

# Attachments

## November

### 2019

## Attachments

### **Minutes**

Ordinary Meeting of Council Minutes- October 2019

Special Meeting of Council Minutes- October 2019

Yilgarn History Museum Committee Minutes- November 2019

CEACA Management Committee Meeting Minutes- October 2019

WCI Meeting Minutes-October 2019

WEROC Council Meeting Minutes-October 2019

### **Agenda Attachments**

9.1.3 DWER Licence Amendment

9.2.1 Statement of Financial Activity-30<sup>th</sup> August 2019

9.2.2 Accounts for Payment



# *Minutes*

## *Ordinary Meeting of Council*

### *17<sup>th</sup> October 2019*

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## Table of Content

1 Declaration of Opening/Announcement of Visitors .....	3
2 Announcements from the Presiding Member .....	3
3 Attendance .....	3
4 Declaration of Interest .....	3
5 Public Question Time .....	3
6 Confirmation of Minutes .....	4
7 Presentations, Petitions, Deputations .....	4
8 Delegates' Reports .....	5
9 Officers' Reports .....	7
9.1. Chief Executive Officer .....	7
<b>9.1.1 Southern Cross General Practice-Pathology Service .....</b>	<b>7</b>
<b>9.1.2 WALGA-State Council and Zone Structure Working</b>	
<b>Group Final Report .....</b>	<b>10</b>
<b>9.1.3 WALGA-Size and Scale Compliance Regime</b>	
<b>Local Government Act Review .....</b>	<b>12</b>
<b>9.1.4 Department of Local Government, Sport and Cultural Industries</b>	
<b>Consultation on Proposed Code of Conduct and CEO Standards .....</b>	<b>17</b>
<b>9.1.5 WEROC Asset Management Project .....</b>	<b>20</b>
<b>9.1.6 WEROC-Proposed Constitution .....</b>	<b>22</b>
9.2 Executive Manager Corporate Services .....	24
<b>9.2.1 Financial Reports .....</b>	<b>24</b>
<b>9.2.2 Accounts for Payment .....</b>	<b>26</b>
<b>9.2.3 Proposed Amendments to 2019/2020 Schedule of</b>	
<b>Fees &amp; Charges .....</b>	<b>28</b>



<b>9.2.4 Write off of Debt-China Southern WA Flying Collage.....</b>	<b>34</b>
9.3 Executive Manager Infrastructure.....	37
<b>9.3.1 2019/20 Plant Replacement Program –Eight Wheel Tip Truck.....</b>	<b>37</b>
<b>9.3.2 2019/20 Plant Replacement Program-Smooth Drum Roller.....</b>	<b>41</b>
<b>9.3.3 2019/20 Plant Replacement Program-4x4 Tray Back Ute.....</b>	<b>45</b>
<b>9.3.4 2019/20 Plant Replacement Program-Duel Cab Utility.....</b>	<b>48</b>
<b>9.3.5 2019/20 Plant Replacement Program-Kluger AWD Sedan.....</b>	<b>50</b>
<b>9.3.6 2019/20 Plant Replacement Program-</b>	
<b>Disposal of 2016 Toyota Camry Altise Sedan.....</b>	<b>53</b>
9.4 Executive Manager Regulatory Services .....	55
<b>9.4.1 Bush Fire Advisory Committee.....</b>	<b>55</b>
<b>9.4.2 LAG Vehicle Purchase.....</b>	<b>58</b>
10 Application for leave of absence.....	61
11 Motions for which previous notice has been given.....	61
12 New business of an urgent nature introduce by decision of the meeting.....	61
<b>12.1 Department of Water and Environment Regulation (DWER)</b>	
<b>Licence Amendment.....</b>	<b>61</b>
13 Meeting closed to the public-Confidential Items.....	64
<b>13.1 Marda Operations Pty Ltd-Letter of Agreement for Road Usage</b>	
<b>and Road Maintenance and Construction Costs.....</b>	<b>64</b>
14 Closure.....	65

## 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 4pm

## 2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Cr Truran advised that as this was her last meeting of Council and as Shire President she wished to thank all past and present Shire of Yilgarn staff for their assistance to herself and Councillors generally during her 12 years as an Elected Member. Cr Truran also thanked retiring Councillor, David Pasini, for his 23 years of service on Council and wished the incoming Council following the 2019 Elections, all the best for the future.

## 3. ATTENDANCE

Presiding Member	Cr O Truran	President
Members	Cr W Della Bosca Cr B Close Cr G Guerini Cr P Nolan Cr D Pasini Cr S Shaw	Deputy President
Council Officers	P Clarke C Watson R Bosenberg Laura Della Bosca	Chief Executive Officer Executive Manager Corporate Services Executive Manager Infrastructure Minute Taker
Apologies:	N Warren	Executive Manager Regulatory Services
Observers:	Mrs. Linda Rose, Mrs. Jodie Cobden, Mrs. Carol Truran, Mr. Hayden Davies, Mr. Russell Purvis, Mr. Paul Tan, Mr. Martin Haugg	
Leave of Absence:	Nil	

## 4. DECLARATION OF INTEREST

Nil

## 5. PUBLIC QUESTION TIME

Nil

## 6 CONFIRMATION OF MINUTES

6.1 Ordinary Meeting of Council, Thursday 19 September 2019

**159/2019**

***Moved Cr Guerini /Seconded Cr Close***

***That the minutes from the Ordinary Council Meeting held on 19 September 2019 be confirmed as a true record of proceedings.***

**CARRIED (7/0)**

6.2 Audit Committee Meeting, Thursday 19 September 2019

**161/2019**

***Moved Cr Shaw/Seconded Cr Close***

***That the Minutes from the Audit Committee Meeting held on the 19 September 2019 be confirmed as a true record of proceedings.***

**CARRIED (7/0)**

6.3 Shire of Yilgarn History Museum Advisory Committee Meeting, Wednesday 7 August 2019

Shire of Yilgarn History Museum Advisory Committee Meeting, Thursday 3 October 2019

Wheatbelt East Regional Organisation of Councils (WEROC) Executive Meeting, Wednesday 25 September 2019

**162/2019**

***Moved Cr Della Bosca/Seconded Cr Guerini***

***That the minutes from the Shire of Yilgarn History Museum Advisory Committee Meeting held on the 7 August 2019 and the 3 October 2019 and the WEROC Executive meeting held on the 25 September 2019 be received.***

**CARRIED (7/0)**

## 7. PRESENTATIONS, PETITIONS, DEPUTATIONS

Martin Haugg (General Manager), Hayden Davies (Senior Environmental Advisor), Russell Purvis (Project Manager) and Paul Tan (Commercial Manager) from Minjar Gold attended Council to give presentation on the application to amend existing licence L45971/1988/14 in relation to the Jacoletti underground project.

Martin Haugg commenced by thanking Council for their time and wishing Cr Truran all the best on her retirement from Council then passed over to Russell Purvis.

Mr. Purvis's presentation to Council included an outline on the dewatering of the Jacoletti mine into the Marvel Loch mine and the amendment to existing licence L4591/1988/14. The amendment sought is for the existing license to include the Marvel Loch mine as containment infrastructure for the dewatering of the Jacoletti mine. The Jacoletti pit is the next underground pit to commence work with a start date in the 3<sup>rd</sup> quarter of 2020. Currently the access point to the underground pit is 50 metres below water level. It is estimated that there is 3 months of dewatering with the water travelling 1.5km, underground in existing pipeline, between the Jacoletti pit and Marvel Loch pit. The water quality is the same in both pits with an estimated 40 mega litres to be moved.

Mr Purvis then thanked Council for their time and invited questions.

*Cr Nolan questioned whether the hydrological study mentioned in the submission to DWER is available.*

Mr Purvis confirmed that the report is only internal at the moment, but the final report will be made available before mining commences, due to the report being only aimed at the underground mining aspect not the imminent program of dewatering.

Cr Truran then thanked Mr. Purvis and associates for the presentation to Council.

## 8. DELEGATES' REPORTS

Cr Truran announced the following:

- Attended the Wheatbelt Regional Health Forum with the CEO and Councillor Nolan on the 20<sup>th</sup> September 2019
- Attended the Southern Cross Police Station for an afternoon tea with the Superintendent from Northam on the 23<sup>rd</sup> September 2019
- Attended the Southern Cross Colour Run on the 13<sup>th</sup> October 2019
- Chaired the Local Healthy Advisory Committee meeting on the 15<sup>th</sup> October 2019

Cr Guerini announce the following:

- Attended the Bushfire Advisory Committee Annual General meeting on the 1<sup>st</sup> October 2019
- Attended the Local Action Group meeting on the 9<sup>th</sup> October 2019

Cr Nolan announce the following:

- Attended the Wheatbelt Regional Health Forum on the 20<sup>th</sup> September 2019

Cr Della Bosca announce the following:

- Attended the Wheatbelt North East Sub Regional Road Group meeting with the CEO, EMI and Cr Close on the 27<sup>th</sup> September
- Attended the Bushfire Advisory Committee Annual General meeting on the 1<sup>st</sup> October 2019
- Attended the CEACA meeting on the 2<sup>nd</sup> October 2019
- Attended the Local Action Group meeting on the 9<sup>th</sup> October 2019
- Attended the Eastern Wheatbelt Biosecurity Group meeting on the 16<sup>th</sup> October 2019

Cr Close announce the following:

- Attended the Wheatbelt North East Sub Regional Road Group meeting with the CEO, EMI and Cr Della Bosca on the 27<sup>th</sup> September

## 9 OFFICERS REPORTS

### 9.1 Officers Report – Chief Executive Officer

#### 9.1.1 Southern Cross General Practice – Pathology Services

<b>File Reference</b>	<b>1.3.12.7</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Absolute Majority</b>
<b>Attachments</b>	<b>Nil</b>

#### Purpose of Report

To inform Council of the circumstances relating to the withdrawal of Pathology Services to the Southern Cross Clinic and the request to Council for financial assistance to maintain this services for the residents of the district.

#### Background

Dr Ifeanyi Nwoko has written to Council to explain the current situation with the Practice's Pathology supplier, Clinipath.

Dr Nwoko advises that Clinipath has been the Practice's preferred pathology lab for a number of years and throughout this time, Clinipath has been providing financial support to the Practice for this service. The annual financial support from Clinipath was to cushion the phlebotomy (blood taking) services provided by one of Dr Nwoko's staff however, Clinipath has now advised that the annual funding will be withdrawn from 30 September 2019.

In order to keep this valuable service running, Dr Nwoko seeks financial support from the Shire of Yilgarn to that which was previously provided by Clinipath. Dr Nwoko advises that the \$5,000 support will cover the essentials to maintain the pathology service within the community.

Dr Nwoko advises that the Shire, community and the clinic requires this necessary pathology service to remain in Southern Cross. It is a very convenient service for the health of the community and Dr Nwoko would like to retain this service for the benefit of all concerned.

#### Comment

This issue was first raised with the CEO when met with Dr Nwoko and his staff to discuss the Community Strategic Planning process and therefore, the CEO encouraged Dr Nwoko to raise this matter with Council.

The concern from the CEO's perspective was that if this service was lost to the district, residents would have to travel to Merredin to have bloods taken. To expect our residents, especially the elderly, to travel to Merredin for what is a 10 minute service seems ridiculous.

Whilst one could argue that the provision of pathology services at the Southern Cross Practice is a business decision of Dr Nwoko's and that to retain the service at his expense would ensure his clientele is maintained, the counter argument is that for minimal monetary assistance, the Shire of Yilgarn is making a statement to the community that it continues to support the GP and that Council recognises the importance for the provision of pathology services to residents, which is in line with Council's Community Strategic Plan.

Council already makes an annual monetary contribution to Dr Nwoko as per the Agreement for his services and this would be additional to that already provided.

#### **Statutory Environment**

Medical and Management Services Agreement between Shire of Yilgarn and Dr Nwoko.

#### **Strategic Implications**

Shire of Yilgarn Strategic Community Plan 2018-2028 – Social – An inclusive, secure and welcoming community that encourages families, youth and the aged to remain and contribute to our Shire in the long term. Retention and upgrade of current health and education services and infrastructure – Support continued incentive funding for a quality doctor in the Shire.

#### **Policy Implications**

Nil

#### **Financial Implications**

Provision to for additional funding for medical services as per this request has been provided for in the 2019/2020 Budget and therefore, if Council were to accede to this request, provision would be made at the Budget review in February/March 2020.

#### **Officer Recommendation**

*That Council acknowledges the importance of pathology services at the Southern Cross Clinic, and more particularly for the residents of the district, and therefore Council advises Dr Nwoko that Council will make an annual financial contribution of \$5,000.00 to the Southern Cross General Practice for the retention of these services.*

#### **Council Decision**

**162/2019**

**Moved Cr Pasini/Seconded Cr Della Bosca**

***That this matter "lay on the table" until the November 2019 Ordinary meeting.***

**CARRIED (7/0)**

### **REASON FOR ALTERATION TO RECOMMENDATION**

Based upon information received at the meeting, Council considered that more information should be obtained to enable Council to make a balanced decision on the matter and therefore requested the CEO to research the matter further and refer it to the November Council meeting for consideration.

\*Mr Martin Haugg and Mr Paul Tan left the meeting at 4.25pm



## 9.1 Officers Report – Chief Executive Officer

### 9.1.2 WALGA – State Council and Zone Structure Working Group Final Report

<b>File Reference</b>	<b>1.6.21.2</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Final Report on State Council and Zone Structure</b>

#### Purpose of Report

To present to Council for consideration, WALGA's Working Group Final Report on recommendations associated with State Council and Zone Structure review.

#### Background

WALGA State Council has released for consultation the Final report prepared by the Working Group charged with reviewing WALGA's governance structures and processes.

WALGA advises that the Working Group has made a number of recommendations, four of which have been endorsed for immediate implementation by State Council, with the balance endorsed in principle pending sector consultation. The recommendations endorsed by State Council for implementation relate to the provision of information about WALGA to Elected Members, State Council's Committee structure, and the process for considering submissions to Government.

WALGA seeks Council consideration and feedback on the balance of the recommendations, which relate to the composition of State Council, the continuing role of Deputy State Councillors, no term limits for State Councillors, the Member Advisor Program, services to Zones, and the State Council Agenda, including the cessation of the production of printed Agendas.

WALGA seeks feedback by 5.00pm Friday, 25 October 2019 to allow an Agenda Item to be included in the December State Council Agenda for consideration at the November round of Zone meetings.

#### Comment

The WALGA Working Group's Final Report is provided as an attachment to the Agenda.

Ten (10) recommendations are listed in the Final Report to which WALGA is seeking feedback. None of the recommendations are overly contentious and therefore it is the opinion of the author of this report is that Council advises WALGA that it has no objections to the recommendations submitted.

### Statutory Environment

Nil

### Strategic Implications

Shire of Yilgarn Strategic Community Plan 2018-2028 – Civic Leadership Strategy – Positive and productive regional partnerships – Actively participate in regional forums including GECZ Zone of WALGA.

### Policy Implications

Nil

### Financial Implications

Nil

### Officer Recommendation and Council Decision

**163/2019**

***Moved Cr Guerini/Seconded Cr Close***

***That Council advises WALGA that it supports the ten (10) recommendations contained within the Final Report of the State Council and Zone Structure and Process Working Group.***

**CARRIED (7/0)**

## 9.1 Officers Report – Chief Executive Officer

### 9.1.3 WALGA – Size and Scale Compliance Regime – Local Government Act Review

<b>File Reference</b>	<b>1.6.21.2</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>WALGA Infopage Size and Scale Compliance Regime</b>

#### Purpose of Report

To seek Council's input into WALGA's endorsed position on advocacy principles in relation to the Local Government Act Review on Size and Scale Compliance Regime.

#### Background

Mr Tony Brown, WALGA's Executive Manager Governance and Organisational Services advises that during the current Local Government Act review process, WALGA following consultation with the sector, developed key principles and advocacy positions which were subsequently endorsed through the Zone and State Council meeting process.

The following are the key principles;

- 1) *That the sector endorse a 'Principles over Prescription' approach to the Local Government Act Review and actively promote the benefits of the general principles listed below, intended to safeguard against the new Local Government Act becoming overly prescriptive:*
  - (a) *Uphold the General Competence Principle currently embodied in the Local Government Act;*
  - (b) *Provide for a flexible, principles-based legislative framework;*
  - (c) *Promote a size and scale compliance regime;*
  - (d) *Promote enabling legislation that empowers Local Government to carry out activities beneficial to its community taking into consideration the Local Governments role in creating a sustainable and resilient community through;*
    - i. *Economic Development*
    - ii. *Environmental Protection*
    - iii. *Social Advancement;*
  - (e) *Avoid red tape and 'de-clutter' the extensive regulatory regime that underpins the Local Government Act; and*
  - (f) *The State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities.*

2. (a) *Support the continuance of the Department of Local Government, Sport and Cultural Industries as a direct service provider of compliance and recommend the Department fund its capacity building role through the utilisation of third party service providers.*
- (b) *Call on the State Government to ensure there is proper resourcing of the Department of Local Government, Sport and Cultural Industries to conduct timely inquiries and interventions when instigated under the provisions of the Local Government Act 1995.*

In respect principle 1 (c) *Promote a size and scale compliance regime*, to assist in advocacy to the State Government as part of the Local Government Act review process, sector assistance is requested in identifying examples of where a size and scale compliance regime could be identified in the Act and Regulations.

Mr Brown indicates that if Council could provide examples by Friday 25 October 2019 it would be appreciated.

#### **Comment**

It has been argued by many in the Local Government sector that the requirements imposed on Bands 3 and 4 (rural and remote LGA's) are the same as Bands 1 and 2 (metropolitan and larger regional LGA's). The Band levels were set by the Salaries and Allowances Tribunal (SAT) to determine Elected Member Fees and CEO's remuneration packages with Bands 1 and 2 commanding significantly higher salaries and allowances than Bands 3 and 4.

The above Bands identify the size, particularly revenue wise, of LGA's and therefore, SAT obviously considers that those in Bands 1 and 2 have more responsibility associated with their positions than those in bands 3 and 4. If this is the case, then it is fair to argue why Bands 3 and 4 have to comply with exactly the same legislative requirements as Bands 1 and 2. Band 3 and 4 LGA's are also limited in their human resource capacity and therefore are at a greater disadvantage to Band 1 and 2 LGA's.

The Integrated Planning processes and the current Australian Accounting Standards are two of the main areas that require a significant amount of time and resources to meet the requirements of the *Local Government Act* and associated *Regulations*. Staff are of the opinion that some of these requirements should be lessened on Band 3 and 4 LGA's.

#### **Statutory Environment**

*Local Government Act 1995* – Review process

#### **Strategic Implications**

Shire of Yilgarn Strategic Community Plan 2018-2028 – Civic Leadership Strategy – Positive and productive regional partnerships – Actively participate in regional forums including GECZ Zone of WALGA.

**Policy Implications**

Nil

**Financial Implications**

Nil

**Officer Recommendation and Council Decision**

**164/2019**

***Moved Cr Shaw Seconded/ Cr Guerini***

***That Council advises WALGA that in respect to one of its key principles in promoting a size and scale compliance regime in the review of the Local Government Act, Council supports the lessening of legislative requirements associated with Integrated Planning processes and the Australian Accounting Standards for SAT Bands 3 and 4 and requests that WALGA supports this position.***

**CARRIED (7/0)**

**To: All Local Governments**

**From: Tony Brown  
Executive Manager Governance &  
Organisational Services**



**Date: 20 September 2019**

**Priority: High**

**Subject: Size and Scale Compliance Regime – Local Government Act Review  
Advocacy**

## IN BRIEF:

Operational Area:	<b>Governance</b>
Key Issues:	<ul style="list-style-type: none"><li>• As part of the review of the Local Government Act process, the sector endorsed a number of key advocacy principles. One of the key principles was for a Size and Scale compliance regime.</li><li>• To assist with the advocacy for this principle, sector assistance is requested in identifying examples of where a size and scale compliance regime could be identified in the Act and Regulations.</li><li>• Local Government's are requested to provide any examples to WALGA by 25 October 2019.</li></ul>
Action:	<b>Local Government feedback by Friday 25 October 2019</b>

## Background

During the current Local Government Act review process, WALGA following consultation with the sector, developed key principles and advocacy positions which were subsequently endorsed through the Zone and State Council meeting process.

The following are the key principles;

- 1) *That the sector endorse a 'Principles over Prescription' approach to the Local Government Act Review and actively promote the benefits of the general principles listed below, intended to safeguard against the new Local Government Act becoming overly prescriptive:*
  - (a) *Uphold the General Competence Principle currently embodied in the Local Government Act;*
  - (b) *Provide for a flexible, principles-based legislative framework;*
  - (c) *Promote a size and scale compliance regime;*
  - (d) *Promote enabling legislation that empowers Local Government to carry out activities beneficial to its community taking into consideration the Local Governments role in creating a sustainable and resilient community through;*
    - i. *Economic Development*
    - ii. *Environmental Protection*
    - iii. *Social Advancement;*

- (e) Avoid red tape and 'de-clutter' the extensive regulatory regime that underpins the Local Government Act; and*
- (f) The State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities.*
- 2. *(a) Support the continuance of the Department of Local Government, Sport and Cultural Industries as a direct service provider of compliance and recommend the Department fund its capacity building role through the utilisation of third party service providers.*
- (b) Call on the State Government to ensure there is proper resourcing of the Department of Local Government, Sport and Cultural Industries to conduct timely inquiries and interventions when instigated under the provisions of the Local Government Act 1995.*

In respect principle 1 (c) *Promote a size and scale compliance regime*, to assist in advocacy to the State Government as part of the Local Government Act review process, sector assistance is requested in identifying examples of where a size and scale compliance regime could be identified in the Act and Regulations.

If you could provide your examples by Friday 25 October 2019 it would be appreciated.

**For further information please contact:**

Executive Manager Governance & Organisational Services, Tony Brown  
on 9213 2051 or email [tbrown@walga.asn.au](mailto:tbrown@walga.asn.au) or James McGovern,  
Manager Governance on 9213 2093 or email [jmcgovern@walga.asn.au](mailto:jmcgovern@walga.asn.au)

## 9.1 Officers Report – Chief Executive Officer

### 9.1.4 Department of Local Government, Sport and Cultural Industries – Consultation on proposed Code of Conduct and CEO Standards

<b>File Reference</b>	<b>1.6.26.27</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Draft Consultation Papers</b>

#### Purpose of Report

To advise Council of the recently produced Consultation Papers prepared by the Department of Local Government, Sport and Cultural Industries in relation to proposed Standards and Guidelines associated with a new Code of Conduct and CEO Standards.

#### Background

The Department advises that on 27 June 2019, the Local Government Legislation Amendment Act 2019 was passed in Parliament.

The Act included a requirement for the introduction of the following:-

- A mandatory Code of Conduct for Council Members, Committee Members and Candidates (Code of Conduct); and
- Mandatory minimum standards covering the recruitment, selection, performance review and early termination of Local Government Chief Executive Officers.

The Department indicates that it is now seeking feedback on the draft Code of Conduct and draft CEO Standards.

Submissions to the above close with the Department on 22 November 2019.

#### Comment

The format for feedback on the above Consultation Papers is the same as that for Phase I and II of the Act. Councillors can individually access the Department's website and provide feedback online or alternatively, provide a written submission.

The CEO has reviewed the Consultation Papers and in respect to the proposed Code of Conduct, the principles of Personal Integrity, Relationships with Others, Accountability, Behaviour seem appropriate.

In respect to the Standards and Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination, the following issues/concerns are raised:-



**S 1.3 –** *The local government has established a selection panel to conduct the recruitment and selection process. The panel must include at least one independent person who is not a current elected member or staff member of the local government.*

**Comment** *The Consultation Paper provides examples of who the independent person could include, such as:-*

- *Former elected members or staff members of the local government;*
- *Former or current elected members (such as a Mayor or Shire President) or staff member of another local government;*
- *A prominent or highly regarded member of the community; or*
- *A person with experience in the recruitment and election of CEO's and senior executives.*

*It is of the opinion of the CEO that if the State Government/Department is concerned with the quality of CEO's, then it should be indicating that local governments utilise the services of an Independent Human Resource Consultant or alternatively, seek the services and/or advice from the Public Sector Commission regarding selection of a suitable candidate.*

**S 1.11 -** *The local government must re-advertise the CEO position after each instance where a person has occupied the CEO position for ten (10) consecutive years.*

**Comment** *The Consultation Paper indicates that the above requirement does not prevent the incumbent individual from being employed as CEO for another term, provided they are selected following a transparent selection and recruitment process.*

*This proposal is nonsensical. The current 1995 Act requires 3 to 5 year Contracts of Employment and prior to the expiration of these periods the local government has the right to re-negotiate or terminate the Contract. If the local government is satisfied with an individual's performance, why then would it be obligated to re-advertise after 10 years? If the local government was satisfied then it would be total waste of time and costs for the local government, the incumbent and potential applicants for the position.*

## Statutory Environment

*Local Government Act review processes.*

## Strategic Implications

Shire of Yilgarn Strategic Community Plan 2018-2028 – Civic Leadership – Dynamic and visionary leadership guiding our community into the future - A trustworthy and cohesive Council that functions efficiently and effectively to meet the needs of our community.

**Policy Implications**

Nil

**Financial Implications**

Nil

**Officer Recommendation and Council Decision**

**165/2019**

***Moved Cr Pasini/Seconded Cr Close***

***That Council provides a written submission to the Department of Local Government advising that it supports WALGA's submission in relation to the Consultation Paper for the Mandatory Code of Conduct for Council Members, Committee Members and Candidates and in respect to the Standards and Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination, Council indicates that it is not supportive of S1.3 and S1.11 as detailed in this report.***

**CARRIED (7/0)**

## 9.1 Officers Report – Chief Executive Officer

### 9.1.5 WEROC Asset Management Project

<b>File Reference</b>	<b>1.6.25.1</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Accingo Report and Recommendations</b>

#### Purpose of Report

To inform and submit to Council the outcomes of the Asset Management Project undertaken by WEROC.

#### Background

In March 2018 WEROC began discussions with representatives from Accingo, an Asset Management Consultancy, to consider the potential value to WEROC members in developing an asset utilisation process to improve both use of the asset and associated financial performance. The assets identified in the process were Council's major road plant and equipment.

Following the above discussions WEROC engaged Accingo to prepare a report based on asset utilisation as the first stage of a potential three stage process.

#### Comment

Accingo representatives undertook an asset audit of each member Council's major road plant and equipment. The audit identified the condition of the plant and its hourly usage to determine whether each item of plant was being utilised to its maximum capacity. The ultimate determination was to ascertain whether there was the capacity for Member Council's to share plant and equipment if maximum usage was not being achieved and how this could be realised.

Accingo has now delivered its final Report and Recommendations to WEROC for consideration, which is provided as an attachment for Council consideration. At the WEROC Executive meeting held on Wednesday, 25 September 2019 the following was resolved:-

***Moved Greg Powell Seconded Jamie Criddle***

***That the:***

- 1. WEROC Executive be requested to table Accingo's report and recommendations on the review of mobile assets and plant across each Member Council for discussions at either their October or November round of Council meetings; and***
- 2. Executive Officer be provided with comments from these discussions to enable a report to be prepared for the WEROC Executive meeting to be held Wednesday, 27 November 2019.***

The Report clearly shows that the Shire of Yilgarn is utilising the majority of its plant at the benchmark utilisation rate of 40% as the target range set by Accingo. The 40% target referred to all of the "available" hours a machine can operate which would provide a significant enough financial benefit to justify implementation of amended practices, with available hours set at 200 hours per month which is standard practice as the minimum level of availability. It is noted that some plant items did not meet the 40% target however, their retention is justified for their specific work load.

In reviewing the Report and associated Recommendations, staff see value in supporting recommendations 1 through to 4 but recommendations 5 and 6 would have significant financial implications to WEROC member Councils if they were implemented.

The Shires of Westonia and Yilgarn have worked cooperatively in the past and have loaned plant and equipment when available. Unfortunately the Shires utilise their major equipment at the same time e.g., winter grading, and therefore it is not an option to share equipment. To operate a sharing model over the 5 Member Councils, and in consideration of the distances involved, centralising assets is not achievable.

#### **Statutory Environment**

Nil

#### **Strategic Implications**

Shire of Yilgarn Strategic Community Plan 2018-2028 – Civic Leadership – Dynamic and visionary leadership guiding our community into the future – Actively participate in regional forums including GECZ, WALGA, WEROC and WCI.

#### **Policy Implications**

Nil

#### **Financial Implications**

Potential for significant costs if Recommendations 5 and 6 of the Accingo Report were implemented.

#### **Officer Recommendation and Council Decision**

**166/2019**

***Moved Cr Della Bosca/Seconded Cr Guerini***

***That Council advises WEROC's Executive Officer that in respect to the Accingo Asset Management Report and associated recommendations, Council supports the implementation of recommendations 1 to 4 but does not see value in recommendations 5 and 6 due to the significant cost implications for all WEROC Member Councils if they were implemented.***

**CARRIED (7/0)**

## 9.1 Officers Report – Chief Executive Officer

### 9.1.6 WEROC – Proposed Constitution

<b>File Reference</b>	<b>1.6.26.27</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Draft WEROC Constitution</b>

#### Purpose of Report

To present to Council for consideration, a draft of the new Constitution for WEROC.

#### Background

As has been reported previously to Council, WEROC has been discussing the need for continuing with Wheatbelt Communities Incorporated (WCI), which was established a number of years ago for the purpose of being a body that could apply for funding external to the WEROC member Councils. WCI has done little over the last few years other than holding meetings as required under the *Associations Incorporation Act 2015*.

It was considered by WEROC that rather than operating with two bodies, WEROC and WCI, it would be more appropriate for WEROC to become the constituted body and officially dissolve WCI.

#### Comment

Council's representatives on WEROC have constantly pushed for the above to happen as they could see no benefit in operating with two separate organisations who ultimately have the same objectives. The Wheatbelt East Regional Organisation of Councils name is also more recognisable and relevant to that of Wheatbelt Communities Inc., which could be construed as covering the entire Wheatbelt area.

The Draft Constitution presented to Council has been developed similar to that of the Warren Blackwood Alliance of Councils Inc., a group of three Local Governments in the South West that work cooperatively together and have achieved projects by having just the one constituted body.

WEROC seeks Council input to the Draft Constitution before it is presented to WEROC for adoption.

#### Statutory Environment

*Associations Incorporation Act 2015*

### Strategic Implications

Shire of Yilgarn Strategic Community Plan 2018-2028 – Civic Leadership – Dynamic and visionary leadership guiding our community into the future – Actively participate in regional forums including GECZ, WALGA, WEROC and WCI.

### Policy Implications

Nil

### Financial Implications

Nil

### Officer Recommendation and Council Decision

**167/2019**

***Moved Cr Della Bosca/Seconded Cr Shaw***

***That Council advises WEROC's Executive Officer that it supports the proposed Draft Constitution as presented which enables WEROC to become the Incorporated body under the Associations Incorporation Act 2015 as opposed to the current Wheatbelt Communities Inc.***

**CARRIED (7/0)**

## 9.2 Reporting Officer– Executive Manager Corporate Services

### 9.2.1 Financial Reports

<b>File Reference</b>	<b>8.2.3.2</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Financial Reports</b>

#### Purpose of Report

To consider the Financial Reports

#### Background

Enclosed for Council's information are various financial reports that illustrate the progressive position of Council financially on a month-by-month basis.

The following reports are attached and have been prepared as at the 30<sup>th</sup> September 2019.

- Rates Receipt Statement
- Statement of Investments
- Monthly Statement of Financial Activity
- Own Source Revenue Ratio

Councillors will be aware that it is normal practice for all financial reports to be indicative of Council's current Financial Position as at the end of each month.

#### Comment

Nil

#### Statutory Environment

Local Government (Financial Management) Regulations 1996 Regulation 34(i)(a) and Regulation 17.

#### Strategic Implications

Nil

#### Policy Implications

Nil

### Financial Implications

Nil

### Officer Recommendation and Council Decision

**168/2019**

***Moved Cr Close/Seconded Cr Nolan***

***That Council endorse the various Financial Reports as presented for the period ending 30<sup>th</sup> September 2019***

**CARRIED (7/0)**



## 9.2 Reporting Officer– Executive Manager Corporate Services

### 9.2.2 Accounts for Payment

<b>File Reference</b>	<b>8.2.1.2</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>See attachment 9.2.2</b>

#### Purpose of Report

To consider the Accounts for Payment

#### Background

Municipal Fund – Cheque Numbers 40827 to 40835 totalling \$40,840.24, Municipal Fund-EFT Numbers 9208 to 9294 totalling \$401,128.65, Municipal Fund – Cheque Numbers 1549 to 1554 totalling \$178,715.33, Municipal Fund Direct Debit Numbers 13981.1 to 14021.11 totalling \$38,712.40, Trust Fund 402458 to 402461 totalling \$2,043.90 and Trust Fund – Cheque Numbers 6194 to 6197 (DPI Licensing), totalling \$51,039.25 are presented for endorsement as per the submitted list.

#### Comment

Nil

#### Statutory Environment

Sections 5.42 and 5.44 of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996, Regulation No 12 and 13

#### Strategic Implications

Nil

#### Policy Implications

Council has provided delegation to the Chief Executive Officer to make payments from the Shire of Yilgarn Municipal, Trust or other Fund.

#### Financial Implications

Drawdown of Bank funds

**Officer Recommendation and Council Decision**

**169/2019**

***Moved Cr Close/Seconded Cr Nolan***

***Municipal Fund – Cheque Numbers 40827 to 40835 totalling \$40,840.24, Municipal Fund- EFT Numbers 9208 to 9294 totalling \$401,128.65, Municipal Fund – Cheque Numbers 1549 to 1554 totalling \$178,715.33, Municipal Fund Direct Debit Numbers 13981.1 to 14021.11 totalling \$38,712.40, Trust Fund 402458 to 402461 totalling \$2,043.90 and Trust Fund – Cheque Numbers 6194 to 6197 (DPI Licensing), totalling \$51,039.25 are presented for endorsement as per the submitted list.***

**CARRIED (7/0)**

## 9.2 Reporting Officer– Executive Manager Corporate Services

### 9.2.3 Proposed Amendment to 2019/20 Schedule of Fees & Charges

<b>File Reference</b>	<b>8.2.5.5</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Absolute Majority</b>
<b>Attachments</b>	<b>Proposed amendment to the 2019/2020 Schedule of Fees &amp; Charges.</b>

#### Purpose of Report

To consider an amendment to the 2019/2020 Schedule of Fees & Charges previously endorsed during the 2019/2020 Budget adoption process.

#### Background

The 2019/2020 Schedule of Fees and Charges were initially reviewed and endorsed by Council at the May 2019 ordinary meeting and were subsequently readopted during budget adoption process completed at the August 2019 meeting.

The author has since become aware that the Caravan Park operations includes the following fees, charges and concessions:

1. Retention of part or all monies previously received, on cancellation of a booking and an administrative fee for processing a refund on cancellation of a booking;
2. Fees for performing additional room servicing / cleaning and /or due to excessive mess and disorder of a room left on check out; and
3. A concession for stays of 7+ days in the Sandelwood Motor Lodge and Kurrajong rooms.

#### Comment

A copy of the relevant page of the fees & charges and proposed changes are included in the attachments. The items intended to be added are included in **Green**.

It is intended to advertised locally, as required by section 1.7 of the Local Government Act, the proposed new fees and charges for a period of seven (7) days commencing on Monday 21<sup>st</sup> October, with the fees and charges being effective from the 28<sup>th</sup> October.

## Statutory Environment

### Local Government Act 1995 –

#### **6.16. Imposition of fees and charges**

- (1) A local government may impose\* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

*\* Absolute majority required.*

- (2) A fee or charge may be imposed for the following —
  - (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
  - (b) supplying a service or carrying out work at the request of a person;
  - (c) subject to section 5.94, providing information from local government records;
  - (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
  - (e) supplying goods;
  - (f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
  - (a) imposed\* during a financial year; and
  - (b) amended\* from time to time during a financial year.

*\* Absolute majority required.*

#### **6.17. Setting level of fees and charges**

- (1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —
  - (a) the cost to the local government of providing the service or goods; and
  - (b) the importance of the service or goods to the community; and
  - (c) the price at which the service or goods could be provided by an alternative provider.
- (2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.
- (3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —
  - (a) under section 5.96; or
  - (b) under section 6.16(2)(d); or

- (c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.
- (4) Regulations may —
  - (a) prohibit the imposition of a fee or charge in prescribed circumstances; or
  - (b) limit the amount of a fee or charge in prescribed circumstances.

#### **6.19. Local government to give notice of fees and charges**

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

#### **1.7. Local public notice**

- (1) Where under this Act local public notice of a matter is required to be given, a notice of the matter is to be —
  - (a) published in a newspaper circulating generally throughout the district; and
  - (b) exhibited to the public on a notice board at the local government's offices; and
  - (c) exhibited to the public on a notice board at every local government library in the district.
- (2) Unless expressly stated otherwise it is sufficient if the notice is —
  - (a) published under subsection (1)(a) on at least one occasion; and
  - (b) exhibited under subsection (1)(b) and (c) for a reasonable time, being not less than —
    - (i) the time prescribed for the purposes of this paragraph; or
    - (ii) if no time is prescribed, 7 days.

#### **6.12. Power to defer, grant discounts, waive or write off debts**

- (1) Subject to subsection (2) and any other written law, a local government may —
  - (a) when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or
  - (b) waive or grant concessions in relation to any amount of money; or
  - (c) write off any amount of money,which is owed to the local government.

*\* Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

The recommendation that follows is consistent with the legislative requirements.

### Strategic Implications

There are no strategic implications as a result of this report.

### Policy Implications

There are no policy implications as a result of this report.

### Financial Implications

There is no additional financial implication as a result of this report, it recognizes the current state of affairs of the Southern Cross Caravan Park fees and Charges.

### Officer Recommendation and Council Decision

**170/2019**

***Moved Cr Della Bosca/Seconded Cr Guerini***

***That Council adopts the additional Fees and Charges relating to the operations of the Southern Cross Caravan Park, being:***

	FEE	GST	TOTAL
<b><u>Cancellations</u></b>			
Notice of:			
More than 48 Hours			Full Refund
More than 24 Hours			50% Refund
Less than 24 Hours			No Refund
Cancellation Fee	13.64	1.36	15.00

### **Discounts**

"Stay for 7 nights, Pay for 6 Nights"

(Applicable only to Sandalwood Motor Lodge and Kurrajong Rooms)

Value of 1 night's applicable rate

**Additional Fees**

Additional Servicing of Room/s (Per Room/Per Day) (While occupied, rooms are serviced on a weekly basis)	9.09	0.91	10.00
Additional Cleaning on Check Out (Due to excessive level of disarray such as spills, rubbish, pet hair or rearranged furniture)	68.18	6.82	75.00

***And approves the local advertising of the above fees and charges in the Kalgoorlie Miner publication with an effective imposition date of the 28<sup>th</sup> October 2019.***

**CARRIED BY ABSOLUTE MAJORITY (7/0)**

# SHIRE OF YILGARN

## 2019 - 2020 FEES AND CHARGES

Function	Description	Fee	GST	Total
<b><u>CARAVAN PARK &amp; TOURIST ACCOMMODATION</u></b>				
	Sandalwood Lodge - A Rooms (Per night)	109.09	10.91	120.00
	Sandalwood Lodge - Family Room (Per night)	154.55	15.45	170.00
	Sandlewood Lodge - B Rooms (Per night)	86.36	8.64	95.00
	Sandlewood Lodge - B Rooms Shared En-suite (Per night)	72.73	7.27	80.00
	Kurrajong Double or Single Room (Per Night)	77.27	7.73	85.00
	Kurrajong - Family Room (Per night)	122.73	12.27	135.00
	Powered Caravan Sites - First 2 Guests (Per night)	31.82	3.18	35.00
	Powered Caravan Sites - Additional Person (Per night)	4.55	0.45	5.00
	Powered Caravan Sites - First 2 Guests (Per week)	152.73	15.27	168.00
	Powered Caravan Sites - Additional Person (Per week)	27.27	2.73	30.00
	Unpowered Caravan Sites - First 2 Guests (Per night)	14.55	1.45	16.00
	Unpowered Caravan Sites - Additional Person (Per night)	4.55	0.45	5.00
	Unpowered Caravan Sites - First 2 Guests (Per week)	87.27	8.73	96.00
	Unpowered Caravan Sites - Additional Person (Per week)	27.27	2.73	30.00
	RV Potable Water (Per 20 Litres)	0.27	0.03	0.30
	Coin Operated Laundry Facilities - Washing Machine (Per cycle)	3.64	0.36	4.00
	Coin Operated Laundry Facilities - Dryer (Per cycle)	3.64	0.36	4.00
	Showers - Itinerant Use (Per person per use)	4.55	0.45	5.00
	Various Promotional & Non Promotional Merchandise			As Marked
	Lost Key Fee	45.45	4.55	50.00

\* Powered & Unpowered Sites - Children under 5 years old free

### Cancellations

Notice of:

More than 48 Hours

More than 24 Hours

Less than 24 Hours

Full Refund

50% Refund

No Refund

Cancellation Fee	13.64	1.36	15.00
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### Discounts

"Stay for 7 nights, Pay for 6 Nights"

(Applicable only to Sandalwood Motor Lodge and Kurrajong Rooms)

Value of 1 night applicable rate

### Additional Fees

Additional Servicing of Room/s (Per Room / Per Day) (While occupied, rooms are serviced on a weekly basis)	9.09	0.91	10.00
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Additional Cleaning on Check Out (Due to excessive level of disarray such as spills, rubbish, pet hair or rearranged furniture)	68.18	6.82	75.00
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## 9.2 Reporting Officer– Executive Manager Corporate Services

### 9.2.4 Write Off of Debt – China Southern WA Flying College Pty Ltd

<b>File Reference</b>	<b>8.2.1.5</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Nil</b>

#### Purpose of Report

This report seeks Councils approval for the write off of an outstanding but economically uncollectable debt.

#### Background

At the May 2019 meeting of Council, it was recommended to have the following debt written off:

Debtor Code	Debtor Name	Invoice Description	Invoice Value
FLYCOLL	China Southern WA Flying College	Annual Airport Landing Fees – 2017/2018	\$3,000 inc GST

At this time, Council's decision was for staff to continue with the collections process as it was understood that the debtor, China Southern WA Flying College (China Southern), was recommencing operations.

#### Council Decision

**71/2019**

***Moved Cr Nolan/Seconded Cr Della Bosca***

- 1. That council write off the dept for WBHO Infrastructure Pty Ltd***
- 2. Issue China Southern Flying Collage with a final warning letter advising that Council intends to pursue the outstanding debt.***

**CARRIED (7/0)**

#### REASON FOR ALTERATION TO RECOMMENDATION

Council considered that the China Southern outstanding debt should be pursued as it was understood that China Southern is resuming operations from the Merredin Airstrip and the likelihood was that they would be utilising the Southern Cross Airstrip as part of their pilot training program.

A final letter of demand was issued on the 26<sup>th</sup> June 2019 with a representative of China Southern contacting Councils Administration on the 2<sup>nd</sup> July 2019 disputing the debt and

requesting documentation relating to the debt. Councils Finance Officer responded on the 7<sup>th</sup> July 2019 and reaffirmed the requirement for payment or collection action would be commenced.

Payment of the debt was not forthcoming from China Southern and the debt was subsequently forwarded to Councils debt collection contractors for further action. On the 15<sup>th</sup> August 2019, notice was received from Councils collection contractors that the debtor, short of receiving an endorsed agreement covering the debt in question would, in their opinion, contest the debt in court and gave an estimate of the costs involved if Council was to proceed with this option.

The information as to costs received from the collection contractors was, as a minimum (if the case was to be resolved through mediation) \$1,600 - \$2,600. If the case was to proceed to a trial then in excess of \$10,000 additional legal expenses could be incurred.

This outstanding debt was subsequently raised at the August 2019 Council discussion session for an indication as to whether collection action should be continued with the additional costs being incurred. Council indicated that they didn't consider the collection of this debt economically viable and the debt should be represented for approval to it write off.

#### Comment

To avoid similar circumstances in the future, the annual landing fees have been removed from the Schedule of Fees & Charges. Any future requests of this nature should be handled by a written agreement signed by both parties.

#### Statutory Environment

##### Local Government Act 1995

#### **6.12. Power to defer, grant discounts, waive or write off debts**

- (1) Subject to subsection (2) and any other written law, a local government may —
  - (a) when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or
  - (b) waive or grant concessions in relation to any amount of money; or
  - (c) write off any amount of money,which is owed to the local government.

*\* Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.

- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

The recommendation that follows is consistent with the legislative requirements.

### Strategic Implications

There are no strategic implications as a result of this report.

### Policy Implications

#### Council Policy

3.9 - Rates and Charges Recovery Policy (Including Sewerage Charges Financial Hardship Policy)

### Financial Implications

Write off of \$3,000 in uncollectable debtors' revenue.

The 2019/2020 budget has an inclusion of \$40,000 in Account E03118 – Debtors Written Off. As of October 2019, \$1,715.94 has been utilized.

### Officer Recommendation and Council Decision

**171/2019**

**Moved Cr Shaw Seconded Cr Close**

***That Council, pursuant to Section 6.12 (1) (c) of the Local Government Act 1995, approve the write off of the following debt:***

Debtor Code	Debtor Name	Invoice Description	Invoice No	Invoice Date	Invoice Value
FLYCOLL	China Southern WA Flying College	Annual Airport Landing Fees – 2017/2018	10907	17/10/17	\$3,000 inc GST

**CARRIED (7/0)**

### 9.3 Reporting Officer– Executive Manager for Infrastructure

#### 9.3.1 2019/2020 Plant Replacement Program – WALGA Preferred Supplier (reference number VP160015) 2/2019-2020 Eight Wheel Tip Truck

<b>File Reference</b>	<b>6.4.1.5, 6.6.5.11 &amp; 6.6.8.8</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Nil</b>

#### Purpose of Report

To consider the disposal of Council's existing 2012 Fuso 8x4 Tip Truck and to a purchase new replacement 8x4 Tip Truck

#### Background

In accordance with Councils 2019/2020 Financial Year Plant Replacement Program quotations were invited through WALGA'S Preferred Supply Contract to supply and deliver one only Eight Wheel Tip Truck and to dispose of Council's current 2012 Fuso 8x4 Tip Truck either through trade or outright purchase.

Invitations to trade councils existing 2012 Fuso Truck and to supply a replacement truck were forward to Fuso Truck and Bus (Daimler Trucks), Mack Trucks (Truck Centre), PACCAR Kenworth and CJD Trucks

The 2012 Fuso 8x4 Tip Truck was also advertised in the Western Australian on 4<sup>th</sup> September for outright purchase with closing date being 30<sup>th</sup> September 2019. This vehicle was also advertised in the local Crosswords September 2019

The Fuso 8x4 tip truck was purchased in 2012. At the time of this report this vehicle had a speedometer reading of 169,500km. This vehicle is currently utilized by council staff for gravel carting, water truck for water binding works and aggregate spreading on bitumen sealing programs. The proposed replacement vehicle will be carrying out similar functions.

#### Comment

The following quotations were received from PACCAR Kenworth DAF (CJD), Kenworth (CJD), Truck Centre (Mack), for a replacement truck and to trade the existing 2012 Fuso 8x4 Tip Truck (GST exclusive).

Companies submitting quotations to supply the new truck were requested to include as an optional extra, cost for a cab operated automated tailgate spreader box.

#### Truck Centre

Mack Granite 435 MP8	\$279,904.00
Less Trade	<u>\$ 70,000.00</u>
Net changeover	<u><b>\$209,904.00</b></u>

Engine – Mack MP8, 13 litre 6 cylinder, turbo-charged, diesel engine

Net power output	325kw
GCM	70,000 kg
Transmission	Eaton 18 speed manual Road Ranger
Body	14m <sup>3</sup> Capacity 4mm hardox sides – 4mm hardox floor Inter-pump front mounted hoist with 24 month warranty
Warranty	Full bumper to bumper 12 months warranty, 48 months – 800,000 kilometer driveline warranty
Spreader box optional	\$32,996
As an alternative option this vehicle also comes with a 12 speed automated manual (mDrive)	
Vehicle licensing has been included in the above cost as requested	

### **PACCAR Kenworth CJD Trucks**

	DAF FAD CF85 460 (2018 model)	\$265,020.00
	Less Trade	\$ 80,000.00
	Net changeover	<b><u>\$185,020.00</u></b>
Engine – Paccar MX 340 6 cylinder turbo-charged, diesel engine		
Net power output	460kw	
GCM	70,000 kg	
Transmission	16 speed Astronic auto shift	
Body	14m <sup>3</sup> Capacity 4mm hardox sides – 4mm hardox floor HOTSHIFT 40 tonne front mounted hoist	
Warranty	36 month 750,000 kilometres	
Spreader box optional	\$36,000	

Please note licensing fee has not been included in the above cost as requested, this will have to be added which will have an increase effect off approximately \$350 on net change over figure

**This truck is a 2018 model, specifications asked for a 2019 model therefore this vehicle should not be considered**

### **Kenworth - CJD Trucks**

	Kenworth T410	\$298,884.29
	Less Trade	\$ 80,000.00
	Net changeover	<b><u>\$218,884.29</u></b>
Engine – Paccar MX 460, turbo-charged, diesel engine		
Net power output	340kw	

GCM	50,000 kg
Transmission	Eaton 18 speed manual Road Ranger
Body	14m <sup>3</sup> Capacity 4mm hardox sides – 4mm hardox floor HOTSHIFT 40 tonne front mounted hoist
Warranty	3 years 750,000 kilometres (an extended engine warranty is available for 5 years/1,000,000kms at a cost of \$5,000)
Spreader box optional	\$34,500

Please note licensing fee has not been included in the above cost as requested, this will have to be added which will have an increase effect off approximately \$350 on net change over figure

The following tender has been received for the outright purchase for Council's 2012 Fuso 8x4 Tip Truck (GST inclusive)

#### **Manheim Auctions**

\$47,500

The DAF FAD CF85 is 2018 models, specifications have asked for a 2019 model truck, therefore this vehicle should not be considered.

In the specifications for the replacement truck it was requested for a manual transmission be supplied. The waiting period for a truck with a manual transmission is five to six months. Waiting period for automated manual transmission is two to three months.

It was also requested in the specification as an optional extra to supply a cost for a cab operated automated tailgate spreader box. If Council was to include the automated tailgate spreader box it would put the cost of the replacement truck well over budget therefore automated tailgate spreader box has not been included.

Council are currently running a MACK Granite MP8, this vehicle was purchased in 2017/2018 Financial Year. This truck has been very good with no downtime through breakdowns.

The following recommendation is based on the present performances of council's current MACK Granite purchased in 2017/2018 and the warranty offered for the MACK Granite MP8 (full bumper to bumper 12 months' warranty, 48 months – 800,000 kilometer driveline warranty)

#### **Statutory Environment**

In accordance to WALGA's Preferred Contract Supplies and Councils "Finance Policy 3.5 Purchasing and Tendering and local Government Act 1995 Section 3.58 Disposing of Property (3)

### Strategic Implications

Councils Ten Year, Plant Replacement Program

### Policy Implications

"Finance Policy 3.5 Purchasing and Tendering

### Financial Implications

A monetary allocation of \$279,000 (GST exclusive) has been allowed for the purchase of a new Truck with cab operated automated tailgate spreader box and an income amount of \$60,000(GST exclusive), for the sale of councils existing 2012 Fuso 8x4 tip truck.

### Officer Recommendation and Council Decision

**172/2019**

***Moved Cr Guerini/Seconded Cr Close***

***That Council accepts the quotation submitted by Truck Centre for the Mack Granite 435 MP8 8x4 Tip Truck for the quoted cost of \$279,904.00 and trade its current 2012 Fuso 8x4 Tip Truck for the quoted trade price of \$70,000.00 (GST exclusive), resulting in a change over cost of \$209,904.00 (GST exclusive)***

**CARRIED (7/0)**

### 9.3 Officers Report – Executive Manager for Infrastructure

#### 9.3.2 2019/2020 Plant Replacement Program – WALGA Preferred Supplier (reference number VP160019) 3/2019-2020 Smooth Drum Roller

<b>File Reference:</b>	<b>6.4.1.5, 6.6.5.11 &amp; 6.6.8.8</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Voting Requirements:</b>	<b>Simple Majority</b>
<b>Attachments:</b>	<b>Nil</b>

#### Purpose of Report

To consider the sale of Councils existing 2012 Caterpillar CS56 Smooth Drum Roller and to purchase new replacement Smooth Drum Roller

#### Background

In accordance with Councils 2019/2020 Plant Replacement Program quotations were invited through WALGA'S Preferred Supply Contract to supply and deliver one only Smooth Drum Roller and to dispose of Councils current 2012 Caterpillar CS56 Smooth Drum Roller either through trade or outright purchase (alternative tender).

Invitations to trade councils existing 2012 Caterpillar CS56 Smooth Drum Roller and to supply a replacement grader were forward to BT Equipment Tutt Bryant Equipment, Conplant, JCB Construction Equipment, Westrac Equipment

The 2012 Caterpillar CS56 Smooth Drum Roller was also advertised in the Western Australian on Wednesday 4<sup>th</sup> September for outright purchase (alternative tender) with closing date being 30<sup>th</sup> September 2019

At the time of this report the 2012 Caterpillar CS56 Smooth Drum Roller had an hour metre reading of 5,500 hours. This vehicle is currently being utilised by council staff for road construction and bitumen sealing works carried out during the course of the year. The proposed replacement vehicle will be carrying out similar functions.

#### Comment

The following tender has been received for the outright purchase of 2012 Caterpillar CS56 Smooth Drum Roller (*GST inclusive*)

ALLUSED Pty Ltd	\$41,800
Cowara Contractors Pty Ltd	\$38,500
Manheim Auctions	\$36,500



Quotations were received from Westrac, TUTT Bryant Equipment, Conplant and JCB Equipment for a replacement roller and to trade Councils existing Caterpillar CS56 Smooth Drum Roller, (GST inclusive)

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### **Westrac**

CS64B STD Drum Roller ( <i>GST inclusive</i> )	\$173,250.00
<i>less trade-in -</i>	\$ 58,850.00
<i>Net changeover</i>	<b>\$114,400.00</b>

#### Specification

Engine – Caterpillar four-cylinder Cat C4.4, turbocharged diesel engine

Net power output (variable) 96.5kw

Operating Weight 12,350kg

#### Warranty

Westrac offers a 12 months' full machine warranty and extended powertrain warranty of 84 months/4000hrs powertrain whichever occurs first.

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### **TUTT BRYANT**

BOMAG BW213D-5 Drum Roller ( <i>GST inclusive</i> )	\$184,800.00
<i>less trade-in -</i>	\$ 49,500.00
<i>Net changeover</i>	<b>\$ 135,300.00</b>

#### Specification

Engine - Deutz four cylinder, turbo charged, diesel engine

Net power output (variable) 90kw

Operating Weight 12,510kg

#### Warranty

TUTT Bryant offers a full machine warranty for the period of 36 months/3000 whole machine and 60 months/6000 hours powertrain warranty

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### **Conplant**

Ammann ASC130DT3 Drum Roller ( <i>GST Inclusive</i> )	\$156,200.00
<i>less trade-in -</i>	\$ 39,600.00
<i>Net changeover</i>	<b>\$116,600.00</b>

#### Specification

Engine – Cummins QSB4.5-C160 T3 four cylinder, turbo charged, diesel engine

Net power output (variable)	119kw
Operating Weight	12,510kg

Conplant also offer the following rollers (*GST inclusive*)

Wacker Neuson RC130 T4	\$187,000.00
<i>less trade-in -</i>	\$ 39,600.00
<i>Net changeover</i>	<b>\$151,600.00</b>
Wacker Neuson VO RC130 T4	\$214,500.00
<i>less trade-in -</i>	\$ 39,600.00
<i>Net changeover</i>	<b>\$174,900.00</b>
Wacker Neuson RC140 T3	\$180,400.00
<i>less trade-in -</i>	\$ 39,600.00
<i>Net changeover</i>	<b>\$140,800.00</b>
Wacker Neuson VO RC140 T4	\$194,700.00
<i>less trade-in -</i>	\$ 39,600.00
<i>Net changeover</i>	<b>\$155,100.00</b>

Warranty Conplant offers for all rollers tendered is full machine warranty for the period of 24 months/2000 standard full machine. If extended warranty is required then an additional cost applies 36 months/3000hrs \$4,000, 48 months/4000hrs \$6,000, 60 months/5000hrs \$8,000

### **JCB Construction Equipment**

Dynapac CA3500D Drum Roller	\$192,830.00
<i>less trade-in -</i>	\$ 57,200.00
<i>Net changeover</i>	<b>\$135,630.00</b>

Specification

Engine – Cummins QSB4.5 four-cylinder, turbocharged diesel engine

Net power output (variable)	97.5kw
Operating Weight	12,100kg

Warranty

JCB offers extended warranty Dynaplug 36 for the period of 48 months/4000hrs powertrain whichever occurs first.

All tenders submitted for the changeover of councils current 2012 Caterpillar CS56 smooth drum roller are within the monetary amount allocated in the 2019/2020 Financial Year Budget.

The tender submitted by Westrac for the changeover of Councils current 2012 Caterpillar CS56 smooth drum roller and to replace it with a CS64B STD drum roller is \$2,200 less than their nearest rival Conplant for the Ammann ASC130DT3 drum roller

The warranty offered by Westrac of 12 months' full machine warranty and extended powertrain warranty of 84 months/4000hrs powertrain whichever occurs first is reasonable and included in the changeover cost (\$114,400).

### Statutory Environment

In accordance to WALGA's Preferred Contract Supplies and Councils "Finance Policy 3.5 Purchasing and Tendering and local Government Act 1995 Section 3.58 Disposing of Property (3)

### Strategic Implications

Councils Ten Year, Plant Replacement Program

### Policy Implications

"Finance Policy 3.5 Purchasing and Tendering

### Financial Implications

A monetary allocation of \$236,500 has been allowed for the purchase of a new Smooth Drum Roller and an income amount of \$45,000 for the sale of councils existing

### Officer Recommendation and Council Resolution

**173/2019**

***Moved Cr Pasini/Seconded Cr Della Bosca***

***That Council accepts the quotation submitted by Westrac to purchase the CS64B STD Drum Roller for the quoted purchase cost of \$173,250.00 (GST inclusive) and trade Council's existing 2012 Caterpillar CS56 Drum Roller for the quoted trade price of \$58,850 (GST inclusive), resulting in a change-over cost of \$114,400.00 (GST inclusive).***

**CARRIED (7/0)**

### 9.3 Reporting Officer– Executive Manager for Infrastructure

#### 9.3.3 2019/2020 Plant Replacement Program – Tender N° 6/2019-2020 4x4 Tray Back Utility

<b>File Reference</b>	<b>6.4.1.5 &amp; 6.6.5.11</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Nil</b>

#### Purpose of Report

To consider the disposal of Council's existing 4x4 2016 Toyota Landcruiser Tray-back Utility (Plant # 2009) and to a purchase new replacement 4x4 Tray-back Utility

#### Background

In accordance with Council's 2019/2020 Plant Replacement Program, tenders were invited to supply and deliver one only 4x4 Tray-back Utility and to trade or the outright purchase (Alternative Tender) of Councils current 4x4 Toyota Landcruiser Tray-back Utility.

The 4x4 Toyota Landcruiser Tray-back Utility offered for trade or outright purchase is currently being utilised for the transport of Council's maintenance/construction personnel along with fuel supplies and equipment to and from worksites.

This vehicle was purchased in 2016 and has speedometer reading of 65,500 as of October 2019. A monetary amount of \$62,600 has been allowed for in 2019/2020 financial Year Budget to purchase a replacement vehicle.

#### Comment

In accordance to Council's Finance Policy 3.5 Purchasing and Tendering and the Local Government Act 1995 Section 3.57 Tenders for Providing Goods and Services (1) and 3.58 Disposing of Property (3), Tender N° 6/2019-2020 was advertised for a period of not less than fourteen days in the Kalgoorlie Miner and local Crosswords with the closing date being 27<sup>th</sup> September 2019.

The following responses were received for the Outright Purchase of Council's current 2016 Landcruiser Tray-back Utility (Plant N° 2009) *GST inclusive*:

<b>Palmerston Smash Repairs (Darwin)</b>	<b>\$31,000</b>
<b>Golden City Motors</b>	<b>\$55,000</b>

The following response was received for the trade-in of Council's current 2016 4x4 Toyota Landcruiser Utility and to supply a new replacement vehicle *GST Inclusive*:

### **Merredin Toyota**

4x4 Toyota Landcruiser LC70 Single Cab GX	\$66,679.87
Less trade-in 2016 4x4 Toyota Landcruiser Utility	\$54,000.00
Net change-over	<b>\$12,679.87</b>

### **Statutory Environment**

In accordance to the Local Government Act 1995 Section 3.57 Tenders for Providing Goods and Services (1) and Section 3.58 Disposing of Property (3)

### **Strategic Implications**

Council's Ten Year, Plant Replacement Program

### **Policy Implications**

"Finance Policy 3.5 Purchasing and Tendering"  
and  
"Regional Price Preference Policy 3.5(A)"

### **OBJECTIVES**

- To support local and regional businesses as much as possible
- To achieve value for money when purchasing goods and services

### **POLICY**

The following price preference will be applied to regional tenders and is the percentage by which the regional price bid will be reduced for purpose of assessing the tender.

**Goods and Services** - up to a maximum price reduction of \$50,000 unless a lesser amount is stipulated in the tender document

#### Stipulated Area

10% to all suppliers located within the Shire of Yilgarn

5% to all suppliers located within the Wheatbelt region

2.5% to all suppliers located within the Goldfield region

### **Financial Implications**

A monetary allocation of \$62,600 (GST exclusive) has been allowed for the purchase of a new 4x4 Tray Back Utility in Council's 2019-2020 Financial Year Budget

**Officer Recommendation and Council Decision**

**174/2019**

***Moved Cr Close/Seconded Cr Pasini***

***That Council accepts the quote submitted by Merredin Toyota to purchase the 4x4 Toyota Landcruiser LC70 Single Cab GX Tray-back Utility for the quoted purchase cost of \$66,679.87(GST inclusive) and trade Council's existing 2016 4x4 Toyota Landcruiser Utility for the quoted trade price of \$54,000 (GST inclusive), resulting in a change-over cost of \$12,679.87 (GST inclusive).***

**CARRIED (7/0)**

### 9.3 Reporting Officer– Executive Manager for Infrastructure

#### 9.3.4 2019/2020 Plant Replacement Program – Tender N° 7/2019-2020 Dual Cab Utility

<b>File Reference</b>	<b>6.4.1.5 &amp; 6.6.5.11</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Nil</b>

#### Purpose of Report

To consider the disposal of Council's existing 2017 4x4 Toyota SR5 Dual Cab Utility (Plant # 2017) and to a purchase new replacement 4x4 Dual Cab Utility

#### Background

In accordance with Council's 2019/2020 Plant Replacement Program, tenders were invited to supply and deliver one only Dual Cab 4x4 Utility and to trade or the outright purchase (Alternative Tender) of Council's current 2017 4x4 Toyota SR5 Dual Cab Utility.

The 2017 4x4 Toyota SR5 Dual Cab Utility offered for trade or outright purchase is currently being utilised by Council's Executive Manager Infrastructure.

This vehicle was purchased in 2017 and has speedometer reading of 48,500 as of October 2019. A monetary amount of \$58,900 has been allowed for in 2019/2020 financial Year Budget to purchase a replacement vehicle.

#### Comment

In accordance to Council's Finance Policy 3.5 Purchasing and Tendering and the Local Government Act 1995 Section 3.57 Tenders for Providing Goods and Services (1) and 3.58 Disposing of Property (3), Tender N° 7/2019-2020 was advertised for a period of not less than fourteen days in the Kalgoorlie Miner and local Crosswords with the closing date being 27<sup>th</sup> September 2019.

The following responses were received for the trade-in of Council's current 2017 4x4 Toyota SR5 Dual Cab Utility and to supply a new 4x4 Dual Cab Utility *GST Inclusive*:

#### Merredin Toyota

Toyota Hilux SR5 Dual Cab	\$56,666.00
Less trade-in 2017 Toyota SR5 Dual Cab	\$40,000.00
Net change-over	<b>\$16,666.00</b>

### **Golden City Motors**

Holden Colorado LTZ 4x4 Dual Cab	\$46,290.50
Less trade-in 2017 Toyota SR5 Dual Cab	\$40,290.50
Net change-over	<b>\$ 6,000.00</b>

As it can be seen from the above tenders submitted Golden City Motors for the Holden Colorado LTZ Dual Cab is \$10,376 cheaper than that of the Toyota Hilux SR5 Dual Cab offered by Merredin Toyota. There is some concern that if Council was to accept the tender from Golden City Motors for the Colorado LTZ it would be "trading down" to a vehicle that will not hold its resale value as well as the Toyota SR5 Dual Cab offered by Merredin Toyota. The trade value offered by both Golden City Motors (\$40,290) and Merredin Toyota (\$40,000) for Council's current 2017 Toyota SR5 is very similar

### **Statutory Environment**

In accordance to the Local Government Act 1995 Section 3.57 Tenders for Providing Goods and Services (1) and Section 3.58 Disposing of Property (3)

### **Strategic Implications**

Councils Ten Year, Plant Replacement Program

### **Policy Implications**

"Finance Policy 3.5 Purchasing and Tendering"  
and  
"Motor Vehicle Use Policy 7.12 – (Replacement and Vehicle Type)"

### **Financial Implications**

A monetary allocation of \$58,900 has been allowed for the purchase of a new Dual Cab 4x4 Utility and a trade income of \$32,500 in Councils 2019-2020 Financial Year Budget

### **Officer Recommendation and Council Decision**

**175/2019**

***Moved Cr Guerini/Seconded Cr Close***

***That Council accepts the tender submitted by Merredin Toyota to purchase the Toyota Hilux SR5 Dual Cab for the quoted purchase cost of \$56,666 (GST inclusive) and trade Council's existing 2017 4x4 Toyota SR5 Dual Cab for the quoted trade price of \$40,000 (GST inclusive), resulting in a change-over cost of \$16,666.00 (GST inclusive)***

**CARRIED (6/1)**

Cr Guerini voted against this decision



### 9.3 Reporting Officer– Executive Manager for Infrastructure

#### 9.3.5 2019/2020 Plant Replacement Program – Tender N° 8/2019-2020 Kluger AWD Sedan

<b>File Reference</b>	<b>6.4.1.5 &amp; 6.6.5.11</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Nil</b>

#### Purpose of Report

To consider the disposal of Councils existing 2016 Toyota AWD Kluger Sedan and to a purchase new replacement executive type vehicle

#### Background

In accordance with Councils 2019/2020 Plant Replacement Program, tenders were invited to supply and deliver one only Executive Type Sedan and to trade or the outright purchase (Alternative Tender) of Councils current 2016 AWD Toyota Kluger Sedan.

The 2016 AWD Toyota Kluger offered for trade or outright purchase is currently being utilised by Council's Executive Manager Corporate Services.

This vehicle was purchased in 2016 and has speedometer reading of 74,500 as of October 2019. A monetary amount of \$52,000 has been allowed for in 2019/2020 financial Year Budget to purchase a replacement vehicle.

#### Comment

In accordance to Councils Finance Policy 3.5 Purchasing and Tendering and the Local Government Act 1995 Section 3.57 Tenders for Providing Goods and Services (1) and 3.58 Disposing of Property (3), Tender N° 8/2019-2020 was advertised for a period of not less than fourteen days in the Kalgoorlie Miner and local Crosswords with the closing date being 30<sup>th</sup> September 2019.

The following response was received for the trade-in of Councils current 2016 AWD Toyota Kluger Sedan and to supply a new replacement vehicle *GST Inclusive*:

#### Merredin Toyota

Toyota Prado GXL	\$59,990.00
Less trade-in 2016 Toyota Kluger	\$32,000.00
Net change-over	<b>\$27,990.00</b>

### **Merredin Toyota**

Toyota Kluger GXL AWD	\$54,700.00
Less trade-in 2016 Toyota Kluger	\$32,000.00
Net change-over	<b>\$22,700.00</b>

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### **Golden City Motors**

Holden Acadia LT AWD Station Sedan	\$39,586.19
Less trade-in 2016 Toyota Kluger	\$33,586.19
Net change-over	<b>\$ 6,000.00</b>

### **Golden City Motors**

Holden Acadia LTZ AWD Station Sedan	\$44,543.19
Less trade-in 2016 Toyota Kluger	\$33,586.19
Net change-over	<b>\$11,000.00</b>

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As it can be seen from the above tenders submitted for both Holden Acadia LT AWD Station Sedan and the Holden Acadia LTZ AWD Station Sedan by Golden City Motors is cheaper than that submitted by Merredin Toyota for the Prado GXL and the Kluger GXL AWD.

There is some concern that if Council was to accept the tender from Golden City Motors for either the Holden Acadia LT AWD Station Sedan or the Holden Acadia LTZ AWD Station Sedan it would be "trading down" to a vehicle that will not hold its resale value as well as the Toyota vehicles offered by Merredin Toyota. The trade value offered by both Golden City Motors (\$33,586) and Merredin Toyota (\$32,000) for councils current 2016 Toyota Kluger is very similar

The Executive Manager Corporative Services has indicated that he would preferred a like for like vehicle

### **Statutory Environment**

In accordance to the Local Government Act 1995 Section 3.57 Tenders for Providing Goods and Services (1) and Section 3.58 Disposing of Property (3)

### Strategic Implications

Councils Ten Year, Plant Replacement Program

### Policy Implications

"Finance Policy 3.5 Purchasing and Tendering"  
and  
"Motor Vehicle Use Policy 7.12 – (Replacement and Vehicle Type)"

### Financial Implications

A monetary allocation of \$52,000 has been allowed for the purchase of a new vehicle in Councils 2019-2020 Financial Year Budget

### Officer Recommendation and Council Resolution

***Moved Cr Close/Seconded Cr Della Bosca***

***That Council accepts the tender submitted by Merredin Toyota to purchase the Toyota Kluger GXL AWD Sedan for the quoted purchase cost of \$54,700.00 (GST inclusive) and trade Council's existing 2016 Toyota Kluger GXL AWD for the quoted trade price of \$32,000.00 (GST inclusive), resulting in a change-over cost of \$22,700.00 (GST inclusive)***

**CARRIED (7/0)**

### 9.3 Reporting Officer– Executive Manager for Infrastructure

#### 9.3.6 Tender N° 5/2019-2020 Disposal of 2016 Toyota Camry Altise Sedan

<b>File Reference</b>	<b>6.4.1.5 &amp; 6.6.1.11</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Nil</b>

#### Purpose of Report

To consider the disposal of Council's existing 2016 Toyota Camry Altise Sedan

#### Background

In accordance with Council's 2019/2020 Plant Replacement Program, tenders were invited to the outright purchase of Councils current 2016 Toyota Camry Altise Sedan.

The 2016 Toyota Camry Altise offered for outright purchase was in the past being utilised as the community vehicle. Due to staff restructure this vehicle has become surplus to requirements.

This vehicle was purchased in 2016 and has speedometer reading of 71,500 as of October 2019. A monetary income amount of \$16,300 has been allowed for in 2019/2020 Financial Year Budget for the sale of this vehicle.

#### Comment

In accordance to Councils Finance Policy 3.5 Purchasing and Tendering and the Local Government Act 1995 Section 3.57 Tenders for Providing Goods and Services (1) and 3.58 Disposing of Property (3), Tender N° 5/2019-2020 was advertised for a period of not less than fourteen days in the Kalgoorlie Miner and local Crosswords with the closing date being 27<sup>th</sup> September 2019.

The following responses were received for the Outright Purchase of Council's current 2016 Toyota Camry Altise Sedan

<b>Merredin Toyota</b>	<b>\$12,000.00</b>
<b>Golden City Motors</b>	<b>\$13,250.00</b>

#### Statutory Environment

In accordance to the Local Government Act 1995 Section 3.57 Tenders for Providing Goods and Services (1) and Section 3.58 Disposing of Property (3)

### Strategic Implications

Council's Ten Year, Plant Replacement Program

### Policy Implications

"Finance Policy 3.5 Purchasing and Tendering"

### Financial Implications

A monetary income amount of \$16,300 has been allowed in Council's 2019-2020 Financial Year Budget

### Officers Recommendation and Council Resolution

**177/2019**

***Moved Cr Pasini/Seconded Cr Close***

***That Council's accepts the tender submitted from Golden City Motors of \$13,250.00 (GST inclusive) for the outright purchase of councils current 2016 Toyota Camry Altise Sedan***

**CARRIED (7/0)**

## 9.4 Reporting Officer– Executive Manager Regulatory Services

### 9.4.1 Bush Fire Advisory Committee

<b>File Reference</b>	<b>5.1.1.2</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Draft - Bush Fire Advisory Committee Meeting - Minutes - October 2019</b>

#### Purpose of Report

To endorse appointments made by the Bush Fire Advisory Committee at their meeting held on the 1<sup>st</sup> October 2019.

#### Background

At the Bush Fire Advisory Committee (BFAC) meeting held on the 1<sup>st</sup> October 2019, the Chief and Deputy Chief Fire Control Officer positions were declared vacant, with returning officer Jeremy Willis, DFES Acting Area Officer Central Wheatbelt declaring all seats vacant. The following nominations and appointments were made:

#### Chief Bushfire Control Officer

##### Nominations:

Ron Burro (Moved T. Major, Seconded P Goodhill)  
R Burro accepted nomination.

**No other nominations.**

#### Appointed Chief Bush Fire Control Officer: Ron Burro

#### Deputy Chief Bush Fire Control Officer North

##### Nominations:

John Roberts (Moved R. Burro (Ron), Seconded R. Pownall)  
J Roberts accepted nomination (pre-advised)

**No other nominations.**

#### Appointed Deputy Chief Bush Fire Control Officer North: John Roberts

#### Deputy Chief Bush Fire Control Officer South

##### Nominations:

Alan Nicholson (Moved P. Goodhill, Seconded W. Della Bosca)  
A. Nicholson accepted nomination (Pre-advised)

**No Other Nominations**

**Appointed Deputy Chief Bush Fire Control Officer South: Alan Nicholson**

Ryan Burro, by declaration by the Chief Bush Fire Control Officer, is to be appointed as a Fire Control Officer.

**Comment**

The draft minutes from the BFAC meeting are attached for Councillors perusal.

It is recommended that the appointments made by the BAFC are endorsed by Council to ensure the ongoing protection from bush fires within the Shire of Yilgarn.

**Statutory Environment**

*Bush Fires Act 1954*

*Part IV Control and extinguishment of bush fires*

*Division 1 Local governments*

*38. Local government may appoint bush fire control officer*

*(1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.*

**Strategic Implications**

**Goal**

An inclusive, secure and welcoming community that encourages families, youth and the aged to remain and contribute to our Shire in the long term

**Outcome**

Maintain a liveable, safe and secure community

**Strategy**

Continue to support our volunteer fire fighters

**Policy Implications**

Nil

**Financial Implications**

Nil

**Officer Recommendation and Council Resolution**

**178/2019**

***Moved Cr Guerini/Seconded Cr Della Bosca***

***That Council appointment the following persons under Section 38(1) of the Bush Fires Act 1954:***

***Chief Bush Fire Control Officer:***

***Deputy Chief Bush Fire Control Officer North:***

***Deputy Chief Bush Fire Control Officer South:***

***Fire Control Officer:***

***Ron Burro***

***John Roberts***

***Alan Nicholson***

***Ryan Burro***

**CARRIED (7/0)**



## 9.4 Reporting Officer– Executive Manager Regulatory Services

### 9.4.2 LAG Vehicle Purchase

<b>File Reference</b>	<b>7.2.3.5</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Draft Skeleton Weed AGM Minutes Oct 2019</b>

#### Purpose of Report

To consider the purchase of a new 4x4 tray-back utility on behalf of the Yilgarn Local Action Group.

#### Background

At the November 2018 Council meeting, as a result of a request from the committee, Councillors agreed to purchase a vehicle for use by the Skeleton Weed Local Action Group (LAG). The resolution is as follows:

**161/2018**

**Moved Cr Della Bosca/Seconded Cr Guerini**

**THAT COUNCIL:**

*Endorse the purchase of a vehicle during the 2019/2020 financial year, for use by the Yilgarn Local Action Group, with all costs incurred by the Shire of Yilgarn to be reimbursed via the Yilgarn Local Action Group's 2019/2020 grant funding.*

**CONDITIONS:**

- 1. The purchase of a vehicle will be on the proviso the Yilgarn Local Action Group receive sufficient funding for 2019/2020 to cover all Shire of Yilgarn expenses;*
- 2. All operating costs are to be funded by the Yilgarn Local Action Groups ongoing funding; &*
- 3. The vehicle remains a Shire of Yilgarn asset, and subsequently, Shire purchasing policies and plant replacement practices are applicable.*

**CARRIED (5/0)**

Sufficient funding was secured by the LAG in the 2019/2020 grant, and as such, tenders were called, for the supply of a 4x4 tray back utility.

#### Comment

In accordance to Council's Finance Policy 3.5 Purchasing and Tendering and the Local Government Act 1995 Section 3.57 Tenders for Providing Goods and Services (1) and 3.58 Disposing of Property (3), Tender N° 6/2019-2020 was advertised for a period of not less than fourteen days in the Kalgoorlie Miner and local Crosswords with the closing date been 27<sup>th</sup> September 2019.

The following responses were received for the supply of vehicle:

Company	Vehicle	Purchase Price (ex gst)
Merredin Isuzu Ute	Isuzu D-Max 4x4	\$42,625.45
Merredin Toyota	Toyota Hilux SR 4x4	\$45,959.09
Golden City Motors	Holden Colorado LS	\$42,171.45

The matter was tabled at the Local Action Group's meeting, held on the 9<sup>th</sup> October 2019, whereby the committee carried the following:

*Wayne Della Bosca Moved a motion that the Shire of Yilgarn will purchase a Toyota Hilux SR 4x4 from Merredin Toyota on behalf of the Yilgarn Local Action Group of the value of \$45,959.09. Seconded Gary Guerini. Carried*

As such, it is recommended that Council endorse the committee's recommendation to purchase the Hilux SR 4x4 from Merredin Toyota.

### Statutory Environment

In accordance to the Local Government Act 1995 Section 3.57 Tenders for Providing Goods and Services (1) and Section 3.58 Disposing of Property (3)

### Strategic Implications

Nil

### Policy Implications

"Finance Policy 3.5 Purchasing and Tendering"  
and  
"Regional Price Preference Policy 3.5(A)"

### OBJECTIVES

- To support local and regional businesses as much as possible
- To achieve value for money when purchasing goods and services

### POLICY

The following price preference will be applied to regional tenders and is the percentage by which the regional price bid will be reduced for purpose of assessing the tender.

**Goods and Services** - up to a maximum price reduction of \$50,000 unless a lesser amount is stipulated in the tender document

Stipulated Area

10% to all suppliers located within the Shire of Yilgarn

5% to all suppliers located within the Wheatbelt region

2.5% to all suppliers located within the Goldfield region

**Financial Implications**

A monetary allocation of \$50,000 (GST exclusive) has been allowed for the purchase of a new 4x4 Tray Back Utility in the Local Action Groups 2019-2020 Financial Year Budget.

**Officer Recommendation and Council Decision**

**179/2019**

***Moved Cr Pasini/Seconded Cr Della Bosca***

***That Council endorses the recommendation from the Skeleton Weed Local Action Group Committee to purchase the Toyota Hilux SR 4x4 from Merredin Toyota on behalf of the Yilgarn Local Action Group for the value of \$45,959.09 ex GST.***

**CARRIED (7/0)**

## 10 APPLICATION FOR LEAVE OF ABSENCE

Nil

## 11 MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

## 12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

**180/2019**

*Moved Cr Guerini/Seconded Cr Shaw*

*That the new business be accepted for consideration*

**CARRIED (7/0)**

## 12 Officers Report – Chief Executive Officer

### 12.1 Department of Water and Environmental Regulation (DWER) – Licence Amendment

<b>File Reference</b>	<b>1.6.26.3 &amp; 3.2.1.24</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Amendment Application Form</b>

### Purpose of Report

To inform Council of the advice received from DWER regarding the referral of a Licence Amendment under the *Environmental Protection Act 1986* and the opportunity for Council to provide comment in respect to same.

### Background

DWER advises that it has recently received an application from Tianye SXO Gold Mining Pty Ltd for an amendment to licence L4597/1988/14 under Division 3 Part V of the *Environmental Protection Act 1986* at Marvel Loch Mine, Marvel Loch WA 6426.

DWER advises that the application is in relation to the dewatering of Jaccoletti Pit and the discharge of the effluent to Marvel Loch Pit under the following category:

- Category 6 – Mine Dewatering: premises on which water is extracted and discharged into the environment to allow mining of ore.

In accordance with section 54 of the *EP Act*, the CEO of DWER considers that Council may have a direct interest in the subject matter of the application, and invites comment on the proposal.

DWER seeks comments within 14 days of the date of their letter (10 October 2019).

### Comment

Page 6 of the Amendment Application Form provides a description/overview of the proposal.

Council staff do not have the knowledge associated with mining practices and therefore felt it appropriate to forward the description/overview of the proposal to Cr Nolan for his comments prior to it being presented to Council.

The following comments have been received from Cr Nolan to which he may expand upon at the meeting:-

1. A hydrogeological report appears not yet to be available, so it is unlikely that the applicant has properly considered the implications of allowing water levels in the Marvel Loch pits to rise to levels significantly higher than natural water table levels in the area.

***It does state in the description/overview that a hydrogeological study for Jaccoletti is underway.***

2. To allow an increase in water levels to as high as 10m below 'surface' will potentially affect vegetation downslope, cause rising damp in the Marvel Loch townsite, and damage valuable agricultural land downslope.
3. The Marvel Loch Pit walls are unstable.....they have suffered numerous failures in the past, and an increase in water levels will increase the likelihood that further large failures will occur, potentially causing overtopping, which could have catastrophic consequences including endangering the public.
4. The proposal does not describe the water balance adequately, omitting critical details. The volumes are quite large, and the water balance needs a very careful assessment, and include all sources.
5. There are viable alternatives which appear not to have been considered. Alternatives would eliminate the hazards and risks described above.
6. The information provided by DWER is insufficient to allow the most basic evaluation of the merit of the proposal.
7. This proposal application is almost certainly being driven by time constraints,....the application indicates a need to commence pumping by 30 Sept 2019.....??

### Statutory Environment

Nil

### Strategic Implications

Shire of Yilgarn Strategic Community Plan 2018-2028 – Environment – Protecting, utilising and enhancing our beautiful natural heritage.

Shire of Yilgarn Strategic Community Plan 2018-2028 – Economic – A prosperous future for our community.

### Policy Implications

Nil

### Financial Implications

Nil.

### Officer Recommendation

*Submitted for Council's consideration.*

### Council Decision

**181/2019**

***Moved Cr Nolan/Seconded Cr Close***

***That Council advises DWER of the concerns that have been raised within the above report and requests DWER to grant Council additional time to consider and provide further comment on the application by Tianye SXO Gold Mining Pty Ltd for an amendment to licence L4597/1988/14 and for DWER to clarify the nature of the amendment.***

**CARRIED (7/0)**

**13 MEETING CLOSED TO THE PUBLIC-CONFIDENTIAL ITEMS**

**CONFIDENTIAL ITEM**

**182/2019**

*Moved Cr Della Bosca/Seconded Cr Shaw*

*That the meeting be closed to members of the public in accordance with section 5.23 (2)(c) of the Local Government Act 1995*

**CARRIED (7/0)**

\*Mrs Carol Truran, Mrs Jodie Cobden, Mrs Linda Rose, Mr Russell Purvis and Mr Hayden Davis left the meeting at 4.47pm

**13 Reporting Officer – Chief Executive Officer**

**13.1 Marda Operations Pty Ltd – Letter of Agreement for Road Usage and Road Maintenance and Constructions Costs**

<b>File Reference</b>	<b>3.2.1.28</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Draft Letter of Agreement</b>

**184/2019**

*Moved Cr Della Bosca/Seconded Cr Shaw*

*That the meeting be opened to the public*

**CARRIED (7/0)**

Mrs. Carol Truran, Mrs. Jodie Cobden and Mrs. Linda Rose re-joined the meeting at 4.49pm

**Officer Recommendation and Council Decision**

**183/2019**

*Moved Cr Guerini/Seconded Cr Close*

*That Council approves of the negotiations undertaken by Council's Executive team in respect to use of Shire of Yilgarn controlled roads for Marda Operations Pty Ltd's Gold Mine Project north of Bullfinch and that Council approves of the conditions imposed in the Letter of Agreement for such usage.*

**CARRIED (7/0)**

The CEO on behalf of himself and Council staff thanked Cr's Truran and Pasini for their service and support whilst elected members and wished Cr Nolan all the best in the up and coming elections.

## **14 CLOSURE**

As there was no further business to discuss, the Shire President declared the meeting closed at 4.51pm.

I, ..... confirm the above Minutes of the Meeting held on Thursday, 17<sup>th</sup> October 2019, are confirmed on Thursday, 21<sup>st</sup> November 2019 as a true and correct record of the October Ordinary Meeting of Council.

**SHIRE PRESIDENT**





*"good country for hardy people"*

# *Minutes*

## *Special Meeting of Council*

*22<sup>nd</sup> October  
2019*

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## 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The CEO declared the Special Meeting of Council open at 5pm and advised that the meeting purpose was to undertake the formalities of Swearing-In of Newly Elected and Returned Councillors and Elections of Shire President, Deputy Shire President and appointment of Councillor representatives on Committees.

The CEO welcomed Mrs Susann Bosenberg JP who had been invited to officiate in the Swearing-In processes and also welcomed those in the gallery who had attended to witness the above processes.

The CEO advised that following the election of the Shire President, he will vacate the Chair and the newly elected Shire President will take the Chair and undertake the election process for the Deputy Shire President position.

## 2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

## 3. ATTENDANCE

Councillors	Cr B Close Cr J Cobden Cr G Guerini Cr P Nolan Cr L Rose Cr S Shaw	
Council Officers	P Clarke C Watson R Bosenberg N Warren Laura Della Bosca	Chief Executive Officer Executive Manager Corporate Services Executive Manager Infrastructure Executive Manager Regulatory Services Minute Taker
Justice of the Peace	Susann Bosenberg	
Apologies:	Cr W Della Bosca	
Observers:	K Crafter, A Lin, L Gethin, R Stevens, N Beaton, D Dixon, P Cobden and S Rose. O Truran arrived 5.01pm	

## 4. APPLICATION FOR LEAVE OF ABSENCE

Nil

## 5. DECLARATION OF INTEREST

Nil

## 6. PUBLIC QUESTION TIME

Nil

## 7. SWEARING-IN OF NEWLY ELECTED AND RETURNED COUNCILLORS

The CEO individually called upon returned and newly elected Councillors Philip Nolan, Jodie Cobden and Linda Rose to make the Declaration of Elected Member in the presence of Mrs Susann Bosenberg JP.

Following the taking of the Declaration Councillors were congratulated.

## 8. ELECTION OF SHIRE PRESIDENT POSITION

The CEO advised that he had not received any written nominations for the Shire President position prior to the commencement of the meeting and therefore, called for nominations for Shire President prior to the closure of nominations.

No nominations were received.

The CEO then advised Councillors that he would adjourn the meeting for a brief period to allow Councillors an opportunity to discuss this situation. Upon Councillors return to the meeting and its re-commencement, he would again call for nominations.

At 5.07pm the CEO Adjourned the meeting with all Councillors leaving the Chamber.

At 5.10pm all Councillors returned to the Chamber with the CEO re-convening the meeting.

The CEO again called for nominations for the position of Shire President. Cr Nolan did nominate Cr Della Bosca, who was an apology for this meeting however, the CEO could not accept this nomination as Cr Della Bosca had not confirmed his willingness to accept the nomination verbally or in writing to the CEO in accordance with Schedule 2.3 4(4) of the *Local Government Act 1995*.

As a nomination for the Shire President position was not forthcoming, the CEO advised that he would adjourn the meeting and re-convene it in 7 days in the hope that all Councillors would be present.

At 5.11pm the CEO adjourned the meeting for a period of 7 days with the meeting to be re-convened at 5.00pm on Tuesday, 29 October 2019.

The CEO declared the Special Meeting of Council re-convened at 5pm on Tuesday, 29<sup>th</sup> October 2019.

In attendance;

Councillors	Cr B Close Cr J Cobden Cr W Della Bosca Cr G Guerini Cr L Rose Cr S Shaw	
Council Officers	P Clarke C Watson R Bosenberg N Warren Laura Della Bosca	Chief Executive Officer Executive Manager Corporate Services Executive Manager Infrastructure Executive Manager Regulatory Services Minute Taker

Justice of the Peace: Susann Bosenberg

Apologies: Cr P Nolan

Observers: K Crafter, D Della Bosca

The CEO welcomed back Mrs Susann Bosenberg JP who had been invited to officiate in the Swearing-In processes and also welcomed those in the gallery who had attended to witness the above processes.

The CEO then informed the meeting he had received a written nomination from Cr Phil Nolan for the election of Cr Wayne Della Bosca to the position of Shire President.

The CEO asked if Cr Wayne Della Bosca would accept the nomination.

Cr Wayne Della Bosca verbally accepted the nomination.

The CEO then called for any further nominations.

With there being no further nominations Cr Wayne Della Bosca was called upon to make the Declaration of Elected Member in the presence of Mrs Susann Bosenberg JP.

The CEO vacated the Chair with the newly elected Shire President taking the chair.

## 9. ELECTION OF DEPUTY SHIRE PRESIDENT POSITION

Cr Wayne Della Bosca thanked Council for their faith in him to preside and called for nominations for Deputy Shire President.

Cr Gary Guerini verbally nominated Cr Bryan Close for the position of Deputy Shire President.

Cr Bryan Close verbally accepted the nomination.

Cr Wayne Della Bosca then called for any further nominations.

With there being no further nominations Cr Bryan Close was called upon to make the Declaration of Elected Member in the presence of Mrs Susann Bosenberg JP.

## 10. ELECTION OF COUNCILLORS TO VARIOUS ADVISORY COMMITTEES OF COUNCIL

### 10.1 SHIRE OF YILGARN AUDIT COMMITTEE

Section 7.1A of the *Local Government Act 1995* states the following in respect to the appointment of an Audit Committee

- (1) A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.
- (2) The members of the audit committee of a local government are to be appointed\* by the local government and at least 3 of the members, and the majority of the members, are to be council members.

*\* Absolute majority required.*

- (3) A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.
- (4) An employee is not to be a member of an audit committee.

**Previous representation of the Shire of Yilgarn Audit Committee consisted of the whole of Council.**

**A recommendation that arose from a report issued by the Office of Auditor General on 15 March 2019 indicated that as far as practicable, the Audit Committee should include a few Council members rather than the entire Council.**

### **Recommendation and Council Decision**

**185/2019**

***Moved Cr Close/Seconded Cr Guerini***

***That Council appoints the Shire President together with Cr Shaw and Cr Cobden to the Shire of Yilgarn Audit Committee and reconfirms Mrs Julie Della Bosca as the Community representative on the Audit Committee.***

**CARRIED (6/0)**

### **10.2 SHIRE OF YILGARN BUSH FIRE ADVISORY COMMITTEE**

Crs Della Bosca and Guerini were Council's previous representatives on Bush Fire Advisory Committee.

The Executive Manager Regulatory Services also attends the meetings and undertakes the secretarial work of the Committee

### **Recommendation and Council Decision**

**186/2019**

***Moved Cr Shaw/Seconded Cr Cobden***

***That Council appoints Cr Guerini and Cr Rose as its representatives on the Shire of Yilgarn Bush Fire Advisory Committee with the Executive Manager Regulatory Services being responsible for secretarial duties associated with the Committee.***

**CARRIED (6/0)**

### **10.3 SHIRE OF YILGARN LOCAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE**

The Shire President (by virtue of the position) together with Crs Della Bosca and Pasini were Council's previous representatives on the Local Emergency Management Advisory Committee.

The CEO and Executive Manager Regulatory Services also attend the meetings.

### Recommendation and Council Decision

**187/2019**

***Carried Cr Guerini/Seconded Cr Cobden***

***That Council appoints the Shire President together with Cr Close as its representatives on the Shire of Yilgarn Local Emergency Management Advisory Committee with the CEO and Executive Manager Regulatory Services attending and being responsible for secretarial duties associated with the Committee.***

**CARRIED (6/0)**

### 10.4 SHIRE OF YILGARN HISTORY MUSEUM ADVISORY COMMITTEE

Crs Truran and Pasini were Council's previous representatives on the History Museum Advisory Committee.

It should be noted that the Yilgarn Historical Society became an Advisory Committee of the Shire in December 2018 following a request to Council as it was not meeting its obligations under its incorporated status.

### Recommendation and Council Decision

**188/2019**

***Moved Cr Guerini/Seconded Cr Shaw***

***That Council appoints Cr Cobden and Cr Rose as its representatives on the Shire of Yilgarn History Museum Advisory Committee.***

**CARRIED (6/0)**

## 11. ELECTION OF COUNCILLORS TO VARIOUS COMMITTEES OF COUNCIL AND EXTERNAL COMMITTEES

### 11.1 HEALTH AGENCIES OF THE YILGARN

Crs Nolan, Shaw and the CEO were Council's previous representatives on the Health Agencies of the Yilgarn (HAY) Committee.

Since the CEO's appointment he has never received advice on scheduling of meetings and has not attended any HAY Committee meetings.

In speaking with the Secretary/Treasurer of the HAY Committee she was unaware of Council's representatives and therefore no advice was made to them of scheduled meetings.

The CEO questioned the above office holder whether they required Council representation to which she indicated that it would be preferable but only one representative was necessary.

#### **Recommendation and Council Decision**

**189/2019**

***Moved Cr Close/Seconded Cr Guerini***

***That Council appoints Cr Cobden as its representative on the Health Agencies of Yilgarn Committee.***

**CARRIED (6/0)**

#### **11.2 LOCAL ACTION GROUP SKELETON WEED COMMITTEE**

Crs Della Bosca and Guerini were Council's previous representatives on the Local Action Group Skeleton Weed Committee.

#### **Recommendation and Council Decision**

**190/2019**

***Moved Cr Shaw/Seconded Cr Cobden***

***That Council appoints Cr Guerini and Cr Rose as its representatives on the Local Action Group Skeleton Weed Committee.***

**CARRIED (6/0)**

#### **11.3 WINDARLING/MT. JACKSON COMMUNITY REFERENCE GROUP**

Crs Close, Guerini and Nolan were Council's previous representatives on the Windarling/Mt.Jackson Community Reference Group.

It is understood that these Reference Groups are no longer operational and therefore Council representation is no longer required

#### **11.4 YILGARN OCCASIONAL CHILD CARE MANAGEMENT COMMITTEE**

Crs Shaw, Pasini and Truran were Council's previous representatives on the Yilgarn Occasional Child Care Management Committee.

As this Committee is no longer operational, with REED Child Care taking over these services, Council representation is no longer required.



## **11.5 WHEATBELT EAST REGIONAL ORGANISATION OF COUNCILS (WEROC)**

The Shire President and CEO were Council's previous representatives on the Wheatbelt East Regional Organisation of Councils.

With WEROC proposing to become an Incorporated body, the Draft Constitution indicates that two (2) representatives from participating Councils are eligible to be on the Board. Therefore, if two (2) Councillors are interested in being members of the WEROC Board, the CEO would accompany the Councillors to meetings and would only have observer status.

### **Recommendation and Council Decision**

**191/2019**

*Moved Cr Guerini/Seconded Cr Shaw*

*That Council appoints the Shire President and the CEO as its representatives on the Wheatbelt East Regional Organisation of Councils.*

**CARRIED (6/0)**

The Shire President did indicate that Councillors were welcome to accompany the above representatives to WEROC meetings to observe proceedings.

## **11.6 GREAT EASTERN COUNTRY ZONE (GECZ) OF WALGA**

The Shire President and Deputy Shire President were Council's previous representatives on the GECZ with the CEO accompanying them to these meetings.

### **Recommendation and Council Decision**

**192/2019**

*Moved Cr Cobden/Seconded Cr Shaw*

*That Council appoints the Shire President and Deputy Shire President as its representatives on the Great Eastern Country Zone of WALGA with the CEO accompanying the above representatives to these meetings.*

**CARRIED (6/0)**

The Shire President did indicate that Councillors were welcome to accompany the above representatives to GECZ meetings to observe proceedings.

### **11.7 MT. WALTON INTRACTABLE WASTE DISPOSAL FACILITY COMMUNITY LIAISON COMMITTEE**

Cr Truran was the appointed Member to the above Committee, with Cr Nolan as Deputy Member along with the Executive Manager Regulatory Services.

#### **Recommendation and Council Decision**

**193/2019**

***Moved Cr Shaw/Seconded Cr Guerini***

***That Council appoints the Cr Close as its appointed representative on the Mt. Walton Intractable Waste Disposal Facility Community Liaison Committee with Cr Nolan and the Executive Manager Regulatory Services as Deputy Members.***

**CARRIED (6/0)**

### **11.8 GREAT WESTERN WOODLANDS REFERENCE GROUP**

Cr Pasini was Council's previous representative on the Great Western Woodlands Reference Group.

#### **Recommendation and Council Decision**

**194/2019**

***Moved Cr Shaw/Seconded Cr Cobden***

***That Council appoints the Cr Close as its representative on the Great Western Woodlands Reference Group.***

**CARRIED (6/0)**

### **11.9 WHEATBELT NORTH REGIONAL ROAD GROUP AND SUB-GROUP**

Crs Della Bosca and Close were Council's previous representatives on the Wheatbelt North Regional Road Group and Sub-Group.

The Executive Manager Infrastructure accompanied the above Councillors to these meetings.

### **Recommendation and Council Decision**

**195/2019**

***Moved Cr Della Bosca/Seconded Cr Cobden***

***That Council appoints the Shire President and Deputy Shire President as its representatives on the Wheatbelt North Regional Road Group and Sub-Group.***

**CARRIED (6/0)**

### **11.10 EASTERN WHEATBELT DECLARED SPECIES GROUP**

Cr Della Bosca was Council's previous representative on the Eastern Wheatbelt Declared Species Group.

### **Recommendation and Council Decision**

**196/2019**

***Moved Cr Shaw/Seconded Cr Close***

***That Council appoints the Cr Guerini as its representative on the Eastern Wheatbelt Declared Species Group.***

**CARRIED (6/0)**

### **11.11 RURAL HEALTH WEST**

Crs Truran and Shaw were Council's previous representative on Rural Health West.

### **Recommendation and Council Decision**

**197/2019**

***Moved Cr Close/Seconded Cr Rose***

***That Council appoints Cr Shaw and Cr Cobden as its representatives on Rural Health West.***

**CARRIED (6/0)**

### **11.12 DISTRICT HEALTH ADVISORY COMMITTEE - LOCAL HEALTH ADVISORY COMMITTEE**

Cr Truran was Council's previous representative on the District Health Advisory Committee. It is understood that Ms Truran will be continuing her role on this Committee as she is also the Chair of DHAC.

It would be more preferable for the Shire to have a representative on the Local Health Advisory Committee, a community based Committee.

#### **Recommendation and Council Decision**

**198/2019**

***Moved Cr Close/Seconded Cr Rose***

***That Council appoints Cr Cobden as its representative on the Local Health Advisory Committee.***

**CARRIED (6/0)**

#### **11.13 WHEATBELT AGCARE COMMITTEE**

Cr Nolan was Council's previous representative on Wheatbelt AgCare.

#### **Recommendation and Council Decision**

**199/2019**

***Moved Cr Shaw/Seconded Cr Cobden***

***That Council appoints Cr Nolan as its representative on the Wheatbelt AgCare Committee.***

**CARRIED (6/0)**

#### **11.14 CENTRAL EAST AGED CARE ALLIANCE INC. (CEACA)**

The Deputy Shire President (Cr Della Bosca) was Council's appointed representative on CEACA with the CEO as Deputy Member.

CEACA adopted a new Constitution which now only allows Council to appoint a Member and does not provide for Deputy Members to be appointed although the CEO would always accompany Council's representatives to CEACA meetings.

#### **Recommendation and Council Decision**

**200/2019**

***Moved Cr Guerini/Seconded Cr Shaw***

***That Council appoints the Shire President as its Member on the Central East Aged Care Alliance (CEACA) Inc.***

**CARRIED (6/0)**

#### 11.15 WHEATBELT COMMUNITIES INC.

The Shire President was Council's appointed Member to Wheatbelt Communities Inc. with the Deputy Shire President as the Deputy Member.

WEROC will soon become the Incorporated body and Wheatbelt Communities Inc. will cease to exist however, until the process has been completed, it will be necessary to make appointments as previously undertaken.

#### Recommendation and Council Decision

**201/2019**

***Moved Cr Guerini/Seconded Cr Close***

***That Council appoints the Shire President as its representative on Wheatbelt Communities Inc., with Cr Rose as the Deputy Member.***

**CARRIED (6/0)**

#### 11.16 SHIRE OF YILGARN ROADS COMMITTEE

At the Ordinary meeting of Council held on Thursday, 17 May 2019 Council established a Roads Committee, consisting of Crs Pasini, Close and Della Bosca together with the CEO and Executive Manager Infrastructure.

Whilst this Committee was primarily established to work with Covalent Lithium regarding transportation routes associated with its operations at Mt. Holland, the need for this Committee is ongoing as other road issues relating to mining operations within the district has increased considerably.

#### Recommendation and Council Decision

**202/2019**

***Moved Cr Shaw/Seconded Cr Cobden***

***That Council appoints Cr Nolan, Cr Close and Cr Guerini as its representatives on the Shire of Yilgarn Roads Committee.***

**CARRIED (6/0)**

#### 11.15 DEVELOPMENT ASSESMENT PANEL

Cr Truran and Cr Pasini were the Councils appointed Members on the DAP with Crs Della Bosca and Nolan being alterative members.

#### Recommendation and Council Decision

**203/2019**

***Moved Cr Guerini/Seconded Cr Della Bosca***

***That Council appoints Cr Shaw and Cr Cobden as members to the Development Assessment Panel with Crs Close and Rose as alternative members.***

**CARRIED (6/0)**

#### 12 APPLICATION FOR LEAVE OF ABSENCE

Nil

#### 13 MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

#### 14 NEW BUSINESS OF AN URGENT NATURE INTROUDUCED BY DECISION OF THE MEETING

Nil

#### 15 MEETING CLOSED TO THE PUBLIC-CONFIDENTIAL ITEMS

Nil

#### 16 CLOSURE

As there was no further business to discuss, the Shire President declared the meeting closed at 5.37pm.

**MINUTES OF MEETING**  
**YILGARN HISTORY MUSEUM ADVISORY COMMITTEE**  
**THURSDAY 31<sup>st</sup> OCTOBER 2019**

**ATTENDANCE:**

Kaye Crafter, Leonie Gethin, Lance Stevens, Robyn Downes,  
Cr Jodie Cobden, Cr Linda Rose welcomed to our Committee as new Council Representatives

**APOLOGIES:**

Robin Stevens, Rollie Blair, Nick Eiffler, Shona Glasford, Floss Giblett

**MINUTES PREVIOUS MEETING: 3 October 2019**

Moved Robyn Downes that the Minutes be confirmed as correct, seconded Kaye Crafter

**BUSINESS ARISING FROM MINUTES:**

- Community Funding Application completed and forwarded to Shire office
- Aus-coin souvenir coins – no reply received yet from supplier on requested clarification
- Building repair works (exterior cracking & repainting) - awaiting reply from Contractor re proposed schedule – museum may need to close for approximately 4 weeks next April/May. Further discussion held on exterior colour choices.
- New ambulant toilet delivery and installation by Shire staff expected to be January, followed by the dismantling of the existing brick structure.
- Volunteer Appreciation Christmas Function –  
*Moved by Robyn Downes, seconded Lance Stevens, that it be recommended to Council that a Luncheon be held on 16<sup>th</sup> November 2019 at the Senior Centre at a cost of \$15.00 per person, in appreciation of our Volunteers.*

*CARRIED*

**FINANCIAL REPORT:**

Transaction statement attached.

Income 1 July 2019 – 30 October 2019	-1035.14
Less Expenditure	<u>540.51</u>
	-1394.63
Plus Trust account balance	<u>-27695.84</u>
Total	\$ <u>-29090.47</u>

Discussion held regarding the 'ownership' of our Trust funds since this Museum is no longer an Incorporated Association. Various donations including one for \$10,000 from Mr J Newbury have been accumulating over many years for museum projects, and we do not wish it to be re-purposed by Council for unrelated expenditure. Cr Rose will make enquiries and report back at our next meeting, and Robyn will contact Nick Eiffler (as long-standing Treasurer) for any information or documents relating to this.

*Moved by Robyn Downes that the Financial Report be accepted, seconded Cr L Rose.*

*CARRIED*

**CORRESPONDENCE:** See attached list

**GENERAL BUSINESS:**

- New flags have been ordered for the front entrance at a cost of approximately \$180.00.
- Proposed mural painted on the old garden shed and new storage building discussed - estimated cost approximately \$1000 - for a mining and farming theme painted by Theresa Pollard (Josephine's daughter), approximately May next year, if approved.
- Lance has completed researching the Shire's Rate Books 1967 – 1987 and has gained much useful information on people and property from 1893; still missing some years where this information has been relocated to Battye Library so isn't readily available. A letter of thanks to the Shire is requested, along with a request to access Council Minute Books for further research.
- Discussion on future administrative duties; this is Robyn's last meeting and while Kaye and Robin S will continue to check emails and undertake basic office duties (invoice payments, banking, meeting documents), there is a need for an administrative person moving forward – brief information notes handed to Cr Rose and Cr Cobden with a request to enlist Council's guidance on the future administration/operation of the Museum. We have dwindling volunteers dedicated to keeping the Museum open most days yet cannot progress with cataloguing and other administrative duties without assistance in the future.

**MEETING CLOSE:** Next meeting Wednesday 4<sup>th</sup> December at 5.15pm. This meeting closed at 6.15pm.



## Museum Income + Expenditure October 2019

### 1R115020 - MUSEUM GENERAL INCOME MUN (19/20)

Date	Code	Description	Debit	Credit	Balance
	BFWD				-1061.05
30/07/2019	R11502	MUSEUM TAKINGS 30/07/2019 :		-608.41	-608.41
27/08/2019	R11502	MUSEUM TAKINGS 05/08/2019 :		-201.36	-809.77
27/08/2019	R11502	MUSEUM TAKINGS 12/08/2019 :		-81.82	-891.59
27/08/2019	R11502	MUSEUM TAKINGS 19/08/2019 :		-94.55	-986.14
27/08/2019	R11502	MUSEUM TAKINGS 25/08/2019 :		-74.91	-1061.05
02/10/2019	R11502	MUSEUM TAKINGS 2/10/2019 :		-597.27	-1658.32
29/10/2019	R11502	MUSEUM TAKINGS 29/10/2019 :		-276.82	<b>-1935.14</b>

### 1E115100 - MUSEUM GENERAL PURCHASES (COMMITTEE USAGE) MUN (19/20)

Date	Code	Description	Debit	Credit	Balance
	BFWD				266.84
01/07/2019	ROYHIS	ROYAL W.A. HISTORICAL SOCIETY INC ANNUAL MEMBERSHIP 2019/2020	68.18		68.18
31/07/2019	SXHANE	SOUTHERN CROSS HARDWARE AND NEWS 28691 PRESERVATION SUPPLIES (BRUSHES)	10.64		78.82
01/08/2019	SOUSUP	FOODWORKS - SRI DEVESH PTY LTD FOODWORKS PURCHASES - JULY 2019 - GST	41.82		120.64
01/08/2019	SOUSUP	FOODWORKS - SRI DEVESH PTY LTD FOODWORKS PURCHASES - JULY 2019 - GST FREE	17.12		137.76
07/08/2019	OFFNAT	OFFICE NATIONAL AVERY FRIDGE MAGNET A4 PACK OF 30	110.56		248.32
15/08/2019	COURIE	COURIER AUSTRALIA FREIGHT CHARGES 09/08/19	9.75		258.07
01/09/2019	SOUSUP	FOODWORKS - SRI DEVESH PTY LTD FOODWORKS PURCHASES - AUGUST 2019 - MUSEUM	8.77		266.84

18/09/2019	SHIYIL	SHIRE OF YILGARN BOOKLET PRINTING x 5 (GHOST TOWNS & HAMLETS)	56.73		323.57
30/09/2019	SXHANE	SOUTHERN CROSS HARDWARE AND NEWS 32829 WEEDKILLER SPRAY	10.00		333.57
01/10/2019	SOUSUP	FOODWORKS - SRI DEVESH PTY LTD VOLUNTEER CONSUMABLES & HOUSEKEEPING - GST	15.51		349.08
01/10/2019	SOUSUP	FOODWORKS - SRI DEVESH PTY LTD VOLUNTEER CONSUMABLES & HOUSEKEEPING - GST FREE	17.18		366.26
19/10/2019	WAFLAG	WA FLAGS AND BANNERS 2 RED FEATHER BANNER REPLACEMENTS	174.25		<b>540.51</b>
<b>MUSEUM TRUST ACCOUNT</b>					<b>-27695.84</b>

## **Correspondence October 2019**

(Mostly via email)

RWAHS – Book Sale, Meetings

AMaGA – newsletters, webinars, workshops, grants, vacancies

Wheatbelt Volunteering Hub – regular newsletter

Shire – Community Funding Application submitted

Outback Family History – regular newsletters received

Murray Blyth – donation of Bodallin Hall seating & family history – emailed Donor Form

M Slarke – refusing significance assessment quote but interested in future tourism/  
interpretation suggestions

G Kenwood – St Johns items to be donated – emailed Donor Form

AuscoinsWest - Request more information on souvenir coins

SX Hardware + Foodworks Monthly accounts

Invitations – Christmas Volunteer Luncheon

Family History Requests - Alexander McKenzie (Enq Margaret Feagan)

## **MINUTES OF THE MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY, 2 OCTOBER 2019 COMMENCING AT 12.30PM LOCATED AT KELLERBERRIN RECREATION & LEISURE CENTRE, LOT 260, CONNELLY ST, KELLERBERRIN**

### **1. OPENING AND ANNOUNCEMENTS**

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The Chairman, Terry Waldron opened the meeting and thanked everyone for attending. Terry also thanked Gary Shadbolt for standing in as Deputy Chair during his leave period and Nick Hopkin and Jo Trachy for their work on the policies, applications and allocations work completed to date.

Terry asked all attendees to state their name and Shire when speaking to make Minute taking easier and advised that from today, any agreements made in future Management Committee Meetings will not be 'Moved' and 'Seconded' but rather 'Agreed' by the whole Committee. This is normal practice in business. Nick Hopkin confirmed it is standard practice and added that it was preferable to individuals being solely accountable for deciding on important matters. It is a safer option for the Committee to agree collectively on any issues.

Terry asked if any of the Committee Members had an issue with conducting the meetings this way in future. Stephen Strange asked if this would be compliant with the Constitution. Nick Hopkin advised there would not be any issues as the Constitution refers to majority voting as the preferred option.

### **RECOMMENDATION**

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For the Committee to operate by general Committee Agreement in lieu of individuals Moving or Seconding decisions.

### **RESOLUTION**

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**IT WAS AGREED BY THE COMMITTEE TO ADOPT THE NEW PROCESS FOR FUTURE MEETINGS.**

**CARRIED**

## ITEM 1.1 ATTENDANCE

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### MEMBERS

Hon Terry Waldron	Chairman
Mr Ken Hooper	Secretary
Ms Freda Tarr	Councillor, Shire of Trayning
Mr Stephen Strange	President, Shire of Bruce Rock
Mr Gary Shadbolt	President, Shire of Mukinbudin
Mr Wayne Della Bosca	Deputy President, Shire of Yilgarn
Ms Eileen O'Connell	President, Shire of Nungarin
Mr Quentin Davies	President, Shire of Wyalkatchem
Mr Ricky Storer	President, Shire of Koorda
Mr Louis Geier	Member, Shire of Westonia

### OBSERVERS

Mr Raymond Griffiths	CEO, Shire of Kellerberrin
Mr Peter Clarke	CEO, Shire of Yilgarn
Ms Taryn Dayman	CEO, Shire of Wyalkatchem
Ms Kerry Dayman	Councillor, Shire of Nungarin
Mr John Nuttall	CEO, Shire of Mt Marshall
Mr Greg Powell	CEO, Shire of Merredin
Darren Simmons	CEO, Shire of Koorda
Mr Nick Hopkin	CEO, CEACA
Ms Jo Trachy	Minute Taker, CEACA

## ITEM 1.1 APOLOGIES

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### Members

Ms Rachel Kirby	Treasurer
Mr Rod Forsyth	President, Shire of Kellerberrin

### Observers

Mr Tony Sachse	President, Shire of Mt Marshall
Ms Melanie Brown	President, Shire of Trayning
Mr Darren Mollenoyux	CEO, Shire of Bruce Rock
Mr Jamie Criddle	CEO, Shire of Westonia
Ms Sandie Ventris	Deputy President, Shire of Mukinbudin
George Storer	Councillor, Shire of Koorda
Mr Dirk Sellenger	CEO, Shire of Mukinbudin
Mr Brian Jones	CEO, Shire of Trayning
Mr Adam Majid	CEO, Shire of Nungarin

## ITEM 1.2 CONFLICT OF INTEREST

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*Pursuant to the CEACA Inc Constitution Item 11.2(e) – A Management Committee Member having any material personal interest in a matter being considered at a Management Committee Meeting must (i) as soon as he or she becomes aware of that interest, disclose the nature and extent of his or her interest to the Management Committee (ii) disclosure the nature and extent of the interest at the next General Meeting of the Association and (iii) not be present while the matter is being considered at the Management Committee Meeting or vote on the matter.*

No Conflicts of Interest noted.

Terry Waldron asked Nick Hopkin if CEACA had a *Conflict of Interest Register*. Nick Hopkin advised the Committee that no register existed but offered to have one created. Terry Waldron believes that CEACA should have one. The Executive Committee will discuss further at their next meeting.

EMC

## ITEM 1.3 PREVIOUS MINUTES

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### 1.3.1 MINUTES - CEACA INC EXECUTIVE COMMITTEE MEETING HELD ON 5 JUNE 2019

Minutes from the CEACA Inc Executive Committee Meeting held on 5 June 2019 commencing at 9.09am have previously been circulated to all Members.

#### RECOMMENDATION

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That the Minutes of the CEACA Inc Executive Committee Meeting held on 5 June 2019 be confirmed as a true and accurate record of the proceedings.

#### RESOLUTION

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**IT WAS AGREED BY THE MANAGEMENT COMMITTEE THAT THE MINUTES OF THE CEACA INC EXECUTIVE COMMITTEE MEETING HELD ON 5 JUNE 2019 BE CONFIRMED AS A TRUE AND ACCURATE RECORD OF THE PROCEEDINGS.**

**CARRIED**

### 1.3.2 MINUTES - CEACA INC SPECIAL GENERAL COMMITTEE MEETING HELD ON 3 JULY 2019

Minutes from the CEACA Inc Special General Committee Meeting held on 3 July 2019 commencing at 12.04pm have previously been circulated to all Members.

#### RECOMMENDATION

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That the Minutes of the CEACA Inc Special General Committee Meeting held on 3 July 2019 be confirmed as a true and accurate record of the proceedings.

#### RESOLUTION

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**IT WAS AGREED BY THE MANAGEMENT COMMITTEE THAT THE MINUTES OF THE CEACA INC SPECIAL GENERAL COMMITTEE MEETING HELD ON 3 JULY 2019 BE CONFIRMED AS A TRUE AND ACCURATE RECORD OF PROCEEDINGS.**

**CARRIED**

### **1.3.3 MINUTES - CEACA INC SPECIAL COMMITTEE MEETING HELD ON 3 JULY 2019**

Minutes from the CEACA Inc Special Committee Meeting held on 3 July 2019 commencing at 12.20pm have previously been circulated to all Members.

#### **RECOMMENDATION**

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That the Minutes of the CEACA Inc Special Committee Meeting held on 3 July 2019 be confirmed as a true and accurate record of the proceedings.

#### **RESOLUTION**

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**IT WAS AGREED BY THE COMMITTEE THAT THE MINUTES OF THE CEACA INC SPECIAL GENERAL COMMITTEE MEETING HELD ON 3 JULY 2019 BE CONFIRMED AS A TRUE AND ACCURATE RECORD OF PROCEEDINGS.**

**CARRIED**

### **1.3.4 MINUTES OF EXECUTIVE COMMITTEE MEETING HELD ON 5 JUNE 2019**

The Minutes were circulated, and it was noted by the Committee that the Minutes noted in Item 1.3.4 are the same as the Minutes accepted in Item 1.3.1 and therefore no action was required.

## **2.0 MATTERS FOR DECISION**

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### **ITEM 2.1 DELEGATION OF AUTHORITY**

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Terry Waldron advised that we need to streamline the delegations of authority and how we run the business. Terry noted that Nick Hopkin had sent the draft *Delegation Authority* to all Committee Members with the Agenda for today's meeting and stressed that it was a starting point for the Committee to consider.

Terry advised that the Executive Committee had reviewed the document prior to this meeting and had made some amendments to the wording and figures.

Nick Hopkin advised the Committee that he needed the document in order to fulfil his role and obligations contained in the Project Timeline. It is a first draft and amendments can be made to it in future if required. The document does not include authority for any of the Executive Management Committee members as they will still need written authority from the Management Committee as set out in the revised Constitution.

**NOTE: Greg Powell from Merredin joined the meeting at 12:49pm**

Terry Waldron itemised the changes suggested by the Executive Committee as follows:

#### **DELEGATION OF AUTHORITY AMENDMENTS**

Item 2.3	Reduce the amount from \$50k to \$15k Change Chief Executive Officer to Management Committee
Item 2.5	Change from Chief Executive Officer to Management Committee
Item 2.7	Change from \$10k to \$5k
Item 2.8	Change from \$10k to \$5k
Item 3.1(a) Item 3.2(b)	Change from \$50k to \$25k Change wording to “approval to enter and execution of related documents following Management Committee approval to enter”
Item 4.2	Change from \$50k to \$25k
Item 4.3(2)	Change from \$100k to \$25k Change from Chief Executive Officer to Management Committee
Item 5.1 Item 5.2	Capital Expenditure – Second line to be changed from \$25k to \$15k
Item 5.3(a) Item 5.3(b)	Change from \$25k to \$5k
Item 6.1	Top line to be Management Committee Change from \$50k to \$25k Second line to be Chief Executive Officer Change from \$25k to \$15k and move sign around
Item 6.2	As above
Item 7.2	Changed from \$12,500 to \$2,500 and Management Committee Delete the second option
Item 9.2(a) & Item 9.2(b)	Change from Chief Executive Officer to Management Committee
Item 9.3	Change from Chief Executive Officer to Management Committee
Item 14.2	Change from Chief Executive Officer to Management Committee

Peter Clarke referred to Item 10.6(B) and asked what the relevance of the bonuses were as they were not relevant to the business. Nick Hopkin advised that CEACA currently have no staff on their books and therefore there would not be any bonuses paid. Nick also emphasised that some of the items in the Delegation of Authority will not be applicable to the CEACA business operations today, however, may be later. The Committee can take it off now and add later if required.

**FOLLOWING GENERAL DISCUSSION IT WAS AGREED TO DELETE ITEM 10.6(B) FROM THE DELEGATION OF AUTHORITY DOCUMENT.**

J Trachy



John Nuttall advised the Committee that he has a problem with Delegation of Authority and believes that a lot has happened in the last couple of months that the Management Committee are not aware of. John acknowledges that CEACA needs this document, however the Committee has not discussed it in detail to date. John believes that the document is not required if we are not moving into a service environment yet and are simply looking after some houses. As the money is being spent by people who are not in Local Government, he believes that further discussion is required on the matter. John commented changes were made to the Executive Officer title to Chief Executive Officer and a Chief Operations Officer had also been taken on board without Management Committee's knowledge. John said the Delegations of Authority document may be required for the business and the positions may be needed, but discussions needed to be held and the Committee must be kept informed.

Terry Waldron spoke to the Committee and confirmed that the intention is to move into a service environment, however, they had to ensure that tenants were settled into their housing before we proceed to the next step. Terry advised that he is working with Nick Hopkin to get issues resolved and units filled as quickly as possible. Terry acknowledged John Nuttall's concerns, but emphasised that CEACA need to streamline how decisions are made as otherwise the resultant delays will put the business at a disadvantage.

John Nuttall believes things are moving too quickly. John acknowledged Terry's comments but stressed that the Committee had worked on the Constitution for the past 18 months and it included acceptance of delegations. John also commented that the Constitution required groups to meet and deliberate, but that has not been done and the Chief Executive Officer has worked on his own to create the document. John believes that it is not where we were planning on being at this stage of the project.

Terry Waldron acknowledged John's concerns, however, is cognisant that CEACA must have a system in place where they can act quickly than before, otherwise things move too slowly and CEACA are running out of time before units are handed over. Terry opened it up to the Committee to discuss further.

In relation to bringing on staff, Nick Hopkin said he is outcome driven and in order to get everything completed in time and in accordance with the CEACA Project Timeline, he had no choice but to bring in an extra resource to manage the day to day operations, create policies and processes for the business to run smoothly, as he was away in the UK on leave for 3 weeks and Terry Waldron was away for 10 weeks. Nick also said that if he did not bring in the resources at that time, CEACA would not be ready to take new tenants until after Christmas, whereas now, we will be moving tenants in by the end of October. Nick also advised the Committee that Jo Trachy had called every person on the Waiting Lists provided by all Shires (144 applicants), had created and uploaded forms for them to complete to assess eligibility. Jo had also assisted with the Due Diligence process which resulted in CEACA locking in better pricing and an agreed Scope of Works to avoid future costs not included in the original proposal, such as travel. Policies and procedures had to be created to ensure proper management of the business.

Nick said that he had emailed the Executive Management Committee to obtain their consent before taking on Jo Trachy. They had in turn given their written consent.

Jo Trachy added to Nick's comments by saying the policies, processes and forms were needed and the Shires cannot expect to place people in units and forget about them. CEACA needed to protect themselves with these policies in case anything went wrong down the track or they needed guidance for future issues (e.g. tenant passing away in a unit). Jo also stressed a lot of

work had to be done with regards to the Due Diligence, as there was no consistent Scope of Works for proposers to refer to and travel was not included, which would invariably be charged to CEACA later if left unchecked.

Nick Hopkin said the draft Delegations of Authority document was created with a view to improving how CEACA operated, it had been discussed with the Executive Committee, they had given feedback on it and it was now being presented to the Management Committee for their consideration and approval. Nick advised the Committee that he had stayed in touch with the Chairman and Executive Committee and had kept them updated of extra resources required and project timeline action items that he was working on. Nick advised the Committee that they need to come to agreement on who does what, as we need to get people in the units by the end of October and cannot keep delaying things. Nick said he has come from a corporate world and this is how delegations normally work, however, if it is not how Council's work, then he is happy to amend it. The end goal is that CEACA gets people into the units.

Terry Waldron advised the Committee that he was away for 10 weeks and therefore had not kept the Committee as involved or updated as much as he would normally and apologised to all attendees.

John Nuttall said there was concern amongst the Committee Members that they were spending too much money on the previous Executive Officer and her Business Partner for work done and they had been replaced with a Chief Executive Officer and Chief Operations Officer they had budgeted for. John highlighted the importance of Committee Members knowing how Local Government money was being spent as they also had to report to their residents.

Terry Waldron acknowledged that not communicating properly with the Committee Members was unacceptable and apologised. Terry confirmed that he had received a message from Nick Hopkin while he was on leave, advising that operational assistance would be required in order to keep the momentum of the project going. Given that Nick was also going on leave and Terry was already on extended leave, he was happy to support this request.

Terry thanked John Nuttall for his input and asked any other Committee Members if they wished to comment.

Stephen Strange acknowledged that the amount of work done on the Constitution by the Committee was substantial and time consuming, however, agreed with Nick's comments that CEACA needs to keep the momentum going. Stephen disagreed with the John Nuttall's comment that we are not delivering services, but merely putting people in units. Stephen commented that just building units is not the end of it and there are ongoing operational issues to address. Stephen highlighted the fact that service delivery in the Wheatbelt Region is our biggest challenge, but what we had to do is fill the units first and then look at services. Stephen said from Bruce Rock's point of view, they need the momentum, good governance and good corporate thinking and therefore he was in agreeance with Nick's approach.

#### Item 14.2 – Delegations of Authority

Taryn Dayman suggested that Item 14.2 - Policies and Procedures should be Chief Executive Officer to prepare and Management Committee to approve.

J Trachy

Ken Hooper said he believes that we need these policies for the basic running of the units and would dovetail into operations when and if we go further into services. He believes we need processes and policies in place and said service provision decisions could be discussed later and if required and the delegations altered to suit the business at that time.

Terry Waldron said the next couple of months are critical and CEACA need to concentrate on service delivery. Terry has some thoughts on how it will work and will progress now that he is back from leave. Terry advised the members that he is also Chair for the RDA and believes that at present, there are different bodies doing different work, instead of working together to achieve a good result. Terry will arrange a meeting with the CEO of RDA to discuss further and will report back to the Committee.

Raymond Griffiths said CEACA will be managing the day to day operations, as well as the assessment and allocation of units and Force will be looking after the units on a day to day basis. He wanted the Committee to note that Nick Hopkin has had more to do with Operations than any previous representative and thus why we have new policies, procedures and the need for extra staff.

Nick Hopkin confirmed that comment and reminded the Committee that simply building units and putting tenants in is not the end of it. We must get the applications in, assess their eligibility, work with Force to sign them up on contracts and then ensure everything is being managed properly going forward, as well as manage a CEACA centralised waiting list. Nick also commented that one month's worth of lost rental income due to further delays would cost CEACA in excess of \$28k and he therefore made a decision to bring in a resource to get the results they expected and keep the momentum of the project going in his and Terry Waldron's absence. If he didn't, CEACA would not be putting people into units until December or even January. The benefit of recruiting Jo Trachy to accelerate the occupancy and decision far outweighed the costs.

Jo Trachy commented that she had made in excess of 140 calls to people who had expressed an interest in the units, had created the CEACA Central Waiting List and each application received had to be assessed and given a priority listing. In addition, policies and procedures needed to be created in order to comply with the Department's Governance requirements and a Due Diligence process had to be followed to assess the viability of using Force Real Estate. The previous quotes were not done on a like for like basis and did not include travel or a consistent Scope of Works which would mean extra hidden costs, including travel, for CEACA in the future. Jo advised the Committee that it would be impossible for Nick Hopkin to do all the work himself, especially when on leave for 3 weeks.

Gary Shadbolt apologised to the Committee Members for the lack of information passed on to them during his term as Acting Chairman and advised them that he had spoken to Nick about his plans but had neglected to pass the information on. Nick had explained the need for extra resources and Gary was happy for it to happen as CEACA had moved so slowly to that point, in addition to exorbitant costs being incurred for Lawyers. Gary was happy to proceed as it meant that CEACA were moving forward with the project, whereas in the past they were not achieving anything. Gary believes CEACA must invest in appropriate resources in order to move forward, however concedes that the Committee must be advised.

Terry Waldron commented that the work being done by Nick and Jo was quite outstanding and is work that other CEACA representatives should've done before now, especially as we are

nearing completion. Terry had looked at what CEACA were spending on advice from Lawyers before Nick and Jo joined and was concerned with the amount of money being spent with little result. Terry has passed this work on to Nick to do now to save on these big bills and we are contesting a bill from Kott Gunning Lawyers.

Terry Waldron said he understands the concerns that the Committee has with the Delegation of Authority document and gave his assurances that it had been reviewed by the Executive Committee prior to being tabled at the Management Committee Meeting. Terry also gave his assurance to all Members that they will be kept fully informed of any future changes.

Darren Simmons made a general comment that it is important for all CEO's to be kept in the loop as they must account for every dollar when dealing with the public's money. He understands that good governance is important, but they must be advised of the use of money. Ongoing communication between CEACA and the Shires needs to be improved, however he does acknowledge that a lot of work has been done to get us to this point.

Terry Waldron acknowledged Darren Simmons' comments and said as Chair, he is big on communication and can assure the Committee that communication will improve. CEACA will strive to keep the CEO's informed going forward.

Eileen O'Connell asked of all items that were disagreed on in the Delegations of Authority be sent out to all Members immediately after the meeting and can the information be sent to all Members and not just the CEO's. Not all Members are given the same information as the CEO's and it makes it difficult for them to manage affairs. Terry Waldron confirmed that the information would be sent to all Committee Members in future. Gary Shadbolt confirmed that in accordance with the Constitution, information is to be sent to all Committee Members.

**Ricky Storer– Shire of Koorda joined the meeting at 1.24pm**

## **RECOMMENDATION**

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That the CEACA Delegation of Authority tabled at the Management Committee meeting on 2 October 2019 be adopted after making the changes suggested by the Executive Committee and deleting items 10.6(b) and 14.2

## **RESOLUTION**

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**THERE BEING NO FURTHER COMMENT, THE MANAGEMENT COMMITTEE AGREED TO ADOPT THE DELEGATION OF AUTHORITY TABLED ON THE 2 OCTOBER 2019 MEETING ON THE UNDERSTANDING THAT THE CHANGES SUGGESTED BY THE EXECUTIVE COMMITTEE BE ADOPTED AND THAT ITEMS 10.6(B) AND 14.2 BE DELETED FROM THE DOCUMENT.**

**CARRIED**

## ITEM 2.2 ELIGIBILITY AND RENT SETTING POLICY

---

Terry Waldron invited Nick Hopkin to speak to the Eligibility and Rent Setting Policy.

Nick Hopkin advised the Committee that the wording was based on Access Housing's Policy and requirement of the FAA. The CEACA policy was not word for word as CEACA's clients were different from those of Access Housing. Nick advised if approved by the Committee today, he will forward it to the Department to comply with the FAA and generate payment of the outstanding \$200k that the Department withheld pending receipt of same.

Nick said eligibility is based on "Low" and "Very Low" income tenants but will also include those who own their own home. This is consistent with a clause in the Access Housing document where people who own land or property may be eligible if they cannot sell or inhabit it. People with their own home will be subject to asset testing and given a lower priority rating than those with Low or Very Low ratings. It was important for CEACA to widen the net a little as there are those in the Wheatbelt region who may own a house or farm but cannot sell them. We are assessing applicants on a case by case basis and the goal is to fill the sites with locals first and foremost.

John Nuttall commented that the Access Housing Policy says we can move people out if no longer eligible and asked if that was correct. Nick Hopkin advised that this is an Access Housing Policy condition and would not apply to CEACA tenants. Nick advised the Committee that the wording would be deleted from the CEACA policy.

J Trachy

### RECOMMENDATION:

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That the Management Committee adopt the Eligibility and Rent Setting Policy.

### RESOLUTION

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**ON THE BASIS OF THE REVIEW ABOVE, IT WAS AGREED BY THE COMMITTEE MEMBERS TO ADOPT THE ELIGIBILITY AND RENT SETTING POLICY TABLED AT THE 2 OCTOBER 2019 MEETING.**

**CARRIED**

## ITEM 2.3 ALLOCATIONS MATRIX

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Nick Hopkin spoke to the Allocation Matrix that was presented on the overhead projector.

Stephen Strange asked if the Executive Committee had reviewed the *Allocations Matrix*. Gary Shadbolt and Raymond Griffiths confirmed that they had seen and reviewed the document and were satisfied with the content.

Nick Hopkin confirmed that the Matrix was discussed with the Executive Committee and sent out to all Committee Members prior to the meeting. Nick placed the matrix on the overhead projector and described to the Committee Members how it worked. Nick said that he had seen a good response to date and was confident that the sites would be filled with locals.

Taryn Dayman commented that she had concerns that the Shires will receive bad feedback if locals do not get in and others outside of the Wheatbelt do. Terry Waldron said CEACA must follow the matrix as they had to comply with the requirements of the Department, however, there may be a case by case considerations to be taken as we need to occupy them.

Both Nick Hopkin and Jo Trachy advised the Committee that the Matrix is currently being used to assess applications and it appears to be fair and working well. They do not foresee an issue with regards to outsiders getting in before locals. Jo Trachy confirmed that all applicants were currently living in the Shire or had family living in the Shire and there were no applicants from outside of the Region.

John Nuttall asked if any calculations had been done indicating how much people are going to be paying in rent. Nick Hopkin responded by saying that CEACA can charge 75% of the median rental figure and therefore it would be between \$150-\$169 per week. Depending on eligibility, the maximum weekly support a single person can get paid by the Government is \$68 per week. Hence, the tenant may pay as little as \$82 per week depending on weekly rent set and eligibility for CRA.

Nick said that Landmark Harcourt Realty had looked at rentals for the different Shires and most were around \$200-\$225 for equivalent housing option. Stephen Strange said their area rents are nothing like that. Raymond Griffiths responded by saying the critical part is what the tenant will pay. Raymond said the subsidy is pro-rata and emphasised that the client pays the same, due to the Government subsidy. Raymond added that it is only those who are not entitled to Centrelink maximum payment who will pay more. The amount must get over the threshold and then pro-rata from there.

John Nuttall said the higher rent to be charged by CEACA will result in the Shires having to increase the pricing on all other units in the Shire. Terry said CEACA are doing the right thing by Council's by bringing in more money. Ray said it was in the best interests of the Shire to charge the higher amount, as it will be subsidised by the Government.

Nick Hopkin tabled the *Assessment of Waiting List* for the Committee to show them how the priority ratings worked.

General discussion ensued on the Matrix and Assessment of Waiting List and Nick addressed concerns of the Committee.

## **RECOMMENDATION**

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To adopt the Allocations Matrix as presented in the meeting and to review in future if deemed necessary.

## **RESOLUTION**

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**IT WAS AGREED BY THE MANAGEMENT COMMITTEE TO ADOPT THE ALLOCATIONS MATRIX PRESENTED IN THE MEETING AND TO REVIEW IN FUTURE IF DEEMED NECESSARY.**

**Carried**

## ITEM 2.4 ACCEPTANCE OF VARIOUS POLICIES

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Terry Waldron advised the Committee that a lot of work had gone into drafting the CEACA policies and we need them to satisfy the requirements of the Department in relation to good governance. Terry confirmed that the Executive Committee had reviewed all draft policies and are recommending that the Management Committee approved them after making the changes and updates suggested by Rachel Kirby via email. Terry said the policies were tried and tested, were used by another major retirement village and home care group and would fit 90% of companies.

Gary Shadbolt asked if the documents were all live. Terry asked Jo Trachy to comment on this.

Jo Trachy commented that all CEACA documents were version controlled and the latest versions would be uploaded to CEACA Sharepoint and added to a Key Document Register created by Jo. Jo also addressed the concern of Rachel Kirby with regards to the reference to a Health and Safety Officer and Privacy Officer, to which Jo confirmed that she is trained and has the experience to cover both roles without the need to employ additional people. Jo was the Privacy Officer and chaired Health and Safety Meetings, conducted health and safety audits and managed risk in her previous role of Corporate Services Manager for a major retirement village group.

### RECOMMENDATION

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That the Management Committee approve the recommendation put forward by the Executive Management Committee to adopt the draft CEACA policies tabled at the meeting on 2 October 2019 on the understanding that amendments from Rachel Kirby via email be incorporated.

### RESOLUTION

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**THAT THE RECOMMENDATION PUT FORWARD BY THE EXECUTIVE MANAGEMENT COMMITTEE TO ADOPT THE DRAFT CEACA POLICIES TABLED AT THE MEETING ON THE 2 OCTOBER 2019 BE APPROVED ON THE UNDERSTANDING THAT AMENDMENTS FROM RACHEL KIRBY BE INCORPORATED.**

J Trachy

**CARRIED**

## ITEM 2.5 SELECTION OF HOUSES FOR SALE OR RENT AND ITEM 2.6 INDEMNITY INSURANCE

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Terry Waldron advised the Committee that the matter had been discussed at length at the Executive Committee Meeting held 2 October 2019 and the Executive Committee put forward the following comments for consideration:

1. If CEACA sell the houses, they pay indemnity on them.
2. If CEACA lease them all, they do not pay indemnity on the units, however it means that CEACA will not be able to sell them later as they will have a Memorial on them for 7 years.

Terry commented that the recommendation will be for CEACA to pay the \$80k indemnity insurance. There is no appetite to purchase at this stage and CEACA would still derive a decent income from renting the units. If the insurance is paid and CEACA do not go for an exemption, CEACA can then sell units in the future if the demand is there.

Nick gave some background on this issue and advised the Committee that anyone building a property over \$20k must pay for indemnity insurance to cover the purchaser. At the beginning of the project, Access Housing and Pindan assumed that we were going to apply for an exemption and now that we are nearing completion, are asking for evidence of that exemption. If we do not provide it, they will charge us for the cost of indemnity insurance. To obtain exemption, we must apply under 'senior living', have each Shire complete a Statutory Declaration and place Memorials on the sites that are exempt.

Nick said at this stage, we are unable to guess if there will be an appetite for purchasing units later and therefore it would be preferable for CEACA to keep their future options open and pay the indemnity insurance now.

Greg Powell said the FAA states that we must sell 7 units to be compliant. Greg also indicated that a letter had been sent to the Department earlier in the project asking them if the FAA could be altered with respect to number of units to be sold and use of surplus funds and they had not had a favourable response.

Greg said there are two main issues:

1. CEACA must sell at least 7 units.
2. Use of surplus funds for the benefit of the tenants or return them.

Greg believes that it is a good idea to pay the indemnity and keep options open to CEACA, but discussions had to be held with the Department prior to any actions being considered as he is responsible for compliance with the FAA.

Terry Waldron advised the Committee that he had attended a meeting at the Minister's office to keep them informed and Terry is keen to have another meeting, if necessary, to discuss the issues CEACA are having with the terms of the FAA. Terry would however like to meet with the Department prior to approaching the Minister as he wants to remain upfront with them. Terry is not comfortable making any decisions on the matter until the FAA is discussed with the Department and/or the Minister and the FAA is amended. Terry would like Greg Powell and Nick Hopkin to join him for any meetings held on the matter and this would be scheduled immediately.

Ken Hooper said the trouble with picking out houses to sell is that we would then need to take out indemnity just on those units we intend to rent and put in place Memorials. The only way around the issue, in his opinion, is to pay for indemnity on all units.

Stephen Strange asked if each site could be treated differently and maybe get indemnity on some and not others. Terry suggested that treating sites differently would put us at a disadvantage later if circumstances changed.

Greg Powell cautioned the Committee in relation to the sale of units, as we would have to sell to people over 65 to be compliant with the original terms. Sound policy and procedure must be put in place in this regard.



Nick Hopkin advised the Committee that there will be \$500k surplus funds after development minus \$80k for indemnity, which leave us with \$420k. The Committee need to decide what to do with the funds and it will depend on the outcome of talks with the Department and/or the Minister.

Nick Hopkin said we don't know what the future holds and therefore recommends that CEACA pays for indemnity for all sites to give CEACA flexibility. Nick stressed the importance of the Committee deciding today, as Pindan are ready to finalise the project and charge CEACA the full \$80k in the absence of an exemption.

Greg Powell said that some of the residents of Merredin are reluctant to purchase as they have not been given pricing or terms of sale. Terry Waldron said that in order to do that, the Committee needed to identify units for sale and market them. Greg said that 7 out of the 11 on his list said they initially wanted to buy but now they are not sure what the value of their house is, whether they can sell and the price of our units. They also wanted to know what happens to their home when they pass away.

Terry Waldron suggested the best way forward would be for himself, Greg Powell and Nick Hopkin to set up a meeting with the Department to discuss variations to the FAA. Greg Powell recommended that Darren West be kept up to date with any changes or decisions made.

In relation to the 72<sup>nd</sup> unit to be built, Stephen Strange said Koorda originally had an allocation of 5 units and dropped to 4 when CEACA had to give back the \$5m to the Department and Merredin, Kellerberrin and Bruce Rock all reduced theirs by 1 each. Ricky Storer responded by saying that it was not Koorda's request to drop the unit and the decision was made for them. Koorda had continued to pay the full subscription and therefore if another unit was on the table, they should be considered.

Terry Waldron said if above accepted we will have options on where to build 72<sup>nd</sup> unit.

Greg Powell asked if more than one quote was obtained for Indemnity Insurance. Nick Hopkin advised that Bresland had been approached as they had been dealing with Helen Westcott and the Committee since the beginning. Nick Hopkin agreed to source other quotes for comparison.

## **RECOMMENDATION**

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That CEACA pay the indemnity insurance on all units and approach the Department of Primary Industries and Regional Development to discuss the following variations to the original FAA:

1. Lease all 71 units.
2. Remove 7 houses for sale.
3. Variation from 72 to 71 houses to be built.
4. If the Department insist that the 72<sup>nd</sup> unit is to be built, that CEACA have flexibility of which Shire it is built in.
5. Discuss the use of the remaining funds.

## RESOLUTION

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**IT WAS AGREED BY THE COMMITTEE FOR THE CHAIRMAN, GREG POWELL AND NICK HOPKIN TO MEET WITH THE DEPARTMENT TO DISCUSS VARIATIONS TO THE ORIGINAL FAA. IT WAS ALSO AGREED THAT IF THE DEPARTMENT WERE UNWILLING TO AMEND THE FAA, A MEETING WOULD BE SET UP WITH HON. ALANNAH MACTIERNAN TO DISCUSS FURTHER.**

T Waldron  
N Hopkin  
G Powell

**CARRIED**

## ITEM 2.7 OPEN DAY

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Terry Waldron advised that there has been talk about open days in the past to give the public and Shire staff the opportunity to look inside the units. Terry also advised that Force Realty were organising for a virtual video to be made and asked Jo Trachy to provide an update to the Committee.

Jo Trachy advised the Committee that Force Real Estate had visited the Kellerberrin site on Friday, 27<sup>th</sup> September 2019 with the Property Manager and Videographer. The Videographer was creating a virtual video of the Platinum (Disability) unit and the Gold (General) unit. It would take them 2-5 business days to finalise and once done, would send it to Jo to upload to the CEACA website, send to the Shires and to everyone who had expressed an interest in or applied for a unit. Jo felt that this would satisfy the requirement of most people to view the units from the inside, pending an open day being organised.

J Trachy

Terry Waldron recommended that Alannah MacTiernan and representatives from the Department be invited to the open day. He also recommended that we invite Federal Members. Terry will approach the Minister to discuss a suitable date and time that fits in with her schedule. Terry believes Merredin or Kellerberrin (or both) would be the most suitable sites and it would not matter if tenants had already moved in. Ken Hooper liked the idea of an open day, as the Councillors also were keen to have a look.

Greg Powell suggested that the open day needs to be held sooner rather than later and by the end of November latest, otherwise it would be deferred to January or February.

## RECOMMENDATION

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For Terry Waldron to speak to the Hon Alannah MacTiernan regarding a CEACA open day.

## RESOLUTION

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**IT WAS AGREED BY THE COMMITTEE THAT TERRY WALDRON APPROACH THE HON ALANNAH MACTIERNAN TO ORGANISE A SUITABLE DATE, TIME AND LOCATION FOR THE CEACA OPEN DAY AND WOULD REPORT BACK TO THE COMMITTEE WITH DETAILS.**

T Waldron

**CARRIED**

### **3. MATTERS FOR DISCUSSION**

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#### **ITEM 3.1 CHIEF EXECUTIVE OFFICER UPDATE**

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Nick spoke to the Chief Executive Officer Update and highlighted the fact that a great deal had been achieved over the past few weeks. There was however a lot more operational work to be done.

In relation to the budget, Nick advised the Committee that the current budget was flawed and would not work for the business. As a previous CFO, the usual approach would be to construct a Business Plan for the year ahead, then allocate the necessary resources and expenditure to achieve the desired results.

Nick needs to re-forecast and it may indicate that CEACA would not hit budget for this year. CEACA has cash in the bank, however that is purely due to the fact that the necessary work has not been done to date to get the project where it should be and there is a lot to do to ensure the business is ready operationally before we accept the first tenants into our units. Once the forecast is complete, Nick will advise the Committee what is needed in order to achieve the desired outcomes. The budget as it stands today, will not be adequate for him to achieve the goals set by CEACA.

John Nuttall asked if Nick's plan was to ask for more money. Nick said he is not going to ask for more contributions from the Shires, but rather he is asking to spend the accumulated cash in the short term to achieve the outcomes the Committee and the Department expects.

Greg Powell said if the accumulated funds are spent this year and Nick does the budget for next year, if it is done on the same premise as the forecast, then it would make sense that the contributions are going to increase from the Shires next year. Greg said it is unlikely that there will be an increase in contributions from Shires next year. Nick disagreed and said the surplus funds would only be used in the interim to fund the operations of the business and that would reduce as CEACA drew in funds from the rentals.

Ken Hooper spoke of the original budget set by the Committee and reminded all Members that they were all aware that the budget was set low initially and with a minimal operational budget, with a view to it being revisited later to achieve outcomes.

Terry Waldron said he viewed the Executive Committee as an Audit and Risk Committee and they were in place to ensure money is spent properly and that everyone is informed. Terry will identify risks associated with using surplus funds at the next Executive Meeting and the findings will be reported back to the Management Committee.

T Waldron

#### **ITEM 3.2 PROJECT TIMELINE**

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The Project Timeline was distributed to all Members prior to the meeting.

Nick Hopkin updated the Community on the contents of the timeline and added the following comments:

Application for Charitable Status has been waiting on approval of the amended Constitution, which occurred on the 13<sup>th</sup> September 2019. Now that it has been approved, Nick will work on

the application and submit in the next week. Deloitte will be assisting in the process and it takes an average of 21 days.

## **RECOMMENDATION**

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Nick asked the Chairman and Management Committee to give him delegated authority to sign the Charitable Status application to avoid further delays.

## **RESOLUTION**

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**IT WAS RESOLVED BY THE MANAGEMENT COMMITTEE MEMBERS TO GIVE NICK HOPKIN AUTHORITY TO COMPLETE, SIGN AND SUBMIT THE CHARITABLE STATUS APPLICATION ON THEIR BEHALF TO AVOID FURTHER DELAYS THAT MAY IMPACT ON THE OVERALL PROJECT.**

**CARRIED**

## **ITEM 3.3 PROJECT UPDATE**

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Nick commented on the Access Housing Project Update which was provided to the Committee Members prior to the meeting and highlighted that on Page 4 the practical completion date was late October at present but if that slipped, then it would impact on the project as a whole and our plans to move people into their units by the end of October.

Nick also advised the Committee that Access Housing had noted the excess funds in their report and options on what to spend the money on for the Committee to consider.

Stephen Strange asked for clarification on who is managing the units as it is getting confusing for the Members. Nick Hopkin confirmed that Pindan are in control of construction, Access Housing are the Project Managers and Force Realty will be managing the units for an initial term of 12 months. Nick said the process was as follows:

1. CEACA staff working on the allocations and eligibility of applicants in line with the matrix.
2. CEACA pass on the successful applicants to Force Realty.
3. Force Realty need 2 weeks prior to practical completion to meet and sign up tenants.
4. All tenants signed up and will be moved in.
5. Force organise keys, warranties etc.
6. Access Housing are responsible for the quality of the buildings and warranty work.

Nick is unsure of who is responsible for building issues after practical completion and will check the original agreement and discuss with Access Housing prior to handover of units.

N Hopkin

## **ITEM 3.4 STATEMENT OF INCOME AND EXPENDITURE**

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Prepared by the Shire of Merredin were tabled.

Second page – Summary of cash position - \$1.8 million.

WATC Stage 2 – amount of money Department are holding. Milestones we must achieve include

a) Constitution approved b) Board approved Rent and Eligibility Policy and Allocation Matrix. Once submitted, Greg can sign the FAA and the Department will pay the remaining \$200k to CEACA.

\$1.8m existing cash less Access Housing's cost to complete of \$1.3m = \$500k surplus.

Greg Powell suggested that there would probably a bit of interest but not sure how much. Funds with WATC still accruing interest but not high.

Greg Powell also advised that if Pindan continue to slip in their completion dates, CEACA may be able to pursue liquidated damages.

## **THE COMMITTEE NOTED THE COMMENTS AND CONTENT OF THE INCOME AND EXPENDITURE DOCUMENT**

### **ITEM 3.5 APPLICATIONS RECEIVED TO DATE**

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*A Summary of Applications* was provided to all Committee Members.

Terry Waldron said it would be important for all Shires to work with Jo Trachy from CEACA to progress applications. This included Shires providing Jo with relevant and up to date contact details for applicants.

### **RECOMMENDATION**

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For the Shires to work with Jo Trachy to ensure all Waiting List content was correct to ensure contact can be made with all persons expressing an interest in the CEACA units.

### **RESOLUTION**

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**IT WAS AGREED BY THE MANAGEMENT COMMITTEE THAT JO TRACHY WOULD WORK WITH THE SHIRES TO COMPLETE THE WAITING LISTS WITH UP TO DATE INFORMATION. CARRIED**

J Trachy  
Shires

Taryn Dayman asked what was being done to attract new tenants who were not already on the CEACA waiting list and asked what the process was for marketing as she would like to put something out to the community.

Jo Trachy commented that a Press Release had been sent via email to all Shires in September for inclusion in their local paper or newsletters. Jo advised the Committee that she would resend the Press Release to all Members not just CEO's for marketing purposes.

J Trachy

Jo Trachy also reminded the Committee that a virtual video was being made of the units which would be sent out to the Shires and those who had expressed interest in the units.

J Trachy

### **ITEM 3.6 CONSTRUCTION OF THE 72<sup>ND</sup> UNIT**

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This was addressed in an earlier discussion item.

### **ITEM 3.7 FINANCIAL STATEMENTS**

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The Financial Statements for the 2 months to 31 August 2019 were tabled at the meeting. Nick commented that some of the additional costs related to the updates of the CEACA websites and the virtual office space that Nick and Jo needed in order to work properly and hold meetings with Force and others to progress operations. In the past, they were using café's however this had become unsuitable as there were no facilities for copying, typing, printing or meeting.

The budget Year to Date is better by \$6k but there is still a lot of work to do. Nick was not involved in constructing the original budget and cannot comment on that. He can only comment on what the business needs now to progress. The adverse variances to budget in relation to Executive Officer fees and travel are a result of the handover from BHW Consulting to Nick Hopkin.

Nick summarised all areas of the cashflow and advised the Committee that three Shires were yet to pay their contributions or action land transfers. Nick advised that he would be contacting those Shires to discuss.

N Hopkin

Excess money – Nick will keep the Committee informed on what we use surplus money for.

## **4. MATTERS FOR NOTING**

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### **ITEM 4.1 ADOPTION AND APPROVAL OF REVISED CONSTITUTION**

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The revised Constitution was accepted on 13<sup>th</sup> September 2019 and is in place. Terry Waldron acknowledged the Committee's work on this document and in particular, John Nuttall's input.

### **ITEM 4.2 ADOPTION OF CEACA APPLICATION AND ALLOCATION POLICY**

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This was approved previously by the Executive Committee and is working well.

### **ITEM 4.3 LETTER OF ACCEPTANCE - FORCE REALTY TO MANAGE RENTAL PROPERTIES**

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This document was provided to the Committee Members prior to the meeting.

Terry Waldron advised the Committee that a decision was made by the Executive Committee to undertake a Due Diligence process as the original scope of works was not consistent or clear and CEACA would be impacted at a later date with unforeseen costs for travel and items undertaken by the Agent and was also done to test the pricing provided by Force.

The process included a local Agent, Landmark, whereas the original process did not. An amended fully inclusive Scope of Works as created by Jo Trachy was sent to Foundation Housing, Force and Landmark so that they could provide quotes on a like for like basis. Although the preference would be to use a local agent, Force won the contract as they included strata and travel, as well as an improved, inclusive monthly cost to manage the units. They also had an in-house Strata Manager and software package to use, whereas Landmark did not. Foundation Housing were too expensive and therefore were not considered.

Force have been awarded a 12-month contract which will be reviewed prior to its expiry. If we are not satisfied with their services, we can terminate by giving 2 months' notice. Force will commence work with CEACA from 7<sup>th</sup> October 2019.

Stephen Smith asked who tenants contact when something goes wrong with their unit. Nick confirmed that they would contact Force as they will co-ordinate day to day management of the units.

Terry Waldron said it is good that the due diligence process has been done as it has saved CEACA money in the long-run and we now have a Scope of Works created for future use.

#### **ITEM 4.4 ANY OTHER BUSINESS**

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Stephen Strange gave an update on the sewerage issues at Bruce Rock and advised that one contractor gone broke and the remaining contractors were taking up to a day at a time to get through 1m of rock. The earliest estimate for completion is end of December and that is for the whole of Bruce Rock, not just the CEACA site. If not done by end of December, they can expect completion as late as February.

Eileen O'Connell commented that she had looked at a disability unit at Kellerberrin and noted the lack of handrails in them. Raymond Griffiths advised Eileen that they were the basic inclusions as per the project scope and if the tenant needed additional disability aids, then they could approach Disability Services to conduct an individual assessment and would provide what is necessary for the individual.

### **5. NEXT MEETING**

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Eileen O'Connell advised the Chairman that it was impossible for Members from the Shire of Nungarin to attend meetings on Wednesday's and therefore they would not be attending any meetings set for these days, including the AGM. Eileen said any other day was acceptable and said that all Shires had previously advised Helen Wescott of their availability and was therefore surprised that their wishes had not been noted. The Committee discussed various dates and it was agreed that:

1. Executive Management Committee Meeting would be held on 12<sup>th</sup> November 2019 at Kellerberrin Leisure Centre commencing at 9.30am.
2. The AGM and Management Committee Meeting would be held on the 12<sup>th</sup> November 2019 at Kellerberrin Leisure Centre commencing at 10.30am.

### **6. CLOSE MEETING**

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There being no further business, the meeting closed at 3.26pm.

## ACTION SHEET AS AT 17<sup>TH</sup> OCTOBER 2019

Date of Action	Description of Action Item	Context	Who	Progress	Status
CEACAMCM 06/06/2018	Preparation of CEACA Strategic Plan	CEACA to write to the Wheatbelt ACAT to obtain information on aged care services and packages available across 11 CEACA Shires. Information to be circulated to CEACA Members. Write to CEO's of Council's within CEACA seeking information on private aged care service providers operating in their Shire. Finally, apply for funding through Round 3 of Building Better Regions Fund.	CEACA CEO	No progress – defer to next Management Committee Meeting.	On Hold
CEACAAGM 14/11/2018	3-Year Audit	Executive Management Committee to consider the development of a 3-year audit contract and seek quotations for recommendation at the 2019 AGM.	CEACA EMC	1. Waiting on appointment of auditor for 2-3 years. 2. Once audit is complete planning will commence for appointing auditor for next 2-3 years. 3. CEO to check Constitution wording to ensure we are compliant.	On Hold
CEACAMCM 14/11/2018	Soft Launch of CEACA Affordable Housing Project (Open Day)	Open days in Merredin and Kellerberrin, or both, to be discussed at the Management Meeting to be held 2 <sup>nd</sup> October 2019. When location and date have been decided, Terry Waldron to invite the Minister to open.	CEACA EMC	1. <i>Soft Launch</i> changed to <i>Open Day</i> . 2. Chairman to approach Hon MacTiernan to invite and agree on a suitable date/location (Pref is for Kellerberrin and Merredin)	In Progress  Agenda Item 2.7 Management Committee Meeting 02/10/2019
CEACAEMCM 12/4/2019	Data Breach Response Plan	Draft a Breach Response Plan for CEACA's Management Committee consideration. Draft plan based on one provided by Bresland Insurance to be prepared for consideration at the CEACA Meeting to be held in Merredin on 5 <sup>th</sup> June. Work on a draft breach response plan once CEACA has entered into a management agreement for its housing.	CEACA CEO CEACA COO	Not finalised at handover from EO to CEO. Copy of Bresland Policy will be obtained and worked on.	In Progress
CEACAEMCM 05/09/19	Business Insurances	Review current insurances, identify gaps and submit a report to the Executive Management Committee for review and consideration of future cover to be put in place.	CEACA COO	1. Report emailed to Executive Management Committee. 2. Agreed by EMC for Nick to review and put in place appropriate insurances 3. Jo has obtained a schedule of insurances and will discuss with Nick to finalise. 4. Second quote coming from Force for comparison.	In Progress
CEACAEMCM 05/09/2019	Delegations Register	Create a Delegations Register and table at the next Management Committee Meeting	CEACA CEO CEACA COO	1. Was on hold pending approval of the Delegations of Authority. 2. Recommended by MC to proceed 021019 3. Jo Trachy to draft for the Executive Management Committee to approve in November meeting.	In Progress  Agenda Item 2.1 Management Committee Meeting 02/10/2019



## ACTION SHEET AS AT 17<sup>TH</sup> OCTOBER 2019

Date of Action	Description of Action Item	Context	Who	Progress	Status
CEACAEMCM 05/09/2019	Unit Sale, Selection and Pricing	A copy of the CEACA Central Waiting List to be provided to the Management Committee for review and decision on which units should be offered for sale.	CEACA CEO CEACA MC	<ol style="list-style-type: none"> <li>1. Report drafted for Management Committee to review and discuss at the 2/10/19 Meeting.</li> <li>2. It was decided that all units will be rented with an option to sell some later.</li> <li>3. The rental price would be approx. \$165 per (CEO/Chairman would finalise).</li> <li>4. Final decision to be made after 2/10/19 meeting.</li> <li>5. CEO and Chairman agreed to \$160 per week 16/10/19</li> <li>6. No progress on unit sale price.</li> </ol>	<p>In Progress.</p> <p>Agenda Item 2.5 Management Committee Meeting 02/10/2019 Agenda Item 3.3 Executive Committee Meeting 02/10/2019</p>
CEACAEMCM 02/10/2019	Media Communication Policy	Upload the Media Communications Policy to the CEACA website and send to all Shires to upload to their websites.	CEACA COO	<ol style="list-style-type: none"> <li>1. Finalised.</li> <li>2. Added to Key Document Register</li> <li>3. Uploaded to Sharepoint</li> <li>4. Send to Shires</li> </ol>	Finalised except for upload to Sharepoint and sending to Shires.
CEACAMCM 02/10/2019	Conflict of Interest Register	The Chairman asked if a Register existed. The CEO advised that there was none in existence and offered to have one created. The Chairman advised the Committee that it would be discussed at the next Executive Management Committee Meeting	CEACA CH CEACA COO	<ol style="list-style-type: none"> <li>1. The item will be added to the Agenda for the next meeting.</li> <li>2. Draft register has been created by Jo for discussion/approval at the next Executive Meeting.</li> </ol>	In Progress
CEACAMCM 02/10/2019	Delegations of Authority	Delegation of Authority draft to be tabled at the Management Committee Meeting on 2/10/2019 for discussion and approval. Document to be updated with any changes and uploaded to Sharepoint.	CEACA EMC CEACA MC	<ol style="list-style-type: none"> <li>1. Delegations items updated with changes suggested by EMC and MC.</li> <li>2. Document Finalised.</li> <li>3. Summary of changes emailed to MC 16/10/19</li> <li>4. Finalise and upload to Sharepoint.</li> </ol>	Finalised except for upload to Sharepoint.
CEACAMCM 02/10/19	Eligibility and Rent Setting Policy	Draft Policy to be reviewed by the Management Committee Members at the meeting on 2 <sup>nd</sup> October 2019 with a recommendation to be made to the Management Committee to approve on the 2 <sup>nd</sup> October 2019. Amendments (if any) made and final document uploaded to Sharepoint	CEACA EMC CEACA MC	<ol style="list-style-type: none"> <li>1. Policy updated with changes suggested by MC.</li> <li>2. Document finalised.</li> <li>3. Upload to Sharepoint.</li> </ol>	Finalised except for upload to Sharepoint.
CEACAEMC CEACAMC 02/10/2019	Policies and Procedures	Draft Policies – Media Communications, Privacy, Code of Conduct, Health and Safety, Policy Management Framework be reviewed by the Executive Management Committee with a recommendation to approve and final approval obtained from the Management Committee Meeting 2/10/2019. Necessary amendments made to the documents. Documents uploaded to Sharepoint	CEACA EMC CEACA MC	<ol style="list-style-type: none"> <li>1. Policies all approved subject to changes suggested by Rachel Kirby via email.</li> <li>2. Make changes</li> <li>3. Add to Key Document Register</li> <li>4. Upload to Sharepoint</li> </ol>	Finalised except for upload to Sharepoint.
CEACAMCM 02/10/2019	Meeting with Department of Primary Industries and Regional Development to discuss changes to the original FAA	<p>The Chairman, CEACA CEO and CEO of Shire of Merredin meet with the Department to recommend changes to the FAA as follows:</p> <ol style="list-style-type: none"> <li>a. Lease all 71 units.</li> <li>b. Remove 7 units for sale.</li> <li>c. Variation from 72 to 71 units to be built.</li> <li>d. If the Department insists that the 72<sup>nd</sup> be built, that CEACA have flexibility of which Shire it will be built in.</li> <li>e. Discuss the use of remaining funds.</li> </ol>	CEACA CH CEACA CEO CEO MERREDIN	<ol style="list-style-type: none"> <li>1. Meeting held.</li> <li>2. Items a-e agreed to.</li> <li>3. Approval to be obtained in writing from Dept.</li> <li>4. Copy of approval sent to all Shires.</li> </ol>	In Progress.

## ACTION SHEET AS AT 17<sup>TH</sup> OCTOBER 2019

Date of Action	Description of Action Item	Context	Who	Progress	Status
CEACAMCM 02/10/2019	Identify Risks associated with spend of project funds remaining	<ol style="list-style-type: none"> <li>Chairman to discuss and identify risks of using the remaining project funds with the Executive Committee at their next meeting.</li> <li>The findings will be reported back to the Management Committee</li> </ol>	CEACA CH CEACA EMC CEACA CEO	Will be discussed at the next meeting	On Hold
CEACAMCM 02/10/2019	Charitable Status Application	It was resolved to give the CEO, Nick Hopkin, authority to complete, sign and submit the charitable status application on the Board's behalf to avoid further delays and impact on the overall project.	CEACA CEO CEACA COO	1. Information has been collated and sent to Lawyers to finalise application.	In Progress
CEACAMCM 02/10/2019	Building Rectification	Nick to review agreement with Access Housing and Pindan in relation to building issues and warranties after handover to ensure that CEACA are sufficiently covered and are aware of their rights.	CEACA CEO CEACA COO	<ol style="list-style-type: none"> <li>Discussions will be held with Ralton from Access</li> <li>Jo Trachy also looking into what is/is not covered and by whom.</li> </ol>	In Progress
CEACAMCM 02/10/2019	Central Contacts List	Jo Trachy created a central contact list and everyone on that list was called and asked if they would like to complete an application form. There were many who could not be reached due to incorrect or no numbers provided by Shires, the resident was not in or they are simply not picking up the phone. The Shires are to work with Jo Trachy to update the lists and assist in contacting those outstanding to finalise.	CEACA COO Shires	<ol style="list-style-type: none"> <li>Jo has emailed current lists to all Shires.</li> <li>Some Shires have responded and assisted.</li> <li>Waiting on other Shires to respond.</li> <li>Calls being made this week.</li> </ol>	In Progress
CEACAMCM 02/10/2019	Funding from Shires	CEO Indicated that three Shires had not paid their contribution. CEO to follow up and ensure all paid.	CEACA CEO	1. Call all three Shires.	In Progress – One called.
CEACAEX 02/10/2019	Constitution	Copies of the final, approved Constitution to be sent to all Executive Committee Members	CEACA CEO	Email a copy of the final document to all Executive Committee	In Progress

## ACTION SHEET AS AT 17<sup>TH</sup> OCTOBER 2019

### ITEMS CLOSED

Date of Action	Description of Action Item	Context	Who	Progress	Status
CEACAAGM 14/11/2018	Appointment of an Auditor	Appoint AMD Chartered Accountants as the auditor for the 2018/19 financial year. Executive Management Committee to finalise the terms and conditions of appointment of the auditor for 2018/19.	CEACA CEO	Auditor appointed for 2019.	Closed
CEACAEX 12/04/2019	Development of a Privacy Policy	Adopt the Privacy Policy (shortened version – statement) prepared by Kott Gunning and upload to the CEACA website	CEACA EO	Uploaded	Closed
CEACACOM 05/09/2019	CEACA Eligibility Application	Review and update draft application tabled at the meeting held on the 5 <sup>th</sup> September 2019. Table at the Executive Committee Meeting for approval. Upload to CEACA website and send to 11 Shires to link on their websites.	CEACA COO	Draft approved, uploaded and sent to Shires. Currently being used by prospective tenants.	Closed
CEACAEX 05/09/2019	Housing Eligibility Matrix (changed to CEACA Allocations Matrix)	Draft matrix to be reviewed and presented to the Executive Committee for discussion pending formal approval from the Management Committee.	CEACA CEO	1. Draft tabled at EMC Meeting 5/9/19. Approval given subject to formal approval by MC on 2/10/19. 2. Management Committee approved 2/10/19	Closed  Agenda Item 2.3 Management Committee Meeting 02/10/2019
CEACAEX 05/09/2019	Development of a full Privacy Policy	As the Privacy Statement above is a condensed version and is merely a statement for the CEACA website, a full policy to be developed for Management Committee approval	CEACA COO	Drafted for EMC and MC approval. Approved by the Executive Management Committee and Management Committee	Closed  Agenda Item 2.4 Executive Management Committee Meeting 02/10/2019
CEACAEX 05/09/2019	Indemnity Insurance	Jo Trachy to gather original documentation from Shires and speak to Building Commission regarding exemption on grounds that the Shires were building units for the aged. Lawyer advised 'retirement village' under the Building Contracts Act is different to RV Act and we should apply for exemption. Jo to confirm with DMIRS. If they agree CEACA can apply, we will submit Statutory Declarations and Memorials for all Shires (except for units to be sold). Jo to speak to Lawyer re: drafting docs	CEACA CEO CEACA COO	Advice sought from DMIRS and Lawyer. Both believe we are entitled to an exemption. To be discussed by MC 02/10/19	Closed  Agenda Item 2.6 Management Committee Meeting 2/10/2019
CEACAMCM 02/10/2019	Virtual Video of the Platinum and Gold Units to be created	<ol style="list-style-type: none"> <li>1. External Agency to visit Kellerberrin 27/9/19 to create video of 2 types of units.</li> <li>2. Video to be sent to J Trachy the week after.</li> <li>3. J Trachy to send link to all Shires to upload to websites.</li> <li>4. J Trachy to send link to everyone on EOI/Waiting List, including those who have withdrawn to try and gain interest.</li> <li>5. Videos uploaded to CEACA Website</li> </ol>	CEACA COO	Items 1-5 actioned	Closed
CEACAMCM 02/10/2019	Press Release	The original press release sent to all Shires in September was not sent to all Members, only to CEO's. Jo to send the document to all Members for actioning (inclusion in newsletters and websites).	CEACA COO	1. Email Press Release to all Members of CEACA MC	Complete

# WHEATBELT COMMUNITIES INC

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## Meeting of Wheatbelt Communities Inc

Wednesday 30 October 2019

Council Chambers, Shire of Westonia,  
commencing at 10.14am

## MINUTES



Shire of Bruce Rock



Shire of Kellerberrin



Shire of Merredin



Shire of Westonia



Shire of  
YILGARN

Shire of Yilgarn

**CONTENTS**

<b>1.</b>	<b>OPENING AND ANNOUNCEMENTS .....</b>	<b>3</b>
<b>2.</b>	<b>RECORD OF ATTENDANCE AND APOLOGIES .....</b>	<b>3</b>
2.1	Attendance.....	3
2.2	Apologies .....	3
2.3	Guests .....	3
<b>3.</b>	<b>DECLARATION OF INTEREST .....</b>	<b>3</b>
<b>4.</b>	<b>PRESENTATIONS/MEETINGS.....</b>	<b>4</b>
<b>5.</b>	<b>MINUTES OF MEETINGS .....</b>	<b>4</b>
5.1	Minutes from the Wheatbelt Communities Inc Meeting held Tuesday 27 August 2019 (Attachment) .....	4
5.2	Business Arising from Meeting of Wheatbelt Communities Inc held Tuesday 27 August 2019.....	4
<b>6.</b>	<b>MATTERS FOR NOTING .....</b>	<b>4</b>
6.1	Complying with the <i>Associations Incorporation Act 1987</i> – Self-Check (Attachment)4	
<b>7.</b>	<b>MATTERS FOR DECISION.....</b>	<b>5</b>
7.1	Wheatbelt Communities Inc (WCI) Financial Statement to 30 September 2019 .....	5
7.2	List of Accounts Paid .....	7
<b>8.</b>	<b>OTHER MATTERS .....</b>	<b>8</b>
<b>9.</b>	<b>FUTURE MEETINGS.....</b>	<b>8</b>
<b>10.</b>	<b>CLOSURE.....</b>	<b>8</b>

# Wheatbelt Communities Inc

An In-person Meeting of Wheatbelt Communities Inc to be held in the Shire of Westonia's Council Chambers, commencing at 10.14am

## MINUTES

### 1. OPENING AND ANNOUNCEMENTS

The Chair, Ram Rajagopalan, opened the meeting at 10.14am welcoming all in attendance with a special welcome to new members.

### 2. RECORD OF ATTENDANCE AND APOLOGIES

#### 2.1 Attendance

Mr Ram Rajagopalan, Chair  
Mr Darren Mollenoyux, Secretary  
Mr Raymond Griffiths, Treasurer  
Mr Peter Clarke, Member  
Ms Karin Day, Member  
Mr Wayne Della Bosca, Member  
Ms Julie Flockart, Member  
Mr Rod Forsyth, Member

Mr Bill Huxtable, Deputy Member and voting member in Jamie Criddle's absence  
Mr Stephen Strange, Deputy Member

Ms Helen Westcott, Joint Executive Officer

#### 2.2 Apologies

Mr Jamie Criddle, Member  
Mr Greg Powell, Member

Mr Bruce Wittber Joint Executive Officer

#### 2.3 Guests

Nil

### 3. DECLARATION OF INTEREST

Pursuant to Clause 18 of the Wheatbelt Communities Inc Constitution, Members must declare to the Chairman any potential conflict of interest they may have in a matter before Wheatbelt Communities Inc as soon as they become aware of it. Members and Deputies may be directly or indirectly associated with some recommendations of Wheatbelt Communities Inc. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

This is in accordance with Clause 18.4 of the Constitution which states:

**18.4 When a member or employee discloses a pecuniary interest he or she may neither participate in discussions nor take any part in the decision making process in respect to that matter nor be present when the matter is being discussed or voted upon.**

Nil

#### **4. PRESENTATIONS/MEETINGS**

Nil

#### **5. MINUTES OF MEETINGS**

##### **5.1 Minutes from the Wheatbelt Communities Inc Meeting held Tuesday 27 August 2019 (Attachment)**

Minutes of the Wheatbelt Communities Inc Meeting held Tuesday 27 August 2019 have previously been circulated.

##### **RECOMMENDATION:**

That the Minutes of the Meeting of Wheatbelt Communities Inc held Tuesday 27 August 2019 be confirmed as a true and accurate record of the meeting.

##### **RESOLUTION:**

**Moved: Karin Day**

**Seconded: Rod Forsyth**

**That the Minutes of the Meeting of Wheatbelt Communities Inc held Tuesday 27 August 2019 be confirmed as a true and accurate record of the meeting.**

**CARRIED**

##### **5.2 Business Arising from Meeting of Wheatbelt Communities Inc held Tuesday 27 August 2019**

Nil

#### **6. MATTERS FOR NOTING**

##### **6.1 Complying with the Associations Incorporation Act 1987 – Self-Check (Attachment)**

The Department of Commerce publishes a self-check for incorporated bodies such as Wheatbelt Communities Inc (Wheatbelt Communities). The purpose of the self-check is to assist in determining whether a group such as Wheatbelt Communities Inc (WCI) is complying with each section of the *Associations Incorporation Act 2015*.

A copy of the self-check forms an attachment to the meeting agenda.

In relation to record keeping, the Executive Officer will have available for inspection at each in-person meeting of Wheatbelt Communities Inc the following records:

- A copy of the certificate of incorporation;
- A copy of the Wheatbelt Communities Inc Constitution;
- The Members Register; and
- The Record of Office Bearers.

These records are available for inspection at this meeting of WCI.

The Executive Officer has also contacted all WCI's members to confirm their preferred contact details. All members have responded to the request for confirmation.

No action is required.

**Noted**

## **7. MATTERS FOR DECISION**

### **7.1 Wheatbelt Communities Inc (WCI) Financial Statement to 30 September 2019**

**Author:** Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 14 October 2019

**Attachments:** Nil

#### **Background:**

As Wheatbelt Communities Inc (WCI) did not adopt a separate budget for 2019/2020 having preferred to adopt a combined WEROC/WCI the below statement is a statement of income and expenditure for the period to 30 September 2019.

#### **Executive Officer Comment:**

No comment.

**Voting Requirement:** Simple majority

#### **RECOMMENDATION:**

That the Wheatbelt Communities Inc Financial Report for the period ending 30 September 2019 be received.

**RESOLUTION:**      **Moved: Raymond Griffiths**      **Seconded: Darren Mollenoyux**

**That the Wheatbelt Communities Inc Financial Report for the period ending 30 September 2019 be received.**

**CARRIED**



**Wheatbelt Communities Inc****ABN 28 416 957 824****1 July 2019 to 30 September 2019**

	Budget 2019/2020	Actual to Date	Notes
<b>Committee Income</b>			
500 General Subscriptions			
0575 Wheatbelt Community Interest		\$ 7.01	
<b>Project Income</b>			
519 Project and Consultancy Fund			
GST Output Tax			
GST Refunds		\$ 50.00	
Total Receipts		\$ 57.01	
<b>Committee Expenses</b>			
1724 Bank Fees & Charges		\$ -	
Executive Services		\$ -	
Meeting Expenses		\$ -	
Chair Expenses		\$ -	
1723 Financial Services		\$ 312.00	
1725 Audit Fees			
Insurance			
Committee Training Expenses			
<b>Project Expenses</b>			
1842 Consultancy General			
Sundry			
GST Input Tax		\$ 31.20	
Ato Payments			
	\$ -	\$ 343.20	
Net Position	\$ -	-\$ 286.19	
OPENING CASH 1 July		\$ 27,386.55	
CASH BALANCE		\$ 27,100.36	

**7.2     List of Accounts Paid****Author:** Helen Westcott, Executive Officer**Disclosure of Interest:** No interest to disclose**Date:** 14 October 2019**Attachments:** Nil**Executive Officer Comment:**

Accounts paid during the period 15 August 2019 to 14 October 2019

**Accounts Paid:**

Cheque/EFT	Date	Payee	For	Amount incl GST
EFT	260819	Up to Date Accounting	Accounting Services July 2019	224.40
EFT	160919	Up to Date Accounting	Accounting Services August 2019	92.40
EFT	111019	Up to Date Accounting	Accounting Services September 2019	79.20
				<b>Total \$396.00</b>

**RECOMMENDATION:**

That the list of accounts paid for the period 15 August 2019 to 14 October 2019 totalling \$396.00 be endorsed.

**RESOLUTION:**     **Moved: Karin Day**     **Seconded: Rod Forsyth**

**That the list of accounts paid for the period 15 August 2019 to 14 October 2019 totalling \$396.00 be endorsed.**

**CARRIED**

## **8. OTHER MATTERS**

Nil

## **9. FUTURE MEETINGS**

To be advised

## **10. CLOSURE**

There being no further business the Chair closed the meeting at 10.17am.

### DECLARATION

These minutes were confirmed by the Wheatbelt Communities Inc at the meeting held \_\_\_\_\_

Signed \_\_\_\_\_  
Person presiding at the meeting at which these minutes were confirmed



# Council Meeting

Wednesday 30 October 2019

Council Chambers, Shire of Westonia, commencing at 10.18am

## MINUTES

## CONTENTS

<b>1.</b>	<b>OPENING AND ANNOUNCEMENTS.....</b>	<b>3</b>
<b>2.</b>	<b>RECORD OF ATTENDANCE AND APOLOGIES.....</b>	<b>3</b>
2.1	Attendance.....	3
2.2	Apologies.....	3
2.3	Guests.....	3
<b>3.</b>	<b>EXTENSION OF THE CURRENT WEROC MOU .....</b>	<b>4</b>
<b>4.</b>	<b>ELECTION OF WEROC OFFICE BEARERS .....</b>	<b>4</b>
<b>5.</b>	<b>PRESENTATIONS/MEETINGS .....</b>	<b>5</b>
<b>6.</b>	<b>MINUTES OF MEETINGS .....</b>	<b>5</b>
6.1	Minutes from the Council Meeting held Tuesday 27 August 2019 (Attachment) .....	5
6.2	Minutes from the Executive Meeting held Wednesday 25 September 2019 (Attachment) .....	5
6.3	Business Arising – Status Report as at 21 October 2019 .....	6
6.4	Matters for Noting (Attachments).....	9
<b>7.</b>	<b>WEROC FINANCE.....</b>	<b>12</b>
7.1	WEROC Finance Report as at 30 September 2019.....	12
7.2	List of Accounts.....	14
7.3	Draft Audited Financial Statement for the year ending 30 June 2019 (Attachments).....	15
<b>8.</b>	<b>MATTERS FOR DECISION .....</b>	<b>16</b>
8.1	The Future Governance for WEROC – Development of the WEROC Constitution .....	16
8.2	Records Management in Local Government .....	20
8.3	Public Consultation- Pesticides Regulation Review in Western Australia.....	26
8.4	Ongoing Development of the WEROC App and Website.....	28
8.5	Proposed alternative to the CA07 Restricted Access Vehicle Operating Condition .....	30
8.6	Wheatbelt Medical Students Immersion Project (WMSIP) .....	31
<b>9.</b>	<b>EMERGING ISSUES.....</b>	<b>33</b>
9.1	Public Consultation - Managing Housing Health Risks in Western Australia (Attachment) .....	33
9.2	2020-21 Federal Budget Submissions.....	33
9.3	Departmental Circular 9 2019 – Consultation of Proposed Code of Conduct and CEO Standards .....	34
9.4	Cost of Local Government Elections .....	34
9.5	SuperNet Project.....	34
<b>10.</b>	<b>OTHER MATTERS .....</b>	<b>35</b>
<b>11.</b>	<b>FUTURE MEETINGS .....</b>	<b>35</b>
<b>12.</b>	<b>CLOSURE .....</b>	<b>35</b>

# WEROC

## Wheatbelt East Regional Organisation of Councils

Shires of Bruce Rock, Kellerberrin, Merredin, Westonia, Yilgarn

An In-person Council Meeting held in the Shire of Westonia's Council Chamber, commencing at 10.18am

## MINUTES

### 1. OPENING AND ANNOUNCEMENTS

The Executive Officer opened the meeting at 10.18am

### 2. RECORD OF ATTENDANCE AND APOLOGIES

#### 2.1 Attendance

Cr Stephen Strange  
Cr Ram Rajagopalan  
Mr Darren Mollenoyux  
Cr Rod Forsyth  
Mr Raymond Griffiths  
Cr Julie Flockart  
Cr Karin Day  
Cr Bill Huxtable  
Cr Wayne Della Bosca  
Mr Peter Clarke

President Shire of Bruce Rock  
Deputy President, Shire of Bruce Rock  
CEO, Shire of Bruce Rock  
President, Shire of Kellerberrin  
CEO, Shire of Kellerberrin  
President, Shire of Merredin  
President, Shire of Westonia  
Deputy President, Shire of Westonia  
President, Shire of Yilgarn  
CEO, Shire of Yilgarn

Helen Westcott

Joint Executive Officer

#### 2.2 Apologies

Mr Greg Powell, CEO, Shire of Merredin  
Mr Jamie Criddle, CEO, Shire of Westonia

Mr Bruce Wittber, Joint Executive Officer

#### 2.3 Guests

Nil

#### RESOLUTION:

Moved: Cr Forsyth

Seconded: Cr Della Bosca

That WEROC acknowledge the appointment of the following Council representatives to WEROC:

Shire of Bruce Rock: Cr Ram Rajagopalan, Member  
Mr Darren Mollenoyux, Member  
Cr Stephen Strange, Deputy Member  
Mr Alan O'Toole, Deputy Member

Shire of Kellerberrin:	Cr Rod Forsyth, Member Mr Raymond Griffiths, Member Cr Matt Steber, Deputy Member
Shire of Merredin	Cr Julie Flockart, Member Mr Greg Powell, Member
Shire of Westonia	Cr Karin Day, Member Mr Jamie Criddle, Member Cr Bill Huxtable, Deputy Member
Shire of Yilgarn	Cr Wayne Della Bosca, Member Mr Peter Clarke, Member Cr Linda Rose, Deputy Member

CARRIED

### 3. EXTENSION OF THE CURRENT WEROC MOU

With the reform of Wheatbelt Communities Inc through the development of a new constitution, including its renaming to WEROC Inc, not yet finalised it is necessary to extend the WEROC Memorandum of Understanding, which expired on 30 June 2019, for a short time. This extension would only be until such time as approval from the of Department of Mines Industry and Regulation has been received for the new constitution and the group's name change (refer to Agenda Item 8.1).

The extension will allow for various tasks to be undertaken relating to the transfer of funds etc to the renamed incorporated body (refer to Agenda Item 8.1).

#### RECOMMENDATION:

That the current WEROC Memorandum of Understanding be extended until such time as the Department of Mines Industry and Regulation has approved the new constitution for Wheatbelt Communities Inc, which includes the renaming of the organisation to WEROC Inc.

RESOLUTION:                      Moved: Cr Day                      Seconded: Cr Huxtable

That the current WEROC Memorandum of Understanding be extended until such time as the Department of Mines Industry and Regulation has approved the new constitution for Wheatbelt Communities Inc, which includes the renaming of the organisation to WEROC Inc.

CARRIED

### 4. ELECTION OF WEROC OFFICE BEARERS

Clause 5.3 of the current WEROC Memorandum of Understanding reads as follows:

#### 5.3 Election of Chairman and Deputy Chairman

- (1) *The members of the WE-ROC shall elect a President from a Participant as Chairman and another Participant as Deputy Chairman following the biennial local government election, with each appointment being on a rotational alphabetical basis.*
- (2) *If the office of Chairman or Deputy Chairman becomes vacant then the members of WE-ROC shall elect a new Chairman or Deputy Chairman, as the case requires.*

It should be noted that the CEO of the Shire from which the Chairman, is elected, automatically assumes the role of CEO of WEROC.





### 6.3 Business Arising – Status Report as at 21 October 2019

#### Executive Meeting Wednesday 29 May 2019

##### 7.1 LGIS Co-Ordinator

RESOLUTION:                      Moved: Darren Mollenoyux                      Seconded: Greg Powell

*That:*

1. Mr Ben Galvin from LGIS be invited to attend the next meeting of the WEROC Executive to discuss concerns Member Councils have with their region's current LGIS coordinator; and
2. That should Mr Galvin be available to meet with the WEROC Executive on 24 July, Member Councils' Works Supervisors also be invited to attend the meeting.

CARRIED

Ben Galvin and Jordan Reid from LGIS accepted an invitation to meet with the WEROC Executive on Wednesday 24 July 2019 but with the cancellation of the meeting the presentation did not take place.

Whilst LGIS accepted an invitation to attend the September meeting of the WEROC Executive it was not possible for either Ben Galvin or Jordan Reid to attend the meeting.

It is hoped they will be able to attend the November meeting of the WEROC Executive.

**It was agreed that no further action on this matter was required.**

#### Council Meeting Tuesday 27 August 2019

##### 6.7 Support for NEWTravel and Roe Tourism Application for a QANTAS Regional Grant

RESOLUTION:                      Moved: Cr Forsyth                      Seconded: Cr Day

*That the WEROC Council provide a letter of support for the NEWTravel and Roe Tourism Application for a QANTAS Regional Grant.*

CARRIED

A letter of support has been provided.

Support from WEROC was also sought by NEWTravel and Roe Tourism for their application for a Regional Economic Development Grant. The proposal was for funding towards a Joint Wheatbelt Tourism Branding project between NEWTRAVEL, RoeTourism, WEROC and the Shire of Merredin (through the Central Wheatbelt Visitor Centre). The request for support was one that would have seen WEROC provide for financial assistance as part of its support for the funding application.

Following discussions with the WEROC CEO, the Executive Officer advised that such support at this point was not possible as the request would have to be considered and approved by WEROC Council.

A request for updated information on NEWTravel and Roe Tourism's funding efforts for discussion at the Executive Meeting was requested but nothing was received for discussion at that meeting.

The Executive Officer again emailed NEWTravel on Thursday 10 October 2019 but at the time of preparing for the WEROC Council Meeting had not received any further information.

**Cr Flockart declared an impartiality interest with respect to this item as the Wheatbelt Development Commission, of which she is Board Member, has oversight for the Regional Economic Development Grants Scheme.**

Darren Mollenoyux advised the meeting that the group had been unsuccessful in obtaining the Qantas grant and now was looking to obtain funding through the State Government's Regional Economic Development Grants Scheme. No further action was required by WEROC at this time.

<b>Executive Meeting Wednesday 25 September 2019</b>
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**5.1 Future WEROC Projects – Asset Management Project**

<b>RESOLUTION:</b>	<i>Moved: Greg Powell</i>	<i>Seconded: Jamie Criddle</i>
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*That the:*

- 1. WEROC Executive be requested to table Accingo's report and recommendations on the review of mobile assets and plant across each Member Council for discussion at either their October or November round of Council meetings; and*
- 2. Executive Officer be provided with comments from these discussions to enable a report to be prepared for the WEROC Executive Meeting scheduled to be held Wednesday 27 November 2019.*

**CARRIED**

Once all responses have been received the Executive Officer will prepare report for the Executive Meeting scheduled for Wednesday 27 November 2019.

At the time of preparing the WEROC meeting agenda the Executive Officer had received the following advice from Member Councils:

**Shire of Bruce Rock**

The CEO Shire of Bruce Rock advised the WEROC Executive Meeting held Wednesday 25 September 2019 that the Accingo Report would be considered at Council's November 2019 meeting.

**Shire of Kellerberrin**

The CEO Shire of Kellerberrin advised by email on Thursday 24 October 2019 that at its October meeting, held the previous day, Council voted to support Recommendations 1,2,3 and 4 contained with the Accingo Report.

**Shire of Merredin**

The CEO Shire of Merredin advised by email on 23 October 2019 that that the Accingo Report would be considered at Council's November 2019 meeting.

**Shire of Westonia**

Information not available prior to the completion of the meeting agenda.

The CEO Shire of Yilgarn advised by email on Friday 18 October 2019 that at its October meeting, held the previous day, Council resolved as shown below:

*Moved Cr Della Bosca/Seconded Cr Guerini*

*That Council advises WEROC's Executive Officer that in respect to the Accingo Asset Management Report and associated recommendations, Council supports the implementation of recommendations 1 to 4 but does not see value in recommendations 5 and 6 due to the significant cost implications for all WEROC Member Councils if they were implemented.*

**CARRIED (7/0)**

As per part 2 of the WEROC Executive resolution a report will be prepared for the WEROC Executive Meeting scheduled for Wednesday 27 November 2019.

**The Executive Officer reported that the Shire of Westonia had also considered the report, with the CEO Shire of advising that at its October meeting Council voted to support Recommendations 1,2,3 and 4 contained with the Accingo Report.**

#### **5.4 Participation by WEROC in Renewable Energy Projects**

Following its meeting with Steve Mason, CEO Innovation Central Midlands WA Inc (ICM), on ICM's involvement with BSC Energy, Power Ledger and others in developing sources of renewable energy on Tuesday 27 August 2019, WEROC Council resolved as shown below:

**RESOLUTION:** *Moved: Cr Rajagopalan* *Seconded: Mr Criddle*

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*That WEROC:*

- 1. Initiate discussions with BSC Energy and Power Ledger seeking the conduct of a pre-feasibility study in respect to developing a micro-grid system across the WEROC geographic area; and*
- 2. Extend an invitation to Steve Mason to meet with WEROC Council in 2020 to provide an update on Innovation Central Midlands WA Inc's renewable energy project.*

**CARRIED**

Work on preparing a pre-feasibility study is underway, with the WEROC Executive discussing the project at its September meeting. BSC have requested information on power consumption from each Member Council.

At the time of preparing the meeting agenda the Executive Officer had received power usage information from all Member Councils. The information has been provided to BSC Energy.

The Executive Officer has also extended an invitation to Steve Mason to meet with WEROC Council next year.

Since the September meeting of the WEROC Executive the Executive Officer has also met with a representative from Synergy.

Synergy had become aware of a number of Councils, including those within WEROC, looking to investigate ways of working with groups such as BSC Solar and Power Ledger in an attempt to cut costs associated with power usage and potentially to develop revenue from projects such as those WEROC has been investigating.

Synergy requested a meeting with WEROC to discuss ways in which it could work with Member Councils to reduce their power costs. Following discussions with the WEROC CEO, Peter Clarke, the Executive Officer has extended an invitation to Ms Ana Farla, Broker Channel Specialist (Electricity Generation) at Synergy to meet with the WEROC Executive at the meeting scheduled for Wednesday 27 November 2019. Because Synergy is a WALGA preferred supplier an invitation has also been extended for WALGA to attend the meeting.

**RESOLUTION:** *Moved: Cr Day* *Seconded: Cr Della Bosca*

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*That:*

- 1. The WEROC Executive Meeting scheduled for Wednesday 27 November 2019 be cancelled and a WEROC Council Meeting be held in Merredin on Thursday 28 November 2019, with the meeting commencing at 1.00pm; and**
- 2. Synergy be advised of the meeting changes and invited to meet with the WEROC Council on Thursday 28 November 2019.**

**CARRIED**

#### **5.7 Funding to Support and Mentor Local Governments to Assist in the Development of Public Health Plans**

**RESOLUTION:** *Moved: Darren Mollenoyux* *Seconded: Greg Powell*

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*That the WEROC Executive recommend to the WEROC Council that:*

- 1. WEROC write to the WA Local Government Association (WALGA) requesting that it prepare a local health plan template based on the Salaries and Allowances Tribunal four band classification model to assist in the preparation of local health plans that meet the needs of small rural and remote local governments; and*
- 2. If WALGA is unable to assist in preparing a template to assist in the preparation of local health plans WEROC look to creating its own template from which Member Councils can prepare individual local health plans.*

**CARRIED**

Part 1 of the above resolution has recently been actioned.

#### 6.4 Size and Scale Compliance Regime – Local Government Act Review

*It was agreed that the Executive Officer should provide WALGA with a copy of the submission it submitted to the Department of Local Government, Sport and Cultural Industries on the review of the Local Government Act.*

*It was also agreed that Member Councils should also provide WALGA with any examples they believe should be included in the work being undertaken by WALGA.*

A copy of WEROC's submission to the Department of Local Government, Sport and Cultural Industries on the review of the Local Government Act has been provided to WALGA as per the WEROC Executive's request.

**The Executive Officer advised that WALGA had acknowledged receipt of the WEROC submission.**

#### **RECOMMENDATION:**

That the Status Report for October 2019 be received.

**RESOLUTION:**                      **Moved: Cr Forsyth**                      **Seconded: Cr Day**

**That the Status Report for October 2019 be received.**

**CARRIED**

#### 6.4 **Matters for Noting (Attachments)**

The following matters are presented for noting:

- 2019 Western Australian Regional Achievement and Community Awards - as Member Councils may be aware, WEROC was nominated as part of this year's Western Australian Regional Achievement and Community Awards. WEROC was a finalist in the Local Government, Sport and Cultural Industries - Making a Difference Award. Its nomination results from its involvement in the Wheatbelt Medical Student Immersion Program. Other finalists in this category include:
  1. 42 Wheatbelt LGA's, WBSFR Working Group; and
  2. Laverton Shire.

The winners of the various awards covered in this awards event were announced at a gala dinner held at the Hyatt Regency Hotel in Perth on Friday 18 October 2019. Cr Stephen Strange, accompanied by his wife Karen, represented WEROC at the awards function. Sadly, WEROC was unsuccessful.

Cr Strange may wish to provide further comment on the awards evening.

**Cr Strange provided a brief report on the awards evening.**

**The evening was very enjoyable, with over 500 in attendance. All finalists were invited to the stage and given time to speak on their project.**

- 5G will widen city and rural digital divide – a recent article from the ALGA Newsletter highlights the problems facing rural and remote communities as they endeavour to remain digitally connected. To quote from the article published on Friday 27 September 2019:

*"The fifth generation of mobile technology, which works alongside 4G infrastructure, will take a decade to deploy and its challenges for carriers will mean a bigger digital divide between city and rural communities, technology consultants have said.*

*Given previous experiences, it's unlikely Australia's telecommunications companies will agree to share fixtures as they roll out 5G small cells and towers, they added.*

*"Sharing infrastructure [such as towers and power poles] would help but by no means solve this problem," Geof Heydon of Astrolabe Group told ALGA News.*

*"The business case for 5G is challenged and the carriers will probably struggle to afford widespread 5G. There is little new revenue from 5G."*

*While technically sharing 5G small cells was easy to do, at this stage this seems unlikely, Mr Heydon said.*

*"This means that if we get three carriers deploying very small cells in city areas, then we will see very large numbers of small cells.*

*"Most of these will also require a fibre [backbone] to connect to.*

*The business case for small cells will be limited to very dense population areas – CBD only.*

*"A bigger digital divide than we have today will emerge."*

*Mr Heydon is working with several city councils to see if small cells could be concentrated.*

*They are pushing carriers to design antennae's that blend into the environment," he said.*

*"They also want sharing to happen and are pushing that too.*

*"ALGA has also been advocating similar views from councils and has conveyed this directly to the Australian Mobile Telecommunications Association and Telstra representatives.*

*Mr Heydon, who with colleague Nam Nguyen of Infyra outlined the impact on 5G on network infrastructure for Infrastructure Magazine, said governments had a role to play in the new technology, but were not yet focusing on "all the right issues" such as infrastructure sharing and reducing the digital divide.*

*"5G will not provide all the answers for the Internet of Things [in which tens of billions of devices and sensors are connected], despite the carrier rhetoric," Mr Heydon said.*

*Because 5G radio signals use a lower radio frequency range than 4G, they don't travel as far and will need additional infrastructure to deliver the same coverage at higher bandwidth speeds and latency, the consultants' Infrastructure article said.*

*This will include more mobile towers with new antennae, lots of small cells for density coverage, and in-building coverage because it will be difficult for signals to penetrate buildings. Rain and trees also hinder 5G signals, Mr Heydon added.*

*"Despite early network deployment from operators in Australia, it will be a while before 5G becomes widely available, due to network infrastructure requirements," the consultants wrote.*

*"For regional Australia, it would take even longer as operators would target high population density areas first.*

*"Any talk of 5G for agriculture will be unrealistic in the short term."*

*Meanwhile, there is no evidence that radio waves from 5G technology has short or long-term health effects, the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) said.*

*"This network currently runs on radio waves similar to those used in the current 4G network, and in the future will use radio waves with higher frequencies," said the Commonwealth agency, which monitors the effects of radiation on humans and the wider environment.*

*"It is important to note that higher frequencies does not mean higher or more intense exposure." A Federal Parliamentary committee is inquiring into the rollout, adoption and application of 5G mobile technology and seeks submissions by 1 November.*

Whilst it is too late for WEROC to consider lodging a submission, a review of the Government's response to the report once published may require reading and possible action by Member Councils. The further disconnection of non-metropolitan Councils is one that WEROC should work to prevent.

- Media statement from Hon Bill Johnston MLA on Thursday 3 October 2019 regarding Horizon Power's removal of parts of its overhead with an off-grid renewable energy power solution

The statement can also be accessed by following the link shown below:

<https://www.mediastatements.wa.gov.au/Pages/McGowan/2019/10/Energy-transformation-delivers-renewable-solution-to-regions.aspx>

- ABC news article dated Tuesday 8 October 2019 regarding recent financial losses by Synergy. The news article can also be accessed by following the link shown below:

<https://www.abc.net.au/news/2019-10-08/synergy-failure-may-lead-to-bill-hikes-or-taxpayer-bailouts/11579864>

**RECOMMENDATION:**

That the matters listed for noting be received.

**RESOLUTION:**

**Moved: Cr Flockart**

**Seconded: Mr Clarke**

**That the matters listed for noting be received.**

**CARRIED**

## 7. WEROC FINANCE

### 7.1 WEROC Finance Report as at 30 September 2019

**File Reference:** 042-2

**Author:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 20 October 2019

**Attachments:** Nil

#### **RECOMMENDATION:**

**That the WEROC Financial Report for the period ending 30 September 2019 be received.**

#### **Executive Officer's Report:**

Presenting the WEROC Statement of Receipts and Payments for the period ending 30 September 2019.

An explanation for each of the notes is provided below.

<b>Note 1</b>	Four 2019/2020 annual subscriptions have been paid up until 30 September 2019. The fifth annual subscription was paid in early October 2019
<b>Note 2</b>	WEROC interest to date
<b>Note 3</b>	This allocation covers the expenditure on Executive Services
<b>Note 4</b>	This allocation covers the expenditure on travel and accommodation
<b>Note 5</b>	This allocation covers the expenditure on Financial Services
<b>Note 6</b>	This allocation includes part payment to Accingo for the Asset Management project and the costs associated with Dr Andrew Harper for Curtin Wheatbelt Medical Project
<b>Note 7</b>	Food expenses for WEROC Meeting in Kellerberrin on 27 August 2019
<b>Note 8</b>	This allocation covers the costs incurred this financial year in respect to the WEROC app and website

**Consultation:** Nil

**Financial Implications:** WEROC adopted Budget for 2019/2020

**Voting Requirement:** Simple Majority

**RESOLUTION:** Moved: Cr Flockart      Seconded: Cr Della Bosca

**That the WEROC Financial Report for the period ending 30 September 2019 be received.**

**CARRIED**

Wheatbelt East Regional Organisation of Councils (WEROC)				
ABN 28 416 957 824				
1 July 2019 to 30 September 2019				
		Budget 2019/2020	Actual to	Notes
	<b>Income</b>			
0501	General Subscriptions WEROC	\$ 60,000	\$ 48,000.00	1
504.01	Consultancy & Project Reserve			
0575	WE-ROC Interest received	\$ 900	\$ 74.06	2
584	Other Income			
	GST Output Tax		\$ 4,800.00	
	GST Refunds		\$ 2,514.00	
	Total Receipts	\$ 60,900	\$ 55,388.06	
	<b>Expenses</b>			
1545	WEROC Bank Fees & Charges	\$ 100		
1661.01	WEROC Executive Services Professional Services	\$ 55,000	\$ 11,307.29	3
1661.02	WEROC Executive Officer Travel and Accommodation	\$ 8,000	\$ 764.31	4
1687	WEROC Financial Services Accounting	\$ 7,000	\$ 1,027.89	5
1687.03	WEROC Financial Services Audit	\$ 3,750	\$ 17.85	
1585	WEROC Consultant Expenses	\$ 30,000	\$ 10,637.35	6
1850	WEROC Management of WE-ROC App	\$ 5,000	\$ 1,021.92	7
1801	WEROC Meeting Expenses	\$ 500	\$ 212.73	8
1851	WEROC Insurance	\$ 5,000	\$ -	
1852	WEROC Legal Expenses	\$ 2,000	\$ -	
1853	WEROC Incorporation Expenses (including legal fees)	\$ 15,000	\$ -	
1930	WEROC Sundry	\$ 500	\$ -	
3384	GST Input Tax		\$ 2,285.25	
	Ato Payments		\$ -	
	Suspense Account		\$ -	
	Total Payments	\$ 131,850	\$ 27,274.59	
	Net Position	-\$ 70,950	\$ 28,113.47	
	OPENING CASH 1 July	\$ 160,927	\$ 150,919.05	
	CASH BALANCE 30 September 2019	\$ 89,977	\$ 179,032.52	
	Westpac One		\$ 9,160.23	
	Westpac Reserve		\$ 169,872.29	
			\$ 179,032.52	



## 7.2 List of Accounts

**File Reference:** 042-2

**Author:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 20 October 2019

**Attachments:** Nil

### RECOMMENDATION:

**That the Accounts Paid for the period 1 August 2019 to 30 September 2019 totalling \$13,266.68 be approved.**

### Executive Officer's Report:

Accounts paid during the period 1 August 2019 to 30 September 2019.

The list of accounts paid is submitted to each WEROC Council Meeting.

### Accounts Paid:

Cheque/EFT	Date	Payee	For	Amount incl GST
EFT	050819	BHW Consulting	Professional Services, Accommodation and Travel July 2019	4,203.60
EFT	260819	Up to Date Accounting	Accounting Services July 2019	633.60
EFT	050919	BHW Consulting	Professional Services, Accommodation and Travel August 2019	4,667.73
EFT	050919	Succulent Foods	Catering WEROC Council Meeting 27 August 2019	234.00
EFT	090919	Dr Andrew Harper	Reimbursement Curtin Wheatbelt Medical Project	1,685.13
EFT	090919	Kahla Edwards	Reimbursement Curtin Wheatbelt Medical Project	452.22
EFT	160919	Up to Date Accounting	Accounting Services August 2019	290.40
007	040619	Go 2 Guides	Costs WEROC website and app	1,100.00
				<b>Total \$13,266.68</b>

**Consultation:** Nil

**Financial Implications:** WEROC adopted Budget for 2019/2020

**Voting Requirement:** Simple Majority

**RESOLUTION:** **Moved: Mr Mollenoyux** **Seconded: Mr Clarke**

**That the Accounts Paid for the period 1 August 2019 to 30 September 2019 totalling \$13,266.68 be approved.**

**CARRIED**

### **7.3      Draft Audited Financial Statement for the year ending 30 June 2019 (Attachments)**

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 20 October 2019

**Attachments:** Draft Audited Financial Statement, Representation Letter and Management Letter for 2018/2019

**RECOMMENDATION:**

**That WEROC:**

- 1. Approve the Draft Financial Report and Representation Letter and authorise the WEROC Chair and Executive Officer, as appropriate, to sign the documents; and**
- 2. Note the Management Letter.**

**Background:**

Presenting the draft Audited Financial Statement, Representation Letter and Management Letter for the period 1 July 2018 to 30 June 2019

**Executive Officer Comment:**

WEROC's Auditors, AMD Chartered Accountants, have provided the Executive Officer with the following documents for consideration:

- Draft Financial Report;
- Representation Letter; and
- Draft Management Letter.

The Auditors have requested that the Financial Report be reviewed, the "Statement by Members of the Committee" within the Draft Financial Report be signed by the WEROC Chair and Executive Officer and the Representation Letter reviewed and signed by the Executive Officer.

The draft Management Letter has not identified any matters that require consideration by the WEROC Council.

It should be noted that once the draft reports have been signed and returned to the Auditors the final Audit Report will be provided to WEROC.

The final Audit Report will be presented to the next meeting of WEROC Council.

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**RESOLUTION:**                      **Moved: Cr Della Bosca**                      **Seconded: Mr Clarke**

---

**That WEROC:**

- 1. Approve the Draft Financial Report and Representation Letter and authorise the WEROC Chair and Executive Officer, as appropriate, to sign the documents; and**
- 2. Note the Management Letter.**

**CARRIED**

## 8. MATTERS FOR DECISION

### 8.1 The Future Governance for WEROC – Development of the WEROC Constitution

**File Reference:** 031-4 Intergovernment Relations

**Author:** Helen Westcott, Executive Officer

**Portfolio:** CEO/Governances (Governance Shire of Yilgarn)  
Advocacy (Shared Portfolio)

**Disclosure of Interest:** No interest to disclose

**Date:** 25 October 2019

**Attachments:** Nil

#### RECOMMENDATION:

##### That:

1. The WEROC Executive Officer prepare and arrange the audit of the final statements of account for WEROC in order that all funds can be transferred from WEROC to the revised entity WEROC Inc once established;
2. WEROC determine how all projects currently being undertaken by WEROC will be continued/completed under WEROC Inc once established; and
3. A Special General Meeting of Wheatbelt Communities Inc be held, via teleconference, prior to Christmas for the purpose of adopting the new constitution.

#### Executive Officer's Report:

The development of a new constitution was considered at the WEROC Council Meeting held Wednesday 26 June 2019 at which time it was resolved as shown below:

**RESOLUTION:** *Moved: Mr Griffiths* *Seconded: Cr Forsyth*

*That the Shire of Tammin be approached to ascertain whether the Shire may wish to join/rejoin WEROC.*

CARRIED

**RESOLUTION:** *Moved: Cr Strange* *Seconded: Mr Criddle*

##### That:

1. *The Executive Officer's Report be received;*
2. *Two members from each local government be appointed by the individual Member Councils to the WEROC Committee and the draft constitution be amended to reflect that arrangement in regard to membership;*
3. *A draft constitution be developed and referred to Member Councils for comment prior to the WEROC Council Meeting on 21 August 2019; and*
4. *The WEROC Executive Committee only meet on an as needs basis.*

CARRIED

The Shire of Tammin accepted WEROC's invitation to attend the August WEROC Council Meeting.

A draft constitution was prepared as per the above resolution and forwarded to Member Councils on Wednesday 31 July 2019, with a request that the draft be considered by Member Councils at their August meetings.

Following discussions with the WEROC CEO during the 2019 WALGA Convention it was determined that further work on the constitution was required, specifically to include wording from the Warren Blackwood Alliance of Councils (WBAC)

Constitution. Work on redrafting the constitution was not completed sufficiently for consideration at the August WEROC Council Meeting.

A draft based on the WEROC CEO's requirements was prepared and presented at the WEROC Executive Meeting held Wednesday 25 September 2019.

In preparing the draft the Executive Officer also included wording took into account WEROC's decision with respect to membership of WEROC once incorporated, WEROC Council Meeting resolving as shown below on Wednesday 26 June 2019:

**RESOLUTION:** *Moved: Cr Strange* *Seconded: Mr Criddle*

---

*That:*

- 1. The Executive Officer's Report be received;*
- 2. Two members from each local government be appointed by the individual Member Councils to the WEROC Committee and the draft constitution be amended to reflect that arrangement in regard to membership;*
- 3. A draft constitution be developed and referred to Member Councils for comment prior to the WEROC Council Meeting on 21 August 2019; and*
- 4. The WEROC Executive Committee only meet on an as needs basis.*

**CARRIED**

Following its review of the draft presented, the WEROC Executive resolved as follows on Wednesday 25 September 2019:

**RESOLUTION:** *Moved: Raymond Griffiths* *Seconded: Jamie Criddle*

---

*That the draft WEROC Constitution be accepted, subject to the changes detailed below, as presented and referred to Member Councils for comment.*

*Clause 6.4 to read:*

**6.4 Representatives qualifications**

*Representatives of Local Governments must be sitting Councilors or the Chief Executive Officer and must be approved by WEROC Board.*

*A new clause be added to cover the financial contribution to be made by new members on their joining WEROC:*

**10.2 Financial Contributions by New Members**

*Where a new member is admitted to WEROC, a financial contribution to be made by the new member, in addition to the annual financial contribution, will be as determined by the Board.*

*Clause 14.2 to be simplified:*

**14.2 Where a vacancy on the Board occurs after 31 March in any year:**

- (a) the position can remain vacant until the next Annual General Meeting or;*
- (b) an election to fill the vacancy is to take place at a Special meeting called for that purpose.*

*Clause 15.2 to read:*

**15.2 Notice of Meeting**

*Notice of a meeting of the Board, stating the business of the meeting and including reports and supporting documentation must be given by the Executive Officer to each representative at least 5 business days prior to the meeting.*

Clause 16.1 to read:

**16.1 Executive Officer Appointed**

*The Board is empowered to appoint an Executive Officer for a contract period not exceeding five years or to remove an Executive Officer from WEROC and to decide upon his or her remuneration and duties. The contract of an Executive Officer so appointed may be renewed from time to time at the discretion of the Board.*

CARRIED

Member Councils all received a word copy of the revised draft of the proposed WEROC Constitution for consideration and comment back to the WEROC Executive Officer.

At the time of finalising the meeting agenda the Executive Officer had received responses from all Member Councils.

Each is provided below:

**Shire of Bruce Rock**

The CEO Shire of Bruce Rock advised by email on 23 October 2019 that Council had accepted the Draft Constitution as presented, inclusive of the proposed changes from the WEROC Executive.

**Shire of Kellerberrin**

The CEO Shire of Kellerberrin advised by email on 24 October 2019 that Council had accepted the Draft Constitution as presented, inclusive of the proposed changes from the WEROC Executive.

**Shire of Merredin**

The CEO Shire of Merredin advised by email on 23 October 2019 that Council had accepted the Draft Constitution as presented, inclusive of the proposed changes from the WEROC Executive.

**Shire of Westonia**

Information not available prior to the completion of the meeting agenda.

**Shire of Yilgarn**

The CEO Shire of Yilgarn advised by email on 18 October 2019 that Council had resolved as follows on 17 October with respect to the Draft Constitution:

*Moved Cr Della Bosca/Seconded Cr Shaw*

*That Council advises WEROC's Executive Officer that it supports the proposed Draft Constitution as presented which enables WEROC to become the Incorporated body under the Associations Incorporation Act 2015 as opposed to the current Wheatbelt Communities Inc.*

CARRIED (7/0)

The above confirms Member Councils belief that a single body established under the *Associations Incorporation Act 2015* is the most appropriate way in which to work collaboratively.

Work must now proceed to achieve the following:

1. Prepare and arrange the audit of the final statements of account for WEROC in order that all funds can be transferred from WEROC to the revised entity WEROC Inc once established.
2. Determine how all projects currently being undertaken by WEROC will be continued/completed under WEROC Inc once established.
3. Prepare a final version of the new constitution for lodgement with the Department of Mines Industry and Regulation (the Department).

In adopting the new constitution Member Councils need also to be aware of the responsibilities required under the *Associations Incorporation Act 2015* (the Act).

S30 of the Act outlines the process for alteration of the rules (Constitution).

S33 of the Act outlines the process for alteration of the objects or purpose of the Association.

The Act also outlines how a resolution can be passed.

S51 of the Act outlines that a Special Resolution is as follows:

*For the purposes of this Act, a resolution is a special resolution if it is passed —*

- a) at a general meeting of an incorporated association; and*
- b) by the votes of not less than three-fourths of the members of the association who cast a vote at the meeting.*

Given that the draft constitution was only presented to Member Councils for review and adoption at the October round of Council meetings it was not possible to have everything ready to allow for a special general meeting of Wheatbelt Communities Inc to approve the final draft of the constitution, with associated name change and changes in objects and purpose to be held with this round of meetings.

It is proposed that a Special General Meeting of Wheatbelt Communities Inc be called prior to Christmas for the purpose of adopting the new constitution. The meeting will be held via teleconference.

Following its adoption, the new constitution will be lodged with the Department for approval and registration.

**It should be noted that all notices for the adoption of the new constitution will come via Wheatbelt Communities Inc and not WEROC.**

**Additional Meeting Comment:**

Mr Griffiths asked whether the Shire of Tammin had provided any feedback to WEROC following their attendance at the August meeting of the WEROC Council. The Executive Officer advised that the Shire had not.

Mr Griffiths suggested that WEROC should write to the Shire of Tammin to seek feedback on whether or not the Shire was interested in re-joining WEROC following its incorporation.

<b>Consultation:</b>	Nil
<b>Financial Implications:</b>	As yet unknown
<b>Voting Requirement:</b>	Simple Majority

<b>RESOLUTION:</b>	<b>Moved: Mr Griffiths</b>	<b>Seconded: Cr Della Bosca</b>
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**That:**

- 1. The WEROC Executive Officer prepare and arrange the audit of the final statements of account for WEROC in order that all funds can be transferred from WEROC to the revised entity WEROC Inc once established;**
- 2. WEROC determine how all projects currently being undertaken by WEROC will be continued/completed under WEROC Inc once established;**
- 3. A Special General Meeting of Wheatbelt Communities Inc be held, via teleconference, prior to Christmas for the purpose of adopting the new constitution; and**
- 4. WEROC write to the Shire of Tammin to seek feedback on whether or not the Shire was interested in re-joining WEROC following its incorporation.**

**CARRIED**

## 8.2 Records Management in Local Government

**File Reference:** 013-2 Strategic and Future Planning  
042-2 Finance, Audit and Compliance

**Author:** Bruce Wittber, Executive Officer

**Portfolio:** CEO/Governance (Shire of Yilgarn)

**Disclosure of Interest:** Nil

**Date:** 25 October 2019

**Attachments:** Nil

### RECOMMENDATION:

That the decision made by flying email on Thursday 10 October 2019 and detailed below be endorsed by the WEROC Council. That:

1. WEROC meet the costs associated with Enterprises Australia Pty Ltd undertaking the work detailed in Option 1 of its proposal to undertake a review of the record keeping policies for the Shires of Kellerberrin, Merredin, Westonia and Yilgarn, with travel and other costs associated with any onsite visits if required or requested to be covered by the Council being visited; and
2. The Shire of Bruce Rock be given the opportunity to participate in any future records management projects should they be considered following the conclusion of the IAE's review of record keeping policies across the Shires of Kellerberrin, Merredin, Westonia and Yilgarn.

### Executive Officer's Report:

Following its review of the Western Australia's Auditor General report on the topic of records management in Local Government, the WEROC Executive resolved as shown when it met on Wednesday 29 May 2019:

*RESOLUTION: Moved: Greg Powell Seconded: Jamie Criddle*

*That the WEROC Executive recommend to the WEROC Council that WEROC seek quotations from suitably qualified records management consultants to undertake a review of Member Councils' recordkeeping policies and procedures to ensure they adequately support their respective Record Keeping Policies.*

*CARRIED*

WEROC Council approved this recommendation at a meeting held Wednesday 26 June 2019.

A request for quotation (RFQ) for quotation was prepared as per the resolution and sent to the following organisations:

- Compu-Stor (contact details provided by the Shire of Yilgarn);
- Information Enterprises Australia Pty Ltd (the Executive Officer has worked with Information Enterprises Australia Pty Ltd on similar projects to the one currently being undertaken by WEROC); and
- Kim Boulter (contact details provided by the Shire of Kellerberrin).

The closing date for submissions was Friday 23 August 2019.

A report on the work undertaken to date in appointing a consultant was provided to the WEROC Council when it met on Tuesday 27 August 2019, with WEROC Council resolving as shown below:

*RESOLUTION:                      Moved: Cr Forsyth                      Seconded: Cr Day*

*That the WEROC Executive be given delegated authority to finalise the appointment of a qualified records management consultant to undertake a review of Member Councils' recordkeeping policies and procedures to ensure they adequately support their respective Record Keeping Policies.*

*CARRIED*

Darren Mollenoyux also advised the meeting advised that the Shire of Bruce Rock would not be part of the record management project.

On Thursday 5 September 2019 the Executive Officer emailed all members of the WEROC Executive in relating to progressing the appointment of a consultant to undertake the records management review, with the email detailed below.

*Hello everyone*

*At the WEROC Council Meeting held Tuesday 27 August 2019 it was resolved as follows with respect to progressing a review of Member Councils' records management policies:*

*RESOLUTION:                      Moved: Cr Forsyth                      Seconded: Cr Day*

*That the WEROC Executive be given delegated authority to finalise the appointment of a qualified records management consultant to undertake a review of Member Councils' recordkeeping policies and procedures to ensure they adequately support their respective Record Keeping Policies.*

*CARRIED*

*Notwithstanding the above decision, the Shire of Bruce Rock advised that it would not be part of the record management project.*

*As you are all aware, a request for quotation (RFQ) was requested from three (3) organisations:*

- 1. Compu-Stor (contact details provided by the Shire of Yilgarn);*
- 2. Information Enterprises Australia Pty Ltd (the Executive Officer has worked with Information Enterprises Australia Pty Ltd on similar projects to the one currently being undertaken by WEROC); and*
- 3. Kim Boulter (contact details provided by the Shire of Kellerberrin).*

*A copy of the RFQ, whilst previously provided to Member Councils, forms an attachment to my email.*

*Please note these costings should be treated as commercial in confidence documents and not distributed beyond the WEROC membership.*

*All 3 organisations indicated they would submit a costing.*

*Only Compu-Stor and Information Enterprises Australia Pty Ltd (IEA) responded to WEROC's RFQ by the closing date for lodgement – Friday 23 August 2019.*

*Only IEA provided evidence that it carries appropriate levels of Professional Indemnity and Public Liability Insurances as requested in the RFQ.*

*Copies of IEA's certificates of insurance will be provided upon request.*

*Both Compu-Stor and IEA provided capacity statements within their proposals which demonstrated their ability to undertake the work required by WEROC's Member Councils.*

*Comment on each of the proposals submitted is provided below.*

*Page 5 of Compu-Stor's proposal details the methodology it will use to undertake the record review at each Member Council. The proposal includes site visits.*



*Page 7 of the costing details the timeframe over which the review will be completed.*

*Pages 8 and 9 of the proposal detail the costing developed by Compu-Stor to undertake the work requested, with “consulting services” calculated to cost \$17,595.00 (GST excl). An estimate for travel and accommodation has been set at \$5,950.00.*

*IEA has provided WEROC with two (2) costing options, being covered in pages 5-10 of its proposal. The proposal provides a detailed explanation for both Options 1 and 2.*

*The methodology for the review remains essentially the same across both options, the difference in Option 2 is that onsite visits have been included to all Member Councils, whereas in Option 1 onsite visits will occur only if they are deemed necessary by the project’s Senior Consultant and agreed to by the Member Council.*

*The cost to WEROC should Option 1 be accepted would be \$21,240.00 (excl GST).*

*IEA has noted that an additional 6 hours of consulting costs at \$180.00 ex GST per hour (\$1,080.00 ex GST) should be placed in the project budget for each Member Council, should the findings of Phase 3a identify that the Senior Consultant needs to complete an onsite visit.*

*The following travel and accommodation costs will also apply to Option 1 should a visit(s) be required to a Member Council, with:*

- *Mileage charged at 68 cents per kilometre as per ATO directive;*
- *Accommodation and meal costs of \$237.60 per day as per ATO Tax Determination TD 2019/11; and*
- *Travel time @ \$90.00 per hour (excl GST).*

*Option 2 includes onsite visits to all Member Councils. This option allows for onsite visits to all Member Councils over a 3 – 4 day period.*

*The visits will occur after a review of all documentation provided by Member Councils has been completed.*

*The cost to WEROC should Option 2 be accepted would be \$22,680.00 (excl GST) for the conduct of the review and preparation of the report.*

*The following travel and accommodation costs will apply to Option 2, with:*

- *Mileage charged at 68 cents per kilometre as per ATO directive - estimated 826 Km @ .68 cents per km is \$561.68 ex GST;*
- *Accommodation and meal costs of \$237.60 per day as per ATO Tax Determination TD 2019/11 - estimated 5 days is \$1,188.00; and*
- *Travel time @ \$90.00 per hour (excl GST) - estimated 10.50 hours is \$945.00 (ex GST).*

*Adding both cost components, the total cost to WEROC should Option 2 be accepted would be \$25,374.58 (excl GST).*

*IEA has noted in its proposal that where it is not possible to schedule all site visits into one trip then additional costs will be applied, based on the rates provided at 3.2.1 Estimated Costings For Option 2.*

*The costings provided by IEA are far more detailed than those provided by Compu-Stor, with both options extensively detailing the work to be undertaken and the timeframes over which the work will be undertaken. IEA’s costings clearly articulate what the deliverables are and how the outcomes will be achieved.*

*The proposal also highlights the additional costs that may be necessary as preliminary results from the review become known.*

*In terms of Local Government experience, IEA demonstrated greater evidence of working within the Local Government sector. Importantly from WEROC’s perspective, a considerable amount of this work has been with small Councils outside the metropolitan area (refer to pages 12 and 13 of IEA’s proposal).*

*Compu-Stor's proposal notes that it has experience in "Government" but does not list any specific examples of project work within the Local Government sector.*

*Whilst IEA's costing for Option 1 is more expensive than the costing provided by Compu-Stor the Executive Officer believes that this proposal should be further investigated by WEROC as it more clearly defines the work to be undertaken, how this work will be carried out and the timeframe over which the work will be conducted. Given that much of the information to be reviewed is available electronically, there is no specific reason for site visits to be undertaken. Similarly, the conduct of telephone interviews also negates the need for travel.*

*Onsite visits would only be required should an issue or area of non-compliance need further investigation.*

*IEA also has more clearly identified the experience it has within the Local Government sector and more particularly its experience with small Councils outside the metropolitan area.*

*In addition to choosing a consultant, WEROC must also consider how the project is to be funded. When the Executive Officer presented the recommendation to Member Councils that a review of record keeping policies be undertaken it was done with a view to WEROC's project funds providing the funds for the work to be undertaken, in much the same way as the assets review by Accingo is being funded by WEROC.*

*With the Shire of Bruce Rock advising that it did not wish to participate in the records keeping review project this matter must be resolved by WEROC Council.*

*The Executive Officer believes that at least a portion of the project's cost should be met by WEROC.*

*Additionally, whatever consultant is chosen, there will be a need to discuss with the successful consultant whether or not there will be any changes to the costings associated with the conduct of the review itself given that there will only be four Councils participating in the project.*

*On the basis of the above information the following recommendation is presented for consideration by way of flying email.*

**RECOMMENDATION:**

*That:*

- 1. Subject to further discussions with Information Enterprises Australia Pty Ltd around costings for the review to include only four of WEROC's five Member Councils, Information Enterprises Australia Pty Ltd be engaged to undertake a review of WEROC Member Councils' record keeping policies using the methodology "Option 1" as detailed within the proposal provided by Information Enterprises Australia Pty Ltd; and*
- 2. The WEROC Executive give consideration at the Executive Meeting to be held Wednesday 25 September 2019 as to how the project will be funded, with a recommendation prepared for consideration by the WEROC Council by way of flying email in order that work on the review of participating Member Councils records management policies can commence as soon as possible.*

*If you could please have your responses to me no later than close of business on Wednesday 11 September 2019 that would be greatly appreciated as this will allow a report (with accompanying recommendations to allow the project to be funded) to be prepared for WEROC Council's consideration as proposed in Part 2 of the above recommendation.*

*Should you have any questions regarding the proposal provided by either Compu-Stor or IEA please call/email me.*

*Take care*

*HW*

*With the WEROC Executive in favour of appointing Information Enterprises Australia Pty Ltd (IEA) the Executive Officer advised IEA of WEROC's decision. The Executive Officer also advised Compu-Stor it was unsuccessful in gaining the contract.*

The WEROC Executive when it met on Wednesday 25 September 2019 considered how the project is to be funded, resolving as shown below:

**RESOLUTION:** *Moved: Jamie Criddle* *Seconded: Greg Powell*

1. *That the decision made by flying email on Thursday 5 September 2019 and detailed below be endorsed by the WEROC Executive. That:*
  - a) *Subject to further discussions with Information Enterprises Australia Pty Ltd around costings for the review to include only four of WEROC's five Member Councils, Information Enterprises Australia Pty Ltd be engaged to undertake a review of WEROC Member Councils' record keeping policies using the methodology "Option 1" as detailed within the proposal provided by Information Enterprises Australia Pty Ltd; and*
  - b) *The WEROC Executive give consideration at the Executive Meeting to be held Wednesday 25 September 2019 as to how the project will be funded, with a recommendation prepared for consideration by the WEROC Council by way of flying email in order that work on the review of participating Member Councils records management policies can commence as soon as possible.*
2. *That the WEROC Executive recommend to the WEROC Council that:*
  - a) *WEROC meet the costs associated with Enterprises Australia Pty Ltd undertaking the work detailed in Option 1 of its proposal to undertake a review of the record keeping policies for the Shires of Kellerberrin, Merredin, Westonia and Yilgarn, with travel and other costs associated with any onsite visits if required or requested to be covered by the Council being visited; and*
  - b) *The Shire of Bruce Rock be given the opportunity to participate in any future records management projects should they be considered following the conclusion of the IAE's review of record keeping policies across the Shires of Kellerberrin, Merredin, Westonia and Yilgarn.*

**CARRIED**

An email to effect Part 2 of the WEROC Executive resolution was prepared and sent to all members of WEROC Council on 10 October 2019. Approval from WEROC's Member Councils for Part 2 of the Executive recommendation has been received.

To ensure a record of the above is retained, endorsement of the flying email is sought.

IEA has commenced work, with the Shires of Kellerberrin, Merredin, Westonia and Yilgarn all providing information as requested by IEA.

To date IEA has reviewed the Record Keeping Policies (RKP) and associated documents from all the four Shires, developing a further series of follow up questions to further aid in the review.

IEA has advised that the results obtained to date show that the areas of concern (risk) are in protection and storage of records, training, monitoring compliance i.e. are staff actually complying to the policies/procedures in place and review/reporting on the RKP.

### **Additional Executive Officer Comment:**

The Executive Officer advised that a further series of questions had been sent participating Councils on 9 October 2019. IEA were looking to provide a first report to WEROC in late November.

**Consultation:** Nil

**Financial Implications:** As yet unknown

**Voting Requirement:** Simple Majority

**RESOLUTION:**                      **Moved: Mr Clarke**                      **Seconded: Mr Mollenoyux**

**That the decision made by flying email on Thursday 10 October 2019 and detailed below be endorsed by the WEROC Council. That:**

- 1. WEROC meet the costs associated with Enterprises Australia Pty Ltd undertaking the work detailed in Option 1 of its proposal to undertake a review of the record keeping policies for the Shires of Kellerberrin, Merredin, Westonia and Yilgarn, with travel and other costs associated with any onsite visits if required or requested to be covered by the Council being visited; and**
- 2. The Shire of Bruce Rock be given the opportunity to participate in any future records management projects should they be considered following the conclusion of the IAE's review of record keeping policies across the Shires of Kellerberrin, Merredin, Westonia and Yilgarn.**

**CARRIED**

### 8.3 **Public Consultation- Pesticides Regulation Review in Western Australia**

<b>File Reference:</b>	013-2 Strategic and Future Planning 013-4 Intergovernmental Relations
<b>Author:</b>	Helen Westcott, Executive Officer
<b>Portfolio:</b>	Environment (Shire of Merredin) Advocacy (Shared Function)
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	10 October 2019
<b>Attachments:</b>	WEROC's submission on the Department of Health's Discussion Paper "Managing public health risks with pesticides in Western Australia"

#### **RECOMMENDATION:**

**That WEROC's submission to the Department of Health, highlighting the potential difficulties small rural and remote local governments may face if the State Government as an outcome of its review of the Health (Pesticides) Regulations 2011, be endorsed.**

#### **Executive Officer's Report:**

As reported to WEROC Council at a meeting held Tuesday 27 August 2019, a review of the *Health (Pesticides) Regulations 2011* is currently underway. Following a discussion of the review at that meeting WEROC Council resolved as shown below:

<b>RESOLUTION:</b>	<i>Moved: Cr Day</i>	<i>Seconded: Cr Rajagopalan</i>
--------------------	----------------------	---------------------------------

*That WEROC:*

- 1. Encourages Member Councils to complete the online survey developed by the Department of Health as part of its review of the Health (Pesticides) Regulations 2011;*
- 2. Member Councils share the information provided in the online survey with WALGA as it works on a sector wide submission around the review of the Health (Pesticides) Regulations 2011; and*
- 3. WEROC prepare a submission that highlights the potential difficulties small rural and remote local governments may face if Option C is adopted by the State Government as an outcome of its review of the Health (Pesticides) Regulations 2011.*

**CARRIED**

The Executive Officer prepared a submission as per the resolution.

Prior to its lodgement the submission was reviewed by the WEROC CEO.

A copy of the submission forms an attachment to the meeting agenda.

The submission is presented for endorsement.

<b>Consultation:</b>	Nil
<b>Financial Implications:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority

**RESOLUTION:**                      **Moved: Mr Mollenoyux**                      **Seconded: Mr Clarke**

---

That WEROC's submission to the Department of Health, highlighting the potential difficulties small rural and remote local governments may face if the State Government as an outcome of its review of the Health (Pesticides) Regulations 2011, be endorsed.

**CARRIED**

## 8.4 Ongoing Development of the WEROC App and Website

<b>File Reference:</b>	013-2 Strategic and Future Planning 132-1 WEROC Tourism 132-3 Central Wheatbelt Visitor Centre 135-5 Economic Sustainability
<b>Author:</b>	Helen Westcott, Executive Officer
<b>Portfolio:</b>	Shared Function (Economic Development currently through Wheatbelt Communities Inc)
<b>Disclosure of Interest:</b>	No interest to disclose
<b>Date:</b>	21 October 2019
<b>Attachments:</b>	Nil

### **RECOMMENDATION:**

#### **That WEROC:**

- 1. Terminate its contract with go2GUIDES; and**
- 2. Examine alternative ways to manage the WEROC website.**

#### **Executive Officer's Report:**

The ongoing development of the WEROC App and website was considered at the WEROC Council Meeting held in Kellerberrin on Tuesday 27 August 2019, at which time it was resolved as follows:

**RESOLUTION:** *Moved: Cr Hooper* *Seconded: Cr Rajagopalan*

*That prior to the Executive Officer applying for funding for further work on either the WEROC App or website:*

- 1. The WEROC Executive determine what areas should be targeted, with a report and recommendation to be presented at the WEROC Council Meeting scheduled to be held Wednesday 30 October 2019; and*
- 2. Any applications for funding be based only upon decisions arising from WEROC Council's consideration at the meeting scheduled for Wednesday 30 October 2019.*

**CARRIED 6/4**

The future of both the WEROC App and website were considered by the WEROC Executive when it met on Wednesday 25 September 2019, with the meeting resolving as shown below:

**RESOLUTION:** *Moved: Jamie Criddle* *Seconded: Raymond Griffiths*

*That the WEROC Executive recommend to the WEROC Council that:*

- 1. WEROC terminate its contract with go2GUIDES; and*
- 2. WEROC examine alternative ways to manage the WEROC website.*

**CARRIED**

Member Councils need to consider alternative ways in which the WEROC website can be managed.

#### **Additional Executive Officer Comment:**

The Executive Officer advised that, following discussions with go2GUIDES regarding the future of the WEROC App and website, go2GUIDES had submitted a proposal that would see WEROC and go2GUIDES share any revenue generated from the WEROC App.

Information on the proposal was circulated ahead of the meeting, with copies available to Member Councils at the meeting.

## ***WEROC Council Meeting Wednesday 30 October 2019 - Minutes***

Copies of the information provided by go2GUIDES also form attachments to the minutes from the meeting.

**Consultation:** Nil

**Financial Implications:** As yet unknown

**Voting Requirement:** Simple Majority

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**RESOLUTION:**                      **Moved: Mr Mollenoyux**                      **Seconded: Cr Forsyth**

---

**That WEROC:**

- 1. Terminate its contract with go2GUIDES and in doing so seek clarification on ownership for both the WEROC App and website (including content and intellectual property); and**
- 2. Seek quotations from suitably qualified organisations for the further development and management of the WEROC website.**

**CARRIED**



## 8.5 Proposed alternative to the CA07 Restricted Access Vehicle Operating Condition

<b>File Reference:</b>	013-2 Strategic and Future Planning
<b>Author:</b>	Helen Westcott, Executive Officer
<b>Portfolio:</b>	Social (Kellerberrin) and Environment (Merredin) Shared Function (Advocacy)
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	17 October 2019
<b>Attachments:</b>	Nil

### **RECOMMENDATION:**

**That WEROC take no further action on the issue of CA07 and restricted access vehicle operating condition.**

### **Executive Officer's Report:**

At the WEROC Executive Meeting held Wednesday 25 September 2019 the Shire of Westonia raised the matter of the email received from Main Roads WA on Monday 23 September 2019 regarding the removal of CA07 condition. It was agreed that in light of the email received just prior to the WEROC Executive Meeting from Nick Sloan, CEO WALGA, that the matter be left for further review at the WEROC Council Meeting scheduled for Wednesday 30 October 2019.

The Executive Officer has recently been advised that the matter is now to be considered at the next meeting of the Great Eastern Country Zone scheduled to be held Thursday 28 November 2019.

Unless the meeting determines otherwise the Executive Officer recommends that WEROC take no further action on the issue of CA07 and restricted access vehicle operating condition, with the matter being left with WALGA and the Great Eastern Country Zone to resolve.

<b>Consultation:</b>	Nil
<b>Financial Implications:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority

**RESOLUTION:**                      **Moved: Mr Griffiths**                      **Seconded: Mr Mollenoyux**

**That WEROC take no further action on the issue of CA07 and restricted access vehicle operating condition.**

**CARRIED**

## 8.6 Wheatbelt Medical Students Immersion Project (WMSIP)

<b>File Reference:</b>	013-2 Strategic and Future Planning
<b>Author:</b>	Helen Westcott, Executive Officer
<b>Portfolio:</b>	Social (Kellerberrin) and Environment (Merredin) Shared Function (Advocacy)
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	21 October 2019
<b>Attachments:</b>	Actions Notes from a Wheatbelt Medical Students Immersion Project Meeting held Thursday 26 September 2019 Draft 2020 Wheatbelt Medical Students Immersion Project Budget 2020 Student and Academic/Administration Staff Allocations

### **RECOMMENDATION:**

**That the Executive Officer's report be received.**

### **Executive Officer's Report:**

At the WEROC Executive Meeting held Wednesday 13 April 2016 the Shire of Kellerberrin raised the issue of the cessation of visits to the Wheatbelt by first year medical students from the University of Notre Dame Australia's Fremantle Campus. At that time the Executive resolved as shown below:

*RESOLUTION: Moved: Raymond Griffiths Seconded: Greg Powell*

*That the Executive Officer prepare a report on the cessation of visits to the Wheatbelt by first year medical students from the University of Notre Dame Australia's Fremantle Campus.*

**CARRIED**

Following considerable effort, the program was introduced across all of WEROC's communities in March 2018, with medical students from Notre Dame and Curtin Universities participating in what has become known as the "Wheatbelt Medical Student Immersion Program" (WMSIP).

Agencies involved in re-establishing the WMSIP include:

- Rural Health West;
- WA Primary Health Network (WAPHA);
- Notre Dame University Australia;
- Curtin University; and
- WEROC.

A second group of students visited the region during the week commencing Monday 12 March 2019.

The Executive Officer attended a meeting of the WMSIP Planning Group on Thursday 26 September 2019, with a copy of the action sheet prepared following the meeting forming an attachment to the meeting agenda.

At the WEROC Council Meeting held Tuesday 27 August 2019 the Executive Officer advised that the 2020 visit by students from both Curtin and Notre Dame would commence on Monday 9 March 2019 and conclude on Friday 13 March 2020. Unfortunately, the visit will not commence until Tuesday 10 March because academic commitments for the Notre Dame students prevent them leaving Perth on Monday.

A draft budget for 2020 was tabled at the Planning Group meeting. A copy forms an attachment to the meeting agenda and is presented for Member Councils information only.

A billet matrix has also been prepared for the 2020 visits program, a copy which forms an attachment to the meeting agenda.

At the WEROC Executive Meeting held Wednesday 25 September 2019 the Shire of Kellerberrin advised that at a recent Local Emergency Management Committee Meeting it had been suggested that students coming out to Kellerberrin as part of the WMSIP in 2020 could participate in a training exercise. The participation in such an activity would see the students as casualties in any exercise planned and could be seen as their community activity for the time in Kellerberrin.

The meeting agreed that this was an idea that should be pursued, with the Executive Officer asked to raise the matter at the next meeting of the WMSIP Planning Group. The matter was raised as requested.

Whilst both Curtin Notre Dame and Curtin have requested further information on what would be required, they have given in principle support to the students helping out. A provision of them helping in the exercise would be that they are casualties and not doctors, nurses etc.

An email explaining the above was sent to the WEROC Executive on 27 September. The Executive Officer believes it would be helpful in progressing this matter if Member Councils could provide further information as to how they see the students participating in any training exercise that might be arranged to coincide with the 2020 visit.

The WMSIP Planning Group's next meeting is scheduled for Thursday 7 November 2019.

A team building exercise for academic and administrative staff is also being planned for December. The Executive Officer attended a similar activity in December last year.

**Additional Meeting Comment:**

Member Councils expressed concern that with the shortening of the visit from 5 to 4 days could mean that the time in which the students will have with their host families will be reduced still further if there are delays in arrival and departure time for the return trip to Perth had to be brought forward.

The Executive Officer undertook to raise this concern at the next Planning Group meeting.

She also advised that the team building exercise would be held on Monday 2 December 2019.

<b>Consultation:</b>	Nil
<b>Financial Implications:</b>	As yet unknown
<b>Voting Requirement:</b>	Simple Majority

<b>RESOLUTION:</b>	<b>Moved: Cr Forsyth</b>	<b>Seconded: Mr Mollenoyux</b>
<b>That the Executive Officer's report be received.</b>		

**CARRIED**

## 9. EMERGING ISSUES

### 9.1 Public Consultation - Managing Housing Health Risks in Western Australia (Attachment)

As Member Councils are aware, with the introduction of the *Public Health Act 2016*, the State Government is reviewing all regulations from the previous Health Act 1911.

As part of this review process, the Department of Health (the Department) recently released a discussion paper entitled "Managing Housing Health Risks in WA". The purpose of the discussion is to seek comment on the following pieces of legislation:

- *Health (Miscellaneous Provisions) Act 1911* Part V, Division 1 (Houses unfit for occupation);
- *Health (Laundries and Bathrooms) Regulations 1971*, and
- *Sewerage (Lighting, Ventilation and Construction) Regulations 1971*.

As with its discussion paper on a review of pesticides regulations the Department is looking to ensure that these regulations are contemporary and in keeping with the new Act. In doing this it provides three options how to manage these housing risks to health into the future, and the discussion paper details the options of:

- option A retaining the status quo;
- option B repealing the regulations without replacement, and
- option C developing new regulations.

A copy of the discussion paper can also be accessed by following the link shown below:

[https://consultation.health.wa.gov.au/environmental-health-directorate/housing-survey/supporting\\_documents/Attachment%20A%20%20Housing%20discussion%20paper\\_Final.pdf](https://consultation.health.wa.gov.au/environmental-health-directorate/housing-survey/supporting_documents/Attachment%20A%20%20Housing%20discussion%20paper_Final.pdf)

A copy of the discussion papers also forms an attachment to the meeting agenda.

Councils can also provide comment by responding to a survey developed by the Department. The survey can be accessed by following the link shown below:

<https://consultation.health.wa.gov.au/environmental-health-directorate/housing-survey/>

WALGA is preparing a sector wide submission and has requested comment from Councils by Friday **29 November 2019** to assist in developing a representative submission.

The Executive Officer has scanned the discussion paper and can see no obvious problems for Member Councils. She however has listed the matter for discussion to:

1. Raise awareness of the review that is now underway; and
2. Determine whether WEROC would like the issue reviewed as was done for the review of the pesticides regulations (refer to Agenda Item 7.3), noting that **written submissions must be lodged by 5.00pm (WST) on Thursday 12 December 2019**.

Noted

### 9.2 2020-21 Federal Budget Submissions

In a recent Australian Local Government Association (ALGA) Newsletter, notice was given of the Commonwealth Government's announcement regarding priorities for the 2020-21 Budget.

The Commonwealth Treasury is inviting submissions from Councils for their views on what should be considered priorities in the 2020-21 Federal Budget.

ALGA will be putting forward a submission based on the key priorities it advocated for during the recent federal election, with its highest priority issue being an increase in Financial Assistance Grants. It will also highlight that the local government sector is willing and able to deliver projects on the ground as part of any stimulus package that may be released.

**The pre-budget submission process for the 2020-21 Budget closes on 20 December 2019.**

More information can be found by following the link shown below:

<https://alga.asn.au/2020-21-federal-budget-submissions/>

During the last Federal election campaign WEROC wrote to all Western Australia's Federal representatives on the key issues identified by ALGA.

The Executive Officer seeks directions from Member Councils as to whether it wishes to continue this advocacy by making a submission to Treasury.

**Noted**

### **9.3 Departmental Circular 9 2019 – Consultation of Proposed Code of Conduct and CEO Standards**

Raymond Griffiths raised the issue of CEO selection and standards for CEOs, noting that both WALGA and LGPro were working on the issue.

**It was agreed that this matter was best left with WALGA and LGPro.**

### **9.4 Cost of Local Government Elections**

Raymond Griffiths raised the issue of the high cost of conducting an in-person election, particularly with the requirement to hold the election on a Saturday. Given the ability to make use of early voting arrangements he believed the need to have a polling booth available on Saturday is outdated and costly.

Cr Strange suggested that the matter be raised at a meeting of the Great Eastern Country Zone.

**Noted**

### **9.5 SuperNet Project**

Cr Strange raised the topic of internet speeds and the work being done by CBH through the SuperNet Project. Key partners in the project include the CBH Group and Arc Infrastructure.

The project's aim is to facilitate fast broadband across the grain regions of the State by building a "backhaul" network that includes 4,000 km of optic fibre cable laid primarily in the rail easements and allowing "last mile providers" (retailers) to access wholesale prices at a cheaper rate than they are currently paying.

Cr Strange expressed concern that current technology is not doing what it should and whilst a project such as SuperNet will help it is still possible that the Wheatbelt will continue to struggle with digital connectivity. He noted that the question that needs discussion is "what technology do we need now and what will be required into the future"?

Noted

## 10. OTHER MATTERS

Nil

## 11. FUTURE MEETINGS

WEROC Council	Thursday 28 November 2019 (Shire of Shire of Merredin)
WEROC Executive	TBA

## 12. CLOSURE

There being no further business the Chair closed the meeting at 11.45am

### DECLARATION

These minutes were confirmed by the WE-ROC Council at the meeting held Thursday 28 November 2019

Signed \_\_\_\_\_  
Person presiding at the meeting at which these minutes were confirmed

# Attachment

## 9.1.3



Mr Peter Clark  
Chief Executive Officer  
Shire of Yilgarn

via email: [ceo@yilgarn.wa.gov.au](mailto:ceo@yilgarn.wa.gov.au)

Dear Mr Clarke

## ACKNOWLEDGEMENT OF SUBMISSION AND SEEKING FURTHER COMMENTS

The Department of Water and Environmental Regulation (DWER) has recently wrote to you, on 10 October 2019, inviting you to comment on an application from Tianye SXO Gold Mining Pty Ltd (applicant) for an amendment to licence L4597/1988/14 under Division 3 Part V of the *Environmental Protection Act 1986* (EP Act). The application is in relation to the dewatering of Jaccoletti Pit and the discharge of the effluent to Marvel Loch Pit at the Marvel Loch Mine, MARVEL LOCH WA 6426.

Thank you for your submission dated 18 October 2019. This letter is sent in acknowledgement that your submission has been received and is currently being considered in DWER's environmental assessment of the proposal.

Since seeking your comments on this proposal, DWER has received further information from the applicant. Please find enclosed this additional information provided by the applicant for your comment.

Please forward any further comments to the address below or forward via email to [info@dwer.wa.gov.au](mailto:info@dwer.wa.gov.au) within 21 days from the date of this letter and please quote L4597/1988/14 on future correspondence and enquiries.

If you have any queries regarding the above information, please contact the Environmental Officer listed above.

Yours sincerely

Tim Gentle  
Manager – Resource Industries  
Regulatory Services

*Officer delegated under section 20 of the Environmental Protection Act 1986*

22 October 2019

Attached: Supporting Information



Level 3, 66 Kings Park Road  
West Perth WA 6005

PO Box 115  
West Perth WA 6872

Phone: (08) 9212 8900

Fax: (08) 9212 8999



**TIANYE SXO GOLD MINING**

ABN 13 161 566 490

11/10/19

Tim Gentle  
Manager – Resource Industries  
Regulatory Services  
Department of Water and Environmental Regulation

Dear Tim,

## **Application for an Amendment to License L4597/1988/14 – Response to Request for Further Information**

An Application to amend L4597/1988/14 to add Marvel Loch pit as an emission discharge point was submitted to Department of Water and Environmental Regulation (DWER) on 16/09/2019. Additional information was requested by DWER on 24 September and several queries also raised on 8 October. The additional information requested on 24 September is detailed in Table one below.

Queries received on 8 October relate to a proposed condition for the bores surrounding the TSF to be reviewed / replaced within the next 3 – 6 months as part of the current amendment. Another amendment will be required soon (next 3 months) in order to commission and utilise the new TSF3. New bores will be added for the new TSF and a review of the existing bores will also be undertaken – this proposed condition is acceptable.

The second item from 8 October related to adding the turkeys nest dams (that contain dewatering effluent) in Table 1.2.2 of the licence as containment infrastructure. Turkeys nest dewater transfer dams are located at Nevoria, Yilgarn Star and Cornishman. An additional transfer dam is also located at the Three Mile Borefield, used to transfer groundwater from the borefield to Marvel Loch. These locations are shown on the updated Emission Point Figure attached.

**Table 1: Queries raised by DWER and Tianye response.**

<b>DWER Request</b>	<b>Tianye Response*</b>
Please provide the following maps;	Please find enclosed additional maps created to

DWER Request	Tianye Response*
<ul style="list-style-type: none"> <li>A map showing the location of the dewatering pipeline from Jaccoletti Pit to Marvel Loch pit.</li> <li>An overview map showing the location of each dewatering discharge point (pits) including the new discharge point at Marvel Loch pit. This map will replace the map of emission points in the licence (Schedule 1 – Map of emission points)</li> </ul>	provide DWER more details regarding the pipeline and emission discharge points.
What mining tenement will the pipeline route intersect?	The pipeline will intersect the following tenements: M77/112, L77/140, M77/10 and L77/7.
What is the depth (from crest level) in mbgl to the pit lake in the Marvel Loch pit? Is there any data to indicate depth to groundwater surrounding this pit?	The current depth of Marvel Loch pit is around 275 mbgl (725 mRL). Groundwater levels within the Marvel Loch workings at the end of August 2019 have been approximately 295 mbgl (705 mRL). Groundwater level is approximately 20 m below the pit floor, so no pit lake has formed at Marvel Loch pit.
Is significant mounding of the water table expected as a result of this initial disposal of 480,000KL water from Jaccoletti pit to Marvel Loch pit?	The combined discharge of 480,000 kL from Jaccoletti and Nevoria pits will create a pit lake. Depth to the pit lake is estimated to be 190 mbgl (810 mRL), however this depth to groundwater is artificially lower than natural groundwater levels (~70mbgl) due to long-term dewatering. No impacts to surface ecosystems are realised.
<p>There is limited information regarding the impact of the long-term discharge of the proposed 1,100,000 kL per annum of dewater to Marvel Loch pit.</p> <ul style="list-style-type: none"> <li>Please provide a timeframe as to when the hydrogeological study for Jaccoletti will be completed? In particular the detailed water balance for Marvel Loch pit.</li> <li>To what extent will groundwater mounding occur at the Marvel Loch pit as a result of the long-term discharge?</li> </ul> <p>Approval for the long term and ongoing discharge of water from Jaccoletti pit to Marvel Loch pit may have to be covered under another licence amendment when the above information comes available.</p>	<p>Stantec has been engaged to undertake a hydrogeological assessment of Jaccoletti project. Draft desktop report has been completed. Based on the initial assessment, a detailed water balance assessment will be undertaken in the future. Information from this study is expected to be available in early December 2019.</p> <p>The extent of groundwater mounding from long-term operational discharge is unknown at this stage, however, mounding is not expected to have any impacts to surface ecosystems due to the depth to groundwater. This information will be provided to DWER once further hydrogeological assessment has been completed.</p>
Please provide the planned frequency of inspection of Marvel Loch pit freeboard.	The capacity of Marvel Loch pit is ~49,000,000kL allowing for 10 m freeboard. Initial discharge of

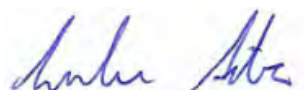
DWER Request	Tianye Response*
	480,000 kL and operational discharge of 1,100,000 kL per annum over 10 years of operation equals a total of 11,480,000kL. Based on this there is excess capacity in the pit and the final pit lake level at Marvel Loch pit is estimated to be no more than 95 mbgl (905 mRL) during the maximum operational discharge. Consequently, daily inspections of Marvel Loch pit freeboard are considered appropriate.
What freeboard is maintained on the other dewater receiving pits listed on the licence?	A freeboard of 4m is maintained in other pits.

\*Capacity and water level estimates provided are based on the mine void calculations undertaken by Tianye.

In addition to the above, Tianye requests an administrative change to Condition 3.3.1. In Table 3.3.1 Notification requirements, the condition or table for Groundwater operating strategy should refer to Condition 1.2.10 instead of 1.2.4.

I trust this information addresses the request for additional information. If DWER would like further information, please contact me directly by phone on 9081 1395 or by email at [luke.sibon@minjargold.com.au](mailto:luke.sibon@minjargold.com.au).

Yours Sincerely,

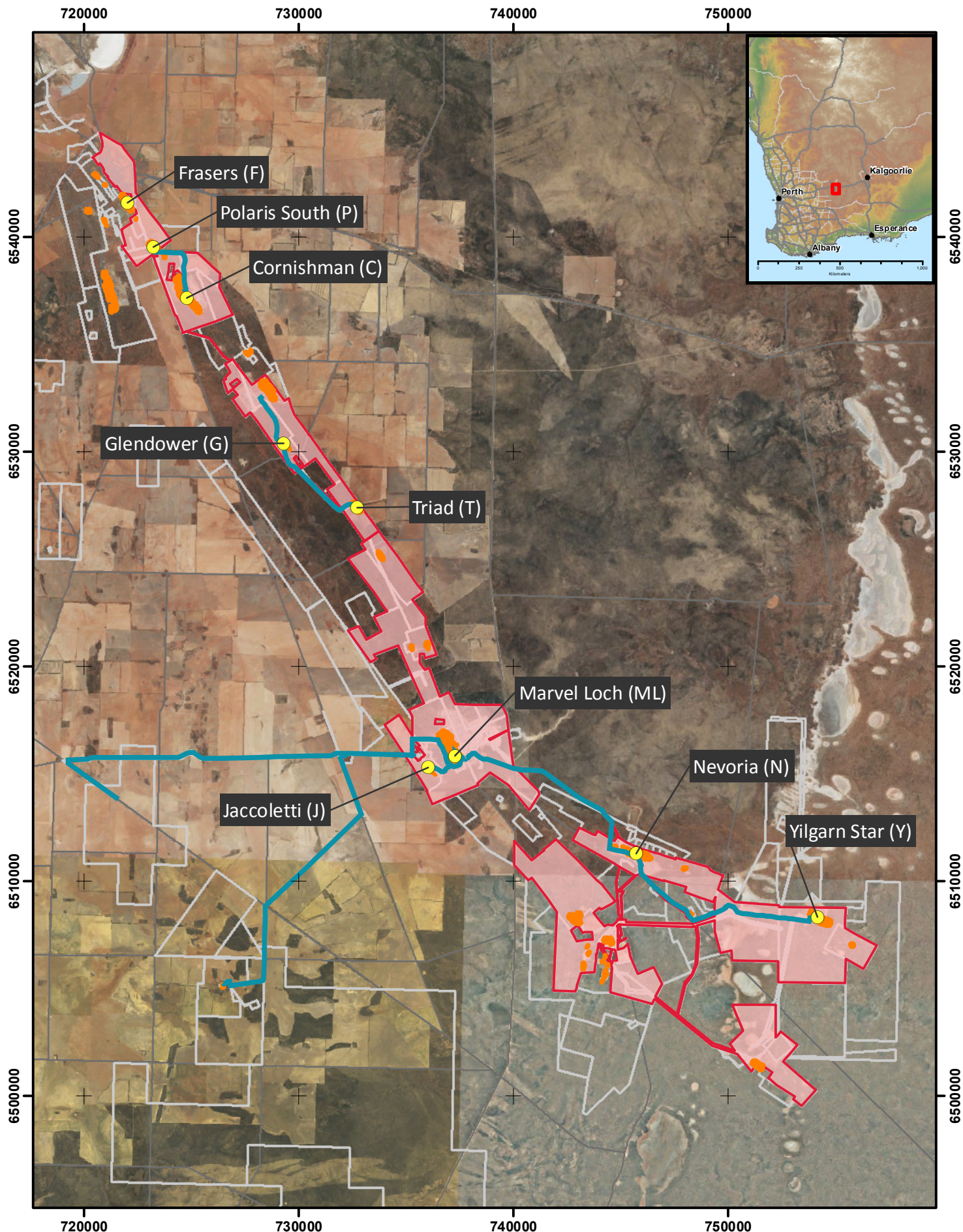


Luke Sibon  
Environmental Manager  
Minjar Gold Pty Ltd /  
Tianye SXO Gold Mining Pty Ltd

**Attachments:**

Map 1: Marvel Loch Pit Dewatering Discharge  
Map 2: Locations of SXO Emission Points





## Legend

- EmissionPoints
- SXO pipelines
- Prescribed Premise Boundary
- Tenement Boundary

Note:  
Aerial photography sourced from Landgate, 2017.

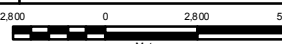
Minjar Gold do not warrant this map is free from errors or omissions, and shall not be held liable

According to the best available information, the map is accurate and current at the time of the publication, however, information is subject to change.



Southern Cross Operations (SXO)

LOCATIONS OF SXO EMISSION POINTS



Date: 10/09/19

Dm: F Walker

A4

DATUM: GDA84

PROJECTION: MGA 94,

ZONE 50

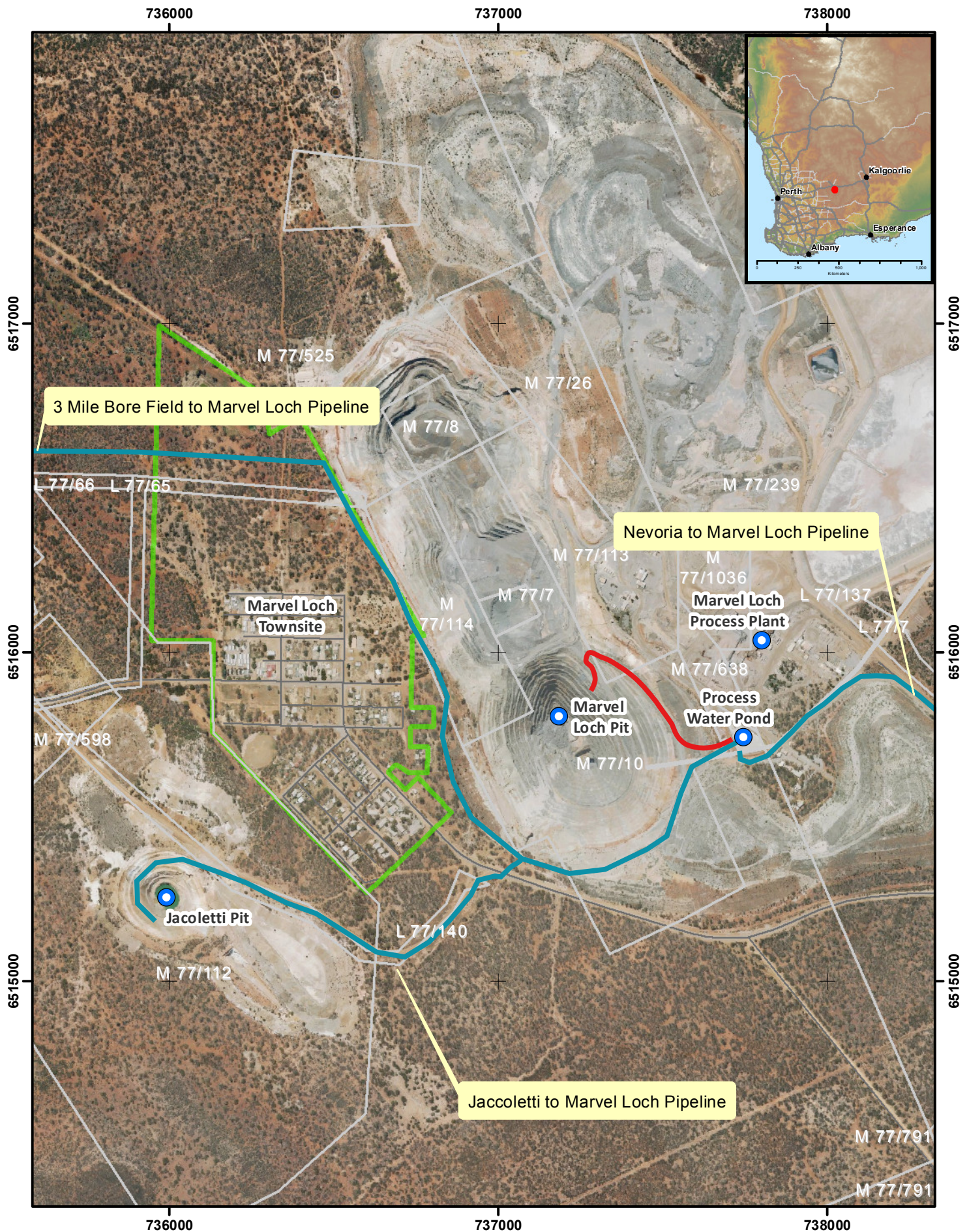
Scale: 1:230,000

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MINJAR GOLD MINING





## Legend

- SXO pipelines
- Pipeline to Pit Connection
- Tenement Boundary

Note:  
Aerial photography sourced from Landgate, 2017.

Minjar Gold do not warrant this map is free from errors or omissions, and shall not be held liable

According to the best available information, the map is accurate and current at the time of the publication, however, information is subject to change.



Southern Cross Operations (SXO)

MARVEL LOCH PIT DEWATERING DISCHARGE



Date: 10/09/19

Dm: Sarah Easton

A4

DATUM: GDA84  
PROJECTION: MGA 94,  
ZONE 50



MINJAR GOLD MINING



Level 3, 66 Kings Park Road  
West Perth WA 6005

PO Box 115  
West Perth WA 6872

Phone: (08) 9212 8900

Fax: (08) 9212 8999



**TIANYE SXO GOLD MINING**

ABN 13 161 566 490

4/11/19

Tim Gentle  
Manager – Resource Industries (South)  
Regulatory Services  
Department of Water and Environmental Regulation  
Via email: [timothy.gentle@dwer.wa.gov.au](mailto:timothy.gentle@dwer.wa.gov.au) CC: [Christine.pustkuchen@dwer.wa.gov.au](mailto:Christine.pustkuchen@dwer.wa.gov.au)

Dear Tim,

## **Application for an Amendment to License L4597/1988/14 – Response to the Questions Raised by the Shire of Yilgarn**

Tianye SXO Gold Mining Pty Ltd (Tianye) has prepared this letter to respond to queries raised by the Shire of Yilgarn per email dated 18 October 2019 regarding the Licence Amendment application to add Marvel Loch pit as an emission discharge point.

This letter addresses the following queries from the Shire that are detailed in table below.

<b>Shire Comment</b>	<b>Tianye Response<sup>1</sup></b>
A hydrogeological report appears not yet be available, so it is unlikely that applicant has properly considered the implications of allowing water levels in Marvel Loch pits to rise to levels significantly higher than natural water table levels in the area.	<p>Stantec has been engaged to undertake a hydrogeological assessment of Jaccoletti project.</p> <p>Draft desktop report has been completed and information contained in the report has been considered in our response. Based on the initial assessment, a detailed water balance assessment will be undertaken in the future. Information from this study is expected to be available in early December 2019.</p> <p>The pre-mining static groundwater level within the Marvel Loch area was estimated to be approximately 17mbgl (NOI, 1995<sup>2</sup>). Mining and dewatering have</p>

	<p>created a cone of depression within the area and at the end of August 2019 groundwater levels in Marvel Loch pit have been approximately 290 mbgl, 20 m below the pit floor. The combined initial discharge of 480,000 kL from Jaccoletti and Nevoria pits will create a pit lake. Depth to the pit lake is estimated to be 185 mbgl. Ongoing operational dewatering discharge of 1,100,000 kL per annum over 10 years of operation will increase the water levels to ~95 mbgl which is well below the natural water tables within the area. Assuming +50% accuracy to the inflow estimate, the upper bound within this level of accuracy is approximately 1,640,000 kL per annum which covers an allowance for 'heading inflows' (Stantec, 2019<sup>3</sup>). With these pumping rates the water level within the pit would be around 75 mbgl. Please note that this estimation does not consider evaporation or infiltration to bedrock.</p>
<p>To allow an increase in water levels to as high as 10m below 'surface' will potentially affect vegetation downslope, cause rising damp in the Marvel Loch townsite, and damage valuable agricultural land downslope.</p>	<p>Water level within the Marvel Loch pit during the maximum operational discharge is estimated to be around 95 mbgl (or 75mbgl with +50% accuracy). Statement of '10m below surface' in the application is provided in relation to a capacity of the pit and UG workings by allowing a 10m freeboard and does not refer to an actual predicted water level in the pit. Standard freeboard requirement of 4m below surface is applied by the DWER across the mine sites in WA. This freeboard requirement will ensure that no mounding is realised, and surface ecosystems are not impacted.</p>
<p>The Marvel Loch pit walls are unstable, they have suffered numerous failures in the past, and an increase in water levels will increase the likelihood that further large failures will occur, potentially causing overtopping,</p>	<p>No infrastructure is located within the zone of pit instability and the potential pit wall failures will not cause a hazard to public. Due to the depth to a pit lake (around 95 mbgl or 75 mbgl with +50% accuracy), any large pit wall failures will not cause overtopping</p>

which could have catastrophic consequences including endangering the public.	of the pit.
The proposal does not describe the water balance adequately omitting critical details. The volumes are quite large, and the water balance needs a very careful assessment, and include all sources.	A condition to provide a water balance will be included in the License issued by the DWER.  Please note that even though the volumes seem relatively large, the total discharge of 11,480,000kL over ten years equals ~22% of the total volume of the Marvel Loch pit, or 16,879,000kL and ~33%, respectively, assuming +50% accuracy in inflow estimates.
There are viable alternatives which have not been considered. Alternatives would eliminate the hazards and risks described above.	Alternative discharge points have been considered and after a careful assessment Marvel Loch pit was deemed to be the best option due to a high available storage capacity, short distance to Jaccoletti pit and the readily available pumping infrastructure.
The information provided by DWER is insufficient to allow the most basic evaluation of the merit of the proposal.	This has been noted by the DWER and as per the DWER's request Tianye has supplemented this information in a letter dated 11 October 2019.
This proposal is almost certainly being driven by time constraints. The application indicates a need to commence pumping by 30 Sep 2019?	All projects are driven by time constraints. For this specific project, dewatering will be required to allow geotechnical assessment and mine design as the current UG mine access point is located under the water.
Is this amendment only for the initial pumping of water from Jaccoletti pit to Marvel Loch pit to access the decline?	The application has been submitted to allow for both the initial and continuous operational pumping from Jaccoletti pit. Tianye however acknowledges that DWER may require further information prior to approving the ongoing dewatering discharge.
Will there be a further amendment submitted for continuous pumping should underground mining operations commence or does this amendment cover both scenarios.	A requirement for further amendment will be decided by the DWER.
Should Minjar Gold have commenced public	The application to amend the license was submitted



consultation process with the community of Marvel Loch advising of the proposed Jaccoletti Project before submitting Amendment?	to allow commencement of geotechnical assessment and mine design. Consequently, the details around the project are yet to be finalised. Tianye will organise a public consultation meeting to inform the residents of Marvel Loch and other stakeholders in due course.
As the original license was issued in 1988 and mining operations have changed considerably in that time, should not a new application rather than an amendment be submitted?	Original license has been issued in 1988 but this license has been revised number of times to reflect changes in the Southern Cross Operations. The current license already covers 'Category 6 – dewatering' and consequently License Amendment is the right approvals pathway to include Jaccoletti dewatering and discharge into the Marvel Loch pit into the license.  It is noted that some administrative changes are required for the license, but this will be dealt with in a separate process with the DWER.
Why have Council not received advice from DMIRS regarding this proposal?	Tianye has not submitted a Mining Proposal to DMIRS as the details of the project are yet to be finalised.  The Shire will be provided an opportunity to comment after the submission.

*1 Capacity and water level estimates provided are based on the mine void calculations undertaken by Tianye.*

*2 Addendum to Notice of Intent Proposal for the Undaunted Open Pit Marvel Loch, WA. Sons of Gwalia Limited. 1995.*

*3 Stantec. 2019. Jaccoletti Hydrogeological Desktop Study – Draft. October 2019.*

I trust this information addresses the concerns raised by the Council. If DWER or the Shire of Yilgarn would like further information, please contact me directly by phone on 9081 1395 or by email at [luke.sibon@minjargold.com.au](mailto:luke.sibon@minjargold.com.au).

Yours Sincerely,



Luke Sibon  
Environmental Manager  
Minjar Gold / Tianye SXO

# Attachment

## 9.2.1

Financial Report



**SHIRE OF YILGARN**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 31 October 2019**

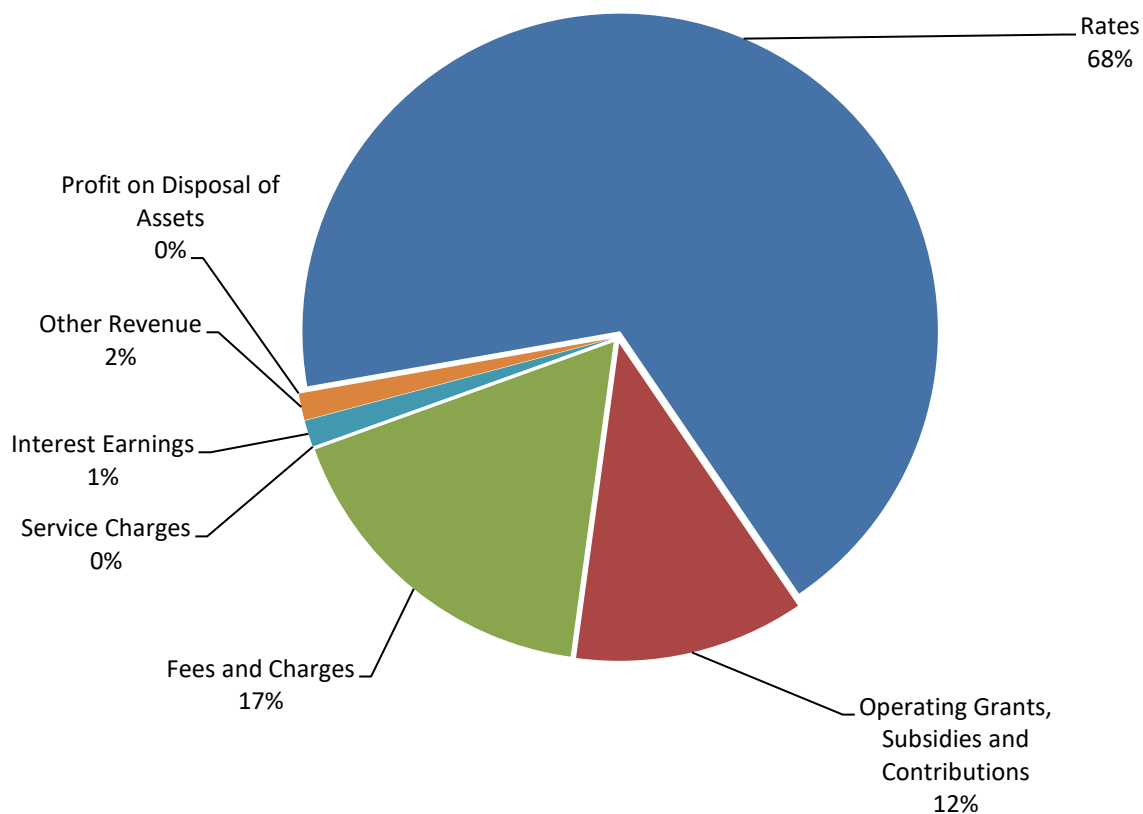
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

**TABLE OF CONTENTS**

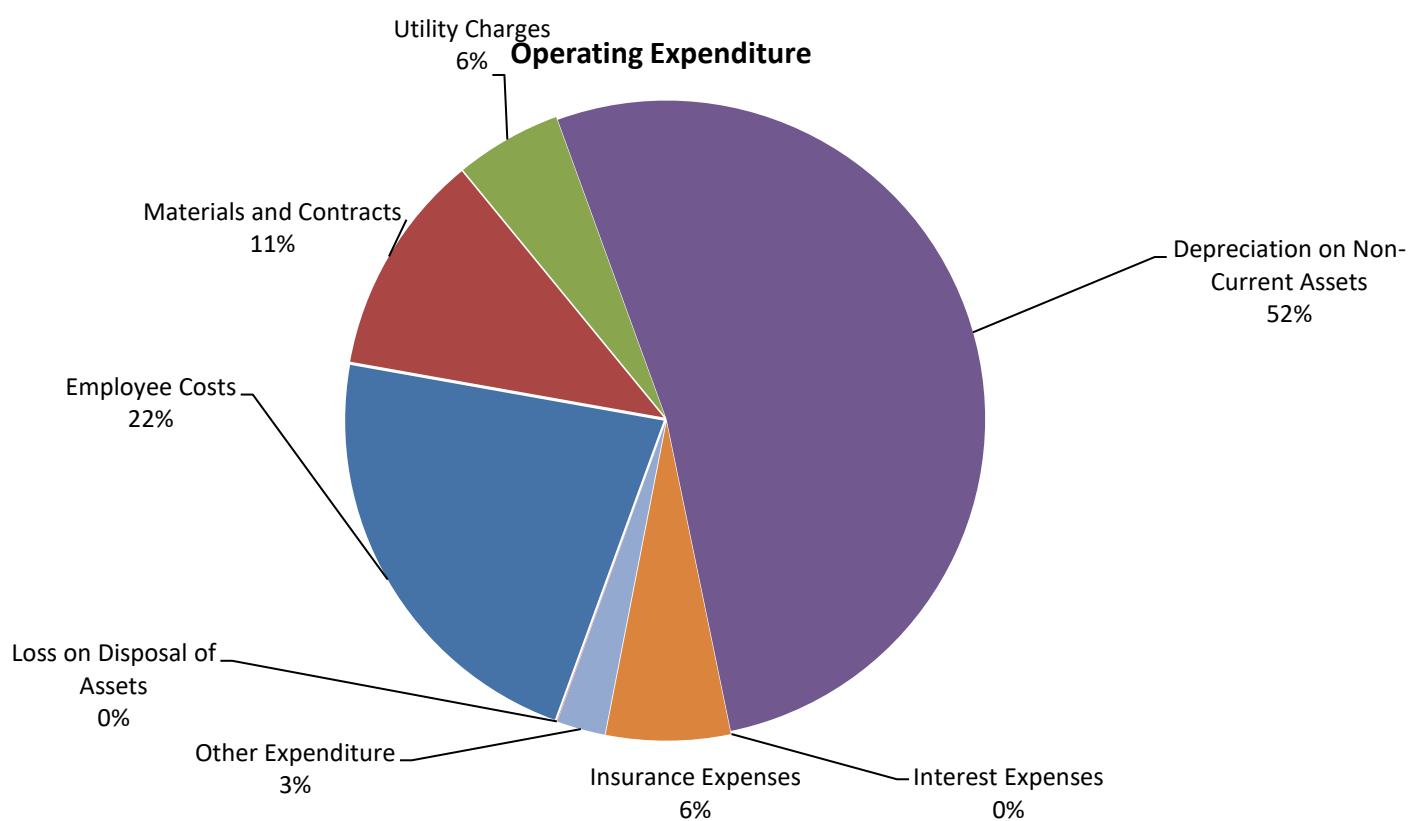
Monthly Summary Information	2 - 3
Statement of Financial Activity by Program	4
Statement of Financial Activity by Nature or Type	5
Statement of Capital Acquisitions and Capital Funding	6
Note 2 Explanation of Material Variances	11
Note 3 Net Current Funding Position	12
Note 6 Receivables	15
Note 7 Cash Backed Reserves	16-17
Note 8 Capital Disposals	18
Note 9 Rating Information	19
Note 10 Information on Borrowings	20
Note 11 Grants and Contributions	21
Note 12 Trust	22
Note 13 Details of Capital Acquisitions	23-26

**SHIRE OF YILGARN**  
**Information Summary**  
**For the Period Ended 31 October 2019**

**Operating Revenue**



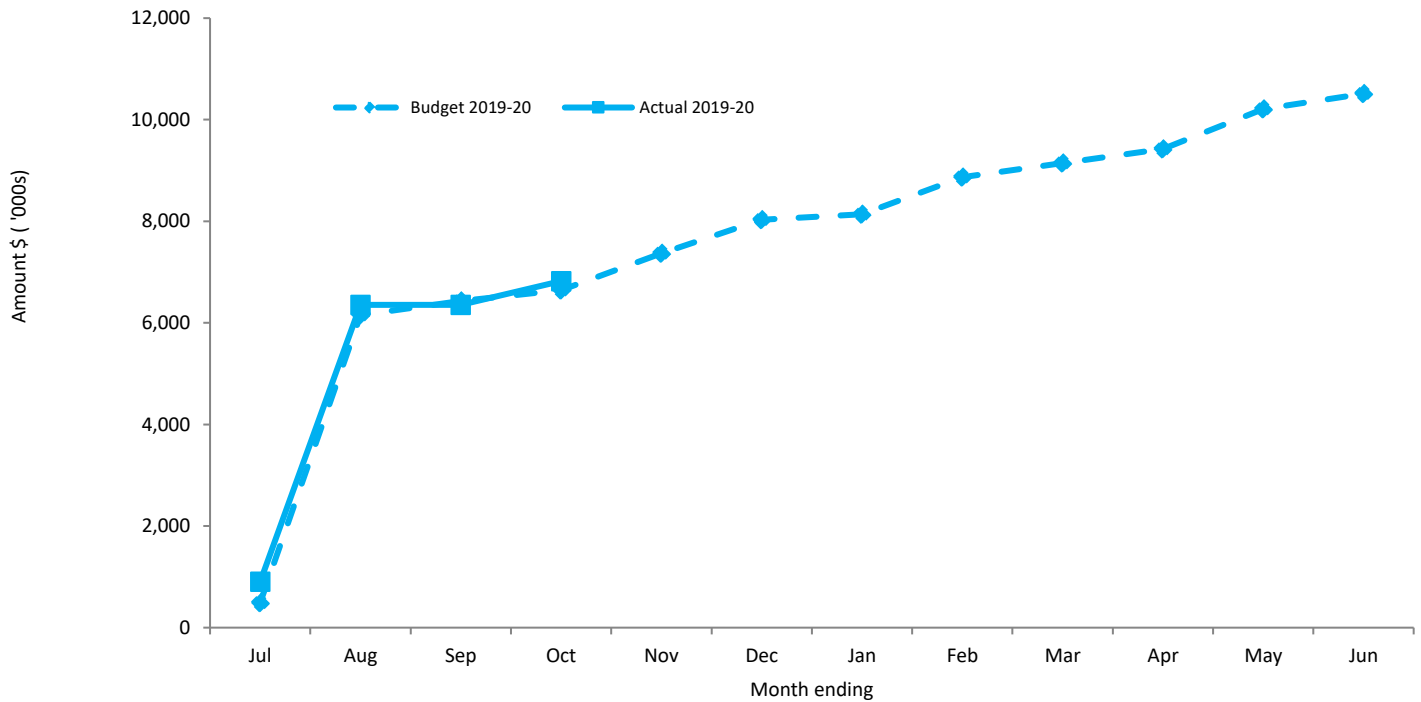
**Operating Expenditure**



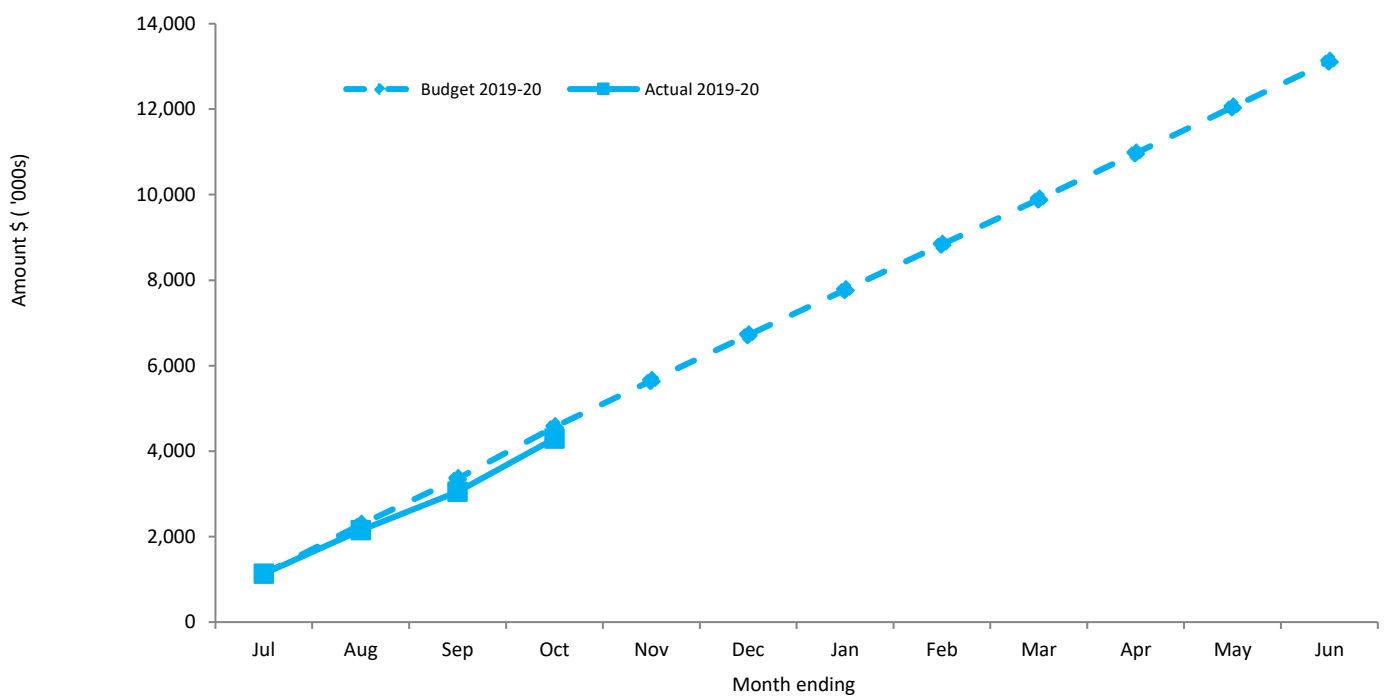
This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**SHIRE OF YILGARN**  
**Information Summary**  
**For the Period Ended 31 October 2019**

**Budget Operating Revenues -v- Actual (Refer Note 2)**



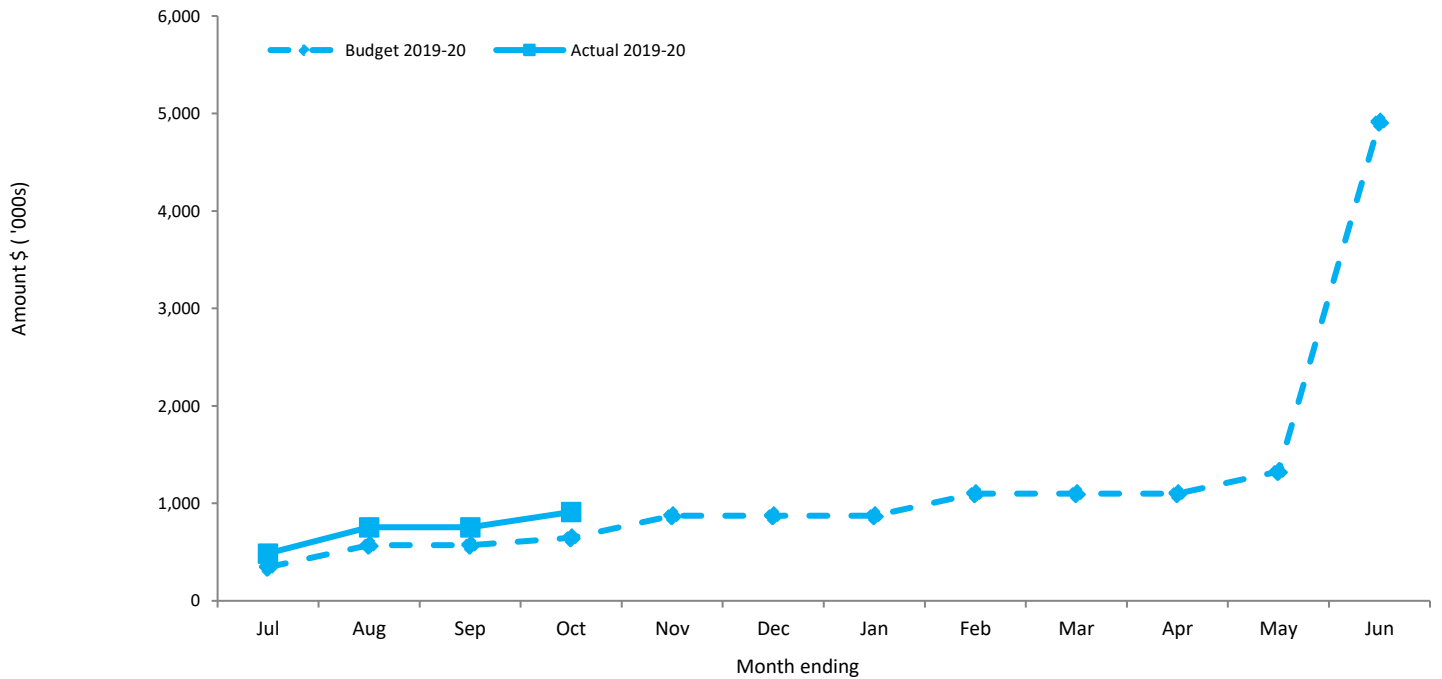
**Budget Operating Expenses -v- YTD Actual (Refer Note 2)**



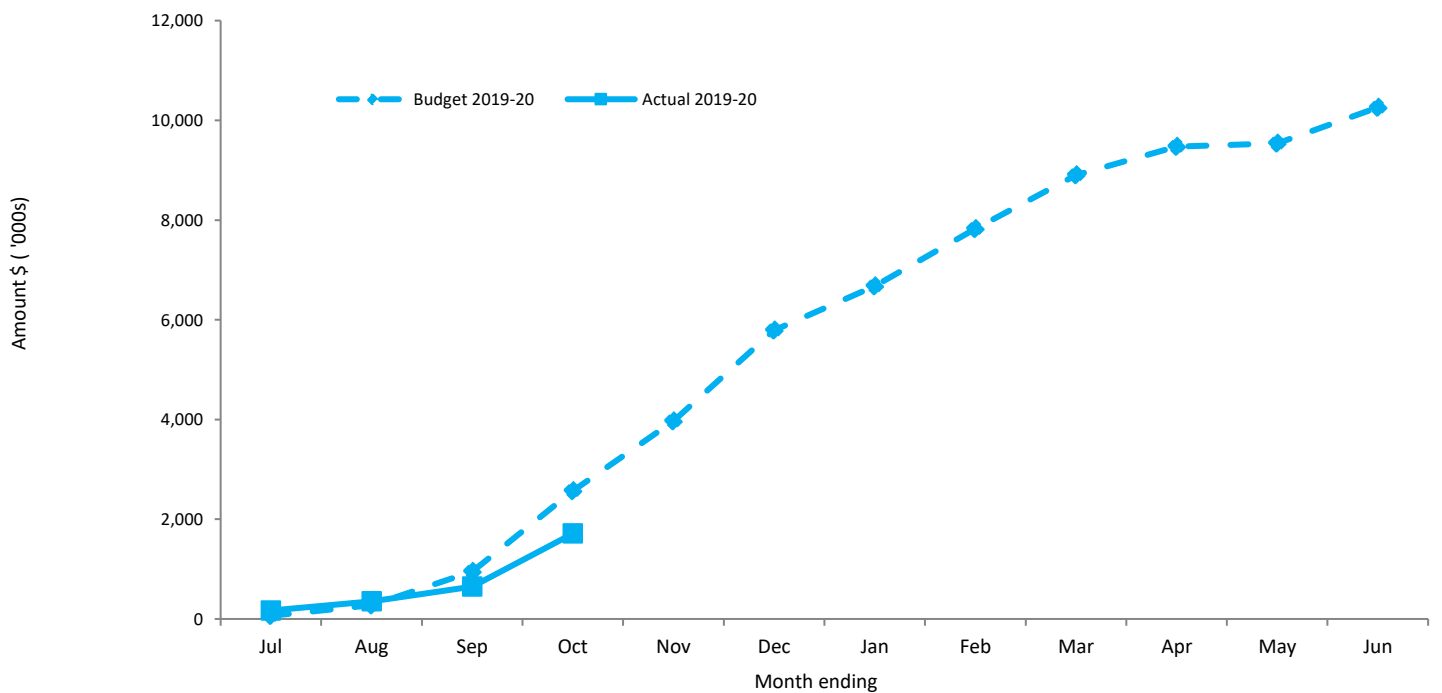
This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**SHIRE OF YILGARN**  
**Information Summary**  
**For the Period Ended 31 October 2019**

**Budget Capital Revenue -v- Actual (Refer Note 2)**



**Budget Capital Expenses -v- Actual (Refer Note 2)**



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**SHIRE OF YILGARN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 October 2019**

		Amended	Amended YTD	YTD	Var. \$	Var. %	
	Note	Annual Budget	Budget (a)	Actual (b)	(b)-(a)	(b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus(Deficit)</b>	3	3,369,672	3,369,672	<b>6,718,859</b>	3,349,187	99%	
<b>Revenue from operating activities</b>							
Governance		0	0	<b>0</b>	0		
General Purpose Funding - Rates	9	4,018,009	4,018,009	<b>4,003,155</b>	(14,854)	(0%)	
General Purpose Funding - Other		1,873,299	500,756	<b>448,163</b>	(52,593)	(11%)	▼
Law, Order and Public Safety		73,567	24,903	<b>24,213</b>	(690)	(3%)	
Health		1,000	332	<b>1,242</b>	910	274%	
Education and Welfare		175,932	79,002	<b>79,628</b>	626	1%	
Housing		78,000	25,992	<b>26,622</b>	630	2%	
Community Amenities		680,544	600,934	<b>602,839</b>	1,905	0%	
Recreation and Culture		60,700	10,360	<b>11,446</b>	1,086	10%	
Transport		78,900	50,492	<b>8,072</b>	(42,420)	(84%)	▼
Economic Services		725,170	436,508	<b>640,221</b>	203,713	47%	▲
Other Property and Services		135,464	48,816	<b>65,694</b>	16,878	35%	
		<b>7,900,585</b>	<b>5,796,104</b>	<b>5,911,296</b>			
<b>Expenditure from operating activities</b>							
Governance		(491,927)	(202,056)	<b>(198,050)</b>	(4,006)	(2%)	
General Purpose Funding		(304,155)	(102,039)	<b>(81,297)</b>	(20,742)	(20%)	
Law, Order and Public Safety		(512,919)	(171,188)	<b>(174,270)</b>	3,082	2%	
Health		(282,389)	(91,400)	<b>(88,053)</b>	(3,347)	(4%)	
Education and Welfare		(546,516)	(182,096)	<b>(171,810)</b>	(10,286)	(6%)	
Housing		(376,542)	(131,208)	<b>(98,472)</b>	(32,736)	(25%)	▼
Community Amenities		(1,114,688)	(364,624)	<b>(279,697)</b>	(84,927)	(23%)	▼
Recreation and Culture		(1,814,142)	(613,856)	<b>(601,036)</b>	(12,820)	(2%)	
Transport		(6,386,386)	(2,175,724)	<b>(1,988,576)</b>	(187,148)	(9%)	
Economic Services		(1,197,851)	(403,234)	<b>(513,170)</b>	109,936	27%	
Other Property and Services		(89,327)	(133,754)	<b>(110,466)</b>	(23,288)	(17%)	
		<b>(13,116,842)</b>	<b>(4,571,179)</b>	<b>(4,304,898)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		6,661,650	2,220,512	<b>2,206,614</b>	(13,898)	(1%)	
Adjust (Profit)/Loss on Asset Disposal	8	4,050	14,550	<b>1,621</b>	(12,929)	(89%)	
Adjust Provisions and Accruals		0	0	<b>0</b>	0		
<b>Amount attributable to operating activities</b>		<b>1,449,443</b>	<b>3,459,987</b>	<b>3,814,632</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	2,610,131	849,069	<b>911,635</b>	62,566	7%	
Proceeds from Disposal of Assets	8	286,500	270,200	<b>28,227</b>	(241,973)	(90%)	▼
Land Held for Resale		0	0	<b>0</b>	0		
Land and Buildings	13	(5,244,294)	(286,682)	<b>(83,031)</b>	(203,651)	(71%)	▼
Infrastructure Assets - Roads	13	(2,852,669)	(1,070,238)	<b>(794,479)</b>	(275,759)	(26%)	▼
Infrastructure Assets - Other	13	(3,401,852)	(79,399)	<b>(94,050)</b>	14,651	18%	
Plant and Equipment	13	(1,056,800)	(99,000)	<b>(35,000)</b>	(64,000)	(65%)	▼
Furniture and Equipment	13	(27,500)	(27,500)	<b>(10,430)</b>	(17,070)	(62%)	
<b>Amount attributable to investing activities</b>		<b>(9,686,484)</b>	<b>(443,550)</b>	<b>(77,128)</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		0	0	<b>0</b>	0		
Proceeds from Advances		0	0	<b>0</b>	0		
Self-Supporting Loan Principal		0	0	<b>0</b>	0		
Transfer from Reserves	7	3,586,154	0	<b>0</b>	0		
Advances to Community Groups		0	0	<b>0</b>	0		
Repayment of Debentures	10	0	0	<b>0</b>	0		
Transfer to Reserves	7	(1,162,610)	0	<b>(645,117)</b>	645,117		▼
<b>Amount attributable to financing activities</b>		<b>2,423,544</b>	<b>0</b>	<b>(645,117)</b>			
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(2,606,296)</b>	<b>6,386,109</b>	<b>9,811,246</b>			

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.  
Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF YILGARN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 October 2019**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>	3	3,454,351	3,454,351	<b>6,718,859</b>	3,264,508	95%	
<b>Revenue from operating activities</b>							
Rates	9	4,018,009	4,018,009	<b>4,003,155</b>	(14,854)	(0%)	
Operating Grants, Subsidies and Contributions	11	2,024,419	720,463	<b>685,279</b>	(35,184)	(5%)	
Fees and Charges		1,329,608	863,938	<b>1,016,573</b>	152,635	18%	▲
Service Charges		0	0	<b>0</b>	0		
Interest Earnings		244,799	81,596	<b>79,088</b>	(2,508)	(3%)	
Reimbursements		137,200	32,724	<b>34,638</b>	1,914	6%	
Other Revenue		89,000	32,324	<b>80,518</b>	48,194	149%	▲
Profit on Disposal of Assets	8	57,550	47,050	<b>0</b>	(47,050)	(100%)	▼
		<b>7,900,585</b>	<b>5,796,104</b>	<b>5,899,250</b>			▼
<b>Expenditure from operating activities</b>							
Employee Costs		(3,077,786)	(1,088,619)	<b>(938,462)</b>	(150,157)	(14%)	▼
Materials and Contracts		(2,538,579)	(837,264)	<b>(475,405)</b>	(361,859)	(43%)	▼
Utility Charges		(498,052)	(165,940)	<b>(226,843)</b>	60,903	37%	▲
Depreciation on Non-Current Assets		(6,661,650)	(2,220,512)	<b>(2,206,614)</b>	(13,898)	(1%)	
Interest Expenses		0	0	<b>0</b>	0		
Insurance Expenses		(267,332)	(210,162)	<b>(265,710)</b>	55,548	26%	▲
Other Expenditure		(258,993)	(129,869)	<b>(103,525)</b>	(26,344)	(20%)	
Loss on Disposal of Assets	8	(61,600)	(61,600)	<b>(1,621)</b>	(59,979)	(97%)	▼
		<b>(13,363,992)</b>	<b>(4,713,966)</b>	<b>(4,218,178)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		6,661,650	2,220,512	<b>2,206,614</b>	(13,898)	(1%)	
Adjust (Profit)/Loss on Asset Disposal	8	4,050	14,550	<b>1,621</b>	(12,929)	(89%)	
Adjust Provisions and Accruals		0	0	<b>0</b>	0		
<b>Amount attributable to operating activities</b>		<b>1,202,293</b>	<b>3,317,200</b>	<b>3,889,307</b>			
<b>Investing activities</b>							
Grants, Subsidies and Contributions	11	2,610,131	849,069	<b>911,635</b>	62,566	7%	
Proceeds from Disposal of Assets	8	286,500	270,200	<b>28,227</b>	(241,973)	(90%)	▼
Land Held for Resale		0	0	<b>0</b>	0		
Land and Buildings	13	(5,244,294)	(286,682)	<b>(83,031)</b>	(203,651)	(71%)	▼
Infrastructure Assets - Roads	13	(2,852,669)	(1,070,238)	<b>(794,479)</b>	(275,759)	(26%)	▼
Infrastructure Assets - Other	13	(3,401,852)	(79,399)	<b>(94,050)</b>	14,651	18%	
Plant and Equipment	13	(1,056,800)	(99,000)	<b>(35,000)</b>	(64,000)	(65%)	▼
Furniture and Equipment	13	(27,500)	(27,500)	<b>(10,430)</b>	(17,070)	(62%)	
<b>Amount attributable to investing activities</b>		<b>(9,686,484)</b>	<b>(443,550)</b>	<b>(77,128)</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		0	0	<b>0</b>	0		
Proceeds from Advances		0	0	<b>0</b>	0		
Self-Supporting Loan Principal		0	0	<b>0</b>	0		
Transfer from Reserves	7	3,586,154	0	<b>0</b>	0		
Advances to Community Groups		0	0	<b>0</b>	0		
Repayment of Debentures	10	0	0	<b>0</b>	0		
Transfer to Reserves	7	(1,162,610)	0	<b>(645,117)</b>	(645,117)		
<b>Amount attributable to financing activities</b>		<b>2,423,544</b>	<b>0</b>	<b>(645,117)</b>			
<b>Closing Funding Surplus (Deficit)</b>	3	<b>(2,606,296)</b>	<b>6,328,001</b>	<b>9,885,921</b>			

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.  
Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.



**SHIRE OF YILGARN**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 31 October 2019

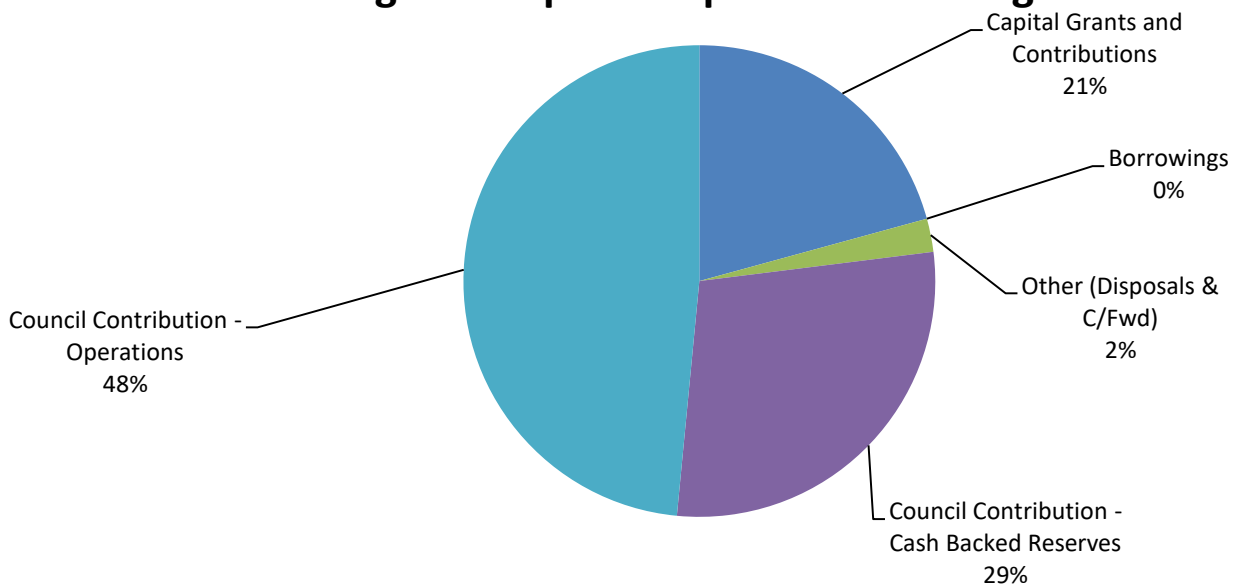
**Capital Acquisitions**

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land Held for Resale	13	0	0	0	0	0	0
Land and Buildings	13	9,343	73,688	286,682	5,244,294	83,031	203,651
Infrastructure Assets - Roads	13	794,479	0	1,070,238	2,852,669	794,479	275,759
Infrastructure Assets - Footpaths	13	0	0	0	78,971	0	0
Infrastructure Assets - Refuse	13	2,048	0	0	56,200	2,048	(2,048)
Infrastructure Assets - Sewerage	13	11,151	0	9,332	28,000	11,151	(1,819)
Infrastructure Assets - Drainage	13	0	0	0	14,172	0	0
Infrastructure Assets - Parks & Ovals	13	0	7,044	6,496	69,509	7,044	(548)
Infrastructure Assets - Other	13	66,763	7,044	63,571	3,155,000	73,807	(10,236)
Plant and Equipment	13	35,000	0	99,000	1,056,800	35,000	64,000
Furniture and Equipment	13	10,430	0	10,430	27,500	10,430	0
<b>Capital Expenditure Totals</b>		<b>929,214</b>	<b>87,776</b>	<b>1,545,749</b>	<b>12,583,115</b>	<b>1,016,990</b>	<b>528,759</b>

**Capital acquisitions funded by:**

Capital Grants and Contributions	<b>849,069</b>	<b>2,610,131</b>	<b>910,635</b>
Borrowings	<b>0</b>	<b>0</b>	<b>0</b>
Other (Disposals & C/Fwd)	<b>270,200</b>	<b>286,500</b>	<b>16,182</b>
Council Contribution - Cash Backed Reserves	<b>0</b>	<b>3,586,154</b>	<b>0</b>
Council Contribution - Operations	<b>426,480</b>	<b>6,100,330</b>	<b>90,173</b>
<b>Capital Funding Total</b>	<b>1,545,749</b>	<b>12,583,115</b>	<b>1,016,990</b>

**Budgeted Capital Acquisitions Funding**



**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 1: Significant Accounting Policies**

**(a) Basis of Accounting**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**Critical Accounting Estimates**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

**(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 12.

**(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**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**(f) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

**(g) Trade and Other Receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other 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.

**(h) Inventories**

**General**

Inventories are measured 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 necessary to make the sale.

**Land Held for Resale**

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 1: Significant Accounting Policies**

**(i) Fixed Assets**

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 local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value 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.

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

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 10 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
bituminous seals	30 years
asphalt surfaces	25 years
Gravel Roads	
formation	not depreciated
pavement	50 years
gravel sheet	15 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	12 years
Sewerage piping	50 years
Water supply piping & drainage systems	50 years
Airfields and runways	30 years
Refuse disposal sites	not depreciated

**(k) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally 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.

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 1: Significant Accounting Policies**

**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.

**(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 and service charges.

**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 as 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.

**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.

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 1: Significant Accounting Policies**

**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 State taxes. Donations and subsidies made to community groups.

**(r) Program Classifications (Function/Activity)**

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

**GOVERNANCE**

**Objective:**

To provide a decision making process for the efficient allocation of scarce resources.

**Activities:**

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

**GENERAL PURPOSE FUNDING**

**Objective:**

To collect revenue to allow for the provision of services.

**Activities:**

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY**

**Objective:**

To provide services to help ensure a safer and environmentally conscious community.

**Activities:**

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

**HEALTH**

**Objective:**

To provide an operational framework for environmental and community health.

**Activities:**

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

**EDUCATION AND WELFARE**

**Objective:**

To provide services to disadvantaged persons, the elderly, children and youth.

**Activities:**

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

**HOUSING**

**Objective:**

To provide and maintain elderly residents housing.

**Activities:**

Provision and maintenance of elderly residents housing.

**COMMUNITY AMENITIES**

**Objective:**

To provide services required by the community.

**Activities:**

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

**RECREATION AND CULTURE**

**Objective:**

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

**Activities:**

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

**TRANSPORT**

**Objective:**

To provide safe, effective and efficient transport services to the community.

**Activities:**

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 1: Significant Accounting Policies**

**ECONOMIC SERVICES**

**Objective:**

To help promote the shire and its economic wellbeing.

**Activities:**

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.

**OTHER PROPERTY AND SERVICES**

**Objective:**

To monitor and control Shire overheads operating accounts.

**Activities:**

Private works operation, plant repair and operation costs and engineering operation costs.

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 2: Explanation of Material Variances**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2018/19 year is \$30,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
General Purpose Funding - Other	(52,593)	(11%)	▼	Permanent	Lower than expected FAG and Untied Roads Grants.
Transport	(42,420)	(84%)	▼	Timing	WA Salt HVRIC yet to be raised.
Economic Services	203,713	47%	▲	Permanent	Greater than expected recoup of Standpipe Water usage.
<b>Operating Expense</b>					
General Purpose Funding	(20,742)	(20%)		Permanent	Significantly less take-up of full payment of rates to obtain discount.
Housing	(32,736)	(25%)	▼	Timing	Schedule wide expenditure unders
Community Amenties	(84,927)	(23%)	▼	Timing	Schedule wide expenditure unders
<b>Capital Expenses</b>					
Proceeds from Disposal of Assets	(241,973)	(90%)	▼	Timing	Plant items ordered yet to be received.
Land and Buildings	(203,651)	(71%)	▼	Timing	Swimming Pool Design Fees yet to be claimed.
Infrastructure - Roads	(275,759)	(26%)	▼	Timing	Sealing program underway, invoices yet to be processed.
Plant and Equipment	(64,000)	(65%)	▼	Timing	Plant items ordered yet to be received.

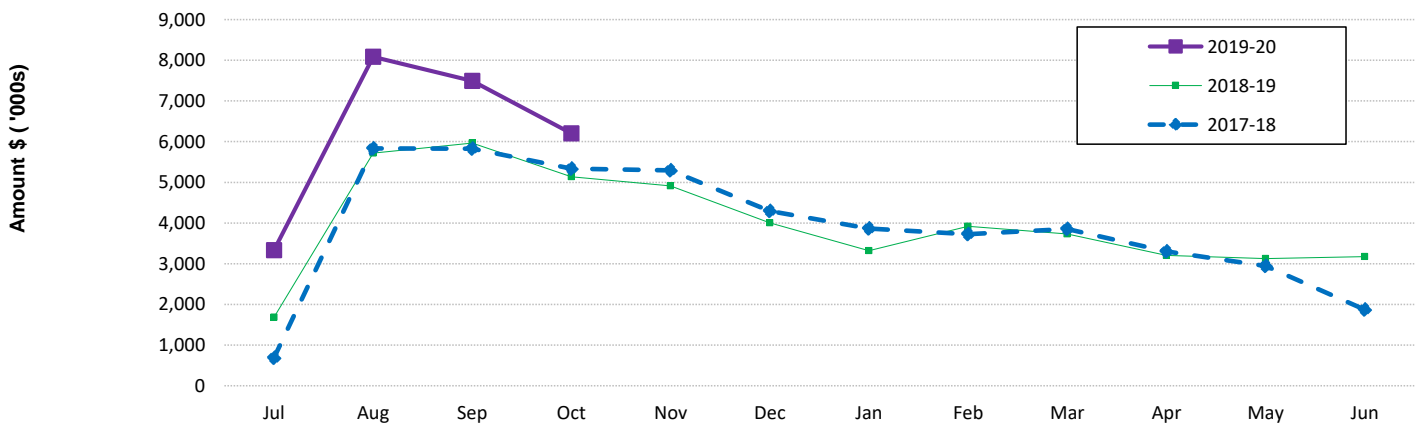
**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 3: Net Current Funding Position**

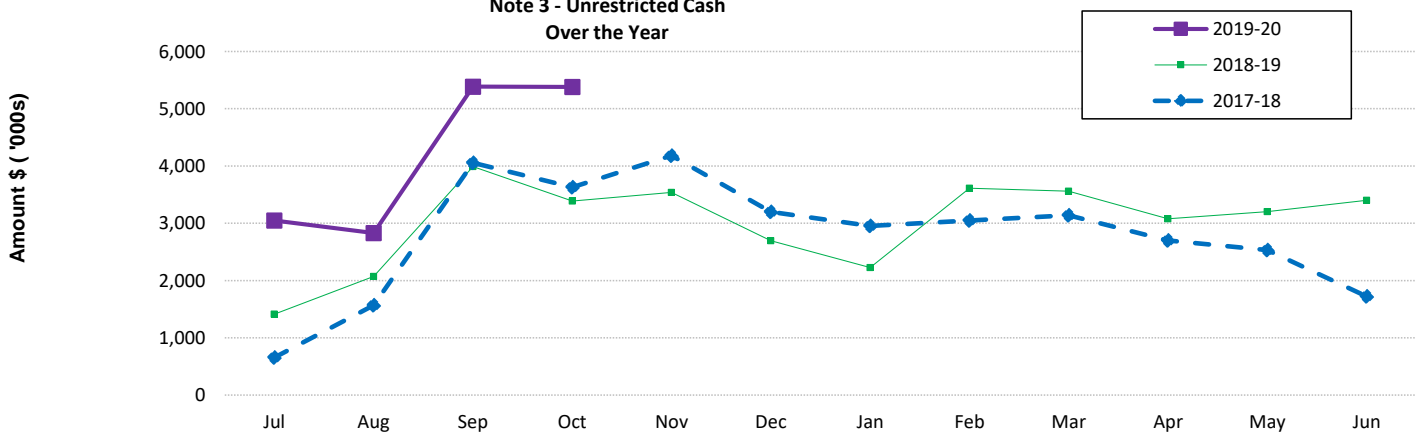
Positive=Surplus (Negative=Deficit)

	Note	Last Years Closing 30 Jun 2019	This Time Last Year 31 Oct 2018	Current 31 Oct 2019
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	3,400,902	3,389,421	5,381,475
Cash Restricted	4	6,581,762	6,157,191	7,226,878
Receivables - Rates	6	459,689	2,119,327	1,466,670
Receivables - Other	6	62,763	134,677	135,362
Interest/ATO Receivable/Trust		49,360	0	55,897
Loans Receivable-Clubs/Institutions		0	0	(6,000)
Inventories		29,909	11,187	39,522
		10,584,383	11,811,802	14,299,805
<b>Less: Current Liabilities</b>				
Payables		(282,077)	(116,626)	(388,195)
Provisions		(550,488)	(274,336)	(258,180)
		(832,565)	(390,961)	(646,376)
Less: Cash Reserves	7	(6,581,762)	(6,157,191)	(7,226,878)
Less: Loans Receivables - Clubs/Institutions		(6,000)	0	0
Add back Leave Reserve		290,294	200,265	292,308
<b>Net Current Funding Position</b>		<b>3,454,351</b>	<b>5,463,915</b>	<b>6,718,859</b>

**Note 3 - Liquidity Over the Year**



**Note 3 - Unrestricted Cash Over the Year**





**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 October 2019

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) <b>Cash Deposits</b>							
Muni Funds - Bank Working Acc	7,650			7,650	Westpac	0.10%	At Call
Muni Funds - Bank Investment Acc	2,225,070			2,225,070	Westpac	0.15%	At Call
Trust Fund Bank			261,988	261,988	Westpac	0.10%	At Call
Cash On Hand	1,350			1,350			
(b) <b>Term Deposits</b>							
Muni Funds - Notice Saver (31 Days)	3,147,405			3,147,405	Westpac	1.90%	31 Days from Call
Muni Funds - Notice Saver (60 Days)				0	Westpac	1.95%	60 Days from Call
Muni Funds - Notice Saver (90 Days)				0	Westpac	2.00%	90 Days from Call
Reserve Funds - Notice Saver (90 Days)		7,226,878		7,226,878	Westpac	2.00%	90 Days from Call
<b>Total</b>	<b>5,381,475</b>	<b>7,226,878</b>	<b>261,988</b>	<b>12,870,341</b>			

**Comments/Notes - Investments**

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 5: Budget Amendments**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	<b>Budget Adoption</b>			\$	\$	\$	\$
	Nil						0
	<b>Changes Due to Timing</b>						0
	Nil						0
				0	0	0	0

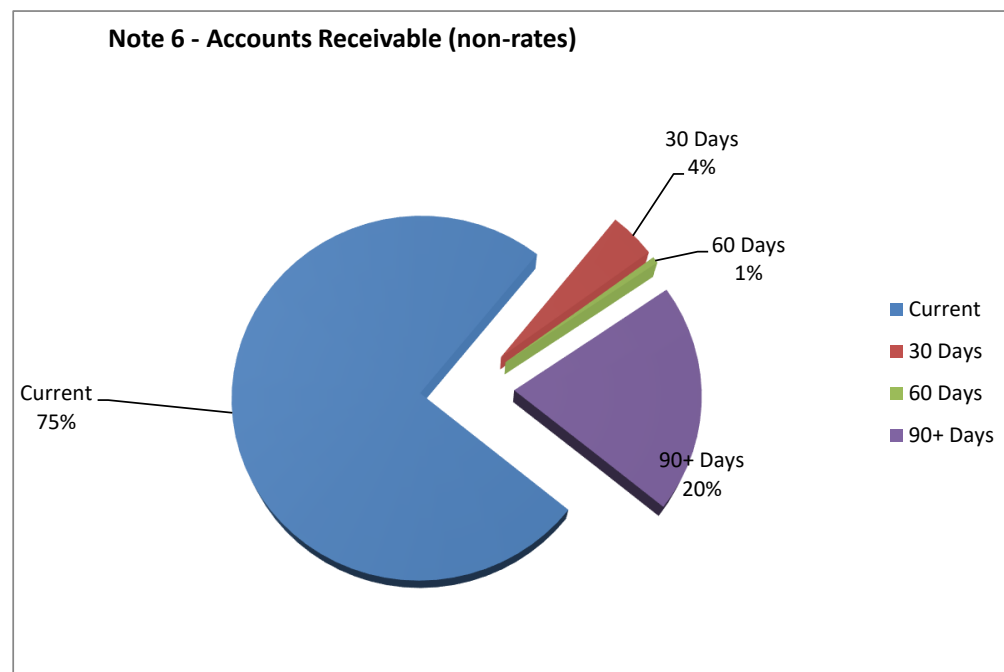
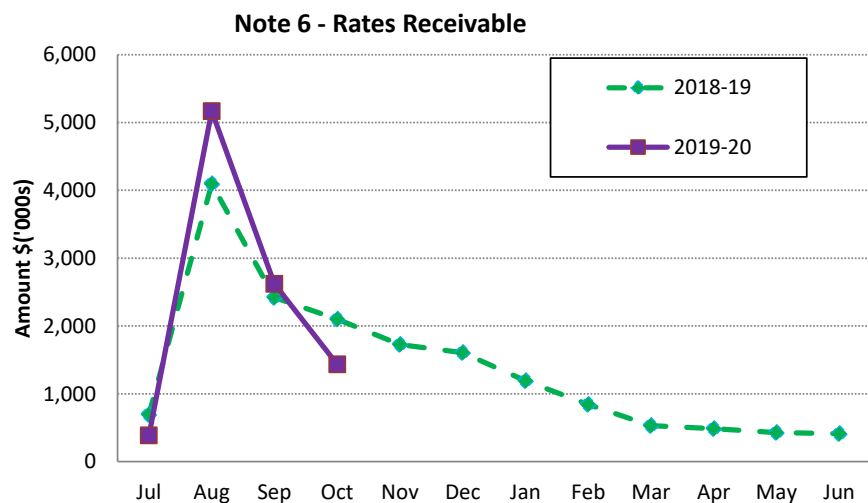
**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 6: Receivables**

Receivables - Rates Receivable	31 Oct 2019	30 June 2019
	\$	\$
Opening Arrears Previous Years	465,179	464,745
Levied this year	4,118,115	3,901,988
<u>Less</u> Collections to date	(3,083,318)	(3,901,553)
Equals Current Outstanding	<b>1,499,977</b>	<b>465,179</b>
<b>Net Rates Collectable</b>	<b>1,499,977</b>	<b>465,179</b>
% Collected	67.27%	89.35%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	101,472	5,605	791	27,494	135,362
<b>Balance per Trial Balance</b>					
Sundry Debtors					135,362
Receivables - Other					0
<b>Total Receivables General Outstanding</b>					<b>135,362</b>

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables General

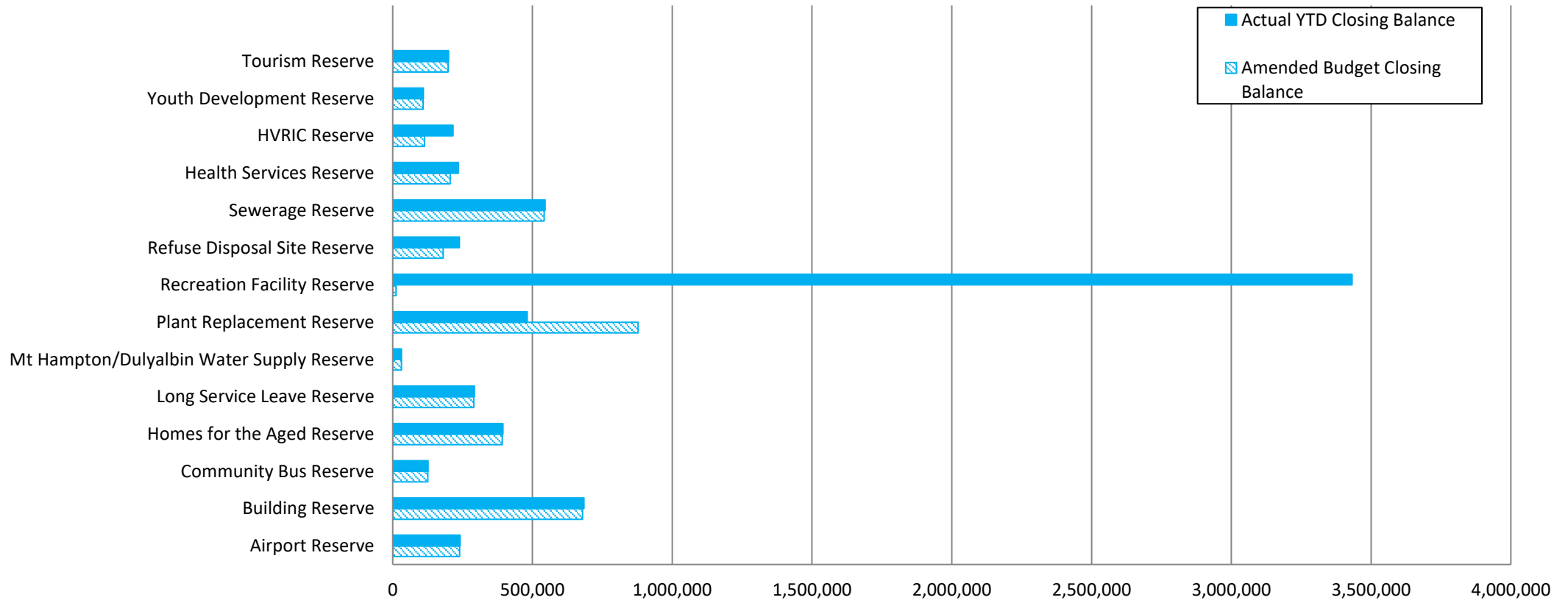
**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 7: Cash Backed Reserve**

<b>Name</b>	<b>Opening Balance</b>	<b>Amended Budget Interest Earned</b>	<b>Actual Interest Earned</b>	<b>Amended Budget Transfers In (+)</b>	<b>Actual Transfers In (+)</b>	<b>Amended Budget Transfers Out (-)</b>	<b>Actual Transfers Out (-)</b>	<b>Amended Budget Closing Balance</b>	<b>Actual YTD Closing Balance</b>
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Airport Reserve	239,753		1,663	0	0	0	0	239,753	241,416
Building Reserve	679,390		4,713	0	0	0	0	679,390	684,103
Community Bus Reserve	125,339		870	0	0	0	0	125,339	126,208
Homes for the Aged Reserve	391,595		2,717	0	0	0	0	391,595	394,311
Long Service Leave Reserve	290,294		2,014	0	0	0	0	290,294	292,308
Mt Hampton/Dulyalbin Water Supply Reserve	31,277		217	0	0	0	0	31,277	31,494
Plant Replacement Reserve	477,612		3,313	400,000	0	0	0	877,612	480,925
Recreation Facility Reserve	2,811,956		20,459	600,000	600,000	(3,400,000)	0	11,956	3,432,414
Refuse Disposal Site Reserve	236,542		1,641	0	0	(56,200)	0	180,342	238,183
Sewerage Reserve	541,713		3,758	0	0	0	0	541,713	545,471
Health Services Reserve	233,803		1,622	0	0	(28,000)	0	205,803	235,425
HVRIC Reserve	215,451		0	0	0	(101,954)	0	113,497	215,451
Youth Development Reserve	108,521		753	0	0	0	0	108,521	109,274
Tourism Reserve	198,517		1,377	0	0	0	0	198,517	199,894
	<b>6,581,762</b>	<b>0</b>	<b>45,117</b>	<b>1,000,000</b>	<b>600,000</b>	<b>(3,586,154)</b>	<b>0</b>	<b>3,995,608</b>	<b>7,226,878</b>

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 7 - Year To Date Reserve Balance to End of Year Estimate**



**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 8: Disposal of Assets**

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and Equipment</b>								
1876	ROLLER - CAT VIBRATORY - YL595					191,500	45,000		(146,500)
1877	TRUCK - 2012 MITSUBISHI 8 WHEEL TIP - YL698					219,000	60,000		(159,000)
1851	LOADER - SKID STEER - CAT - YL5302					85,000	30,000		(55,000)
1891	UTE - MAZDA BT-50 - BUILDER	17,803	16,182	0	(1,621)	17,500	16,200		(1,300)
2008	UTE - 2016 TOYOTA HILUX 2.8 DIESEL 4x4 - YL121					32,500	20,000		(12,500)
2016	2017- TOYOTA HILUX 4x4 2.8L DSL D/C 6AT SR5 - YL150					26,400	32,500	6,100	
2009	UTE - 2016 TOYOTA LANDCRUISER 70 SERIES SINGLE CAB - YL333					24,600	38,000	13,400	
2004	CAR - 2015 TOYOTA CAMRY ALTISE -YL290					26,000	12,000		(14,000)
2014	WAGON - 2016 TOYOTA KLUGER AWD V6 WAGON A/T GXL - YL50					24,000	28,500	4,500	
		<b>17,803</b>	<b>16,182</b>	<b>0</b>	<b>(1,621)</b>	<b>646,500</b>	<b>282,200</b>	<b>24,000</b>	<b>(388,300)</b>

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 October 2019

**Note 9: Rating Information**

	Rate in	Number of Properties	Rateable Value	YTD Actual			Total Revenue	Amended Budget			Total Revenue
				Rate Revenue	Interim Rates	Back Rates		Rate Revenue	Interim Rate	Back Rate	
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
Non - Rateable	0.0000	129	324,916	0	0	0	0	0	0	0	0
GRV - Residential/Industrial	11.2332	509	3,565,582	441,095	(174)	0	440,921	383,250	0	0	383,250
GRV - Commercial	7.9074	42	1,010,886	77,588	0	0	77,588	78,349	0	0	78,349
GRV - Minesite	15.8148	7	531,973	83,750	0	0	83,750	83,750	0	0	83,750
GRV - Single Persons Quarters	15.8148	12	781,934	123,491	0	0	123,491	123,493	0	0	123,493
UV - Rural	1.7575	398	104,207,876	1,820,467	0	0	1,820,467	1,826,358	0	0	1,826,358
UV - Mining Tenement	17.3923	583	8,618,039	1,451,042	0	0	1,451,042	1,451,040	0	0	1,451,040
<b>Sub-Totals</b>		<b>1,551</b>	<b>119,041,206</b>	<b>3,997,433</b>	<b>(174)</b>	<b>0</b>	<b>3,997,259</b>	<b>3,946,240</b>	<b>0</b>	<b>0</b>	<b>3,946,240</b>
<b>Minimum Payment</b>	<b>Minimum</b>										
	<b>\$</b>										
GRV - Residential/Industrial	500.00	117	153,808	0	0	0	0	58,500	0	0	58,500
GRV - Commercial	400.00	7	20,061	2,800	0	0	2,800	2,800	0	0	2,800
GRV - Minesite	400.00	3	2,408	1,200	0	0	1,200	1,200	0	0	1,200
GRV - Single Persons Quarters	400.00	2	1,075	800	0	0	800	800	0	0	800
UV - Rural	400.00	39	289,145	16,400	0	0	16,400	15,600	0	0	15,600
UV - Mining Tenement	400.00	248	275,026	99,600	0	0	99,600	99,600	0	0	99,600
<b>Sub-Totals</b>		<b>416</b>	<b>741,523</b>	<b>120,800</b>	<b>0</b>	<b>0</b>	<b>120,800</b>	<b>178,500</b>	<b>0</b>	<b>0</b>	<b>178,500</b>
		<b>1,967</b>	<b>119,782,729</b>	<b>4,118,233</b>	<b>(174)</b>	<b>0</b>	<b>4,118,059</b>	<b>4,124,740</b>	<b>0</b>	<b>0</b>	<b>4,124,740</b>
Concession							(142,281)				(140,000)
<b>Amount from General Rates</b>							<b>3,975,778</b>				<b>3,984,740</b>
Ex-Gratia Rates							33,248				33,270
							<b>4,009,026</b>				<b>4,018,010</b>

**Comments - Rating Information**

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 10: Information on Borrowings**

*(a) Debenture Repayments*

The Shire of Yilgarn has no loan borrowings in 2019/20.

*(b) New Debentures*

The Shire of Yilgarn has not budgeted to raise any new budgeted funds during 2019/20.



**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 11: Grants and Contributions**

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating	Capital	YTD Budget	Annual Budget (d)	Expected (d)+(e)	YTD Actual Revenue	(Expended) (c)	Unspent Grant (a)+(b)+(c)
				\$	\$	\$			\$	\$	\$
<b>General Purpose Funding</b>											
Grants Commission - General	WALGGC	Operating	0	835,000	0	208,750	835,000	835,000	195,649	(195,649)	0
Grants Commission - Roads	WALGGC	Operating	0	765,000	0	191,250	765,000	765,000	164,739	(164,739)	0
<b>Law, Order and Public Safety</b>											
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating - Tied	0	54,967	0	13,741	54,967	54,967	18,002	(18,002)	0
FESA Grant - Capital Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Non-operating	0	0	47,000	47,000	47,000	47,000	0	0	0
<b>Education &amp; Welfare</b>											
DRD Grant - Community Resource Centre Operations	Regional Development	Operating - Tied	0	102,252	0	51,126	102,252	102,252	51,126	(51,126)	0
Centrelink Commissions	Centrelink	Operating	0	5,000	0	5,000	5,000	5,000	6,614	(6,614)	0
Sport & Recreation Grant - Kidsport	Dept. Sport & recreation	Operating - Tied	0	1,000	0	332	1,000	1,000	0	0	0
Grant - Seniors Week	Council on the Aged	Operating - Tied	0	800	0	264	800	800	0	0	0
<b>Community Amenities</b>											
Grants - Various Community Development Programs	Various	Operating	Various	1,000	0	0	1,000	1,000	0	0	0
<b>Recreation and Culture</b>											
Sport & Recreation Grant - Swimming Pool	Dept. Sport & recreation	Non-operating	0	0	525,000	0	525,000	525,000	0	0	0
<b>Transport</b>											
Main Roads - Direct Grant	Main Roads WA	Non-operating	0	0	345,050	345,050	345,050	345,050	345,050	(345,050)	0
HVRIC - WA Salt	WA Salt	Non-operating	0	0	45,000	45,000	45,000	45,000	0	0	0
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	906,911	226,727	906,911	906,911	114,477	(114,477)	0
RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	741,170	185,292	741,170	741,170	451,108	(451,108)	0
								0	0	0	0
<b>Economic Services</b>											
Skeleton Weed LAG Program	State Skeleton Weed Committee	Operating - Tied	0	250,000	0	250,000	250,000	250,000	250,000	(117,861)	132,139
<b>TOTALS</b>			<b>0</b>	<b>2,015,019</b>	<b>2,610,131</b>	<b>1,569,532</b>	<b>4,625,150</b>	<b>4,625,150</b>	<b>1,596,765</b>	<b>(1,468,878)</b>	<b>132,139</b>
<b>SUMMARY</b>											
Operating	Operating Grants, Subsidies and Contributions			1,606,000	0	405,000	1,606,000	1,606,000	367,002	(367,002)	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	409,019	0	315,463	409,019	409,019	319,128	(191,241)	132,139
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	2,610,131	849,069	2,610,131	2,610,131	910,635	(910,635)	0
<b>TOTALS</b>			<b>0</b>	<b>2,015,019</b>	<b>2,610,131</b>	<b>1,569,532</b>	<b>4,625,150</b>	<b>4,625,150</b>	<b>1,596,765</b>	<b>(1,468,878)</b>	<b>132,139</b>

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 12: 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 01 Jul 2019	Amount Received	Amount Paid	Closing Balance 31 Oct 2019
	\$	\$	\$	\$
Police Licensing	5,757	206,712	(206,712)	5,757
Builders Levy	6,597	1,376	(227)	7,746
Transwa Bookings	2,979	3,741	(2,658)	4,062
Staff Personal Dedns	42,307	12,335	(32,168)	22,474
Housing Tenancy Bonds	11,620	0	(520)	11,100
Hall Hire Bonds And Deposits	0	0	0	0
Security Key System - Key Bonds	50	0	0	50
Skeleton Weed	53,887	0	(43,638)	10,249
Clubs & Groups	789	3,300	(710)	3,379
Third Party Contributions	6,338	55	(100)	6,293
Rates Overpaid	17,655	2,800	(8,360)	12,095
Medical Services Provision	107,093	0	0	107,093
YBTC Sinking Fund	33,330	6,667	0	39,997
SXFC Sinking Fund	3,000	1,000	0	4,000
Museum Trust	25,005	2,691	0	27,696
	<b>316,407</b>	<b>240,997</b>	<b>(295,413)</b>	<b>261,991</b>






**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 13: Capital Acquisitions**

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment	
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance		
		\$	\$	\$	\$	\$	\$		
<div><div></div><div>Level of completion indicator, please see table at the end of this note for further detail.</div></div>									
Land & Buildings									
Law & Order									
<div></div>	Fire Shed Construction - Land & Building Capital - Mt Hampton Fire Appl Shed	E05252	0	0	0	(47,000)	(47,000)	47,000	
Law & Order Total			0	0	0	(47,000)	(47,000)	47,000	
Health									
Medical Services									
<div></div>	Medical Centre - Land & Building Capital	E07451	0	0	0				
<div></div>	Install Automatic Doors		0	0	0	(20,000)	0	0	
<div></div>	New Cabinetary in Treatment Room		0	0	0	(8,000)	0	0	
Health Total			0	0	0	(28,000)	0	0	
Housing									
<div></div>	2 Libra Place - Electrical Rewire - Full House	E09251	0	0	0	0	0	0	
<div></div>	120 Antares Street -Replace North side of Asbestos Fence	E09413	0	0	0	(20,806)	0	0	
<div></div>	91A Antares Street - Update Kitchen & Bath, Paint and Replace Floor coverings	E09551	0	0	0	0	0	0	
Housing Total			0	0	0	(20,806)	0	0	
Community Amenities									
<div></div>	Construction of Public Toilets - Construction Unisex Toilet Constelation Park	E10750	0	0	0	(30,000)	(30,000)	30,000	
<div></div>	Reserve 9895(Old Shire Depot) Men's Shed -Install Kitchenette	J10712	(7,877)	0	(7,877)	(16,878)	(16,878)	9,001	
Community Amenities Total			(7,877)	0	(7,877)	(46,878)	(46,878)	39,001	
Recreation And Culture									
Swimming Areas and Beaches									
<div></div>	Swimming Pool - Land & Building Capital - Facility Design & Project Management	E11250	0	0	0	(1,434,682)	(100,000)	100,000	
<div></div>	Swimming Pool - Infrastructure Capital	E11251	0	0	0	(2,960,000)	0	0	
Other Recreation & Sport									
<div></div>	Yilgarn Bowls & Tennis Club - Land & Building Capital - Replace Soft Fall Surface	E11341	0	(27,808)	(27,808)	(50,000)	(16,664)	(11,144)	
<div></div>	SX Sports Complex Building - Replace Asbestos Roof, Various internal Repairs	SPRT10	0	(8,013)	(8,013)	(365,059)	0	(8,013)	
Heritage									
<div></div>	Yilgarn History Museum - Replace Toilet with Ambulant Toilet, paint rooms	J11502	0	(3,109)	(3,109)	(106,016)	0	(3,109)	






















SHIRE OF YILGARN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 October 2019

Note 13: Capital Acquisitions

		YTD Actual			Amended Budget			
Assets	Account	New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	Strategic Reference / Comment
		\$	\$	\$	\$	\$	\$	
	Recreation And Culture Total	re Total	0	(38,930)	(38,930)	(4,915,757)	(116,664)	77,734
	Transport							
	Depot - Capital Works - Upgrade Nursery Shed, Old Depot Office Painting	J14602	0	(34,758)	(34,758)	(64,773)	(64,773)	30,015
	Transport Total		0	(34,758)	(34,758)	(64,773)	(64,773)	30,015
	Economic Services							
	Caravan Park Improvements	J13203	(1,466)	0	(1,466)	(79,576)	(11,367)	9,901
	Economic Services Total		(1,466)	0	(1,466)	(79,576)	(11,367)	9,901
	Other Property & Services							
	Administration Centre - Land & Building - Replace Facades & Exterior Paint	J14601	0	0	0	(41,504)	0	0
	Other Property & Services Total	Total	0	0	0	(41,504)	0	0
	Land & Buildings Total		(9,343)	(73,688)	(83,031)	(5,244,294)	(286,682)	203,651
	Furniture & Office Equip.							
	Other Property & Services							
	Depot - Furniture & Equipmment	E12352	(10,430)	0	(10,430)	(27,500)	(13,750)	3,320
	Other Property & Services Total		(10,430)	0	(10,430)	(27,500)	(13,750)	3,320
	Furniture & Office Equip Total		(10,430)	0	(10,430)	(27,500)	(13,750)	3,320
	Plant , Equip. & Vehicles							
	Recreation And Culture							
	YL 121 Toyota Hilux - 2.8 Diesel 4x4 - Replace Asset 2008	E11357	0	0	0	(52,500)	(52,500)	52,500
	Recreation And Culture Total		0	0	0	(52,500)	(52,500)	52,500











**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 13: Capital Acquisitions**

		YTD Actual			Amended Budget			
Assets	Account	New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	Strategic Reference / Comment
		\$	\$	\$	\$	\$	\$	
Transport								
	YL 595 - Roller Cat - Vibe Steel - Replace Asset 1876	E12350	0	0	(236,500)	0	0	
	YL 698 - Mitsubishi -Truck 8 wheel - Replace Asset 1877	E12350	0	0	(279,000)	0	0	
	YL 5302 - Cat - Skid Steere Loader - Replace Asset 1851	E12350	0	0	(115,000)	0	0	
	YL150 - Toyota Hilux SR5 - 4x4 Ute (EMI)- Replace Asset 2016	E12350	0	0	(58,900)	0	0	
	Upgrade Asset 1874 - Line Marker SP	E12350	0	0	(14,500)	0	0	
	New Asset - Water Tank	E12350	0	0	(28,500)	0	0	
	YL 333- Toyota LandCruiser - 4x4 Ute(Works) - Replace Asset 2009	E12350	0	0	(62,600)	0	0	
	YL 363- Mazda BT - 50 2WD Traytop - Ute - Replace Asset 1891	E12350	(35,000)	(35,000)	(35,300)	0	(35,000)	
Transport Total		(35,000)	0	(35,000)	(830,300)	0	(35,000)	
Economic Services								
Skeleton Weed Eradication Committee								
	Skeleton Weed - Plant & Equipment Capital - Replace of Lease Vehicle	E13750	0	0	(50,000)	0	0	
	Replacement of Boom Spray	E13750	(42,930)	(42,930)	(46,500)	(46,500)	3,570	
Economic Services Total		0	0	0	(96,500)	(46,500)	3,570	
Other Property & Services								
	YL 50 - Toyota Kluger - AWD V6 Wagon A/T GXL(EMCS) - Replace Asset 2014	E14750	0	0	(52,500)	0	0	
	Fixed Back up Generator			0	(25,000)	0	0	
Other Property & Services Total		0	0	0	(77,500)	0	0	
Plant , Equip. & Vehicles Total		(35,000)	0	(35,000)	(1,056,800)	(99,000)	21,070	
Infrastructure - Roads (Non Town)								
	R2030 - M40 - 10 Mm Bitumen Reseal - Slk 9.0 - 15.0(19/20)	RRG10	(27,030)	0	(27,030)	(187,251)	0	(27,030)
	R2030 - Koolyanobbing Road - Construct to 7 mSeal - slk 8.0 - 11.0(19/20)	RRG11	(461,555)	0	(461,555)	(593,163)	(593,163)	131,608
	R2030 - Koolyanobbing Road -10 Mm Reseal - slk 5.0 - 8.0(19/20)	RRG12	(9,922)	0	(9,922)	(98,221)	0	(9,922)
	R2030 - Moorine South Rd 10Mm Bitumen Reseal - Slk 8.5 - 16.5(19/20)	RRG13	(43,762)	0	(43,762)	(263,119)	0	(43,762)
	R2R - Crampthorn Road - Bitumen Seal- slk 7.0 - 8.5(19/20)	R2R16	(1,936)	0	(1,936)	(51,131)	0	(1,936)
	R2R - Crampthorn Road - Formation & Gravel Overlay - slk 19.3 - 21(19/20)	R2R17	(112,416)	0	(112,416)	(114,477)	(114,474)	2,058
	R2R - Bodallin South Road - Bitumen Reseal - slk 0.0 - 2.7(19/20)	R2R18	0	0	0	(89,248)	0	0
	R2R - Bodallin South Road - Construct to 7M Seal - slk 4.9 - 6.0(19/20)	R2R19	(108)	0	(108)	(390,582)	0	(108)
	R2R - Southern Cross South Rd- Formation & Gravel Overlay slk 13.4 -16.4(19/20)	R2R20	(19,800)	0	(19,800)	(142,375)	(142,372)	122,572
	R2R - Gatley Road - Formation & Gravel Overlay - slk 0.0 -2.5(19/20)	R2R21	(16,500)	0	(16,500)	(119,098)	(119,096)	102,596








**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 13: Capital Acquisitions**

Assets		Account	YTD Actual			Amended Budget			Strategic Reference / Comment
			New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
			\$	\$	\$	\$	\$	\$	
	Rru - Kent Road - Formation & Gravel -slk 18.3-20.3(19/20)	RRU12	0	0	0	(93,157)	0	0	
	Rru - Nulla Nulla Sth Road - Formation & Gravel -slk 35.5-37.5(19/20)	RRU13	(94,982)	0	(94,982)	(93,527)	(46,762)	(48,220)	
	Rru - Cockatoo Tank Road - Formation & Gravel Overlay - slk 5.0 -7.0(19/20)	RRU14	0	0	0	(108,745)	(54,371)	54,371	
	Rru - Emu Fence Road - Formation & Gravel Overlay - slk 135.5 - 137.5(19/20)	RRU15	0	0	0	(97,745)	0	0	
	Rru - Koolyanobbing Road Bitumen Reseal - Slk 25.0 - 27.0(19/20)	RRU16	(6,468)	0	(6,468)	(56,733)	0	(6,468)	
<b>Infrastructure - Roads (Non Town) Total</b>			<b>(794,479)</b>	<b>0</b>	<b>(794,479)</b>	<b>(2,498,572)</b>	<b>(1,070,238)</b>	<b>275,759</b>	
<b>Infrastructure - Roads (Non Town) Total</b>			<b>(794,479)</b>	<b>0</b>	<b>(794,479)</b>	<b>(2,498,572)</b>	<b>(1,070,238)</b>	<b>275,759</b>	
<b>Infrastructure - Roads (Town)</b>									
	TRU - Achener Street - Bitumen Reseal, Altair - Spica St (19/20)	TRU05	0	0	0	(59,757)	0	0	
	TRU - Antares St - Sealing & Kerbing Corner Parking Area(19/20)	TRU06	0	0	0	(32,859)	0	0	
<b>Infrastructure - Roads (Town) Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>(92,616)</b>	<b>0</b>	<b>0</b>	
<b>Infrastructure - Roads (Town) Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>(92,616)</b>	<b>0</b>	<b>0</b>	
<b>Infrastructure - HVRIC</b>									
	HVRIC - Three Boys Road - Construct To 7M Seal -Slk 1.9 -3.3(19/20)	HVRIC7	0	0	0	(261,481)	0	0	
<b>Infrastructure - HVRIC Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>(261,481)</b>	<b>0</b>	<b>0</b>	
<b>Infrastructure - HVRIC Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>(261,481)</b>	<b>0</b>	<b>0</b>	
<b>Infrastructure - Road Total</b>			<b>(794,479)</b>	<b>0</b>	<b>(794,479)</b>	<b>(2,852,669)</b>	<b>(1,070,238)</b>	<b>275,759</b>	
<b>Infrastructure - Footpaths</b>									
<b>Transport</b>									
	Concrete Footpath - Lennenberg St - Marvel Loch	J12100	0	0	0	(37,816)	0	0	
	Concrete Footpath - Spica Street - Southern Cross	J12101	0	0	0	(41,155)	0	0	
<b>Infrastructure - Footpaths Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>(78,971)</b>	<b>0</b>	<b>0</b>	
<b>Infrastructure - Footpaths Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>(78,971)</b>	<b>0</b>	<b>0</b>	



SHIRE OF YILGARN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 October 2019

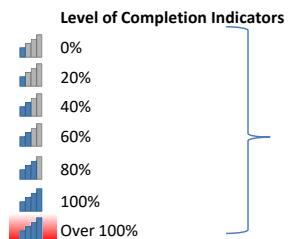
Note 13: Capital Acquisitions

		YTD Actual			Amended Budget			
Assets	Account	New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	Strategic Reference / Comment
		\$	\$	\$	\$	\$	\$	
Infrastructure - Refuse								
Community Amenities								
	SX Refuse Disposal Site - Capital -Concrete pad For Recycle,Washdown Shower	J10107	(2,048)	0	(2,048)	(56,200)	0	(2,048)
Infrastructure - Refuse Total			(2,048)	0	(2,048)	(56,200)	0	(2,048)
Infrastructure - Refuse Total			(2,048)	0	(2,048)	(56,200)	0	(2,048)
Infrastructure - Sewerage								
Community Amenities								
	SX Sewerage Scheme - Capital - Access Chamber Upgrade	E10350	(11,151)	0	(11,151)	(17,500)	(5,832)	(5,319)
	ML SewerageScheme - Capital - Access Chamber Upgrade	E10450	0	0	(10,500)	(3,500)		3,500
Infrastructure - Sewerage Total			(11,151)	0	(11,151)	(28,000)	(9,332)	(1,819)
Infrastructure - Sewerage Total			(11,151)	0	(11,151)	(28,000)	(9,332)	(1,819)
Infrastructure - Drainage								
Community Amenities								
	Southern Cross Drainage - Upgrades	J10901	0	0	0	(14,172)	0	0
Infrastructure - Drainage Total			0	0	0	(14,172)	0	0
Infrastructure - Drainage Total			0	0	0	(14,172)	0	0
Infrastructure - Parks & Ovals								
Community Amenities								
	Rotary Park- Replace 3x Picnic settings/Seating & Install Water Fountain	J10711	0	(7,044)	(7,044)	(19,509)	(6,496)	(548)
Recreation & Culture								
	Toddler Playground Equipment - Constellation Park	E11352	0	0	0	(50,000)	0	0
Infrastructure - Parks & Ovals Total			0	(7,044)	(7,044)	(69,509)	(6,496)	(548)
Infrastructure - Parks & Ovals Total			0	(7,044)	(7,044)	(69,509)	(6,496)	(548)
Infrastructure - Other								
Recreation & Culture								
Public Halls & Civic Centres								
	Southern Cross War Memorial - Capital Infrastructure - Other	J11151	0	0	0	(50,000)	0	0
Public Halls & Civic Centres Total			0	0	0	(50,000)	0	0

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2019**

**Note 13: Capital Acquisitions**

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
<b>Swimming Areas and Beaches</b>								
 Swimming Pool - Infrastructure Capital	E11251	0	0	0	(2,960,000)	0	0	
<b>Swimming Areas and Beaches Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(2,960,000)</b>	<b>0</b>	<b>0</b>	
<b>Economic Services</b>								
<b>Tourism &amp; Area Promotion</b>								
Caravan Park Infrastructure - Capital - Storm Water Drainage Improvements	E13256	(17,880)	0	(17,880)	(25,000)	(3,571)	(14,309)	
<b>Tourism &amp; Area Promotion Total</b>		<b>(17,880)</b>	<b>(7,044)</b>	<b>(24,924)</b>	<b>(25,000)</b>	<b>(3,571)</b>	<b>(14,309)</b>	
<b>Economic Services</b>								
 Standpipe Upgrade - Automated Controllers	E13401	(48,883)	0	(48,883)	(120,000)	(60,000)	11,117	
<b>#REF!</b>		<b>(48,883)</b>	<b>0</b>	<b>(73,807)</b>	<b>(120,000)</b>	<b>(60,000)</b>	<b>11,117</b>	
<b>Infrastructure - Other Total</b>		<b>(66,763)</b>	<b>(7,044)</b>	<b>(73,807)</b>	<b>(3,155,000)</b>	<b>(63,571)</b>	<b>(3,192)</b>	
<b>Capital Expenditure Total</b>		<b>(929,214)</b>	<b>(87,776)</b>	<b>(1,016,990)</b>	<b>(12,583,115)</b>	<b>(1,549,069)</b>	<b>496,193</b>	



Percentage YTD Actual to Annual Budget  
Expenditure over budget highlighted in red.



# Attachment

## 9.2.2

Accounts for Payment

Date: 08/11/2019  
Time: 9:24:53AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
40836	11/10/2019	LGRCEU	Payroll deductions	A		20.50
40837	11/10/2019	SHIRE OF YILGARN	Payroll deductions	A		1,365.00
40838	11/10/2019	SHIRE OF YILGARN	CHEMIST LEASE - RETAINED IN TRUST - SEPTEMBER 2019	A		550.00
40839	11/10/2019	TELSTRA	PHONE - SEPTEMBER 2019 - SKELETONWEED/LAG MOBILE	A		96.20
40840	25/10/2019	LGRCEU	Payroll deductions	A		20.50
40841	25/10/2019	SHIRE OF YILGARN	Payroll deductions	A		1,365.00
40842	25/10/2019	SHIRE OF YILGARN	BOOKLET PRINTING x 5 (GHOST TOWNS & HAMLETS)	A		62.40
40843	25/10/2019	TIANYE SXO GOLD MINING PTY LTD	Rates refund for assessment A1320 112 ANTARES STREET SOUTHERN CROSS 6426	A		37,295.18
40844	25/10/2019	TELSTRA	PHONE - SEPTEMBER 2019 - MANAGERS MOBILES - EMRS	A		472.92
40845	08/11/2019	KEN MILLER	REFUND - FINAL RENT PAYMETN MADE AFTER TENANT HAD VACATED THE PREMISES FOR IN EXCESS OF 2 WEEKS	A		150.00
40846	08/11/2019	MULULU GIFTS & HOMEWARES	GIFT VOUCHERS	A		75.00
40847	08/11/2019	LGRCEU	Payroll deductions	A		20.50
40848	08/11/2019	SHIRE OF YILGARN	Payroll deductions	A		1,365.00
40849	08/11/2019	SHIRE OF YILGARN	CHEMIST LEASE - RETAINED IN TRUST - OCTOBER 2019	A		550.00
40850	08/11/2019	TELSTRA	TELSTRA PHONE CHARGES - SEPTEMBER 2019 - NBN VOICE ONLY (+ INSTALL CHARGES)	A		2,919.83
40851	08/11/2019	YILGARN HISTORY MUSEUM	PETTY CASH REIMBURSEMENT - OCTOBER 2019 - 13.06.19 PRESERVATION PRODUCTS	A		90.10

Date: 08/11/2019  
Time: 9:24:53AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
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REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	46,418.13
TOTAL		46,418.13

Date: 08/11/2019  
Time: 9:26:11AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9295	11/10/2019	A DELLA BOSCA AND SONS	CART 400 TONNE 10MM AGGREAGTE FROM MCS DOODLAKINE QUARRY TO METAL DUMPSITE LOCATE ON KOOLYANOBING ROAD	A		8,014.45
EFT9296	11/10/2019	AFGRI EQUIPMENT	AT350979 ANTENNA	A		180.01
EFT9297	11/10/2019	ALL-WAYS FOODS	6011E TOILET ROLLS E13211	A		291.64
EFT9298	11/10/2019	AMD AUDIT & ASSURANCE PTY LTD	ASSISTANCE WITH THE ASSESSMENT OF DOUBTFUL DEBTS AS PER THE REQUIREMENTS OF AASB 9 "FINANCIAL INSTRUMENTS" FOR THE 2018/19 FINANCIAL YEAR.	A		1,100.00
EFT9299	11/10/2019	AMPAC DEBT RECOVERY (WA) PTY LTD	COMMISSIONS AND COSTS FOR THE MONTH OF SEPTEMBER - RATES	A		612.83
EFT9300	11/10/2019	AUSTRALIA POST	POST CHARGES - SEPTEMBER 2019	A		307.69
EFT9301	11/10/2019	AVON WASTE	RECYCLABLE COLLECTION	A		12,515.90
EFT9302	11/10/2019	AV-SEC SECURITY SERVICES	ADMINISTRATION BUILDING ALARM MONITORING OCTOBER - DECEMBER	A		360.00
EFT9303	11/10/2019	BERNIE'S MOBILE MECHANICAL SERVICE	FREIGHT INV9819	A		59.70
EFT9304	11/10/2019	BLACKMAN FABRICATIONS	FABRICATE 2 X S/STEEL BBQ LIDS WITH HANDLES AS DISCUSSED + MEASURED	A		667.04
EFT9305	11/10/2019	BOC GASES	CONTAINER SERVICE CHARGES - SEPTEMBER 2019 - O2 D2, G; DISSOLVED ACETYLENE D; ARGOSHIELD E	A		59.53
EFT9306	11/10/2019	BUNNINGS GROUP LTD	1060450 TEMP FENCE PANEL E12221	A		4,151.40
EFT9307	11/10/2019	CAMERON WATSON	PHONE BUNDLE REIMBURSEMENT - SEPTEMBER 2019	A		90.00
EFT9308	11/10/2019	C & F BUILDING APPROVALS	ENGINEER - 60 SPICA - POOL	A		308.00
EFT9309	11/10/2019	CHADSON ENGINEERING PTY LTD	MIDCOR 600PH METER - PT1200	A		1,018.60

Date: 08/11/2019  
Time: 9:26:11AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9310	11/10/2019	AUST. GOVERNMENT CHILD SUPPORT AGENCY	Payroll deductions	A		492.54
EFT9311	11/10/2019	COURIER AUSTRALIA	FREIGHT CHARGES 05/10/19	A		56.16
EFT9312	11/10/2019	DAVID GRAY & CO PTY LTD	COMPLETE SULO WHEELIE BINS MGB 240LT DARK GREEN	A		1,370.60
EFT9313	11/10/2019	DAVES TREE SERVICE	CARAVAN PARK TREE REMOVAL, TRIM & SHAPE (QUOTE 15)	A		6,182.00
EFT9314	11/10/2019	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2019/20 ESL - ESL INCOME LOCAL GOVERNMENT	A		2,716.52
EFT9315	11/10/2019	GILBA DOWNS	23/9/2019 - 10 HOURS ROADTRAIN HIRE KOOLYANOBING ROAD	A		7,700.00
EFT9316	11/10/2019	GRANICH CONTRACTORS	23/9/2019 - 10 HOURS ROADTRAIN HIRE KOOLYANOBING ROAD (DOC # 09867)	A		6,930.00
EFT9317	11/10/2019	GREAT EASTERN FREIGHTLINES	CHLORINE DELIVERIES	A		280.15
EFT9318	11/10/2019	GREAT SOUTHERN FUEL SUPPLIES	ECO BLUE	A		286.00
EFT9319	11/10/2019	HI-TEC ALARMS	QUARTERLY MONITORING OF SENIORS CENTE - OCT - DEC	A		171.60
EFT9320	11/10/2019	IAN DEREK CHRISTIE	INSTALLATION OF AMBULANT TOILET AS PER QUOTE 156	A		5,743.87
EFT9321	11/10/2019	INDUSTRIAL AUTOMATION GROUP P/L	STANDPIPE SWIPE CONTROLLER UNIT - AS PER QUOTE 11178 - CASTOR STREET	A		8,182.36
EFT9322	11/10/2019	JASON SIGNMAKERS	INFORMATION SIGNS - TOWN AND DISTRICT SIZE 1720MM X 1244MM. 2 SIGNS IN TOTAL, INCLUDING ANTI-GRAFFITI COATING	A		1,370.84
EFT9323	11/10/2019	WESFARMERS KLEENHEAT GAS PTY LTD	LPG BULK - SEPTEMBER 2019	A		1,659.20
EFT9324	11/10/2019	LANDGATE	COPY OF C/T LR3061/289, 20 WILLIAMSON STREET, MARVEL LOCH, 6426 - 27.09.2019	A		157.20

Date: 08/11/2019  
Time: 9:26:11AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 3

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9325	11/10/2019	LIBERTY OIL RURAL PTY LTD	BULK DIESEL	A		27,652.00
EFT9326	11/10/2019	LOCK, STOCK & FARRELL LOCKSMITH PTY LTD	REKEY SUPPLIED ENTRY SET FOR BROADCAST BOX SPORTS COMPLEX - (REPLACING PADLOCK S37) DOOR # 136 ESTIMATE	A		51.00
EFT9327	11/10/2019	IG & RM MADDOCK	ENVIRONMENTAL PROJECT CONSULTANCY (FEB - JUL)	A		825.00
EFT9328	11/10/2019	MERREDIN COMMUNITY RESOURCE CENTRE	RELIEF CARAVAN PARK CARE TAKER AD-THE PHOENIX 27/09/2019	A		154.00
EFT9329	11/10/2019	MINERAL CRUSHING SERVICES	400 TONNE 10MM WASHED AGGREGATE KOOLYANOBING ROAD	A		30,462.08
EFT9330	11/10/2019	MISMATCH WORKSHOP	WEEKLY LANDFILL ATTENDANT AS PER CONTRACT - PER WEEK	A		3,242.45
EFT9331	11/10/2019	IXOM OPERATIONS PTY LTD	MONTHLY CHLORINE RENTAL	A		215.51
EFT9332	11/10/2019	PAYWISE PTY LTD	PAYROLL DEDUCTIONS - NOVATED LEASE	A		505.38
EFT9333	11/10/2019	PERFECT COMPUTER SOLUTIONS PTY LTD	IT CONSULTANCY / SUPPORT SERVICES - 2019/2020 16/09/19, 19/09/19	A		212.50
EFT9334	11/10/2019	SHAC ELECTRICAL SERVICES	REPLACE CASSETTE AIRCON UNIT IN WAITING ROOM	A		6,242.50
EFT9335	11/10/2019	SHORT PROMOTIONAL RUNS	WHITE BASEBALL CAPS FOR COMMUNITY COLOURS COLOUR RUN	A		440.00
EFT9336	11/10/2019	YILGARN SHIRE SOCIAL CLUB	Payroll deductions	A		132.00
EFT9337	11/10/2019	P & D STEPHEN TRANSPORT PTY LTD	CART 1000 TONNE 10MM AGGREGATE FROM MINERAL CRUSHING SERVICES DOODLAKINE QUARRY TO METAL DUMPSITE LOCATED AT MOORINE ROCK	A		2,669.35
EFT9338	11/10/2019	SYNERGY	POWER - OCTOBER 2019	A		12,024.96
EFT9339	11/10/2019	WATER CORPORATION.	WATER - OCTOBER 2019	A		5,831.81

Date: 08/11/2019  
Time: 9:26:11AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 4

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9340	11/10/2019	THE WORKWEAR GROUP PTY LTD	STAFF UNIFORM ORDER	A		312.60
EFT9341	11/10/2019	YILGARN PLUMBING AND GAS	SX SEWERAGE FILTRATION SYSTEM UPGRADES	A		16,770.64
EFT9342	11/10/2019	YILGARN BOWLS AND TENNIS CLUB	MUSEUM REGIONAL WHEATLANDS CHAPTER MEETING - LUNCH FOR PARTICIPANTS @ \$15.00 EACH	A		375.00
EFT9343	17/10/2019	AUSTRALIAN TAXATION OFFICE	SEPTEMBER 2019, BAS, PAYG, GST LIABILITY GST CREDITS AND FBT	A		32,252.00
EFT9344	25/10/2019	ALL-WAYS FOODS	EC2188 HANDTOWELS E13912	A		1,761.86
EFT9345	25/10/2019	BERNIE'S MOBILE MECHANICAL SERVICE	FUEL FILTER	A		3,508.65
EFT9346	25/10/2019	BLACKMAN FABRICATIONS	FABRICATE TWO X LIGHT WEIGHT MOWER LOADING RAMPS	A		3,710.30
EFT9347	25/10/2019	BUNNINGS GROUP LTD	CUT OFF WHEELS J14602	A		352.09
EFT9348	25/10/2019	C & F BUILDING APPROVALS	CDC - 5 ANDROMEDA	A		55.00
EFT9349	25/10/2019	CHATFIELDS TREE NURSERY	TRAY OF 72 OLDMAN SALTBUSH SEEDLINGS - 40% DEPOSIT	A		4,676.80
EFT9350	25/10/2019	AUST. GOVERNMENT CHILD SUPPORT AGENCY	Payroll deductions	A		492.54
EFT9351	25/10/2019	BRYAN CLOSE	ORDINARY COUNCIL MEETING - 17TH OCTOBER 2019 - SITTING FEES	A		1,000.00
EFT9352	25/10/2019	CLUB HOTEL	FINGER FOOD PER PERSON	A		436.00
EFT9353	25/10/2019	COURIER AUSTRALIA	FREIGHT CHARGES 10/10/19, 10/10/19, 11/10/19	A		982.03
EFT9354	25/10/2019	GERALDTON CENTRAL REGIONAL TAFE	CERT 3 IN BUSINESS - BSBITU211 - PRODUCE DIGITAL TEXT DOCUMENTS	A		79.50
EFT9355	25/10/2019	DAVID JOHN PASINI	IT ALLOWANCE - 2019/2020	A		1,580.00
EFT9356	25/10/2019	LAURA DELLA BOSCA	REIMBURSEMENT - 14TH OCTOBER - PHOTO FRAMES FOR COUNCIL (INVOICE #9174610001823841)	A		124.00

Date: 08/11/2019  
Time: 9:26:11AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 5

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9357	25/10/2019	GARY MICHAEL GUERINI	ORDINARY COUNCIL MEETING - 17TH OCTOBER 2019 - SITTING FEES	A		1,386.13
EFT9358	25/10/2019	GILBA DOWNS	2/10/2019 - 10 ROADTRAIN HIRE KOOLYANOBBING ROAD	A		5,390.00
EFT9359	25/10/2019	MT HAMPTON PROGRESS ASSOCIATION	REIMBURSEMENT - MT HAMPTON HALL INSURANCE - 30/08/19 - 30/08/20	A		1,089.00
EFT9360	25/10/2019	JASON SIGNMAKERS	20 X D4-6 (600X750)	A		6,530.94
EFT9361	25/10/2019	JB HIFI SOLUTIONS	LOGITECH SLIM FOLIO FOR IPAD 12.9" CASE WITH DETACHABLE BACKLIT KEYBOARD	A		362.00
EFT9362	25/10/2019	JODIE MAREE COBDEN	SPECIAL MEETING OF COUNCIL - 22ND OCTOBER 2019 - SITTING FEES	A		400.00
EFT9363	25/10/2019	KIM CHRISP	REIMBURSEMENT - MEALS AT DEBRIEF MEETING (INVOICE #458716)	A		80.00
EFT9364	25/10/2019	LANDGATE	MINING TENEMENTS CHARGABLE SCHEDULE NO M2019/5 DATED 09/08/2019 - 06/09/2019	A		39.80
EFT9365	25/10/2019	LGIS LIABILITY	LGIS LIABILITY INSURANCE - 30/06/19 - 30/06/20 - INSTALMENT 2	A		12,946.01
EFT9366	25/10/2019	LGIS PROPERTY	LGIS PROPERTY INSURANCE - 30/06/19 - 30/06/20 - INSTALMENT 2	A		42,472.09
EFT9367	25/10/2019	LGIS WORKCARE	LGIS LIABILITY INSURANCE (WORKCARE) - 30/06/19 - 30/06/20 - INSTALMENT 2 - PUBLIC WORKS	A		30,992.19
EFT9368	25/10/2019	LINDA ROSE	SPECIAL MEETING OF COUNCIL - 22ND OCTOBER 2019 - SITTING FEES	A		400.00
EFT9369	25/10/2019	LOCK, STOCK & FARRELL LOCKSMITH PTY LTD	REKEY ENTRY SET TO INCLUDE S13 CLEANER'S KEY	A		49.50
EFT9370	25/10/2019	LOCAL PEST CONTROL	PEST INSPECTIONS + GENERAL PEST TREATMENT. INSTALL SENTRICON BAIT SYSTEM J11501	A		18,892.47
EFT9371	25/10/2019	METRO COUNT VEHICLE CLASSIFIER SYSTEMS	ROAD POD VT5900 INCLUDING TRADED OLD POD AND FREIGHT	A		5,000.60



Date: 08/11/2019  
Time: 9:26:11AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 6

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9372	25/10/2019	MINERAL CRUSHING SERVICES	SUPPLY 250 TONNE 10MM WASHED AAGREGATE	A		19,541.28
EFT9373	25/10/2019	MISMATCH WORKSHOP	WEEKLY LANDFILL ATTENDANT AS PER CONTRACT - PER WEEK	A		2,500.00
EFT9374	25/10/2019	MOORE STEPHENS	AUDIT OF 2018/19 ROADS TO RECOVERIES ANNUAL REPORT	A		2,420.00
EFT9375	25/10/2019	ONIDA TANIA TRURAN	ORDINARY COUNCIL MEETING - 17TH OCTOBER 2019 - SITTING FEES	A		600.00
EFT9376	25/10/2019	PAYWISE PTY LTD	PAYROLL DEDUCTIONS - NOVATED LEASE	A		505.38
EFT9377	25/10/2019	PERFECT COMPUTER SOLUTIONS PTY LTD	KYOCERA P5021 CDW COLOUR LASER PRINTER	A		1,010.00
EFT9378	25/10/2019	PHILIP SPENCER NOLAN	ORDINARY COUNCIL MEETING - 17TH OCTOBER 2019 - SITTING FEES	A		600.00
EFT9379	25/10/2019	PROMOTIONAL EXPOSURE	COMEDY GOLD SHOW 2020 - DEPOSIT	A		1,760.00
EFT9380	25/10/2019	RAILWAY TAVERN	CATERING FOR RETIRING COUNCILLORS AND ROBERTS 45 YEARS	A		567.00
EFT9381	25/10/2019	R & E NICHOLSON & SON	23/9/2019 - 10.5 HOURS ROADTRIAN HIRE KOOLYANOBING ROAD	A		9,721.25
EFT9382	25/10/2019	REPEAT PLASTICS (WA)	BLACK CEMETERY POSTS - 600MM POST CUT AT 30-DEGREE ANGLE ( FROM PROFILE 2400 X 90 AS PREVIOUSLY SUPPLIED )	A		10,941.37
EFT9383	25/10/2019	SUSAN ELIZABETH SHAW	ORDINARY COUNCIL MEETING - 17TH OCTOBER 2019 - SITTING FEES	A		800.00
EFT9384	25/10/2019	SHAC ELECTRICAL SERVICES	DISCONNECT & RECONNECT AIRCONDITIONIERS, RE-ROUTE PIPEWORK FOR RENOVATIONS, RECONNECT AGAIN	A		6,725.50
EFT9385	25/10/2019	SOUTH METRO TAFE	CERT III IN CARPENTRY & JOINERY - SEMESTER 1 & 2 2019 COURSE FEES	A		973.75
EFT9386	25/10/2019	YILGARN SHIRE SOCIAL CLUB	Payroll deductions	A		126.00

Date: 08/11/2019  
Time: 9:26:11AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 7

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9387	25/10/2019	FOODWORKS - SRI DEVESH PTY LTD	FOODWORKS PURCHASES - SEPTEMBER 2019	A		442.20
EFT9388	25/10/2019	P & D STEPHEN TRANSPORT PTY LTD	CART 1000 TONNE 10MM AGGREGATE FROM MINERAL CRUSHING SERVICES DOODLAKINE QUARRY TO METAL DUMPSITE LOCATED AT MOORINE ROCK	A		2,649.17
EFT9389	25/10/2019	SUNNY BRUSHWARE SUPPLIES	11102/24 TRACTOR BROOM 3' X 1 1/4" 24" POLY WIRE	A		6,306.30
EFT9390	25/10/2019	SX DISTRICT HIGH SCHOOL	2019 DONATION - BOOK PRIZES	A		55.00
EFT9391	25/10/2019	SOUTHERN CROSS HARDWARE AND NEWS	35790 SUSPENSION RODS, HANGERS, WALL ANGLES, CEILING RUNNERS, CEILING PANELS (AG ROOM) SPRT10	A		6,230.47
EFT9392	25/10/2019	SOUTHERN CROSS MOTOR MART	R4519 AUTOCUT & IGNITION MODULE J11301	A		153.75
EFT9393	25/10/2019	SOUTHERN CROSS TYRE SERVICES	C8413 TITAN 15W40 BULK OIL 10021150	A		9,369.06
EFT9394	25/10/2019	TELSTRA CORPORATION LTD	Rates refund for assessment A100467 LOT 550 YELLOWDINE 6426	A		20.00
EFT9395	25/10/2019	TRANSAIR RADIO COMMUNICATION PRODUCTS	REPLACE UHF RADIO	A		11,892.71
EFT9396	25/10/2019	VIBRA INDUSTRIAL FILTRATION AUSTRALIA	390995 FILTER CLEAN	A		243.10
EFT9397	25/10/2019	WA FLAGS AND BANNERS	2 RED FEATHER BANNER REPLACEMENTS	A		191.68
EFT9398	25/10/2019	WATER CORPORATION.	WATER - OCTOBER 2019	A		121,733.96
EFT9399	25/10/2019	WAYNE ALAN DELLA BOSCA	ORDINARY COUNCIL MEETING - 17TH OCTOBER 2019 - SITTING FEES	A		600.00
EFT9400	25/10/2019	WESTRAC EQUIPMENT PTY LTD	337-5270 TRANS. FILTER	A		1,881.73
EFT9401	25/10/2019	TELSTRA	PHONE - SEPTEMBER 2019 - WHISPIR	A		159.74

Date: 08/11/2019  
Time: 9:26:11AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 8

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9402	25/10/2019	WURTH AUSTRALIA PTY LTD	0890108719 BRAKE CLEANER	A		375.75
EFT9403	25/10/2019	THE WORKWEAR GROUP PTY LTD	ESSENTIALS PACK 4	A		797.00
EFT9404	25/10/2019	YILGARN AGENCIES	214850 ROUNDUP ULTRA MAX 20L J11301	A		9,919.46
EFT9405	25/10/2019	YILGARN PLUMBING AND GAS	INSTALL SMALL WASTE-WATER DISPOSAL SYSTEM TO MEN'S SHED	A		4,840.00
EFT9406	08/11/2019	ABCO PRODUCTS	CLEANING CONSUMABLES - OTHER	A		551.91
EFT9407	08/11/2019	A DELLA BOSCA AND SONS	CART 250 TONNE 10MM AGGREAGTE FROM MCS DOODLAKINE QUARRY TO METAL DUMPSITE LOCATE ON KOOLYANOBBING ROAD	A		9,322.09
EFT9408	08/11/2019	AMPAC DEBT RECOVERY (WA) PTY LTD	COMMISSIONS AND COSTS FOR THE MONTH OF OCTOBER - GST	A		2,112.05
EFT9409	08/11/2019	ANALYTICAL REFERENCE LABORATORY	500ML WASTEWATER SAMPLES	A		297.00
EFT9410	08/11/2019	AQUATIC SERVICES WA	POOL CHLORINE SYSTEM SERVICE	A		7,338.10
EFT9411	08/11/2019	ASTRO SYNTHETIC SURFACES	[[AS PER INSTRUCTION FROM ASSET OFFICER/EMRS - PAYING HALF OF THE INVOICE ONLY]] SUPPLY & INSTALL DUAL DENSITY SOFTFALL SURFACING TO PLAYGROUND AREA - BLUE SPECK COLOUR	A		29,713.75
EFT9412	08/11/2019	AUSTRALIAS GOLDEN OUTBACK	SHIRE OF YILGARN EDITORIAL - 2020 AUSTRALIA'S GOLDEN OUTBACK HOLIDAY PLANNER	A		2,339.05
EFT9413	08/11/2019	BERNIE'S MOBILE MECHANICAL SERVICE	RAF20 WIPER BLADE	A		823.10
EFT9414	08/11/2019	BGC QUARRIES	300 TONNE 10MM WASHED AGGREGATE	A		8,135.56
EFT9415	08/11/2019	BOC GASES	PRODUCT CHARGES - ARGOSHIELD E2	A		122.21
EFT9416	08/11/2019	BULLIVANTS PTY LTD	TRAVEL TO SOUTHERN CROSS AND INSPECT LIFTING SLINGS & CHAINS	A		484.55

Date: 08/11/2019  
Time: 9:26:11AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 9

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9417	08/11/2019	BUNNINGS GROUP LTD	LIST OF CABINETRY & SUPPLIES - SPORTS COMPLEX MEETING ROOM SPRT10	A		2,522.05
EFT9418	08/11/2019	C & F BUILDING APPROVALS	CDC - 34 GRIFFTHS	A		55.00
EFT9419	08/11/2019	AUST. GOVERNMENT CHILD SUPPORT AGENCY	Payroll deductions	A		492.54
EFT9420	08/11/2019	CLUB HOTEL	SELECTION OF WINE FOR SPECIAL MEETING OF COUNCIL	A		64.98
EFT9421	08/11/2019	COPIER SUPPORT	COPIER METRE READINGS - 20/09/19 - 25/10/19 - CRC	A		1,339.98
EFT9422	08/11/2019	COURIER AUSTRALIA	FREIGHT CHARGES - 30/10/19	A		176.22
EFT9423	08/11/2019	GERALDTON CENTRAL REGIONAL TAFE	COURSE FEES: 2019 BSB30115 CERT III BUSINESS BSBWOR301 & BSBWRT301 - 12 MONTH OCTOBER START	A		214.00
EFT9424	08/11/2019	CUTTING EDGES EQUIPMENT PARTS	1399230HD BOLT ON EDGE	A		2,778.24
EFT9425	08/11/2019	DEPARTMENT OF ENVIRONMENT REGULATION	ANNUAL LICENCE FEE - SEWAGE PONDS	A		1,240.44
EFT9426	08/11/2019	DRACOM SERVICES	PROVISION OF TRAINING - RURAL NUMBERING SYSTEM IMPLEMENTATION (INC. TRAVEL)	A		2,413.10
EFT9427	08/11/2019	EASTERN WHEATBELT BIOSECURITY GROUP INC	2019/2020 MEMBERSHIP - EASTERN WHEATBELT BIOSECURITY GROUP	A		110.00
EFT9428	08/11/2019	GREAT EASTERN FREIGHTLINES	FREIGHT CHARGES - 11/10/19	A		951.64
EFT9429	08/11/2019	JB HIFI SOLUTIONS	IPAD PRO 12.9" 3RD GENERATION, SPACE GRAY, 64GB, WIFI + CELLULAR	A		3,690.00
EFT9430	08/11/2019	JCB CONSTRUCTION EQUIPMENT AUSTRALIA	4812155998 FILTER KIT	A		650.43
EFT9431	08/11/2019	WESFARMERS KLEENHEAT GAS PTY LTD	LPG BULK - OCTOBER 2019	A		1,244.89

Date: 08/11/2019  
Time: 9:26:11AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 10

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9432	08/11/2019	LANDGATE	RURAL UVS CHARGABLE SCHEDULE R2019/3 DATE: 08/06/2019 - 02/08/2019; SCHEDULE R2019/4 DATE: 03/08/2019 - 16/08/2019	A		831.78
EFT9433	08/11/2019	LIBERTY OIL RURAL PTY LTD	BULK DIESEL	A		25,504.93
EFT9434	08/11/2019	LOCK, STOCK & FARRELL LOCKSMITH PTY LTD	LOCK REPAIR - ADAM/PAUL	A		45.00
EFT9435	08/11/2019	MARGARET PASINI	REIMBURSEMENT - LIFEGUARD REQUALIFICATION	A		159.00
EFT9436	08/11/2019	NORTHAM TOYOTA	SUPPLY ONE ONLY KLUGER AWD V6 WAGON GXL AS PER QUOTE # 7054 (YL50)	A		22,700.02
EFT9437	08/11/2019	MIDWEST SOLAR & WATER WA	REPLACE STORM WATER PIPE AT CARAVAN PARK - OPTION 1 QUOTE 1901	A		26,404.76
EFT9438	08/11/2019	MINERAL CRUSHING SERVICES	SUPPLY 1000 TONNE 10MM WASHED AGGREGATE	A		33,316.80
EFT9439	08/11/2019	MISMATCH WORKSHOP	WEEKLY LANDFILL ATTENDANT AS PER CONTRACT - PER WEEK	A		2,300.00
EFT9440	08/11/2019	MOORINE ROCK PRIMARY SCHOOL	DONATION 2019 - BOOK PRIZE AWARDS END OF YEAR CONCERT	A		55.00
EFT9441	08/11/2019	OFFICE NATIONAL	INK CARTIDGE BLACK	A		329.31
EFT9442	08/11/2019	IXOM OPERATIONS PTY LTD	MONTHLY CHLORINE RENTAL	A		253.70
EFT9443	08/11/2019	PAYWISE PTY LTD	PAYROLL DEDUCTIONS - NOVATED LEASE	A		505.38
EFT9444	08/11/2019	PERFECT COMPUTER SOLUTIONS PTY LTD	IT CONSULTANCY/SUPPORT SERVICES 2019/2020 25/09/2019, 24/10/2019	A		340.00
EFT9445	08/11/2019	THE GOODS AUSTRALIA	BIN LINERS, TORK PAPER ROLL TOWEL, BLUE MOP HEADS, INDOOR BROOMS, COBWEB BRUSH E13912	A		404.91
EFT9446	08/11/2019	REDFISH TECHNOLOGIES	POWERSHIELD DEFENDER 650VA UPS WITH DELIVERY	A		200.09
EFT9447	08/11/2019	R & E NICHOLSON & SON	CART 47 TONNES 10MM WASHED AGGREGATE FROM BGC QUARRY TO MOORINE ROCK (320KM)	A		8,674.69

Date: 08/11/2019  
Time: 9:26:11AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 11

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9448	08/11/2019	SHAC ELECTRICAL SERVICES	SOLAR LIGHT REPAIRS - REPLACEMENT 40W LED LIGHT, REGULATOR & INSTALLATION ROTARY PARK X 2	A		13,720.00
EFT9449	08/11/2019	SOUTH METRO TAFE	COURSE FEES: 2019 CPC32011 CERTIFICATE III CARPENTRY & JOINERY CPCCCO2013A CARRY OUT CONCRETING - 6 MONTH OCTOBER START	A		107.00
EFT9450	08/11/2019	YILGARN SHIRE SOCIAL CLUB	Payroll deductions	A		126.00
EFT9451	08/11/2019	P & D STEPHEN TRANSPORT PTY LTD	CART 1000 TONNE 10MM AGGREGATE FROM MINERAL CRUSHING SERVICES DOODLAKINE QUARRY TO METAL DUMPSITE LOCATED AT MOORINE ROCK	A		15,962.83
EFT9452	08/11/2019	SOUTH WEST FIRE	DRIP TORCH (FIRE BUG)	A		387.51
EFT9453	08/11/2019	SX DISTRICT HIGH SCHOOL	RECOUP - MINJAR DONATION FOR NAIDOC WEEK	A		163.74
EFT9454	08/11/2019	SOUTHERN CROSS VOLUNTEER FIRE & RESCUE SERVICES	PROTECTIVE BURNING OF SOUTHERN CROSS TOWNSITE	A		750.00
EFT9455	08/11/2019	SYNERGY	POWER - OCTOBER 2019	A		18,415.43
EFT9456	08/11/2019	T-QUIP	104-0497 COVER ASM	A		651.95
EFT9457	08/11/2019	TUTT BRYANT EQUIPMENT-WA	05821148 AIR FILTER INNER	A		671.77
EFT9458	08/11/2019	WATER GROUP PTY LTD	SMART METER RENEWALS SOUTHERN CROSS WWTP 1 & 2	A		660.00
EFT9459	08/11/2019	WESTRAC EQUIPMENT PTY LTD	259-9287 HEADLAMP	A		871.50
EFT9460	08/11/2019	WHEATBELT STEEL SUPPLIES	GAL PIPE 60MM OUTER X 3MM X 6.5M	A		2,655.62

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	851,200.32
TOTAL		851,200.32

Date: 08/11/2019  
Time: 9:27:32AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
1555	08/10/2019	CANON FINANCE AUSTRALIA PTY LTD	PHOTOCOPIER LEASE - OCTOBER 2019	A		333.96
1556	07/10/2019	MOTORCHARGE LIMITED	FUEL ACCOUNT - SEPTEMBER 2019	A		1,287.93
1557	14/10/2019	TELCO CHOICE - COMMANDER CENTRE NORTH PERTH	COMMANDER TELEPHONE FEES - BONDER HIRE OCTOBER 2019	A		250.00
1558	15/10/2019	TELCO CHOICE - COMMANDER CENTRE NORTH PERTH	COMMANDER TELEPHONE FEES - SEPTEMBER 2019 - DATA, EQUIPMENT, IP VOICE	A		1,360.55
1559	16/10/2019	WESTPAC BANKING CORPORATION	NET PAYROLL PPE 15.10.19	A		85,767.02
1560	30/10/2019	WESTPAC BANKING CORPORATION	NET PAYROLL PPE 29.10.19	A		87,258.04
1561	15/10/2019	WESTPAC BANKING CORPORATION	EMCS CREDIT CARD - SEPTEMBER 2019	A		1,175.09
1562	15/10/2019	WESTPAC BANKING CORPORATION	CEO CREDIT CARD - SEPTEMBER 2019	A		4,618.10
1563	01/11/2019	SOUTHERN CROSS GENERAL PRACTICE	MONTHLY PAYMENT TO THE DOCTOR - NOVEMBER 2019	A		6,600.00
1564	06/11/2019	MOTORCHARGE LIMITED	FUEL CARD - OCTOBER 2019	A		1,391.44

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	190,042.13
TOTAL		190,042.13

Date: 08/11/2019  
Time: 9:32:33AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD14055.1	15/10/2019	WALGS PLAN	Payroll deductions	A		12,462.32
DD14055.2	15/10/2019	AUSTRALIAN SUPER	Payroll deductions	A		532.45
DD14055.3	15/10/2019	PRIME SUPER	Payroll deductions	A		381.89
DD14055.4	15/10/2019	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	Payroll deductions	A		793.01
DD14055.5	15/10/2019	BT SUPER FOR LIFE ACCOUNT	Payroll deductions	A		892.37
DD14055.6	15/10/2019	THE GARY AND JOSIE KENT SUPERANNUATION FUND	Superannuation contributions	A		458.16
DD14055.7	15/10/2019	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	Superannuation contributions	A		388.89
DD14055.8	15/10/2019	BEATON FARMING CO SUPERANNUATION FUND	Superannuation contributions	A		613.68
DD14055.9	15/10/2019	BT SUPERWRAP	Superannuation contributions	A		1,645.58
DD14055.10	15/10/2019	HESTA SUPER FUND	Superannuation contributions	A		813.66
DD14055.11	15/10/2019	VISION SUPER SAVER	Superannuation contributions	A		775.99

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	19,758.00
TOTAL		19,758.00
GRAND TOTAL		39,656.66



Date: 08/11/2019  
Time: 9:33:51AM

SHIRE OF YILGARN

USER: Kayla Cuffe  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD14101.1	29/10/2019	WALGS PLAN	Payroll deductions	A		12,505.56
DD14101.2	29/10/2019	AUSTRALIAN SUPER	Payroll deductions	A		555.89
DD14101.3	29/10/2019	PRIME SUPER	Payroll deductions	A		381.89
DD14101.4	29/10/2019	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	Payroll deductions	A		790.25
DD14101.5	29/10/2019	BT SUPER FOR LIFE ACCOUNT	Payroll deductions	A		939.61
DD14101.6	29/10/2019	THE GARY AND JOSIE KENT SUPERANNUATION FUND	Superannuation contributions	A		415.17
DD14101.7	29/10/2019	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	Superannuation contributions	A		388.89
DD14101.8	29/10/2019	BEATON FARMING CO SUPERANNUATION FUND	Superannuation contributions	A		608.89
DD14101.9	29/10/2019	BT SUPERWRAP	Superannuation contributions	A		1,642.28
DD14101.10	29/10/2019	HESTA SUPER FUND	Superannuation contributions	A		840.06
DD14101.11	29/10/2019	VISION SUPER SAVER	Superannuation contributions	A		830.17

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	19,898.66
TOTAL		19,898.66

Date: 08/11/2019  
Time: 9:29:10AM

**SHIRE OF YILGARN**

USER: Kayla Cuffe  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
402462	09/10/2019	SHIRE OF YILGARN	REFUND MONIES HELD IN TRUST AS PER INSTRUCTIONS FROM AUDITORS	E		914.28
402463	15/10/2019	TRANSWA PUBLIC TRANSPORT AUTHORITY OF WA	TRANSWA TICKET SALES SEPTEMBER 2019	E		641.83
402464	15/10/2019	SHIRE OF YILGARN	TRANSWA COMMISSION SEPTEMBER 2019	E		140.62
402465	23/10/2019	SHIRE OF YILGARN	CLEAR TRUST AS PER AUDIT INSTRUCTIONS: RV WATER DISPENSER TAKINGS APRIL 2014 - JANUARY 2015	E		91.50
402466	23/10/2019	ROYAL FLYING DOCTOR SERVICE	CLEAR TRUST AS PER AUDIT INSTRUCTIONS: DONATION - TAKINGS FROM SMALL ITEMS SALES	E		70.00
402467	23/10/2019	YILGARN MOTORING ENTHUSIASTS	CLEAR TRUST AS PER AUDIT INSTRUCTIONS: REMAINING DONATION FROM CLIFFS FOR 2014 CAR SHOW	E		500.00
402468	23/10/2019	BUILDING COMMISSION	BSL REMITTANCE - SEPTEMBER 2019	E		113.30
402469	28/10/2019	NEIL MONTROSE GRANT-WILLIAMS	2019 COUNCILLOR NOMINATION PAYMENT REFUND	E		80.00
402470	28/10/2019	LINDA ROSE	2019 COUNCILLOR NOMINATION PAYMENT REFUND	E		80.00
402471	28/10/2019	JODIE MAREE COBDEN	2019 COUNCILLOR NOMINATION PAYMENT REFUND	E		80.00
402472	28/10/2019	PHILIP SPENCER NOLAN	2019 COUNCILLOR NOMINATION PAYMENT REFUND	E		80.00
402473	28/10/2019	SHIRE OF YILGARN	HFA U6 BOND REFUND - RETAINED BY SHIRE TO COVER MAINTENANCE/CLEANING COSTS	E		300.00
402474	28/10/2019	SHIRE OF YILGARN	REFUND SKELETONWEED TRUST BALANCE AS PER 19/20 BUDGET	E		43,637.42
402475	05/11/2019	BUILDING COMMISSION	BSL REMITTANCE - OCTOBER 2019	E		486.45

**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
E	TRUST FUND	47,215.40
<b>TOTAL</b>		<b>47,215.40</b>

Date: 08/11/2019  
Time: 9:30:32AM

**SHIRE OF YILGARN**

USER: Kayla Cuffe  
PAGE: 1

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
6198	04/10/2019	DEPARTMENT OF TRANSPORT	LICENSING 01.10.19 - 04.10.19	E		20,713.35
6199	11/10/2019	DEPARTMENT OF TRANSPORT	LICENSING 07.10.19 - 11.10.19	E		7,031.55
6200	18/10/2019	DEPARTMENT OF TRANSPORT	LICENSING 14.10.19 - 18.10.19	E		12,587.95
6201	25/10/2019	DEPARTMENT OF TRANSPORT	LICENSING 22.10.19 - 25.10.19	E		5,107.80
6202	31/10/2019	DEPARTMENT OF TRANSPORT	LICENSING 28.10.19 - 31.10.19	E		42,148.00
6203	01/11/2019	DEPARTMENT OF TRANSPORT	LICENSING 01.11.19 - 01.11.19	E		448.50

**REPORT TOTALS**

<b>Bank Code</b>	<b>Bank Name</b>	<b>TOTAL</b>
E	TRUST FUND	<b>88,037.15</b>
<b>TOTAL</b>		<b>88,037.15</b>

**SHIRE OF YILGARN**  
**Accounts for Payment – November 2019**

<b>Chq Number</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>	<b>Date</b>
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**Municipal Cheques**

1555	CANON FINANCE AUSTRALIA PTY LTD	PHOTOCOPIER LEASE - OCTOBER 2019	\$333.96	08/10/2019
1556	MOTORCHARGE LIMITED	FUEL ACCOUNT - SEPTEMBER 2019	\$1,287.93	07/10/2019
1557	TELCO CHOICE - COMMANDER CENTRE NORTH PERTH	COMMANDER TELEPHONE FEES - BONDER HIRE OCTOBER 2019	\$250.00	14/10/2019
1558	TELCO CHOICE - COMMANDER CENTRE NORTH PERTH	COMMANDER TELEPHONE FEES - SEPTEMBER 2019 - DATA, EQUIPMENT, IP VOICE	\$1,360.55	15/10/2019
1559	WESTPAC BANKING CORPORATION	NET PAYROLL PPE 15.10.19	\$85,767.02	16/10/2019
1560	WESTPAC BANKING CORPORATION	NET PAYROLL PPE 29.10.19	\$87,258.04	30/10/2019
1561	WESTPAC BANKING CORPORATION	EMCS CREDIT CARD - SEPTEMBER 2019	\$1,175.09	15/10/2019
1562	WESTPAC BANKING CORPORATION	CEO CREDIT CARD - SEPTEMBER 2019	\$4,618.10	15/10/2019
1563	SOUTHERN CROSS GENERAL PRACTICE	MONTHLY PAYMENT TO THE DOCTOR - NOVEMBER 2019	\$6,600.00	01/11/2019
1564	MOTORCHARGE LIMITED	FUEL CARD - OCTOBER 2019	\$1,391.44	06/11/2019
<b>Total</b>			<b>\$190,042.13</b>	

**Trust Cheques**

402462	SHIRE OF YILGARN	REFUND MONIES HELD IN TRUST AS PER INSTRUCTIONS FROM AUDITORS	\$914.28	09/10/2019
402463	TRANSWA PUBLIC TRANSPORT AUTHORITY OF WA	TRANSWA TICKET SALES SEPTEMBER 2019	\$641.83	15/10/2019
402464	SHIRE OF YILGARN	TRANSWA COMMISSION SEPTEMBER 2019	\$140.62	15/10/2019
402465	SHIRE OF YILGARN	CLEAR TRUST AS PER AUDIT INSTRUCTIONS: RV WATER DISPENSER TAKINGS APRIL 2014 - JANUARY 2015	\$91.50	23/10/2019
402466	ROYAL FLYING DOCTOR SERVICE	CLEAR TRUST AS PER AUDIT INSTRUCTIONS: DONATION - TAKINGS FROM SMALL ITEMS SALES	\$70.00	23/10/2019
402467	YILGARN MOTORING ENTHUSIASTS	CLEAR TRUST AS PER AUDIT INSTRUCTIONS: REMAINING DONATION FROM CLIFFS FOR 2014 CAR SHOW	\$500.00	23/10/2019
402468	BUILDING COMMISSION	BSL REMITTANCE - SEPTEMBER 2019	\$113.30	23/10/2019
402469	NEIL MONTROSE GRANT-WILLIAMS	2019 COUNCILLOR NOMINATION PAYMENT REFUND	\$80.00	28/10/2019
402470	LINDA ROSE	2019 COUNCILLOR NOMINATION	\$80.00	28/10/2019

**SHIRE OF YILGARN**  
**Accounts for Payment – November 2019**

<b>Chq Number</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>	<b>Date</b>
		PAYMENT REFUND		
402471	JODIE MAREE COBDEN	2019 COUNCILLOR NOMINATION PAYMENT REFUND	\$80.00	28/10/2019
402472	PHILIP SPENCER NOLAN	2019 COUNCILLOR NOMINATION PAYMENT REFUND	\$80.00	28/10/2019
402473	SHIRE OF YILGARN	HFA U6 BOND REFUND - RETAINED BY SHIRE TO COVER MAINTENANCE/CLEANING COSTS	\$300.00	28/10/2019
402474	SHIRE OF YILGARN	REFUND SKELETONWEED TRUST BALANCE AS PER 19/20 BUDGET	\$43,637.42	28/10/2019
402475	BUILDING COMMISSION	BSL REMITTANCE - OCTOBER 2019	\$486.45	05/11/2019
<b>Total</b>			<b>\$47,215.40</b>	

**DPI Cheques**

6198	DEPARTMENT OF TRANSPORT	LICENSING 01.10.19 - 04.10.19	\$20,713.35	04/10/2019
6199	DEPARTMENT OF TRANSPORT	LICENSING 07.10.19 - 11.10.19	\$7,031.55	11/10/2019
6200	DEPARTMENT OF TRANSPORT	LICENSING 14.10.19 - 18.10.19	\$12,587.95	18/10/2019
6201	DEPARTMENT OF TRANSPORT	LICENSING 22.10.19 - 25.10.19	\$5,107.80	25/10/2019
6202	DEPARTMENT OF TRANSPORT	LICENSING 28.10.19 - 31.10.19	\$42,148.00	31/10/2019
6203	DEPARTMENT OF TRANSPORT	LICENSING 01.11.19 - 01.11.19	\$448.50	01/11/2019
<b>Total</b>			<b>\$88,037.15</b>	