



Minutes

of the

Ordinary Meeting of Council

held

on

Monday 23 October
2017

In

The Council Chambers
Honour Avenue Wyalkatchem

Our purpose

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

Council's Vision

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

Our Purpose

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

Our Guiding Principles

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

Leaving a positive legacy for future generations and Councils;

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

Responsible financial management;

Informed, evidence-based and representative decision making; and

Effective communication and engagement.

Our Goals

Healthy, strong and connected communities

A prosperous and dynamic district

A sustainable natural and built environment

An effective voice

A well-managed and effective organisation

Facilities and assets that are well used and effectively managed

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1. DECLARATION OF OPENING

1.1 The Shire President declared the Meeting open 3.39pm

1.2 The Shire of Wyalkatchem disclaimer was read aloud.

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

2 Public question time

2.1 Response to previous questions taken on notice

Not applicable

2.2 Declaration of public question time opened 3.39pm

2.3 Declaration of public question time closed 3.39pm

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

3.1 Present: Cr Davies, Cr Gamble, Cr Garner, Cr Butt, Cr Holdsworth

3.2 Apologies: Nil

3.3 On leave of absence: Nil

3.4 Staff: Ian McCabe, Claire Trenorden, Craig Harris, Ella McDonald

3.5 Visitors: Cr Elect Metcalfe

3.6 Gallery: Nil

3.7 Applications for leave of absence: Nil

4.1 Petitions Nil


4.2 Deputations Nil

4.3 Presentations Nil

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1.1 MEETINGS – CONFIRMATION OF MINUTES - ORDINARY MEETING

21 September 2017

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

SUMMARY:

1. Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 21 September 2017.

Appendix:

There is no attachment to this report.

Background:

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

Comment:

There is no further comment to this item.

Consultation:

Ian McCabe, Chief Executive Officer.

Statutory Environment:

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

Policy Implications:

There is no Council Policy relative to this issue.

Financial Implications:

There are no Financial Implications relative to this issue.

Strategic Plan/Risk Implications:

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

Voting Requirements: Simple Majority

Council Decision Number: 3522

Moved: Cr Butt


Seconded: Cr Garner

That Council resolve the following:

- 1. Confirm the minutes as an accurate record of the Ordinary Meeting of Council held on 21 September 2017**

Vote: 5/0

5.1.2 MEETINGS – CONFIRMATION OF MINUTES - SPECIAL MEETING 5
October 2017

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

SUMMARY:

- 1. Confirm the minutes as an accurate record of the Special Meeting of Council held on 5 October 2017.**

Appendix:

There is no attachment to this report.

Background:

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

Comment:

There is no further comment to this item.

Consultation:

Ian McCabe, Chief Executive Officer.

Statutory Environment:

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

Policy Implications:

There is no Council Policy relative to this issue.

Financial Implications:

There are no Financial Implications relative to this issue.

Strategic Plan/Risk Implications:

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

Voting Requirements: Simple Majority

Council Decision Number: 3523

Moved: Cr Holdsworth

Seconded: Cr Butt

That Council resolve the following:

1. **Confirm the minutes as an accurate record of the Special Meeting of Council held on 5 October 2017**

Vote: 5/0

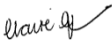
6.0 Announcements by Presiding Person: Cr Davies acknowledged the passing of Mr Kevin "Hoppy" Hopkins who was a resident in town for over 22 years and well known and loved by all. He expressed his sincere condolences to Hoppy's partner Teresa and family on behalf of Council. Council has received many comments on how well the cemetery was presented for the funeral, and asked that Manager of Works Mr Craig Harris pass on sincere thanks to the works crew members who were involved in the preparations.

Cr Davies then welcomed back returning Councillors Owen Garner and Emma Holdsworth, and extended a warm welcome to Councillor Elect Heather Metcalfe. He also thanked retiring Councillors Campbell Jones and Lynsey Gawley for their contributions - they are much appreciated.

7.0 Matters for which meeting may be closed Nil

8.1 Land Use and Planning No items this month

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

FILE REFERENCE:	12.10.02
AUTHOR'S NAME AND POSITION:	Claire Trenorden Manager Corporate Services
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	11 October 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC 21 September 2017 Council decision number: 3511
STRATEGIC COMMUNITY PLAN REFERENCE	5 – A well-managed and effective Council organization. 6 – Well utilized and effectively managed facilities and assets.

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

That Council resolve the following:

1. Receive the Statement of Financial Activity for the period ended 30 September 2017.

Appendix:

1. Monthly Financial Report for the Period Ended 30 September 2017 and supporting documentation.

Background:

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

Comment:

September 2017 Financial Statements:

- Yearly operating revenue is \$1,567,306 inclusive of net rate income of \$1,193,465 (net of prepaid rates and discounts) – 63% of Budget
- Yearly operating expenditure is \$1,089,946 – 29% of Budget
- Yearly capital expenditure is \$275,235 – 15% of Budget
- Yearly capital revenue is \$770,079 – 42% of Budget
- Net current assets as 30 September 2017 are \$1,602,275

Operating Revenue: Total operating revenue is 63% of the Annual Budget.

Rates: Revenue of \$1,403,207 has been raised during the Rate Run for 2017/18 and rates notices were posted out by the planned date of 21 July 2017. The total Rate Run is broken down between Rates \$1,252,111, Rubbish \$98,595, Health Levy \$15,057 and ESL Levy \$37,444. To date income received is \$1,129,925 and discounts applied equate to \$19,448. Approximately 81% of Rates have been collected to date, with \$237,163 outstanding. This compares with 80% and \$244,479, respectively, in September 2016.

Operating Expenditure: Total operating expenditure is 29% of the Annual Budget.

Capital Expenditure: Total Capital Expenditure (\$275,235) is 15% of the Annual Budget (\$1,823,181).

Net Assets: Net Current Assets as at 30 September 2017 amounts to \$1,602,275. This is in the majority comprised of Cash Unrestricted – Municipal Funds (\$1,326,655).

Consultation:

Ian McCabe Chief Executive Officer

Statutory Environment:

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

Policy Implications:

There is no Council Policy relative to this issue.

Financial Implications:

There are no Financial Implications relative to this issue.

Strategic Plan/Risk Implications:

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

Voting Requirements Simple Majority

Council Decision Number: 3524

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

That Council resolve the following:

- 1. Receive the Statement of Financial Activity for the period ended 30 September 2017.**

Vote: 5/0

Shire of Wyalkatchem
MONTHLY FINANCIAL REPORT
For the Period Ended 30 September 2017

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Statement of Financial Activity

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

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 September 2017

	Note	Amended Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		2,100	1,225	2,417	1,192	49.3%	
General Purpose Funding		555,941	138,985	138,055	(931)	(0.7%)	
Law, Order and Public Safety		38,762	460	24,254	23,794	98.1%	
Health		49,589	0	0	(0)	(100.0%)	
Education and Welfare		0	0	0	0		
Housing		117,849	29,462	28,865	(597)	(2.1%)	
Community Amenities		111,408	108,852	104,493	(4,359)	(4.2%)	
Recreation and Culture		39,816	1,429	1,295	(134)	(10.4%)	
Transport		295,116	48,779	49,955	1,176	2.4%	
Economic Services		15,991	4,998	5,596	599	10.7%	
Other Property and Services		18,092	17,523	18,911	1,388	7.3%	
Total (Excluding Rates)		1,244,664	351,713	373,841	22,128	5.9%	
Operating Expense							
Governance		(294,570)	(58,643)	(55,844)	2,798	5.0%	
General Purpose Funding		(65,573)	(16,393)	(16,223)	170	1.0%	
Law, Order and Public Safety		(109,962)	(34,491)	(36,116)	(1,625)	(4.5%)	
Health		(304,935)	(68,234)	(64,840)	3,394	5.2%	
Education and Welfare		(17,858)	(16,465)	(19,068)	(2,603)	(13.7%)	
Housing		(243,971)	(52,993)	(49,929)	3,064	6.1%	
Community Amenities		(209,911)	(45,478)	(42,013)	3,465	8.2%	
Recreation and Culture		(750,482)	(137,621)	(130,604)	7,017	5.4%	
Transport		(1,544,304)	(466,076)	(674,473)	(208,397)	(30.9%)	▲
Economic Services		(105,831)	(26,458)	(26,113)	345	1.3%	
Other Property and Services		(55,978)	16,006	25,276	9,270	(36.7%)	
Total		(3,703,375)	(906,844)	(1,089,946)	(183,102)		
Funding Balance Adjustment							
Add back Depreciation		1,142,817	285,704	301,935	16,231	5.4%	
Adjust (Profit)/Loss on Asset Disposal	10	52,886	(8,727)	(8,727)	0	0.0%	
Movement in Deferred Pensional Rates (Non-Current)				0	0		
Movement in Accrued Salaries and Wages				0	0		
Movement in Employee Benefit Provisions				0	0		
Adjust Provisions and Accruals				0	0		
Net Operating (Ex. Rates)		(1,263,008)	(278,154)	(422,897)	(144,744)		
Capital Revenues							
Proceeds from Disposal of Assets	10	133,000	8,727	8,727	0	0.0%	
Non-Operating Grants		671,231	0	0	0		
Proceeds from New Debentures		0	0	0	0		
Proceeds from Sale of Investments				0	0		
Proceeds from Advances				0	0		
Self-Supporting Loan Principal		13,087	3,183	3,183	0	0.0%	
Transfer from Reserves	9	1,012,111	758,169	758,169	0	0.0%	
Total		1,829,429	770,079	770,079	0		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	10	(261,200)	(147,622)	(147,622)	0	0.0%	
Plant and Equipment	10	(445,201)	(86,227)	(86,227)	0	0.0%	
Furniture and Equipment	10	0	0	0	0		
Infrastructure Assets - Roads	10	(838,466)	(7,530)	(7,530)	0	0.0%	
Infrastructure Assets - Other	10	(157,500)	(20,303)	(20,303)	0	0.0%	
Purchase of Investments				0	0		
Repayment of Debentures		(53,669)	(9,478)	(9,478)	0	0.0%	
Advances to Community Groups				0	0		
Transfer to Reserves	9	(67,145)	(4,075)	(4,075)	0	0.0%	
Total		(1,823,181)	(275,235)	(275,235)	0		
Net Capital		6,248	494,844	494,844	0		
Total Net Operating + Capital		(1,256,760)	216,690	71,947	(144,744)		
Rate Revenue		1,232,354	1,232,354	1,193,465	(38,889)	(3.3%)	
Opening Funding Surplus(Deficit)		105,000	105,000	336,864	231,864	68.8%	▲
Closing Funding Surplus(Deficit)	3	80,594	1,554,044	1,602,275	48,231	3.0%	

Shire of Wyalkatchem
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
For the Period Ended 30 September 2017

	Note	Amended Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	
Operating Revenues							
Grants, Subsidies and Contributions	8	\$ 906,888	\$ 186,067	\$ 206,128	\$ 20,061	9.7%	
Profit on Asset Disposal	10	0	8,727	8,727	0	0.0%	
Fees and Charges		277,751	150,438	153,811	3,374	2.2%	
Interest Earnings		60,025	6,481	5,175	(1,307)	(25.3%)	
Other Revenue		0	0	0	0		
Total (Excluding Rates)		1,244,664	351,713	373,841	22,128		
Operating Expense							
Employee Costs		(1,039,368)	(244,842)	(246,333)	(1,491)	(0.6%)	
Materials and Contracts		(1,142,605)	(285,651)	(441,832)	(156,181)	(35.3%)	▲
Utilities Charges		(184,343)	(31,086)	(21,837)	9,249	42.4%	
Depreciation (Non-Current Assets)		(1,142,817)	(285,704)	(301,935)	(16,231)	(5.4%)	
Interest Expenses		(18,039)	(4,510)	215	4,725	(2197.3%)	
Insurance Expenses		(123,317)	(49,829)	(78,225)	(28,396)	(36.3%)	▲
Loss on Asset Disposal	10	(52,886)	(5,222)	0	5,222	100.0%	
Other Expenditure		0	0	0	0		
Total		(3,703,375)	(906,844)	(1,089,946)	(183,102)		
Funding Balance Adjustment							
Add Back Depreciation		1,142,817	285,704	301,935	16,231	5.4%	
Adjust (Profit)/Loss on Asset Disposal	10	52,886	(8,727)	(8,727)	0	0.0%	
Movement in Deferred Pensional Rates (Non-Current)					0		
Movement in Accrued Salaries and Wages					0		
Movement in Employee Benefit Provisions					0		
Adjust Provisions and Accruals					0		
Net Operating (Ex. Rates)		(1,263,008)	(278,154)	(422,897)	(144,744)		
Capital Revenues							
Grants, Subsidies and Contributions	8	671,231	0	0	0		
Proceeds from Disposal of Assets	10	133,000	8,727	8,727	0	0.0%	
Proceeds from New Debentures					0		
Proceeds from Sale of Investments					0		
Proceeds from Advances					0		
Self-Supporting Loan Principal		13,087	3,183	3,183	0	0.0%	
Transfer from Reserves	9	1,012,111	758,169	758,169	0	0.0%	
Total		1,829,429	770,079	770,079	0		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	10	(261,200)	(147,622)	(147,622)	0	0.0%	
Plant and Equipment	10	(445,201)	(86,227)	(86,227)	0	0.0%	
Furniture and Equipment	10	0	0	0	0		
Infrastructure Assets - Roads	10	(838,466)	(7,530)	(7,530)	0	0.0%	
Infrastructure Assets - Other	10	(157,500)	(20,303)	(20,303)	0	0.0%	
Purchase of Investments			0		0		
Repayment of Debentures		(53,669)	(9,478)	(9,478)	0	0.0%	
Advances to Community Groups					0		
Transfer to Reserves	9	(67,145)	(4,075)	(4,075)	0	0.0%	
Total		(1,823,181)	(275,235)	(275,235)	0		
Net Capital		6,248	494,844	494,844	0		
Total Net Operating + Capital		(1,256,760)	216,690	71,947	(144,744)		
Rate Revenue		1,232,354	1,232,354	1,193,465	(38,889)	(3.3%)	
Opening Funding Surplus(Deficit)		105,000	105,000	336,864	231,864	68.8%	▲
Closing Funding Surplus(Deficit)	3	80,594	1,554,044	1,602,275	48,231	3.0%	

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Basis of Accounting

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

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

Mandatory Requirement to Revalue Non-Current Assets

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

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

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

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

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

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

Land under Control

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

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

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Fixed Assets (Continued)

Initial Recognition

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

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

Revaluation

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

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

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

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

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

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

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

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

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

Transitional Arrangement

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

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Fixed Assets (Continued)

Early Adoption of AASB 13 - Fair Value Measurement

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

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

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

Land Under Roads

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

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

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

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

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

(j) Depreciation of Non-Current Assets

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

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

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

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

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

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

Capitalisation Threshold

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

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

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

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

(o) Current and Non-Current Classification

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

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

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) STATEMENT OF OBJECTIVE (Continued)

EDUCATION AND WELFARE

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

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

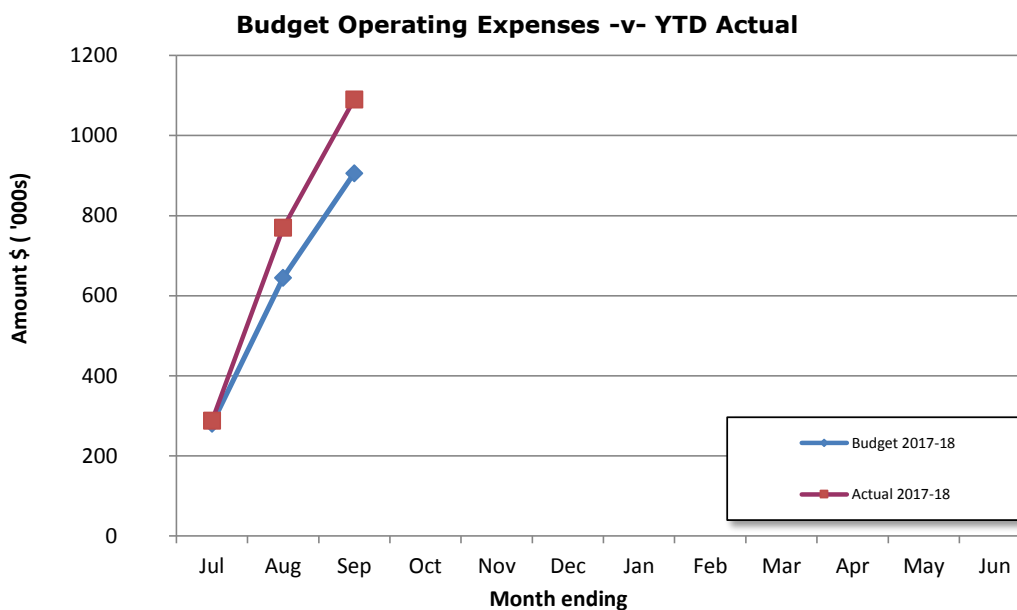
Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

OTHER PROPERTY & SERVICES

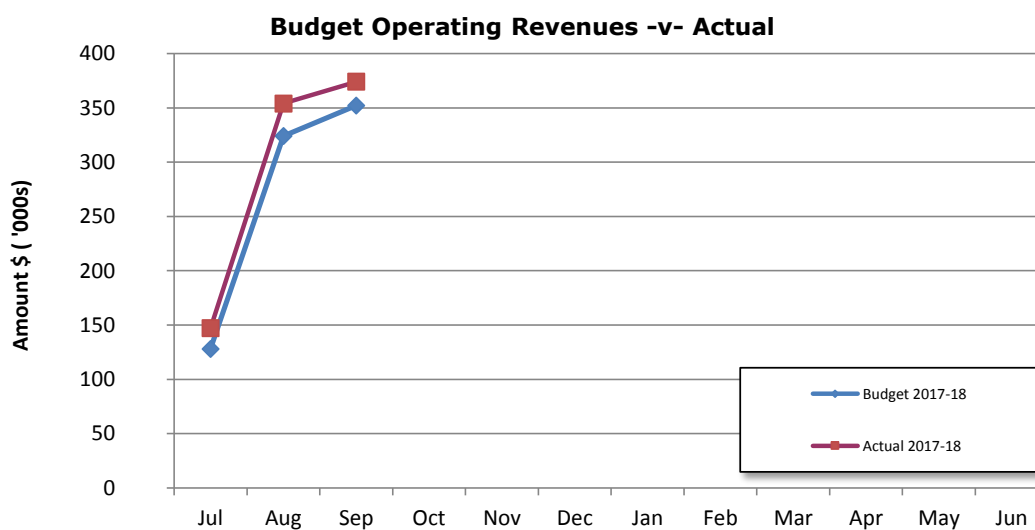
Private works carried out by council and indirect cost allocation pools.
Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 2 - Graphical Representation - Source Statement of Financial Activity



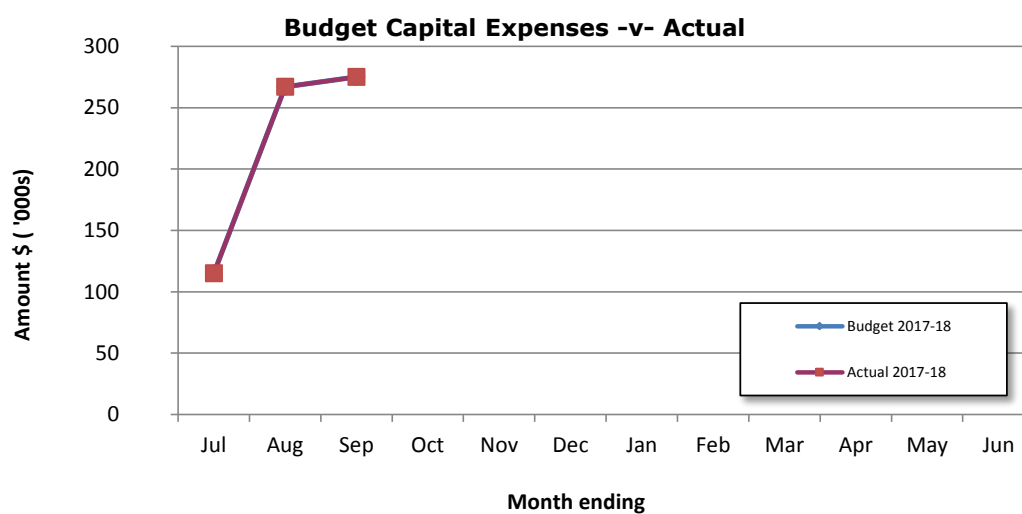
Comments/Notes - Operating Expenses



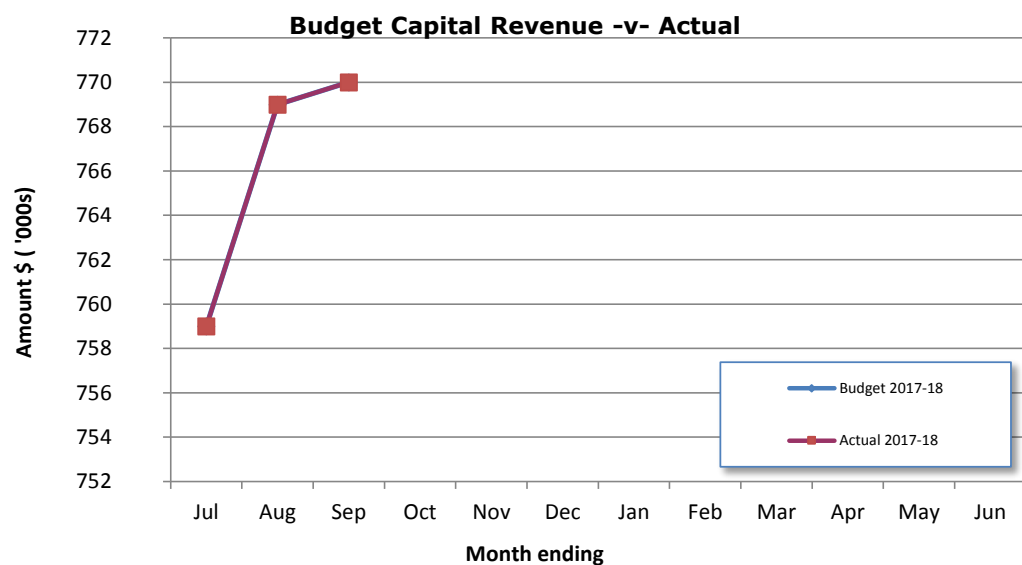
Comments/Notes - Operating Revenues

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses



Comments/Notes - Capital Revenues

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 3: NET CURRENT FUNDING POSITION

Current Assets

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

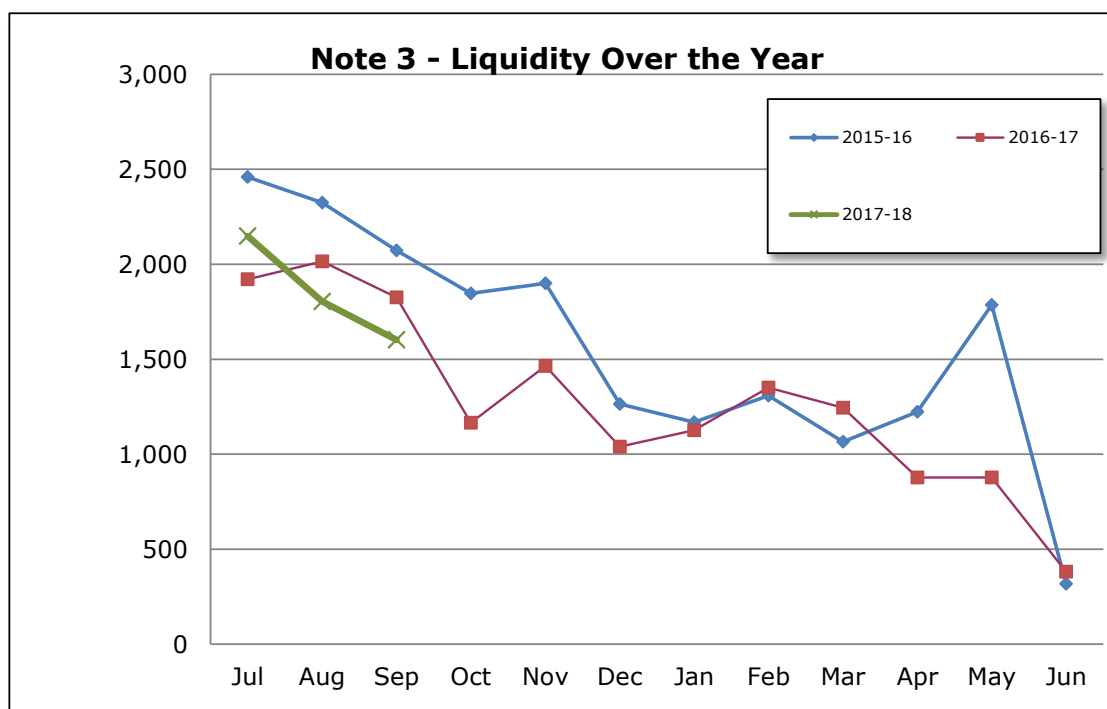
Less: Current Liabilities

Payables
Current Employee Benefits Provision

Less: Cash Restricted

Net Current Funding Position

Positive=Surplus (Negative=Deficit)		
2017-18		
This Month	Last Month	Same Period Last Year
\$	\$	\$
1,326,655	1,618,588	1,497,548
2,162,123	2,162,123	2,352,927
237,163	297,659	252,202
3,034	4,405	57,309
86,980	82,435	103,630
3,815,956	4,165,210	4,263,617
(1,666)	(128,660)	(14,306)
(49,891)	(70,788)	(70,788)
(51,558)	(199,448)	(85,094)
(2,162,123)	(2,162,123)	(2,352,927)
1,602,275	1,803,639	1,825,595



Comments - Net Current Funding Position

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
At Call - Municipal	0.05%	226,261				226,261	NAB	Call
At Call - Working	0.01%			13,303		13,303	NAB	Call
(b) Term Deposits								
Reserves	2.35%		2,162,123			2,162,123	NAB	24/10/2017
Surplus Funds	1.70%				1,100,000	1,100,000	NAB	5/10/2017
(c) Investments								
Total		226,261	2,162,123	13,303	1,100,000	3,501,687		

Comments/Notes - Investments

Shire of Wyalkatchem Monthly Investment Report

For the Period Ended 30 September 2017

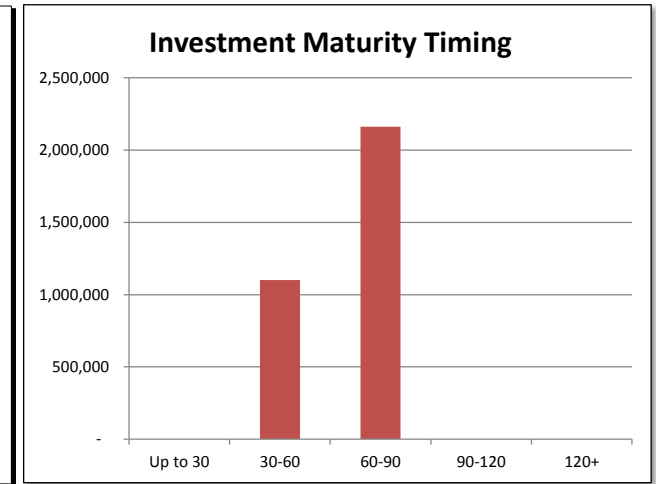
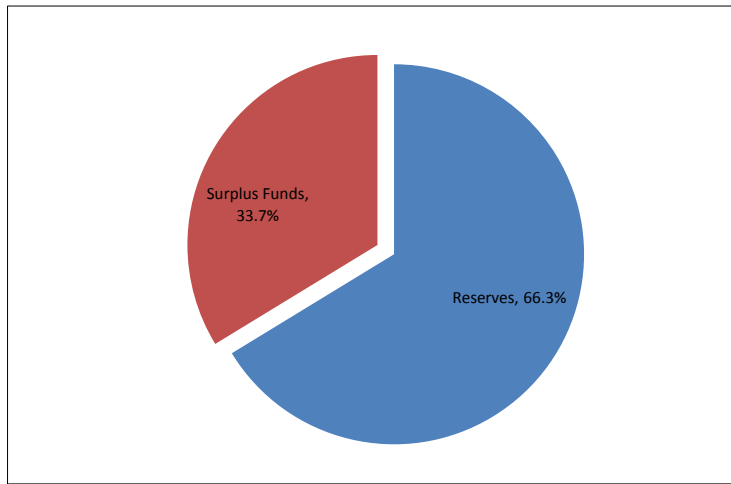
Note 4A: CASH INVESTMENTS

Deposit Ref	Deposit Date	Institution	Term (Days)	Invested Interest rates	Expected Interest
General Municipal					
Surplus Funds	5/09/2017	NAB	30	1.70%	1,537
					-
					-
Subtotal					1,537
Restricted					
Reserves	26/07/2017	NAB	90	2.35%	-
					-
Subtotal					-
Total Funds Invested					1,537

Amount Invested (Days)					Total
Up to 30	30-60	60-90	90-120	120+	
-	1,100,000	-	-	-	1,100,000
					-
					-
-	1,100,000	-	-	-	1,100,000
-	-	2,162,123			2,162,123
-	-	2,162,123	-	-	2,162,123
-	1,100,000	2,162,123	-	-	3,262,123

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

Deposit Ref	Deposit Date	Term (Days)	Invested Interest rates	Amount Invested	Percentage of Portfolio
NAB - Reserves					
TD114022574	26/07/2017	90	2.35%	2,162,123	
Subtotal				2,162,123	66.3%
NAB - Surplus Funds					
925842461	5/09/2017	30	1.70%	1,100,000	
Subtotal				1,100,000	33.7%
Subtotal				-	0.0%
Subtotal				-	0.0%
Subtotal				-	0.0%
Total Funds Invested				3,262,123	100.0%



Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 5: MAJOR VARIANCES

Comments/Reason for Variance						
		ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.1 OPERATING REVENUE (EXCLUDING RATES)						
5.1.1 GOVERNANCE						
I041010	Reimbursements	2,000	1,225	2,417	1,192	This is estimated in the Annual Budget. An insurance claim was received for replacing the windscreen on the Doctor's vehicle (\$1,127).
5.1.2 GENERAL PURPOSE FUNDING						
5.1.3 LAW ORDER AND PUBLIC SAFETY						
I051006	Aware Grant	0	0	24,000	24,000	This grant was approved after the Annual Budget was adopted. It will be fully offset with expenditure.
5.1.4 HEALTH						
5.1.5 EDUCATION AND WELFARE						
5.1.6 HOUSING						
5.1.7 COMMUNITY AMENITIES						
5.1.8 RECREATION AND CULTURE						
5.1.9 TRANSPORT						
5.1.10 ECONOMIC SERVICES						
5.1.11 OTHER PROPERTY AND SERVICES						

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 5: MAJOR VARIANCES

Comments/Reason for Variance					
	ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.2 OPERATING EXPENSES					
5.2.1 GOVERNANCE					
5.2.2 GENERAL PURPOSE FUNDING					
5.2.3 LAW, ORDER AND PUBLIC SAFETY					
5.2.4 HEALTH					
5.2.5 EDUCATION AND WELFARE					
5.2.6 HOUSING					
5.2.7 COMMUNITY AMENITIES					
5.2.8 RECREATION AND CULTURE					
5.2.9 TRANSPORT					
E122095 WANDRRA Event	0	0	189,510	189,510	This was due to timing as work was budgeted to commence in 2016/17 but didn't start until July 2017. This is offset by a higher opening surplus figure and also income that will be received once claims are approved by Main Roads.
5.2.10 ECONOMIC SERVICES					
5.2.11 OTHER PROPERTY AND SERVICES					
5.3 CAPITAL REVENUE					

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 5: MAJOR VARIANCES

Comments/Reason for Variance					
	ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS					
5.3.2 PROCEEDS FROM DISPOSAL OF ASSETS					
5.3.3 PROCEEDS FROM NEW DEBENTURES					
5.3.4 PROCEEDS FROM SALE OF INVESTMENT					
5.3.5 PROCEEDS FROM ADVANCES					
5.3.6 SELF-SUPPORTING LOAN PRINCIPAL					
5.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)					
5.4 CAPITAL EXPENSES					
5.4.1 LAND HELD FOR RESALE					
5.4.2 LAND AND BUILDINGS					
5.4.3 PLANT AND EQUIPMENT					
5.4.4 FURNITURE AND EQUIPMENT					
5.4.5 INFRASTRUCTURE ASSETS - ROADS					

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 5: MAJOR VARIANCES

Comments/Reason for Variance					
	ANNUAL BUDGET	YTD BUDGET	ACTUAL	VARIANCE	COMMENTS
5.4.6 INFRASTRUCTURE ASSETS - OTHER					
5.4.7 PURCHASES OF INVESTMENT					
5.4.8 REPAYMENT OF DEBENTURES					
5.4.9 ADVANCES TO COMMUNITY GROUPS					
5.4.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)					
5.4.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)					
5.5 OTHER ITEMS					
5.5.1 RATE REVENUE					
I031031 Pre Paid Rates	0	0	(39,418)	(39,418)	These are rates for 2017/18 that were pre-paid in the 2016/17 financial year. It is assumed that if about the same amount are pre-paid in June 2018 for next year that the closing balance as at 30 June 2018 will be \$0.
5.5.2 OPENING FUNDING SURPLUS(DEFICIT)					
Opening Surplus	105,000	105,000	336,864	231,864	The opening surplus was higher mainly due to the timing of the work beginning for WANDRRA repairs. This is offset by higher expenditure on transport in 2017/18.
5.5.3 DEPRECIATION					

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 6: BUDGET AMENDMENTS

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

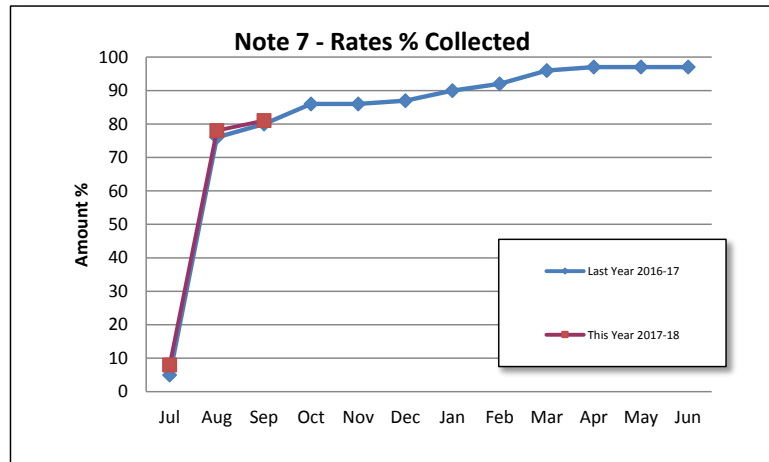
GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption			\$	\$	\$	\$
							0
							0
	Closing Funding Surplus (Deficit)			0	0	0	0

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 7: RECEIVABLES

Receivables - Rates and Rubbish

	Current 2017-18	Previous 2016-17	Total
	\$	\$	\$
Opening Arrears Previous Years		18,195	18,195
Rates Levied this year	1,403,207	0	1,403,207
Interim Rates	220		220
Rates in Advance (Pre-Paid)	(39,418)	0	(39,418)
Instalment Fees	3,763	0	3,763
Administration/Legal Fees	(0)	0	(0)
Interest	569	0	569
Less Discount/Concessions/Write off	(19,448)	0	(19,448)
<u>Less Collections to date</u>	<u>(1,129,925)</u>	<u>0</u>	<u>(1,129,925)</u>
Equals Current Outstanding	218,968	18,195	237,163
Ex-Gratia Rates	8,109		8,109
Net Rates Collectable	(8,109)		237,163
% Collected			81.49%



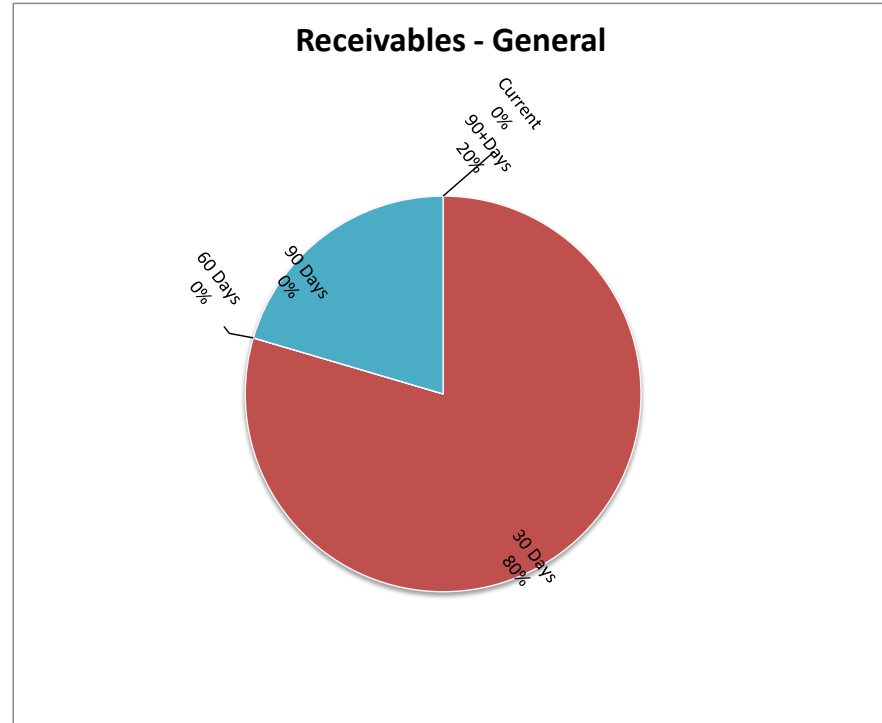
Comments/Notes - Receivables Rates and Rubbish

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

Receivables - General

	Current	30 Days	60 Days	90 Days	90+Days
	\$	\$	\$	\$	\$
	0	2,414	0	0	620
Total Outstanding					3,034

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables General

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 8: GRANTS AND CONTRIBUTIONS

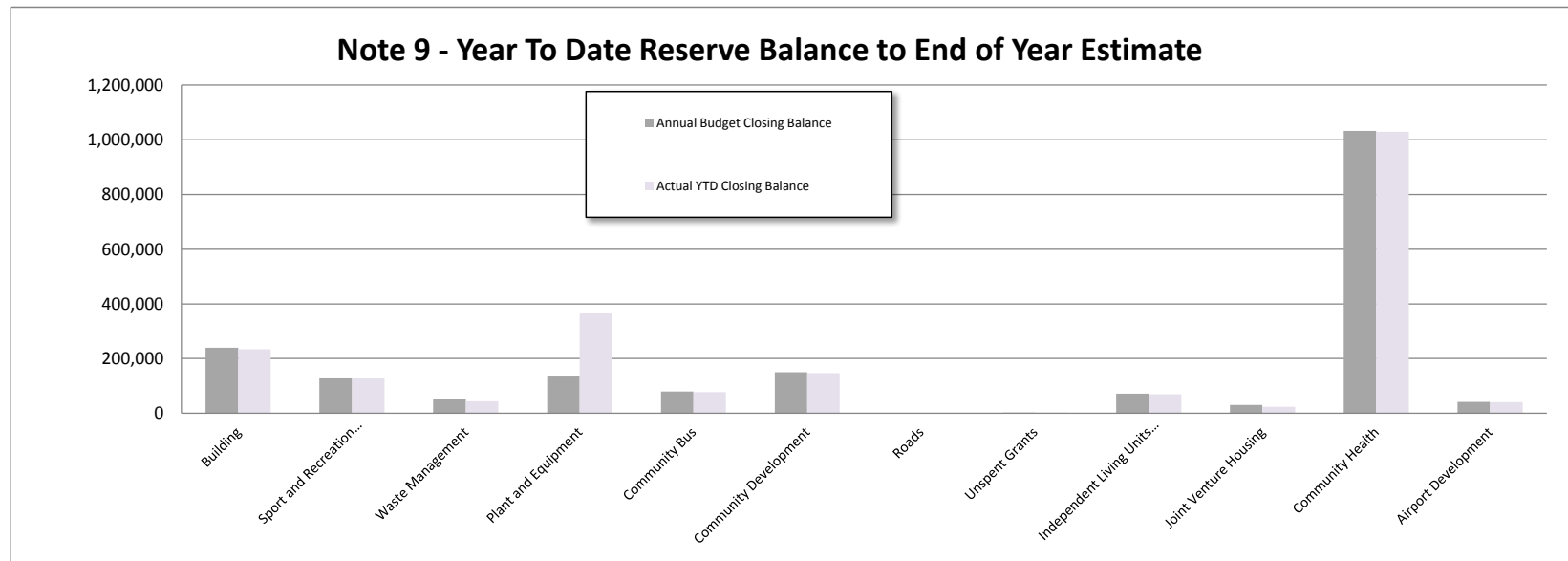
Program/Details GL	Provider	Approval Yes No (Yes/No)	2017-18 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status		Estimated Receival Dates
						Received	Not Received	
GENERAL PURPOSE FUNDING			\$	\$	\$	\$	\$	
Financial Assistance Grant	State Government	Yes	479,921	0	479,921	120,842	359,079	Approx 50% of 2017/18 grant was pre-paid in June 2017. Balance will be paid quarterly.
GOVERNANCE								
Reimbursements - Miscellaneous	Various		2,000	0	2,000	2,417	(417)	
LAW, ORDER, PUBLIC SAFETY								
DFES Operating Grant	DFES	Yes	33,262	0	33,262	0	33,262	The 1st instalment for 2017/18 was pre-paid in June 2017
AWARE Grant	DFES	No	0	0	0	24,000	(24,000)	This grant was approved after the Annual Budget was adopted, it will be fully offset by expenditure.
HEALTH								
Medical Centre Contribution	Shire of Koorda	Yes	49,589		49,589	0	49,589	Quarterly - Oct, Jan, Apr, Jun
COMMUNITY AMENITIES								
RECREATION AND CULTURE								
Swimming Pool Grant	Department of Sport & Rec	No	32,000		32,000	0	32,000	
TRANSPORT								
Financial Assistance Grant	State Government	Yes	188,007		188,007	49,837	138,170	Approx 50% of 2017/18 grant was pre-paid in June 2017. Balance will be paid quarterly.
Main Roads Direct Grant	Main Roads WA	Yes	105,690		105,690	0	105,690	Awaiting State Government Budget to find out what downward adjustment there will be to this grant.
Street Lighting Subsidy	Main Roads WA	Yes	1,419		1,419	0	1,419	May 18
Regional Road Group	Main Roads WA	Yes	266,112		266,112	0	266,112	
Roads to Recovery	Department of Infrastructure and Regional Development	Yes	405,119		405,119	0	405,119	Quarterly
OTHER PROPERTY & SERVICES								
Diesel Fuel Rebate	Australian Taxation Office	Yes	15,000		15,000	9,032	5,968	Monthly
TOTALS			1,578,119	0	1,578,119	206,128	1,371,991	

Comments - Grants and Contributions

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 9: Cash Backed Reserve

Name	Opening Balance	Annual Budget Interest Earned	Actual Interest Earned	Annual Budget Transfers In (+)	Actual Transfers In (+)	Annual Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Annual Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Building	233,708	5,589	327						239,297	234,034
Sport and Recreation Facilities	127,946	3,060	179						131,006	128,124
Waste Management	44,073	1,272	62	9,110					54,455	44,135
Plant and Equipment	364,578	8,719	509			(235,000)			138,297	365,088
Community Bus	77,328	1,849	108						79,177	77,436
Community Development	147,084	3,518	206						150,602	147,290
Roads	235,452	0	329			(235,452)	(235,781)		0	0
Unspent Grants	523,572	46	732			(521,659)	(522,388)		1,959	1,915
Independent Living Units project	69,763	1,668	97						71,431	69,860
Joint Venture Housing	24,055	720	34	6,036					30,811	24,088
Community Health	1,028,268	24,592	1,437			(20,000)			1,032,860	1,029,705
Airport Development	40,391	966	56						41,357	40,447
	2,916,217	51,999	4,075	15,146	0	(1,012,111)	(758,169)		1,971,251	2,162,123



Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Profit(Loss) of Asset Disposal				Disposals	Current Budget Replacement		
Cost	Accum Depr	Proceeds	Profit (Loss)		Annual Budget	Actual	Variance
\$	\$	\$	\$		\$	\$	\$
			0	Other Property and Services			
		8,727	8,727	Cat Grader	360,000	0	(360,000) ▼
				Holden Rodeo	35,000	40,600	5,600 ▲
0	0	8,727	8,727	Totals	395,000	40,600	(354,400)

Comments - Capital Disposal

Contributions Information					Summary Acquisitions	Current Budget		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance
\$	\$	\$	\$	\$		\$	\$	\$
0	0	0	0	0	Property, Plant & Equipment	0	0	0
261,200	0	0	0	261,200	Land for Resale	261,200	147,622	(113,578) ▼
77,201	0	368,000	0	445,201	Land and Buildings	445,201	86,227	(352,773) ▼
0	0	0	0	0	Plant & Property	0	0	0
					Furniture & Equipment			
85,757	752,710	0	0	838,467	Infrastructure	838,467	7,530	(830,937) ▼
0	0	0	0	0	Roadworks	0	0	0
0	0	0	0	0	Drainage	0	0	0
22,500	0	0	0	22,500	Bridges	22,500	18,453	(4,047) ▼
20,000	0	0	0	20,000	Footpath & Cycleways	20,000	0	(20,000) ▼
35,000	0	0	0	35,000	Parks, Gardens & Reserves	35,000	0	(35,000) ▼
0	0	0	0	0	Airports	0	0	0
0	0	0	0	0	Sewerage	0	0	0
0	0	0	0	80,000	Other Infrastructure	80,000	1,850	(78,150) ▼
501,658	752,710	368,000	0	1,702,368	Totals	1,702,368	261,682	(1,434,485)

Comments - Capital Acquisitions

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

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

Contributions					Land & Buildings	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance
\$	\$	\$	\$	\$		\$	\$	\$
12,400				12,400	Governance Shire Office	12,400	7,182	(5,218) ▼
5,000				5,000	Health Medical Centre	5,000	0	(5,000) ▼
108,800				108,800	Education and Welfare Aged Care Services and Accommodation	108,800	108,800	0
0				0	Senior Citizens Homes Project	0	24,080	24,080 ▲
5,000				5,000	Housing 1 Slocum St	5,000	0	(5,000) ▼
5,000				5,000	4 Slocum St	5,000	0	(5,000) ▼
5,000				5,000	58 Flint St	5,000	0	(5,000) ▼
5,000				5,000	45 Wilson St	5,000	0	(5,000) ▼
15,000				15,000	Lady Novar	15,000	0	(15,000) ▼
5,000				5,000	Recreation and Culture Town Hall	5,000	0	(5,000) ▼
25,000				25,000	Recreation Centre	25,000	5,300	(19,700) ▼
30,000				30,000	Transport Depot	30,000	0	(30,000) ▼
20,000				20,000	Economic Services Railway Station	20,000	2,260	(17,740) ▼
20,000				20,000	Railway Barracks	20,000	0	(20,000) ▼
261,200	0	0	0	261,200	Totals	261,200	147,622	(113,578)

Contributions					Plant & Equipment	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
6,201				6,201	Law, Order & Public Safety Tanks for North Korrelocking	6,201	0	(6,201) ▼
		360,000		360,000	Transport Grader	360,000	0	(360,000) ▼
33,000				33,000	Road Crew Utility 4x4	33,000	39,127	6,127 ▲
27,000		8,000		35,000	Works Manager Utility	35,000	40,600	5,600 ▲
5,000				5,000	Plate compactor	5,000	6,500	1,500 ▲
6,000				6,000	Line Marker	6,000	0	(6,000) ▼
77,201	0	368,000	0	445,201	Totals	445,201	86,227	(352,773)

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions					Roads	Current Budget		
						This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
15,596				15,596	Transport The approved Blackspot funding was for the Benjaberring/Hindmarsh crossroads on the main Dowerin Wyalkatchem Road. This crossing is in a 110km/h speed zone with no clear line of site in either direction, creating a severe risk when shifting heavy machinery and for the school bus route	15,596	0	(15,596) ▼
42,690	131,151			173,841	Koorda / Wyalkatchem Rd - SLK 4.30 - 8.30 (4.0 km) - Shoulder Reconditioning (alter Scope of Works & TEC with SRRG)	173,841	72	(173,769) ▼
	100,599			100,599	Tammin / Wyalkatchem Rd - SLK 19.60 - 21.83 (2.23 km) - Shoulder Widening & Primersealing Shoulders ONLY (alter TFC with SRRG)	100,599	6,113	(94,486) ▼
27,471	146,289			173,760	Cunderdin/Wyalkatchem Rd	173,760	0	(173,760) ▼
	23,847			23,847	Lewis Rd	23,847	0	(23,847) ▼
	24,610			24,610	Lawrence Rd	24,610	0	(24,610) ▼
	19,077			19,077	Harrison Rd	19,077	0	(19,077) ▼
	27,424			27,424	Lewis East Rd	27,424	0	(27,424) ▼
	32,432			32,432	Elsegood-1	32,432	0	(32,432) ▼
	16,693			16,693	Benja-Hindmarsh - Nth	16,693	673	(16,020) ▼
	16,693			16,693	Benja-Hindmarsh - Sth	16,693	673	(16,020) ▼
	23,847			23,847	Cemetery Rd	23,847	0	(23,847) ▼
	27,424			27,424	Elsegood	27,424	0	(27,424) ▼
	162,624			162,624	Cemetery Rd	162,624	0	(162,624) ▼
85,757	752,710	0	0	838,467	Totals	838,467	7,530	(830,937)

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

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

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

Contributions					Footpaths & Cycleways	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
22,500				22,500	Transport Footpath	22,500	18,453	(4,047) ▼
				0				0
22,500	0	0	0	22,500	Totals	22,500	18,453	(4,047)

Contributions					Parks, Gardens & Reserves	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
20,000				20,000	Pioneer Park	20,000	0	(20,000) ▼
				0				0
				0				0
20,000	0	0	0	20,000	Totals	20,000	0	(20,000)

Contributions					Airports	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
35,000				35,000	Airport Development	35,000	0	(35,000) ▼
				0				0
35,000	0	0	0	35,000	Totals	35,000	0	(35,000)

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

Contributions					Other Infrastructure	Current Budget This Year		
Municipal Funds	Grants	Reserves/ Proceeds	Borrowing	Total		Annual Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$		\$	\$	\$
5,000				5,000	Recreation and Culture			
20,000				20,000	Netball Court Shelter	5,000	0	(5,000) ▼
3,000	32,000			35,000	Tennis Courts Playground	20,000	0	(20,000) ▼
20,000				20,000	Swimming Pool	35,000	1,850	(33,150) ▼
				20,000	Streetscape	20,000	0	(20,000) ▼
48,000	32,000	0	0	80,000	Totals	80,000	1,850	(78,150)

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

Note 11: TRUST FUND

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

Description	Opening Balance 1-Jul-17	Amount Received	Amount Paid	Closing Balance 30-Sep-17
	\$	\$	\$	\$
REBA Bond Account				
Contract Aquatic	0			0
Working Account				
Key Deposit	195			195
Interest	1			1
Cleaning Bond	600			600
Proceeds of Lot 2 Station St, Korrelocking sale	7,045			7,045
Rose & Heritage Festival Committee	2,651			2,651
Employee Pay	2,810			2,810
	13,303	0	0	13,303

Shire of Wyalkatchem
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2017

SUPPLEMENTARY INFORMATION: INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-17	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$
Housing									
Loan 68 - 43/45 Wilson	166,942	0	0	19,284	9,478	147,658	157,464	11,181	5,754
Recreation & Culture									
Loan 73 - Community Resource Centre Building Project	148,903	0	0	18,580	0	130,323	148,903	6,393	0
Transport									
Loan 74 - New Holland Tractor	31,842	0	0	15,805	0	16,037	31,842	465	0
	347,687	0	0	53,669	9,478	294,018	338,209	18,039	5,754

(b) Credit Standby Arrangements

Bank overdraft limit	250,000
Bank overdraft at month end	0
Credit card limit - Total limit approved	13,000
Credit card limit - CEO actual limit accessed	5,000
Credit card balance at month end	1,706

RECONCILIATION OF BANK ACCOUNTS

Unrestricted Municipal Bank as at 30 September 2017	1,326,261
Outstanding Deposits	
Outstanding Payments	(300)
Ending Balance	<u>1,325,961</u>
Trust Working as at 30 September 2017	13,303
Outstanding Deposits	
Outstanding Payments	
Ending Balance	<u>13,303</u>
Reserve Account as at 30 September 2017	2,162,123
Outstanding Deposits	
Outstanding Payments	
Ending Balance	<u>2,162,123</u>

A/R Aging Summary As at 30 September 2017

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>	
Chheena, Abdur	0	826	0	0	0	826	Rent October 2017
RATE DEBTORS	0	0	0	237,163	0	237,163	Outstanding Rates as at 30 September 2017
Rural Traffic Services	0	1,410	0	0	0	1,410	Accommodation at Barracks, paid 02/10/17
Trenorden, Claire	0	-183	0	0	0	-183	Electricity paid in advance
Tucker, Anthony	0	0	0	0	620	620	Outstanding rent from 10 Honour Ave
Wyalkatchem Netball Assoc	0	361	0	0	0	361	Season Charges 2017
TOTAL	<u>0</u>	<u>2,414</u>	<u>0</u>	<u>237,163</u>	<u>620</u>	<u>240,197</u>	
	0	2,414	0	0	620	3,034	Sundry
	0	0	0	237,163	0	237,163	Rates

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

FILE REFERENCE:	12.10.02
AUTHOR'S NAME AND POSITION:	Claire Trenorden Senior Finance Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Not Applicable
NOTIFICATION TO APPLICANT:	Not Applicable
DATE REPORT WRITTEN:	12 October 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	OMC: 21 September 2017 Council Decision No. 3512
STRATEGIC COMMUNITY PLAN REFERENCE	5 – A well-managed and effective council organisation. 6 – Well utilized and effectively managed facilities and assets.

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

That Council resolve the following:

1. Receive the Payment Listings as 30 September 2017.

Appendices:

1. Payment Listings as of 30 September 2017;
2. Credit Card Statement for August 2017;
3. Fuel Card Statement for August 2017.

Background:

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

Comment:

Pursuant to Section 6.8 (2)(b) of the *Local Government Act 1995*, where expenditure has been incurred by a local government it is to be reported to the next Ordinary Meeting of Council. Values have been rounded to the nearest dollar. Note: some fuel cards are used for more than one fuel type; i.e. diesel vehicles and the filling of small plant which may use unleaded fuels.

Municipal Account

Total Payments September 2017	\$400,919
Total Payments September 2016	\$283,638
Variance \$	\$117,281
Variance %	41%

Percentage paid by EFT September 2017	99.7%
Percentage paid by Cheque September 2017	0.3%

Percentage of Wyalkatchem based Suppliers September 2017 (excluding wages, bank fees, loan payments and utilities providers)	10%
Percentage of suppliers used where no Wyalkatchem based option is available September 2017	87%
Dollar Value spent with Wyalkatchem based Suppliers August 2017	\$28,555

Trust Account – Working

No transactions

Reserve Account

No transactions

Consultation:

Ian McCabe Chief Executive Officer

Statutory Environment:

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

Policy Implications:

Relates to Policy Number GP2 – Purchasing Policy.

Financial Implications:

Payment of Accounts Payable as per the attached transaction statements to the value of \$400,919 for September 2017.

Strategic Plan/Risk Implications:

There are no strategic implications relative to this item.

Voting Requirements Simple Majority

Council Decision Number: 3525

Moved: Cr Butt **Seconded:** Cr Gamble

That Council resolve the following:

- 1. Receive the Payment Listing as 30 September 2017.**

Vote: 5/0

Type	Date	Num	Name	Description	Amount
A01100 - Cash at Bank					
A01101 - Unrestricted Municipal Bank					
Cheque	01/09/2017	DD010917	Westnet	Internet Access Sept 2017, Email Hosting 190517-190617	-179.15
Bill Pmt -Cheque	04/09/2017	Credit Card	NAB Visa	PLATE CHANGE WM216, WM027, 1 SLOCUM ST Plumbing, WALGA AGM CEO Parking, CEO, President & Shire of Dardenup Coffee, Lunch CEO, President & Mt Marshall CEO/President, AGED FRIENDLY FORUM Gifts, Breakfast Croissants and Bacon, BARRACKS Blankets x 5, REC CENTRE Heaters x 2, LICENCE WM00, WYLIE, CREDIT CARD Fee Sept 17	-1,465.29
Paycheque	06/09/2017		Salaries and Wages	PPE060917	-26,073.08
Cheque	06/09/2017		McDonald, Ella	TRAINING Risk Workshop 310817 Travel	-139.92
Bill Pmt -Cheque	06/09/2017		RPS Australia Pty Ltd - EFT	PROFESSIONAL SERVICES Streetscape consultancy project 40% draft deliverable, 30% final deliverable	-14,784.00
Bill Pmt -Cheque	06/09/2017		Wheatbelt Safetywear - EFT	PROTECTIVE CLOTHING Reid, Sutherland, Gibbs, Adams	-1,390.00
Bill Pmt -Cheque	08/09/2017		Able Sales (WA) - EFT	ADMIN OFFICE Generator Diesel 22KVA 3 phase - GL22X3	-7,900.00
Bill Pmt -Cheque	08/09/2017		Shire of Merredin - EFT	CEACA UNITS Contribution to units x 4	-108,000.00
Bill Pmt -Cheque	08/09/2017		Wheatbelt Safetywear - EFT	OCC HEALTH Squinchers - Electrolyte, PROTECTIVE CLOTHING Jumpers Marwick	-150.00
Bill Pmt -Cheque	11/09/2017	DD110917	Telstra	TELEPHONE And INTERNET 170817-160917	-646.21
Bill Pmt -Cheque	15/09/2017		Wyalkatchem Spraying Service - EFT	ROADSIDE SPRAYING TOWN Back laneways and block behind bottom depot (Flint St side) and airport	-1,600.00
General Journal	15/09/2017	2783	NAB	NAB Connect Fee. CG	-46.24
Cheque	18/09/2017	DD180918	Foxtel	57 FLINT ST Doctors House Foxtel	-152.00
Bill Pmt -Cheque	19/09/2017	16847	Wylie News & Lotteries	NEWSPAPERS July and August 2017, STAFF FAREWELL Anderson, STATIONERY Blu tack, REFRESHMENTS Workshop lunch with Road Safety Commission 030817, How to Build an Age Friendly Community Forum morning tea and lunch for 30 people	-1,003.70
Cheque	20/09/2017		McCabe, Ian J	MEETING Coffee CEO & President prior to NAB meeting 130917	-10.00
Cheque	20/09/2017		Harris, Craig R	PLATE CHANGES WM000	-42.60
Bill Pmt -Cheque	20/09/2017		Australia Post - Mail - EFT	POSTAGE August 2017	-214.84
Bill Pmt -Cheque	20/09/2017		BA & VM Brookes - EFT	WANDRRA Road train hire for carting gravel 070817-180817 dockets 9929-9935, Road train hire for carting gravel 070817-180817 dockets 9861-9868	-22,440.00
Bill Pmt -Cheque	20/09/2017		Blackwoods - EFT	FUELS & OILS Grease spheerol, Oil shell lawn mower 1L, Grease cartridge, Grease spheerol, Degreaser Cleaner, CRC carton, Coolant 1L, OCC HEALTH Face masks box, Tags Lockout, DEPOT Clamp Hose, Nozzle Diesel lubemate, Hose Fuel/oil suction, Kit portable adblue store/dispenser, Heavy Duty Handwash 5L, STREET MAINTENANCE Spray & Mark Paint White	-3,134.93
Bill Pmt -Cheque	20/09/2017		BOC Gases - EFT	DEPOT Oxygen/Acetylene container service 290717-280817	-65.65
Bill Pmt -Cheque	20/09/2017		Bunnings Midland - EFT	EXPENDABLE TOOLS Garden sprayer heavy duty, ADMIN OFFICE Curtain Track Cord Guide, Hydraulic door closers. RAILWAY STATION Door weather strip, SIGNAGE Reflective tape amber, Reflective tape White, Reflective tape Red, EXPENDABLE TOOLS Makita 24.5CC 4 Stroke Petrol Blower. REC CENTRE 2.44m Extension Pole for window cleaners, 355mm Total Clean Complete Window Washer, 355mm Stainless Steel Squeegee, EXPENDABLE TOOLS Plastic Watering Can, Ezy Storage 80L Green Kids Dumpster, Ezy Storage 20L, 35L, 50L, and 120L White Bunker Heavy Duty Tub, OILS 2 stroke oi. PROTECTIVE CLOTHING Garden gloves Large, Garden Gloves Small. PARKS & GARDENS Measuring cup long spout, Retic tool set, WD40, Retic spray nozzles, Lawn sprinkler removal set. EXPENDABLE TOOLS Plier set, Secateur, Pruning saw, Leaf scoops, Ratchet Lopper, Outdoor broom, Rakes. OCC HEALTH Ear muffs	-1,514.64
Bill Pmt -Cheque	20/09/2017		Central East Aged Care Alliance Inc - EFT	CEACA Annual Subscription 2017/18, Consultancy & Project Fund 2017/18	-15,400.00
Bill Pmt -Cheque	20/09/2017		Courier Australia - EFT	FREIGHT Jason signmakers, Forpark Australia, Cutting Edges	-362.09

Bill Pmt -Cheque	20/09/2017	Cutting Edges - EFT	BLADES WM016, BLADES WM017 Plowbolt, Nut, Arrowhead weld on, Deflector Plates	-2,919.73
Bill Pmt -Cheque	20/09/2017	D & D Transport - EFT	FREIGHT Generator from Able Sales, Bentley	-171.40
Bill Pmt -Cheque	20/09/2017	D & GJ Pease - EFT	STATIONERY Self inking approval stamp for EHO	-45.00
Bill Pmt -Cheque	20/09/2017	DFES - EFT	DFES ESL Liability 2017/18	-37,657.07
Bill Pmt -Cheque	20/09/2017	Dowerin Tyre & Exhaust - EFT	TYRES WYLIEBUS Replace spare tyre	-300.00
Bill Pmt -Cheque	20/09/2017	Dunnings - EFT	FUEL August 2017	-6,146.02
Bill Pmt -Cheque	20/09/2017	E Fire and Safety - EFT	MAINTENANCE WM027 1 x 2.5kg fire extinguisher, 1x 807 bracket for 2.5kg fire extinguisher	-176.00
Bill Pmt -Cheque	20/09/2017	Eastern Hills Saws & Mowers - EFT	STREET MAINTENANCE Honda 4 stroke blower, PARKS & GARDENS Stihl hedge trimmer HS45 450mm blade, DEPOT Oregon Grinder 520-230A	-1,145.95
Bill Pmt -Cheque	20/09/2017	Elders Rural Services - EFT	PROTECTIVE CLOTHING Boots Gibbs, Sutherland.	-325.00
Bill Pmt -Cheque	20/09/2017	Fuji Xerox - EFT	PHOTOCOPY Colour Copies x 132, B&W Copies x 7956 Aug 2017, Lease 210917-201017	-638.53
Bill Pmt -Cheque	20/09/2017	Garn Nominees - EFT	PIONEER PARK Prunning & removal of rose bushes, ADMIN OFFICE GARDENS Prunning & removal of rose bushes	-1,694.00
Bill Pmt -Cheque	20/09/2017	GDR Civil Contracting - EFT	WANDRRA Flood damage repairs 020817-170817 Loader, Grader, Water Cart, Roller	-50,248.00
Bill Pmt -Cheque	20/09/2017	Jason Signmakers - EFT	SIGNAGE Galvanised Posts with Caps 3.2 Mtr 60 OD, RHS Yellow Posts with Caps 3.2 Mtr 76 x 38	-1,029.60
Bill Pmt -Cheque	20/09/2017	Landgate - EFT	VALUATION Rural UV Schedule R2017/2	-65.50
Bill Pmt -Cheque	20/09/2017	Landmark - EFT	BARRACKS Gas Bottle 45kg	-108.60
Bill Pmt -Cheque	20/09/2017	Lombardi Pty Ltd - EFT	MAINTENANCE 1TRX200 Service side tipper trailer	-423.74
Bill Pmt -Cheque	20/09/2017	Newtravel - EFT	NEWTRAVEL Marketing Contribution 2017/18, Regional Marketing Contribution 2017/18	-3,500.00
Bill Pmt -Cheque	20/09/2017	NNT Uniforms - EFT	UNIFORMS McCarthy	-72.60
Bill Pmt -Cheque	20/09/2017	Northam & Districts Glass Service - EFT	58 FLINT ST Install security flydoor	-698.50
Bill Pmt -Cheque	20/09/2017	Palmer Plumbing - EFT	51 FLINT ST Fix leaking ensuite basin tap and shower, 43 WILSON ST Fix toilet cistern in ensuite	-378.40
Bill Pmt -Cheque	20/09/2017	Petchell Mechanical - EFT	MAINTENANCE WM003 Replace windscreen, WM216 Mount LED fishing lights, fit electric brake controller and wiring to trailer plug, mount 12V battery supply plug for fuel trailer to new ute, WM000 Fix leaking intercooler pipe, REPAIRS Quad Bike Inspect engine fault	-3,133.75
Bill Pmt -Cheque	20/09/2017	Shire of Dowerin - EFT	TRAINING Procurement Workshop Trenorden, Harris	-1,150.00
Bill Pmt -Cheque	20/09/2017	Shire of Merredin - EFT	CEACA UNITS Further contribution to four units	-800.00
Bill Pmt -Cheque	20/09/2017	Sitech (WA) Pty Ltd - EFT	PLANT PARTS WM016 MMS Starter kit (data module), FREIGHT Parts for loader	-2,433.75
Bill Pmt -Cheque	20/09/2017	St John Ambulance Australia - EFT	TRAINING First Aid Course Harris, Marwick	-320.00
Bill Pmt -Cheque	20/09/2017	T-Quip Turf Equipment Solutions - EFT	MAINTENANCE WM014 Clutch for mower	-1,330.80
Bill Pmt -Cheque	20/09/2017	T & E Services Pty Ltd - EFT	MEDICAL SERVICES Sept 2017	-13,750.00
Bill Pmt -Cheque	20/09/2017	Tool Mart - EFT	DEPOT Cordless two speed grease gun	-457.00
Bill Pmt -Cheque	20/09/2017	Westrac - EFT	MAINTENANCE WM017 Service 6,500hr, fix oil leak on top of motor, fix articulation not working all of the time	-4,135.47
Bill Pmt -Cheque	20/09/2017	Wheatbelt Aircon & Handyman - EFT	58 FLINT ST Change locks on both sliding doors, 53 PIESSE ST Change basin washers	-275.00
Bill Pmt -Cheque	20/09/2017	Wheatbelt Safetywear - EFT	PROTECTIVE CLOTHING Shirts Sutherland x 6	-360.36
Bill Pmt -Cheque	20/09/2017	Wyalkatchem Community Resource Cntr - EFT	CRC ANNUAL FEE July 2017, August 2017	-4,686.00
Bill Pmt -Cheque	20/09/2017	Wyalkatchem Hotel - EFT	REFRESHMENTS Council Meeting	-54.00
Bill Pmt -Cheque	20/09/2017	Wyalkatchem IGA Express - EFT	ADMIN OFFICE Milk, Office Amenities, AGED FRIENDLY FORUM Lollies, Eggs, Bread	-111.31
Bill Pmt -Cheque	20/09/2017	Wyalkatchem Tyre Service - EFT	MAINTENANCE WYLIEBUS Batteries x 2	-280.00
Bill Pmt -Cheque	20/09/2017	BPAY200917 RAC Business Wise	MAINTENANCE WYLIEBUS RAC Business Wise	-104.00

Paycheque	20/09/2017		Salaries and Wages	PPE200917	-28,182.20
Liability Cheque	21/09/2017		Small Business Super Clearing House - EFT	SUPERANNUATION Aug-Sept 2017	-15,411.76
Bill Pmt -Cheque	21/09/2017		Australia Day Council of WA - EFT	AUSTRALIA DAY Membership 2017/18	-550.00
Bill Pmt -Cheque	21/09/2017		Wyalkatchem Spraying Service - EFT	AIRSTRIIP Spraying 150917-180917, REC CENTRE SURROUNDS Spraying 190917-200917	-600.00
Bill Pmt -Cheque	21/09/2017	DD210917	Telstra	TELEPHONE Mobile 020817 - 300917	-116.59
Bill Pmt -Cheque	22/09/2017	DD220917	Synergy	ELECTRICITY Street Lights 250717 - 240817	-2,226.85
Bill Pmt -Cheque	27/09/2017	DD270917	Synergy	ELECTRICITY 080717-060917	-3,704.95
Bill Pmt -Cheque	28/09/2017	DD280917	Synergy	ELECTRICITY 080717-060917	-2,177.35
General Journal	29/09/2017	2786	NAB	Merchant Fees	-78.70
General Journal	29/09/2017	2788	NAB	Account Keeping Fee	-31.40
Total A01101 - Unrestricted Municipal Bank					<u>-400,919.22</u>

CERTIFICATION OF CHIEF EXECUTIVE OFFICER

I hereby certify that the Schedule of Accounts paid was submitted to Council on Monday, 23 October 2017.
All payments are as per the Annual Budget and are supported by vouchers and invoices and were not processed until goods and services were certified as received.

CERTIFICATION OF CHAIRMAN

I hereby certify this schedule of accounts paid was submitted to the Council on Monday, 23 October 2017 for information pursuant to Section 6.8(2)(b) of the Local Government Act 1995.

Ian McCabe, Chief Executive Officer

Chairman



Statement for

NAB Business Visa

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001

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

AEDT Saturday and Sunday

Fax 1300 363 658

Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: MR IAN JAMES MCCABE
Account No: 4557 0455 3738 1455
Statement Period: 29 July 2017 to 28 August 2017
Cardholder Limit: \$5,000

Transaction record for: MR IAN JAMES MCCABE

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
31 Jul 2017	\$25.70	WYALKATCHEM COMMUNIT WYALKATCHEM	Plate change NM216				74940527209
31 Jul 2017	- \$16.90	WYALKATCHEM COMMUNIT WYALKATCHEM	Plate change WMO27				74940527209
31 Jul 2017	\$10.05	BUNNINGS 302000 BALCATTA	1 SLOCUM ST Plumbing				74940527211
3 Aug 2017	\$33.87	CITY OF PERTH PARK16 NORTHBRIDGE	WALGA AGM CEO Parking				74564457214
3 Aug 2017	\$13.50	SFS PCEC 6189 PERTH	WALGA AGM CEO, President				74564457215
4 Aug 2017	\$117.50	BASILICA PERTH	LOCAL GOV CONVENTION Lunch CEO/President Wylie/Mr Marshall				74564727215
7 Aug 2017	\$6.00	COLES 0387 NORTHAM	AGED FRIENDLY FORUM Gifts				74363967219
7 Aug 2017	\$36.98	Liquor Barons Northam Northam	"				74249237219
7 Aug 2017	\$12.50	COLES 0303 GREENWOOD	AGED FRIENDLY FORUM Breakfast				74363967218
7 Aug 2017	\$168.94	SPOTLIGHT SOUTH MELBOUR	BARRACKS Blankets x 5				01134482155
8 Aug 2017	\$180.00	JK WILLIAMS AND CO DOWERIN	REC CENTRE Heaters x 2				01171703219

Continued next page

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29-9-17

Transaction record for: MR IAN JAMES MCCABE (continued)

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
9 Aug 2017	/// \$44.95	WYLIE COMMUNITY MEAT WYALKATCHEM	AGED FRIENDLY FORUM Bacon for breakfast			-----	03150651138
14 Aug 2017	/// \$394.70	DEPT OF TRANSPORT INNALOO	LICENCE NM00			-----	74940527223
14 Aug 2017	/// \$394.70	DEPT OF TRANSPORT INNALOO	LICENCE WYLIE			-----	74940527223
28 Aug 2017	\$9.00	CARD FEE	CREDIT CARD FEE			-----	74557047240
Total for this period	\$1,465.29		Totals				

Employee declaration

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

Cardholder signature: _____

[Handwritten Signature]

Date: _____

29.09.17



Your Local Fuel Distributor

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

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

** TAX INVOICE **

ABN: 29384905038
SHIRE OF WYALKATCHEM
PO BOX 224
WYALKATCHEM 6485

31/08/2017

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SHIRW

Location	Order No	ODO	Date	Tax Invoice	Product	Quantity	Unit Price	Amount \$
Card: No Card								
Kenworth 9		0	10/08/2017 00:00	001400518440	DISTILLATE BULK	4,000.00	1.204	4,816.02
					Card Totals	4,000.00		4816.02
Card: 7034320089961764								
WYALKATCHEM WA		185600	02/08/2017 07:23	145	DIESEL - SERVICE STN	60.12	1.239	74.49
GOOMALLING WA WM000		0	04/08/2017 17:41	701	DIESEL - SERVICE STN	47.55	1.239	58.93
WYALKATCHEM WA		187000	07/08/2017 11:57	294	DIESEL - SERVICE STN	58.82	1.239	72.88
WYALKATCHEM WA		185000	11/08/2017 16:24	413	DIESEL - SERVICE STN	66.54	1.239	82.43
WYALKATCHEM WA		185000	16/08/2017 09:15	540	DIESEL - SERVICE STN	61.12	1.239	75.72
WYALKATCHEM WA		100	17/08/2017 07:18	557	DIESEL - SERVICE STN	69.50	1.239	86.12
KARDINYA WA		0	19/08/2017 06:11	187	DIESEL - SERVICE STN	53.36	1.319	70.38
			31/08/2017 00:00	001400521993	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	418.01		524.80
Card: 7034320089961772								
Card: 7034320089961780								
Card: 7034320089961798								
WYALKATCHEM WA		0	09/08/2017 11:37	348	DIESEL - SERVICE STN	57.27	1.239	70.96
WYALKATCHEM WA		0	21/08/2017 15:58	663	DIESEL - SERVICE STN	64.74	1.239	80.21
			31/08/2017 00:00	001400521996	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	123.01		155.02
Card: 7034320089961806								
WYALKATCHEM WA		0	03/08/2017 17:34	204	DIESEL - SERVICE STN	38.58	1.239	47.79
WYALKATCHEM WA		0	10/08/2017 17:51	387	DIESEL - SERVICE STN	46.06	1.239	57.07
WYALKATCHEM WA		0	17/08/2017 17:22	579	DIESEL - SERVICE STN	43.99	1.239	54.51
WYALKATCHEM WA		0	24/08/2017 17:23	753	DIESEL - SERVICE STN	39.97	1.239	49.52
			31/08/2017 00:00	001400521997	DIST CARD FEE	1.00	3.850	3.85
WYALKATCHEM WA		0	31/08/2017 17:08	965	DIESEL - SERVICE STN	36.25	1.239	44.91
					Card Totals	205.85		257.65
Card: 7034320089961814								
WYALKATCHEM WA		13300	01/08/2017 13:50	135	UNLEADED - SERVICE STN	29.56	1.239	36.63
			31/08/2017 00:00	001400521998	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	30.56		40.48
Card: 7034320089961822								
WARWICK WA		0	02/08/2017 17:32	933	UNLEADED - SERVICE STN	47.79	1.299	62.08
WYALKATCHEM WA		0	07/08/2017 11:18	293	UNLEADED - SERVICE STN	43.84	1.239	54.31
WYALKATCHEM WA		0	14/08/2017 17:30	493	UNLEADED - SERVICE STN	47.43	1.239	58.76

E & OE



Your Local Fuel Distributor

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

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

** TAX INVOICE **

ABN: 29384905038
SHIRE OF WYALKATCHEM
PO BOX 224
WYALKATCHEM 6485

31/08/2017

PAGE: 2
SHIRW

Location	Order No	ODO	Date	Tax Invoice	Product	Quantity	Unit Price	Amount \$
WYALKATCHEM WA		0	22/08/2017 12:37	683	UNLEADED - SERVICE STN	49.01	1.239	60.72
			31/08/2017 00:00	001400521999	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	189.07		239.72
Card: 7034320089961830	Rego: WM21	Driver: WM 021	31/08/2017 00:00	001400522000	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	1.00		3.85
Card: 7034320089963968	Rego: WYLIEBUS	Driver: WYLIEBUS	31/08/2017 00:00	001400522001	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	1.00		3.85
Card: 7034320091090800	Rego: WM012	Driver: 398	11/08/2017 11:39	398	DIESEL - SERVICE STN	58.78	1.239	72.82
WYALKATCHEM WA			23/08/2017 08:21	127	UNLEADED - SERVICE STN	19.45	1.240	24.11
WYALKATCHEM WA WM21			31/08/2017 00:00	001400522002	DIST CARD FEE	1.00	3.850	3.85
					Card Totals	79.23		100.78

GST Inci in Total 559.08

Invoices Total UNLEADED - SERVICE STN 237.08 296.61
DISTILLATE BULK 4,000.00 4,816.02
DIESEL - SERVICE STN 802.65 998.74
DIST CARD FEE 10.00 38.50

Total excl. GST 5,590.79


Total 6,149.87

35-00

6146-02

CT

8.3.1 CORPORATE MANAGEMENT – PLANNING – CORPORATE MANAGEMENT PLANS – CORPORATE VALUES

FILE REFERENCE:	4.13.3
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	N/A
NOTIFICATION TO APPLICANT:	N/A
DATE REPORT WRITTEN:	12 October 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	Not applicable

SUMMARY:

That Council resolve the following:

- 1. Endorse the corporate values of the Shire of Wyalkatchem and their use in plans and public notices.**

Appendix:

No attachments to this item.

Comment:

There is a legislated requirement under the Local Government Act 1995 for local governments to have a plan for the district and compile organisational business planning.

Important components of business planning are those statements that set the tone and direction of the plans and therefore guide the users of such documents. For example, the Shire of Wyalkatchem has a Vision statement as well as a Mission statement, referred to as 'Our Purpose.' These state where we want to be and why we do what we do.

In addition, Council has a set of Guiding Principles that set out the approach of council in making decisions. These include leaving a positive legacy for future councils; making informed decisions; and communicating effectively.

In order to connect these strategic statements to the operations of the Shire, a set of corporate values has been compiled and discussed by staff. The purpose of these statements is to make clear the 'how' of what we do is delivered. For example, 'safety first' is a key part of the work we do, as is 'respect' and 'excellence'. These values will be replicated in reporting and on

public notices such as email footers as part of communicating how we do our work.

The full statement is:

Wylie C.A.R.E.S.

Community. Accountability. Respect. Excellence. Safety First.

Consultation:

Full council;
All staff.

Statutory Environment:

No statute applies.

Policy Implications:

No policy applies.

Financial Implications:

No financial implication.

Strategic/Risk Implications:

This initiative is supportive of the local government's continual improvement and corporate planning.

Voting Requirements: Simple Majority

Council Decision Number: 3526

Moved: Cr Gamble

Seconded: Cr Butt

That Council resolve the following:

1. **Endorse the corporate values of the Shire of Wyalkatchem and their use in plans and public notices.**

Vote: 5/0

Late Agenda Item

8.3.2 Community Services – CEACA - Representation

1. Accept the late item. A mover and seconder are required

Council Decision Number: 3527


Moved: Cr Garner

Seconded: Cr Holdsworth

That the late agenda item be accepted

Vote: 5/0

8.3.2 COMMUNITY SERVICES – CEACA – REPRESENTATION

FILE REFERENCE:	3.16.1
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	CEACA
NOTIFICATION TO APPLICANT:	Required
DATE REPORT WRITTEN:	16 October 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	Not applicable

SUMMARY:

That Council resolve the following:

- 1. To advise the CEACA Executive Officer of the Decision of the meeting that the following persons are the Member and Deputy Member representing the community of Wyalkatchem:**
 - a. That Cr Quentin Davies be appointed the Member for the community of Wyalkatchem**
 - b. That Mr Ian McCabe be appointed the Deputy Member for the community of Wyalkatchem**

Appendix:

No attachments to this item.

Comment:

The Shire of Wyalkatchem has contributed \$14,000 in membership and \$108,800 in capital funds to CEACA (Central East Aged Care Alliance) year to date. The CEACA project is intended to build age appropriate housing and supply support services to an ageing community throughout the eleven local government areas that are members of CEACA.

The Executive Office of CEACA has requested that the Shire of Wyalkatchem nominate Member and Deputy Member representatives prior to the 1 November CEACA AGM.

Consultation:

Full council.

Statutory Environment:

No statute applies.

Policy Implications:

No policy applies.

Financial Implications:

No financial implication.

Strategic/Risk Implications:

This initiative is supportive of the local government's Strategic Community Plan.

Voting Requirements: Simple Majority

Council Decision Number: 3528

Moved: Cr Holdsworth

Seconded: Cr Gamble


That Council resolve the following:

- 1. To advise the CEACA Executive Officer of the Decision of the meeting that the following persons are the Member and Deputy Member representing the community of Wyalkatchem:**
 - a. That Cr Quentin Davies be appointed the Member for the community of Wyalkatchem**
 - b. That Mr Ian McCabe be appointed the Deputy Member for the community of Wyalkatchem**

Vote: 5/0

8.4 MONTHLY OFFICER REPORTS

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

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Ian McCabe Chief Executive Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	11 October 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	All key indicators

SUMMARY:

That Council resolve the following:

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

Appendix:

NIL

Purpose of this report

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

Our Purpose

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

Summary of Key Performance Indicators of the Chief Executive Officer:

- **Deliver budget commitments on time and on budget.** In leading a team, deliver capital and operational budget commitments within financial year and within budget;
- **Comply with Intergrated Planning and Reporting requirements** by the June 2018 ordinary meeting of council and publish any relevant document to the community;
- **Progress key strategic projects;**
- **Meet all compliance requirements of the Shire;**
- **Meet operational requirements of the community and Council.**

Comment:

Calendar:

There were 20 business days in September with one public holiday.

Unplanned leave in September totalled three work days (two persons), all within Works. This compares to one day unplanned leave in August and seven days in September 2016. In all cases of unplanned leave, the Shire follows due process with support for all employees within the law and Council policy.

The CEO took one day study leave in September. Mrs Claire Trenorden was acting CEO 1 September.

Council:

Council met in forum 7 September to receive a presentation from Sgt Tracey Print, Wyalkatchem police; to meet Team Leader, Parks and Gardens, Robert Hodges; to discuss October election; timing of October meeting; discuss the September meeting agenda; officer updates; fire readiness; state budget; timing of public events (Australia Day, Wyalkatchem Fair); Christmas shutdown and leave arrangements.

The ordinary meeting of Council was held 21 September 2017 to:

- Receive a public submission about the need for an access ramp at the post office;
- Receive statutory reports (e.g. financial reporting as required by regulation); monthly officer reports; and project updates;

- Make decisions about: development application; two community grant applications.

This year's council election was set for 21 October with nominations open 7 – 14 September. There were four vacancies and a contested election was to take place 21 October. Cr's Jones and Gawley retired at this election and Cr's Garner and Holdsworth re-nominated; there were no further nominations. As there were four vacancies, Cr's Garner and Holdsworth are re-elected unopposed. Swearing-in of the new council will be at the meeting 23 October.

This meant that an extraordinary election had to be scheduled to fill two vacancies. The election date was set by the President as 18 November to meet the legislated timeline and manage other council business. Nominations for this election will be open 5 – 12 October; more than two nominations will see a contested election 18 November; any shortfall in nominations will result in consideration by Council of direct approach to community members; further difficulty in filling council vacancies could mean a reduced council size with the permission of the Minister. This would be a poor outcome for the community as a diverse membership of council ensures the community is better represented and a range of opinions are canvassed in making important decisions that affect the community. Moreover, an election that is not contested denies the wider community an opportunity to express their aspiration at the ballot box and this is regrettable.

The Council and administration of the Shire encourage all community members to participate in local democracy, by nominating for council, attending council meetings, exercising a vote or providing feedback at any forum.

Management:

The CEO represented the Shire of Wyalkatchem 6 September, with Cr Davies, at a Nungarin meeting of Central East Aged Care Alliance (CEACA); completing professional development in practical place-making with the Planning Institute of Australia, at the City of Canning (14 September); 26 September NEWROC (North Eastern Wheatbelt Regional Organisation of Councils), Executive, Bencubbin; 29 September, 'by phone, with Cr Davies, CEACA.

Key CEO meetings in September included with a business meeting with Cr Davies at National Australia Bank (Perth, 13 September); York Local Health Advisory Group (various email and phone calls); 19 September, Wheatbelt AgCare, to discuss

council representation and counselling services; 19 September, with prospective councillor; and 28 September business meeting with Dr E Awogun in preparation for a new agreement for three years from February 2018.

Management work in September included various matters related to staff, facilities and community relations, regular operational work and meetings with staff. This included assessing the impact of the State Budget announced 7 September; indications are that there is a minimum negative direct impact on the local government of \$75,605 (\$43,605 reduction in direct roads funding and an unconfirmed but likely withdrawal of \$32,000 in support for the swimming pool). In addition, there are community impacts which may have a flow on to the local government; for example, the Community Resource Centre has less certainty around funding it receives from the Department of Regional Development (an 18 month time line for their funding agreement, rather than three years as has been the usual practice in the past). Of particular concern is the \$860 million diversion from value adding infrastructure and community projects funded by Royalties for Regions, now re-purposed to works traditionally associated with recurrent expenditure (such as roads, schools, and hospitals). It is entirely possible that the State Government could make further imposts on this community that will also impact on the local government. The shire administration will review the local government budget and brief council on the likely current position, how this may alter the budgeted outcome at 30 June 2018 and make any recommendations. A budget review with necessary amendments would normally be considered in March 2018 as preparation for the next budget cycle.

Forward Planning:

Council commitments in October include:

- 5 October CEO to WALGA (West Australian Local Government Association) breakfast, Perth, Minister for Transport;
- 5 October Council workshop;
- 9 October CEO annual leave (one day);
- 11 October LEMC (Local Emergency Management Committee);
- 12 October WDHS school assembly;
- 13 October CEO professional development, WALGA People and Culture seminar, Perth;
- 16 October Regional Road Group, Mukinbudin;

- 16 – 18 October, external audit;
- 17 October NEWROC Council, Nungarin;
- 19 October (evening) CEO to receive award as Fellow from CPA Australia, Perth;
- 20 October CEO annual leave (one day);
- 23 October ordinary meeting of Council (please note this revised date);
- 26 October CEO WALGA lunch with Director General, Department of Local Government, Sport and Cultural Industries, Perth.

Consultation:

Community, Staff and Council

Statutory Environment:

There is no direct statutory environment relevant to this issue.

Policy Implications:

There is no direct Council Policy relative to this report.

Financial Implications

There is no direct financial implication relative to this item.

Strategic Plan/Risk Implications

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

Voting Requirements Simple Majority

Council Decision Number: 3529


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

That Council resolve the following:

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

Vote: 5/0

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

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Craig Harris Manager of Works
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	12 October 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1 – Healthy, strong and connected communities. 2– A prosperous and dynamic district. 4 – An effective voice. 6 – Well utilised and effectively managed facilities and assets.

SUMMARY:

That Council resolve the following:

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

Road Maintenance and Projects:

Maintenance grading continued through the month of September. Unlike the previous two months the road conditions were less than favourable being too dry with the lack of rain for a few weeks.

GDR Civil completed repairs to culverts on the following roads as a part of WANDRRA works.

1. Parsons
2. Ryan
3. Shiels
4. Yorkrakine West

Yorkrakine West Rd



Shiels Rd



Upcoming works:

GDR Civil will continue to complete repairs on floodways and culverts as a part of the WANDRRA flood damage repairs.

Weed Spraying -

Personnel:

NA

Ranger Service:

No major Ranger incidents to report.

Safety:

NA

Town Maintenance Program:

Danny Dunlop has undertaken spraying for weeds at shire houses, town verges and lane ways, Shire owned properties and the airport. Work begun on clearing verges and shire owned properties.

Vandalism:

NA

Plant and Equipment:

No major plant issues this month.

A new self-propelled mower was delivered.

A new quad bike is on order.

Policy Implications:

There is no Council Policy relative to this report.

Voting Requirements

Simple Majority

Council Decision Number: 3530

Moved: Cr Butt


Seconded: Cr Gamble

That Council resolve the following:

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

Vote: 5/0

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

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Ella McDonald Administration Officer
AUTHOR'S SIGNATURE:	
DATE REPORT WRITTEN:	29 September 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1 – Healthy, strong and connected communities. 2 – A prosperous and dynamic district. 4 – An effective voice. 5 – A well-managed and effective Council organisation. 6 – Well utilized and effectively managed facilities and assets

SUMMARY:

That Council resolve the following:

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

Appendix

There is no attachment to this report.

Emergency Services

The Governance and Emergency Officer attended a District Operations Advisory Committee (DOAC) meeting in Northam on 12 September. Department of Fire and Emergency Services (DFES) made a presentation on Presumptive Legislation for Volunteers for Prescribed Cancers which will be discussed at the upcoming Bushfire brigade annual general meeting which has been scheduled for 17 October. This legislation is designed to allow access by volunteer firefighters with five years' service to access compensation in the event they contract certain conditions.

The restricted burning period began on the 19 September. A flyer was distributed to residents of Wyalkatchem via a letterbox drop shortly beforehand. As of 29 September, the Shire has not issued any burning permits.

Health and Safety

The Governance and Emergency Officer completed a trial run of the Tier 1 OSH Assessment on 1 September with the assistance of our Regional Risk Coordinator Chris Gilmour from LGIS (Shire insurer). The practice run went reasonably well and was followed up by the actual assessment on 4 September, which was completed by Jason Hall, Senior OSH Consultant

from LGIS. The Shire received the report back and a meeting was held to discuss the results, with subsequent works on areas with identified gaps and room for improvement. The Shire continues to strive to provide a safe workplace for all employees.

Cleaning staff and Manager of Works Craig Harris began attending Shire administration staff meetings to discuss safety to ensure all staff are up to date on safety issues. The cleaning staff were supplied with work boots from local suppliers to help them complete their tasks safely.

An internal audit was carried out on the Shire's Material Safety Data Sheet (MSDS) folders and any out-of-date MSDS's were replaced with updated copies.

Two additional sharps bins were ordered and the emptying service arranged through current Shire contractor Cannon Hygiene. The bins will be installed in the public toilets on the main street. With the two additional bins, each toilet on site now has its own bin. Signage will be reviewed and updated to reflect the changes.

Governance

Preparation for the 2017 elections continued through September, with the nomination period opening on the 7 September and closing at 4pm 14 September. With only two nominations received (Councillors Garner and Holdsworth both re-nominated and elected unopposed), we will be holding an extraordinary election in November 2017. Advertising for the extraordinary election has begun, with a 'Call for Nominations' advert appearing in *The West Australian* on Wednesday 27 September.

A citizenship ceremony for one individual was organised during September and held following the September Ordinary Meeting of Council.

Consultation:

Northam District Operations Advisory Committee

Chris Gilmour LGIS

Jason Hall LGIS

Danielle Johnston Cannon Hygiene

Statutory Environment:

Local Government Act 1995

Occupational Safety and Health Act 1984

Policy Implications:

There is no Council Policy relative to this report.

Financial Implications

There are no financial implications relative to this item

Strategic Plan/Risk Implications

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

Voting Requirements Simple Majority

Council Decision Number: 3531


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

That Council resolve the following:

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

Vote: 5/0

8.4.4 GOVERNANCE – REPORTING - PRINCIPAL ENVIRONMENTAL HEALTH OFFICER: SEPTEMBER 2017

FILE REFERENCE:	13.09.01
AUTHOR'S NAME AND POSITION:	Peter Toboss Principal Environmental Health Officer
AUTHOR'S SIGNATURE:	
NAME OF APPLICANT/RESPONDENT/LOCATION:	Shire of Wyalkatchem
DATE REPORT WRITTEN:	12 October 2017
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
STRATEGIC COMMUNITY PLAN REFERENCE	1.1.2 Promote regional health solutions; 2.6 Effective enforcement of local laws and regulation; 5.2 A customer focussed organisation.

SUMMARY:

That Council resolves the following:

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

Appendix/Appendices: There is no attachment to this report

Comment:

Principal Environmental Health Officer (PEHO) Position:

The Environmental Health Officer attends the Wyalkatchem office each Thursday.

Food Shop and Public Buildings Inspections:

Nil

Food Recall:

The Department of Health (WA) has distributed the following food recalls in September and early October. The products are;

- Betel Nut in plastic bag package and various weights of 4 nuts per packet.

The reason for recall has been stated as others (sale of prohibited food).

- Pate (Single selection Classic Original) in plastic container package and 125g package size with the use by date being 23/10/2017.

The recalled was due to the presence of an undeclared allergen (fish). The products have been available for sale in retail outlets such as IGA and Independent supermarkets throughout Australia. The local IGA has been visited and advised of the recall products.

Food Safety Training:

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

This is particularly useful for our new food business owners and casual staff to get their staff trained in basic food safety which is a requirement of the Food legislation.

Waste and Recycle 2017 Conference:

The PEHO attended the Waste and Recycle 2017 Conference 13 - 15 September 2017 in Perth. The conference was successful and it covered diverse range of issues such as the new container deposit scheme program, littering and illegal dumping, recycling of plastic and E-Waste. There was also a session discussion on standards of rural and regional landfills where the panellists stressed the need for improvement in management and waste recovery.

Property Transfer:

The PEHO has completed one property transfer report in the last month.

Consultation:

Mr Ian McCabe, Chief Executive Officer

Ms Ella McDonald, Administration Officer - Governance and Emergency

Statutory Environment:

Public Health Act 2016

Health (Miscellaneous Provisions) Act 1911

Food Act 2008

Policy Implications:

There is no Council Policy relative to this issue.

Financial Interest:

There are no Financial Implications relative to this issue.

Voting Requirements: Simple Majority

Council Decision Number: 3532

Moved: Cr Gamble


Seconded: Cr Holdsworth

That Council resolves the following:

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

Vote: 5/0

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

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

SUMMARY:

That Council resolve the following:

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

Appendix: NIL

Comment:

School:

I attended a meeting at the Wyalkatchem District High School 6 September and met with Principal Colin Fergusson, Acting Deputy Principal Julie Duthie and the Student Leadership Group to discuss a social dance for years 7 to 10 to be held at the Town Hall. The students want to invite surrounding high schools to Wyalkatchem for a dance and social gathering as there may be students from surrounding towns going to attend the same schools in Perth. The students are going to be doing some fund raising to cover costs of the evening and asked if the Shire would donate the hire of the hall, which has been authorised by CEO Mr Ian McCabe. The students were overjoyed with the support from the Shire. The dance is to be held on 10 November

2017. The Student Leadership Group have also said they would like to help with community service. The students said they are happy to help with picking up rubbish around town, planting trees to beautify parks, or cleaning up around the tip to help make it fire safe. A programme will be agreed with the school shortly.

Sports and Recreation:

Letters have been sent to sport clubs who are significant users of the Shire of Wyalkatchem Recreation Centre inviting them to join a working group, which will advise Council on future planning for this facility. Nominations by the clubs close 31 October and one response has been received as at 10 October.

Tourism:

The Pioneers Pathway tourism scheme held a meeting 27 September at Goomalling. An Executive Officer position for the tourism scheme will be advertised in the seven community local papers and on shire and CRC Websites with proposed work hours reduced from 8 hours to 6 hours per week. This is due to the cost of travel not being included in budgeting for the role. Applications close Monday 16 October.

Major recent expenses for the scheme included:

- Central Wheatbelt Visitors centre membership renewal for 2017/18 was renewed at a level 1 (\$187, GST inclusive);
- Australia's Golden Outback holiday planner collaborative marketing was agreed to continue marketing (\$665, GST inclusive).

Consultant Wayfound made a presentation on website content but no decisions were made. An online interactive map for the website was rejected due to cost (at \$2,145 it was decided to instead use Trails WA's map at no cost).

There was discussion about whether a historian should be hired to collect information on each town to create uniform website content. No decision as yet although a grant application may be made.

Consultation:

Julie Duthie	Wyalkatchem District High School
Tahnee Bird	Shire of Goomalling (Pioneer's Pathway)

Statutory Environment:

There is no statutory environment relevant to this issue

Policy Implications:

There is no Council Policy relative to this report.

Voting Requirements Simple Majority

Council Decision Number: 3533

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

That Council resolve the following:

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

Vote: 5/0

- 9. Motions of which previous notice has been given Nil**
- 10. Questions by members of which due notice has been given Nil**
- 11. New business of an urgent nature introduced by the presiding person:** Cr Davies said he would like to acknowledge that Shire employee Tegan McCarthy had announced her recent engagement to Avery Maitland and Shire employee Ella McDonald had also announced her engagement to Kerran Furniss this week. He congratulated both couples and said it was great to have them settling in Wyalkatchem to start their lives with their respective partners.
- 12. Matters for which the meeting may be closed Nil**
- 13. Closure of Meeting 4.21pm**