additional information – 28 May 2019**
3. 10.1.1.1 **Payment Listing – May 2019**
4. 10.1.1.2 **Fuel Card Statement – April 2019**
5. 10.1.2 **Credit Card Accounts Paid – April 2019**
6. 10.1.3 **Monthly Financial Report – May 2019**
7. 10.2.3 **CEACA Draft Operational Budget 2019/2020**
8. 10.3.2 **Plant Replacement Program**
9. 15.1 **Information Bulletin**



**MINUTES  
OF THE  
ORDINARY MEETING OF  
COUNCIL  
HELD ON  
THURSDAY, 16 May 2019**

A large, diagonal, grey watermark reading 'UNCOMMISSIONED' is overlaid across the center of the text.

**Council Chambers  
Honour Avenue  
Wyalkatchem  
Commencement 3:38pm  
Closure 4:35pm**

### Preface

When the Chief Executive Officer approved these Minutes for distribution they are in essence “*Unconfirmed*” until the following Ordinary Meeting of Council, where the minutes will be confirmed subject to any amendments.

The “*Confirmed*” Minutes are then signed off by the Presiding Member

### Disclaimer

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

### Unconfirmed Minutes

These minutes were approved for distribution on 19 April 2019.



Taryn Dayman  
**Chief executive Officer**

### Confirmed Minutes

These minutes were confirmed at the Ordinary Meeting of Council held

Signed: .....

**Cr Quentin Davies, Shire President and Presiding Member  
Shire of Wyalkatchem**

*Note: The Presiding Member at the meeting at which the minutes where confirmed is the person who signs above*

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UNCONFIRMED

**1. DECLARATION OF OPENING**

The Chairperson, Shire President Cr Davies opened the meeting at 3:42pm

**2. PUBLIC QUESTION TIME**

**2.1. Response to Public Questions Previously Taken on Notice**

Nil

**2.2. Declaration of Public Question Time**

Public Question Time opened at 3:38pm

There were no Members of the public.

**2.3. Declaration of Public Question Time closed**

Public question Time closed at 3:43pm

**3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE**

**3.1. Attendance**

Members:	Cr. Quentin Davies	President (Presiding Member)
	Cr. Stephen Gamble	
	Cr. Owen Garner	
	Cr. Emma Holdsworth	
	Cr. Fred Butt	
	Cr. Heather Metcalfe	

Staff:	Taryn Dayman	Chief Executive Officer
	Paul Godfrey	Acting Manager Corporate Services
	Stephanie Elvidge	Governance Executive Officer
	Darryn Watkins	Manager of Works

**3.2. Apologies**

Nil

**3.3. Approved Leave of Absence**

Nil

**3.4. Applications for Leave of Absence**

Nil

**4. OBITUARIES**

Nil

**5. PETITIONS, DEPUTATIONS, PRESENTATIONS**

**5.1. Petitions**

Nil

**5.2. Deputations**

Nil

### 5.3. Presentations

Nil

## 6. DECLARATIONS OF INTEREST

## 6.1. Financial and Proximity Interest

Cr Gamble declared a financial and proximity interest in agenda Item 10.4.1 – SUBDIVISION APPLICATION – GAMBLE ROAD NALKAIN with the nature of his interest being that he is the owner of the properties contained within the Subdivision Application.

## 6.2. Impartiality Interests

Nil

## 7. CONFIRMATION AND RECEIPT OF MINUTES

## 7.1. Confirmation of Minutes

### 7.1.1. Ordinary Meeting of Council – 18 April 2019

## Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 18 April 2019 (Attachment 7.1.1)

**OFFICER RECOMMENDATION:**

*That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 18 April 2019 (Attachment 7.1.1) be confirmed as a true and correct record.*

## **COUNCIL RESOLUTION:**

**(55 /2019) Moved: Cr Holdsworth** **Seconded: Cr Gamble**

*That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 18 April 2019 (Attachment 7.1.1) be confirmed as a true and correct record.*

**CARRIED 6/0**

## 7.2. Receipt of Minutes

### 7.2.1. NEWROC Council Minutes – 23 April 2019

## Minutes of the NEWROC Executive Meeting held on Tuesday 23 April 2019 (Attachment 7.2.1)

## OFFICER RECOMMENDATION:

*That the minutes of the NEWROC Executive Meeting of Tuesday 23 April 2019 (Attachment 7.2.1) be received by Council.*

## **COUNCIL RESOLUTION:**

**(56 /2019) Moved: Cr Holdsworth**      **Seconded: Cr Butt**

***That the minutes of the NEWROC Executive Meeting of Tuesday 23 April 2019 (Attachment 7.2.1) be received by Council.***

**CARRIED 6/0**

**7.2.2. Central East Aged Care Alliance Inc. Committee Minutes – 12 April 2019**  
Minutes of the Central East Aged Care Alliance Inc. Committee meeting of Friday 12 April 2019 (Attachment 7.2.2)

## **OFFICER RECOMMENDATION:**

*That the minutes of the Central East Aged Care Alliance Inc. Committee meeting of Friday 12 April 2019 (Attachment 7.2.2) be received by Council.*

## **COUNCIL RESOLUTION:**

**(57 /2018) Moved: Cr Butt      Seconded: Cr Metcalfe**

***That the minutes of the Central East Aged Care Alliance Inc. Committee meeting of Friday 12 April 2019 (Attachment 7.2.2) be received by Council.***

**CARRIED 6/0**

## **7.2.3. WALGA Great Eastern Country Zone Minutes – 24 April 2019**

Minutes of the WALGA Great Eastern Country Zone Meeting held on Wednesday 24 April 2019 (Attachment 7.2.3)

## **OFFICER RECOMMENDATION:**

*That the minutes of the WALGA Great Eastern Country Zone Meeting of Wednesday 24 April 2019 (Attachment 7.2.3) be received by Council.*

## **COUNCIL RESOLUTION:**

**(58 /2019) Moved: Cr Garner      Seconded: Cr Butt**

***That the minutes of the WALGA Great Eastern Country Zone Meeting of Wednesday 24 April 2019 (Attachment 7.2.3) be received by Council.***

**CARRIED 6/0**

## **7.2.4. Local Emergency Management Committee Minutes – 1 May 2019**

Minutes of the Local Emergency Management Committee Meeting held on Wednesday 1 May 2019 (Attachment 7.2.4)

## OFFICER RECOMMENDATION:

*That the minutes of the Local Emergency Management Committee Meeting of Wednesday 1 May 2019 (Attachment 7.2.4) be received by Council.*

## COUNCIL RESOLUTION:

**(59 /2019) Moved: Cr Holdsworth      Seconded: Cr Metcalfe**

***That the minutes of the Local Emergency Management Committee Meeting of Wednesday 1 May 2019 (Attachment 7.2.4) be received by Council.***

**CARRIED 6/0**

## 8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Cr Davies welcomed Mr Paul Godfrey as acting Manager of Corporate Services.

Cr Davies reflected on ANZAC day and expressed his thanks to the Shire staff for the organisation of the wreath and presentation of the grounds.

Cr Davies thanked Cr Butt for laying the wreath. Cr Davies recognised the dedication and support of the Returned and Services League.

**9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

UNCONFIRMED

## 10. REPORTS

### 10.1. CORPORATE AND COMMUNITY SERVICES

#### 10.1.1. FINANCIAL MANAGEMENT – PAYMENT LISTINGS – APRIL 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 May 2019
Reporting Officer:	Paul Godfrey – Acting Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1.1 Payment Listing – April 2019 Attachment 10.1.1.2 Fuel Card Statement – March 2019

#### 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).

#### 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 Manager Corporate Services and the Administration Officers. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid is to be presented to Council and be recorded in the minutes of the meeting at which the list was presented.

#### COMMENT

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

#### Municipal Account

Total Payments April 2019	\$219,680
Total Payments April 2018	\$239,333
Variance \$	-\$19,653
Variance %	-8%
Percentage paid by EFT March 2019	100%
Percentage paid by cheque March 2019	0%

Percentage of Wyalkatchem based suppliers April 2019 (excluding wages, bank fees, loan payments and utilities providers) 6%

Percentage of suppliers used where no Wyalkatchem based option is available April 2019 88%

Dollar value spent with Wyalkatchem based suppliers April 2019  
\$2,009

#### Trust Account – Working

No transactions

**Reserve Account**

No transactions

**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 10.1 – Purchasing Policy.

**FINANCIAL IMPLICATIONS**

Payments of accounts payable as per the attached transaction statements to the value of \$219,679.92 for April 2019.

**COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

**Objective: A well-managed and effective Council organisation**

Outcome No.	Outcome	Action No.	Actions
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

**Objective: Well utilised and effectively managed facilities and assets**

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets
		6.1.3	Implement Council's capital works programme

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council receive the Payment Listing as of 30 April 2019, as provided for in attachment 10.1.1.1.*

**COUNCIL RESOLUTION:**

**(60 /2019) Moved: Cr Garner**

**Seconded: Cr Holdsworth**

**That Council receive the Payment Listing as of 30 April 2019, as provided for in attachment 10.1.1.1.**

**CARRIED 6/0**

UNCONFIRMED

**10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – MARCH 2019**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 May 2019
Reporting Officer:	Paul Godfrey, Acting Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.2 – Credit Card Statement March 2019

**SUMMARY**

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 01 March 2019 to 28 March 2019.

**BACKGROUND**

This information is provided to Council on a monthly basis in accordance with the provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

Council is presented with the monthly accounts for payment at each Council meeting, providing information of payments made for the reporting period (note attachment 10.1.3.1). This report includes the monthly payment of the credit card debit to the National Australia Bank.

**COMMENT**

Accountability in local government can be multifaceted, as council seek to achieve diverse social, political and financial goals for the community benefit. The accountability principles of local government are based on strong financial probity, financial propriety, adherence to conflict of interest principals and expectations that the local government is fully accountable for community resources.

This report provides Council with detailed information of purchases paid using the Shire of Wyalkatchem Corporate Credit Cards.

A monthly review of credit card use is independently assessed by the Manager Corporate Services, to confirm that all expenditure has been occurred, is for the Shire of Wyalkatchem and has been made in accordance with Council policy, procedures and the Local Government Act 1995 and associated regulations. The review by the Manager Corporate Services also ensures that misuse of any corporate credit card can be readily detected.

This review has been conducted and no issues are evident and all areas of compliance have been met.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995, Part 6 – Financial Management s.6.4*

*Local Government (Financial Management) Regulations 1996, R34*

#### **POLICY IMPLICATIONS**

Credit Card Policy

Purchasing Policy

#### **FINANCIAL IMPLICATIONS**

Financial implications and performance to budget are reported to Council on a monthly basis. In this regard, expenditure must be in accordance with the 2018/2019 Annual Budget.

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

**Objective: A well-managed and effective Council organisation**

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council in accordance with attachment 10.1.2 endorse credit card payments made for the period of March 2019 totalling \$1,214.32*

#### **COUNCIL RESOLUTION:**

*(61 /2019) Moved: Cr Garner*

*Seconded: Cr Butt*

*That Council in accordance with attachment 10.1.2, endorse credit card payments made for the period of March 2019 totalling \$753.85*

***CARRIED 6/0***

### 10.1.3. FINANCIAL MANAGEMENT – MONTHLY FINANCIAL REPORT – APRIL 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	8 May 2019
Reporting Officer:	Paul Godfrey – Acting Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	10.1.3 – Monthly Financial Report

#### 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 the Council.

#### BACKGROUND

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

#### COMMENT

##### April 2019 Financial Statements

- Yearly operating revenue is \$2,228,585 inclusive of net rate income of \$1,248,149 (net of prepaid rates and discounts) – 87% of Budget;
- Yearly operating expenditure is \$2,862,205 – 69% of Budget;
- Yearly capital expenditure is \$906,395 – 71% of Budget;
- Yearly capital revenue is \$1,252,784 – 91% of Budget;
- Net current assets as at 30 April 2019 are \$1,104,942

##### Operating Revenue

**Rates:** Revenue of \$1,454,232 has been raised during the rate run for 2018/19. The total Rate Run is broken down between Rates \$1,301,824, Rubbish \$96,390, Health Levy \$15,120 and ESL Levy \$40,898. To date income received is \$1,358,970 and discounts applied equate to \$18,636. Approximately 95% of Rates have been collected to date, with \$40,857 outstanding.

##### Capital Expenditure

Land and Buildings	\$74,434	The Depot, Recreation Centre, Shire Office, Lady Novar, Railway Station and Railway Barracks capital works are underway as of April 2019. 1 Slocum St capital works have been completed.
Plant and Equipment	\$298,983	The Toro mower, Doctors vehicle and Works Manager vehicle changeovers have been completed. The roller and new cylinder mower have been purchased.
Roads	\$376,322	Cunderdin/Wyalkatchem Rd SLK 2.00-4.85 is in progress as of February 2019. Lewis East Rd,

Parks & Gardens	\$8,745	Goldfields Rd and Cunderdin/Wyalkatchem Rd SLK 4.85-7.85 have been completed. The Recreation Centre oval works have been completed.
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**Net Assets:** Net Current Assets as at 31 March 2019 amount to \$1,104,492. This in the majority comprises of Cash Unrestricted – Municipal Funds (\$1,009,216).

#### **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 are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

##### **Objective: A well-managed and effective Council organisation**

Outcome No.	Outcome	Action No.	Actions
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

##### **Objective: Well utilised and effectively managed facilities and assets**

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets
		6.1.3	Implement Council's capital works programme

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council in accordance with attachment 10.1.3 receive the Statement of Financial Activity for the period ended 30 April 2019.*

**COUNCIL RESOLUTION:**

**(62 /2019) Moved: Cr Gamble**

**Seconded: Cr Metcalfe**

**That Council in accordance with attachment 10.1.3 receive the Statement of Financial Activity for the period ended 30 April 2019.**

**CARRIED 6/0**

UNCONFIRMED

#### 10.1.4. REPORTS – FINANCE AND ADMINISTRATION OFFICER – APRIL 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	7 May 2019
Reporting Officer:	Sheldon Cox, Finance and Administration Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

#### SUMMARY

Council is to consider and accept the Finance and Administration report for the month of April 2019.

#### BACKGROUND

Officers report to Council every month to keep Council up to date on the operational proceedings of the Officer's portfolio. The Finance and Administration Officer reports on matters pertaining to finance, economic development and administration.

#### COMMENT

##### SunSmart Wyalkatchem Fair:

- Attendance – 132 people
- Vendors – 66 individuals with a large variety of attractions and food.
- Comments –
  - \* Shire President Councillor Davies acknowledged the success of the fair in the April OCM, and Councillors commented on the number of compliments received directly on and after the day.
  - \* Michael Alvares of Kite Kinetics said: *"I loved working with your community and they were very thankful for my display and lolly drops."*
- Feedback –
  - \* Older attendees mostly agreed that there should be other attractions for older teenagers and adults.
  - \* Other events in the Wheatbelt on the same day seems to impact visitor numbers. Next year advertising will be aimed at ensuring no clashes between events.
- Volunteers – Multiple volunteers have been acknowledged via Facebook and Council Newsletter for their time and efforts. Volunteers were both local and from out of town.

##### The Blue Tree Project:

The Community Resource Centre is aiming to lead on this. The CRC is aware of the Shires interest in assisting them and the Shires offer to lead the project.

#### STATUTORY ENVIRONMENT

There are no direct statutory environments in relation to this item.

#### POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

##### **Objective: A well-managed and effective Council organisation**

Outcome No.	Outcome	Action No.	Actions
5.1 A well governed, effective and responsive organisation		5.1.1	Implement effective governance structures
		5.1.4	Implement systems and processes to enhance organisational capability
		5.1.5	Continually improve the planning readiness and support for Emergency Services

##### **Objective: Well utilised and effectively managed facilities and assets**

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council receive the Finance and Administration Report for the month of April 2019.*

#### **COUNCIL RESOLUTION:**

*(63 /2019) Moved: Cr Holdsworth*

*Seconded: Cr Gamble*

*That Council receive the Finance and Administration Report for the month of April 2019.*

***CARRIED 6/0***

#### **10.1.5. WHEATBELT SECONDARY FREIGHT NETWORK – UPDATED FINANCIAL CONTRIBUTION ALLOCATION**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 May 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	28.18
Attachment Reference:	Nil

#### **SUMMARY**

For Council to consider support for the Wheatbelt Secondary Freight Network project by reallocation of funds from Building Better Regions fund co-contribution to role of Lead Consultant Project Management in support of successful Regional Economic Development grant.

#### **BACKGROUND**

The Wheatbelt Secondary Freight Network (WSFN) network comprises 4,400km of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks safe and cost effective access to business.

The project is being driven by local government authorities with a Working Group established consisting of representatives from the following organisations:

- Wheatbelt North Regional Road Group (WN RRG)
- Wheatbelt South Regional Road Group (WS RRG)
- WA Local Government Association (WALGA)
- Regional Development Australia - Wheatbelt (RDA-W)
- Main Roads WA-Wheatbelt Region (MRWA-WR)
- Wheatbelt Development Commission (WDC)

Over the last 2 years, 42 Local Government authorities across the region have collaborated to identify priority routes and have also participated in a technical data collection process, preparation of a pre-feasibility business case and a cost benefit analysis of the planning process. The in-kind investment by local government to date is estimated to be in excess of \$750,000. The process has been an excellent example of a large number of local governments working together on a common strategic regional priority. The key undertakings of the project so far are:

1. Identification of nominated WSFN roads based upon a simple criteria developed by RRG.
2. Determination of basic project framework and minimum design standards.
3. Road condition assessment against minimum design standards.
4. High level scope of works and order of magnitude costs for upgrades required.
5. A summary of data collection and assessment across the 42 local governments is:

	Route Length (km)	Proposed Works (km)	Proposed Length (%)	Indicative Costs (\$)
<b>TOTAL</b>	4,337	2,851	66	\$ 493,000,000

This initial approach was to assist the Working Group to work towards an Infrastructure Australia Stage 3/4 submission for inclusion of the WSFN project on the Infrastructure Australia Infrastructure Priority List (IPL). The long term goal is to obtain funding support for a broadly estimated, \$500 million capital works program over 10 - 20 year timeframe to bring the network up to a fit for purpose standard for current and anticipated future needs. The group is working towards submitting an IA Stage 4 Business Case submission for the WSFR. The project development costs associated with the business case submission are estimated to be \$5M, which is in the order of 1% of the estimated capital investment.

The following provides an outline of the proposed budget and funding applications that were submitted to assist with the development and planning stages the WSFN project.

Stages	Budget and Funding Sources
<b>Stage 1 – Strategic Planning</b>	<b>\$1,000,000</b>
<ul style="list-style-type: none"> <li>▪ Design Criteria and Objectives</li> <li>▪ Options Assessment</li> <li>▪ Collated Data Review</li> <li>▪ Multiple Criteria Assessment</li> <li>▪ Staging Plan</li> </ul>	<ul style="list-style-type: none"> <li>▪ BBRF (\$750K)</li> <li>▪ LGA co-contribution (\$250K)</li> </ul>
<b>Stage 2 – Detailed Planning</b>	<b>\$3,600,000</b>
<ul style="list-style-type: none"> <li>▪ Concept Design Investigations</li> <li>▪ Preliminary Design Investigations</li> </ul>	<ul style="list-style-type: none"> <li>▪ Commodity Route (\$1M)</li> <li>▪ LGA in-kind</li> </ul>
<b>Stage 3 – IA Stage 3/4 Submission</b>	<b>\$400,000</b>
<ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ Governance Plan</li> <li>▪ Business Case Development</li> </ul>	<ul style="list-style-type: none"> <li>▪ REDS (\$100K)</li> <li>▪ LGA in-kind</li> </ul>
	<b>\$5,000,000</b>

### **Building Better Regions Fund (BBRF) submission**

The Building Better Regions Fund (BBRF) submission is only intended to contribute towards funding activities associated with Stage 1 – Strategic Planning at an estimated budget of \$1M.

Funding and the associated BBRF application can be summarised as follows:

- Budget
  - Total Cash \$1M
- Funding
  - BBRF \$750K

- LGA cash co-contribution \$250K.

This strategic planning work will inform the strategic allocation of road capital works funding provided to LGAs in the region, the economically optimal sequence for developing the network and ensure that roads are designed and constructed to an optimal standard from a ‘whole-of-life’ asset management perspective. The detailed planning exercise is expected to achieve a net benefit in the order of \$20 million based solely on the benefits gained from freight route prioritisation.

### **Commodity Freight Roads Fund (CFRF)**

The Commodity Freight Roads Fund submission is intended to contribute towards funding of activities associated with Stage 2 – Detailed Planning. This will specifically entail \$1M for consultants to undertake Preliminary Design Investigations. The remainder of Stage 2 is intended to be undertaking via in-kind by local governments and other funding sources currently being investigated, should they become available.

### **Regional Economic Development (RED) Grant**

The Regional Economic Development (RED) Grants submission is intended to contribute towards funding activities associated with Stage 3 – IA Stage 3/4 Submission. This will specifically entail \$100K for a Lead Consultant to undertake project management. The remainder of Stage 3 is intended to be undertaking via in-kind by local governments and other funding sources being investigated should they become available.

### **Major Project Business Case Fund (MPBCF) Initiative**

The Australian Government is investing \$100 billion over 10 years from 2019–20 through its rolling infrastructure plan to help manage our growing population, meet our national freight challenge and get Australians home sooner and safer. This includes \$250 million allocated to the Major Project Business Case Fund (MPBCF) initiative. Projects with clear strategic merit that has:

- Engagement in the project planning stage
- View of future priorities
- Ready to invest to enable economic activity
- Address nationally significant deficits in the transport system
- Drive economic productivity growth and liveability in cities and regions through transport infrastructure investment

The WSFR Working Group sees the \$5M sought for the Stage 4 IA submission for this regionally significant project as an ideal candidate for the MPBCF.

### **Roads of Strategic Importance (ROSI) Initiative**

The Australian Government will invest \$4.5 billion, including \$1 billion of additional funding committed in the 2019-20 Budget, to the Roads of Strategic Importance (ROSI) initiative to help connect regional businesses to local and international markets, and better connect regional communities. ROSI has the following principles:

- Key freight corridors that connect primary agricultural areas and mining resource regions to ports and other transport hubs.

- Support communities along the corridors and provide better access for tourists and other road users
- Characterised by narrow sections of road, low capacity bridges and deteriorating pavements,
- Constrains the productivity and efficiency of freight movements.
- Catalyse economic activity and improve access to communities and tourist attractions.

From an estimated total of \$500,000,000 in funding the Working Group sought \$125,000,000 over the next 3 years for the delivery of the first stage of capital works.

The Working Group put in separate funding submissions for each of the abovementioned funding sources for the various stages of the project. The project has been successful in obtaining funding from the following sources:

- ROSI initiative funding
  - Stage 1 Priority Works – Wheatbelt Secondary Freight Network.
  - The Australian Government has committed \$70 million towards the project.  
“Upgrades will be prioritised based on linkages to state and national roads and highways and the rail network. Consideration will also be given to links to six ports and two livestock centres, as well as regional and metro grain receiver sites, accessed by the producers of the Wheatbelt region.”

Benefits of the project include:

- improve road safety
- improve freight efficiency, connectivity and travel time
- ensure consistent Restricted Access Vehicles (RAVs) ratings across the network, which will provide improved access for agricultural and mining regions to transport hubs”

- RED Grants (Supported by the WA State Government’s Royalties for Regions Program)
  - Lead Consultant Project Coordinator – Wheatbelt Secondary Freight Network.
  - \$100,000.  
“The Lead Consultant will form part of the Project Management Team and work with the member organisation Working Group.”

The Lead Consultant - Project Management is an integral key to successful project delivery. The complexity and scale of this project is significant and well beyond the technical and financial capabilities of the Wheatbelt shires on an individual basis. Engaging a Lead Consultant – Project Management with the skills and expertise required to work with all technical consultants and the PMT will ensure a cohesive collaborative environment is established for optimum outputs.

The project is planned to be managed via oversight from the WSFR Steering Committee with a nominated Project Manager and the Project Management Team (PMT) representing the WSFR.

Lead Consultant – Project Management will direct the work of the external technical consultants and will be the main contact for communication between the Project Management Team and external consultants.

The WSFN Project will require the specialised skills of a range of external technical consultants. Key areas of technical expertise identified for the project are:

- Civil Design
- Surveying
- Environmental
- Economic Assessment”

Previously 42 local governments were asked to financially contribute to the WSFN project via a budget allocation of \$6,000 which was proposed to be part of a co-contribution towards BBRF. With the unsuccessful BBRF bid, it is proposed that the \$6,000 in financial contributions from each of the 42 local governments totalling \$252,000 be allocated to combine with the RED funding of \$100,000 to become project management pool of approximately \$350,000. This would contribute towards the overall project management requirements associated with the delivery of Stage 1 Priority Works over the course of an estimated 3 year delivery timeframe. Funding would contribute towards the following nominal requirements:

- Project Coordinator
  - Nominal \$60,000 per annum (\$180,000 across 3 years)
- Project Administration and Communications Officer.
  - Nominal \$20,000 per annum (\$60,000 across 3 years)
- Technical Consultancy Resources
  - Nominal \$100,000.

In September 2018, council moved the following resolution

**“COUNCIL RESOLUTION:**

**(123/2018) Moved: Cr Butt Seconded: Cr Metcalfe**

**That Council:**

- 1. Notes the Secondary Freight Routes Project Development report;**
- 2. Supports the strategic intent of the Secondary Freight Routes project;**
- 3. Authorises the Chief Executive Officer to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and**
- 4. Endorses in principle an allocation of [\$6,000] in 2019/20 to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application.”**

**COMMENT**

Council has been fully supportive of the Secondary Freight Route project, which is shown by its previous commitment of financial assistance to this project.

As stated above the \$6,000 financial contribution would be allocated to a project management pool for the overall project management requirements associated with the delivery of stage 1. While

there is no Shire of Wyalkatchem road upgrades identified in stage 1, for the benefit of the overall long term project, it would be recommended that Council continues its support.

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

Reallocation of funds from Building Better Regions fund co-contribution to role of Lead Consultant Project Management in support of successful Regional Economic Development grant.

Re-commitment of \$6,000 allocation in the 2019/2020 budget.

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

##### **Objective: A Prosperous and dynamic district**

Outcome No.	Outcome	Action No.	Actions
2.5	Functional roads, traffic management and transport links	2.5.1	Long term functional roads, traffic management and transport strategy

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council*

1. *Continues to support the strategic intent of the Wheatbelt Secondary Freight Network Project;*
2. *Authorises the Chief Executive Officer to prepare and sign a letter of support that endorses the re-allocation of \$6,000 in 2019/20 budget to co-fund the project management of the Wheatbelt Secondary Freight Network in combination with the WA State Government's \$100,000 of Regional Economic Development Grant funding, as part of the delivery of its Stage 1 Priority Works.*

**COUNCIL RESOLUTION:**

**(64 /2019) Moved: Cr Butt**

**Seconded: Cr Holdsworth**

**That Council**

- 1. Continues to support the strategic intent of the Wheatbelt Secondary Freight Network Project;**
- 2. Authorises the Chief Executive Officer to prepare and sign a letter of support that endorses the re-allocation of \$6,000 in 2019/20 budget to co-fund the project management of the Wheatbelt Secondary Freight Network in combination with the WA State Government's \$100,000 of Regional Economic Development Grant funding, as part of the delivery of its Stage 1 Priority Works.**

**CARRIED 6/0**

**UNCONFIRMED**

## 10.2. GOVERNANCE AND COMPLIANCE

### 10.2.1. OFFICERS REPORT – CHIEF EXECUTIVE OFFICER – APRIL 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	8 May 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

#### SUMMARY

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.

#### COMMENT

In the month of April 2019 the CEO has attended the following meetings and events.

- Council Workshop
- Friends of the Cemetery
- ITVision – Project Briefing meetings
- Administration Staff Meeting
- Meeting with Gabrielle Quade
- Subin Daniel – Wyalkatchem Koorda Health Services
- CEACA
- Department of Local Government, Sports and Cultural Industries – NEWROC Regional Subsidiary Meeting
- Council Meeting
- NEWROC Shires – Koorda and Mt Marshall – Records Management
- NEWROC Council Meeting
- Great Eastern Council Zone

The CEO commitments in May include;

- LEMC
- Friends of the Cemetery
- Council Workshop
- ITVision – Project Briefing meetings
- Melissa Spark – WAPHA – General Practice Discussions
- Administration Staff Meeting
- Council Meeting
- Caroline Robinson – NEWROC Executive
- NEWROC Executive Meeting

### SynergySoft

The Manager Corporate Services and the CEO have had weekly project briefing meetings with ITVision project team. Majority of the data has been extracted and provided to ITVision for conversion. Set up and training is scheduled for the week of the 13<sup>th</sup> May. Other training is scheduled for June.

### Manager Corporate Services

Paul Godfrey has commenced in the position of Acting Manager Corporate Services.

Mr Paul Godfrey has been appointed to the position of Manager Corporate Services on a contract bases, through Logo appointments for a period of up to four months. Mr Godfrey has 16 years' experience in the position of Deputy Chief Executive Officer.

Mr Godfrey will be contracted to complete some of the Shire's major financial obligations, including;

- Continue with the implementation of SynergySoft
- End of Financial Year
- 2019/2020 Annual Budget preparation
- Annual Financial Statements.

### **STATUTORY ENVIRONMENT**

There are no direct statutory implications in relation to this item.

### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

### **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

#### **Objective: A well-managed and effective Council organisation**

<b>Outcome No.</b>	<b>Outcome</b>	<b>Action No.</b>	<b>Actions</b>
5.1	A well-governed, efficient and responsive organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
		5.1.3	Deliver open and transparent Council decision-making and reporting

		5.1.4	Implement systems and processes to enhance organisational capability
5.2	A customer focussed organisation	5.2.1	Improve awareness of Council's services, activities and performance
5.3	An organisation that demonstrates community inspired leadership	5.3.3	Enhance the delivery of service and advice that meets compliance and best practice
		5.3.6	Implement best practice people management policies and practices.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council accepts the Chief Executive Officers report for the month of April 2019.*

**COUNCIL RESOLUTION:**

*(65 /2019) Moved: Cr Butt*

*Seconded: Cr Garner*

*That Council receive the Chief Executive Officers Report for the month of April 2019.*

**CARRIED 6/0**

**10.2.2. OFFICERS REPORT – PRINCIPAL ENVIRONMENTAL HEALTH – APRIL 2019**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 May 2019
Reporting Officer:	Peter Toboss – Principal Environmental Health Officer
Disclosure of Interest:	NIL
File Number:	13.05.01
Attachment Reference:	NIL

**SUMMARY**

Council is to consider and accept the Principal Environmental Health Officer report for April 2019 as presented.

**BACKGROUND**

The report will provide an insights into the important tasks undertaken by the Principal Environmental Health Officer (PEHO) on Monthly basis

**COMMENT**

The Principal Environmental Health Officer attends the Wyalkatchem office each Thursday.

**FOOD PREMISES**

Nil.

**PUBLIC BUILDINGS INSPECTION**

Nil.

**WASTE WATER SAMPLING**

The PEHO undertook waste water sampling from Tennis Club tank and the storage dam outlets in accordance with the Department of Health Guidelines for the Non-Portable Uses of Recycled Water in Western Australia (2011). The laboratory results met the required standards.

**RATE/PROPERTY ENQUIRY.**

The PEHO has completed one property transfer reports in April.

**STATUTORY ENVIRONMENT**

*Public Health Act 2016*

**POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

**FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

**COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

**Objective: Healthy, Strong and connected communities**

Outcome No.	Outcome	Action No.	Actions
1.1	Enhance community well-being and participation in community life	1.1.2	Promote regional health solutions that are integrated with other governments and entities

**Objective: A prosperous and dynamic district**

Outcome No.	Outcome	Action No.	Actions
2.1	A Vibrant and activated public places	2.1.1	Enhance and upgrade the amenity of the shopping precinct

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council accept the Principal Environmental Health Officer Report for April 2019.*

**COUNCIL RESOLUTION:**

*(66 /2019) Moved: Cr Metcalfe*

*Seconded: Cr Holdsworth*

*That Council receive the Principal Environmental Health Officers Report for the month of April 2019.*

**CARRIED 6/0**

### 10.2.3. OFFICERS REPORT – GOVERNANCE EXECUTIVE OFFICER – APRIL 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 May 2019
Reporting Officer:	Stephanie Elvidge, Governance Executive officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

#### **SUMMARY**

Council is to consider and accept the Governance Executive Officers report for the month of April 2019.

#### **BACKGROUND**

Officers report to Council every month to keep Council up to date on the operational proceedings of the Officer's portfolio. The Governance Executive Officer reports on matters pertaining to Governance, Risk, Compliance, Occupational Safety and Health and Emergency Services.

#### **COMMENT**

##### Emergency:

Zero Fire Incident Reports have been received for the month of April.

The reviewed LEMA was endorsed at the Ordinary Council Meeting – 18 April 2019.

##### Occupational Health and Safety:

- The Great Eastern Wheatbelt Velpic eLearning is tracking very well with 447 lessons being completed. Of that number there are now 226 contractors and their employees using the Contractor Induction and 106 Local Government employees undertaking the induction and other online lessons.
- Velpic continues to build with an additional 6 units provided by the Cancer Council WA.

##### Other Business

- Pioneer Pathway

Rikki Clarke (Creative Spaces) and Linda Vernon (PP EO) met with myself, Trevor Webb, David Holdsworth and Kevin Jones at the Agricultural Museum 8 May to discuss the development of the John Lyndsay display and future links.

Creative Spaces has been commissioned to provide guidance and support with the Pathway Group's continued development of the sites.

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Occupational Safety and Health Act 1984*

*Occupational Safety and Health Regulations 1996*

*Emergency Management Act 2005*

*Emergency Management Regulations 2006*

### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

### **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

#### **Objective: A well-managed and effective Council organisation**

Outcome No.	Outcome	Action No.	Actions
5.1	A well governed, effective and responsive organisation	5.1.1	Implement effective governance structures
		5.1.4	Implement systems and processes to enhance organisational capability
		5.1.5	Continually improve the planning readiness and support for Emergency Services

#### **Objective: Well utilised and effectively managed facilities and assets**

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets

#### **Objective: Healthy, Strong and connected communities**

Outcome No.	Outcome	Action No.	Actions
1.1	Enhance community well-being and participation in community life	1.1.2	Promote regional health solutions that are integrated with other governments and entities

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

*That Council receive the Governance Executive Officers Report for the month of April 2019.*

**COUNCIL RESOLUTION:**

**(67 /2019) Moved: Cr Garner**

**Seconded: Cr Holdsworth**

***That Council receive the Governance Executive Officers Report for the month of April 2019.***

**CARRIED 6/0**

UNCONFIRMED

### 10.3. WORKS AND SERVICES

#### 10.3.1. OFFICERS REPORT – MANAGER OF WORKS – APRIL 2019

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	8 <sup>TH</sup> May 2019
Reporting Officer:	Darryn Watkins – Manager of Works
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

#### SUMMARY

Council is to consider and accept the Manager of Works report for the month of May 2019.

#### BACKGROUND

To inform Council of the activities of the Works team during the last month.

#### COMMENT

##### *Road Crew*

Pothole patching on Koorda Road.

Verge clearing on Benjaberring South Road.

Maintenance grading and associated works on Wallambin Road, Elsegood Road and Allan Road.

##### *Parks / Town Services Crew*

Town street verge maintenance, brush cutting and weed spraying.

Street sweeping of town streets.

Maintenance of tennis courts.

Grounds maintenance to shire owned assets.

Routine mowing maintenance.

Admin park mowing.

Ongoing maintenance of landfill facility.

Town Hall garden maintenance.

Railway reserve maintenance.

Depot tidy up and maintenance.

Pioneer Park maintenance.

REC Oval dam maintenance.

Road House gardens site works.

##### *Signage*

Guide post replacements on Cunderdin – Wyalkatchem Road.

Guide post replacements on Tammin – Wyalkatchem Road.

Replacement of missing street tags – Martin Rd, Carter Rd, Jackson Rd.

**Aerodrome**

Weekly aerodrome and lighting inspection carried out.

Renewal of runway line marking compliant with MOS 139 Standards by Aerodrome Management Services.

**Waste Management**

Weekly push up of deposited waste.

Landfill fire extinguishment and placement of cover material.

Burning of green waste stockpile.

**Recycled Water Scheme**

Ongoing water sampling by EHO and Water Corporation.

Soil sampling of Recreation Oval by GHD Consultants engaged by Water Corporation.

**Plant Servicing and Repairs**

Service of Isuzu 6 wheel tipper WM 015.

Repair leaking hydraulic cylinders on side tipper trailer.

Purchase of 75 tonne snatch strap for the road crew plant.

Tyre rotation and balance to Works Manager Hilux WM 000.

Rectify diesel exhaust fluid fault on Wheel Loader WM016.

Service of 2 chainsaws.

**General Items**

Attendance to DWER Roadside vegetation management conference by WALGA, LGIS

Replacement parts fitted to REC centre drinking fountain.

Meeting with J & A Building regarding new depot shed designs and preliminary costings.

Installation of flood lights to concrete apron of Wyalkatchem Bushfire Brigade Shed.

**OSH**

Depot inspections carried out.

Discussions with LGIS regarding contractor documentation linkages between Velpic and WALGA Vendor Panel.

Commencement of outside using Take 5 documentation.

Quotes are being sourced for the supply of outside staff uniform allocation.

**Private Works**

Private works carried out green waste disposal and push up for the school.

**STATUTORY ENVIRONMENT**

Not applicable.

**POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

**FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

## COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

### Objective: A prosperous and dynamic district

Outcome No.	Outcome	Action No.	Actions
2.5	Functional roads, traffic management and transport links	2.5.1	Long term functional roads, traffic management and transport strategy

### Objective: Well utilised and effectively managed facilities and assets

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide on-going management of existing assets
6.3	Parks, playgrounds and reserves meet community needs	6.3.1	Develop and implement master plan for parks, playgrounds and reserves

### VOTING REQUIREMENT

Simple Majority

### OFFICER'S RECOMMENDATION

That Council accept the Manager of Work's report for the month of April 2019.

### COUNCIL RESOLUTION:

*(68 /2019) Moved: Cr Holdsworth*

*Seconded: Cr Gamble*

*That Council receive the Manager of Work's Report for the month of March 2019.*

**CARRIED 6/0**

*Cr Gamble declared an interest in this matter and left the meeting at 4:28pm.*

#### 10.4. PLANNING AND BUILDING

##### 10.4.1. SUBDIVISION APPLICATION – GAMBLE ROAD NALKAIN

Applicant:	Mr Samudra Sarubin
Location:	Lot No 139, 195, 39, 70, 75 Gamble Road Nalkain
Date:	9 May 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	18.9.03, A258, A256 and A254
Attachment Reference:	Attachment 10.4.1 – WAPC Subdivision Application

#### SUMMARY

To consider subdivision application 15800 for lot no 139,195, 39, 70, 75 Gamble Road Nalkain.

#### BACKGROUND

The Western Australia planning Commission (WAPC) has referred subdivision application 158000 to the Shire of Wyalkatchem for comment. Responses are required by 17<sup>th</sup> June 2019.

Plans and documentations relating to the proposal are attached to this item.

The properties total about 505 hectares in 5 lots varying between 37 and nearly 200 hectares. The land is partly impacted by the Bushfire Prone Mapping as shown in **Figure 1**.

#### COMMENT

The application has been provided to Council's Shire Planning consultant – Mr Paul Bashall from Planwest who has provided the following comments;

- It appears that the proposal simply seeks to rearrange the lot boundaries to better suit the landform. This includes following creek lines etc.
- The proposal reduces the number of lots from 5 down to 3 lots. This means that there is no additional lots or opportunity to increase urban development in the Rural zone (normally a problem).
- As there is no existing development on the land (according to the application form) there is no need to worry about road access points, crossovers, setbacks or any of those issues.
- Because there is no development, the BAL (Bushfire Attack Level) should not be an issue (you may want to refer it to your local experts, but I don't think that is necessary).

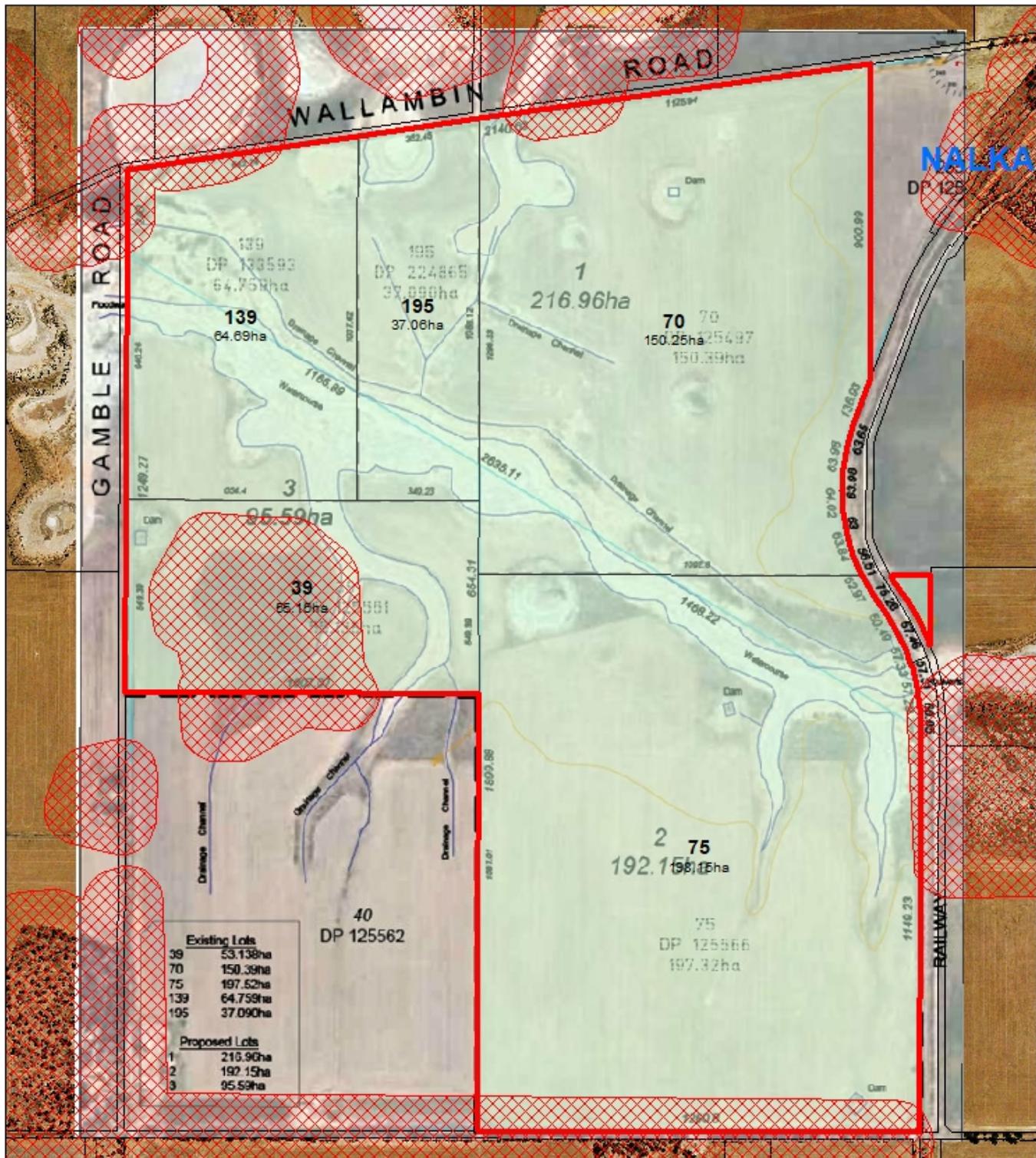
Mr Bashall has recommended that Council supports the application, raising no objections or conditions.

#### STATUTORY ENVIRONMENT

Planning and Development Act 2005

**The land is all zoned 'Rural' in the Council's Local Planning Scheme.**

**The WAPC is responsible for determining all subdivision applications in the State.**



## Shire of Wyalkatchem

SCALE at A4  
1:15,000

### Legend

- Bush Fire Prone Areas 2018
- Gamble Rd SD area
- Existing Gamble Rd SD Lots

### Plan of Subdivision Overlay

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

#### **Objective: A sustainable natural and built environment**

Outcome No.	Outcome	Action No.	Actions
3.1	A sustainable natural and built environment	3.1.1	Maintain an effective Local Planning Scheme

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That the Council:*

- 1. supports the subdivision application 158000 – lots no 139, 195, 39, 70, 75 Gamble Road Nalkain, as outlined in the application to the Western Australian Planning Commission, as provided in attachment 10.4.1, and*
- 2. advises the Western Australian Planning Commission that it has no objections to the proposed subdivision and has no conditions to impose on the proposal.*

#### **Note to WAPC**

*The Council notes that the application sketch omits to include the small triangle of land on the north east corner of Lot 75 in the application sketch and assumes that this will form part of the proposed Lot 2.*

#### **COUNCIL RESOLUTION:**

**(69 /2019) Moved: Cr Holdsworth**

**Seconded: Cr Garner**

*That the Council:*

- 1. supports the subdivision application 158000 – lots no 139, 195, 39, 70, 75 Gamble Road Nalkain, as outlined in the application to the Western Australian Planning Commission, as provided in attachment 10.4.1, and*
- 2. advises the Western Australian Planning Commission that it has no objections to the proposed subdivision and has no conditions to impose on the proposal.*

**Note to WAPC**

***The Council notes that the application sketch omits to include the small triangle of land on the north east corner of Lot 75 in the application sketch and assumes that this will form part of the proposed Lot 2.***

**CARRIED 5/0**

*Cr Garner left the meeting at 4:33pm.*

*Cr Garner and Cr Gamble returned to the meeting at 4:33pm*

UNCONFIRMED

**11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

Nil

**14. MATTERS BEHIND CLOSED DOORS**

Nil

**15. INFORMATION BULLETIN**

**15.1. Information Bulletin**

The information bulletin has been provided as an attachment (Attachment 15.1)

**15.2. Business Arising from the Information Bulletin**

Nil

**16. CLOSURE OF THE MEETING**

There being no further business to discuss, the Chairperson thanked everyone concerned for their attendance and participation and closed the meeting at 4:35pm.

UNCONFIRMED



North Eastern Wheatbelt Regional Organisation of Councils  
Koorda | Mt Marshall | Mukinbudin | Nungarin | Trayning | Wyalkatchem

# Executive Meeting

28 May 2019

Shire of Koorda, Council Chambers  
Cnr Allenby & Haig Streets  
KOORDA

## MINUTES

### ***NEWROC Vision Statement***

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

[www.newroc.com.au](http://www.newroc.com.au)

## ANNUAL CALENDAR OF ACTIVITIES

MONTH	ACTIVITY	MEETING
January		Executive
February	<ul style="list-style-type: none"> <li>👉 Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year)</li> <li>👉 Council reviews NEWROC project priorities</li> </ul>	Council
March	<ul style="list-style-type: none"> <li>👉 WDC attendance to respond to NEWROC project priorities</li> <li>👉 Submit priority projects to WDC, Regional Development and WA Planning</li> <li>👉 Discussion regarding portfolios vs projects, current governance structure</li> </ul>	Executive
April	<ul style="list-style-type: none"> <li>👉 NEWROC Budget Preparation</li> <li>👉 Review NEWTRAVEL Tourism Officer Contract - expires June 2017</li> </ul>	Council
May	<ul style="list-style-type: none"> <li>👉 NEWROC Draft Budget Presented</li> <li>👉 NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2019)</li> <li>👉 Local Government Week agenda to be discussed at Executive meeting to determine if EA should attend</li> </ul>	Executive
June	<ul style="list-style-type: none"> <li>👉 NEWROC Budget Adopted</li> </ul>	Council
July		Executive
August	<ul style="list-style-type: none"> <li>👉 Information for Councillors pre-election</li> </ul>	Council
September		Executive
October	<ul style="list-style-type: none"> <li>👉 NEWROC CEO and President Handover</li> </ul>	Council
November	<ul style="list-style-type: none"> <li>👉 NEWROC Induction of new Council representatives (every other year)</li> <li>👉 Review NEWROC MoU (every other year)</li> </ul>	Executive
December	<ul style="list-style-type: none"> <li>👉 NEWROC Drinks</li> </ul>	Council

### ONGOING ACTIVITIES

Compliance

Media Releases

### **NEWROC Rotation**

Shire of Mt Marshall

Shire of Nungarin

**Shire of Wyalkatchem**

*(November 2017 – November 2019)*

Shire of Koorda

Shire of Mukinbudin

Shire of Trayning

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# NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes for the Executive Meeting held at the Shire of Koorda, Council Chambers, Cnr Allenby & Haig Streets, Koorda on Tuesday 28 May 2019 commencing at 1.57pm.

## MINUTES

### 1. OPENING AND ANNOUNCEMENTS

The Chair, Taryn Dayman declared the meeting open at 1.57pm and welcomed everyone to the meeting.

### 2. RECORD OF ATTENDANCE AND APOLOGIES

#### 2.1. Attendance

Taryn Dayman	NEWROC CEO, Shire of Wyalkatchem
Darren Simmons	CEO, Shire of Koorda
John Nuttall	CEO, Shire of Mt Marshall
Adam Majid	CEO, Shire of Nungarin
Brian Jones	CEO, Shire of Trayning

NEWROC Officer

Caroline Robinson	Executive Officer, NEWROC
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#### 2.2. Apologies

Dirk Sellenger	CEO, Shire of Mukinbudin
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#### 2.3. Guests

Nil

### 2.4. Leave of Absence Approvals / Approved

Nil

### 3. Declarations of Interest and Delegations Register

Nil

#### 3.1. Delegation Register

Please find below a delegations register as per the new policy adopted in March 2017:

Description of Delegations	Delegatee	Delegated to	Approval
Records Management	CEO	NEWROC EO	Council
NEWROC Financial Management	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (NEWROC)	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (Shire of Wyalkatchem)	Council	CEO	Council Dec 2017
Management of NEWTravel EO	Council	NEWTRAVEL	Council
NEWROC Website	CEO	NEWROC EO	Council June 2017

#### 4. Presentations

Nil

#### 5. MINUTES OF MEETINGS

Minutes of the Executive Meeting held 26 March 2019 have previously been circulated.

#### RESOLUTION:

**That the Minutes of the Executive Meeting held on 26 March 2019 be received as a true and correct record of proceedings.**

**Moved J Nuttall**

**Seconded A Majid**

**Carried 5/0**

#### 5.1. Business Arising

Nil

#### 6. FINANCIAL MATTERS

##### 6.1. Income, Expenditure and P and L

<b>FILE REFERENCE:</b>	42-2 Finance Audit and Compliance
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	20 May 2019
<b>ATTACHMENT NUMBER:</b>	#1 Budget v YTD 2019/20
<b>CONSULTATION:</b>	Taryn Dayman Dannelle Foley
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

#### COMMENTS

The below list outlines the income and expenditure from 1 March 2019 to 30 April 2019

<b>Profit and Loss</b>	
NEWROC	
1 March 2019 to 30 April 2019	
Cash Basis (excluding GST)	
	<b>30 Apr 19</b>
<b>Income</b>	
Interest Received	\$41.06
Tourism Officer Subscriptions Rec.	\$2,272.73
<b>Total Income</b>	<b>\$2,313.79</b>
<b>Gross Profit</b>	<b>\$2,313.79</b>
<b>Less Operating Expenses</b>	
Accounting/Audit fees	\$90.90
Bank charges	\$4.15
Executive Officer Contract Services	\$5,945.00
Executive Officer Travel	\$1,183.50
Funds Transfer	\$150,000.00
Telecommunications Contractor/Services	\$68.18
Tourism Officer Contract Services	\$2,200.00

Tourism Officer Travel	\$829.29
<b>Total Operating Expenses</b>	<b>\$160,321.02</b>
<b>Net Profit</b>	<b>\$158,007.23</b>

**NEWROC Funds #5557 Transactions**  
 North Eastern Wheatbelt Regional Organisation of Councils  
 For the period 1 March 2019 to 30 April 2019

Date	Description	Reference	Credit	Debit	Running Balance	Gross
<b>NEWROC Funds #5557</b>						
	<b>Opening Balance</b>		<b>183,477.90</b>	<b>0.00</b>	<b>183,477.90</b>	<b>0.00</b>
01 Mar 2019	Bendigo Bank	Interest Received	22.01	0.00	183,499.91	22.01
01 Mar 2019	Bendigo Bank	Transaction Fees	0.00	1.20	183,498.71	(1.20)
01 Mar 2019	Payment: Digit Books Pty Ltd	D1G1T Subscription 15939	0.00	50.00	183,448.71	(50.00)
14 Mar 2019	Payment: Shire of Northam	Shire of Northam - room Hire Crisp Wireless meeting	0.00	75.00	183,373.71	(75.00)
14 Mar 2019	Payment: Solum Wheatbelt Business Solutions	Solum - EO Services Inv39	0.00	3,842.50	179,531.21	(3,842.50)
14 Mar 2019	Payment: Vernon Contracting	Vernon Contracting - TO Services	0.00	1,398.76	178,132.45	(1,398.76)
26 Mar 2019	Bendigo Bank	Funds transfer to Term Deposit	0.00	150,000.00	28,132.45	(150,000.00)
01 Apr 2019	Bendigo Bank	Bank Charges	0.00	2.95	28,129.50	(2.95)
01 Apr 2019	Payment: Solum Wheatbelt Business Solutions	Solum - EO Services Inv41	0.00	3,286.00	24,843.50	(3,286.00)
01 Apr 2019	Bendigo Bank	Interest Received	19.05	0.00	24,862.55	19.05
01 Apr 2019	Payment: Digit Books Pty Ltd	D1G1T Subscription 16345	0.00	50.00	24,812.55	(50.00)
23 Apr 2019	Payment: Vernon Contracting	Vernon Cont. Inv8 - Tourism Officer	0.00	1,630.53	23,182.02	(1,630.53)
26 Apr 2019	Payment: Shire of Dowerin	Shire of Dowerin - TO Contribution	2,500.00	0.00	25,682.02	2,500.00
	<b>Total NEWROC Funds #5557</b>		<b>2,541.06</b>	<b>160,336.94</b>	<b>25,682.02</b>	<b>(157,795.88)</b>
	<b>Closing Balance</b>		<b>25,682.02</b>	<b>0.00</b>	<b>25,682.02</b>	<b>0.00</b>
	<b>Total</b>		<b>2,541.06</b>	<b>160,336.94</b>	<b>(157,795.88)</b>	<b>(157,795.88)</b>

**Aged Receivables**  
 North Eastern Wheatbelt Regional Organisation of Councils

April 2019

	Current	March	February	January	Older	Total
<b>Receivables</b>						
Shire of Nungarin	\$0.00	\$0.00	\$0.00	\$0.00	\$175,312.50	\$175,312.50
<b>Total Receivables</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$175,312.50</b>	<b>\$175,312.50</b>

0.0% 0.0% 0.0% 0.0% 100.0%

<b>Balance Sheet</b>	
NEWROC	
30 Apr	
2019	
<b>Assets</b>	
<b>Bank</b>	
NEWROC Funds #5557	\$25,682.02
<b>Total Bank</b>	<b>\$25,682.02</b>
<b>Current Assets</b>	
Sundry Debtors Control	\$175,312.50
Telecommunications (Schedule 6)	\$1,458.00
<b>Total Current Assets</b>	<b>\$176,770.50</b>
<b>Total Assets</b>	<b>\$202,452.52</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Gst Payable	\$10,994.70
Sundry Creditors Control	\$2,943.50
<b>Total Current Liabilities</b>	<b>\$13,938.20</b>
<b>Total Liabilities</b>	<b>\$13,938.20</b>
<b>Net Assets</b>	<b>\$188,514.32</b>
<b>Equity</b>	
Current Year Earnings	\$106,375.05
Retained Earnings	\$294,889.37
<b>Total Equity</b>	<b>\$188,514.32</b>

**Note:** Financials do not show Term Deposit Account which has a balance of \$150,000, we are currently waiting for automatic feeds to come into XERO from Bendigo. Forms have been submitted. The Profit and Loss Report shows the internal transfer.

 Term Deposit Account 633 000 / 166 001 388	<b>\$0.00</b> Available	<b>\$150,000.00</b> Balance	>
3 MONTHS TO GO			
26/3/2019		26/8/2019	

**RESOLUTION:**

**That the list of income and expenditure, balance sheet and profit and loss from 1 March 2019 to 30 April 2019 be received.**

**Moved D Simmons**
**Seconded A Majid**
**Carried 5/0**
**Discussion:**

- 👉 New members were given an update on the term deposit, telecommunications project and project allocations

## 7. MATTERS FOR CONSIDERATION

### 7.1. NEWROC Budget 2019/20

<b>FILE REFERENCE:</b>	032-1 Budgets
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	20 May 2019
<b>ATTACHMENT NUMBER:</b>	#2 Draft Budget 2019/20
<b>CONSULTATION:</b>	Taryn Dayman
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

#### COMMENT

NEWROC Draft Budget 2019/20 presented as follows:

- 👉 Subscriptions remain the same
- 👉 NEWROC EO service costs decreased
- 👉 NEWTRAVEL and Wheatbelt Way removed from our budget (as we will not be invoicing)
- 👉 \$10K allocated to a Crisp Wireless Mukinbudin tower
- 👉 \$80K allocated to a new Crisp Wireless tower
- 👉 Business Case budget allocated accordingly:
  - \$5,000 Renewable Energy
  - \$5,000 Waste
  - \$5,000 Regional Subsidiaries
  - \$5,000 Other strategic priorities

#### RESOLUTION:

**That the NEWROC draft budget for 2019/2020 be adopted and recommended to the NEWROC Council for endorsement.**

**Moved J Nuttall**

**Seconded D Simmons**

**Carried 5/0**

#### Discussion:

- 👉 Discussion regarding budget allocations for strategic projects
- 👉 Costings for towers to be put forward by Crisp Wireless
- 👉 Discussion regarding the telecommunications project – members would like another meeting with Crisp Wireless, discussion regarding 200 customers, 200 plans or \$20,000/month for the agreement

## 7.2. NEWROC Strategic Planning – Project Updates

<b>FILE REFERENCE:</b>	041-5 Strategic and Future Planning
<b>REPORTING OFFICER:</b>	Caroline Robinson, Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	20 May 2019
<b>ATTACHMENT NUMBER:</b>	#3 Project Plans
<b>CONSULTATION:</b>	Taryn Dayman
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### COMMENT

Below is an updated status report for the NEWROC Strategic Projects:

#### NEWROC STRATEGIC PROJECTS – Status Report

	<b>NEWROC PRIORITY PROJECT as developed at February 2018 Strategy Day</b>	<b>PROGRESS</b>	<b>NEWROC EO NEXT STEP</b> <b>CEO SUPPORT</b>	<b>FUTURE FUNDING</b>
<b>Projects 2018</b>	1. Renewable Energy  Investigation Business Case	<ul style="list-style-type: none"> <li>Discussion with Power Ledger following their presentation to Innovation Central Midlands</li> <li>MicroGrid Report released</li> <li>Renewable Energy Project Plan developed</li> <li>Quote from Rural and Regional Economics to progress stage 2</li> <li>Invitation to BSC to attend Executive Meeting in May</li> </ul>		BBRF - \$20,000 under Business Case (Announced Sept 2018)
	2. IT Services  Investigation into IT support for members as well as businesses in the district	<ul style="list-style-type: none"> <li>Presentation to Executive at May Executive meeting by IWS Corporate</li> <li>Discussion regarding records management at Executive September meeting</li> </ul>	<ul style="list-style-type: none"> <li>Three members progressing with IT Vision</li> <li>Formation of a IT steering group</li> </ul>	
	3. Regional Subsidiary  Investigation and preparation	<ul style="list-style-type: none"> <li>Executive working on charter and business plan (DRAFT)</li> <li>Meeting held with the Minister for Local Government February 2019</li> <li>NEWROC Letter of thanks to the Minister for the meeting</li> </ul>	<ul style="list-style-type: none"> <li>NEWROC CEO and NEWROC EO met with DLG and discussed the regional subsidiary regulations (16/4/19)</li> <li>ACTION – NEWROC to provide feedback on financial compliance and suggested amendments as well as projects we would use within a regional subsidiary structure</li> </ul>	
	4. Telecommunications – contemporary and future focused  Advocacy	<ul style="list-style-type: none"> <li>Crisp Wireless to develop a strategic infrastructure investment list to help the NEWROC identify where additional investment in the district is needed</li> </ul>	<ul style="list-style-type: none"> <li>Continue to promote CW for sign ups</li> <li>Future tower list created</li> </ul>	
	5. Roads Contracting to MRWA  Investigation	<ul style="list-style-type: none"> <li>NEWROC EO spoke with Shire of Chapman Valley CEO to discuss their roads</li> </ul>	<ul style="list-style-type: none"> <li>Sample job description developed for an</li> </ul>	REDS (focus is on job creation)

	<ul style="list-style-type: none"> <li>contracting service under the regional council</li> <li>March Executive meeting, members brought Amount (dollars) of road works that was outsourced last financial year and any previous years and the amount (dollars) of engineering that was outsourced last financial year and any previous years</li> </ul>	<ul style="list-style-type: none"> <li>engineer across the NEWROC</li> <li><b>Project Plan developed for the priority</b></li> <li><b>Contact made with WDC regarding this position as a cash or in kind contribution to the Wheatbelt Secondary Freight Network – would only be considered in kind</b></li> </ul>	
6. Waste Investigation	<ul style="list-style-type: none"> <li>Improving local waste sites</li> <li>Giles Perryman from ASK Waste Management, has been invited to the June NEWROC Council meeting</li> </ul>	<ul style="list-style-type: none"> <li>Follow up phone call with Giles Perryman, current waste strategies sent to Giles</li> <li>NEWROC EO met with RDA Wheatbelt EO to discuss NEWROC strategic projects and waste was raised – current Board member of RDA Wheatbelt is interested in waste and our interest will be raised with the Board</li> <li><b>CEO's asked to consider responses to Giles' key questions before he attends in June</b></li> </ul>	

Other NEWROC Projects	DETAILS	PROGRESS	FUTURE FUNDING
NEWTRAVEL multiplier effect study	Investigation	<ul style="list-style-type: none"> <li>NEWTravel has discussed the multiplier effect study with the Wheatbelt Business Network</li> </ul>	
Youth Officer / Youth Projects	Investigations for funding	<ul style="list-style-type: none"> <li>Quote to develop plan received</li> <li>Youth statistics collated</li> <li>Funding investigation continuing, spoken to Dept Communities, WDC, RDAW, Dept LG</li> </ul>	BBRF Community Stream Lotterywest
NEWROC Health Strategy	Progress strategies	<ul style="list-style-type: none"> <li>NEWROC EO is having a meeting with Anita (recipient of the Kununoppin Bonded Medical Scholarship) to discuss future GP role (postponed due to Anita's unavailability, rescheduled for early May)</li> <li>Contact made with WALGA. Friday 20 September planned for Wheatbelt Rural Health event.</li> </ul>	

Members are asked to provide feedback on the following:

1. Review of the project plans attached (Waste, Renewable Energy, Engineering)
2. Responses to Giles Perryman
  - a. Are the tips staffed?
  - b. Do they charge gate fees, and if so what charges?
  - c. Typical tonnage of waste received?
  - d. Any key issues (enough space, getting waste covered, dumping of commercial waste (e.g. tyres, asbestos)?

**RESOLUTION:**

**NEWROC engages Rural and Regional Economics to progress stage 2 of the renewable energy project at a cost of \$2,200 plus GST (budgeted under the business case line item of the 2019/20 budget)**

**Moved A Majid**

**Seconded J Nuttall**

**Carried 5/0**

**Discussion:**

- 👉 Discussion regarding project updates.
- 👉 Energy – focus is on reliability and the need to develop a relationship with Western Power to progress microgrids or any other infrastructure investment
- 👉 Engineer - Nungarin requires assistance with design work rather than costings, Wyalkatchem may not need an engineering service as majority done in house, Mt Marshall is interested and Trayning does not have a Works Manager at the moment so their focus may be on technical support
- 👉 Members agreed to invite Stephen Grimmer to the next Executive meeting to discuss IPR and possibly planning together, assisting with asset management etc
- 👉 Waste – Giles Perryman will attend the June meeting and the focus for his attention is forward thinking towards a possible regional waste site and/or improving the waste sites across the district. NEWROC EO to speak to the Shire of Wyalkatchem Manager of Works Darren Watkins regarding his role with the regional waste site in the Great Southern

### 7.3. Telecommunications Project

<b>FILE REFERENCE:</b>	035-1 Grants General
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	20 May 2019
<b>ATTACHMENT NUMBER:</b>	#4 Letter from Crisp Wireless and email #5 Crisp Wireless agreement
<b>CONSULTATION:</b>	Taryn Dayman Leigh Ballard
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

#### COMMENT

Update on the project following discussions with Crisp Wireless throughout May 2019:

- 👉 Approximately 20 customers in the pipeline in the coming week/s
- 👉 2 new customers off the Aitkens tower in the Shire of Mukinbudin, with one of the customers very happy and will try and encourage the other residents around him to sign on
- 👉 Thanks to the Shire of Trayning for offering accommodation to Crisp Wireless so they can continue their work in the area
- 👉 Crisp Wireless are thinking of offering a month free for referrals by current customers
- 👉 Currently working through putting Jeremy on the road, in more of a sales capacity
- 👉 Crisp Wireless now has their own telecommunications licence (Market Creations held it previously for them)
- 👉 Leigh Ballard visited Wyalkatchem on Wednesday 15 May to meet with the Police Tech Officer. It was a very positive meeting and it appears Police Stations in the NEWROC will come on board and they will help get additional government agencies to the table
- 👉 NEWROC EO has spoken to DPIRD in Merredin to get them on board as customers
- 👉 NEWROC EO met with Cullen Macleod
- 👉 We have cross matched the EOI's, current customers and other contacts for Crisp Wireless to follow up on - making sure we aren't missing anyone who expressed interest. This has been provided to Crisp Wireless to follow up on
- 👉 Crisp Wireless currently reviewing the costs associated with a tower in Mukinbudin and will formally present a few options for the members to consider shortly

#### OFFICER RECOMMENDATION:

That:

- a) Members continue to promote the service
- b) Meet to discuss going forward, contract negotiations
- c) Formally respond after confirming outcomes, addressing next stage

#### RESOLUTION

That:

- d) Members continue to promote the service**
- e) Members provide feedback regarding a positive and formal response to Crisp Wireless from the letter and email in early 2018**
- f) Taryn Dayman, John Nuttall and NEWROC EO meet with Crisp Wireless to determine whether the agreement is around customer numbers or monthly income and discuss the agreement, with a view to signing before the end of this financial year.**

**Moved J Nuttall**

**Seconded D Simmons**

**Carried 5/0**

### **Discussion**

- 👉 Discussion regarding the length of time and a formal response
- 👉 Discussion around the agreement, signing the agreement and progress towards 200 customers

**7.4. NEWTRAVEL**

**REPORTING OFFICER:** Caroline Robinson  
**DISCLOSURE OF INTEREST:** Nil  
**DATE:** 20 May 2019  
**ATTACHMENT NUMBER:**  
**CONSULTATION:** Linda Vernon  
**STATUTORY ENVIRONMENT:** Nil  
**VOTING REQUIREMENT:** Simple Majority

**COMMENT**

Following on from the NEWTRAVEL strategic planning session a phone hook-up was held with Kim Storer, Linda Vernon, John Nuttall, Jamie Criddle, Rebecca McCall and Caroline Robinson. The purpose of the discussion was to firm up a direction for NEWTRAVEL and to take this back to NEWTRAVEL members for further discussion.

At the end of the meeting it was agreed the role of NEWTRAVEL is to market and promote the area and to advocate to tourism stakeholders (Government, Australia's Golden Outback etc) across a variety of key tourism issues.

Another meeting will be held with Kim Storer, Linda Vernon and Caroline Robinson on 7 June 2019 to flesh out these purposes for the Strategic Plan.

**RESOLUTION:**

**That the information is received.**

**Moved D Simmons**

**Seconded J Nuttall**

**Carried 5/0**

## 7.5. RURAL HEALTH FORUM

<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	20 May 2019
<b>ATTACHMENT NUMBER:</b>	
<b>CONSULTATION:</b>	WALGA Taryn Dayman
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### COMMENT

Background notes to the purpose of this proposed forum:

*On February 19, WALGA hosted an event which brought together WA primary health agencies with Local Government Elected Members, CEOs and Officers from over twenty-five regional areas in Western Australia. The event was precipitated by Local Governments' request for WALGA's support and assistance with the challenges faced by regional areas in primary health care. The event provided a starting point to address these concerns. The WA Country Health Service (WACHS), WA Primary Health Alliance (WAPHA), the Aboriginal Health Council of WA, Rural Health West, and St John WA were represented at the event, which was also broadcast through webinar. Feedback from the event has highlighted the challenges surrounding communication with service providers, primarily WACHS, diminishing funding, volunteer burnout and access to mental health treatment. Participants have provided clear guidance to WALGA on what they would like actioned in the coming 12 months which includes local regional forums for face to face engagement and greater engagement and collaboration with Western Australian Country Health Service (WACHS). WALGA officers will also work with WACHS for the potential to provide an updated contact list of who to contact and what services they provide.*

NEWROC has expressed a keen desire to host a locally based rural health forum and WALGA will support the NEWROC. Additionally, the hosting of such a forum meets identified strategies in the NEWROC Health Plan.

A summary of the proposed event:

DATE, TIME	Friday 20 September 2019
VENUE	Wyalkatchem (TBC)
INVITES	Councillors and CEO's of AROC, WERO, GP's in Wyalkatchem and Kununoppin, St John Ambulance Coordinators at Kununoppin and Wyalkatchem, LHAC from 2 hospitals Possible 40 persons
PURPOSE	Focus on developing local health service solutions Informing Wheatbelt health managers / decision makers about local health service delivery
NEWROC COST	Catering @ \$30/head (\$1200) Venue hire, equipment
INCOME	Do we charge for catering?

The NEWROC CEO and EO have developed a draft agenda and seek feedback from members.

## AGENDA – Wheatbelt Rural Health Forum

9am	Registration
9.30am	<b>Welcome and Introduction</b> <i>NEWROC Chair</i>
9.40am	<b>WA Country Health Service</b> <i>Sean Conlan, WA Country Health Services</i>
10am	<b>WA Primary Health Alliance</b> <i>Wheatbelt Manager, WA Primary Health Alliance</i>
10.20am	<b>Morning Tea</b>
10.40am	<b>St John's Ambulance</b> <i>Glenn Bradbury, Wheatbelt Manager</i>
11am	<b>St John's Ambulance – Country Ambulance Strategy</b>
11.15am	<b>Dr Walker</b>
11.30am	<b>Wyalkatchem GP</b>
11.45am	<b>Royal Flying Doctor Service</b> <i>Rebecca Tomkinson, CEO RFDS and Chair Wheatbelt Development Commission</i>
12.05pm	<b>Aged care speaker??</b>
12.25pm	<b>Lunch</b>
1pm	<b>Workshop – Next Steps</b> <i>Facilitated by WALGA</i>
2pm	<b>Close of Event</b>

### OFFICER RECOMMENDATION:

Submitted for discussion; and

\_\_\_\_\_ are invited to speak at the health forum

### ACTION:

**Additional speaker on aged services (delivery of a service where there is no service).**

**Agenda should be sent to WALGA for input**

## 7.6. SEGRA CONFERENCE 2019

### **PORTFOLIO:**

### **FILE REFERENCE:**

**REPORTING OFFICER:** Caroline Robinson

**DISCLOSURE OF INTEREST:** Nil

**DATE:** 19 May 2019

**ATTACHMENT NUMBER:** Nil

**CONSULTATION:** John Nuttall

**STATUTORY ENVIRONMENT:** Nil

**VOTING REQUIREMENT:** Simple Majority

### **COMMENT**

The SEGRA Conference will be held in Barooga NSW between August 20 – 22 2019. The theme is Rivers of Opportunity: Activating your potential. The conference is aimed at community and economic development practitioners as well as community leaders.

NEWROC made a written submission to present the telecommunications project and have been successful.

The program is available here: <https://segra.com.au/2019/program/>. With notable presentations on the following areas,

- 👉 Strategic Foresight for Regional Australia: mega trends, scenarios and implications
- 👉 Drivers and Constraints to Regional Economic Development
- 👉 Integrated Life Long Learning and Employment in the Regions
- 👉 Advocating for your Region
- 👉 Delivering Quality Freight and Logistics and Distribution Services and Connectivity Networks

The opportunity to attend and present the telecommunications project is open to NEWROC Executive and Council members and the organizing Committee of SEGRA requires the name of the presenter/s as soon as possible – hence this early agenda item.

The cost of attending **per person** is outlined below and it has not been confirmed whether individual members or NEWROC will cover these costs, this is to be discussed:

Flights Perth to Sydney Sydney to Albury	\$750 (or less, SEGRA has special deal with Qantas)
Accommodation	\$450
SEGRA Conference Fee	\$1800
Hire Car (if required, can also catch bus)	\$1000
<b>TOTAL</b>	<b>\$4000</b>

**OFFICER RECOMMENDATION**

Members are asked to provide feedback on the following:

- a) Names of interested persons who wish to attend and present on behalf of the NEWROC, please provide this by the Executive Meeting on the 28 May 2019
- b) Thoughts towards the cost of attending
- c) Whether the attendee/s should also include time in Canberra, as a NEWROC delegation to meet with relevant Ministers or local members around NEWROC strategic priorities or other individual member Council issues

**RESOLUTION:**

**That:**

- a) **John Nuttall be nominated to attend the 2019 SEGRA conference and present on behalf of the NEWROC**
- b) **NEWROC contribute towards the costs for attendance**
- c) **Time included in Canberra, as a NEWROC delegation to meet with relevant Ministers or local members around NEWROC strategic priorities or other individual member Council issues**

**Moved D Simmons**

**Seconded B Jones**

**Carried 5/0**

**Discussion:**

- 👉 Members noted an email from the Shire of Mukinbudin
- 👉 NEWROC EO to prepare itinerary of possible meetings in Canberra and topics

## **8. EMERGING NEWROC ISSUES as notified, introduced by decision of the Meeting**

### **9. Other Business**

#### **9.1. Literary Luncheon**

Date: 24 July 2019

This year the luncheon will be held in Wyalkatchem hosted by the Wyalkatchem Book Club. NEWROC will support the lunch with \$600 sponsorship as approved in the 2018/19 budget. The NEWROC EO has requested an invite to the NEWROC Chair.

#### **9.2. Mobile Black Spot Program – State Government**

- 👉 McGowan Government to invest \$20.7 million towards fixing regional mobile black spots
- 👉 Funding to ensure WA gets its fair share of Federal Mobile Black Spot Program

Further information: <https://www.mediastatements.wa.gov.au/Pages/McGowan/2019/05/20-million-dollars-on-the-table-for-regional-mobile-black-spots.aspx>

#### **9.3. Anthony Quahe – Civic Legal**

Civic Legal have made contact with the NEWROC offering to present on topics that might be of interest to members. This is on a fee for service basis.

**ACTION: Civic Legal be invited to speak via videoconference at the next Executive Meeting**

#### **9.4. DFES At Risk Communities Program**

The Department of Fire and Emergency Service (DFES) *At Risk Communities Program* assists service providers in the aged care and disability sectors to learn about assisting their in-home clients to prepare for and respond to bushfire emergencies. DFES has commissioned a review of the Program and has engaged Quantum Consulting Australia (QCA) to conduct the Review.

In general terms, the purpose of the Review is to find out how widely the *At Risk Communities Program* is known throughout your organisation and to identify if the program resources have been used to develop emergency management plans for your organisation, staff and clients that receive in-home care and services.

In order to obtain your input, a questionnaire/survey has been developed and which can be accessed via the following link:

Click on the following survey link to take this survey: [Click Here](#)

Or copy and paste the following link in your browser to take the survey:

<http://app.surveymethods.com/EndUser.aspx?EADCA2BDE8ABB6BAECAF8>

#### **9.5. Wheatbelt CRC Strategy Day**

Over 30 Community Resource Centre Managers / Committee members attended the third strategy day of the Wheatbelt group on Friday 17 May 2019. Cr Sachse, Darren, Cr Stratford and John Nuttall were in attendance.

Quairading CRC hosted the day and Minister MacTiernan attended to discuss the State Government priorities in regards to regional development. Some of her key points included:

- 👉 CRC's will be funded for another 4yrs (unsure as to the level yet)
- 👉 State Government has a priority to build strong regional economies – focus is on 30,000 jobs in the regions
- 👉 Service WA is being piloted in some rural communities, it is essentially a shop front and online platform for the State Government
- 👉 Traineeships are now shared between CRC's and local governments and this was to increase the diversity of the traineeships on offer

Following on from the event, the Wheatbelt Business Network has been tasked by the group to pursue four strategies;

- 👉 Support in reviewing business models to enable greater flexibility to pursue fee for service e.g. property management
- 👉 Assisting Community Resource Centres and local governments develop closer relationships and jointly plan together
- 👉 Engaging various Government agencies, promoting CRC services and being solution focused towards their needs e.g. Tourism WA, DFES etc
- 👉 Working with an organisation like SpaceCubed to access their online virtual booking platform that encourages co-working spaces and meeting rooms across the Network

The Wheatbelt Business Network team will be working over the next month to determine how we pursue these strategies and we have made a commitment to the group we will continue in this space.

#### 9.6. Local Government Week

- 👉 Proposal to hold the NEWROC Dinner on Wednesday 7 August

#### 10. 2019 MEETING SCHEDULE

25 June	Council	Koorda
23 July	Executive	Mukinbudin
27 August	Council	Mukinbudin
24 September	Executive	Trayning
22 October	Council	Trayning
26 November	Executive	Wyalkatchem
10 December	Council	Wyalkatchem

#### 11. CLOSURE

The Chair thanked everyone for their attendance and declared the meeting closed at 3.50pm.

NEWROC Operating Budget 2018-19  
 North Eastern Wheatbelt Regional Organisation of Councils  
 July 2018 to June 2019

BUDGET Excl GST													
Account	Jul-2018	Aug-2018	Sep-2018	Oct-2018	Nov-2018	Dec-2018	Jan-2019	Feb-2019	Mar-2019	Apr-2019	May-2019	Jun-2019	Total
<b>Opening Balance</b>	125,831	123,850	217,269	217,226	212,245	210,263	207,382	205,401	203,420	203,427	199,646	197,465	\$125,831
<b>Income</b>													
Grants received (256)													
Interest Received (276)	12	12	2,000	12	12	12	12	12	2,000	12	12	30,000	30,000
<b>Subscriptions Received (255)</b>													
Medical Enhancement Fund													
NEWROC Business Case / Project Work (6 x \$2,000)			12,000										12,000
NEWROC Subscriptions (6 x \$11,000)			66,000										66,000
Special Projects Subscription Rec.													
Tourism Officer (6 x \$2500)			15,000										15,000
Wheatbelt Way Marketing (6 x \$500)			3,000										3,000
Sundry Income (267)													
<b>Total Income</b>	12	96,012	2,000	12	12	12	12	12	2,000	12	12	30,012	130,120
<b>Less Operating Expenses</b>													
<b>Executive Officer</b>													
Executive Officer Contract Services (412)	4,200	4,200	4,200	6,533	6,533	6,533	4,200	4,200	4,200	4,200	4,200	4,200	57,400
Executive Officer Business Case/Project Work (414)							10,000						20,000
Seminars/Conferences (408)						500							1,000
Travel Executive Officer (477)	833	833	833	833	833	833	833	833	833	833	833	833	10,000
Office Expenses (450)	1,500	136	136	136	136	136	136	136	136	136	136	136	3,000
Travelling Expenses (Accom) (479)		100				1,400							1,000
<b>Governance / General Administration</b>													
Accounting/Audit fees (390)	45	45	45	3,045	45	45	45	45	45	45	45	45	3,545
Advertising (392)	17	17	17	17	17	17	17	17	17	17	17	17	200
Bank charges (398)	6	6	6	6	6	6	6	6	6	6	6	6	72
Catering (402)						100							200
Consultancy Fees (409)													
Events/Ceremony Expenses							200						400
Gifts (431)							100						200
Legal expenses (440)							500						500
Materials (447)													1,000
Printing and Stationery	8	8	8	8	8	8	8	8	8	8	8	8	100
Records Storage (393)			50										50
<b>Grant Funding</b>													
Grants distributed (433)													
<b>Telecommunications (Schedule 6)</b>													
Telecommunications Contractor/Services													80,000
<b>Medical Enhancement Fund (Schedule 7)</b>													
Subscriptions Distributed Medical													
<b>NewArts Literary Luncheon (860)</b>													
Literary Luncheon (600)		600											600
<b>NEWROC Promotion</b>													
Website and Database (460)													2,000
<b>NEWTRAVEL Tourism Officer (Schedule 9)</b>													
Tourism Officer Contract Services (413)	1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417	17,000
Travel Tourism Officer (478)	250	250	250	250	250	250	250	250	250	250	250	250	3,000
<b>Wheatbelt Way</b>													
WBW Infrastructure (501)													
WBW Marketing (500)	250	250	250	250	250	250	250	250	250	250	250	250	3,000
<b>Total Operating Expenses</b>	1,993	2,593	2,043	4,993	1,993	2,893	1,993	1,993	1,993	3,793	2,193	82,893	111,367
<b>Total Expenses</b>	1,993	2,593	2,043	4,993	1,993	2,893	1,993	1,993	1,993	3,793	2,193	82,893	111,367
<b>Net Operating Surplus (Deficit)</b>	-1,981	93,419	-43	-4,981	-1,981	-2,881	-1,981	-1,981	7	-3,781	-2,181	-52,881	18,753

Schedule 1	Reserves (total)			
Date	Notes	Credit	Debit	Balance
1/07/2017	Opening Balance	317,937		317,937
1/06/2018	Transfer		30,000	287,937
1/10/2017	Telecommunications transfer		102,553	185,384
30/06/2018	Interest	9,000		194,384

Schedule 2	Economic Development			
Date	Notes	Credit	Debit	Balance
1/07/2017	Opening Balance			0

Schedule 3	Social and Cultural			
Date	Notes	Credit	Debit	Balance
1/07/2017	Opening Balance			0

Schedule 4	Governance			
Date	Notes	Credit	Debit	Balance
1/07/2017	Opening Balance			0

Schedule 5	Energy and Waste			
Date	Notes	Credit	Debit	Balance
1/07/2017	Opening Balance			0

Schedule 6	Telecommunications			
Date	Notes	Credit	Debit	Balance
1/07/2017	Opening Balance	102,553	102,553	0

Schedule 7	Health			

Schedule 8		Age Friendly		
Date	Notes	Credit	Debit	Balance
1/07/2017	Opening Balance			0

Schedule 9	Tourism			
Date	Notes	Credit	Debit	Balance
1/07/2017	Opening Balance			0

Contingency Account				
Date	Notes	Credit	Debit	Balance
1/07/2017	Opening Balance	7,937		7,937
	Interest			7,937
				7,937
				7,937
				7,937
				7,937

## NEWROC – ENGINEERING SERVICES

PRIORITY	FOCUS	ROLE
MEDIUM	Engineering services provided in a timely manner, ideally at a reduced cost per member than is currently in place	NEWROC – Project Lead

### What is the Project?

#### TIMEFRAME – 2019/20

1. Identify the need for the position
2. Draft job description developed and discussed, accompanied by a draft budget (employee based position)
3. Option analysis – joint tender for engineering services

### How Will You Do It?

Internal analysis amongst members

Meet with an engineering team who could provide this service

### Who Will Do It?

NEWROC Executive will lead the project, delegated to the NEWROC Executive Officer to action

### When Will You Start & Finish?

2019/2020

### What Resources Do You Need?

Nil allocated in budget 2019/20

Contribution to the position (employee) will be by individual Councils most likely

Housing and vehicle if an employee position

### How Will You Know If You Are Successful?

Detailed case developed and discussed at NEWROC

Engineering services for each member Shire are completed in a timely manner

### Are There Any Risks?

Reliance on a steady flow of work for the employee (not necessarily for the sub contractor)

Wheatbelt Secondary Freight Network – if the position was used for this project, it may be too much work and detract from the original intention

Impact on Works Supervisors / Managers – perception, their role, authority, collaboration

## NEWROC - RENEWABLE ENERGY

PRIORITY	FOCUS	ROLE
HIGH (as identified in the NEWROC Strategic Planning Workshop Feb 2018)	Renewable Energy	NEWROC – Project Lead

### **What is the Project?**

#### **TIMEFRAME – 2018/19 to 2019/20**

Investigate renewable energy solutions (wind, sun, water, underground etc) for the communities of the NEWROC

Purpose is to ensure the communities have reliable, effective, efficient and cheap energy  
AND

As an employment driver in the district

#### **STAGE 1 – Total Cost: \$3.5K**

Market Overview and Meetings with Key Stakeholders, Submission to Microgrid Enquiry (RRE completed)

#### **STAGE 2 – 2019/20 Cost: \$2.5K Budgeted 19/20: \$5k**

1. Review the Microgrid Inquiry Report (RRE)
2. Meet again with Eamonn McCabe and Amy Tait, Energy Futures Team at DPIRD to receive an update on their view of the market, and their suggestions on engaging with Western Power (RRE and NEWROC EO)
3. Meet with Western Power - Ben Bristow, Head of Grid Transformation (acting) and Claire Smith, Senior Government Relations Specialist, Stakeholders and Communications (RRE and NEWROC EO)
4. Written report to NEWROC on the outcomes of the meetings and next step (RRE)

Invitation to various solar / energy providers to present to the NEWROC during Stage 2 to provide members with further information and ideas.

### **How Will You Do It?**

Review overall energy landscape in WA. Meet with key stakeholders to determine options

### **Who Will Do It?**

NEWROC Executive will lead the project, delegated to the NEWROC Executive Officer to action Juliet Grist from Rural and Regional Economics (RRE) to assist

### **When Will You Start & Finish?**

Juliet Grist has completed some preliminary work around the energy market for the NEWROC  
Submission to Microgrids Inquiry completed

### **What Resources Do You Need?**

\$5000 allocated in the 2019/20 Budget towards progressing this strategic priority

### **How Will You Know If You Are Successful?**

Majority of communities in the NEWROC experience reliable and low cost energy supplies. Current energy infrastructure is improved upon, not downgraded

### **Are There Any Risks?**

Work will identify the risks of the project prior to investment



**Shire of Wyalkatchem  
Payment Listing  
As of May 31, 2019**

**Attachment 10.1.1.1 Payment Listing**

Type	Date	Num	Name	Description	Amount
<b>A01100 - Cash at Bank</b>					
<b>A01101 - Unrestricted Municipal Bank</b>					
Paycheque	01/05/2019		Salaries and Wages	PPE010519	-27,819.57
Liability Cheque	01/05/2019	DD30421	Shire of Wyalkatchem	RATES DEDUCTION PPE010519	-157.00
General Journal	01/05/2019	3330	NAB	Merchant Fees	-65.69
Cheque	01/05/2019	DD010519	Westnet	Internet Access May 2019, Email Hosting 190219-190319	-185.05
Bill Pmt -Cheque	01/05/2019	DD010519	Water Corporation.	VARIOUS WATER USAGE 120219-090419, SERVICE CHARGE 010319-300419, WATER USAGE 110219-090419	-4,631.11
Bill Pmt -Cheque	02/05/2019	DD020519	Water Corporation.	VARIOUS WATER USAGE 120219-100419, SERVICE CHARGE 010319-300419	-10,405.31
Bill Pmt -Cheque	03/05/2019		Integral Fire Protection - EFT	KORRELOCKING HALL, CRC BUILDING, CBH MUSEUM, DEPOT BOTTOM, MAINTENANCE WM160, RAILWAY STATION, RAILWAY BARRACKS DCP Extinguisher Various sizes, DEPOT TOP AFFF Extinguisher 9Ltr	-978.94
Bill Pmt -Cheque	03/05/2019		Marketforce - EFT	ADVERTISING Notice of Annual General Meeting of Electors Avon Advocate 060319	-217.03
Bill Pmt -Cheque	03/05/2019		McLeods Barristers & Solicitors - EFT	LEGAL EXPENSES Email received in regards to monies paid into Supreme Court Armstrong 130319	-114.95
Bill Pmt -Cheque	03/05/2019		Shire of Mt Marshall - EFT	NEWHEALTH Expenses January 2019, NEWHEALTH Expenses February 2019	-7,924.67
Bill Pmt -Cheque	03/05/2019		WA Contract Ranger Services - EFT	ANIMAL CONTROL Ranger visit 300119, 010219, and 180219	-1,215.50
Bill Pmt -Cheque	03/05/2019		Wyalkatchem General Store - EFT	OFFICE AMENITIES Milk March 2019, COUNCIL MEETING and electors meeting March 2019, LEMC MEETING March 2019	-150.38
Bill Pmt -Cheque	03/05/2019		Wyalkatchem Hotel - EFT	REFRESHMENTS Council meeting Mar 2019	-144.00
Bill Pmt -Cheque	06/05/2019	DD060519	NAB Visa	CREDIT CARD April 2019	-668.80
Bill Pmt -Cheque	07/05/2019		Bandicoot Express - EFT	ADVERTISING MCS position full page 010319, WYALKATCHEM FAIR 2019 Advertising full page 010319	-110.00
Bill Pmt -Cheque	07/05/2019		Burgess Rawson - EFT	WATER USAGE CBH Museum, Public toilets, Parks & Gardens 120219-100419	-973.74
Bill Pmt -Cheque	07/05/2019		Caricatures by Tel - EFT	WYALKATCHEM FAIR 2019 Live caricature portraits	-1,000.00
Bill Pmt -Cheque	07/05/2019		TOLL Australia - EFT	WYALKATCHEM FAIR 2019 Freight of Hi vis vests from JR & A Hersey	-11.55
Bill Pmt -Cheque	07/05/2019		GHS Enterprises - EFT	WYALKATCHEM FAIR 2019 Hire of tables x 15	-75.00
Bill Pmt -Cheque	07/05/2019		Incredible Creatures - EFT	WYALKATCHEM FAIR 2019 Incredible Creatures petting zoo	-1,100.00
Bill Pmt -Cheque	07/05/2019		Jason Signmakers - EFT	SIGNAGE Carter Rd, Martin Rd, Jackson Rd, ADMIN OFFICE Evacuation procedure sign x 2, Muster point sign	-249.15
Bill Pmt -Cheque	07/05/2019		JR & A Hersey Pty Ltd - EFT	WYALKATCHEM FAIR 2019 Day/Night Hi vis vests green Large x 8, XL x 2, XXL x 2	-204.60
Bill Pmt -Cheque	07/05/2019		Kite Kinetics - EFT	WYALKATCHEM FAIR 2019 Kite display and kite making workshop x 4 hrs	-1,415.00
Bill Pmt -Cheque	07/05/2019		Landgate - EFT	VALUATIONS Rural UV General Revaluation 2018/19 for 2019/20	-4,354.35
Bill Pmt -Cheque	07/05/2019		Merredin Telephone Services - EFT	ADMIN OFFICE Re-cable and relocate data points, phone points and internet	-7,673.23
Bill Pmt -Cheque	07/05/2019		Nightingale, Rachel - EFT	AWARE Grant Labour 010119-310319 x 14hrs	-1,001.00
Bill Pmt -Cheque	07/05/2019		NNT Uniforms - EFT	UNIFORMS - Staff	-143.65
Bill Pmt -Cheque	07/05/2019		Palmer Plumbing - EFT	Rewasher ladies basin tap, 2 SLOCUM ST Replace outdoor tap, ADMIN OFFICE Unblock office drains, 2 SLOCUM ST Unseize tap in bath and fix dripping shower	-906.40
Bill Pmt -Cheque	07/05/2019		Spare Parts Puppet Theatre - EFT	WYALKATCHEM FAIR 2019 Puppet making workshop x 4 hrs	-1,700.77
Bill Pmt -Cheque	07/05/2019		WA Contract Ranger Services - EFT	ANIMAL CONTROL Ranger Visits 050319 & 260319	-561.00
Bill Pmt -Cheque	07/05/2019		WA Local Government Assoc - EFT	TRAINING Management of Roadside Vegetation 030519 Watkins	-88.00
Bill Pmt -Cheque	07/05/2019		Wheatbelt Office & Business Machines -EFT	PHOTOCOPY Colour Copies x 850 Mar 2019, B&W Copies x 7060 Mar 2019	-150.62
Bill Pmt -Cheque	07/05/2019		Winc Australia Pty Ltd - EFT	BUSH FIRE ADMIN LED Headlamp x 3, REC CENTRE Toilet paper ctn 48, STREET BINS Rubbish bags 240L ctn 100, OCC HEALTH Squeeze bottles for hand soap	-522.96
Bill Pmt -Cheque	07/05/2019		Wyalkatchem Weekly - EFT	ADVERTISING Shire newsletter 010219, 150219, 010319, 150319, and 290319, WYALKATCHEM FAIR 2019 Advertising full page 010319, SUBSCRIPTIONS Wylie Weekly 010219, 150219, 010319, 150319, 290319, and 120419	-582.00
Bill Pmt -Cheque	07/05/2019	BPAY070519	WA Country Health Service	MEDICAL CENTRE Replacement of power supply to Ampac Firefinder panel	-434.50
Bill Pmt -Cheque	13/05/2019	DD130519	Synergy	ELECTRICITY 130319-090419	-100.45
Bill Pmt -Cheque	13/05/2019	DD130519	Telstra	VARIOUS TELEPHONE & INTERNET 170419-160519	-1,658.36

**Shire of Wyalkatchem  
Payment Listing  
As of May 31, 2019**

Paycheque	15/05/2019	Salaries and Wages	PPE150519	-27,072.95
Liability Cheque	15/05/2019	BPAY70520	RATES DEDUCTION PPE150519	-132.00
Cheque	16/05/2019	160519	Gibbs, Skye	-0.99
Cheque	17/05/2019	DD170519	Foxtel	-154.00
Bill Pmt -Cheque	21/05/2019	DD210519	Telstra	-116.60
Bill Pmt -Cheque	21/05/2019	DD210519	Crisp Wireless	-526.90
Cheque	23/05/2019		Trenorden, Claire L	-219.00
Liability Cheque	23/05/2019	BPAY230519	Australian Taxation Office	-8,450.00
Bill Pmt -Cheque	23/05/2019	DD230519	Synergy	-2,549.85
Bill Pmt -Cheque	24/05/2019		Arcus Australia Pty Ltd - EFT	-93.50
Bill Pmt -Cheque	24/05/2019		Bloomy's Nursery and Florist - EFT	-150.00
			DEPOT Container Service Charges 290918-281018, SWIMMING POOL C size oxygen bottles x 2 290918-281018, DEPOT Container Service Charges 291018-271118, SWIMMING POOL C size oxygen bottles x 2 291018-271118, DEPOT Container Service Charges 281118-281218, SWIMMING POOL C size oxygen bottles x 2 281118-281218, DEPOT Container Service Charges 291218-280119, SWIMMING POOL C size oxygen bottles x 2 291218-280119, DEPOT Container Service Charges 290119-250219, SWIMMING POOL C size oxygen bottles x 2 290119-250219, DEPOT Container Service Charges 260219-280319, SWIMMING POOL C size oxygen bottles x 2 260219-280319	
Bill Pmt -Cheque	24/05/2019		BOC Gases - EFT	-374.04
Bill Pmt -Cheque	24/05/2019		Comfort Style Furniture - EFT	-1,038.00
Bill Pmt -Cheque	24/05/2019		TOLL Australia - EFT	-10.73
Bill Pmt -Cheque	24/05/2019		Dan Garner Music - EFT	-400.00
Bill Pmt -Cheque	24/05/2019		ITVISION - EFT	-27,613.16
Bill Pmt -Cheque	24/05/2019		Jason Signmakers - EFT	-715.00
Bill Pmt -Cheque	24/05/2019		JR & A Hersey Pty Ltd - EFT	-636.46
Bill Pmt -Cheque	24/05/2019		Metro Count - EFT	-85.80
Bill Pmt -Cheque	24/05/2019		Scitech - EFT	-1,650.00
Bill Pmt -Cheque	24/05/2019		Shire of Mt Marshall - EFT	-2,173.91
Bill Pmt -Cheque	24/05/2019		T & E Services Pty Ltd - EFT	-14,259.70
Bill Pmt -Cheque	24/05/2019		Wheatbelt Office & Business Machines -EFT	-19.95
Bill Pmt -Cheque	24/05/2019		Wyalkatchem Community Resource Cntr - EFT	-7,164.00
Bill Pmt -Cheque	24/05/2019		Wyalkatchem General Store - EFT	-223.07
Bill Pmt -Cheque	24/05/2019		Wyalkatchem Hotel - EFT	-151.00
Bill Pmt -Cheque	24/05/2019		Wyalkatchem Tyre Service - EFT	-70.00
Bill Pmt -Cheque	24/05/2019	16869	Yelbeni Store	-254.51
Bill Pmt -Cheque	24/05/2019	DD240519	Synergy	-108.00
Bill Pmt -Cheque	27/05/2019		Fulton Hogan - EFT	-155,009.07
Cheque	27/05/2019	16870	Australian Taxation Office	-59.28
Paycheque	29/05/2019		Salaries and Wages	-26,426.52
Liability Cheque	29/05/2019	10670120	Shire of Wyalkatchem	-130.00
Liability Cheque	29/05/2019		Small Business Super Clearing House - EFT	-12,963.59
Bill Pmt -Cheque	31/05/2019		Aerodrome Management Services - EFT	-12,844.88
Bill Pmt -Cheque	31/05/2019		Angie Roe Photography - EFT	-100.00
Bill Pmt -Cheque	31/05/2019		Australia Post - Mail - EFT	-108.69
			FBT Return 010418-310319	
			PPE290519	
			RATES DEDUCTION PPE290519	
			SUPERANNUATION May 19	
			AIRPORT ADDITIONS 2018/19 Airstrip linemarking	
			PROFESSIONAL SERVICES Councillor corporate portraits retouch to remove background elements	
			POSTAGE April 2019	

**Shire of Wyalkatchem  
Payment Listing  
As of May 31, 2019**

Bill Pmt -Cheque	31/05/2019	Avon Waste - EFT	BINS April 2019 318 bins x 5 weeks, BINS April 2019 12 bins x 5 weeks, RECYCLING Service bins x 9 030419 (Oncharged x 4), RECYCLING Service bins travel	-5,114.14	
Bill Pmt -Cheque	31/05/2019	Baileys Fertiliser - EFT	ROADHOUSE GARDENS Native potting mix bulk bag, REC CENTRE OVAL Liquid iron and manganese 200L, Vitaplant 20L, Liquid kelp 20L, GT Green 200L, Grosorb Liquid 200L	-3,411.93	
Bill Pmt -Cheque	31/05/2019	Benara Nurseries - EFT	ROADHOUSE GARDENS Dietes Bicolor, Grevillea Robyn Gordon, Grevillea Amber Blaze, Grevillea Bronze Rambler, Anigozathos Big Red, Anigozathos Manglesii, Anigozathos Yellow Gem, Freight to Forrestdale	-685.32	
Bill Pmt -Cheque	31/05/2019	BOC Gases - EFT	DEPOT Container Service Charges 290319-270419, SWIMMING POOL C size oxygen bottle x 2 290319-270419	-59.79	
Bill Pmt -Cheque	31/05/2019	D & D Transport - EFT	CRICKET WICKETS Freight of 1T Bulka Bag Wicket Soil x2	-400.62	
Bill Pmt -Cheque	31/05/2019	Dalwallinu Electrical - EFT	REC CENTRE Supply and install vandalproof lights in undercover area, BUSH FIRE TRUCK SHED Supply and install LED floodlighting 2 x 200watt	-3,146.00	
Bill Pmt -Cheque	31/05/2019	Drainflow Services Pty Ltd - EFT	STREET CLEANING Street sweeping 190319	-2,260.50	
Bill Pmt -Cheque	31/05/2019	Dunnings - EFT	FUEL April 2019	-8,048.27	
Bill Pmt -Cheque	31/05/2019	Eastern Hills Saws & Mowers - EFT	REPAIRS service and repair chain and bar on chainsaw, REPAIRS service and repair chain and bar on chainsaw, SWIMMING POOL Blades for Husqvana RZ4221 mower	-657.35	
Bill Pmt -Cheque	31/05/2019	JK Williams - EFT	2A SLOCUM ST 40in TV, 230L fridge	-998.00	
Bill Pmt -Cheque	31/05/2019	Landgate - EFT	SYNERGY Aerial imagery	-554.40	
Bill Pmt -Cheque	31/05/2019	Landmark - EFT	REC CENTRE Gas bottle 45kg	-117.65	
Bill Pmt -Cheque	31/05/2019	LO-GO Appointments - EFT	ACTING MANAGER CORPORATE SERVICES - P Godfrey 130519 - 180519, ACTING MANAGER CORPORATE SERVICES - P Godfrey 290419 - 040519	-5,030.03	
Bill Pmt -Cheque	31/05/2019	Lock Stock & Farrell Locksmith - EFT	BARRACKS Key Room 7 x 1	-32.50	
Bill Pmt -Cheque	31/05/2019	Petchell Mechanical - EFT	MAINTENANCE WM015 60,000km Service, DEPOT Shop towels 100pk x 2, PLANT PARTS WM016 Hose clamps x 2, REPAIRS WM015 Repair air line leak on dolly, PLANT PARTS WM216 7pin trailer plug, PLANT PARTS fitting of new bitumen pump, MAINTENANCE WYLIE 45,000km service	-2,359.26	
Bill Pmt -Cheque	31/05/2019	Specialised Tree Services - EFT	TREE PRUNING Site visit and report on Swan St trees	-480.00	
Bill Pmt -Cheque	31/05/2019	T & E Services Pty Ltd - EFT	MEDICAL SERVICES June 2019	-14,259.70	
Bill Pmt -Cheque	31/05/2019	TOLL Australia - EFT	PUBLIC TOILETS Freight from Jason Signmakers 010519, PLANT PARTS Freight from JR & A Hersey 020519, ADMIN OFFICE Freight from Ergolink 060519	-170.18	
Bill Pmt -Cheque	31/05/2019	Total Concept Cabinetmaking - EFT	ADMIN OFFICE Supply and install office furniture - Deposit and progress payment, ADMIN OFFICE Supply and install office furniture - progress payment	-8,547.45	
Bill Pmt -Cheque	31/05/2019	WA Contract Ranger Services - EFT	ANIMAL CONTROL Ranger Visits 120419 x 3.5hrs, Ranger Visits 240419 x 3 hrs	-607.75	
Bill Pmt -Cheque	31/05/2019	WACA - EFT	CRICKET WICKETS Wicket soil bulk bag 1T x 3	-721.82	
Bill Pmt -Cheque	31/05/2019	Winc Australia Pty Ltd - EFT	STREET BINS Bin liners 240L x 8 boxes, STATIONERY LEMC USB wall charger for emergency box, STATIONERY Archive boxes x 10, Tape 24mm x 6	-370.30	
Bill Pmt -Cheque	31/05/2019	Wyalkatchem Hotel - EFT	REFRESHMENTS Canadian Club and Dry x 4, XXXX Gold x 2, Carlton Cold x 2, Carlton Dry x 2	-48.00	
Bill Pmt -Cheque	31/05/2019	Wyalkatchem Tennis Club - EFT	DRUM MUSTER Collection 010818 x 980 drums	-245.00	
Bill Pmt -Cheque	31/05/2019	JR & A Hersey Pty Ltd - EFT	PLANT PARTS 75t snatch strap, EXPENDABLE TOOLS Square mouth shovel, Demolition hammer, 30m reel tape measure, Metric drill bit set, Wire brush, 3/8 Hex head kit, Fencing pliers, OCC HEALTH Hand cleaner 5L, DEPOT Gaffa tape 48m x 25mm black, DEPOT Duct tape 30m x 48mm, Freight, OCC SAFETY Gloves, MAINTENANCE Fleet clean wash 20L, CRC lube, Interior clean 5L, Spray bottle, Bag of rags 15kg	-2,171.95	
General Journal	31/05/2019	3333	NAB	Account Keeping Fee	-26.00
General Journal	31/05/2019	3334	NAB	NAB Connect Fee. May 2019 TM	-33.49
General Journal	31/05/2019	3335		NAB Safe Custody Fee. TM	-55.00
General Journal	31/05/2019	3336	NAB	Merchant Fees	-96.76
Bill Pmt -Cheque	31/05/2019	DD310519	Fuji Xerox - EFT	PHOTOCOPY Lease 230419-220519	-317.02
Total A01101 · Unrestricted Municipal Bank				<b>-444,775.66</b>	
Total A01100 · Cash at Bank				<b>-444,775.66</b>	
<b>TOTAL</b>			<b>444,775.66</b>	<b>-444,775.66</b>	

**Shire of Wyalkatchem  
Payment Listing  
As of May 31, 2019**

**CERTIFICATION OF CHIEF EXECUTIVE OFFICER**

I hereby certify that the Schedule of Accounts paid was submitted to Council on Thursday, 20 June 2019.  
All payments are as per the Annual Budget and are supported by vouchers and invoices and were not processed until goods and services were certified as received.

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Taryn Dayman, Chief Executive Officer

**CERTIFICATION OF CHAIRMAN**

I hereby certify this schedule of accounts paid was submitted to the Council on Thursday, 20 June 2019 for information pursuant to Section 6.8(2)(b) of the Local Government Act 1995.

---

Cr Quentin Davies, Chairman



Your Local Fuel Distributor

**Account  
Statement**

DUNNING INVESTMENTS P/L  
ATF Dunning Family Trust  
PO BOX 169 NORTHAM WA 6401  
E-mail: admin@dunningsfuel.com.au  
Web: www.dunningsfuel.com.au  
Phone: 08 96221413  
Fax: 08 96222606  
ABN: 29384905038

SHIRE OF WYALKATCHEM  
PO BOX 224  
WYALKATCHEM  
WESTERN AUSTRALIA, 6485

Account No.	Statement Date	Terms	Page No.
SHIRW	31/05/2019	21 EOM	1

Date	Reference	Amount \$	Balance
	B/Fwd		8048.27
01/05/2019	SMY	2637.04	10685.31
15/05/2019	00134837/JL/	7595.01	18280.32
31/05/2019	PAYMT	-8048.27	10232.05
31/05/2019	CARD FEE	46.20	10278.25

Please make your payment to our account.

BSB: 016-780  
ACC: 835405276

Overdue	Current	Total Due
0.00	10,278.25	10,278.25

E &amp; OE



Payment Slip

DUNNING INVESTMENTS P/L

ATF Dunning Family Trust  
PO BOX 169 NORTHAM WA 6401

Name  
SHIRE OF WYALKATCHEM

Date 31/05/2019  
Acc. No. SHIRW  
Acc. Type 001  
ABN 47096937882

Please detach and return  
with your payment

Reference	Amount \$
B/Fwd	8048.27
SMY	2637.04
00134837/JL/	7595.01
PAYMT	-8048.27
CARD FEE	46.20

Please pay  
this amount

10,278.25



Your Local Fuel Distributor

DUNNING INVESTMENTS P/L  
ATF Dunning Family Trust  
PO BOX 169 NORTHAM WA 6401PH: 08 96221413  
FAX: 08 96222606  
admin@dunningsfuel.com.au

## \*\* TAX INVOICE \*\*

31/05/2019

ABN: 29384905038  
SHIRE OF WYALKATCHEM  
PO BOX 224  
WYALKATCHEM 6485PAGE: 1  
SHIRW

Location	Order No	ODO	Date	Tax Invoice	Product	Quantity	Unit Price	Amount \$
Card: 7034320095652092		Rego: 1EMP976	Driver: 31/05/2019 00:00	001400630521	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	1.00		3.85
Card: 7034320089961806		Rego: DOCTOR	Driver: DOCTOR 31/05/2019 00:00	001400630514	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	1.00		3.85
Card: 7034320091090800	X190 - WYALKATCHEM WA WM21	Rego: WM012	Driver: 0 14/05/2019 07:05	172	DIESEL - SERVICE STN	16.49	1.519	25.05
	X190 - WYALKATCHEM WA WM21		0 20/05/2019 07:46	196	DIESEL - SERVICE STN	65.26	1.519	99.14
			31/05/2019 00:00	001400630518	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	82.75		128.04
Card: 7034320089961798	X190 - WYALKATCHEM WA WM216	Rego: WM216	Driver: WM 216 0 03/05/2019 07:19	143	UNLEADED - SERVICE STN	10.42	1.500	15.63
	X190 - WYALKATCHEM WA WM216		0 03/05/2019 14:52	145	DIESEL - SERVICE STN	57.25	1.519	86.98
	X190 - WYALKATCHEM WA WM216		0 09/05/2019 09:19	160	UNLEADED - SERVICE STN	11.69	1.500	17.53
	X190 - WYALKATCHEM WA WM216		0 14/05/2019 07:15	173	DIESEL - SERVICE STN	552.31	1.519	838.98
	X190 - WYALKATCHEM WA WM216		0 15/05/2019 15:46	183	UNLEADED - SERVICE STN	11.73	1.500	17.59
	X183 - NORTHAM WA WM216		0 17/05/2019 14:21	499	DIESEL - SERVICE STN	32.92	1.499	49.35
	X184 - GOOMALLING WA WM216		0 21/05/2019 09:46	248	DIESEL - SERVICE STN	59.78	1.519	90.81
	X190 - WYALKATCHEM WA WM216		0 22/05/2019 09:29	204	DIESEL - SERVICE STN	46.12	1.519	70.06
	X190 - WYALKATCHEM WA WM216		0 29/05/2019 15:01	225	DIESEL - SERVICE STN	40.96	1.520	62.24
	X183 - NORTHAM WA WM216		31/05/2019 00:00	001400630513	DIST CARD FEE	1.00	3.850	3.85
			0 31/05/2019 14:02	658	DIESEL - SERVICE STN	31.23	1.519	47.44
					Card Totals	855.41		1300.46
Card: 7034320089961822	Q017 - BRENTWOOD WA	Rego: WYLIE	Driver: WM006 0 05/05/2019 14:56	377	DIESEL - SERVICE STN	59.56	1.559	92.85
	X190 - WYALKATCHEM WA WM006		0 18/05/2019 10:02	190	DIESEL - SERVICE STN	56.02	1.519	85.11
	X190 - WYALKATCHEM WA WM006		0 26/05/2019 09:33	216	DIESEL - SERVICE STN	52.67	1.519	80.00
			31/05/2019 00:00	001400630516	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	169.25		261.81
Card: 7034320089961780	X181 - TOODYAY WA ROADPLN2	Rego: WM027	Driver: ROADPLANT 0 14/05/2019 08:29	446	DIESEL - SERVICE STN	42.58	1.519	64.67
	X190 - WYALKATCHEM WA ROADPLN2		0 15/05/2019 10:04	178	DIESEL - SERVICE STN	34.71	1.519	52.72
	X190 - WYALKATCHEM WA ROADPLN2		0 20/05/2019 07:29	195	DIESEL - SERVICE STN	64.97	1.519	98.70
			31/05/2019 00:00	001400630512	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	143.26		219.94
Card: 7034320095652076		Rego: WM006	Driver: 31/05/2019 00:00	001400630519	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	1.00		3.85
Card: 7034320089961764		Rego: WM000	Driver: WM000					

E &amp; 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  
admin@dunningsfuel.com.au

## \*\* TAX INVOICE \*\*

31/05/2019

ABN: 29384905038  
SHIRE OF WYALKATCHEM  
PO BOX 224  
WYALKATCHEM 6485

PAGE: 2  
SHIRW

Location	Order No	ODO	Date	Tax Invoice	Product	Quantity	Unit Price	Amount \$
X183 - NORTHAM WA	WM000		0 03/05/2019 13:47	374	DIESEL - SERVICE STN	43.47	1.499	65.17
X190 - WYALKATCHEM WA	WM000		0 07/05/2019 12:44	155	DIESEL - SERVICE STN	48.08	1.519	73.04
X190 - WYALKATCHEM WA	WM000		0 15/05/2019 11:03	180	DIESEL - SERVICE STN	46.14	1.519	70.09
X190 - WYALKATCHEM WA	WM000		0 22/05/2019 08:23	203	DIESEL - SERVICE STN	45.49	1.519	69.10
X190 - WYALKATCHEM WA	WM000		0 25/05/2019 10:25	214	DIESEL - SERVICE STN	44.19	1.519	67.14
X190 - WYALKATCHEM WA	WM000		0 27/05/2019 08:00	218	DIESEL - SERVICE STN	51.98	1.519	78.96
X183 - NORTHAM WA	WM000		0 30/05/2019 13:22	538	DIESEL - SERVICE STN	49.38	1.519	75.01
			31/05/2019 00:00	001400630510	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	329.73		502.36
Card: No Card								
Volvo 5			0 15/05/2019 00:00	001400626974	DISTILLATE BULK	5,000.00	1.519	7,595.01
					Card Totals	5,000.00		7595.01
Card: 7034320089961772		Rego: ROADPLN1	Driver: ROADPLANT					
			31/05/2019 00:00	001400630511	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	1.00		3.85
Card: 7034320089963968		Rego: WYLIBUS	Driver: WYLIBUS					
			31/05/2019 00:00	001400630517	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	1.00		3.85
Card: 7034320095652084		Rego: WM158	Driver:					
			31/05/2019 00:00	001400630520	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	1.00		3.85
Card: 7034320089961814		Rego: WM00	Driver: 000 WM					
Q011 - CLARKSON WA			0 03/05/2019 12:54	594	UNLEADED - SERVICE STN	45.04	1.519	68.41
S667 - GIDGEGANNUP WA	0WM		0 09/05/2019 19:02	533	UNLEADED - SERVICE STN	44.47	1.429	63.55
S667 - GIDGEGANNUP WA	0WM		0 16/05/2019 18:55	667	UNLEADED - SERVICE STN	37.43	1.429	53.49
S655 - BUTLER WA			0 26/05/2019 13:34	101	UNLEADED - SERVICE STN	41.33	1.409	58.23
			31/05/2019 00:00	001400630515	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	169.27		247.53

Total Discount 30.30

GST Incl in Total 934.39

Invoices Total	UNLEADED - SERVICE STN	202.11	294.43
	DISTILLATE BULK	5,000.00	7,595.01
	DIESEL - SERVICE STN	1,541.56	2,342.61
	DIST CARD FEE	12.00	46.20

Total excl. GST 9,343.86

Total 10,278.25

NEXT



Statement for

**NAB Business Visa**

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001

Tel 1300 498 594 8am - 8pm AEST &amp; AEDT Monday to Friday, 9am - 6pm AEST &amp;

AEDT Saturday and Sunday

Fax 1300 363 658

Lost &amp; Stolen cards: 1800 033 103 (24 hours within Australia only)

07 MAY 2019

WYALKATCHEM SHIRE  
27 FLINT STREET  
WYALKATCHEM WA 6485

Statement Period	29 March 2019 to 29 April 2019
Company Account No:	4557 0498 0000 4281
Facility Limit:	\$13,000

**Your Account Summary**

Balance from previous statement	\$1,214.32 DR
Payments and other credits	\$1,214.32 CR
Purchases, cash advances and other debits	\$659.80 DR
Interest and other charges	\$9.00 DR
<b>Closing Balance</b>	<b>\$668.80 DR</b>

YOUR DIRECT DEBIT PAYMENT OF \$668.80 WILL BE  
CHARGED TO ACCOUNT 000086977- 0000508383313 ON  
06/05/2019 AS PER OUR AGREEMENT.

## Transaction record for: Billing account

Date	Amount A\$	Details	Reference
3 Apr 2019	\$1,214.32 CR	DIRECT DEBIT PAYMENT	74557049092
Total for this Period:	\$1,214.32 CR		



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



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



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

## Cardholder summary

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

Cardholder account	Cardholder name	Credit limit	Payments and other credits (A)	Purchases and cash advances (B)	Interest and other charges (C)	Net Totals (B + C - A)
4557-0455-3793-8668	MISS TARYN LEANNE DA	\$13,000	\$0.00	\$659.80	\$9.00	\$668.80
4557-0498-0000-4281	BILLING ACCOUNT	\$0	\$1,214.32 CR	\$0.00	\$0.00	\$1,214.32 CR
			\$1,214.32 CR	\$659.80 DR	\$9.00 DR	\$545.52 CR

## Transaction type

Purchase

## Annual percentage rate

0.000%

## Daily percentage rate

0.00000%



Statement for  
**NAB Business Visa**

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

### Cardholder Details

Cardholder Name: MISS TARYN LEANNE DAYMAN  
Account No: 4557 0455 3793 8668  
Statement Period: 29 March 2019 to 29 April 2019  
Cardholder Limit: \$13,000

Transaction record for: MISS TARYN LEANNE DAYMAN

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
17 Apr 2019	\$64.30	BIG W 0450	BELMONT E041225 STATIONERY LEMC carcharger, usb charger x2, pocket radio for emergency Boxes			03134800004	
17 Apr 2019	\$159.00	KMART 1162	BOORAGOON E090011 2A SLOCUM ST Doormat, Bath Sheet x2, Bin, Iron, and vacuum			74363969107	
17 Apr 2019	\$113.50	KMART 1162	BOORAGOON E090011 2A SLOCUM ST Various Kitchen items for contractor unit			74363969107	
23 Apr 2019	\$55.00	TARGETC 6550	NORTHAM E090011 2A Slocum st Iron Board, Mop, Broom, Dust Pan, and mop Bucket			74363969110	
29 Apr 2019	\$268.00	TARGETC 6550	NORTHAM E090011 2A Slocum st sheets for contractor unit			74363969117	
29 Apr 2019	\$9.00	CARD FEE	E041221 CREDIT CARD APR 2019				74557049119
<b>Total for this period</b>	<b>\$668.80</b>		<b>Totals</b>				

### Employee declaration

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

Cardholder signature: *Taryn*

Date: 11/6/2019





**Shire of Wyalkatchem**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31 May 2019**

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

**Shire of Wyalkatchem**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 May 2019**

	Note	Amended Annual Budget 4	FYD Budget (a)	FYD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	Var.
<b>Operating Revenues</b>							
Governance		\$ 6,187	\$ 6,187	\$ 10,481	\$ 4,294	41.0%	
General Purpose Funding		617,552	594,140	608,703	14,563	2.4%	
Law, Order and Public Safety		39,486	39,486	35,700	(3,786)	(10.6%)	
Health		49,056	28,552	26,715	(1,837)	(6.9%)	
Education and Welfare		0	0	0	0		
Housing		78,889	71,029	69,732	(1,297)	(1.9%)	
Community Amenities		113,190	113,020	120,219	7,199	6.0%	
Recreation and Culture		7,817	7,738	7,749	11	0.1%	
Transport		308,431	307,012	308,553	1,541	0.5%	
Economic Services		16,798	14,065	23,476	9,411	40.1%	
Other Property and Services		25,165	23,915	25,436	1,521	6.0%	
<b>Total (Excluding Rates)</b>		<b>1,262,571</b>	<b>1,205,144</b>	<b>1,236,764</b>	<b>31,620</b>	2.6%	
<b>Operating Expense</b>							
Governance		(327,066)	(251,398)	(198,451)	52,947	26.7%	▼
General Purpose Funding		(81,272)	(54,202)	(56,849)	(2,647)	(4.7%)	
Law, Order and Public Safety		(143,631)	(120,614)	(90,825)	29,789	32.8%	▼
Health		(325,758)	(278,204)	(271,118)	7,086	2.6%	
Education and Welfare		(74,755)	(72,812)	(56,087)	16,725	29.8%	▼
Housing		(272,302)	(238,000)	(222,938)	15,062	6.8%	
Community Amenities		(256,971)	(223,086)	(222,518)	568	0.3%	
Recreation and Culture		(872,731)	(784,889)	(759,320)	25,569	3.4%	
Transport		(1,610,391)	(1,365,658)	(1,200,678)	164,980	13.7%	▼
Economic Services		(120,839)	(104,324)	(108,913)	(4,589)	(4.2%)	
Other Property and Services		(26,794)	(18,099)	(15,682)	2,417	15.4%	
<b>Total</b>		<b>(4,112,510)</b>	<b>(3,511,286)</b>	<b>(3,203,378)</b>	<b>307,908</b>		
<b>Funding Balance Adjustment</b>							
Add back Depreciation		1,282,074	1,175,235	1,186,321	11,086	0.9%	
Adjust (Profit)/Loss on Asset Disposal	10	18,748	18,519	18,519	0	0.0%	
Movement in Deferred Pensional Rates (Non-Current)		6,138	6,138	6,138	0	0.0%	
Movement in Accrued Salaries and Wages				0	0		
Movement in Employee Benefit Provisions				0	0		
Adjust Provisions and Accruals				0	0		
<b>Net Operating (Ex. Rates)</b>		<b>(1,542,979)</b>	<b>(1,106,250)</b>	<b>(755,636)</b>	<b>350,614</b>		
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	10	65,572	65,571	65,571	0	0.0%	
Non-Operating Grants		488,729	488,729	477,024	(11,705)	(2.5%)	
Proceeds from New Debentures		0	0	0	0		
Proceeds from Sale of Investments				0	0		
Proceeds from Advances				0	0		
Self-Supporting Loan Principal		6,908	6,908	6,908	0	0.0%	
Transfer from Reserves	9	812,407	770,445	770,445	0	0.0%	
<b>Total</b>		<b>1,373,616</b>	<b>1,331,654</b>	<b>1,319,949</b>	<b>(11,705)</b>		
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0	0		
Land and Buildings	10	(213,255)	(84,820)	(91,320)	(6,500)	(7.1%)	
Plant and Equipment	10	(296,476)	(296,476)	(298,983)	(2,507)	(0.8%)	
Furniture and Equipment	10	(35,000)	0	0	0		
Infrastructure Assets - Roads	10	(533,126)	(483,126)	(514,932)	(31,806)	(6.2%)	
Infrastructure Assets - Other	10	(28,745)	(8,745)	(20,422)	(11,677)	(57.2%)	▲
Purchase of Investments		(56,086)	(56,086)	(56,086)	0		
Repayment of Debentures				0	0		
Advances to Community Groups				0	0		
Transfer to Reserves	9	(115,692)	(90,825)	(90,825)	0	0.0%	
<b>Total</b>		<b>(1,278,380)</b>	<b>(1,020,078)</b>	<b>(1,072,568)</b>	<b>(52,490)</b>		
<b>Net Capital</b>		<b>95,236</b>	<b>311,576</b>	<b>247,381</b>	<b>(64,195)</b>		
<b>Total Net Operating + Capital</b>		<b>(1,447,743)</b>	<b>(794,674)</b>	<b>(508,255)</b>	<b>286,419</b>		
Rate Revenue		1,291,449	1,291,571	1,248,181	(43,390)	(3.5%)	
Opening Funding Surplus(Deficit)		236,294	236,294	236,294	(0)	(0.0%)	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>80,000</b>	<b>733,191</b>	<b>976,220</b>	<b>243,030</b>	24.9%	

**Shire of Wyalkatchem**  
**STATEMENT OF FINANCIAL ACTIVITY**  
(Nature or Type)  
For the Period Ended 31 May 2019

	Note	Amended Annual Budget 4	Budget (a)	Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	
<b>Operating Revenues</b>		\$	\$	\$			
Grants, Subsidies and Contributions	8	963,684	938,684	941,441	2,757	0.3%	
Profit on Asset Disposal	10	5,202	5,202	5,202	(0)	(0.0%)	
Fees and Charges		237,036	217,649	240,173	22,524	9.4%	
Interest Earnings		56,649	43,609	49,948	6,339	12.7%	
Other Revenue		0	0	0	0		
<b>Total (Excluding Rates)</b>		<b>1,262,571</b>	<b>1,205,144</b>	<b>1,236,764</b>	<b>31,620</b>		
<b>Operating Expense</b>							
Employee Costs		(1,092,489)	(1,061,448)	(979,973)	81,475	8.3%	
Materials and Contracts		(1,391,018)	(945,783)	(720,398)	225,385	31.3%	▼
Utilities Charges		(177,742)	(162,930)	(149,997)	12,933	8.6%	
Depreciation (Non-Current Assets)		(1,282,074)	(1,175,235)	(1,186,321)	(11,086)	(0.9%)	
Interest Expenses		(15,623)	(14,321)	(10,472)	3,849	36.8%	
Insurance Expenses		(129,614)	(129,614)	(132,496)	(2,882)	(2.2%)	
Loss on Asset Disposal		(23,950)	(21,954)	(23,721)	(1,767)	(7.4%)	
Other Expenditure		0	0	0	0		
<b>Total</b>		<b>(4,112,510)</b>	<b>(3,511,285)</b>	<b>(3,203,378)</b>	<b>307,907</b>		
<b>Funding Balance Adjustment</b>							
Add Back Depreciation		1,282,074	1,175,235	1,186,321	11,086	0.9%	
Adjust (Profit)/Loss on Asset Disposal	10	18,748	18,519	18,519	0	0.0%	
Movement in Deferred Pensional Rates (Non-Current)		6,138	6,138	6,138	0	0.0%	
Movement in Accrued Salaries and Wages					0		
Movement in Employee Benefit Provisions					0		
Adjust Provisions and Accruals					0		
<b>Net Operating (Ex. Rates)</b>		<b>(1,542,979)</b>	<b>(1,106,249)</b>	<b>(755,636)</b>	<b>350,613</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	8	488,729	488,729	477,024	(11,705)	(2.5%)	
Proceeds from Disposal of Assets	10	65,572	65,572	65,571	(1)	(0.0%)	
Proceeds from New Debentures					0		
Proceeds from Sale of Investments					0		
Proceeds from Advances					0		
Self-Supporting Loan Principal					0	0.0%	
Transfer from Reserves					0	0.0%	
<b>Total</b>		<b>1,373,616</b>	<b>1,331,654</b>	<b>1,319,949</b>	<b>(11,706)</b>		
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0	0		
Land and Buildings	10	(213,255)	(84,820)	(91,320)	(6,500)	(7.1%)	
Plant and Equipment	10	(296,476)	(296,476)	(298,983)	(2,507)	(0.8%)	
Furniture and Equipment	10	(35,000)	0	0	0		
Infrastructure Assets - Roads	10	(533,126)	(483,126)	(514,932)	(31,806)	(6.2%)	
Infrastructure Assets - Other	10	(28,745)	(8,745)	(20,422)	(11,677)	(57.2%)	▲
Purchase of Investments			0		0		
Repayment of Debentures					0		
Advances to Community Groups					0		
Transfer to Reserves					0		
<b>Total</b>		<b>(1,278,380)</b>	<b>(1,020,078)</b>	<b>(1,072,568)</b>	<b>(52,490)</b>		
<b>Net Capital</b>		<b>95,236</b>	<b>311,576</b>	<b>247,381</b>	<b>(64,196)</b>		
<b>Total Net Operating + Capital</b>		<b>(1,447,743)</b>	<b>(794,674)</b>	<b>(508,255)</b>	<b>286,417</b>		
Rate Revenue		1,291,449	1,291,571	1,248,181	(43,390)	(3.5%)	
Opening Funding Surplus(Deficit)		236,294	236,294	236,294	(0)	(0.0%)	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>80,000</b>	<b>733,191</b>	<b>976,220</b>	<b>243,028</b>	24.9%	

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

**1. SIGNIFICANT ACCOUNTING POLICIES**

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

**(a) Basis of Accounting**

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

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

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

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

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

**(c) Rounding Off Figures**

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

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

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

**(e) Goods and Services Tax**

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

**(f) Cash and Cash Equivalents**

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

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

**(g) Trade and Other Receivables**

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

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

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

**(h) Inventories**

**General**

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

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

**Land Held for Resale**

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

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

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

**(i) Fixed Assets**

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

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

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

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

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

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

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

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

***Land under Control***

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

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

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

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

**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 May 2019**

**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.

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

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

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

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

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

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

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

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

**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 May 2019**

**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 May 2019**

**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 May 2019**

**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.

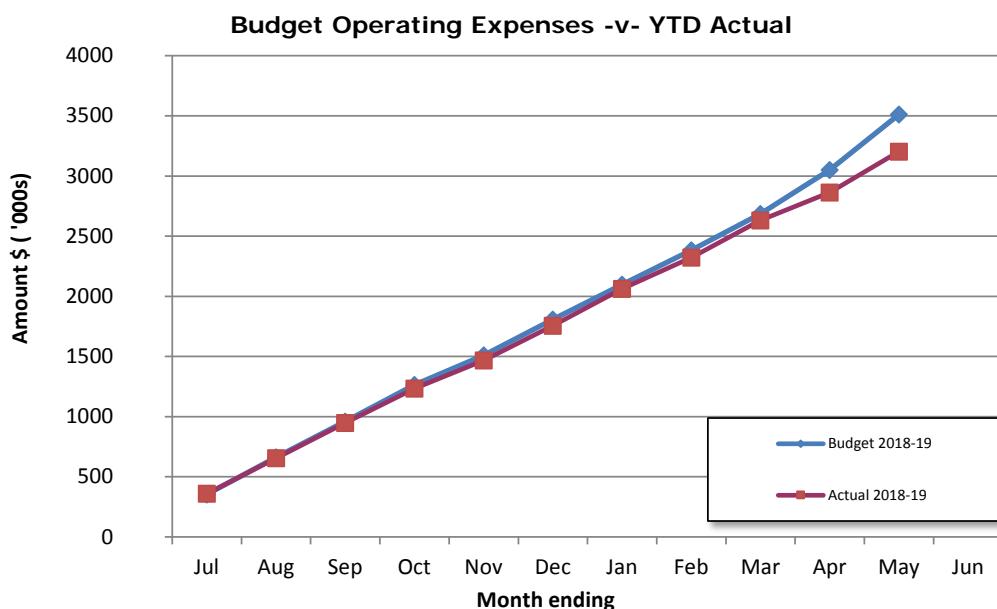
**OTHER PROPERTY & SERVICES**

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

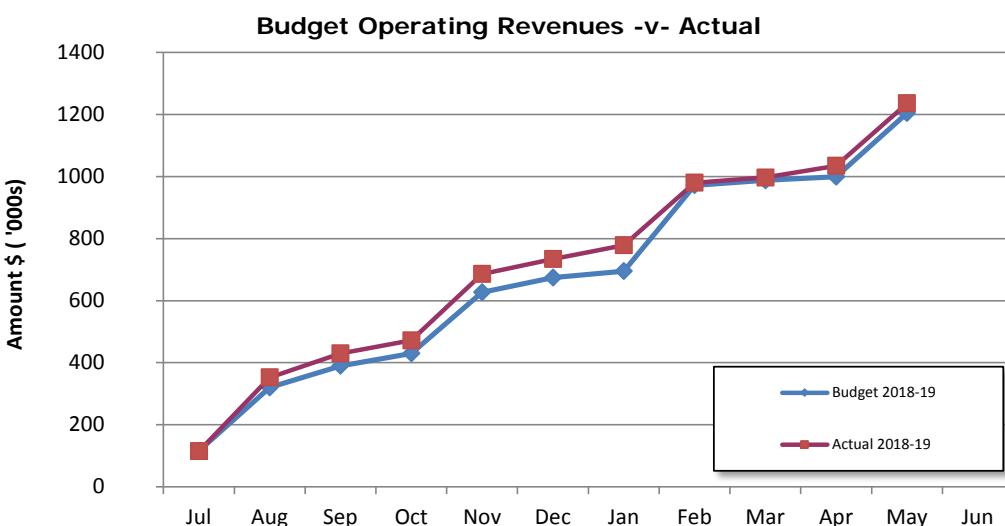
Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

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



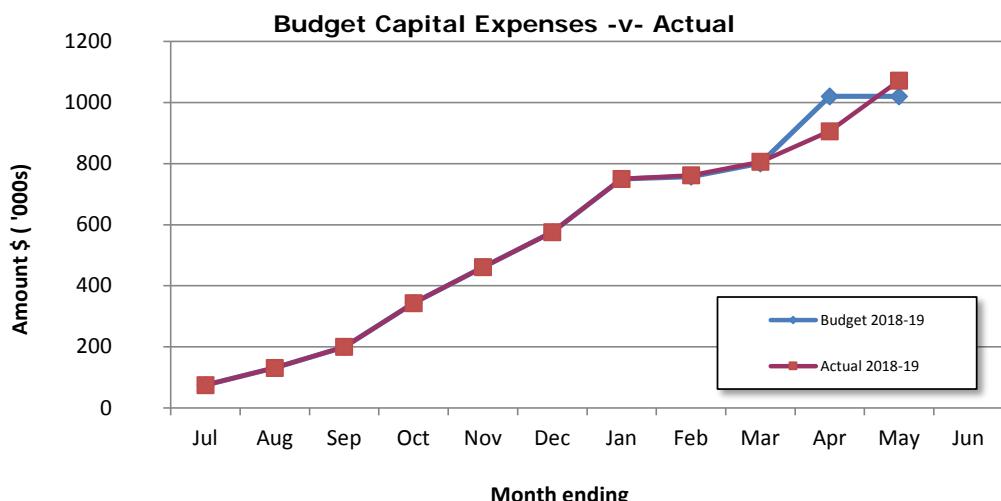
**Comments/Notes - Operating Expenses**



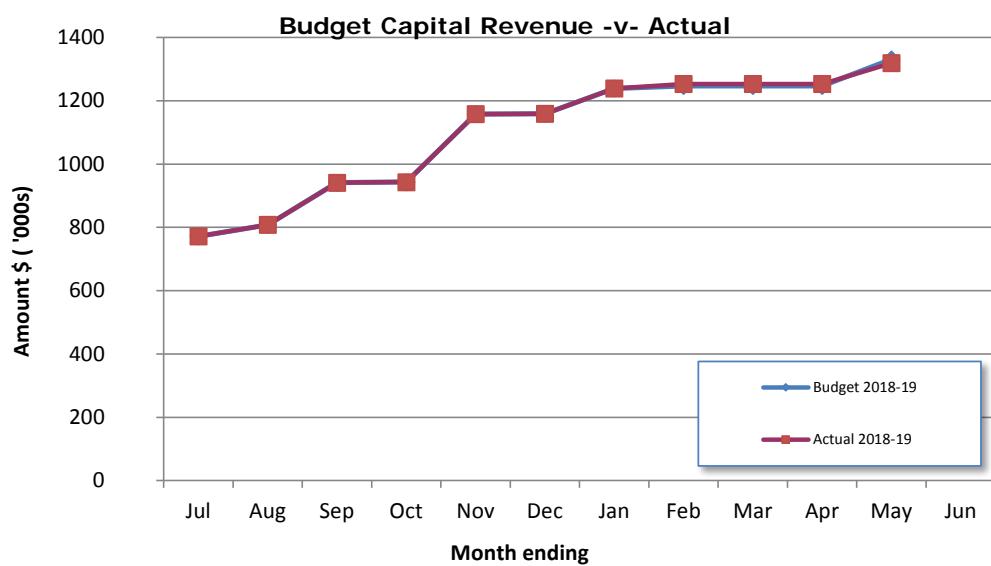
**Comments/Notes - Operating Revenues**

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

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



**Comments/Notes - Capital Expenses**

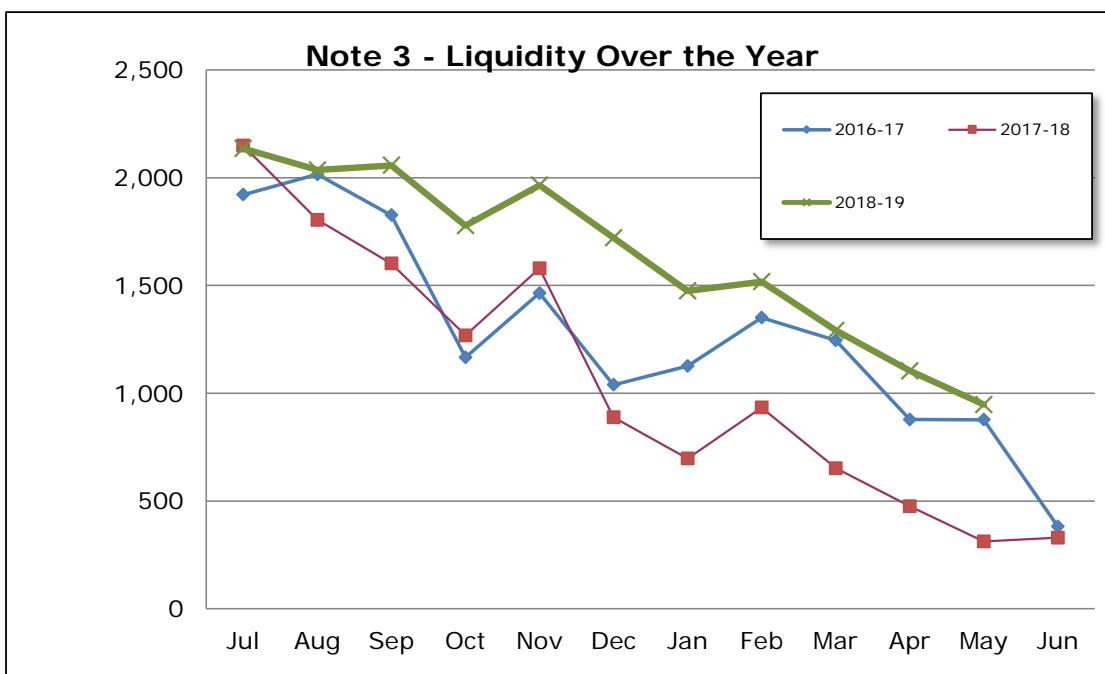


**Comments/Notes - Capital Revenues**

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 May 2019

**Note 3: NET CURRENT FUNDING POSITION**

	Positive=Surplus (Negative=Deficit)		
	2018-19		
	This Month	Last Month	Same Period Last Year
	\$	\$	\$
<b>Current Assets</b>			
Cash Unrestricted	780,397	1,009,216	371,152
Cash Restricted	2,009,914	2,009,914	1,962,938
Investments			
Receivables - Rates and Rubbish	25,434	40,857	28,073
Receivables -Other	77,148	4,212	15,142
Inventories	130,483	125,112	125,094
	3,023,376	3,189,311	2,502,400
<b>Less: Current Liabilities</b>			
Payables	(1,478)	(9,749)	(14,614)
Current Employee Benefits Provision	(65,952)	(65,952)	(49,891)
	(67,430)	(75,701)	(64,505)
Less: Cash Restricted	(2,009,914)	(2,009,914)	(1,962,938)
<b>Net Current Funding Position</b>	947,278	1,104,942	474,957



**Comments - Net Current Funding Position**

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 May 2019

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>								
At Call - Municipal	0.05%	780,349				780,349	NAB	Call
At Call - Working	0.01%			6,257		6,257	NAB	Call
<b>(b) Term Deposits</b>								
Reserves	2.55%		2,009,914			2,009,914	NAB	26/06/2019
<b>(c) Investments</b>								
<b>Total</b>		780,349	2,009,914	6,257	0	2,796,520		

**Comments/Notes - Investments**

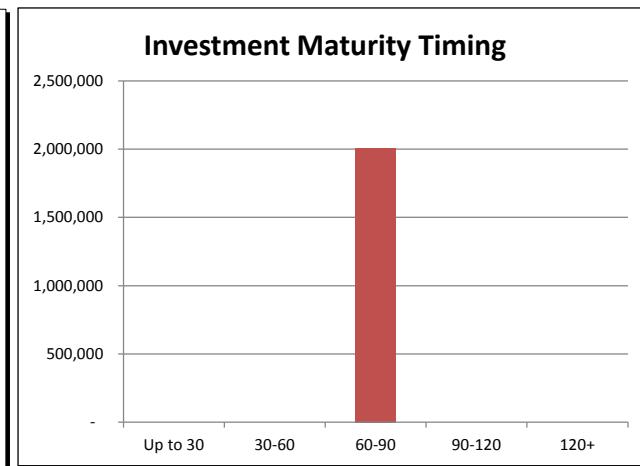
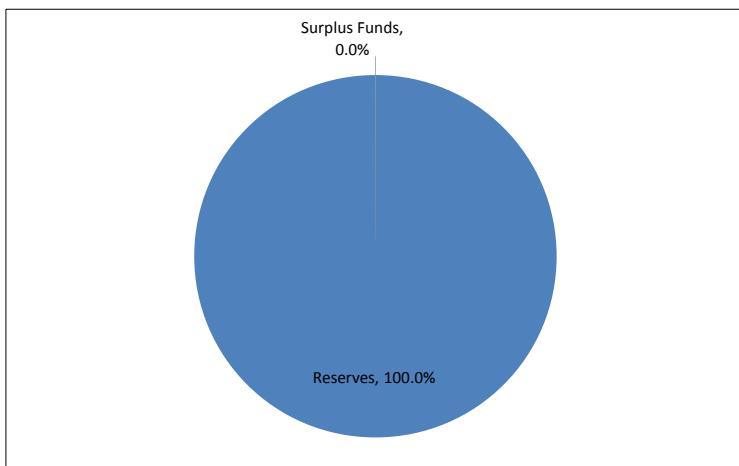
## Shire of Wyalkatchem Monthly Investment Report

**For the Period Ended 31 May 2019**

#### Note 4A: CASH INVESTMENTS

Amount Invested (Days)					
Up to 30	30-60	60-90	90-120	120+	Total
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	2,009,914	-	-	2,009,914
-	-	2,009,914	-	-	2,009,914
-	-	2,009,914	-	-	2,009,914

Deposit Ref	Deposit Date	Term (Days)	Invested Interest rates	Amount Invested	Percentage of Portfolio
<b>NAB - Reserves</b>					
TD114022574	17/04/2019	70	2.55%	<u>2,009,914</u>	
			<b>Subtotal</b>	<u><b>2,009,914</b></u>	100.0%
<b>NAB - Surplus Funds</b>					
				<u>-</u>	
			<b>Subtotal</b>	<u><b>-</b></u>	0.0%
				<u>-</u>	
			<b>Subtotal</b>	<u><b>-</b></u>	0.0%
				<u>-</u>	
			<b>Subtotal</b>	<u><b>-</b></u>	0.0%
				<u>-</u>	
			<b>Subtotal</b>	<u><b>-</b></u>	0.0%
				<u>-</u>	
			<b>Total Funds Invested</b>	<u><b>2,009,914</b></u>	100.0%



**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance	ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
<b>5.1 OPERATING REVENUE (EXCLUDING RATES)</b>					
<b>5.1.1 GOVERNANCE</b>					
<b>5.1.2 GENERAL PURPOSE FUNDING</b>					
<b>5.1.3 LAW ORDER AND PUBLIC SAFETY</b>					
I051005 DFES Operating Grant	33,986	33,986	29,779	(4,207)	The first instalment of the DFES operating grant was prepaid in June 2018. This should even out at the end of the year if the first instalment for 2019/20 is prepaid again.
<b>5.1.4 HEALTH</b>					
<b>5.1.5 EDUCATION AND WELFARE</b>					
<b>5.1.6 HOUSING</b>					
<b>5.1.7 COMMUNITY AMENITIES</b>					
<b>5.1.8 RECREATION AND CULTURE</b>					
<b>5.1.9 TRANSPORT</b>					
<b>5.1.10 ECONOMIC SERVICES</b>					
I135203 Railway Barracks Fees	14,000	10,500	19,599	9,099	Railway Barracks fees are estimated based on prior years usage. This year there has been three longer term bookings through harvest.
<b>5.1.11 OTHER PROPERTY AND SERVICES</b>					
<b>5.2 OPERATING EXPENSES</b>					

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance	ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
<b>5.2.1 GOVERNANCE</b> E041201 Salaries	381,383	295,564	281,832	(13,732)	Salaries included a provision for relief staff which hasn't been utilised to date this financial year, as well as there has been a changeover in staff from what was budgeted resulting in an amendment to salaries.
<b>5.2.2 GENERAL PURPOSE FUNDING</b>					
<b>5.2.3 LAW, ORDER AND PUBLIC SAFETY</b> E052536 Salaries Animal Control	10,078	8,398	3,798	(4,600)	The YTD budget is averaged through the year whereas the actuals have been lower to date due to only one visit per month occurring through to January. Visits have increased as of February and it should even out.
<b>5.2.4 HEALTH</b> E074010 Contribution to Newhealth	35,410	31,695	13,400	(18,295)	To date an invoice has not been received for January-March 2019 which would account for the majority of this as there will also be a portion of vehicle changeover costs in this period.
<b>5.2.5 EDUCATION AND WELFARE</b>					
<b>5.2.6 HOUSING</b>					
<b>5.2.7 COMMUNITY AMENITIES</b>					

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance						
		ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
E101005	Refuse Collection Contract	36,743	30,619	25,116	(5,503)	This variance is just due to timing of a monthly invoice being received, it will even out.
E101010	Refuse Site Maintenance	26,503	22,086	35,187	13,101	Expenditure to rehabilitate the old Avon Waste pit was higher than anticipated to complete.

**5.2.8 RECREATION AND CULTURE**

**5.2.9 TRANSPORT**

E122050	Storm Damage Rural Roads	18,631	13,974	1,631	(12,343)	The budget is estimated, this could even out if there is a storm event.
E122051	Storm Damage Town Site	9,109	6,072	1,020	(5,052)	The budget is estimated, this could even out if there is a storm event.
E122060	Roadside spraying rural roads	26,680	15,500	4,022	(11,478)	It was predicted that the rural roadside spraying program would have commenced but it has yet to as of March 2019.
E122065	Roadside clearing	38,963	19,480	22,442	2,962	It was predicted that roadside clearing would have commenced but it has yet to as of March 2019 as the road crew are still undertaking capital works.
E122108	Gravel pit rehabilitation	17,000	17,000	0	(17,000)	This work has not commenced as of March 2019 which was when it was included in the YTD budget.

**5.2.10 ECONOMIC SERVICES**

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance	ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
<b>5.2.11 OTHER PROPERTY AND SERVICES</b> E144      Plant Operating Costs	0	(5,453)	28,196	33,649	The amount allocated for plant operating costs is lower than it should be. Rates will be reviewed in April and amended as necessary to correct this.

**5.3 CAPITAL REVENUE**

**5.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS**

**5.3.2 PROCEEDS FROM DISPOSAL OF ASSETS**

**5.3.3 PROCEEDS FROM NEW DEBENTURES**

**5.3.4 PROCEEDS FROM SALE OF INVESTMENT**

**5.3.5 PROCEEDS FROM ADVANCES**

**5.3.6 SELF-SUPPORTING LOAN PRINCIPAL**

**5.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)**

**5.4 CAPITAL EXPENSES**

**5.4.1 LAND HELD FOR RESALE**

**5.4.2 LAND AND BUILDINGS**

**5.4.3 PLANT AND EQUIPMENT**

**5.4.4 FURNITURE AND EQUIPMENT**

**5.4.5 INFRASTRUCTURE ASSETS - ROADS**

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance	ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
<b>5.4.6 INFRASTRUCTURE ASSETS - OTHER</b>					
<b>5.4.7 PURCHASES OF INVESTMENT</b>					
<b>5.4.8 REPAYMENT OF DEBENTURES</b>					
<b>5.4.9 ADVANCES TO COMMUNITY GROUPS</b>					
<b>5.4.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)</b>					
<b>5.4.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>					
<b>5.5 OTHER ITEMS</b>					
<b>5.5.1 RATE REVENUE</b> 1031031 Pre Paid Rates	0	0	(43,602)	(43,602)	These are rates for 2018/19 that were pre-paid in the 2017/18 financial year. It is assumed that if about the same amount are pre-paid in June 2019 for next year that the closing balance as at 30 June 2019 will be \$0.
<b>5.5.2 OPENING FUNDING SURPLUS(DEFICIT)</b>					
<b>5.5.3 DEPRECIATION</b>					

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 May 2019

**Note 6: BUDGET AMENDMENTS**

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

GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	<b>Budget Adoption</b>			\$	\$	\$	\$
I031001 - R00	Rates - UV Interims (Rural)	18/2019	Operating Revenue		138		79,931
I031001	Rates Income	18/2019	Operating Revenue		623		80,068
I031005	Rates Instalment Fees	18/2019	Operating Revenue		644		80,691
I031020	Rates Administration Charges	18/2019	Operating Revenue		1,350		81,335
I031024	Penalty Interest	18/2019	Operating Revenue		1,500		82,685
I031030	Discount on rates	18/2019	Operating Revenue		1,575		84,185
I032010	FAGS Grants - General Purpose	18/2019	Operating Revenue		36,510		85,760
I032014	Lotterywest Grant	18/2019	Operating Revenue		10,000		122,270
I032069	Other Miscellaneous Grants	18/2019	Operating Revenue		2,000		132,270
I041010	Reimbursements	18/2019	Operating Revenue		4,187		134,270
I072502	Contribution to Medical Expenses - Koorda	18/2019	Operating Revenue			(8,049)	138,457
I090205	10 Honour Ave	18/2019	Operating Revenue			(7,097)	130,408
I101105	Refuse Collection Fees	18/2019	Operating Revenue		315		123,311
I101106	Pensioner Rubbish Concessions	18/2019	Operating Revenue			(475)	123,626
I101108	Scrap Metal Reimbursements	18/2019	Operating Revenue		1,644		123,151
I101110	Rural General Health Levy	18/2019	Operating Revenue		63		124,795
I101113	Cemetery Recycling Collections	18/2019	Operating Revenue		1,800		124,858
I105101	Cemetery Fees	18/2019	Operating Revenue		2,255		126,658
I105102	Cropping Land Income	18/2019	Operating Revenue		200		128,913
I113070	Community Bus Fees	18/2019	Operating Revenue		1,000		129,113
I121045	FAGS Grants - Roads	18/2019	Operating Revenue			(11,437)	130,113
I121050	Road Project Grants (RRG)	18/2019	Capital Revenue			(6,837)	118,676
I121061	Main Roads Direct Grant	18/2019	Operating Revenue		41,834		111,839
I133005	Building Licence	18/2019	Operating Revenue		1,928		153,673
I141005	Private Works Fees	18/2019	Operating Revenue		4,963		155,601
I146010	Profit on sale of assets	18/2019	Operating Revenue			(45)	160,564
E031045	Rate Debt Collection Expenses	18/2019	Operating Expenses			(1,350)	160,519
E031200	Admin Allocation - Rates	18/2019	Operating Expenses			(7,995)	159,169
E032200	Admin Allocation - Other General Purpose	18/2019	Operating Expenses			(3,998)	151,174
E041213	Professional Services	165/2018	Operating Expenses			(15,000)	147,176
E041213	Professional Services	18/2019	Operating Expenses			(45,000)	132,176
E041232	Synergy	18/2019	Operating Expenses			(100,000)	87,176
E041221	Bank Fees	18/2019	Operating Expenses			(2,000)	(12,824)
E041223	Records Management	18/2019	Operating Expenses			(4,000)	(18,824)
E041401	Depreciation	18/2019	Operating Expenses		6,104		(12,720)
E041501	Administration Allocated	18/2019	Operating Expenses		159,896		147,176
E042020	Public Relations	18/2019	Operating Expenses			(7,000)	140,176
E042120	Local Laws	18/2019	Operating Expenses		5,000		145,176
E042200	Admin Allocation - Members	18/2019	Operating Expenses			(31,979)	113,197
E051040	DFES Plant & Equipment Maintenance	18/2019	Operating Expenses			(1,800)	111,397
E051153	Emergency Management Plan	18/2019	Operating Expenses			(9,605)	101,792
E051200	Admin Allocation - Fire Control	18/2019	Operating Expenses			(7,995)	93,797
E052200	Admin Allocation - Animal Control	18/2019	Operating Expenses			(3,998)	89,799
E052535	Ranger Training	18/2019	Operating Expenses		2,709		92,508
E052536	Animal Control expenses	18/2019	Operating Expenses			(4,000)	88,508
E072502	Medical Centre Operating Expenditure	175/2018	Operating Expenses			(8,429)	80,079
E072200	Admin Allocation - Doctor	18/2019	Operating Expenses			(3,998)	76,081
E073200	Admin Allocation - Other Health	18/2019	Operating Expenses			(3,998)	72,083
E073425	Other Expenses	18/2019	Operating Expenses		8,429		80,512
E074200	Admin Allocation - Newhealth	18/2019	Operating Expenses			(3,998)	76,514
E075298	Depreciation - Health	18/2019	Operating Expenses		3,477		79,991
E081015	Contribution to CEACA	167/2018	Operating Expenses			(10,000)	69,991
E081015	Contribution to CEACA	18/2019	Operating Expenses			(1,987)	68,004
	Donation to Wyalkatchem Senior Citizens Homes Trust	153/2018	Operating Expenses			(14,765)	53,239
E082298	Depreciation	18/2019	Operating Expenses			(3,209)	50,030
E090005	1 Slocum St	18/2019	Operating Expenses			(3,000)	47,030
E090080	57 Flint St	18/2019	Operating Expenses			(6,648)	40,382
E090200	Admin Allocation - Housing	18/2019	Operating Expenses			(15,990)	24,392
E090298	Depreciation	18/2019	Operating Expenses			(634)	23,758
E101010	Refuse Site Maintenance	18/2019	Operating Expenses			(10,000)	13,758
E101200	Admin Allocation - Sanitation	18/2019	Operating Expenses			(3,998)	9,760
E105136	Grave Digging	18/2019	Operating Expenses			(9,000)	760
E105140	Public Toilets	18/2019	Operating Expenses			(7,000)	(6,240)
E105180	Cropping Land Cost	18/2019	Operating Expenses			(9,814)	(16,054)
E105200	Admin Allocation - Other Community	18/2019	Operating Expenses			(3,998)	(20,052)
E105298	Depreciation	18/2019	Operating Expenses			(1,925)	(21,977)
E106200	Admin Allocation - Town Planning	18/2019	Operating Expenses			(7,995)	(29,972)
E111200	Admin Allocation - Public Halls	18/2019	Operating Expenses			(11,993)	(41,965)
E112056	Offseason Maintenance Contract	18/2019	Operating Expenses		6,300		(35,665)
E112110	Chemicals	18/2019	Operating Expenses			(3,500)	(39,165)
E112200	Admin Allocations - Swimming Pool	18/2019	Operating Expenses			(3,998)	(43,163)
E113070	Railway Terrace Parks & Gardens	18/2019	Operating Expenses			(12,905)	(56,068)
E113080	Recreation Centre	18/2019	Operating Expenses		3,000		(53,068)
E113511	Hockey Oval	18/2019	Operating Expenses			(5,000)	(58,068)
E113513	Recreation Centre Oval Surrounds	18/2019	Operating Expenses			(3,000)	(61,068)
E113200	Admin Allocation - Other Recreation	18/2019	Operating Expenses			(3,998)	(65,066)
E114200	Admin Allocation - Library	18/2019	Operating Expenses			(800)	(65,866)
E116298	Depreciation	18/2019	Operating Expenses			(81,543)	(147,409)
E122020	Depot Maintenance	18/2019	Operating Expenses			(10,000)	(157,409)
E122058	Urban Street Maintenance	18/2019	Operating Expenses		22,868		(134,541)
E122200	Admin Allocation - Roads	18/2019	Operating Expenses			(15,990)	(150,531)
E122298	Depreciation	18/2019	Operating Expenses		78,004		(72,527)
E124200	Admin Allocation - Airstrip	18/2019	Operating Expenses			(10,393)	(82,920)
E124298	Depreciation	18/2019	Operating Expenses			(43,510)	(126,430)
E132200	Admin Allocation - Tourism	18/2019	Operating Expenses			(3,998)	(130,428)

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

**Note 6: BUDGET AMENDMENTS**

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

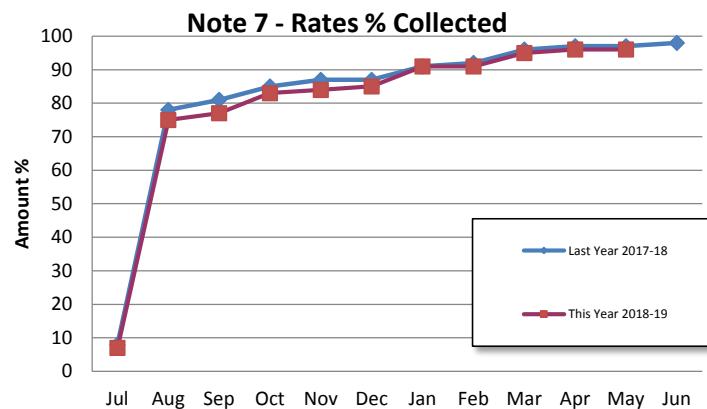
GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
E133200	Admin Allocation - Building Control	18/2019	Operating Expenses			(3,998)	(134,426)
E135298	Depreciation	18/2019	Operating Expenses			(853)	(135,279)
E146010	Gross Total Salaries and Wages	18/2019	Operating Expenses			(921,110)	(1,056,389)
E146200	Less Salaries and Wages Allocated	18/2019	Operating Expenses				(135,279)
E148005	Loss on disposal of assets	18/2019	Operating Expenses			12,268	(123,011)
	Profit/loss on asset disposal	18/2019	Non Cash Item				(135,235)
	Shire Office IT upgrade	18/2019	Capital Expenses				(145,235)
C990503	Mazda CX9 (Doctor's vehicle)	18/2019	Capital Expenses			14,735	(130,500)
C990208	Recreation Centre	18/2019	Capital Expenses			8,745	(121,755)
C990401	Recreation Centre Oval	18/2019	Capital Expenses				(130,500)
C990301	Gardens corner of Mitchell St and Hands Dr	18/2019	Capital Expenses				(135,500)
C990302	Cunderdin Wyalkatchem Rd SLK 2.00-4.85	18/2019	Capital Expenses				(50,000)
C990303	Cunderdin Wyalkatchem Rd SLK 4.85-7.85	18/2019	Capital Expenses				(185,500)
C990304	Tammin Wyalkatchem Rd	18/2019	Capital Expenses			35,000	(8,600)
C990305	Lewis East Rd	18/2019	Capital Expenses			5,957	(194,100)
C990306	Goldfields Rd	18/2019	Capital Expenses			10,597	(159,100)
	Martin Rd Sealing	18/2019	Capital Expenses				(153,143)
	CEO Vehicle	108/2018	Capital Expenses			50,000	(142,546)
C990504	Works Manager Vehicle	108/2018	Capital Expenses				(148,546)
C990505	Bomag Roller	18/2019	Capital Expenses			19,500	(98,546)
	Aerodrome Development	18/2019	Capital Expenses			20,000	(150,001)
	Adjust Provisions and Accruals	18/2019	Non Cash Item			6,138	(130,501)
	Add Back Depreciation	18/2019	Non Cash Item			44,089	(104,363)
	Proceeds from sale of assets	18/2019	Capital Revenue				(60,274)
	Proceeds from sale of Camrv	108/2018	Non Cash Item			1,364	(98,910)
A01125	Transfer to Plant reserve	18/2019	Capital Expenses				(97,546)
A01117	Transfer from Road reserve	18/2019	Capital Revenue			25,059	(105,659)
A01134	Transfer from Unspent Grants reserve	18/2019	Capital Revenue			31,541	(80,600)
A01134	Transfer from Unspent Grants reserve	153/2018	Operating Revenue			14,765	(49,059)
	Surplus Carried Forward 1 July 2018	18/2019	Opening Surplus(Deficit)			114,294	(34,294)
	<b>Closing Funding Surplus (Deficit)</b>				<b>0</b>	<b>1,745,478</b>	<b>(1,745,408)</b>
							<b>80,000</b>

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 May 2019

**Note 7: RECEIVABLES**

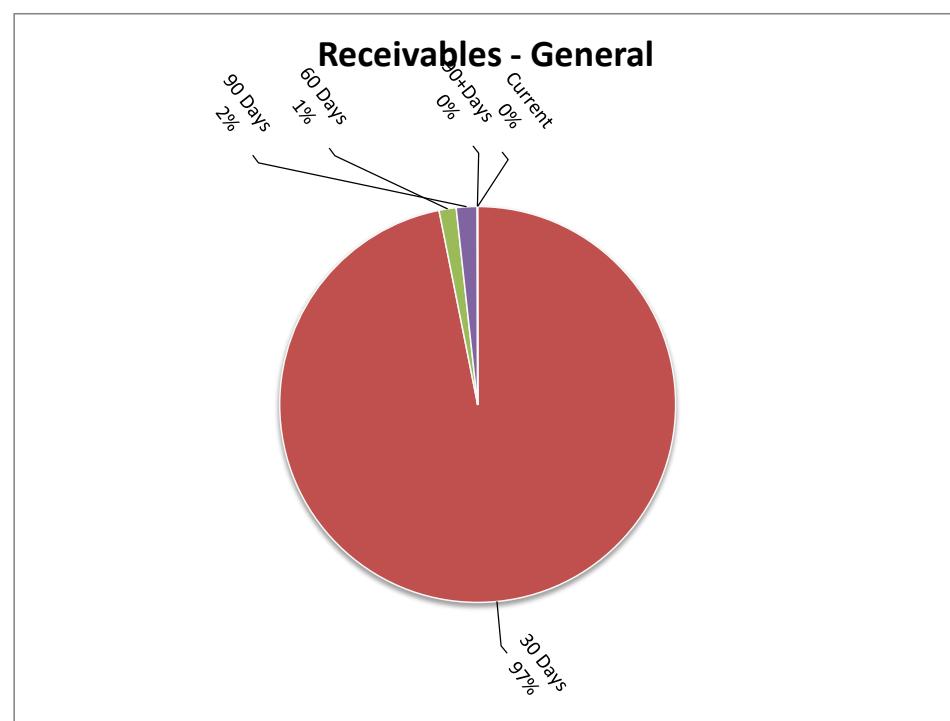
**Receivables - Rates and Rubbish**

	Current 2018-19	Previous 2017-18	Total
Opening Arrears Previous Years	\$	\$ 14,889	\$ 14,889
Rates Levied this year	1,454,232	0	1,454,232
Interim Rates	138		138
Rates in Advance (Pre-Paid)	(43,602)	0	(43,602)
Instalment Fees	4,944	0	4,944
Administration/Legal Fees	1,919	0	1,919
Interest	2,601	0	2,601
Less Discount/Concessions/Write off	(18,636)	0	(18,636)
<u>Less</u> Collections to date	(1,383,456)	(7,594)	(1,391,050)
Equals Current Outstanding	<b>18,139</b>	<b>7,295</b>	<b>25,434</b>
Ex-Gratia Rates	8,425		8,425
<b>Net Rates Collectable</b>	<b>(8,425)</b>		<b>25,434</b>
% Collected			96.93%



Receivables - General	Current	30 Days	60 Days	90 Days	90+Days
Total Outstanding	\$ 0	\$ 74,733	\$ 1,077	\$ 1,312	\$ 25
					<b>77,148</b>

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 May 2019

**Note 8: GRANTS AND CONTRIBUTIONS**

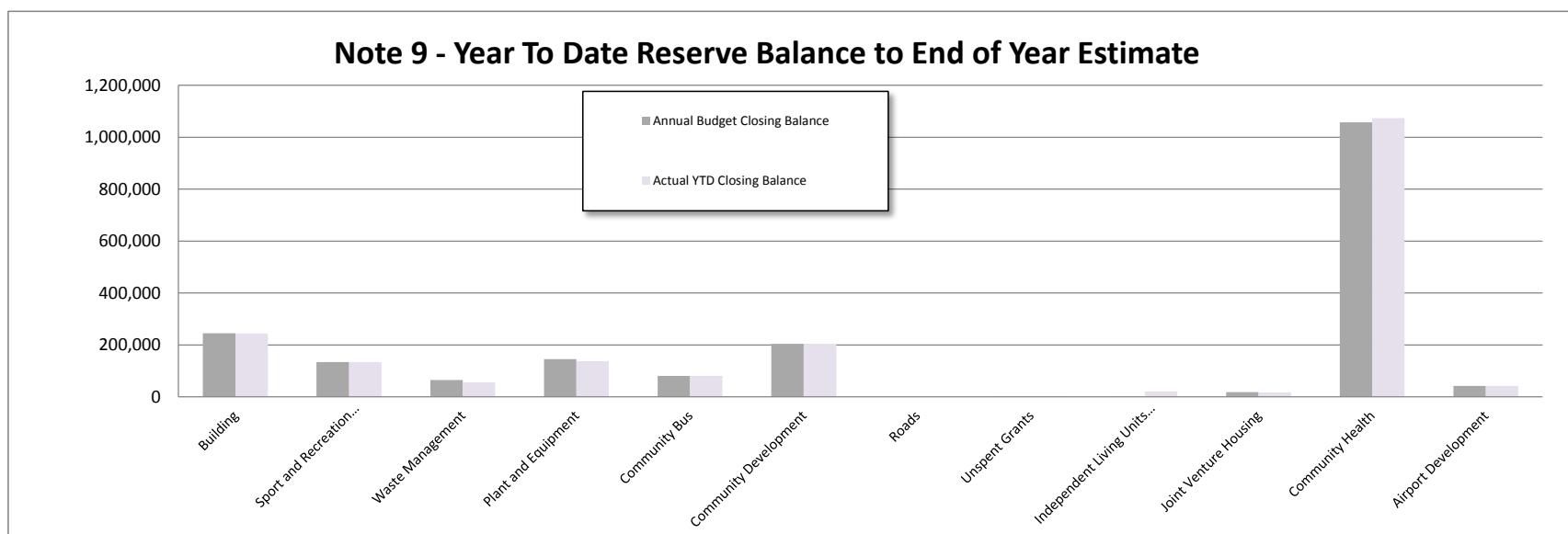
Program/Details GL	Provider	Approval Yes No	2018-19 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status		Estimated Receival Dates
						Received	Not Received	
<b>GENERAL PURPOSE FUNDING</b>		(Yes/No)	\$	\$	\$	\$	\$	
Financial Assistance Grant	State Government	Yes	502,514	36,510	539,024	539,026	(2)	
Wyalkatchem Fair Grants	Lotterywest	Yes	0	10,000	10,000	10,000	0	
Wyalkatchem Fair Grants	Healthway	Yes	0	2,000	2,000	2,000	0	
<b>GOVERNANCE</b>								
Reimbursements - Miscellaneous	Various		2,000	4,187	6,187	10,425	(4,238)	
<b>LAW, ORDER, PUBLIC SAFETY</b>								
DFES Operating Grant	DFES	Yes	33,986	0	33,986	29,780	4,206	Awaiting prepayment for 2019/20
<b>HEALTH</b>								
Medical Centre Contribution	Shire of Koorda	Yes	57,105	(8,049)	49,056	26,354	22,702	6 monthly - Jun
Estate Funds	Estate of Larry Elsegood	Yes	0	0	0	361	(361)	
<b>COMMUNITY AMENITIES</b>								
<b>RECREATION AND CULTURE</b>								
<b>TRANSPORT</b>								
Financial Assistance Grant	State Government	Yes	217,400	(11,437)	205,963	205,963	0	
Main Roads Direct Grant	Main Roads WA	Yes	59,215	41,834	101,049	101,049	0	
Street Lighting Subsidy	Main Roads WA	Yes	1,419	0	1,419	1,541	(122)	
Regional Road Group	Main Roads WA	Yes	293,877	(6,837)	287,040	275,335	11,705	Awaiting Reallocation approval
Roads to Recovery	Department of Infrastructure and Regional Development	Yes	201,689	0	201,689	201,689	0	
<b>OTHER PROPERTY &amp; SERVICES</b>								
Diesel Fuel Rebate	Australian Taxation Office	Yes	15,000		15,000	14,942	58	Monthly
<b>TOTALS</b>			<b>1,384,205</b>	<b>68,208</b>	<b>1,452,413</b>	<b>1,418,465</b>	<b>33,948</b>	

Comments - Grants and Contributions

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 May 2019

**Note 9: Cash Backed Reserve**

Name	Opening Balance	Amended Annual Budget Interest Earned	Actual Interest Earned	Amended Annual Budget Transfers In (+)	Actual Transfers In (+)	Amended Annual Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Annual Budget Closing Balance	Actual YTD Closing Balance
Building	\$ 239,055	\$ 5,835	\$ 4,800	\$	\$	\$	\$		\$ 244,890	\$ 243,855
Sport and Recreation Facilities	130,873	3,194	2,628						134,067	133,501
Waste Management	55,107	1,345	1,107	8,578					65,030	56,214
Plant and Equipment	134,288	3,278	2,696	8,113					145,679	136,985
Community Bus	79,097	1,931	1,588						81,028	80,686
Community Development	150,450	3,672	3,954	50,000	50,000				204,122	204,403
Roads	242,449	339	339						0	0
Unspent Grants	528,622	778	763						0	1,983
Independent Living Units project	19,737	482	410						0	20,147
Joint Venture Housing	16,744	409	336	1,000					18,153	17,080
Community Health	1,051,796	25,729	21,120						1,057,525	1,072,916
Airport Development	41,315	1,008	830						42,323	42,145
	<b>2,689,534</b>	<b>48,000</b>	<b>40,570</b>	<b>67,691</b>	<b>50,255</b>	<b>(812,407)</b>	<b>(770,445)</b>		<b>1,992,818</b>	<b>2,009,914</b>



**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 May 2019

**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

Profit(Loss) of Asset Disposal				Disposals	Current Budget			
Cost	Accum Depr	Proceeds	Profit (Loss)		Replacement			
					Amended Annual Budget	Actual	Variance	
\$ 35,000	(8,419)	16,364	(10,217)	Other Property and Services	\$ 51,455	\$ 51,455	\$ (0) ▼	
64,000	(14,133)	36,364	(13,503)	Toyota Camry	43,975	45,431	1,456 ▲	
10,000	(2,358)	12,844	5,202	Land Rover Discovery	42,547	43,975	1,428 ▲	
			0	Toro Mower	150,500	150,500	0	
				Roller				
<b>109,000</b>	<b>(24,910)</b>	<b>65,571</b>	<b>(18,519)</b>	<b>Totals</b>	<b>288,477</b>	<b>291,360</b>	<b>2,883</b>	

**Comments - Capital Disposal**

Contributions Information					Summary Acquisitions	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance
\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	<b>Property, Plant &amp; Equipment</b>	\$ 0	\$ 0	\$ 0
213,255	0	0	0	213,255	Land for Resale	0	0	0
193,632	0	102,844	0	296,476	Land and Buildings	213,255	91,320	(121,935) ▼
25,000	0	0	0	25,000	Plant & Property	296,476	298,983	2,507 ▲
					Furniture & Equipment	35,000	0	(35,000) ▼
33,114	455,969	0	0	489,083	<b>Infrastructure</b>	533,126	514,932	(18,194) ▼
0	0	0	0	0	Roadworks	0	0	0
0	0	0	0	0	Drainage	0	0	0
0	0	0	0	0	Bridges	0	0	0
0	0	0	0	0	Footpath & Cycleways	0	0	0
0	0	0	0	0	Parks, Gardens & Reserves	13,745	8,745	(5,000) ▼
35,000	0	0	0	35,000	Airports	15,000	11,677	(3,323) ▼
0	0	0	0	0	Sewerage	0	0	0
0	0	0	0	0	Other Infrastructure	0	0	0
<b>500,001</b>	<b>455,969</b>	<b>102,844</b>	<b>0</b>	<b>1,058,814</b>	<b>Totals</b>	<b>1,106,602</b>	<b>925,657</b>	<b>(180,945)</b>

**Comments - Capital Acquisitions**

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 May 2019

**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

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

Contributions					Land & Buildings	Current Budget		
						This Year		Variance
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total		Amended Annual Budget	Actual	
\$	\$	\$	\$	\$		\$	\$	\$
10,000				10,000	<b>Governance</b> Shire Office	10,000	23,167	13,167 ▲
10,000				10,000	<b>Education and Welfare</b> Aged Care Services and Accommodation	10,000	0	(10,000) ▼
10,000				10,000	<b>Housing</b> 1 Slocum St 22a Flint St	10,000	10,458	458 ▲
7,000				7,000	Lady Novar	7,000	0	(7,000) ▼
15,000				15,000	<b>Recreation and Culture</b> Recreation Centre	15,000	8,084	(6,916) ▼
16,255				16,255	<b>Transport</b> Depot	16,255	5,378	(10,878) ▼
115,000				115,000	<b>Economic Services</b> Railway Station	115,000	25,076	(89,924) ▼
15,000				15,000	Railway Barracks	15,000	11,824	(3,176) ▼
15,000				15,000		15,000	7,334	(7,666) ▼
<b>213,255</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>213,255</b>	<b>Totals</b>	<b>213,255</b>	<b>91,320</b>	<b>(121,935)</b>

Contributions					Plant & Equipment	Current Budget		
						This Year		Variance (Under)Over
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total		Amended Annual Budget	Actual	
\$	\$	\$	\$	\$		\$	\$	\$
36,455				51,455	<b>Transport</b> Works Manager vehicle	51,455	51,455	(0) ▼
8,975				43,975	Doctor vehicle	43,975	45,881	1,906 ▲
29,703				42,547	Ride on mower	42,547	43,975	1,428 ▲
7,999				7,999	Cylinder mower	7,999	7,173	(826) ▼
110,500				150,500	Roller	150,500	150,500	0
<b>193,632</b>	<b>0</b>	<b>102,844</b>	<b>0</b>	<b>296,476</b>	<b>Totals</b>	<b>296,476</b>	<b>298,983</b>	<b>2,507</b>

Contributions					Furniture & Equipment	Current Budget		
						This Year		Variance (Under)Over
Municipal Funds	Grants	Reserves/Proceeds	Borrowing	Total		Amended Annual Budget	Actual	
\$	\$	\$	\$	\$		\$	\$	\$
25,000				25,000	<b>Governance</b> Shire Office IT upgrade	35,000	0	(35,000) ▼
<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>Totals</b>	<b>35,000</b>	<b>0</b>	<b>(35,000)</b>

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 May 2019

**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

Municipal Funds	Contributions				Roads	Current Budget			
						This Year			
	Grants	Reserves/Proceeds	Borrowing	Total		Amended Annual Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$		\$	\$	\$	
0	201,230			201,230	<b>Transport</b> Cunderdin/Wyalkatchem Rd - SLK 2.0 to 4.85	251,230	306,177	54,947 ▲	
33,114	80,276			113,390	Cunderdin/Wyalkatchem Rd - SLK 4.85 to 7.85	113,390	113,390	(0) ▼	
Tammin Wyalkat	99,801			99,801	Tammin / Wyalkatchem Rd - SLK 25.36 to 28.44	99,801	48,724	(51,077) ▼	
Lewis East Rd	27,424			27,424	Lewis East Rd	21,467	21,467	(0) ▼	
Goldfields Rd	25,173			25,173	Goldfields Rd	25,173	25,173	0 ▲	
	22,065			22,065	Martin Rd Sealing	22,065	0	(22,065) ▼	
<b>33,114</b>	<b>455,969</b>	<b>0</b>	<b>0</b>	<b>489,083</b>	<b>Totals</b>	<b>533,126</b>	<b>514,932</b>	<b>(18,194)</b>	

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 May 2019

**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

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

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

Municipal Funds	Contributions					Parks, Gardens & Reserves	Current Budget		
							This Year		
	Grants	Reserves/Proceeds	Borrowing	Total	Amended Annual Budget	Actual	Variance (Under)Over		
\$	\$	\$	\$	\$ 0 0 0	Recreation Centre Gardens Mitchell St	8,745 5,000	8,745 0	\$ (0) (5,000)	▼
0	0	0	0	0	<b>Totals</b>	13,745	8,745	(5,000)	

Municipal Funds	Contributions					Airports	Current Budget		
							This Year		
	Grants	Reserves/Proceeds	Borrowing	Total	Amended Annual Budget	Actual	Variance (Under)Over		
\$	\$	\$	\$	\$ 35,000 0	Airport Development	15,000	11,677	\$ (3,323)	▼
35,000	0	0	0	35,000	<b>Totals</b>	15,000	11,677	(3,323)	0

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

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

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

**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-18	Amount Received	Amount Paid	Closing Balance 31-May-19
	\$	\$	\$	\$
<b>Working Account</b>				
Key Deposit	195	15	(15)	195
Cleaning Bond	600	100	(100)	600
Rose & Heritage Festival Committee	2,651			2,651
Employee Pay	2,810			2,810
	<b>6,257</b>	<b>115</b>	<b>(115)</b>	<b>6,257</b>

**Shire of Wyalkatchem**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2019**

**SUPPLEMENTARY INFORMATION: INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1-Jul-18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$
<b>Housing</b>									
Loan 68 - 43/45 Wilson	147,658	0	0	20,636	20,636	127,022	127,022	9,828	6,257
<b>Recreation &amp; Culture</b>									
Loan 73 - Community Resource Centre Building Project	130,323	0	0	19,413	19,413	110,910	110,910	5,561	1,467
<b>Transport</b>									
Loan 74 - New Holland Tractor	16,037	0	0	16,037	16,037	0	0	234	74
	294,018	0	0	56,086	56,086	237,932	237,932	15,623	7,798

(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	13,000
Credit card balance at month end	668

## RECONCILIATION OF BANK ACCOUNTS

<b>Unrestricted Municipal Bank as at 31 May 2019</b>	780,349
Outstanding Deposits	25
Outstanding Payments	(314)
 <b>Ending Balance</b>	 <b>780,060</b>
 <b>Trust Working as at 31 May 2019</b>	 6,257
Outstanding Deposits	
Outstanding Payments	
 <b>Ending Balance</b>	 <b>6,257</b>
 <b>Reserve Account as at 31 May 2019</b>	 2,009,914
Outstanding Deposits	
Outstanding Payments	
 <b>Ending Balance</b>	 <b>2,009,914</b>

# A/R Aging Summary

As at 31 May 2019

	<b>Current</b>	<b>1 - 30</b>	<b>31 - 60</b>	<b>61 - 90</b>	<b>&gt; 90</b>	<b>TOTAL</b>
<b>Brennan, Joan</b>	0.00	165.61	0.00	0.00	0.00	165.61 Paid 11/6/19
<b>Cox, Sheldon</b>	0.00	374.00	0.00	0.00	0.00	374.00 Rent to 31/5/19 - Paid 5/6/19
<b>D &amp; D Transport</b>	0.00	97.70	120.00	0.00	0.00	217.70 Rent - Railway Barracks
<b>Gibbs, Skye</b>	0.00	-24.80	39.20	0.00	24.95	39.35 Water usage 58 Flint St - \$24.80 paid
<b>Greif, Jadwiga</b>	0.00	159.35	0.00	0.00	0.00	159.35 Paid 12/6/19
<b>Main Roads</b>	0.00	73,881.50	0.00	0.00	0.00	73,881.50 Paid 11/6/19
<b>RATE DEBTORS</b>	508.96	-419.00	-37.30	0.00	25,381.51	25,434.17 Outstanding Rates as at 31 May 2019
<b>Toboss, Peter</b>	0.00	0.00	-82.44	202.44	0.00	120.00 Gardening and Power
<b>Trenorden, Claire</b>	0.00	720.00	0.00	0.00	0.00	720.00 Rent to 31/5/19
<b>Williams, Andrew</b>	0.00	-640.00	1,000.00	0.00	0.00	360.00 Rent - Railway Barracks
<b>Wyalkatchem Cricket Club</b>	0.00	0.00	0.00	1,110.00	0.00	1,110.00 Season Charge 2018/19
<b>TOTAL</b>	<b>508.96</b>	<b>74,314.36</b>	<b>1,039.46</b>	<b>1,312.44</b>	<b>25,406.46</b>	<b>102,581.68</b>
	0.00	74,733.36	1,076.76	1,312.44	24.95	77,147.51 Sundry Debtors
	508.96	-419.00	-37.30	0.00	25,381.51	25,434.17 Rates Debtors



**NEXT**

**Central East Aged Care Alliance Inc**  
**ABN 40 792 001 012**  
**Draft Operational Budget 1 July 2019 to 30 June 2020**

Account Description	Budget 2018/2019 (Amended)	Actual to 30 April 2019	Estimated to 30 June 2019	Operational Budget 2019/2020		Notes				
<b>INCOME</b>										
<b>Governance</b>										
0500	General Contribution	220,000	\$ 220,000	220,000	220,000	A				
575.0	CEACA Interest	800	\$ 717	800	800	B				
0502	Other Income	10,000	\$ 10,000	10,000	-	C				
580.0	Reimbursement Land Purchase and Settlement Costs	15,000	\$ -	21,000	-	D				
<b>Project and Consultancy</b>										
0519	Project and Consultancy Fund		\$ -	-	-	E				
	GST Output Tax		\$ 23,000	23,000						
	GST Refunds		\$ 9,865	9,865						
	<b>Total Receipts</b>	<b>245,800</b>	<b>263,582</b>	<b>284,665</b>	<b>220,800</b>					
<b>EXPENDITURE</b>										
<b>Governance</b>										
<b>Chair</b>										
1716	Chair - Meeting Fees	15,000	\$ -	3,800	28,000	1				
1717	Chair - Travel and Accommodation	1,300	\$ -	1,000	5,000	2				
1715	Chair - Other	1,000	\$ 3,097	3,400	1,000	3				
1705.0	Chair - Training	1,000	\$ -	-	1,000	4				
<b>Executive Officer</b>										
1719	Executive Officer - Professional Services	83,000	\$ 63,043	82,600	79,500	5				
1720	Executive Officer - Travel and Accommodation	9,000	\$ 6,834	8,500	8,500	6				
1714.0	Executive Officer - Technology and Administration Charge	2,000	\$ 1,460	2,000	2,000	7				
1721	Executive Officer - Office Expenses	1,000	\$ 148	700	1,000	8				
1722	Executive Officer - Other	500	\$ 60	1,600	500	9				
1709.0	Executive Officer - Training	1,000	\$ -	-	1,000	10				
<b>Financial Management</b>										
1723	Financial Services - Accounting Fees	4,000	\$ 3,372	4,300	5,000	11				
1724	Financial Services - Bank Fees and Charges	100	\$ 60	100	200	12				
1725	Financial Services - Audit Fees	800	\$ 758	758	2,500	13				
	Financial Services - Post Australian Charitable and Not for Profit Commission				3,500	14				
<b>Committee Expenses</b>										
Committee - Meeting Expenses - Catering and Venue Hire										
1726		4,000	\$ 2,410	3,500	4,000	15				
1727	Committee - Meeting Expenses - Teleconference	1,700	\$ 631	800	1,400	16				
1728.0	Committee - Legal Services	40,000	\$ 29,836	40,000	25,000	17				
1718	Committee - Training Expenses	2,000	\$ -	-	2,000	18				
1755.0	Committee - Insurance	6,000	\$ 4,964	5,000	6,000	19				
1844.0	Committee - Governance Other	500	\$ 197	500	500	20				
<b>Marketing and Communications</b>										
IT - Costs Office 365 Implementation and Management										
1738.0		2,500	\$ 1,461	2,100	5,000	21				
1711.0	Facebook Account Setup and Management	3,500	\$ 1,820	2,600	3,500	22				
1850.0	CEACA Website Setup and Content Management	4,000	\$ 980	1,300	3,000	23				
<b>Project and Consultancy</b>										
1840	Consultancy General	4,000	\$ -	1,000	4,000	24				

1841	Business Case Consultancy	-	\$ -	-	-	-	25
	Specialised Project and Consultancy	35,000	\$ 19,950	35,000	20,000	-	26
1842	CEACA Funding Opportunities	-	\$ -	-	-	-	27
1843	CEACA Advocacy	1,000	\$ -	-	-	1,000	28
<b>CEACA Housing Project</b>							
1810.0	Management of Land and Housing	6,000	\$ 108	12,000	6,000	-	29
<b>Non- Current Assets</b>							
2850.0	Purchase of Land	10,000	\$ 8,418	8,500	-	-	30
2850.0	Settlement Costs Land Purchase	5,000	\$ 8,573	12,400	-	-	31
	GST Input Tax		\$ 15,242	15,242			
	ATO Payments		\$ 17,124	17,124			
<hr/>							
	<b>Total Expenditure</b>		244,900	190,546	265,824	220,100	
<hr/>							
	Net Receipts (Payments)	900	73,036	18,841	700		
	<b>OPENING CASH 1 July</b>	\$ 35,062	\$ 67,779	\$ 67,779	86,620		
<hr/>							
	<b>ESTIMATED CASH BALANCE 30 June</b>	\$ 35,962	\$ 140,815	\$ 86,620	\$ 87,320		

## CEACA Operational Budget 2019/2020 Notes

Note	Account No	Account Description	2018/2019 Budget (Amended)	Proposed Budget 2019/2020	Details
<b>INCOME</b>					
A	0500	General Contribution	220,000	220,000	The contribution from each Member is proposed to be set at \$20,000 per Member.
B	0575	Bank interest	800	800	Interest received on bank accounts
C	0502	Other Income	10,000	0	In 2018/2019 this amount was the contribution from the Shire of Wyalkatchem towards legal costs for the Development Agreement. No allocation has been included.
D	0580	Reimbursement Land Purchase and Settlement Costs	15,000	0	In 2018/2019 this amount related to reimbursement of expenses in respect to the transfer of Crown land and Beacon Progress Association land. Although it is expected further transfers will occur during 2019/2020 no amount has been included as income will equal expenditure. (See notes 29 and 30)
E	0519	Project and Consultancy Fund	0	0	Any funds related to this account have now been included in the General Contribution.
<b>EXPENDITURE</b>					
1	1716	Chair Meeting Fees	15,000	28,000	Remuneration for the Chair which is paid monthly. Amount is based on Chair contract arrangement.
2	1717	Chair Travel and Accommodation	1,300	5,000	Travel and accommodation for the Chair. This allows accommodation, sustenance and travel for the Chair for eight in-person meetings in Merredin, Kellerberrin or Nungarin.
3	1715	Chair - Other	1,000	1,000	This provides for incidental expenses that the Chair may incur.
4	1705	Chair Training	1,000	1,000	This provides for any training that the Chair may require.
5	1719	Executive Officer Professional Services	83,000	79,500	This amount is based on the information provided by the A/Chair in relation to the new Executive Officer's contract. Allocation is based on current contract plus 2%.
6	1720	Executive Officer – Travel and Accommodation	9,000	8,500	Travel and accommodation for the Executive Officer to attend meetings and other activities in relation to the role.
7		Executive Officer	2,000	2,000	The allocation will cover

		– Technology and Administration Charge			telephone and internet cost incurred by the Executive Officer in undertaking the role and is calculated as 2.5% of the annual contract payment.
8	1721	Executive Officer – Office Expenses	1,000	1,000	This allocation covers expenditure such as office stationery, printing and postage.
9	1722	Executive Officer - Other	500	500	This provides for incidental expenses that the EO may incur in undertaking the role.
10	1709	Executive Officer - Training	1,000	1,000	The allocation enables the EO to undertake appropriate training.
11	1723	Financial Services Accounting Fees	4,000	5,000	Cost of CEACA accounting support services. The allocation includes the cost of using Xero Accounting (monthly access fee of \$38.64) system to enable easier reporting. Up to Date Accounting continue to be used to provide the accounting service. The number of transactions has increased considerably during the current financial year including the need to incorporate assets into the balance sheet. This is reflected in the allocation.
12	1724	Bank Fees	100	200	This allocation allows for any costs associated with managing the bank account and includes the cost of the bank holding a security package which contains land titles.
13	1725	Financial Services – Audit Fees	800	2,500	Cost of conducting the 2018/2019 Audit. With the increasing number of transactions and ATO reporting requirements it is anticipated that the cost of the 2018/2019 audit will increase.
14		Financial Services - Post Australian Charitable and Not for Profit Commission	0	3,500	This is a new allocation to cover costs associated with any financial requirements should CEACA be successful with its application for registration as a charitable organisation.
15	1726	Committee Meeting Expenses – Catering and Venue Hire	4,000	4,000	Cost of catering for various meetings.
16	1727	Committee Meeting Expenses - Teleconference	1,700	1,400	Cost of teleconferences. The number of meetings held via teleconference has decreased considerably during the past year.
17	1728	Committee - Legal Expenses	40,000	25,000	CEACA's Executive Committee reduced by \$15,000 from the

					proposed amount of \$40,000. The allocation includes an amount for legal expenses that may arise during the year given the need to finalise a number of agreements.
18	1718	Committee Training Expenses	2,000	2,000	Training expenses provides the opportunity for Committee Members to undertake appropriate training.
19	1755	Committee Insurance -	6,000	6,000	Cost of insurance for CEACA including public liability, professional indemnity and directors and officers insurance.
20	1844	Committee Governance Other -	500	500	An allocation to cover incidental governance costs with the Committee and Executive Committee
21	1738	IT - Costs Office 365 Implementation and Management	2,500	5,000	Cost of managing IT Services for CEACA. Costs incurred include monthly license fee of \$21.00 and technical service where any technical difficulties may arise. Also included is a proposal by Market Creations to setup a SharePoint environment, training, ongoing administration and monthly maintenance and a backup for SharePoint (\$2,500).
22	1711	Facebook Account Set up and Management	3,500	3,500	Cost of managing the Facebook Account for CEACA by Market Creations. This includes an allocation of \$260 per month for management of the site. An allowance has also been made for updating the Facebook account during the year.
23	1850	CEACA Website Setup and Content Management	4,000	3,000	Cost of managing the CEACA Website Account by Market Creations. Includes an allocation for annual host fee of \$600 and domain registration \$90 along with updating.
24	1840	Consultancy General	4,000	4,000	This is an account to cover any general consultancy eg. preparation of a strategic plan that may be required by CEACA during the year.
25	1841	Business Case Consultancy	0	0	The funds in 2018/2019 were used for specialised consultancy such as Deloitte's. A new account has been included for such work in 2019/2020.
26		Specialised Project and Consultancy	35,000	20,000	CEACA's Executive Committee reduced by \$15,000 from the proposed amount of \$35,000. This is a new account but was previously funds allocated to

					Business Case Consultancy. This expenditure has been used during 2018/2019 to receive advice from Deloitte's on a range of matters related to the operations of CEACA. It is likely that further advice will be required during the application for Australian Charities and Not-for Profits Commission.
27	1842	CEACA Funding Opportunities	0	0	
28	1843	CEACA Advocacy	1,000	1,000	This is an account to enable CECA to undertake any advocacy work.
29	1810	Management of Land and Housing Stock	6,000	6,000	Until a decision is made relating to the management of the houses it is not possible to determine what allocation may be required during 2019/2020. A nominal amount of \$6,000 has been included to cover such costs as Council rates, water rates and other related charges until a management agreement has been finalised. CEACA will be responsible for all costs on land it owns until the houses are ready for occupancy.
30	2850	Purchase of Land	10,000	0	See Note D
31	2850	Settlement Costs Land Purchase	5,000	0	See Note D





## Wyalkatchem Plant Replacement Program

## Wyalkatchem Plant Replacement Program

### Wyalkatchem Plant Replacement Program

Year 10												Year 11		Year 12		Year 13		Year 14		Year 15	
Existing Plant				2028/29		2029/30		2030/31		2031/32		2032/33		2033/34							
Plant No	Rego	item	Make	Year	Estd Life	Purchase Disposal	Net Impact														
<b>Heavy Equipment</b>																					
PWM017	WM 017	Grader	Cat 12M	2016	10	-	-	-	-	-	-	-	-	-	-						
PWM016	WM 016	Loader	Leibherr x550	2016	8	-	-	-	-	-	-	-	-	-	-						
PWM287	WM287	Multi tyre roller	Bomag	2018	10		200,000														
PWM160	WM160	Multi tyre roller	Bomag	2009			(25,000)														
TBA	Backhoe	TBA	TBA	2019	7	-	-	-	-	-	-	-	-	-	-						
PWM005	WM 005	Tractor	New Holland TS 100	2015	8	-	-	-	-	-	-	-	-	-	-						
PWM830	WM 830	Skid Steer	CAT 226B	2004	5	-	-	-	-	-	-	-	-	-	-						
TBA	Excavator	TBA	TBA	2019	6	-	-	-	-	-	-	-	-	-	-						
<b>Trucks</b>																					
PWM015	WM 015	6 wheel tipper	Isuzu	2015	8	330,000															
						(50,000)	280,000														
PWM003	WM 003	crew cab tipper	Isuzu	2013	6	0															
<b>Bus</b>																					
WYLINE BU	Bus	Bus	Toyota Coaster	2003	12	0															
						-	-	-	-	-	-	-	-	-	-						
<b>Light Vehicles</b>																					
PWYLINE	WYLINE	Everest	Ford	CEC	2017	2		68,000			70,000			70,000							
							(15,000)	53,000			(30,000)	40,000		(30,000)	40,000						
PWM00	WM00	Corolla	Toyota	MC	2015	4	-	-			46,000										
PWM000	WM 000	Hilux	Toyota	MO	2018	2			63,000		(15,000)	31,000									
PWM216	WM216	Dmax	Isuzu	LH F	2017	4	-	43,000			65,000										
PWM027	WM027	Dmax	Isuzu	LH 1	2014	4	-	(12,000)	31,000		(20,000)	43,000		45,000							
PWM012	WM012	Dmax	Isuzu	Tow	2015	4		-			40,000			(12,000)	33,000						
TBA	TBA	TBA	Roa	2019	4		-	-			(10,000)	30,000									
P000WM	000WM	CX9	Mazda	Doc	2018	2			64,000			66,000									
							-	(18,000)	46,000		(24,000)	42,000									
<b>Misc</b>																					
n/a	Tree Planter	Chatfields	?	15		-	-														
P9RN517	9RN 517	TDM dolly	Lombardi	1997	10	-	-		30,000												
1GPP 583	Ride on Mower	Toro		2018	5	-	-		(5,000)	25,000				44,000							
WM 4259	Plant trailer	unknown		1989	10	-	-		-		-			(5,000)	39,000						
P1TIX715	1TIX 715	Town trailer	Loadstar		2008	10	-	-													
1TDB 974	Water trailer - town	John Papas		2001	10	-	-		-		-										
1TOB 537	Mower trailer	Able trailers		2013	10		-		-		-										
WM 4201	Fuel Trailer	unknown		1985	10		-		-		-										

### Wyalkatchem Plant Replacement Program

						Year 10		Year 11		Year 12		Year 13		Year 14		Year 15	
Existing Plant						2028/29		2029/30		2030/31		2031/32		2032/33		2033/34	
Plant No	Rego	item	Make	Year	Estd Life	Purchase Disposal	Net Impact										
P1TRX20C	1TRX 200 Side Tipper	Lomardi		2014	15		-		-		-		-	120,000			-
1TGE 051	Town trailer	Loadstar		2005	10		-		-		-		-	(10,000)	110,000		-
P1TPS40	1TPS 401 Pump Trailer	Able		2014	10		-		-		-		-				-
1TPU 981	tandem box - fire	Able		2014	10		-		-		-		-				-
1TPS 483	tandem box - fire	Able		2014	10		-		-		-		-				-
<b>CAPITAL COST OR OUTRIGHT PURCHASE PRICE (ESTIMATED TRADE IN NET REPLACEMENT COST</b>						<b>330,000</b>		<b>311,000</b>		<b>200,000</b>		<b>156,000</b>		<b>251,000</b>		<b>159,000</b>	
						<b>(50,000)</b>	<b>280,000</b>	<b>(52,000)</b>	<b>259,000</b>	<b>(55,000)</b>	<b>145,000</b>	<b>(55,000)</b>	<b>101,000</b>	<b>(54,000)</b>	<b>197,000</b>	<b>(47,000)</b>	<b>112,000</b>

PLANT RESERVE	OPENING BALANCE	166,667	90,917	34,235	90,108	191,406	199,287
	ANNUAL INTEREST	4,250	2,318	873	2,298	4,881	5,082
PROJECTED RESERVE BALANCE		170,917	93,235	35,108	92,406	196,287	204,369
NET EXPENDITURE		280,000	259,000	145,000	101,000	197,000	112,000
TRANSFER TO PLANT RESERVE		-	-	55,000	99,000	3,000	88,000
TRANSFER FROM PLANT RESERVE		<b>-80,000</b>	<b>-59,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
PROJECTED RESERVE BALANCE		90,917	34,235	90,108	191,406	199,287	292,369
RESERVE (DEFICIT) SURPLUS / FUNDING REQUIRED FROM MUNI		200,000	200,000	145,000	101,000	197,000	112,000
ANNUAL FUNDS REQUIRED FROM MUNI		<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>

COMMUNITY BUS							
PLANT RESERVE	OPENING BALANCE	58,944	68,448	78,193	88,187	98,436	108,946
	ANNUAL INTEREST	1,503	1,745	1,994	2,249	2,510	2,778
PROJECTED RESERVE BALANCE		60,448	70,193	80,187	90,436	100,946	111,724
NET EXPENDITURE		-	-	-	-	-	-
TRANSFER TO COMMUNITY BUS RESERVE		8,000	8,000	8,000	8,000	8,000	8,000
TRANSFER FROM COMMUNITY BUS RESERVE		0	0	0	0	0	0
PROJECTED RESERVE BALANCE		68,448	78,193	88,187	98,436	108,946	119,724
RESERVE (DEFICIT) SURPLUS / FUNDING REQUIRED FROM MUNI		-	-	-	-	-	-
ANNUAL FUNDS REQUIRED FROM MUNI		<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>

NEXT 



## SHIRE OF WYALKATCHEM



JUNE 2019

# INFORMATION BULLETIN

## **LIST OF ITEMS**

- 1. Status Report as at June 2019**
- 2. Senior Citizens Thank you letter**
- 3. Universal Training Information**
- 4. Actions performed under Delegations**

Council makes a number of decisions at its monthly ordinary meeting of Council.

In accordance with the *Local Government Act 1995 5.41(c) the function of the CEO is to; Cause council decisions to be implemented.*

The purpose of the Shire of Wyalkatchem Council Meeting Status report is to provide Council's with a progress status and actions performed to date, as well as anticipated completion dates. The presentation of the status report is effective from the August 2018 Ordinary Council Meeting. Actions and status updates since the last status report are indicated in bold. Items that have been reported as completed will be removed in future reports.

### SHIRE OF WYALKATCHEM COUNCIL MEETING STATUS REPORT AS AT 13 JUNE 2019

MINUTE REFERNCE	DETAIL	REPONSIBLE OFFICER	STATUS / COMMENTS	ANTICIPATED COMPLETION DATE
OMC – 20/9/2018 122/2018	That Council agrees to donate the Council received Building Permit fees associated with CEACA Seniors Housing Project subject to all other CEACA Council members agree to the same undertaking.	CEO	Letter send to CEACA requesting confirmation of Council members' agreement to refund Building fees and notification to refund to CEACA building fees received. Confirmation of other LG arrangements discussed at recent CEACA meeting. LG to advise CEACA executive on position. Pending notification	In Progress
OMC – 18/10/2018 143/2018	4. That the Chief Executive Officer commence the process of re-instatement of the Bush Fire Advisory Committee.	4. CEO	4. Noted. Process to commence	4. Pending

OMC – 15/11/2018 154/2018	That Council 2. Approves the transfer of \$14,764.91 from the Unspent Grants Reserve account to the Municipal Account;	2. MCS	2. Noted, transfer to be complete on maturity of reserve	2. Pending
OMC – 20/12/2018 184/2018	That Council approve the placing of a relocated donga style building at lot 411 Butlin St, Wyalkatchem with the following conditions:  a. The building be used as overnight accommodation for D&D Transport employees  b. That delegated authority be given to the Chief Executive Officer to determine the application following advertisement of the conditional approval and notify the applicant in writing of the determination of the application	1. MCS  2. CEO	1. Noted  2. Noted. No submissions have been received. Advice of determination of application in progress.	1. In Progress  2. In progress
OMC – 21/2/2019 (20/2019)	That Council: 1. Authorise the removal of the three verge street trees identified in the Arborist Report located on Swan Street, Wyalkatchem. 2. Authorise the Chief Executive Officer to replace the removed street verge trees with a more suitable native species of verge street tree at the discretion of the Chief Executive Officer within 2018/2019 budgeted funds.	1. MOW  2. CEO/ MOW	1. Noted. Contractor engaged for the removal of the trees. Booked for early June  2. Noted. Species of verge street tree to be determined.	1. In progress  2. Pending

<p>OMC – 16/5/2019 (64 /2019)</p>	<p><b>That Council:</b></p> <p>2. Authorises the Chief Executive Officer to prepare and sign a letter of support that endorses the re-allocation of \$6,000 in 2019/20 budget to co-fund the project management of the Wheatbelt Secondary Freight Network in combination with the WA State Government's \$100,000 of Regional Economic Development Grant funding, as part of the delivery of its Stage 1</p>	<p>CEO</p>	<p>2. Correspondence sent to WNRG Chairperson, Ricky Storer, reaffirming Council's financial commitment of \$6,000 in the 2019/20 budget to co-fund the project management</p>	<p>2. Complete</p>
<p>OMC – 16/5/2019 (69 /2019)</p>	<p><b>That Council:</b></p> <p>1. supports the subdivision application 158000 – lots no 139, 195, 39, 70, 75 Gamble Road Nalkain, as outlined in the application to the Western Australian Planning Commission, as provided in attachment 10.4.1, and</p> <p>2. advises the Western Australian Planning Commission that it has no objections to the proposed subdivision and has no conditions to impose on the proposal.</p>	<p>1. CEO 2. CEO</p>	<p>1. Correspondence sent to WAPC supporting subdivision application</p> <p>2. Correspondence sent to WAPC raising no objections or conditions on the proposed subdivision</p>	<p>1. Complete 2. Complete</p>

**Wyalkatchem Senior Citizens Homes Trust (Inc.)**  
**PO Box 145**  
**Wyalkatchem WA 6485**

11 JUN 2019

13<sup>th</sup> May 2019

Shire of Wyalkatchem  
PO Box 224  
Wyalkatchem WA 6485

Attention: - Taryn Dayman - Chief Executive Officer

Dear Taryn,

The Wyalkatchem Senior Citizens Homes Trust committee would like to thank the Shire of Wyalkatchem for the payment of the of \$14,764.91 in the form of a donation.

The money will be used towards the front patios built at the Flint street units.

Yours faithfully,



PP.

Dale Tyler - President  
Wyalkatchem Senior Citizens Homes Trust (inc)  
Po Box 145 Wyalkatchem WA 6485  
Phone: 9681 5017  
Mobile: 0447 882 053  
E-mail: [wyalkatchemscht@gmail.com](mailto:wyalkatchemscht@gmail.com)

**To: All Local Governments**  
**From: Tony Brown**  
**Executive Manager Governance &**  
**Organisational Services**

**Date: 16 May 2019**

**Priority: High**

**Subject: Proposed Universal Training for Elected Members**



## IN BRIEF:

Operational Area:	<b>Chief Executive Officer, Governance and Finance</b>
Key Issues:	<ul style="list-style-type: none"><li>• The Local Government Amendment Bill 2019, includes a proposal for Elected Members to carry out five core training units within the first 12 months of being elected.</li><li>• WALGA's position is that the training is the State Government's proposal, so the State Government should fund the associated costs.</li><li>• In the absence of a funding commitment from State Government, Local Governments may wish to provide a 2019/20 budget allocation for Universal Training.</li><li>• WALGA Training Services has compiled indicative costing options.</li></ul>
Action:	<b>Local Governments to provide budget provision</b>

## Background

The Local Government Amendment Bill 2019 was introduced into the Legislative Assembly on 14 March 2019 and was passed on 10 April 2019.

The Bill was introduced into the Legislative Council on 11 April 2019. The Bill is currently being debated and it is anticipated that the Bill will be approved by Parliament to apply for the 2019 Local Government Elections.

The proposal for Universal Training includes Elected Members undertaking the following courses:

- Understanding Local Government
- Conflicts of Interest
- Serving on Council
- Understanding Financial Reports and Budgets
- Meeting Procedures and Debating

If the Bill passes through Parliament, new and re-elected Elected Members at 2019 Local Government Elections will be required to complete the five (5) core units above within 12 months of their election. Sitting Elected Members whose term of office does not conclude until the 2021 Local Government Elections, will only be required to complete the training in the 12-months following their re-election in October 2021.

WALGA is advocating that an Elected Member should not have to complete the prescribed Universal Training if:

- (a) they have successfully passed all modules of the prescribed training within the last five years; or
- (b) have been awarded any of the following within the last five years (or its successor):

- i. Diploma of Local Government (Elected Member) accredited course number 52756WA; or
- ii. Diploma of Local Government (Elected Member Stream)(LGA50712), or
- iii. Elected Member Skill Set (LGASS00002).

In respect to funding for training, it is the Associations position that the training is the State Government's proposal, so the State Government should fund the associated costs. WALGA will continue to advocate for the Universal Training to be fully funded by State Government.

However, in the absence of a funding commitment from State Government, Local Governments may wish to provide a 2019/20 budget allocation for Universal Training. Alternatively, if State Government funding does not eventuate, Local Governments may be required to make Budget amendments to fund Universal Training requirements.

The proposed training will be structured as a blended learning program to allow for a flexible approach to delivery of training. Various costing options will be available to Local Governments to ensure ease of budgeting and financial accessibility. All training is GST exempt.

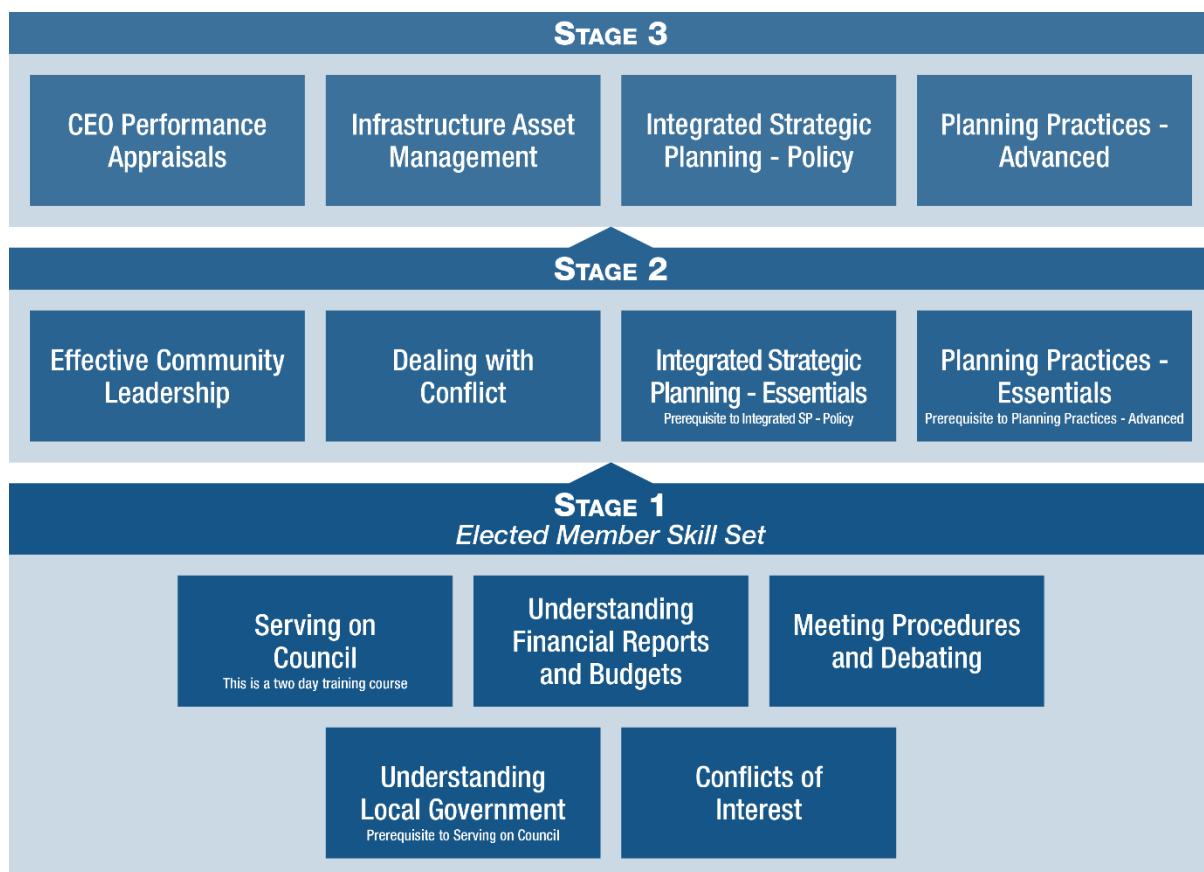
WALGA Training Services has compiled the following indicative cost options:

Training Delivery Mode	Estimated Cost
<b>Face to Face Cost + eLearning</b> 3 face to face courses and 2 eLearning	\$2,390 per Elected Member
<b>Individual eLearning Cost</b> All 5 courses by eLearning	\$975.00 per Elected Member
<b>Face-to-Face Delivery (Onsite at Council Premises, can be carried out with groups of Councils) up to 16 participants per course</b>  Serving on Council (2 days)  Understanding Financial Reports and Budgets (1 day)  Meeting Procedure and Debating (1 day)	\$7,900.00  \$4,000.00  \$4,000.00
<b>Local Government eLearning Subscription</b> Access all 5 eLearning courses at any time within the 12-month subscription period for all Elected Members of the subscribing Local Government. Courses can be uploaded and accessed directly through the Local Government's Intranet / Elected Member Portal.	Pricing as per the table below

<b>eLearning Subscription Costs 2019-20</b>				
<b>SAT Brand Pricing Structure</b>				
<b>No. of Courses</b>	<b>SAT Band 4</b>	<b>SAT Band 3</b>	<b>SAT Band 2</b>	<b>SAT Band 1</b>
1	\$750	\$1,750	\$2,000	\$2,500
2	\$1,750	\$2,750	\$3,500	\$4,000
3	\$2,500	\$3,500	\$4,500	\$5,250
4	\$3,250	\$4,250	\$5,250	\$6,500
5	\$4,000	\$5,000	\$6,000	\$7,000
5+	Contact WALGA for customised quote			

The following provides information on WALGA's current *Elected Member Learning and Development Pathway* (see diagram below)

WALGA's Stage 1 encompasses five units that contain all of the skills and knowledge criteria outlined in the Department of Local Government, Sport and Cultural Industries' (DLGSC) proposed Universal Council Member training.



## Elected Member Learning and Development Pathway

ONE70

LV1, 170 Railway Parade, West Leederville, WA 6007  
PO Box 1544, West Perth, WA 6872  
T: (08) 9213 2000 F: (08) 9213 2077 [info@walga.asn.au](mailto:info@walga.asn.au)  
[www.walga.asn.au](http://www.walga.asn.au)



## **Understanding Local Government**

*Understanding Local Government* is an online introductory course designed to provide newly Elected Members with relevant information that will assist them in their transition from private citizen to Councillor.

### **Conflicts of Interest**

*Conflicts of Interest* is an online course designed to provide Elected Members with an understanding of financial, indirect-financial, proximity and impartiality interest, disclosure of interests at meetings and the association between gifts and conflicts of interest.

### **Serving on Council**

*Serving on Council* is designed to give Elected Members the confidence to perform their role on Council. The course provides an overview of the roles and responsibilities of Elected Members, the Local Government environment and Council's strategic community leadership role and the obligations for Elected Member behaviours and communications, particularly when dealing with social media.

### **Understanding Financial Reports and Budgets**

*Understanding Financial Reports and Budgets* uses existing legislation as its basis to explore the way in which Local Government's are required to plan for the future, develop an annual budget and monitor, review and interpret financial reports.

### **Meeting Procedures and Debating**

*Meeting Procedures and Debating* is specifically designed for both experienced and newly Elected Members who wish to enhance their meeting skills. Concentrating on knowledge of meeting procedures and high level debating techniques, this course is a practical toolkit for those who attend Council and committee meetings as Members or Presiding Members.

**For further information please contact:**

**WALGA Training Manager, Jacqueline Dodd on 9213 2090 or email [idodd@walga.asn.au](mailto:idodd@walga.asn.au)**

The *Local Government Act 1995* provides a local government with the ability to delegate any of its powers or the authority to discharge any of its duties, such as those delegated to the Chief Executive Officer (as per section 5.42)

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority for –

- Development Approvals issued
- Building Permits issued
- Health Approval Issued
- One off delegations to the Chief Executive Officer
- Affixing of Common Seal
- Bush Fire Delegations

## ACTIONS PERFORMED UNDER DELEGATED AUTHORITY

From the period 12 April 2019 to 14 June 2019

Date of decision	Decision Ref	Delegation Reference	Function Delegated	Applicant	Decision Details	\$
11/6/2019		1.2.18 – Defer, Grant Discounts, Waive or Write Off Debts	1. Waive a debt which is owed to the Shire [s.6.12(1)(b)]. 3. Write off an amount of money which is owed to the Shire [s.6.12(1)(c)]. Regulations may prescribe circumstances in which a Local Government is not to exercise a power under subsection (1) or regulate the exercise of that power.	Various Rate Debtors	Write off of small rate interest and rounding debts for 4 separate assessments ranging from \$1.40 to \$2.59 Totally \$15.10	\$15.10

Date of decision	Decision Ref	Delegation Reference	Function Delegated	Applicant	Decision Details	\$
14 June 2019	Permit No. 120619	2.1.1 Grant a Building Permit	2. Authority to grant or refuse to grant a building permit [s.20(1) & (2) and s.22].	Jarrod Street	Approving Building Permit number 120619 for lot 16076 Parsons Road, Korrelocking – New Garage	

