

# Attachments

## December

### 2019

## Attachments

### Minutes

Ordinary Meeting of Council Minutes- November 2019

CEACA Annual General Meeting Minutes- November 2019

CEACA Management Committee Meeting Minutes- November 2019

GECZ Meeting Minutes- November 2019

WEROC Council Meeting Minutes-November 2019

### Agenda Attachments

9.1.1 Lease Agreement CEACA Units

9.1.3 Freedom of Information Statement

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

9.2.2 Accounts for Payment

9.4.3 Market Rental Valuation Report



# *Minutes*

## *Ordinary Meeting of Council*

*21<sup>st</sup> November  
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 .....	5
8 Delegates' Reports .....	6
9 Officers' Reports .....	7
9.1. Chief Executive Officer .....	7
9.1.1 2019/2020 Christmas New Year Closure .....	7
9.1.2 Council Meeting Dates and Times 2020 .....	9
9.1.3 Department of Water and Environmental Regulation Licence Amendment .....	11
9.1.4 Southern Cross General Practice-Pathology Service .....	15
9.1.5 2019/2020 Community Funding Program .....	17
9.1.6 2019 Shire of Yilgarn Local Government Election Report .....	20
9.2 Executive Manager Corporate Services .....	23
9.2.1 Financial Reports .....	23
9.2.2 Accounts for Payment .....	25
9.2.3 Write of Debt-Yilgarn Occasional Child Care Centre .....	27
9.2.4 2019 LGIS Surplus Distribution .....	30
9.2.5 Establishment of Museum & Medical Centre Operations .....	36



9.3 Executive Manager Infrastructure.....	n/a
9.4 Executive Manager Regulatory Services .....	42
<b>9.4.1 Works Approval Amendment-Habrok (Battler Pit) Pty Ltd</b>	
Battler Gold Project .....	42
<b>9.4.2 Clearing Permit Amended- Marda Operations Pty Ltd</b>	
Marda Gold Project .....	46
<b>9.4.3 Water Corporation-Standpipe Water Supply Agreement .....</b>	
10 Application for leave of absence.....	56
11 Motions for which previous notice has been given.....	56
12 New business of an urgent nature introduce by decision of the meeting.....	56
13 Meeting closed to the public-Confidential Items.....	56
<b>13.1 Premier's Australia Day Active Citizenship Awards.....</b>	<b>56</b>
14 Closure.....	57

## 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 4pm

## 2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Cr Della Bosca requested that all discussion during Council meetings is conducted through the chair.

## 3. ATTENDANCE

Presiding Member	Cr W Della Bosca	President
Members	Cr B Close Cr J Cobden Cr G Guerini Cr P Nolan Cr L Rose Cr S Shaw	Deputy President
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
Apologies:	Nil	
Observers:	Kaye Crafter and Kaye Bell (Wheatbelt Agcare Counsellor)	
Leave of Absence:	Nil	

## 4. DECLARATION OF INTEREST

Nil

## 5. PUBLIC QUESTION TIME

Mrs. Kaye Crafter was in attendance for Public Question Time.

The Shire President invited Mrs. Crafter to present her question.

Mrs. Crafter indicated that she would like to make a statement more so than a question to Council and then proceeded to advise Council that she had attended the recent Mineral Resources Koolyanobbing Operations Community Consultation Group meeting together with Shire Councillors and staff and highlighted some of the important aspects that were discussed at the meeting.

## 6. CONFIRMATION OF MINUTES

### 6.1 Ordinary Meeting of Council, Thursday 17 October 2019

**185/2019**

***Moved Cr Nolan/Seconded Cr Shaw***

***That the minutes from the Ordinary Council Meeting held on 17 October 2019 be confirmed as a true record of proceedings.***

**CARRIED (7/0)**

### 6.2 Special Meeting of Council, Tuesday 22 October 2019

**186/2019**

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

***That the Minutes from the Special Meeting of Council held on the 22 October 2019 be confirmed as a true record of proceedings.***

**CARRIED (7/0)**

### 6.3 Yilgarn History Museum Advisory Committee Meeting, Thursday 31 October 2019-

**187/2019**

***Moved Cr Rose/Seconded Cr Cobden***

***That the Minutes from the Yilgarn History Museum Advisory Committee held on the 31 October be received and the recommendation within be endorsed.***

**CARRIED (7/0)**

### 6.4 Central East Aged Care Alliance (CEACA), Management Committee Meeting, Wednesday 2 October 2019

Wheatbelt Community Inc. meeting, 30 October 2019, Thursday 3 October 2019

Wheatbelt East Regional Organisation of Councils (WEROC) Meeting, Wednesday 30 October 2019

**188/2019**

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

***That the minutes from the CEACA meeting held on Wednesday, 2 October 2019, Wheatbelt Communities Inc. meeting and the WEROC meeting held on Wednesday, 30 October 2019 be received.***

**CARRIED (7/0)**

## 7. PRESENTATIONS, PETITIONS, DEPUTATIONS

Kaye Bell, Family Counsellor, from Wheatbelt Agcare community Support Services Inc. attended Council to present on how the service works in the community.

Wheatbelt Agcare came into being in 1991 as a Rural Family Counselling service, Agcare receives its funding from the Department of Communities and covers the Shires of Kellerberrin, Merredin, Mt Marshall, Mukinbudin, Nungarin, Tammin, Trayning, Westonia Yilgarn, Dowerin, Koorda and Wyalkatchem with two counsellors. The service has evolved over time since Kaye, starting as a social worker, has received further training from other professionals enabling her to offer counselling to a wide range of people with a wide range of issues. The first aim is to encourage people to attend the service while they are in a stage of "worried wellness" before the issues they are facing become serious problems, proceeding from "worried wellness" to "full wellness". Kaye reported that although this is the aim it is usual for her to see people/families who are further on from "worried wellness" heading to more serious mental issues or family problems. If Kaye is unable to treat the problems she is able to gain further professional help for these individuals. The main tool used is to work on the neuroscience of the brain as it is found that problems that are being experienced often project onto how an individual will perceive the world.

Ms Bell then invited questions:

*Cr Cobden enquired how long it took for people to receive extra help if Kaye herself is unable to deal with a certain issue.*

It is usual for clients to be referred and receive help within a couple of weeks in which time Kaye will keep seeing the individual as she believes that as long as they are communicating some help is better than none.

*Cr Rose enquired how people gained access to the service*

In order to access the service people can self-refer as well as be referred from their health care professionals.

*Cr Nolan enquired in regards to aged care how many older clients Kaye sees.*

Although it is documented that a lot of over sixty fives are suffering from depression Kay does not have any elderly clients.

At the conclusion of Ms Bell's address the Shire President thanked her for attending Council.

\*Kaye Bell left the meeting at 4.25pm

## **8. DELEGATES' REPORTS**

Cr Nolan announce the following:

- Attended the Agcare Annual General meeting and Committee meeting.
- Attended the Koolyanobbing Operations Community Consultation Group meeting on the 12<sup>th</sup> November.

Cr Rose announced the following:

- Attended the Moorine Rock Primary School Council meeting on the 12<sup>th</sup> November 2019.
- Attended the Yilgarn History Museum Advisory Committee meeting on the 31<sup>st</sup> October 2019

Cr Cobden announce the following

- Attended the Yilgarn History Museum Advisory Committee meeting on the 31<sup>st</sup> October 2019
- Attended the WALGA New Councillor Seminar on the 15<sup>th</sup> November 2019.

Cr Close announce the following:

- Attended the Southern Cross District High School Remembrance Day service on the 11<sup>th</sup> November 2019.
- Attended the Koolyanobbing Operations Community Consultation Group meeting on the 12<sup>th</sup> November 2019.

Cr Della Bosca announce the following:

- Attended the WEROC meeting on the 30<sup>th</sup> November 2019 with the CEO.
- Attended the CEACA meeting on the 12<sup>th</sup> November 2019.

## 9. OFFICERS REPORTS

### 9.1 Officers Report – Chief Executive Officer

#### 9.1.1 2019/2020 Christmas/New Year Closure

<b>File Reference</b>	<b>2.4.1.10</b>
<b>Disclosure of Interest</b>	Nil
<b>Voting Requirements</b>	Simple Majority
<b>Attachments</b>	Nil

#### Purpose of Report

To present to Council for approval, the closure of the Administration Office over the 2019/2020 Christmas and New Year holiday period.

#### Background

Over past years Council has closed the administration office over the Christmas and New Year period to allow staff to have time off with family and friends. This time of the year is normally quiet and the closure has little impact upon the community as it is now an accepted practice.

#### Comment

The recommended administration closure dates are as follows,

Monday	Tuesday	Wednesday	Thursday	Friday
<b>16/12/19</b>	<b>17/12/19</b>	<b>18/12/19</b>	<b>19/12/19</b>	<b>20/12/19</b>
Open	Open	Open	Open Council Meeting	Close office at 3.30pm for Xmas function
<b>23/12/19</b>	<b>24/12/19</b>	<b>25/12/19</b>	<b>26/12/19</b>	<b>27/12/19</b>
Closed	Closed	Closed Public Holiday	Closed Public Holiday	Closed
<b>30/12/19</b>	<b>31/01/19</b>	<b>01/01/20</b>	<b>02/01/20</b>	<b>03/01/20</b>
Closed	Closed	Closed Public Holiday	Open	Open

The above closure dates will be posted at the Shire Office, advertised in “Crosswords” and placed on the Shire website, to ensure the community have sufficient notice.

### **Statutory Environment**

Nil

### **Strategic Implications**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

Nil

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

**189/2019**

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

***That Council approves of the Shire Administration Office being closed over the 2019/2020 Christmas/New Year period subject to staff undertaking adequate advertising to inform the community of the closure.***

**CARRIED (7/0)**

## 9.1 Reporting Officer - Chief Executive Officer

### 9.1.2 Council Meeting Dates and Times 2020

<b>File Reference</b>	<b>2.1.2.4</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 present to Council for determination, the time and date of Ordinary Council meetings for 2020.

#### Background

Council is required to determine the time and date of Council meetings for 2020 to allow public notice to be provided in accordance with the *Local Government (Administration) Regulations 1996*.

#### Comment

A number of years ago Council conducted one of its monthly meetings at the Mt. Hampton Hall to afford residents in the southern areas of the Shire an opportunity to attend a Council meeting. Following the meeting, Councillors and staff had the opportunity of mingling socially with residents from the Mt. Hampton community. This was when a representative from the southern area of the Shire was an Elected Member.

Now that Cr Rose has been elected on Council and is a resident of this area, it is an opportunity for Council to re-commence with this practice which will enable Councillors and staff to re-engage on a closer level with members of the Mt. Hampton community.

#### Statutory Environment

Section 12 of the *Local Government (Administration) Regulations 1996* requires a Local Government to at least once a year give local public notice of the dates, time and place at which

- (a) The ordinary council meetings; and
- (b) The committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.



### Strategic Implications

Nil

### Policy Implications

Nil

### Financial Implications

Nil

### Officer Recommendation and Council Decision

**190/2019**

**Moved Cr Shaw/Seconded Cr Close**

***That in accordance with Section 12 of the Local Government (Administration) Regulations 1996 relating to the advertising of meeting times and dates of monthly Ordinary meetings, the following schedule of times and dates be adopted for the 2020 calendar year: -***

***Monthly Ordinary Council meetings to commence at 4:00pm on the following dates: -***

***January 2020***

***No Meeting Scheduled***

***Thursday, 20<sup>th</sup>***

***February 2020***

***Council Chambers Southern Cross***

***Thursday, 19<sup>th</sup>***

***March 2020***

***Council Chambers Southern Cross***

***Thursday, 16<sup>th</sup>***

***April 2020***

***Council Chambers Southern Cross***

***Thursday, 21<sup>st</sup>***

***May 2020***

***Council Chambers Southern Cross***

***Thursday, 18<sup>th</sup>***

***June 2020***

***Council Chambers Southern Cross***

***Thursday, 16<sup>th</sup>***

***July 2020***

***Council Chambers Southern Cross***

***Thursday, 20<sup>th</sup>***

***August 2020***

***Council Chambers Southern Cross***

***Thursday, 17<sup>th</sup>***

***September 2020***

***Council Chambers Southern Cross***

***Thursday, 15<sup>th</sup>***

***October 2020***

***(Mt. Hampton Hall)***

***Thursday, 19<sup>th</sup>***

***November 2020***

***Council Chambers Southern Cross***

***Thursday, 17<sup>th</sup>***

***December 2020***

***Council Chambers Southern Cross***

**CARRIED (7/0)**

## 9.1 Officers Report – Chief Executive Officer

### 9.1.3 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>Additional Information from Applicant</b>

#### Purpose of Report

To re-present to Council the advice received from DWER regarding the referral of a Licence Amendment under the *Environmental Protection Act 1986*.

#### Background

At the October 2019 Ordinary meeting of Council DWER advised that it had 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 advised that the application was in relation to the dewatering of Jacoletti 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 considered that Council may have a direct interest in the subject matter of the application, and invited comment on the proposal.

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

#### Comment

At the October 2019 Ordinary meeting, representatives from Minjar Gold provided a presentation to Council on the above Amendment and proposed future mining of the Jacoletti deposit. In considering DWER's advice and the information provided by Minjar Gold, Council resolved the following:-

**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.***

The concerns raised by Council were as follows:-

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.
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.....??

In response to Council's resolution 181/2019, the CEO notified DWER of its concerns in respect to the Amendment Applications and also raised the following issues:-

*"Whilst Minjar Gold provided a presentation on the Jacoletti Project to Council at its meeting, Council considered that it required additional time to consider the Amendment proposal, only having received advice from DEWR on 11 October 2019 and being given 14 days in which to respond.*

Council also sought clarification on the following:-

1. *Is this Amendment only for the initial pumping of water from the Jacoletti Pit to Marvel Loch Pit to access the decline?*
2. *Will there be a further Amendment submitted for continuous pumping should underground mining operations commence or does this Amendment cover both scenarios?*
3. *Should have Minjar Gold commenced a public consultation process with the community of Marvel Loch advising of the proposed Jacoletti Project before submitting the Amendment?*

4. *As the original Licence was issued in 1988 and mining operations have changed considerably in that time, should not a new application rather than an Amendment be submitted?*
5. *Why have Council not received advice from DMIRS regarding this proposal?*

*On behalf of Council I look forward to DWER granting additional time in which to consider the proposal and for the above queries to be addressed before further consideration is given by Council.*

On Tuesday, 22 October 2019 DWER responded to Council's submission/comments with the following:-

*"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 Jacoletti 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".*

The additional information referred to in the above correspondence from DWER is provided as an attachment to the Agenda document.

The above correspondence provided a 21 day response period from 22 October, with this period expiring on 12 November 2019. Again, this time frame did not meet Council's Ordinary meeting cycle and therefore, the CEO sought an extension to Friday, 22 November.

At the time of preparing this report no advice had been received from DWER in respect to an extension being granted.

## **Statutory Environment**

*Environmental Protection Act 1986*

### 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

*Based on the additional information supplied by Tianye SXO Gold Mining Pty Ltd to DWER, which addressed the majority of the issues raised by Council, DWER be advised that Council supports the initial application for an amendment to Licence L4597/1988/14.*

### Council Decision

**191/2019**

**Moved Cr Nolan/Seconded Cr Rose**

***That Council advises the Department of Water and Environmental Regulation that it objects to the Jacoletti Mine Development proposal pending Tianye SXO Gold Mining Pty Ltd providing proper community consultation and the provision of geotechnical and hydrogeological reports fully demonstrating Tianye SXO Golds Mining Pty Ltd's proposal.***

***CARRIED (7/0)***

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

Council was of the opinion that Tianye SXO Gold Mining Pty Ltd should be providing evidence through geotechnical and hydrogeological reports relating to the Jacoletti Mine proposals prior to any formal approval process and that the Department of Water and Environmental Regulation should not be granting approval for the Licence Amendment until such time that these reports have been received and fully assessed.

## 9.1 Officers Report – Chief Executive Officer

### 9.1.4 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>Simple Majority</b>
<b>Attachments</b>	<b>Nil</b>

#### Purpose of Report

To re-present to Council the issue relating to Pathology Services to the Southern Cross Clinic and the request to Council for financial assistance to maintain this service for the residents of the district.

#### Background

At the October 2019 Ordinary Council meeting correspondence was received from Dr Ifeanyi Nwoko explaining the current situation with the Practice's Pathology supplier, Clinipath.

Dr Nwoko advised 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 had now advised that the annual funding will be withdrawn from 30 September 2019.

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

Dr Nwoko advised 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

At the October 2019 Ordinary meeting Council resolved the following:-

**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.

The CEO met with the Health Services Manager (HSM) at the Southern Cross District Hospital to discuss the possibility of the Hospital undertaking phlebotomy (blood taking) and general pathology services should the Southern Cross General Practice discontinue this service. The HSM did indicate that the Hospital is able to carry out these services but would meet with Dr Nwoko and his Practice Manager to further discuss the future of these services for the community.

On Monday, 11 November the HSM advised that the above meeting was held and it was agreed that future blood collection services would be carried out at the Hospital and the Southern Cross General Practice would refer patients to the Hospital. The Hospital is able to provide this service Monday to Friday from 7.30am to 4.30pm however, patients have to be understanding that if there is an emergency or ED is busy, there will be a wait.

#### **Statutory Environment**

Nil

#### **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**

Nil

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

**192/2019**

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

***That Council notes that the Southern Cross Hospital will provide phlebotomy (blood taking) services with the Southern Cross General Practice referring patients to the Hospital in the future.***

**CARRIED (7/0)**



## 9.1 Officers Report – Chief Executive Officer

### 9.1.5 2019/2020 Community Funding Program

<b>File Reference</b>	<b>8.2.6.22</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 Community Funding Grant applications.

#### Background

The Shire of Yilgarn Community Funding Program was developed to provide a source of funding for non-profit organisations operating within the district. As part of the 2019/20 Budget Council resolved to make available \$12,500 (excluding GST) for two categories of funding - 'Essential Equipment' (\$12,000) and 'Travel & Training Assistance' (\$500).

The objective of the program is:

- To assist community organisations in maximising their future development.
- To provide an impartial means by which community organisation can access Council funds.

#### Comment

For the 2019/20 Community Funding Program the following eligible applications were received:

1. Moorine Rock Tennis Club applied for \$1,590.35 to purchase 16 metres of tubular fencing and a lockable gate to fence around the playground area at the Moorine Rock Tennis Clubs to prevent small children from danger via a nearby car park.
2. Yilgarn History Museum applied for \$847.95 to purchase a lightweight upright stick vacuum cleaner (for aged volunteer use), small microwave oven for volunteer use, new footpath entry flags and an office shelf unit for lever arch folders (adjustable shelving).
3. Yilgarn Men's Shed applied for \$2,000.00 to purchase a plasma cutter and a linisher with accessories for current members to use, and in hopes of attracting new members to join.
4. The Yilgarn Mixed Basketball Association applied for \$779.00 to purchase an iPad for record keeping and scoring games which is a new rule they must comply with for Basketball WA.



5. The Yilgarn Motoring Enthusiasts applied for \$1,194.50 to purchase and install a split system air conditioner / heater in the club rooms which they share with the Amateur Basketball Club as there is currently no cooling/heating facilities in the building.

Copies of the applications received will be tabled at the Council meeting.

#### **Statutory Environment**

Nil

#### **Strategic Implications**

2018-2028 Strategic Community Plan

An inclusive, secure and welcoming community that encourages families, youth and the aged to remain and contribute to our Shire in the long term - Maintain / increase percentage of residents engaged in recreation, cultural and leisure activities for all demographics in the Shire  
- Continue to support local sport, recreation & community groups

#### **Policy Implications**

Council Policy Manual 2019 - 6.9 Community Funding Program

#### **Financial Implications**

Council has included \$12,500 in the 2019/20 Budget. The total of eligible applications received totals \$6,411.80

**Officer Recommendation and Council Decision**

**193/2019**

**Moved Cr Close/Seconded Cr Guerini**

**That Council approves the following grants from the Community Funding Program for the 2019/2020 financial year:-**

<i>Applicant</i>	<i>Equipment / item</i>	<i>Amount</i>
<b><i>Moorine Rock Tennis Club</i></b>	<b><i>Purchase of 16m of tubular fencing and lockable gate to fence playground area at Moorine Rock Tennis Club premises.</i></b>	<b><i>\$1,590.35</i></b>
<b><i>Yilgarn History Museum</i></b>	<b><i>Purchase of a lightweight upright stick vacuum cleaner, small microwave oven, new footpath entry flags and office shelf unit for lever arch folders (adjustable shelving)</i></b>	<b><i>\$847.95</i></b>
<b><i>Yilgarn Men's Shed</i></b>	<b><i>Purchase of a plasma cutter and a linisher with accessories.</i></b>	<b><i>\$2,000.00</i></b>
<b><i>Yilgarn Mixed Basketball Association</i></b>	<b><i>Purchase of an iPad for scoring games and record keeping</i></b>	<b><i>\$779.00</i></b>
<b><i>Yilgarn Motoring Enthusiasts</i></b>	<b><i>Purchase and installation of split system air conditioner/heater in the club room (at old netball courts – shared with Amateur Basketball Club)</i></b>	<b><i>\$1,194.50</i></b>

**CARRIED (7/0)**

## 9.1 Officers Report – Chief Executive Officer

### 9.1.6 2019 Shire of Yilgarn Local Government Elections Report

<b>File Reference</b>	<b>2.2.1.4</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Nil</b>

#### Purpose of Report

To inform Council of the results of the 2019 Shire of Yilgarn Local Government Elections and the overall conduct of the Election.

#### Background

Council resolved the following at its December 2018 Ordinary meeting in respect to the conduct of the 2019 Local Government Elections:-

**176/2018**

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

***That Council***

- 1. Declare that in accordance with Section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2019 Ordinary Elections together with any other elections or polls which may be required; and***
- 2. Determines in accordance with Section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a Postal Election.***

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

Council was informed at the above meeting that the costs to engage the Western Australian Electoral Commission (WAEC) to conduct a Postal Election would be in the vicinity of \$13,000. Whilst this is considerably more than it would cost Council to conduct an In-Person Election, the benefits were that if an election was to occur, then all residents would be sent an Electoral Pack and hopefully the turn-out rate would justify such costs.

#### Comment

Mrs Susann Bosenberg was appointed by the WAEC as its Returning Officer for the Election. Mrs Bosenberg has undertaken this role at previous State, Federal and Local Government Elections and is very competent in the role.

The decision by Council to engage the WAEC to conduct the Postal Election was justified with a 58.70% turn out rate, one of the highest in the State, and when the overall State average voter turn out had decreased. The Shire of Yilgarn turn out rate also increased by 10% from the 2015 Council Elections.

The following tables detail the outcome of the 2019 Postal Election:-

Vacancies	(3) Councillors
Expiry of term	21 October 2023
Total Electors	644
Turnout rate	<b>58.70%</b>
Formal ballot papers	378
Informal ballot papers	0

## RESULTS

Candidates	Votes	Percentage	Expiry of Term
<b>NOLAN</b> , Phil	260	26.40%	21 October 2023
<b>COBDEN</b> , Jodie	337	34.21%	21 October 2023
<b>GRANT-WILLIAMS</b> , Neil	87	8.83%	
<b>ROSE</b> , Linda	301	30.56%	21 October 2023
Total Valid Votes	985	100%	

### Statutory Environment

*Local Government Act 1995*

### Strategic Implications

Shire of Yilgarn Strategic Community Plan 2018-2028 – Civic Leadership – A trustworthy and cohesive Council that functions efficiently and effectively to meet the needs of our community – Ensure compliance whilst embracing innovation and best practice principles.

### Policy Implications

Nil

### **Financial Implications**

Approximately \$13,000 payable to WAEC for the conduct of the Postal Election.

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

***194/2019***

***Moved Cr Nolan/Seconded Cr Rose***

***That Council receives the above report in relation to the 2019 Shire of Yilgarn Local Government Election.***

**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 31<sup>st</sup> October 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

***195/2019***

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

***That Council endorse the various Financial Reports as presented for the period ending 31<sup>st</sup> October 2019***

**CARRIED (70/)**

## 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 40836 to 40851 totalling \$46,418.13, Municipal Fund-EFT Numbers 9295 to 9460 totalling \$851,200.32, Municipal Fund – Cheque Numbers 1555 to 1564 totalling \$190,042.13, Municipal Fund Direct Debit Numbers 14055.1 to 14101.11 totalling \$39,656.66, Trust Fund 402462 to 402475 totalling \$47,215.40 and Trust Fund – Cheque Numbers 6198 to 6203 (DPI Licensing), totalling \$88,037.15 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**

**196/2019**

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

***Municipal Fund – Cheque Numbers 40836 to 40851 totalling \$46,418.13, Municipal Fund- EFT Numbers 9295 to 9460 totalling \$851,200.32, Municipal Fund – Cheque Numbers 1555 to 1564 totalling \$190,042.13, Municipal Fund Direct Debit Numbers 14055.1 to 14101.11 totalling \$39,656.66, Trust Fund 402462 to 402475 totalling \$47,215.40 and Trust Fund – Cheque Numbers 6198 to 6203 (DPI Licensing), totalling \$88,037.15 are presented for endorsement as per the submitted list.***

**CARRIED (7/0)**

## 9.2 Officers Report – Executive Manager Corporate Services

### 9.2.3 Write Off of Debt – Yilgarn Occasional Child Care Centre

<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>Correspondence received from Yilgarn Occasional Child Care Centre Management Committee.</b>

#### Purpose of Report

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

#### Background

The Management Committee of the Yilgarn Occasional Child Care Centre has written to Council requesting the write off of the following debt:

Debtor Code	Debtor Name	Description of Debt	Invoice Value
YILOCC	Yilgarn Occasional Child Care Centre.	2019/2020 Annual Facility Fees – Southern Cross Child Care Centre.	\$550 inc GST

The Committee have indicated in their correspondence that due to financial pressures while waiting for the commencement of services by Regional Early Education and Development Inc. (REED), they are unable to continue to operate and, as such, have asked for the facility hire fees for the Southern Cross Child Care Centre for the current financial year be written off.

#### Comment

The Southern Cross Child Care Centre has, in the past, been run by a community based not-for-profit management committee with some financial support from Council. Their request for what could be recognised as an additional financial contribution from Council, of a relatively minor nature, during a period of limited financial means could be said to be reasonable.

#### 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 \$500 in facilities hire revenue.

The 2019/2020 budget has an inclusion of \$40,000 in Account E03118 – Debtors Written Off. As of 5<sup>th</sup> November 2019, \$12,983.81 has been utilized.

### Officer Recommendation and Council Decision

**197/2019**

***Moved Cr Close/Seconded Cr Cobden***

***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
YILOCC	Yilgarn Occasional Child Care Centre.	Annual Fees – 2019/2020	12487	04/10/19	\$550 inc GST

**CARRIED (7/0)**



**Yilgarn Occasional Child Care Centre**  
PO Box 139, Southern Cross

To the Shire of Yilgarn

We are writing to ask if we could please get invoice 12487 waived please. It is our annual fee for the 2019/2020 financial fee. We have only used the center from July 1<sup>st</sup> to September 23<sup>rd</sup>. On Monday September 23<sup>rd</sup> we had to hold a meeting to suspend the service as we are under financial stress and could no longer afford to run. We are currently waiting on REED to take over, so we continued to run the center, which then put us in a bad financial position. We know REED are going to take over and continue the center we just don't know when.

We would also like to take the opportunity to thank the Shire for all the help the center has received from you over the years, it is greatly appreciated and helped keep the center going for as long as it did.

The Committee  
Yilgarn Occasional Childcare Center

## 9.2 Officers Report – Executive Manager Corporate Services

### 9.2.4 2019 LGIS Surplus Distribution

<b>File Reference</b>	<b>8.2.7.14</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Attachment 1 - Email from Cr Lynne Craigie – President of WALGA. Attachment 2 – LGIS Flyer on Recent Activities.</b>

#### Purpose of Report

This report seeks Council's determination on the most appropriate use of its portion of the Shire's 2019 LGIS Surplus Distribution.

#### Background

The Local Government Insurance Scheme (LGIS) is entirely owned and controlled by its members and is focused on ensuring the long-term protection of local government through an industry-based self-insurance scheme covering Workers Compensation, Public Liability and Property Infrastructure. This self-insurance model allows local government to cost effectively manage its exposure to these risk categories.

LGIS is a WALGA managed service in partnership with Jardine Lloyd Thompson (JLT) which is governed by a sub-board of the WALGA State Council.

#### Comment

LGIS has two components, the first is a brokerage function for the provision of commercial insurance coverage such as vehicles and plant, professional indemnity, bush fire and marine cargo (general freight coverage) provided on an underwritten basis by third party insurers. The second is the membership-based self-insurance component to which this surplus distribution is applicable to.

Council has been requested to choose from three options for the distribution of the Shire's portion of the surplus, being:

1. Immediate cash refund;
2. Offset against next year's contribution; or
3. Held in trust for future risk mitigation activities.

Risk mitigation activities are, as the name suggests, activities intended to minimise exposure to ongoing risk to the self-insurance scheme and includes activities such as staff skin cancer and hearing loss checks, safe materials handling training and overall operational risk

assessments. Currently Council has approximately \$10,000 held in trust by LGIS for the provision of risk mitigation activities.

With the above in mind, it will be recommended that Council endorses option two and request LGIS uses Councils surplus as an offset against next years contribution.

#### **Statutory Environment**

There are no Statutory obligations directly associated to this report.

#### **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**

This report will have an effect on the total insurance allocation included in the 2020 / 2021 financial year budget.

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

**198/2019**

***Moved Cr Close/Seconded Cr Cobden***

***That Council determine to apply its 2019 LGIS surplus share as an offset against its 2020/2021 self-insurance scheme contribution.***

**CARRIED (7/0)**

**Subject:** RE: LGIS 2019 Surplus Distribution

**From:** Lynne Craigie <[LCraigie@walga.asn.au](mailto:LCraigie@walga.asn.au)>

**Sent:** Wednesday, 23 October 2019 9:31 AM

**To:** Peter Clarke <[ceo@yilgarn.wa.gov.au](mailto:ceo@yilgarn.wa.gov.au)>

**Subject:** LGIS 2019 Surplus Distribution

**Mr Peter Clarke**  
Chief Executive Officer  
Shire of Yilgarn

### **LGIS 2019 Surplus Distribution**

Dear Peter

Further to my previous correspondence in August, I am pleased to advise that the LGIS 2018/19 results have now been finalised and a surplus distribution is available to Member Local Governments.

For the Shire of Yilgarn, your share of the surplus is \$18,940.

Your Local Government can choose to receive its surplus distribution: as an immediate refund via electronic transfer; opt for LGIS to retain the funds to offset your contribution next year; or for LGIS to hold the amounts in trust for risk mitigation activities.

LGIS is a WALGA service, for which we partner with JLT, and which is governed by a sub-board to State Council. It was the decision of the LGIS board, endorsed by State Council, that each Local Government decide on how they wished to apply their surplus share by determination of Council to ensure that all Elected Members were involved in the process.

As such, please advise WALGA or your LGIS account manager once your Council decision has been formalised.

To revisit my previous advice, the surplus this year is a consequence of a lower than anticipated number of claims in Property and WorkCare; a better than expected performance in investments; and a reduced requirement of the capital needed to be carried by the Scheme.

As part of the surplus distribution process, LGIS representatives will meet with your executive team to further discuss the options. This meeting is also an opportunity to discuss how your Local Government can get the most out of your membership, including access to risk mitigation services.

In addition, representatives from WALGA and LGIS are also available to present to a meeting of your Council for a general briefing on your mutual scheme and how it works, which may be of particular interest to Elected Members who are new to the sector.

I would ask that you distribute this information to your newly-elected President through the appropriate channels.

In closing, I would again take the opportunity to thank you for your continued support of this WALGA service and encourage all Elected Members to seek to have an understanding of this significant investment by their Council and the benefits delivered by the mutual scheme model.

Kind regards,

Lynne

**Cr Lynne Craigie OAM | President | WALGA**

(p) (08) 9213 2000 | (f) (08) 9213 2077



[www.walga.asn.au](http://www.walga.asn.au)    [www.youreveryday.com.au](http://www.youreveryday.com.au)

Our work regularly takes us across the State and as such WALGA would like to acknowledge the many traditional owners of the land on which we work throughout Western Australia. We pay our respects to their Elders, past, present and emerging.

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Health and wellbeing services

The LGIS Health and Wellbeing Program is another popular Scheme benefit; it's designed to improve the health awareness and outcomes of WA local government workers through:

- Providing education and awareness raising sessions to improve the health and wellbeing of staff and prevent or delay the onset of illness, disease and injury.
- Providing screening programs that assist to identify risk factors that may require further health management.

Healthy workers are reported to be more productive than unhealthy workers, record fewer injuries, sick days, and work-related injury claims. Improving the health and wellbeing of workers can also lead to:

- Increased worker engagement and morale
- Improved safety performance
- Decreased musculoskeletal injury
- Increased worker retention
- Decreased absenteeism and presenteeism

Making the most of your membership

2018/19 Shire of Yilgarn health and wellbeing benefits taken

Corporate massage	-
Exercise program	-
Flu vaccinations	-
Health assessment (basic/short)	-
Health assessment (long/executive)	-
Injury prevention	-
Health seminars	-
Health lifestyle challenge	-
Hearing tests	-
Online mental health tool	-
Skin screens	✓

Your 2019/20 health & wellbeing funding balance: \$3,617.60

Cover tailored to local government

LGIS membership provides the best cover which meets the needs of modern progressive local governments. In 2018/19 our members benefited from unique cover tailored to local government needs which allowed them to get on with delivering valued community services.

- Building cladding**  
No exclusions in to Liability arising from your building surveyors surveyors, planning and cladding risks. This is a significant benefit in the current environment and in particular where buildings have been identified within a local government's area in the state wide cladding audit.
- Flood damage**  
Assets are automatically covered for flood damage under LGIS Property, not an optional extra for additional cost. We believe protection for the community's assets against flood risk is essential for 'local government with exposure.
- Molestation**  
No sexual abuse and molestation exclusion.
- Catastrophic events**  
Appropriate limits of protection for local government, as modelled by actuarial consultants, that are necessary if a catastrophic events occur.
- Unique cover**  
Unique local government covers such as costs to run evacuation centres, upgrade green assets and dilapidation.
- Appropriate liability**  
Appropriate limits of \$600M for local government liability exposures, as modelled by actuarial consultants, that is available without sublimit on significant risks such as bushfire liability.
- Nil deductible**  
Nil deductible on all public liability claims. This removes member's burden of responsibility to seek their own legal advice and defence, including legal fees and settlement amounts.
- Cover simplified**  
Liability protection is provided under a broad-form policy to prevent the inevitable complications arising from competing insurers (e.g. where a claim could trigger both public liability and professional indemnity covers).
- Stable workers' comp**  
Members of the Scheme are not subject to the ongoing instability and increases of the WorkCover WA gazetted rate which has increased 42% over the past two years.

What you told us

At the beginning of 2019 we asked our members – elected members, CEO's, executives and operational staff – what we were doing well and where we can improve.

What you think about us

You gave us a score out of 5 for the following:

- ★★★★★  
4/5 service quality (79% of respondents)
- ★★★★★  
4/5 for success achieved (71% of respondents)
- ★★★★★  
4.5/5 for trust (90% of respondents)

The importance of risk services

- 91% of CEO's agreed that complimentary risk services support better practices, reducing claims, ensuring sustainability of their Scheme
- 79% were satisfied that LGIS provides the right complimentary risk services to meet their requirements
- 99% of elected members rated risk management programs and services to protect their local government organisation, its people and the community as important.

Our focus to improve in 2019/20

- Increase communication with elected members
- Focus on high quality member services
- More regular visits to smaller members
- Present at more council meetings.



Shire of Yilgarn  
Local governments working together

We help our members build better communities by containing costs, providing the best cover and helping them manage risks, through a member-owned mutual insurance model

LGIS is local governments working together:

- We make sure that our members have the best cover and if disaster strikes we get the member, and their community, back on their feet as soon as possible.
- We understand local government and we're here for the long term to share knowledge and tailor services to minimise the total cost of risk for our membership.



Your surplus share 2019  
\$18,940

Contact Details

Please feel free to contact us if you have any further questions about your membership.

Ben Galvin  
Account Chair  
LGIS  
T: 08 9483 8821  
ben.galvin@lgiswa.com.au

Sandra Clohessy  
Account Manager  
LGIS  
T: 08 9483 8865  
sandra.clohessy@lgiswa.com.au

2018/19 LGISWA Annual Report  
Now available in the website Member Centre at lgiswa.com.au or contact your Account Manager for a hard copy.



2018 Surplus share  
(received as 2019/20 contribution credit)  
\$14,295



Your total Scheme surplus share to date  
\$137,499



Your LGIS Scheme members equity  
\$89,114

excludes GST



“  
**100%**  
of WALGA  
Members are  
LGIS Members  
”

Over the past few years a number local governments have sought to test the value of the LGIS WA Scheme. It's a testament to the enduring value of the mutual model that the City of Kalamunda, Shire of Wiluna and Shire of Coolgardie have returned, and those who went to tender have remained with the Scheme.



**Returning members:** City of Kalamunda, Shire of Wiluna and Shire of Coolgardie



**100%** of WALGA members are LGIS members

## LGIS performance in 2018/19

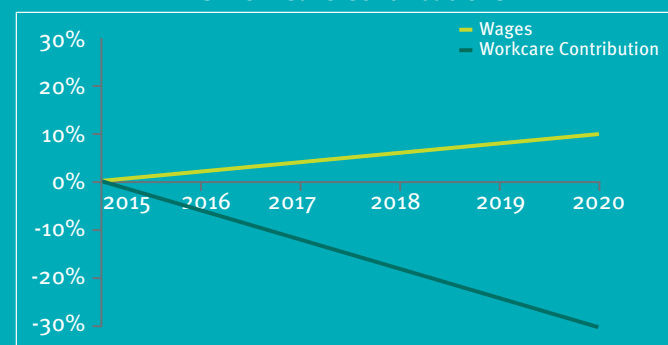
The financial performance of the Scheme remained robust this year, despite competitive pressures in the market where commercial insurers offered unsustainable, discounted premiums to achieve growth in the short term. LGIS membership was strong in 2018/19 and continues to be in 2019/20, demonstrating that WA local governments understand that the mutual Scheme remains the best option for sustainable, long term and appropriate cover for the WA sector.

The surplus for 2019 is well in excess of budget and, combined with the previous year's allocation, has allowed the Scheme Board to declare a distribution of \$6 M to members.

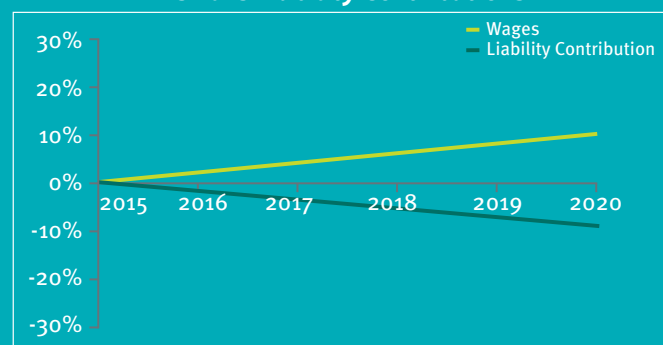
Our solid financial year performance can be attributed to a number of factors – our proactive and collaborative approach to risk management which contributed significantly to containing claims; and solid returns on our investments.

The graphs below demonstrate that member contributions have remained stable even with local government risk profiles evolving.

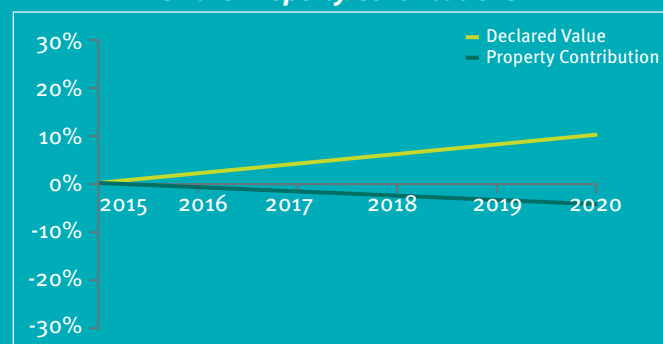
**5 Year Trend – Members Declared Wages vs WorkCare Contributions**



**5 Year Trend – Members Declared Wages vs LGIS Liability Contributions**



**5 Year Trend – Members Declared Assets vs LGIS Property Contributions**



## LGIS WA Annual Report

The LGISWA Annual Report is now available in the members' centre of the LGISWA website for more information on the performance of your Scheme in 2018/19.

## Protecting members and your community

The true value of your protection is only realised in times of adversity and we've helped our members back on their feet after some significant losses. We consider the sector when handling claims and always look to defend local government members from future issues.

The reductions in contribution enjoyed by our members in recent times are not a one year 'special'. They are the result of prudential management of the Scheme and a strategic decision by the Board to re-distribute surpluses to members.

### Your Scheme by the numbers – 2018/19



**1,721** New liability and property claims managed by LGIS



**\$7M** Property claims incurred in 2018/19



**17,000** Bushfire volunteers covered (including significant expansion of benefits)



**\$13.7M** in Workers' Compensation claims incurred in 2018/19

### Receiving your surplus share

Following last year's surplus allocation, all members were informed of a contribution credit plan, whereby members would share in credits in the order of \$4.5 M each year until 2021 to contain their membership costs. Your share of \$4.5 M was duly credited off your 2019/20 Scheme membership costs.

This year, as well as the increased surplus amount each member will be given a choice to take their share of the surplus as a credit off next years membership renewal contributions, as a dividend payment or held in trust for funding risk management initiatives.

### How is my share of the surplus calculated?

Each member's share of the surplus is assessed on a formula which reflects their respective contributions and incurred claims costs over a four year time horizon.



**How do I know that LGIS has 'enough in the pot' to cover claims?**

The 'pot' (i.e. prudential reserves) is determined considering development factors. 'Development factors' is an insurance term for 'things that are likely to happen given previous trends'. We engage PwC actuaries to independently model and assess our reserves, which determines how much needs to be collected in contributions.

### Locally managed claims

LGIS handled 2,473 claims across the property, liability, WorkCare and bushfire volunteer personal accident portfolios in 2018/19. Each claim was handled by the member's dedicated specialist claims consultant who managed the process from beginning to end.

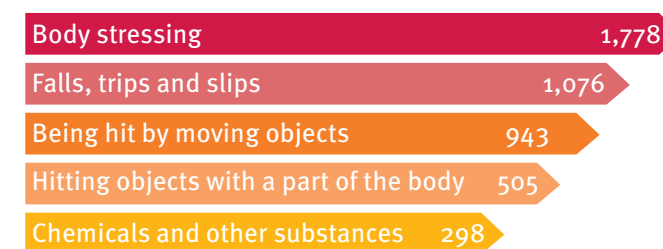
### Claims hotspots



Over the past five years we've seen some consistent trends in claims from our local government members.

### WorkCare

Causation hotspots last 5 years (all members)



### Mental stress catching up



Although not in the top five claims areas mental stress isn't far behind. Claims costs for mental stress are increasing, making it an area to watch for the WA local government sector.

### Proactive on workers' compensation

Looking for ways to reduce the number of workers' compensation claims for your local government? Claims analysis highlights four key areas which need focus across LGIS members:



**Fit for purpose.** Employ people who are right for the role, ensure that employees are physically capable of fulfilling the responsibilities of the job.



**HR Process.** Review your HR practices and make sure that managers are trained and supported.



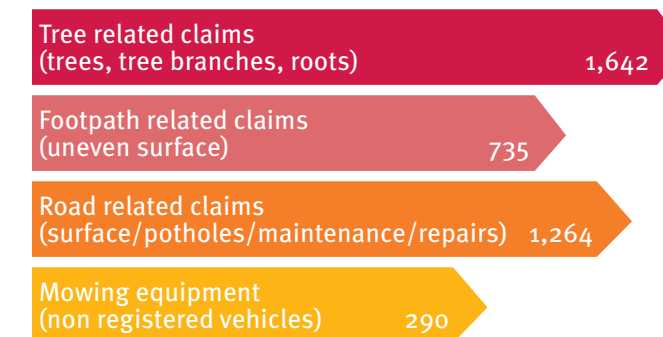
**Aging workforce.** Over 50% of claims are from the 40-60 age group of local government workers. Review tasks and physical requirements; make sure the individual is able to work within their capacity.



**Manual handling and job dictionaries.** Job dictionaries document the physical requirements of a role; coupled with manual handling training and guidelines they help to match an individual to a role and work within their capacity to reduce injury.

### Liability

Causation hotspots past 5 years (all members)



### Proactive on liability

Looking for ways to reduce local government's liability exposure? Claims analysis highlights four key areas which need focus across LGIS members:



**Trees.** Review lists of recommended trees for verges and public places selecting breeds with non-invasive roots. Review complaint handling process to make sure appropriate action is taken.



**Footpaths.** Audit/review and action to footpaths and areas which attract large amount of footfall to be repaired or section of area replaced. Lack of lighting is also an issue and planning around this is paramount.



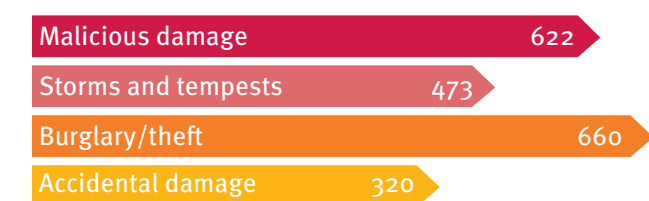
**Roadworks.** Make sure that pre and post inspections are carried out and documented ensuring that there is evidence that the inspection has occurred. Also make sure that correct signage is used.



**Mowing equipment.** Make sure signage is clear and the area is free of pedestrians.

### Property

Causation hotspots past 5 years (all members)



### Simple steps on property protection



**Controls.** Investigate the benefits of passive controls such as CCTV, vegetation management, lighting which would increase the risk of an offender being sighted.



**Maintenance.** Improved housekeeping within and around buildings and ensure preventative maintenance is completed on schedule – simple things such as ensuring bins are secured/ gutters are regularly cleaned, no dense foliage encroaching on property.



**Contractors.** Ensure contractors are appropriately managed and apply your local governments hot works arrangements.



**Windows.** Consider the value of using window treatments such as plastic microfilm to reinforce glass.

## Unique member benefits – managing local government risk together

As the protection partner of choice for WA local governments, we understand the complexity of the sector like no other – we know that cover is only the beginning.

That's why membership of LGIS delivers more than 'insurance' to your local government.

Scheme membership provides an abundance of risk services which align with the priorities of local governments.

In 2018/19 LGIS members received a range of risk and governance services as part of their membership which reduced the number of claims and contained the costs of cover. Of the services offered the '3 Steps to Safety' program (22%) which supports members in creating safe workplaces was the most utilised, closely followed by the general risk program (20%) which assists members in anticipating, identifying and managing their liability and property risk exposures.

### Risk services delivered directly to members in 2018/19



### Making the most of your membership

#### 2018/19 Shire of Yilgarn benefits taken

Injury management program	-	General risk management	✓
HR Risk and preventative stress management	-	Injury prevention training	-
Emergency risk management	-	OSH '3 steps to Safety' and advisory program	-

## 9.2 Officers Report – Executive Manager Corporate Services

### 9.2.5 Establishment of Museum, Medical Centre - Operations & Yilgarn Bowls & Tennis Club Sinking Fund Reserve

<b>File Reference</b>	<b>8.2.4.7</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Absolute Majority</b>
<b>Attachments</b>	<b>Nil</b>

#### Purpose of Report

This report seeks Councils endorsement of the creation of a Museum Reserve and a Medical Centre - Operations Reserve.

#### Background

During the most recent audit exit meeting with the senior on-site auditor, it was again raised that the Office of the Auditor General (OAG) holds a very restricted view of what monies should and should not be held within Councils Trust Funds.

The two main inclusions in the trust fund that prompted comments are:

1. An amount of \$27,695.84 held on behalf of the Shire of Yilgarn Museum Advisory Committee; and
2. An amount of \$107,092.97 held on behalf of the Shire of Yilgarn - Medical Services Provision.

During the exit meeting it was recommended that these funds be transferred out of the trust fund and held in either the Municipal fund or Reserve fund.

Subsequent to the exit meeting, it has been identified that at least two other amounts held in Trust can be cleared either via the creation of a Reserve fund or by return to the relevant body. These amounts relate to various "Sinking Funds" held on behalf of two sporting clubs with an intended use at a future date, when facility upgrades are required. These are:

1. An amount of \$39,997.00 held on behalf of the Yilgarn Bowls & Tennis Club intended as a contribution (accumulating at \$6,666 per year) to the future replacement of the various playing surfaces.
2. An amount of \$4,000 held on behalf of the Southern Cross Football Club intended as a contribution (accumulating at \$1,000 per year) to the future replacement of the electronic score board at the Southern Cross Sports Complex.



## Comment

At this time, it will not be recommended that these amounts be transferred to Councils Municipal fund as the recognition and retention of the individual funds purpose going into the future will be problematic. It will be recommended that a reserve be created for each.

### **1. Funds held on behalf of the Shire of Yilgarn Museum Advisory Committee.**

Up until the adoption of the 2016/2017 Budget these funds (then \$15,813.06) were held in a Reserve with a purpose of *"monies held on behalf of the Yilgarn Historical Museum for their purpose and use as required."*

Council supports the activities of the Museum Advisory Committee by making an allowance in each year's budget for the operations of the museum to be used at the discretion of the Advisory Committee (currently \$7,500) with any overspend being deducted from either that years entry takings or trust funds held or both if required. Any remaining entry fees and any donations received have then been transferred to the Committee's trust fund.

It will be proposed to transfer the currently held trust funds (total of \$27,695.84) to a new Museum Reserve with the same purpose as the previously closed reserve.

It should be noted that this may limit Councils ability to recoup any overspend on the Committee's budgeted operational funding if that year's entry takings are less than the overspend, however historically, the Committee has seldom exceeded their budgeted allowance. Any larger projects that the Committee intends to undertake can, on approval of the Committee, be recouped from the Reserve.

### **2. Funds held on behalf of the Shire of Yilgarn - Medical Services Provision.**

This trust fund was created with the signing of a Medical Services Agreement in 2013 with the then Medical Practitioner. A clause in the agreement required Council to deposit \$50,000 annually into a trust fund for the use, with the agreement of Council, of the Medical Practitioner for operations of the Practice and for any necessary medical equipment. Over the term the Medical Services Agreement was in place, a total of \$150,000 was paid in to the trust fund with outgoings of \$42,907.03.

Currently Council maintains a *"Health Services Reserve"* with a purpose of *"To be used to maintain the GP practice and associated assets"*, this reserve currently contains a cash balance of \$235,052.89.

It will be proposed to rename the current *"Health Services Reserve"* to *"Health Services – Capital Reserve"* and retain the current reserve purpose description and create a new reserve called *"Health Services – Operations Reserve"* with a reserve purpose of *"To be use when the Shire of Yilgarn is required to take operational control of the Southern Cross GP practice"* and transfer the amount of \$107,092.97 from trust to this new reserve.

The intent of this new reserve is to ensure adequate available funds if Council was, on short notice, required to assume responsibility for the provision of medical services to Southern Cross or seek and appoint a new medical practitioner. Under normal circumstances it would be expected that the incumbent medical practitioner would be responsible for the provision of medical services at their own cost if they were to be unable to provide them themselves and wanted to retain the agreement in place, however a scenario may be that the incumbent Doctor has to terminate the service agreement for a legitimate reason and on short notice.

In this instance Council may need to appoint a Locum Doctor to ensure medical services continue to be provided to the community. Council would certainly need to source and appoint a new Doctor with all the costs associated with the process. Having access to this reserve fund would go some way to mitigating these costs.

It should be noted that as the amount of \$107,092.97 is held in the name of the Shire of Yilgarn, if Council was so inclined, this money could be transferred to Council's Municipal fund and utilised for the general operations of the Shire.

**3. Funds held on behalf of the Yilgarn Bowls & Tennis Club Sinking Fund.**

This trust fund was created in 2013 with the completion of the Southern Cross Bowls Tennis facilities. The playing surfaces of this facility have an estimated useful life of up to 15 years, this sinking fund is intended as a way for the bowls and tennis clubs to accumulate sufficient funds, over time, to contribute one third of the cost of replacement. In 2013 this cost was estimated at \$300,000.

As the amount held in trust is significant and growing, it will be recommended that a Reserve be created and for all future contributions by the Yilgarn Bowls & Tennis Club. It will be further recommended that this Reserve be called "*Yilgarn Bowls & Tennis Club Sinking Fund*" with a reserve purpose of "*To recognise the Yilgarn Bowls & tennis Clubs contribution to future playing surface upgrades*" and transfer the amount of \$39,997.00 from trust to this new reserve.

**4. Funds held on behalf of the Southern Cross Football Club Sinking Fund.**

This trust fund was created in 2015 with the installation of a new electronic scoreboard at the Southern Cross Sports Complex. The electronic scoreboard has an estimated useful life of up to 20 years, this sinking fund is intended as a way for the Southern Cross Football club to, with interest, accumulate sufficient resources to fully fund the cost of replacement. In 2015 this was estimated at \$25,000.

As the amount of \$4,000 held in trust is not significant and is retained by Council, in essence, purely as a way for the Southern Cross Football Club to manage their finances, it will be recommended that these funds be returned to the Southern Cross Football Club for their own management.

## Statutory Environment

### Local Government Act 1995

#### **6.11. Reserve accounts**

- (1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.
- (2) Subject to subsection (3), before a local government —
  - (a) changes\* the purpose of a reserve account; or
  - (b) uses\* the money in a reserve account for another purpose,it must give one month's local public notice of the proposed change of purpose or proposed use.

*\* Absolute majority required.*

- (3) A local government is not required to give local public notice under subsection (2) —
  - (a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or
  - (b) in such other circumstances as are prescribed.
- (4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.
- (5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.

### Local Government (Financial Management) Regulations 1996

#### **17. Reserve accounts, title of etc.**

- (1) A reserve account is to have a title that clearly identifies the purpose for which the money in the account is set aside.
- (2) In the accounts, annual budget and financial reports of the local government a reserve account is to be referred to —
  - (a) in the information required by regulations 27(g) and 38, by its full title; and
  - (b) otherwise, by its full title or by an abbreviation of that title.

*[Regulation 17 amended: Gazette 20 Jun 1997 p. 2839.]*

### Strategic Implications

- Social 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.
- Social Outcome:* Retention and upgrade of current health and education services and infrastructure (Shire and State responsibility).
- Social Strategies:* Continue to provide quality infrastructure for health providers (medical centre, housing).  
Support continued incentive funding for a quality doctor in the Shire including the provision of a car.

### Policy Implications

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

### Financial Implications

This report involves the creation of two new Reserve funds but will have no effect on cash.

### Officer Recommendation and Council Decision

**199/2019**

***Cr Shaw/Seconded Cr Close  
That Council***

- 1. Approves the renaming of the "Health Services Reserve" to "Health Services – Capital Reserve".***
- 2. Endorse the creation of the following three Reserve funds:***
  - a) Museum Reserve with the purpose of "monies held on behalf of the Yilgarn Historical Museum for their purpose and use as required."; and***
  - b) Health Services – Operations Reserve with the purpose of "To be use when the Shire of Yilgarn is required to take operational control of the Southern Cross GP practice".***
  - c) Yilgarn Bowls & Tennis Club Sinking Fund Reserve with the purpose of "To recognise the Yilgarn Bowls & tennis Clubs contribution to future playing surface upgrades".***
- 3. Authorise the transfer of the following funds held in trust to the indicated reserve:***
  - a) \$27,695.84 from Trust Account T1110 to the Museum Reserve; and***
  - b) \$107,092.97 from Trust Account T70 to the Health Services – Operations Reserve.***

- c) \$39,997.00 from Trust Account T73 to the Yilgarn Bowls & Tennis Club Sinking Fund Reserve.*
- 4. Authorise the return of the amount of \$4,000 held in Trust Account T73.1 to the Southern Cross Football Club.*

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



## 9.4 Reporting Officer– Executive Manager Regulatory Services

### 9.4.1 Works Approval Amendment – Habrok (Battler Pit) Pty Ltd – Battler Gold Project

<b>File Reference</b>	<b>7.2.1.21</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>- Correspondence from Department of Water and Environmental Regulation</b>

#### Purpose of Report

To consider a response to the Department of Water and Environmental Regulation, regarding a works approval amendment for the Battler Gold Project.

#### Background

The Shire is in receipt of correspondence from the Department of Water and Environmental Regulation (DWER), relating to a submission by Habrok (Battler Pit) Pty Ltd, for an amendment to a current works approval for the Battler Gold Project.

The current works approval is applicable to mining tenement M77/1285, with the proposed amendment seeking:

*An extended evaporation pond with a new design has been proposed to enable Habrok (Battler Pit) Pty Ltd to adequately store mine dewater while minimising the amount of material required to be cut out of the natural terrain.*

The description of works summary in the application to DWER states (unedited):

*Habrok (Battler Pit) Pty Ltd (Habrok) requires an amendment to the existing Works Approval, W5995/2016/1, Category number 6 only. An extended evaporation pond with a new design has been proposed to enable Habrok to adequately store mine dewater while minimising the amount of material required to be cut out of the natural terrain. The evaporation pond area for cells 1 and 2, as approved in W5995/2016/1, does not change however a third cell will be added to the north-west. The new design will result in less material cut out of the natural landscape while still minimising the risk of lateral seepage. The total area is now 12.3 ha and new capacity is 102,000 kL. An increase to the approved amount of mine dewater discharged to the evaporation pond is required to be up to 145,000 kL. Habrok request time limited operations be approved for Category 6 to allow mine dewatering to the evaporation ponds to begin as soon as the construction compliance report has been completed. See attachment 6A for environmental monitoring controls proposed to ensure risk of lateral seepage is minimised.*

Whilst the deadline for comments is prior to the Council meeting, an extension has been sought.

### Comment

The request for comment was provided to Cr Phil Nolan, due to his expertise in the mining area, with his comments forming the basis of the recommended response.

It is recommended that Council provide the following response to DWER:

*In relation to the proposed works approval amendment application by Habrok in relation to the Battler Gold Project on Mining Tenement M77/1285, the Shire of Yilgarn seek the following from the Department of Water and Environmental Regulation:*

- 1. That DWER require assumptions made within the desk top analysis, undertaken to form the submission, to be confirmed by suitable site investigations;*
- 2. That DWER require the proponent to minimise visual impacts from Marvel Loch Road, through a vegetation buffer, and indiscriminate tracks are not to be used for site access;*
- 3. That DWER confirm the risk classification given to the storage facility from a public hazard viewpoint, given the possible effects on Marvel Loch Road in the event of dam failure;*
- 4. That DWER ensure the recommendation from the design engineer to have the construction supervised by a geo-technical engineer is required in the approval;*
- 5. That DWER ensure the recommendation from the design engineer for various monitoring requirements, is required in the approval; &*
- 6. DWER seek from the proponent a closure plan or include criteria for post closure.*

### Statutory Environment

Environmental Protection Act 1986

### Strategic Implications

#### Goal

A prosperous future for our community.

#### Outcome

Businesses in the Shire remain competitive and viable.

#### Strategy

Continue to provide an efficient and effective approval process.

### Policy Implications

Nil

### Financial Implications

Nil

### Officer Recommendation and Council Decision

**200/2019**

***Moved Cr Nolan/Seconded Cr Guerini***

***That Council endorse the following response to the Department of Water and Environmental Regulation:***

***In regards to the proposed works approval amendment application by Habrok, relating to the Battler Gold Project on Mining Tenement M77/1285, the Shire of Yilgarn seek the following from the Department of Water and Environmental Regulation:***

- 1. That DWER require assumptions made within the desk top analysis, undertaken to form the submission, to be confirmed by suitable site investigations;***
- 2. That DWER require the proponent to minimise visual impacts from Marvel Loch Road, through a vegetation buffer, and indiscriminate tracks are not to be used for site access;***
- 3. That DWER confirm the risk classification given to the storage facility from a public hazard viewpoint, given the possible effects on Marvel Loch Road in the event of dam failure;***
- 4. That DWER ensure the recommendation from the design engineer to have the construction supervised by a geo-technical engineer is required in the approval;***
- 5. That DWER ensure the recommendation from the design engineer for various monitoring requirements, is required in the approval; &***
- 6. DWER seek from the proponent a closure plan or include criteria for post closure.***

**CARRIED (7/0)**



Mr Peter Clarke  
Chief Executive Officer  
Shire of Yilgarn

via email: [ceo@yilgarn.wa.gov.au](mailto:ceo@yilgarn.wa.gov.au)  
[yilgarn@yilgarn.wa.gov.au](mailto:yilgarn@yilgarn.wa.gov.au)

Dear Mr Clarke,

**REFERRAL OF A WORKS APPROVAL AMENDMENT UNDER THE *ENVIRONMENTAL PROTECTION ACT 1986* – INVITATION TO COMMENT**

The Department of Water and Environmental Regulation (DWER) has recently received an application from Habrok (Battler Pit) Pty Ltd for an amendment to works approval W5995/2016/1 under Division 3 Part V of the *Environmental Protection Act 1986* (EP Act) at Battler Gold Project, part of Mining Tenement M77/1285, Shire of Yilgarn. The application is in relation to:

- Category 6 - An extended evaporation pond with a new design has been proposed to enable Habrok (Battler Pit) Pty Ltd to adequately store mine dewater while minimising the amount of material required to be cut out of the natural terrain.

In accordance with section 54 of the EP Act, the Chief Executive Officer (CEO) of DWER considers that you may have a direct interest in the subject matter of the application, and invites your comment on the proposal.

The CEO will, after having taken into account any comments received and subject to section 60 of the EP Act, either amend the works approval or refuse the amendment.

Please forward any 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 W5995/2016/1 on future correspondence and enquiries.

If you have any queries 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*

28 October 2019

## 9.4 Reporting Officer– Executive Manager Regulatory Services

### 9.4.2 Clearing Permit Amendment – Marda Operations Pty Ltd – Marda Gold Project

<b>File Reference</b>	<b>7.2.1.21</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<ul style="list-style-type: none"> <li>- Correspondence from Department of Mines, Industry Regulation and Safety</li> <li>- Photomap</li> <li>- Natmap</li> </ul>

#### Purpose of Report

To endorse comments to the Department of Mines, Industry Regulation and Safety, regarding a proposed amendment to an existing clearing permit for Marda Operations Pty Ltd at the Marda Gold Project.

#### Background

The Shire is in receipt of correspondence from the Department of Mines, Industry Regulation and Safety (DMIRS), relating to an amendment to an existing clearing permit sought by Marda Operations Pty Ltd at the Marda Gold Project, located on Mining Leases 77/394, 77/646, 77/931, 77/962 and Miscellaneous Licences 77/239, 77/240.

The applicants are seeking to amend the permit boundary; the attached plans indicate the proposed boundary location.

The land to be cleared is located approximately 115 kilometres North of the Southern Cross townsite, in the vicinity of the intersection of the Bullfinch Evanston Road and the Mount Jackson Road.

Whilst the deadline for comments is prior to the Council meeting, the DWER have advised should comments be received prior to a determination being made, they will be considered.

#### Comment

Council considered the original clearing permit at the July 2019 meeting, with the following decision made:

**111/2019**

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

***That Council endorse the following response to the Department of Mines, Industry Regulation and Safety:***

***The Shire of Yilgarn holds no objections to the issuing of clearing permit CPS 6197/5 to Marda Operations Pty Ltd for the Marda Gold Project on Mining Leases 77/394, 77/646, 77/931, 77/962 and Miscellaneous Licences 77/239, 77/240.***

**CARRIED (6/1)**

Cr Guerini voted against the decision

DMIRS have not provided any further information indicating there are issues with threatened ecological species, and as such, it is the reporting officer's opinion, Council should advise DMIRS, there are no objections from the Shire of Yilgarn to the issuing of the amended permit.

### **Statutory Environment**

Environmental Protection Act 1986

### **Strategic Implications**

#### **Goal**

A prosperous future for our community.

#### **Outcome**

Businesses in the Shire remain competitive and viable.

#### **Strategy**

Continue to provide an efficient and effective approval process.

### **Policy Implications**

Nil

### **Financial Implications**

Nil

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

**201/2019**

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

***That Council endorse the following response to the Department of Mines, Industry Regulation and Safety:***

***The Shire of Yilgarn holds no objections to the issuing of the amended clearing permit CPS 6197/6 to Marda Operations Pty Ltd for the Marda Gold Project on Mining Leases 77/394, 77/646, 77/931, 77/962 and Miscellaneous Licences 77/239, 77/240, for amending the permit boundary***

**CARRIED (7/0)**



Our Ref:  
Enquiries  
Fax  
Email

A1506/201401 - CPS 6197/6  
Alicia Dudzinska – Ph: 08 9222 3231  
08 9222 3860  
[nvab@dmirs.wa.gov.au](mailto:nvab@dmirs.wa.gov.au)

Chief Executive Officer  
Shire of Yilgarn

[ceo@yilgarn.wa.gov.au](mailto:ceo@yilgarn.wa.gov.au)

Dear Sir/Madam

**Application to amend a previously granted Clearing Permit under the *Environmental Protection Act 1986***

The Department of Mines, Industry Regulation and Safety has received the following application to amend a previously granted clearing permit under the *Environmental Protection Act 1986* (the Act):

<b>Permit Holder:</b>	Marda Operations Pty Ltd – Marda Gold Project
<b>Permit Type:</b>	Purpose Permit
<b>Tenements:</b>	Mining Leases 77/394, 77/646, 77/931, 77/962; Miscellaneous Licences 77/239, 77/240
<b>Purpose:</b>	Mineral Production
<b>Area (ha):</b>	165 ha
<b>Shire:</b>	Shire of Yilgarn
<b>Clearing Permit System (CPS) No:</b>	6197/6
<b>Amendment requested:</b>	To amend the permit boundary

In accordance with sub-section 51E(4) of the Act, on behalf of the General Manager Environmental Compliance, Resource and Environmental Compliance Division, I consider that you may have a direct interest in the subject matter of the application and invite your comment on the proposal. The General Manager Environmental Compliance, Resource and Environmental Compliance Division, will then, after having taken into account any comments received and subject to sections 51O and 51P, either grant the amended clearing permit (including any specified conditions) or refuse to grant the amendment.

Enclosed are maps indicating the amended application area. Please forward your submission to the above address within 21 days from the **Monday, 28 October 2019** quoting CPS 6197/6.

If you have any queries regarding this matter, please contact Heather Johnson in the Department's Resource and Environmental Compliance Division, as above, for further information.

Yours sincerely

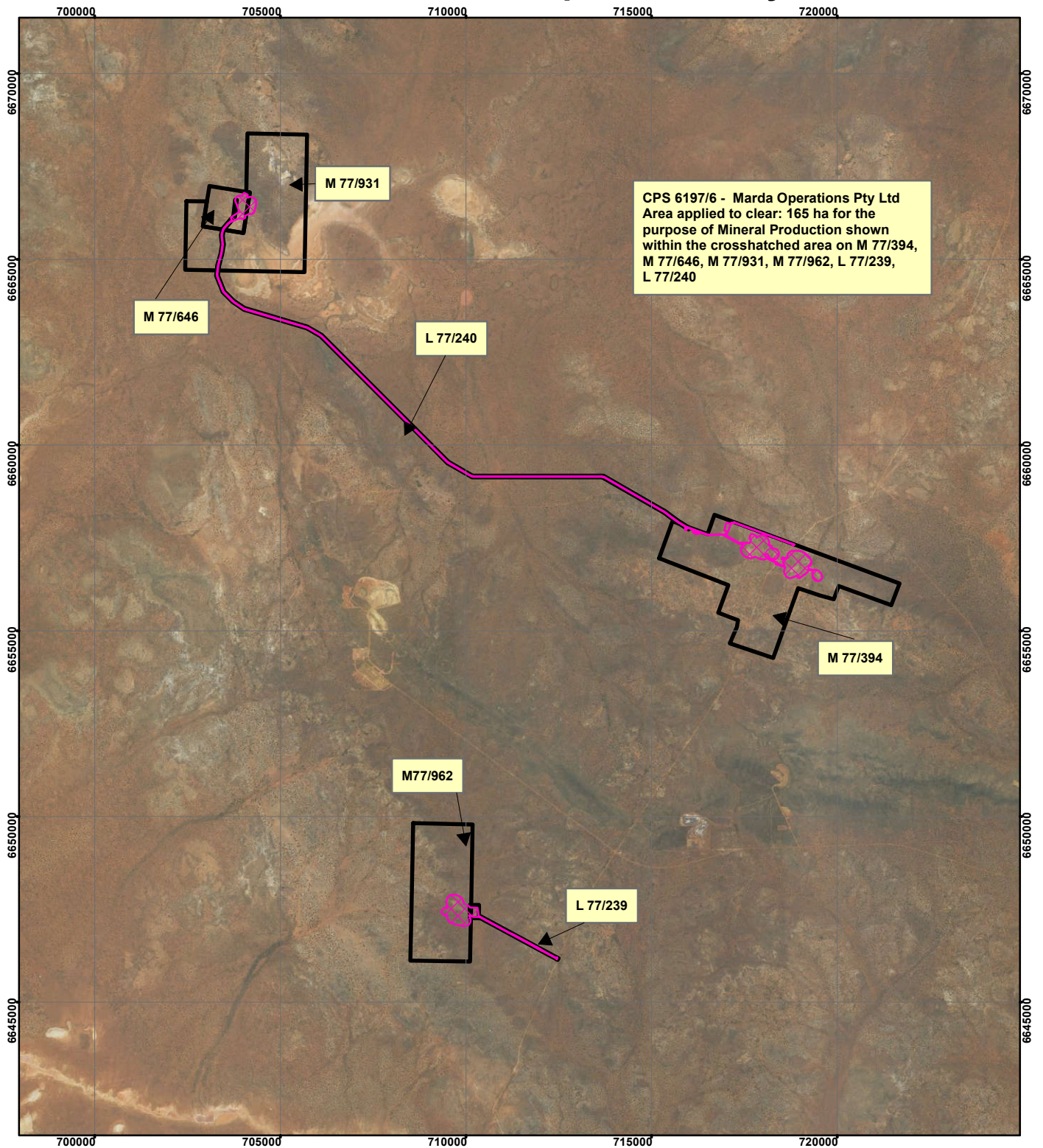
*Daniel Endacott*

Daniel Endacott  
General Manager Environmental Compliance  
Resource and Environmental Compliance Division



25 October 2019

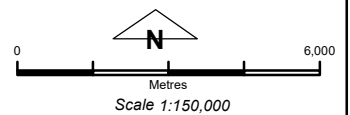


# CPS 6197/6 - Marda Operations Pty Ltd



## Legend

-  Clearing Instruments
-  Mining Tenements



Geocentric Datum Australia 1994

*Note: the data in this map have not been projected. This may result in geometric distortion or measurement inaccuracies.*

..... Date .....

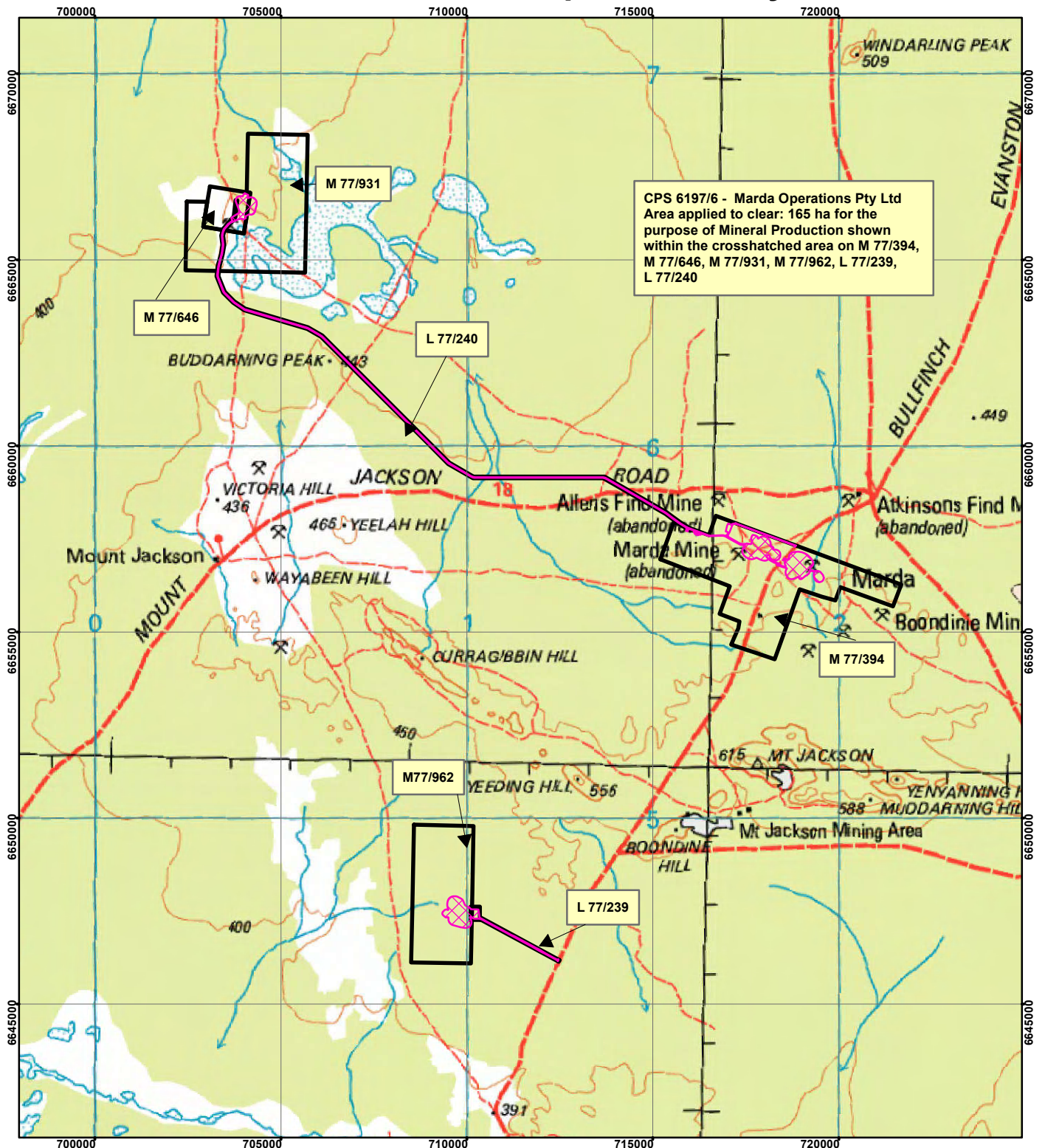
Officer with delegated authority under Section 20 of the Environmental Protection Act 1986

Information derived from this map should be confirmed with the data custodian acknowledged by the agency acronym in the legend.





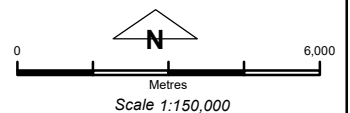


# CPS 6197/6 - Marda Operations Pty Ltd



## Legend

-  Clearing Instruments
-  Mining Tenements



Geocentric Datum Australia 1994

Note: the data in this map have not been projected. This may result in geometric distortion or measurement inaccuracies.

..... Date .....

Officer with delegated authority under Section 20 of the Environmental Protection Act 1986

Information derived from this map should be confirmed with the data custodian acknowledged by the agency acronym in the legend.



## 9.4 Reporting Officer– Executive Manager Regulatory Services

### 9.4.3 Water Corporation – Standpipe Water Supply Agreements

<b>File Reference</b>	<b>2.4.2.1</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Confidential-Standpipe Water Supply Agreement</b>

#### Purpose of Report

To endorse proposed actions in relation to Standpipe Water Supply Agreements, drafted by Water Corporation.

#### Background

Councillors may be aware that in 2018/2019, the Water Corporation (WC) advised that in 2019/2020, they were implementing changes to the way they would charge for water accessed from Shire operated standpipes.

In brief, water accessed from standpipes that were available to the public, and had a supply meter of more than 25mm were to be charged at a commercial rate, which would see an increase in the WC rate per kilolitre from \$2.534 up to a range between \$5.011 to \$8.353.

As a result, Council at their October 2018 meeting resolved the following:

**144/2018**

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

#### **RECOMMENDATION 1:**

##### **THAT COUNCIL:**

***Endorse keeping existing water meters servicing current Shire standpipes at the same size and acknowledge the increase in service and usage charges, of which will be passed onto the consumer.***

#### **RECOMMENDATION 2:**

##### **THAT COUNCIL:**

***Endorse applying to Water Corporation, to reduce the size of the Castor Street standpipe meter to 25mm at Water Corporations cost, therefore making it a "Community Use" standpipe with subsidised water charges.***

#### **RECOMMENDATION 3:**

##### **THAT COUNCIL:**

***Endorse applying to Water Corporation for the installation of two (2) 25mm meters for the creation of new "Community Use" standpipes with subsidised water charges under the Water Corporations offer to install two (2) 25mm meters free of charge, pending works approval, with the Shire to install standpipe equipment including manifold and swiipe controller at its own cost;***

**RECOMMENDATION 4:  
THAT COUNCIL**

*Endorse applying to Water Corporation for the installation of two (2) additional 25mm meters, for the creation of new "Community Use" standpipes with subsidised water charges, at the Shire's own cost. Pending Water Corporation approval, the Shire would also install standpipe equipment including manifold and swipe controller at its own cost;*

**RECOMMENDATION 5:  
THAT COUNCIL:**

*Endorse the location of the proposed new "Community Use" standpipes to be in the vicinity of (pending Water Corporation Approval):*

- Bodallin;
- Moorine Rock;
- Bullfinch; &
- Noongar.

**RECOMMENDATION 6:  
THAT COUNCIL:**

*Endorse the inclusion of funds, for the installation of new standpipes and controllers in the 2018/2019 budget review, should the funds be available, or alternatively, include in the 2019/2020 annual budget.*

**CARRIED (6/0)**

WC have commenced installation on the new 25mm meters, as per Council's decision, with three of the four new meters already installed. Bullfinch is still awaiting installation.

On the 29<sup>th</sup> October 2019, the Shire received Standpipe Water Supply Agreements, for the four new meters, and were advised that agreements would be provided for all existing standpipe meters in due course.

It was also advised that the Bullfinch meter would not be installed until such time as the agreement for that meter was signed.

A copy of one of the agreements (of which all are standard and the same), is attached, Councillors are directed to Section 5, whereby the quality of water provided is to be agreed to by the Shire.

On all of the Shire's standpipes, it is proposed by WC to deem the water quality as "Option 2 – Water Quality with Conditions", which details the following:

*Option 2 – Water Quality with Conditions*

- (a) *The Corporation will provide Water at the Delivery Point for the purposes of this Agreement that may not comply with the microbiological provisions of the Australian Drinking Water Guidelines.*
- (b) *The Local Government Authority acknowledges and agrees that:*

- (i) *the Water may not be potable at the Delivery Point and may not comply with the microbiological provision of the Australian Drinking Water Guidelines;*
- (ii) *the Water must be disinfected if it is to be used for domestic purposes, including drinking, making beverages, ice or food preparation, bathing, showering or for any other purpose which may result in the potential for the water to be consumed or inhaled;*
- (iii) *the Local Government Authority must inform any third party taking Water from the Delivery Point of the Department of Health Guidelines for the Bulk Cartage of Drinking Water if the carted water is to be used for any potable purposes; and*
- (iv) *the Corporation will not be liable under any circumstances whatsoever or howsoever arising for any loss or claim which the Local Government Authority may suffer or incur, and the Local Government Authority will have no right to make any Claim for any Loss or inconvenience caused to, or sustained by it, on account of any of the matters set out above for any reason whatsoever.*

The Executive Manager Regulatory Services (EMRS) queried the proposed classification of water by WC; seeking to understand if the water coming from the mains pipe was potable. A WC representative stated that whilst the water from the pipe was deemed potable, once collected, they had no control over the water and as such, this is the reasoning behind the classification.

The EMRS advised WC that the classification did not read in that manner, and the way the classification was written, indicated the water coming from the pipe may not be potable, and that it was the Shire's responsibility to inform users and seemingly take on all liability.

The EMRS sought to have the classification changed to the following (changes highlighted):

- (a) The Corporation will provide Water at the Delivery Point for the purposes of this Agreement that complies with the quality requirements for drinking water as specified in the Operating Licence. However post collection, the water may not comply with the microbiological provisions of the Australian Drinking Water Guidelines.
- (b) The Local Government Authority acknowledges and agrees that:
  - (i) the Water may not be potable **once collected** at the Delivery Point and may not comply with the microbiological provision of the Australian Drinking Water Guidelines;
  - (ii) **once collected**, the Water must be disinfected if it is to be used for domestic purposes, including drinking, making beverages, ice or food preparation, bathing, showering or for any other purpose which may result in the potential for the water to be consumed or inhaled;
  - (iii) the Local Government Authority must inform any third party taking Water from the Delivery Point of the Department of Health Guidelines for the Bulk Cartage of Drinking Water if the carted water is to be used for any potable purposes; and
  - (iv) the Corporation will not be liable under any circumstances whatsoever or howsoever arising for any loss or claim which the Local Government Authority may suffer or incur, and the Local Government Authority will have no right to



make any Claim for any Loss or inconvenience caused to, or sustained by it, on account of any of the matters set out above for any reason whatsoever.

WC responded as follows to the above request:

*The water quality clauses in the agreement cannot be amended as they have been approved by Water Quality branch and the Department of Health.*

#### **Comment**

It is the opinion of the EMRS that the Shire should not be signing these agreements, as it is misleading around the quality of the water being provided through the meter, and places liability onto the Shire for matters out of its control.

Having raised Shire concerns with the Water Corporation without result, the EMRS is seeking Council's endorsement to:

- Withhold signing of the agreements; and
- Raise the matter with the Minister for Water.

#### **Statutory Environment**

Water Corporations Act 1995

#### **Strategic Implications**

##### **Goal**

A prosperous future for our community

##### **Outcome**

Businesses in the Shire remain competitive and viable

##### **Strategy**

Continue to provide access to Shire standpipes

#### **Policy Implications**

6.2 Council Operated Standpipes/ Mt Hampton Dam and Dulyalbin Tank Facility

#### **Financial Implications**

Nil

### Officer Recommendation

*THAT COUNCIL endorse withholding the signing of Standpipe Water Supply Agreements, provided by Water Corporation, for the Shire of Yilgarn operated standpipes until such time as the water classifications are satisfactory to the Shire of Yilgarn; and*

*Council endorse writing to the Minister for Water, raising the Shire of Yilgarn's concerns on the Standpipe Water Supply Agreements, citing the misleading nature of the water quality classification applied to Shire standpipes and the liability placed onto the Shire of Yilgarn over water quality issues out of the pipe.*

### Council Decision

*Moved Cr Nolan*

*That Council signs the Standpipe Water Supply Agreements as provided by the Water Corporation and communicates the water quality classifications as stipulated in the Agreements to the users of all Standpipes in the Shire.*

**MOTION LAPSED FOR THE WANT OF A SECONDER**

**202/2019**

*Moved Cr Shaw/Seconded Cr Cobden*

*THAT COUNCIL endorse withholding the signing of Standpipe Water Supply Agreements, provided by Water Corporation, for the Shire of Yilgarn operated standpipes until further investigation has been made by the Executive Manager Regulatory Services into the water classifications stipulated by the Water Corporation and for this to be referred back to Council's December 2019 Ordinary meeting for further consideration; and in the meantime*

*Council writes to the Minister for Water, raising the Shire of Yilgarn's concerns on the Standpipe Water Supply Agreements as provided by the Water Corporation, citing the misleading nature of the water quality classification applied to Shire standpipes and the potential liability placed onto the Shire of Yilgarn over water quality issues out of the pipe.*

**CARRIED (6/1)**

Cr Nolan voted against the motion

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

Council considered that further investigation was required to clarify water quality standards prior to the signing of the Agreements and for such investigations to be referred back to Council at its December 2019 Ordinary meeting for further consideration.

## 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

Nil

## 13 MEETING CLOSED TO THE PUBLIC-CONFIDENTIAL ITEMS

### CONFIDENTIAL ITEM

203/2019

*Moved Cr Guerini/Seconded Cr Close*

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

**CARRIED (7/0)**

\*Kaye Crafter left the meeting at 5.17pm

## 13 Officers Report – Chief Executive Officer

### 13.1 Premier's Australia Day Active Citizenship Awards

<b>File Reference</b>	<b>1.3.6.2</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>CONFIDENTIAL</b>

### Purpose of Report

To consider Premier's Australia Day Active Citizenship Award nominations.

### Background

Nominations for the following categories in the Premier's Australia Day Active Citizenship Awards closed on Friday, 1 November 2019 in the following categories:

- a) Premier's Australia Day Active Citizenship Award
- b) Premier's Australia Day Active Citizenship Award for a person under 25 years
- c) Premier's Australia Day Active Citizenship Award for a community group or event

### Comment

Copies of the confidential nominations have been provided to Councillors for their consideration and to choose a worthy recipient/s, which will allow staff to request the Australia Day Council to prepare the certificate/s prior to the presentation on Sunday, 26 January 2020.

### Statutory Environment

Nil

### Strategic Implications

Nil

### Policy Implications

Nil

### Financial Implications

Nil

### Officer Recommendation and Council Decision

**204/2019**

*Moved Cr Guerini/Seconded Cr Cobden*

*That Council endorses the awarding of the nomination/s presented for the Premier's 2020 Australia Day Awards.*

**CARRIED (7/0)**

**205/2019**

*Moved Cr Shaw/Seconded Cr Rose*

*That the meeting be opened to the public*

**CARRIED (7/0)**

## 14 CLOSURE

As there was no further business to discuss, the Shire President declared the meeting closed at 5.23pm.

I, ..... confirm the above Minutes of the Meeting held on Thursday, 21<sup>st</sup> November 2019, are confirmed on Thursday, 19<sup>st</sup> December 2019 as a true and correct record of the November Ordinary Meeting of Council.

**SHIRE PRESIDENT**





**CENTRAL EAST AGED CARE  
ALLIANCE INC (CEACA) ANNUAL  
GENERAL MEETING**

**HELD TUESDAY, 12 NOVEMBER 2019**

**KELLERBERRIN RECREATION  
& LEISURE CENTRE**

**MINUTES**

# Minutes

## Central East Aged Care Alliance Inc (CEACA)

### Annual General Meeting

#### 1. OPENING

The Chairman opened the meeting at 11.00am welcoming all in attendance.

The Chairman stated that there is some debate and different interpretation of the CEACA Constitution at present, however the 11 delegates today have clarified that CEACA will operate as follows under the Constitution:

1. CEACA Inc will have three Committees and they are:
  - General Committee.
  - Management Committee
  - The ability to have a Sub-Committee (previously known as Executive Committee).
2. Management Committee will meet quarterly.

The Chairman stated that due to the difference in interpretation of the Constitution, he will be seeking further independent legal advice to ensure that we are operating under our Constitution and the Act. He will accept the nominations above, however if the legal advice does not agree with the Committee's interpretation of the CEACA Constitution, then another meeting will need to be held to discuss further.

#### 2. DECLARATION OF QUORUM

It was agreed that there was a quorum at the meeting.

#### 3. RECORD OF ATTENDANCE AND APOLOGIES

##### 3.1 Attendance – Members

Cr Gary Shadbolt	-	Shire of Mukinbudin
Cr Wayne Della Bosca	-	Shire of Yilgarn
Cr Ricky Storer	-	Shire of Koorda
Mr John Nuttall	-	Shire of Mt Marshall
Cr Julie Flockart	-	Shire of Merredin
Cr Rodney Forsyth	-	Shire of Kellerberrin
Cr Eileen O'Connell	-	Shire of Nungarin
Cr Stephen Strange	-	Shire of Bruce Rock
Cr Freda Tarr	-	Shire of Trayning
Mr Louis Geier	-	Shire of Westonia
Cr Quentin Davies	-	Shire of Wyalkatchem

In accordance with Item 6.3 of the CEACA Inc Constitution, it was agreed that the above-named persons have been elected by the Members to be their representatives until the next AGM.

### 3.2 Attendance – Observers

Taryn Dayman	-	Shire of Wyalkatchem
Dirk Sellenger	-	Shire of Mukinbudin
Darren Mollenoyux	-	Shire of Bruce Rock
Kellie Bartley	-	Shire of Merredin
Peter Clarke	-	Shire of Yilgarn
Tony Sachse	-	Shire of Mt Marshall
Rachel Kirby	-	Shire of Mt Marshall (& Outgoing Treasurer)
Jamie Criddle	-	Shire of Westonia
Raymond Griffiths	-	Shire of Kellerberrin

### 3.3 Apologies

Ken Hooper	-	Shire of Merredin
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## 4. CONFIRMATION OF CHAIR

The Chairman, Terry Waldron, left the room.

### RECOMMENDATION

It was recommended by Gary Shadbolt to elect Terry Waldron as Independent Chairman for the Central East Aged Care Alliance Inc until the 2020 Annual General Meeting.

### RESOLUTION

**It was moved by the Board to elect Terry Waldron as the Independent Chairman until the 2020 Annual General Meeting.**

**CARRIED**

## 5. DECLARATION OF INTEREST

Pursuant to Clause 21 of the Central East Aged Care Alliance Inc Constitution, Members must declare to the Chairman any potential conflict of interest they may have in a matter before the meeting as soon as they become aware of it. Members and Deputies may be directly or indirectly associated with some recommendations of Central East Aged Care Alliance 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 21.4 of the Constitution which states:

**21.4 *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.***

Terry Waldron declared an interest as a Chairman of Rural Health West.

## **6. MINUTES OF THE LAST ANNUAL GENERAL MEETING**

### **6.1 Minutes from the Annual General Meeting of the Central East Aged Care Alliance Inc held Wednesday, 14<sup>th</sup> November 2018 (Attachment)**

Presenting the Minutes from the Annual General Meeting of the Central East Aged Care Alliance Inc held Wednesday 14 November 2018

#### **RECOMMENDATION**

---

That the Minutes from the Annual General Meeting of the Central East Aged Care Alliance Inc held Wednesday 14 November 2018 be confirmed as a true and accurate record of the proceedings.

#### **RESOLUTION**

---

**It was agreed by all Members that the Minutes from the Annual General Meeting of the Central East Aged Care Alliance Inc held Wednesday 14 November 2018 be confirmed as a true and accurate record of the proceedings.**

**CARRIED**

### **6.2 Business Arising from the Minutes Annual General Meeting of the Central East Aged Care Alliance Inc held Wednesday 14 November 2018**

Nil

### **6.3 Minutes from the Special Committee Meeting of the Central East Aged Care Alliance Inc held on Wednesday, 3<sup>rd</sup> July 2019**

#### **RECOMMENDATION**

---

That the Minutes from the Special Committee Meeting of the Central East Aged Care Alliance Inc held on Wednesday, 3<sup>rd</sup> July 2019 be confirmed as a true and accurate record of proceedings.

#### **RESOLUTION**

---

**It was agreed by all Members that the Minutes from the Special Committee Meeting of Central East Aged Care Alliance Inc held on Wednesday, 3<sup>rd</sup> July 2019 be accepted as a true and accurate record of proceedings.**

**CARRIED**

## **7. CHAIRMAN'S REPORT (ATTACHMENT)**

Presenting the Chairman's Report - The Chairman referred to his report that was distributed to attendees prior to the meeting.

The Chairman thanked Gary Shadbolt for his support as acting Chairman and thanked John Nuttall for his help with the work on the revised Constitution.

The Chairman stated that both he and the CEO, Nick Hopkin had concerns with pushback with operations (Pindan/Access/Edgefield).

Access Housing have been providing CEACA with progress reports indicating practical completion dates and have continually pushed the dates back further, making it very difficult for CEACA to work with and their tenants to plan for their moves. The Chairman and CEO therefore called a meeting with Pindan, Access and Edgefield Projects to highlight their concerns. A lot of issues were brought up at that meeting and all parties were satisfied by the end of the meeting that all had either been identified and were being worked on or had already been rectified since the latest report was provided to CEACA. All parties agreed at that meeting that Kellerberrin and Nungarin would be moving in from the 18<sup>th</sup> November, that all other sites apart from Bruce Rock would be the 27<sup>th</sup> and Bruce Rock would be given a date when sewerage works were rectified.

The Chairman confirmed that Jo Trachy had contacted all tenants by phone to give them an update on progress so that they could begin preparations for their moves. Jo also confirmed that she had also sent further emailed updates as they came to hand.

With regards to the extra house to be built and the excess money left if we did not build it, the Chairman stated that he and Nick Hopkin had met with Lorraine Fernandez from the Department of Primary Industries and Regional Development (DPIRD) and Brett Chisholm from Department of Regional Development (DRD) and after some discussion, it was agreed that CEACA are not required to build the additional unit and the excess or remaining funds could be used towards operations.

Nick Hopkin added to this by saying that CEACA would have approx. \$400k left and he recommends that it is used towards air-conditioning and solar to reduce overheads for tenants. The money would also be used for operational costs to ensure CEACA is well placed to put systems in place from the outset (e.g. marketing/legal fees). The Department confirmed that the money remaining is what Shires have put in and therefore we can utilise it for the benefit of CEACA. The Chairman and CEO will obtain this advice from DPIRD in writing and final approval from the Minister. The Chairman has met with the Minister twice and will obtain her approval in writing.

The Chairman is keeping the Minister's office updated on progress of the project in general and will also provide them with an update on the CEACA Constitution discussions held today. The Chairman stated that DPIRD, RDA and the Minister's Office were happy with the updates and it is important that we keep them both informed on a regular basis. The Chairman advised that he had invited the Minister, Alannah MacTiernan, to an open day in Kellerberrin and following a further discussion on Friday, was waiting on advice in relation to suitable dates.

Nick finalised the update on the meeting with DPIRD by stating that the Department confirmed that the original FAA states that we had to sell up to 7 units and was only an option. If no demand, they do not expect us to sell them and are happy for us to rent all units if no appetite for purchasing.

The Chairman stated that he had visited one of the CEACA sites and the units looked fantastic. The Chairman thanked the Executive Committee, Ken Hooper, Rachel Kirby, Raymond Griffiths and Gary Shadbolt for the work they had done to date. The Chairman also thanked Jo Trachy for her efforts to date in managing the project operations so well and preparing for tenants to move into their units and to Nick Hopkin for his hard work on the project and for covering while away. The last couple of months there has been a lot going on and Jo and Nick have both done a tremendous amount of work to get the tenants in and processes in place prior to Christmas.

The Chairman highlighted the fact that as a result of the Royal Commission, the focus is firmly on aged care and therefore CEACA need to move with that and ensure the products we offer or could offer in future are compliant and relevant to the needs of the local community.

Gary Shadbolt advised the meeting that it was Rachel Kirby's last day as Treasurer of CEACA and thanked her for her hard work on the project to date. She has been a rock in the Executive Management Committee and her input was invaluable.

The Chairman thanked everyone in attendance for their ongoing support and commitment to the project. He stressed that as soon as people were in their units, the Shires would have more involvement and Force Real Estate would be dealing with the management of the units.

Rod Forsyth spoke of the approx. \$400k surplus and recommended that the Committee wait for a couple of months until all tenants have been in for a while until a decision is made on spending the funds on solar or air-conditioning, as we may find that they are not required and something else should be done that would be of more benefit to the tenants. The Chairman acknowledged that this was a good idea and stressed that any use of the money for improvements would have to be approved by the Minister in any case.

---

#### RECOMMENDATION

That the Chairman's Report be received.

---

#### RESOLUTION

**It was agreed by all Committee Members that the Chairman's Report be received.**

**CARRIED**

<b>8. TREASURER'S REPORT (ATTACHMENT)</b>
---

The CEO, Nick Hopkin stated that the Treasurer's Report was done on a cash basis and therefore does not pick up accruals. Going forward, June 2020 will be on an accrual basis. CEACA currently have \$102k in the bank and we may have to dip into that as we need to meet outcomes set by the Committee for Nick to achieve. Stephen Strange asked what the 'dip' would be and asked for further comment from Nick. Nick stated that some will have to go into researching home care services for the region which is the second stage of the project. Nick needs to look at what he must deliver and what funds he will need to meet those expectations.

ACTION ITEM: Nick to advise the Committee what funds will be spent at Management Committee level.

On another note, Nick advised that with regards to the charitable status application, Deloitte had reviewed the draft application. He will meet with them tomorrow to update the Responsible Persons List and then it will be submitted. Once submitted, it is expected that it will take 2-3 weeks to process.

Finally, Nick cautioned all present not to just look at the \$102k cash remaining as CEACA still have outcomes to achieve. Independent Living Units were Stage 1 of the project, Home Care and Residential Care were Stage 2. Currently, 120,000 people are on the waiting list for home care packages across Australia and therefore it is something CEACA should seriously consider looking into.

Rod Forsyth asked for a projection as far as filling units goes. The Chairman advised that 31 of the 71 units were filled and more applications were expected by mail this week. Nick advised that this sort of information will be included in his forecast.

The Chairman put forward a request that the Summary of Applications tabled by Jo Trachy be emailed to all Committee Members after the meeting for their information and monthly after that.

ACTION ITEM: Jo Trachy to email Summary of Applications to all Members on a monthly basis.

Nick thanked Rachel Kirby for producing the Treasurer's Report.

---

#### RECOMMENDATION

That the Treasurer's Report be received.

---

#### RESOLUTION

**It was agreed by all Committee Members that the Treasurer's Report be received.**

**CARRIED**

## **9. AUDIT REPORT (ATTACHMENT)**

**Reporting Officer:** Chief Executive Officer, Nick Hopkin

**Attachments:** Audited Financial Statement and Management Letter for 2018/2019

**Background:**

Presenting the Audited Financial Statement and Management Letter for the period 1 July 2018 to 30 June 2019

**Chief Executive Officer comment:**

CEACA's Auditor, AMD Chartered Accountants, provided the Executive Officer with a Draft Financial Report and Draft Management Letter which were considered by the CEACA Executive Committee on Tuesday, 12<sup>th</sup> November 2019.

### **RESOLUTIONS**

---

**That CEACA Members:**

- a) Approve the Draft Financial Report and Representation Letter and authorise the CEACA Acting Chair, Treasurer and Executive Officer, as appropriate, to sign the documents;
- b) Note the Management Letter; and
- c) Present the final Audit Report and Financial Statements to the CEACA Annual General Meeting on Tuesday, 12<sup>th</sup> November 2019

**CARRIED**

Following the review of the Draft Financial Report, Draft Management Letter and Representative Letter were signed and will be returned to CEACA's Auditor.

**CARRIED**

## **10. APPOINTMENT OF AN AUDITOR**

**Reporting Officer:** Nicholas Hopkin, CEO

**Background**

The CEACA Constitution requires that the meeting appoint an external auditor for the next financial year.

**Chief Executive Officer comment:**

The Chairman asked if an auditor had been appointed for the year ahead.

Nick Hopkin advised that he was going to go to tender, however considered it prudent to remain with AMD given the complexity of the first year of occupation and the fact that AMD are already aware of our operations. There will be lots of changes going forward and therefore he recommends appointing AMD for the first year with a view to tendering for subsequent years when the first tenants are in and everything settles down.

The Chairman indicated that he was happy for this year to remain with AMD on the understanding that it must be reviewed after that year.

Nick Hopkin advised that he will scope the work for next year and it will be substantially more for any Auditor to cover and this will result in CEACA having to pay higher costs for this service in future. The Chairman said the Committee can review pricing at the time of tendering.

## RECOMMENDATION

---

That:

1. The CEACA Annual General Meeting appoint AMD Chartered Accountants as the auditor for 2019/2020 financial year.
2. CEACA Executive Committee consider the development of three-year audit contract and seek quotations for a three-year contract for recommendation of the appointment of an auditor to the 2020 Annual General Meeting.

## RESOLUTION

---

That:

1. **The CEACA Annual General Meeting appoint AMD Chartered Accountants as the auditor for 2019/2020 financial year;**
2. **CEACA Executive Committee consider the development of three-year audit contract and seek quotations for a three-year contract for recommendation of the appointment of an auditor to the 2020 Annual General Meeting.**

**CARRIED**

## **11. ELECTION OF MANAGEMENT COMMITTEE**

### **Background:**

In accordance with Clause 12.2 of the Central East Aged Care Alliance Inc (CEACA) Constitution, nominations for elections to the Management Committee were requested ahead of the AGM to be held on the 12<sup>th</sup> November 2019.

Nominations were invited via email on Tuesday 22 October 2019 for the election of the following:

- Deputy Chair;
- Secretary; and
- Treasurer.
- One Ordinary Member.

Nominations closed at 5.30pm on Monday, 4<sup>th</sup> November 2019.

At the close of nominations, the following nominations had been received:

### **Deputy Chair**

One nomination was received – Gary Shadbolt from Shire of Mukinbudin.



## RECOMMENDATION

---

As a consequence of there being only one nomination for the position of Deputy Chair, there will not be a ballot at the meeting and Gary Shadbolt will be elected unopposed as the Deputy Chair until the CEACA 2020 Annual General Meeting.

## RESOLUTION

---

**It was resolved by the Committee that Gary Shadbolt be appointed as the Central East Aged Care Alliance Inc Acting Chair for until the 2020 Annual General Meeting.**

**CARRIED**

### **Secretary**

A nomination was received for Ken Hooper however it was discussed and agreed that Ken was not eligible to be voted in as Secretary as he was not an elected representative of one of the Members. After some discussion, it was recommended by the Committee that Quentin Davies be offered the position.

## RECOMMENDATION

---

As a consequence of there being only one nomination for the position of Secretary, there will not be a ballot at the meeting and Quentin Davies will be elected unopposed as the Secretary until the CEACA 2020 Annual General Meeting.

## RESOLUTION

---

**It was resolved by the Committee that Quentin Davies be appointed as the Central East Aged Care Alliance Inc Secretary until the 2020 Annual General Meeting.**

**CARRIED**

### **Treasurer**

A nomination was received for Raymond Griffiths however he was not an elected representative of one of the Members.

**It was resolved by the Committee that Raymond Griffiths be appointed as the Central East Aged Care Alliance Inc Treasurer until the 2020 Annual General Meeting.**

**CARRIED**

## RECOMMENDATION

---

That Rodney Forsyth be elected to the position of Central East Aged Care Alliance Inc Treasurer until the CEACA 2020 Annual General Meeting.

## RESOLUTION

---

**It was resolved by the Committee that Rodney Forsyth be appointed as the Treasurer until the Central East Aged Care Alliance 2020 Annual General Meeting.**

**AGREED**

### **Ordinary Management Committee Member**

The Chairman stated that the Management Committee sets the number to be elected and therefore each member present at the 2019 CEACA AGM had to decide how many they want to represent CEACA. All other delegates who are not office holders can be nominated for the Management Committee.

The Chairman stressed that all Members had to consider this carefully as their decision on number to be on the Committee could impact decision making processes and slow them down CEACA operations. It is up to all Members to decide the number, however the Chairman is highlighting this as a potential issue.

## RECOMMENDATION

---

After some discussion, it was recommended that all Members below be elected as Ordinary Management Committee Members:

Cr Wayne Della Bosca	-	Shire of Yilgarn
Cr Ricky Storer	-	Shire of Koorda
Mr John Nuttall	-	Shire of Mt Marshall
Cr Julie Flockart	-	Shire of Merredin
Cr Eileen O'Connell	-	Shire of Nungarin
Cr Stephen Strange	-	Shire of Bruce Rock
Cr Freda Tarr	-	Shire of Trayning
Mr Louis Geier	-	Shire of Westonia

## RESOLUTION

---

**That the following representative members be appointed as CEACA Inc Ordinary Management Committee Members until the 2020 Annual General Meeting:**

Cr Wayne Della Bosca	-	Shire of Yilgarn
Cr Ricky Storer	-	Shire of Koorda
Mr John Nuttall	-	Shire of Mt Marshall
Cr Julie Flockart	-	Shire of Merredin
Cr Eileen O'Connell	-	Shire of Nungarin
Cr Stephen Strange	-	Shire of Bruce Rock
Cr Freda Tarr	-	Shire of Trayning
Mr Louis Geier	-	Shire of Westonia

**CARRIED**

## **Sub Committee (Executive Committee)**

Management Committee Meeting must be held in order to elect Sub Committee Members.

## RECOMMENDATION

---

It is recommended that a Management Committee Meeting be held immediately after the Annual General Meeting for the purpose of nominating and election of Sub Committee (Executive Committee) Members.

## RESOLUTION

---

**It was resolved by the Committee to hold a Management Committee Meeting immediately after the Annual General Meeting for the purpose of nominating and electing Sub Committee (Executive Committee) Members.**

**CARRIED**

## OTHER:

Rachel Kirby recommended a Resolution be made nominating signatories on bank accounts as she would no longer be Treasurer and Ken Hooper would no longer be Secretary.

The current signatories on the accounts are Rachel Kirby, Nick Hopkin, Ken Hooper and Gary Shadbolt.

## RECOMMENDATION

---

To remove Rachel Kirby and Kenneth Hooper as signatories and replace them with Rodney Forsyth and Quentin Davies as bank signatories. It is further recommended that Nicholas Hopkin and Gary Shadbolt remain on as signatories.

## RESOLUTION

---

**It was resolved by the Committee that Rachel Kirby and Kenneth Hooper be removed as signatories on the CEACA Inc bank accounts and they be replaced by Rodney Forsyth and Quentin Davies. It is further resolved that Nicholas Hopkin and Gary Shadbolt remain as CEACA Inc bank signatories**

**CARRIED**

ACTION ITEM: Nicholas Hopkin to arrange update of signatories for all parties.

## 12. GENERAL BUSINESS

Nil

## 13. CLOSE OF MEETING

There being no further business, the Chairman declared the meeting closed at 11.40am.

### DECLARATION

These minutes were confirmed by the Central East Aged Care Alliance Inc at the Annual General Meeting held Tuesday, 12<sup>th</sup> November 2019.

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



**CENTRAL EAST AGED CARE**  
**ALLIANCE INC (CEACA)**  
**MANAGEMENT COMMITTEE MEETING**

**HELD TUESDAY, 12 NOVEMBER 2019**

**KELLERBERRIN RECREATION**  
**& LEISURE CENTRE**

**MINUTES**

# Minutes

## Central East Aged Care Alliance Inc (CEACA)

### Management Committee Meeting

#### 1. OPENING

The Chairman declared the meeting open at 11.40am.

The main purpose of this meeting is to form a Sub Committee (Executive Committee).

#### 2. DECLARATION OF QUORUM

It was agreed that there was a quorum at the meeting.

#### 3. RECORD OF ATTENDANCE AND APOLOGIES

##### 3.1 Attendance – Members

Cr Gary Shadbolt	-	Shire of Mukinbudin (Deputy Chair)
Cr Wayne Della Bosca	-	Shire of Yilgarn
Cr Ricky Storer	-	Shire of Koorda
Mr John Nuttall	-	Shire of Mt Marshall
Cr Julie Flockart	-	Shire of Merredin
Cr Rodney Forsyth	-	Shire of Kellerberrin (Treasurer)
Cr Eileen O'Connell	-	Shire of Nungarin
Cr Stephen Strange	-	Shire of Bruce Rock
Cr Freda Tarr	-	Shire of Trayning
Mr Louis Geier	-	Shire of Westonia
Cr Quentin Davies	-	Shire of Wyalkatchem (Secretary)

##### 3.2 Attendance – Observers

Taryn Dayman	-	Shire of Wyalkatchem
Dirk Sellenger	-	Shire of Mukinbudin
Darren Mollenoyux	-	Shire of Bruce Rock
Kellie Bartley	-	Shire of Merredin
Peter Clarke	-	Shire of Yilgarn
Tony Sachse	-	Shire of Mt Marshall
Rachel Kirby	-	Shire of Mt Marshall (& Outgoing Treasurer)
Jamie Criddle	-	Shire of Westonia
Raymond Griffiths	-	Shire of Kellerberrin

## **4. MINUTES OF THE MANAGEMENT COMMITTEE MEETING**

### **RECOMMENDATION**

That the Minutes of the Management Committee Meeting held on the 2<sup>nd</sup> October 2019 be accepted as a true and accurate record of proceedings.

### **RESOLUTION**

**It was resolved by the Committee that the Minutes of the Management Committee Meeting held on the 2<sup>nd</sup> October 2019 be accepted as a true and accurate record of proceedings.**

**CARRIED**

## **5. GENERAL BUSINESS**

### **5.1 Formation of Sub Committee (Executive Committee)**

The Chairman put to delegates that the Sub Committee will be known as the Executive Committee and called for nominations. The Chairman advised that it can be made up of Office Holders + Chair + as many others as they wish).

Freda Tarr (Shire of Trayning) nominated John Nuttall from Shire of Mt Marshall.

Gary Shadbolt nominated Raymond Griffiths.

Julie Flockart nominated Ken Hooper.

The Chairman advised the Committee that Ken Hooper had agreed to join the Committee although not present at the meeting. Julie Flockart is happy to nominate Ken Hooper if Council do not have to endorse that nomination. The Chairman confirmed that as an Ordinary Member, Julie could nominate Ken Hooper and there was no need to seek endorsement from Council.

The Chairman stated that this would bring the number to 7 which is 2 more than the previous year. This would give them greater flexibility to cover absences that would happen from time to time.

### **RECOMMENDATION**

That the three nominations put forward being John Nuttall, Raymond Griffiths and Ken Hooper be accepted.

### **RESOLUTION**

**That the three nominations put forward being John Nuttall, Raymond Griffiths and Ken Hooper, be accepted and the three nominations will fulfil the role of Executive Committee Member until the 2020 Annual General Meeting, along with the four Office Holders.**

**CARRIED**

### **5.2 DELEGATIONS**

John Nuttall stated that at the next Management Committee Meeting the Members will need to review the Delegations and finalise the new set up.

Stephen Strange commented that if everything had to be approved by the Management Committee how are operations going to run smoothly in the interim. The Chairman agreed that the processes could become cumbersome.

The Chairman indicated that he will look at holding a meeting earlier than the March 2020 date to address this matter to ensure Operations can run smoothly and avoid unnecessarily delays now that things are improving. We do not want to impact the momentum of the project. The CEO, Nick Hopkin seconded that concern and said that he needs to be able to run the business without unnecessary obstacles and delays.

**ACTION ITEM:** Nick Hopkin to amend the existing Delegation of Authority to incorporate the roles of the new Executive Committee.

## **RECOMMENDATION**

---

Raymond Griffiths suggested that each Shire Council needs to indicate whether they still want to be involved in the CEACA project. Each delegate should go back to their Shire and ask the question. One consistent Resolution from CEACA should be put forward to all Shires.

## **RESOLUTION**

---

**It was resolved by the Management Committee of CEACA Inc request each Member to approve or decline CEACA Inc going forward in the operational form in line with the Verso Report.**

**CARRIED**

## **5.3 FUTURE INVOLVEMENT OF SHIRES IN CEACA INC**

Eileen O'Connell asked if there would be a timeframe for the Shires to respond in relation to their involvement with CEACA. The Chairman said as soon as possible but no later than the February meeting. By the end of February, we will need answers from all 11 Shires.

Quentin Davies said now that we have something to deliver to the Shires with the move of tenants and official opening being organised, it has shown them what is possible and what we can deliver. Quentin believes when the Shires see this, they will be on board with CEACA.

## **5.4 HANDOVER OF UNITS FROM BUILDER**

Stephen Strange raised a question in relation to the handover of Units from Pindan and asked for an update. The Chairman believes that we are on top of it. Initially, we were continually being fobbed off and they were not conducting the necessary checks on defects and repairs; however, most items were addressed with them at our meeting. The Chairman asked for Jo Trachy to give an update to the meeting.

Jo Trachy advised the meeting that she had concerns with the amount of checks being conducted on defects and whether they would be handed over in a condition that would be acceptable to CEACA Inc. Jo therefore approached the Project Manager, Ralton Benning, and asked him to give her access to all Practical Completion Inspections for each unit conducted. Ralton gave Jo access to their Drop Box which contained a list of defects for all units in July 2019, but after that, there were no other checks or inspections listed. Jo followed up on this and was given a second list of units that had inspections done later in September. Jo collated all the defects to make it easy to track what they had or had not followed up on.

Further, Jo asked Ralton Benning why the second inspections done did not include all units and she was advised that they only did some of them and if there were deemed acceptable then they would recommend approval of all. Jo indicated that she was not happy with this and asked for all units to be inspected again for final handover. It was agreed by Ralton Benn that he would inspect all properties and not just a sample.

Jo assured the meeting that she is doing everything possible to keep on top of the inspections and defects and anything of concern will be addressed with Ralton and Nick to effect a resolution at handover and protect the interests of CEACA. Jo did stress to the Committee that is important to note that at handover 100% of defects will not be rectified and this is normal. At handover, it is expected that most of the defects are rectified and the minor ones addressed during the 12-month rectification period.

In order to track these after handover, Jo will be collating a list of items to be addressed and will ask Pindan to visit the sites to rectify at the 3, 6, 9 and 12 month mark to ensure everything has been covered prior to the expiry of that term of cover.

The main items of concern at the moment are some of the roads are lower than the driveways, there are sheds missing, fencing is not fully enclosed and TV aerials were erected at three sites when they should be satellite dishes as there is no reception in the area. Jo has spoken to Pindan about this and they will rectify. They are also aware of the other defects and are sending crews out next week to conduct the work prior to practical completion and handover.

John Nuttall commended Jo for her work on this, however commented that it is the Project Manager, Ralton Benning's job to keep on top of this and track defects, not Jo's and asked who was going to pay for the time spent on this. The Chairman said that he had held a special meeting with Ralton, Jeff (the Superintendent) and Pindan to discuss these items with them. Although liquidated damages were mentioned, it was decided not to pursue this with Pindan as CEACA would not demonstrate losses had been incurred.

## **5.5 NEW BOARD STRUCTURE**

Quentin Davies asked if the Independent Chairman could send a piece of correspondence to all Shires advising them of the new structure and at the same time provide them with a progress report and future goals. The Chairman said that he would be happy to do this, but not before he had discussed the structure with a Lawyer to ensure that we are compliant with the CEACA Constitution. It is important to obtain legal advice from a Lawyer who has not previously worked on the Constitution to be able to obtain a balanced impartial view of the wording.

## **5.6 STAGE 2 – HOME CARE AND RESIDENTIAL SERVICES**

The Chairman stated that the Regional Development Authority of Australia are very keen to operate in the aged care arena and further, if the Shires want to proceed with home and residential care, there is a possibility of forming a large group to deliver services and obtain decent funding instead of everyone operating individually and seeking grants.

Gary Shadbolt advised that Mukinbudin had opened a new Medical Centre and they are keen to get onboard with aged services in the region.

## **5.7 LIQUIDATED DAMAGES**

Stephen Strange questioned whether CEACA could sue for liquidated damages due to the delays with handover of units from Pindan. The CEO, Nick Hopkin advised that he did look into this and it would not be possible as they are still compliant with the terms of our agreement. Raymond Griffiths confirmed Nick's comments and added that the original FAA states that they have until 2020 to complete the build and therefore they are ahead of schedule.

The Chairman said that he had floated the idea with the Project Manager, Ralton Benning and the Superintendent prior the meeting with Pindan, however their advice was that CEACA would not be successful in obtaining



damages from Pindan. Further, the changes over the years from CEACA Board meant that we would not be eligible as Pindan have had to adapt accordingly and this has also affected the practical completion or handover.

The Chairman advised that the agreed handover schedule will be:

1. Kellerberrin and Nungarin (18<sup>th</sup> November)
2. All other sites apart from Bruce Rock (27<sup>th</sup> November)
3. Bruce Rock – TBA

## **5.8 BRUCE ROCK – UPDATE**

The Bruce Rock CEO, Darren Mollenoyux updated the Committee in relation to the sewerage issues being experienced in the Shire and said they were pressuring the contractors to complete the 6 CEACA units earlier than Jan/Feb 2020.

On another matter, Darren advised that Bruce Rock would like to hold an open day for their CEACA site as they still have several residents who are undecided. Jo Trachy commented that Public Liability insurance would be in place to cover people for this and recommended that they invite Caitlin from Force who would be able to give them access to the units and meet prospective tenants.

The Chairman said that he was also arranging an official open day in Kellerberrin but was happy for Bruce Rock to hold one prior to that day to generate some interest in the units.

Kellie Bartley from the Shire of Merredin asked if it was up to each Shire to market the CEACA units. The Chairman said it was up to each Shire what they did, however CEACA would also be looking at further marketing to generate interest and once the first tenants started to move in, it would invariably lead to people showing more interest in the sites.

## **5.9 FORCE REALTY**

Rod Forsyth stated that he did not believe that Caitlin was up to speed with everything and highlighted the issue with bonds and contract terms. Jo Trachy addressed this issue and advised that she had discussed the items of concern with the relevant authorities and was confident that Force were fully compliant with the Act and the Residential Tenancies Act. Jo will however be recommending to Force that they send out another correspondence to tenants or contact them by phone to explain their options to avoid any confusion going forward.

Rodney Forsyth highlighted the fact that some people wanted doggy doors and asked what our policy would be on installing them. Jo advised that she was looking into options for these with local contractors and there was a possibility of having them fitted by a qualified Glazier with a view to having them removed if warranted on exit. Further work had to be done on this and Jo was dealing with it prior to the first tenant occupation. There is another option for a temporary door that she is also looking into. It is however the responsibility of tenants to cover the cost of installation as it does not form part of the original scope for Pindan to include in units.

## **5.10 INSURANCE**

Gary Shadbolt asked if there had been anything done about insurance and the renewals. The Chairman invited Jo Trachy to speak on this matter.

Jo Trachy advised that she had finalised the Insurance Proposal and sent it to Nick for approval on the 11<sup>th</sup> November. This proposal included:

1. Current Insurances
2. Gaps in Insurances
3. Recommendations for Future Insurances

The proposal was also sent to the Chairman for his information.

Jo also noted the following:

1. Only a couple of Insurer's were willing to cover CEACA due to risk and location.
2. Bresland were the best for Industrial Special Risks (ISR) via Ansvar but could not compete with regards to Landlords Protection. We need this cover to claim on any damage caused by tenants. Bresland/Ansvar quoted approx. \$1000 per unit (approx. \$71k per annum) whereas Force/QBE RentCover were \$205 inc GST for the first year per unit and \$245 inc GST per unit thereafter.
3. By taking out ISR with Bresland and Landlords Protection with QBE, we will be covered as much as possible for damage to the inside or outside of our units.
4. Original cover by Bresland/QBE automatically included fire but not flood, so Jo has asked for a quote to include this for all sites.

The recommendations are that CEACA:

- Renew Public Liability and Professional Indemnity Insurance.
- Put in place ISR (Industrial Special Risks Insurance) with Bresland to cover building and contents.
- Put in place Landlords Protection (RentCover) with QBE via Force to cover damage to units by tenants.
- Keep the volunteers cover but reduce the number of volunteers from 32 @ 50 hrs/week to 20 @ 25 hrs/week.
- We keep Cyber Protection in place which does not expire until 2020.

Jo advised the Committee that she would be meeting with Bresland next week to finalise insurances for the CEO's approval. Relevant insurances will be in place prior to tenant moves into Kellerberrin and Nungarin on the 18<sup>th</sup>. Rachel Kirby advised the Committee that the premiums will have to be paid from operational funds as a short-term solution.

## **5.11 NEXT MEETING**

### **ACTION ITEM:**

Delegations of Authority Nick to review the current Delegations of Authority document to ascertain what impact the new Committee structure will have on operations, if any, and a teleconference will then be set to discuss the matter and come to a resolution as to the best way to move forward for all CEACA Members. (Nick to send out an email and then set a time for a teleconference – one week from sending email to the teleconference). If Chair calls a meeting, all Members must be present.

The next Management Committee meeting will be held on Tuesday, 4<sup>th</sup> February 2019 at 10.30am at the Kellerberrin Recreation and Leisure Centre.

## **5.12 MEETING CLOSURE**

The Chairman stressed to all present the importance of working together on this project to get us over the line. We need to keep an eye on the ball, we need to fill the units and look at where we are going in the future.

The Chairman thanked everyone for attending and there being no further business, the meeting closed at 12.40pm.

### **DECLARATION**

These minutes were confirmed by the Central East Aged Care Alliance Inc at the Management Committee Meeting held Tuesday, 12<sup>th</sup> November 2019.

Signed \_\_\_\_\_

Person presiding at the meeting at which these minutes were confirmed

# **Great Eastern Country Zone**

## **Minutes**

**Merredin Recreation and Leisure Centre**

**Thursday 28 November 2019**

## **Table of Contents**

<b>1.</b>	<b>OPENING AND WELCOME .....</b>	<b>4</b>
<b>2.</b>	<b>ATTENDANCE AND APOLOGIES.....</b>	<b>4</b>
<b>3.</b>	<b>ELECTIONS.....</b>	<b>6</b>
3.1	Election of Chair and Deputy Chair of the Great Eastern Country Zone .....	6
3.2	Election of State Council Representatives and Deputy State Council Representatives to the Great Eastern Country Zone .....	7
3.3	Election of up to Three Zone Executive Committee Members of the Great Eastern Country Zone.....	8
3.4	Election of Local Government Agricultural Freight Group of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate .....	8
3.5	Wheatbelt District Emergency Management Committee of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate .....	9
<b>4.</b>	<b>DECLARATIONS OF INTEREST .....</b>	<b>9</b>
<b>5.</b>	<b>ANNOUNCEMENTS .....</b>	<b>9</b>
<b>6.</b>	<b>GUEST SPEAKERS / DEPUTATIONS.....</b>	<b>10</b>
6.1	Office of the Auditor General .....	10
6.2	Rich Bain - Main Roads Matters .....	10
6.3	Regional Early Education and Development.....	10
<b>7.</b>	<b>MINUTES .....</b>	<b>10</b>
7.1	Confirmation of Minutes from the Great Eastern Country Zone meeting held Tuesday 27 August 2019 .....	10
7.2	Business Arising from the Minutes of the Great Eastern Country Zone Meeting Tuesday 27 August 2019 .....	10
7.3	Minutes from the Great Eastern Country Zone Executive Committee Meeting held Thursday 14 November 2019.....	11
<b>8.</b>	<b>ZONE BUSINESS.....</b>	<b>11</b>
8.1	2019 Local Government Elections .....	11
8.2	Proposed alternative to the CA07 Restricted Access Vehicle Operating Condition.....	12
8.3	Future Drought Fund and the National Drought Response Resilience Plan ...	13
8.4	Grant Guru .....	15
8.5	Shire Round-Up .....	15
<b>9.</b>	<b>ZONE REPORTS.....</b>	<b>15</b>
9.1	Zone President Report.....	15
9.2	Local Government Agricultural Freight Group.....	16
9.3	Wheatbelt District Emergency Management Committee.....	16
<b>10.</b>	<b>WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS.....</b>	<b>17</b>
10.1	State Councillor Report.....	17
10.2	WALGA Status Report .....	10
10.3	Review of WALGA State Council Agenda – Matters for Decision .....	12
10.4	Review of WALGA State Council Agenda – Matters for Noting / Information .	17

10.5	Review of WALGA State Council Agenda – Organisational Reports .....	18
10.6	Review of WALGA State Council Agenda – Policy Forum Reports .....	18
10.7	WALGA President’s Report .....	18
<b>11.</b>	<b>AGENCY REPORTS.....</b>	<b>18</b>
11.1	Department of Local Government, Sport and Cultural Industries.....	18
11.2	Main Roads Western Australia .....	19
11.3	Wheatbelt RDA .....	19
11.4	Wheatbelt Development Commission .....	19
<b>12.</b>	<b>MEMBERS OF PARLIAMENT.....</b>	<b>19</b>
<b>13.</b>	<b>EMERGING ISSUES.....</b>	<b>19</b>
<b>14.</b>	<b>URGENT BUSINESS.....</b>	<b>19</b>
<b>15.</b>	<b>DATE, TIME AND PLACE OF NEXT MEETINGS .....</b>	<b>19</b>
<b>16.</b>	<b>CLOSURE.....</b>	<b>20</b>

# Great Eastern Country Zone

Meeting held at the Merredin Recreation and Leisure Centre

Commenced at 9.30am, Thursday 28 November 2019

## Minutes

### 1. OPENING AND WELCOME

### 2. ATTENDANCE AND APOLOGIES

<b>Shire of Bruce Rock</b>	President Cr Stephen Strange Cr Ramesh Rajagopalan Mr Darren Mollenoyux Chief Executive Officer non-voting delegate
<b>Shire of Cunderdin</b>	Mr Stuart Hobley Chief Executive Officer non-voting delegate
<b>Shire of Dowerin</b>	Cr Julie Chatfield Ms Rebecca McCall Chief Executive Officer non-voting delegate
<b>Shire of Kellerberrin</b>	President Cr Rodney Forsyth Mr Raymond Griffiths Chief Executive Officer non-voting delegate
<b>Shire of Kondinin</b>	President Cr Sue Meeking Cr Bev Gangell Ms Mia Dohnt Chief Executive Officer non-voting delegate
<b>Shire of Koorda</b>	President Cr Ricky Storer Mr Darren Simmons Chief Executive Officer non-voting delegate
<b>Shire of Merredin</b>	President Cr Julie Flockart Cr Mal Willis Ms Kelly Bartley Acting Chief Executive Officer non-voting delegate
<b>Shire of Mount Marshall</b>	President Cr Tony Sachse – <b>Deputy Chair</b> Mr John Nuttall Chief Executive Officer non-voting delegate
<b>Shire of Mukinbudin</b>	Mr Dirk Sellenger Chief Executive Officer non-voting delegate
<b>Shire of Narembeen</b>	President Cr Rhonda Cole - <b>Chair</b> Mr Chris Jackson Chief Executive Officer non-voting delegate
<b>Shire of Nungarin</b>	President Pippa DeLacey Cr Eileen O'Connell Mr Adam Majid Chief Executive Officer non-voting delegate

<b>Shire of Tammin</b>	Cr Glenice Batchelor
	Cr Tania Daniels
	Mr Neville Hale Chief Executive Officer non-voting delegate
<b>Shire of Trayning</b>	President Cr Melanie Brown
	Cr Geoff Waters
	Mr Brian Jones Chief Executive Officer non-voting delegate
<b>Shire of Westonia</b>	President Cr Karin Day
	Mr Jamie Criddle Chief Executive Officer non-voting delegate
<b>Shire of Wyalkatchem</b>	President Cr Quentin Davies
	Ms Taryn Dayman Chief Executive Officer non-voting delegate
<b>Shire of Yilgarn</b>	Cr Wayne Della Bosca
	Cr Bryan Close
	Mr Peter Clarke Chief Executive Officer non-voting delegate
<b>GUESTS</b>	Kathleen Brown, Electorate Officer, Mia Davies MLA Office
	Jennifer Collins, Department of Local Government, Sport & Cultural Industries
	Janet Hartley-West, Main Roads WA
	Cliff Simpson, Roadwise
	Gavin Robins, Wheatbelt Development Commission
	Kristen Twine, Wheatbelt Development Commission
	Rich Bain, Heavy Vehicle Access Improvement and Policy Manager
	Jordan Langford, Acting Assistant Auditor General

#### WALGA Representatives

Mr Tony Brown, Executive Manager Governance & Organisational Development  
Emma Clements, Employee Relations Services Manager  
Sebastian Davies-Slate, Policy Officer – Transport and Roads

#### Guests

Gavin Robins, Acting Chief Executive Officer, Wheatbelt Development Commission  
Kristen Twine, Merredin Office, Wheatbelt Development Commission  
Rich Bain, Heavy Vehicle Access Improvement and Policy Manager  
Kathleen Brown, Electorate Officer, Mia Davies MLA Office  
Jordan Langford-Smith, Acting Assistant Auditor General  
Jenifer Collins, Regional Manager Wheatbelt, DLGSC Representative  
Cliff Simpson, Roadwise  
Janet Hartley-West, Main Roads WA

#### **Apologies**

Shire of Cunderdin	President Cr Dennis Whisson Cr Alison Harris
Shire of Dowerin	President Cr Darrel Hudson

Shire of Kellerberrin	Cr Julie Chatfield
Shire of Koorda	Cr Scott O'Neill
Shire of Mount Marshall	Cr Pamela McWha
Shire of Mukinbudin	Cr Nick Gillett
	President Cr Gary Shadbolt

Mandy Walker, Director Regional Development, RDA Wheatbelt  
 Hon Martin Aldridge, Member for the Agricultural Region  
 Mia Davies MLA, Member for Central Wheatbelt  
 Craig Manton, Main Roads WA  
 Sharon Broad, Water Corporation

## Attachments

The following were provided as attachments with the agenda:

1. Great Eastern Country Zone Minutes 27 August 2019.
2. Great Eastern Country Zone Executive Committee Minutes 14 November 2019.
3. President's Report
4. RDA Wheatbelt Update  
 State Council Agenda – via link:  
<https://walga.asn.au/getattachment/02b85870-f169-4119-b41c-d388071d8dbc/Agenda-State-Council-4-December-2019.pdf>
5. State Council Submission

## 3. ELECTIONS

### 3.1 Election of Chair and Deputy Chair of the Great Eastern Country Zone

Pursuant to the WALGA Constitution, the Secretariat shall assume the Chair for conducting the election of office bearers.

Guidelines for elections were distributed to Member Councils as an attachment to a letter dated 18 October 2019.

The election for the Chairperson and Deputy Chairperson shall be conducted and the term set at two years expiring in November 2021, in line with the terms of State Council representatives and in sync with Local Government Elections.

#### Zone Chair

The following nomination was received for the position of Chair for 2 years, November 2019 to November 2021.

- Cr Rhonda Cole                      Shire of Narembeen

## DECLARATION

**That Cr Rhonda Cole, be elected as Chairperson of the Great Eastern Country Zone for the term of 2 years, November 2019 to November 2021.**

#### Deputy Zone Chair

The following nomination was received for the positions of Deputy Chair for 2 years, November 2019 to November 2021.

- Cr Tony Sachse                      Shire of Mount Marshall



## DECLARATION

**That Cr Tony Sachse, be elected as Deputy Chairperson of the Great Eastern Country Zone for the term of 2 year, November 2019 to November 2021.**

### **3.2 Election of State Council Representatives and Deputy State Council Representatives to the Great Eastern Country Zone**

Pursuant to the WALGA Constitution, the Secretariat shall assume the Chair for conducting the election of representatives and deputy representatives to the State Council.

Guidelines for elections were distributed to Member Councils as an attachment to a letter dated 18 October 2019.

WALGA incorporates a 24 members State Council with its members derived from Metropolitan and Country Zones. The State Council is chaired by the Association President.

In accordance with sub-clause 9(3) of the WALGA Constitution representatives and deputy representatives to the State Council shall be elected by Zones of the Metropolitan and Country constituencies for two (2) year terms, commencing from the Ordinary Meeting of State Council in December 2019 and concluding at the Ordinary Meeting of State Council two years later.

For the Great Eastern Country Zone, there is one (1) Representative position on State Council and one (1) Deputy Representative position. The term is from the Ordinary Meeting of State Council in December 2019 and concluding at the Ordinary Meeting of State Council in December 2021.

#### State Councillor

The following written nomination was received for the position of State Council Representative:

- Cr Stephen Strange                      Shire of Bruce Rock

## DECLARATION

**That Cr Stephen Strange, be elected as State Council Representative of the Great Eastern Country Zone to the State Council for the term of 2 years, December 2019 to December 2021.**

#### Deputy State Councillor

The following two nominations were received for the position Deputy State Councillor Representative for 2 years, November 2019 to November 2021.

Cr Stephen Strange withdrew his nomination.

- Cr Stephen Strange                      Shire of Bruce Rock
- Cr Rhonda Cole                          Shire of Narembreen

## DECLARATION

**That Cr Rhonda Cole, be elected as Deputy State Council Representatives of the Great Eastern Country Zone to the State Council for the term of 2 years, December 2019 to December 2021.**

### **3.3 Election of up to Three Zone Executive Committee Members of the Great Eastern Country Zone**

Automatic Executive Committee membership will include the Zone President, Cr Rhonda Cole, Deputy Zone President, Cr Tony Sachse and the State Councillor Representative, Cr Stephen Strange.

The election for the Zone Executive Committee representatives shall be conducted and the term set at two years expiring in November 2021, in line with the terms of Zone Delegates and in sync with Local Government Elections.

The following nomination was received for the positions of up to three Zone Executive Committee members for 2 years, November 2019 to November 2021.

As only one nomination was received for the position of Zone Executive Committee Representative, nominations for up to two Zone Executive Committee Representatives were called from the floor. The following nominations were received from the floor.

- Cr Rod Forsyth, Shire of Kellerberrin
- Cr Julie Flockart, Shire of Merredin
- Cr Geoff Waters, Shire of Trayning

#### **DECLARATION**

**That Cr Rod Forsyth, Cr Julie Flockart and Cr Geoff Waters, be elected as Zone Executive Committee representative for the term of 2 years, November 2019 to November 2021.**

### **3.4 Election of Local Government Agricultural Freight Group of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate**

At the close of nominations, one nomination was received for the Local Government Agricultural Freight Group delegate of the Great Eastern Country Zone.

#### Delegate

The following nomination was received:

- Cr Rodney Forsyth Shire of Kellerberrin

#### **DECLARATION**

**That Cr Rod Forsyth, be elected as Local Government Agricultural Freight Group Delegate of the Great Eastern Country Zone.**

#### Deputy Delegate

No written nominations were received for the position of Local Government Agricultural Freight Group Deputy Delegate. Nominations for Deputy Delegate were called from the floor. The following nomination was received.

- Cr Ricky Storer, Shire of Koorda

## **DECLARATION**

**That Cr Ricky Storer, be elected as Local Government Agricultural Freight Group Deputy Delegate of the Great Eastern Country Zone.**

<b>3.5 Wheatbelt District Emergency Management Committee of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate</b>
---

At the close of nominations, one nomination was received for the Wheatbelt District Emergency Management Committee delegate of the Great Eastern Country Zone.

The following nomination was received:

### Delegate

- Cr Tony Sachse      Shire of Mount Marshall

## **DECLARATION**

**That Cr Tony Sachse, be elected as Wheatbelt District Emergency Management Committee Delegate of the Great Eastern Country Zone.**

### Deputy Delegate

No written nominations were received for the position of Wheatbelt District Emergency Management Committee Deputy Delegate. Nominations were called from the floor. The following nomination was received.

- Cr Julie Flockart, Shire of Merredin

## **DECLARATION**

**That Cr Julie Flockart, be elected as Wheatbelt District Emergency Management Committee Deputy Delegate of the Great Eastern Country Zone.**

## **4. DECLARATIONS OF INTEREST**

Nil

## **5. ANNOUNCEMENTS**

Nil

## **6. GUEST SPEAKERS / DEPUTATIONS**

### **6.1 Office of the Auditor General**

Jordan Langford-Smith Acting Assistant Auditor General, from the Office of the Auditor General for Western Australian presented to the Zone to provide an update on Local Government auditing.

Presentation is attached with the Minutes. (Attachment 1)

### **6.2 Rich Bain - Main Roads Matters**

Rich Bain, Heavy Vehicle Access Improvement and Policy Manager, Heavy Vehicle Services, from Main Roads presented to the Zone.

### **6.3 Regional Early Education and Development**

Helen Creed was scheduled to present at the November Zone meeting, however due to unforeseen circumstances has requested to postpone her presentation until the February 2020 Zone meeting.

**Noted**

## **7. MINUTES**

### **7.1 Confirmation of Minutes from the Great Eastern Country Zone meeting held Tuesday 27 August 2019**

The Minutes of the Great Eastern Country Zone meeting held on Tuesday 27 August 2019 have previously been circulated to Member Councils.

### **RESOLUTION**

**Moved:** Cr Wayne Della Bosca  
**Seconded:** Cr Rod Forsyth

**That the minutes of the Great Eastern Country Zone meeting held Tuesday 27 August 2019 are confirmed as a true and accurate record of the proceedings.**

**CARRIED**

### **7.2 Business Arising from the Minutes of the Great Eastern Country Zone Meeting Tuesday 27 August 2019**

Nil

<b>7.3 Minutes from the Great Eastern Country Zone Executive Committee Meeting held Thursday 14 November 2019</b>
---

**RESOLUTION**

**Moved:** Cr Tony Sachse  
**Seconded:** Cr Stephen Strange

**That the Minutes of the Executive Committee Meeting of the Great Eastern Country Zone held Thursday 14 November 2019 be endorsed.**

**CARRIED**

**8. ZONE BUSINESS**

<b>8.1 2019 Local Government Elections</b>
--

Zone Local Governments were invited to provide feedback or raise any issues that arose during the 2019 Local Government elections.

A) Requirement to open a voting booth on a Saturday

An issue was raised as to why a Local Government is required to open and provide an election booth on the Saturday of the election, when electors have the opportunity to submit an early vote or a postal vote in the four (4) week period prior to the Election Day.

Local Government have staff working at a booth from 8am to 6pm on the Saturday for very few votes. It is recommended that voting be finalised on the Friday before the current Election Day.

B) Resignation's Following Election Day

Discussion on the issue of an Elected Member resigning shortly after being elected and whether a Local Government should be able to just appoint the next person on the ballot paper rather than holding an Extraordinary Election.

**RESOLVED**

**The above Local Government Election issues be raised with the Department of Local Government, Sport and Cultural Industries as part of the Local Government Act review.**

## **8.2 Proposed alternative to the CA07 Restricted Access Vehicle Operating Condition**

### **Background**

At the December 2018 meeting State Council resolved that WALGA:

1. Opposes withdrawal of the “Letter of Approval” Restricted Access Vehicle Operating Condition until an acceptable alternative to Local Government is developed;
2. Supports the position that Local Governments not use provision of the Letter of Authority to charge transport operators to access the Restricted Access Vehicle network;
3. Supports the development of standard administrative procedures including fees and letter formats;
4. Supports the practice of Local Governments negotiating maintenance agreements with freight owners/ generators in cases where the operations are predicted to cause extraordinary road damage as determined by the Local Government; and
5. Advocates to Main Roads to establish a stakeholder working group to develop an appropriate mechanism through which the increased infrastructure costs from the use of heavy vehicles and those loaded in excess of limits (concessional loading) can be recovered from those benefiting, and redirected into the cost of road maintenance.

### **Comment**

Main Roads are proposing an alternative to the CA07 condition which will replace the condition with a notification process. They are presenting the proposal to all Regional Road Groups and have requested Local Governments provide feedback through an online survey.

WALGA is establishing a stake holder working group to advise if the proposal is “an acceptable alternative”, or to recommend amendments to Main Roads WA and to advise a policy position for State Council consideration. In accordance with the State Council resolution each Zone is invited to nominate a representative to serve on the Group.

Please supply name and contact details before Wednesday, 4 December 2019 to Audra de Pina, Administration Officer, Infrastructure, on (08) 9213 2059 or email AdePina@walga.asn.au

### **CA07 GECZ Working Group**

Nominations were sought from the Great Eastern Country Zone Delegates.

The following nomination was received:

- Cr Stephen Strange                      Shire of Bruce Rock

### **RESOLUTION**

**Moved:            Cr Ricky Storer**

**Seconded:      Cr Tony Sachse**

**That the Great Eastern Country Zone appoints Cr Stephen Strange, Shire of Bruce Rock, to be its representative on the CA07 Restricted Access Vehicle Operating Condition.**

**CARRIED**

### Background



## INFOPAGE

**To: CEO**

**Organisation: All Local Governments**

**Fax No:**

**Reference: 03-053-01-0001**

**From: Mark Batty**

**Executive Manager Environment & Waste**

**Date: 15/11/2019**

**Pages: 2**

**Priority: High**

**Subject: Future Drought Fund and the national Drought Response Resilience Plan – Open for comment**

### IN BRIEF:

Operational Area:	<b>ALL AREAS</b>
Key Issues:	<ul style="list-style-type: none"><li>• The Commonwealth has released its consultation draft on the Drought Resilience Funding Plan.</li><li>• Submissions on the draft Plan close 13 December 2019</li><li>• The Fund begins with an initial credit of \$3.9 billion. From 1 July 2020, \$100 million will be made available each year to support Australian farmers and communities.</li><li>• Funds can be used for communities to prepare for, and become resilient to, the effects of inevitable future drought.</li><li>• Local Governments can apply for relevant projects</li></ul>
Action Required:	Complete online survey before Friday, 13 December 2019 Provide WALGA with your submission by Friday, 6 December 2019

### How it will work

**The Future Drought Fund (FDF)** is a key aspect of the Australian Government's drought policy, which seeks to provide a permanent and secure revenue source to build drought resilience.

The Fund begins with an initial credit of \$3.9 billion. Earnings will be reinvested until the balance reaches \$5 billion (expected in 2028-29). From 1 July 2020, \$100 million will be made available each year to support Australian farmers and communities. Funds can be used to prepare for, and become resilient to, the effects of inevitable future drought.

The FDF will support initiatives that enhance the drought resilience of Australian farms and communities by becoming more prepared to respond to the impacts of drought.

### The Drought Resilience Funding Plan

The Drought Resilience Funding Plan is a high level framework that seeks to ensure a coherent and consistent approach is undertaken when considering and providing funding for drought resilience projects.

This includes investing in:

- research and innovation
- research adoption and extension
- adopting new and existing technology
- improved environmental and natural resource management
- local and regional infrastructure and community initiatives.

The draft Drought Resilience Funding Plan is available at:-

[haveyoursay.agriculture.gov.au/future-drought-fund](http://haveyoursay.agriculture.gov.au/future-drought-fund).

### **Issues and opportunities for Local Governments**

Communities also feel the effects of drought on local economies and community spirit. However, Australia's regions are diverse and the degree of exposure to drought risk depends on the local context. Some communities have a strong resilience during droughts while others are less equipped to deal with the effects of drought.

The risks drought poses to rural communities are varied. They include potential reductions to incomes, job losses, pressure on social networks, poor mental and physical health, along with other climate effects like bushfires. Domestic water resources for rural communities are coming under increasing stress. Without intervention, shortages are likely to become more common.

Drought conditions can reduce tourism, which may affect the local economy. Decline in the amenity value of local communities due to drought—for example, drying water bodies or reduction in green spaces—may also affect tourism opportunities and diminish town pride and community spirit. Drought can also reduce expenditure by farm families in smaller towns, which is an important source of income for many small businesses. Service industries like retail and wholesale trade, transport and storage, finance and machinery are all affected by farmers' spending patterns. A reduction in this spending during a drought can put pressure on the sustainability of the community.

The final design of the fund, and the determination of eligible criteria for fund, will be informed by the consultation phase.

This presents an opportunity for each Local Government to make a submission on the elements it considers important to building the resilience of its community, and that need to be built into the final Drought Resilience funding Plan. Consideration should be given to local and regional community and infrastructure projects.

Submissions can be made on-line at:-

<https://haveyoursay.agriculture.gov.au/future-drought-fund>

**For further information please contact:** Executive Manager Environment and Waste [Mark Batty](#) or telephone 9213 2078.

### **Noted**



## 8.4 Grant Guru

### Background

Provided in the RDA Wheatbelt Update (Item 11.3, attachment 4) was a particular item of interest in regards to GrantGuru.

RDA Wheatbelt and RDA Midwest Gascoyne requested a cross regional proposal for a subscription to the GrantGuru portal. The proposed portal will help councils and communities find grants, be alerted to relevant grants and learn about best practice grant writing so they can win more grants to build their communities.

For individual Local Governments to consider. If there are any interested Local Governments, they can contact the RDA Wheatbelt office and advise.

### Noted

## 8.5 Shire Round-Up

### Background

At the 14 November GECZ Executive Committee meeting it was resolved that:

*The Executive Committee believed it would be good to have an item on the Great Eastern Country Zone Agenda for November 2019 providing each Local Government with an opportunity to provide a brief overview of recent activity at their Shire. i.e. how many new Elected Members, current critical issue or major project.*

**All Zone Local Governments provided a brief overview of recent activities at their Shire including Election results and current projects/issues.**

## 9. ZONE REPORTS

### 9.1 Zone President Report

*By Cr Rhonda Cole*

### RESOLVED

**That the Zone President's Report be received.**

## **9.2 Local Government Agricultural Freight Group**

*By Cr Rod Forsyth*

### **RESOLUTION**

**Moved: Cr Quentin Davies**

**Seconded: Cr Geoff Waters**

**That the Local Government Agricultural Freight Group Report be received.**

**CARRIED**

Minutes of the Local Government Freight Group are attached. (Attachment 2)

## **9.3 Wheatbelt District Emergency Management Committee**

*By Cr Tony Sachse*

### Wheatbelt District Emergency Management Committee (Wheatbelt DEMC)

The Wheatbelt DEMC met at the Bilya Koort Boodja Centre for Noongar Culture and Environmental Knowledge in Northam on 16<sup>th</sup> October, 2019.

There was a Guest Presentation from Amanda Nardi-Wallace of the Department of Primary Industry and Regional Development entitled "Animal Welfare in Emergencies". There is a copy of the presentation attached to this report. Of note is the recommendation that Animal Welfare is included in Local Government LEMA's, if it is not already the case. Please also note that there have been many instances of human life and safety being impacted as a result of animal welfare in emergencies.

There was a second presentation on "Climate Health WA Inquiry. Investigation being undertaken by the Department of Health into the Implications of Climate Change" by Faye Bowman from the Department of Health. The completed paper is due in March 2020 and a copy of the Public Forum is available on their website.

In business arising from previous minutes it was noted that in relation to Telstra backup systems, which the CEO from the Shire of Mount Marshall was able to meet with Alex Taylor (Communications Advisor to the Federal Minister for Telecommunications) in August 2019. To date there has not been any further correspondence since this meeting.

The Wheatbelt DEMC Chair, Superintendent Tony Colfer, and the Executive Officer Yvette Grigg, will work to encourage Local Governments to meet their EM status.

Agenda Items included correspondence from the Rapid Relief Team which includes a letter of offer regarding catering during emergencies. More information is being sought on this.

The Bushfire Seasonal Outlook: Mortlock, Ninghan, Jilbadgie and Avon was presented by DFES. Rainfall from the 1<sup>st</sup> July to 30<sup>th</sup> September 2019 ranges from Average (Ninghan North east Corner), mostly below average and Very Much Below Average. Maximum Temperature for 1<sup>st</sup> July to 30<sup>th</sup> September 2019 ranges from Very Much Above Average (Ninghan, Jilbadgie and Eastern parts of Mortlock and Avon) to Highest on Record (Southwest of Mortlock and Western part of Avon). The Keetch-Bryam Drought Index (KBDI) is basically showing that dryness in the top layers of soils and vegetation is about a month earlier than average due to these conditions. The Potential Grassfire Risk ending 30<sup>th</sup> September 2019 shows high for Western part of Avon and mostly moderate to low for Ninghan, Jilbadgie and Mortlock. Rainfall is likely to be below average for October and November, with

daytime temperatures likely to be above average. Hot weather is likely in early October with generally higher night time temperatures.

### Agency Reports

A copy of the report summaries can be found in the attached minutes.

### Meetings

Unfortunately, the last meeting in Merredin did not attract many more attendees. The 2020 meeting venues are yet to be determined, but are likely to be in the west of the district. The dates are set for 19<sup>th</sup> February 2020, 17<sup>th</sup> July 2020 and 21<sup>st</sup> October 2020.

### **Attachments from this meeting are attached with the Zone Agenda**

- Wheatbelt DEMC Minutes 16 October 2019
- Wheatbelt DEMC Contact List
- Animal Welfare in Emergencies – State Arrangements DPIRD Presentation

### **RESOLUTION**

**Moved: Cr Sue Meeking**  
**Seconded: Cr Quentin Davies**

**That the Wheatbelt District Emergency Management Committee Report be received.**

**CARRIED**

## **10. WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)** **BUSINESS**

<b>10.1 State Councillor Report</b>
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*Cr Stephen Strange*

### Road Safety Strategy for WA Beyond 2020

State Council considered WALGA's submission to the Road Safety Council relating to development of the next road safety strategy for Western Australia.

The submission was endorsed and State Council adopted a policy position opposing a blanket reduction in speed limits and reaffirming WALGA's support for the retention of 110km per hour as the default open road speed limit.

### State Council and Zone Structure and Process Review

State Council considered the Working Group's final report reviewing State Council and Zone structures and processes. State Council endorsed a number of operational recommendations to be implemented immediately and released the report to members for consultation. The Review is the subject of an agenda item in the December State Council agenda.

### **RESOLUTION**

**Moved: Cr Ricky Storer**  
**Seconded: Cr Karin Day**

**That the State Councillor Report be received.**

## 10.2 WALGA Status Report

By Tony Brown, Executive Officer

### BACKGROUND

Presenting the Status Report for November 2019 which contains WALGA's responses to the resolutions of previous Zone Meetings.

Zone	Agenda Item	Zone Resolution	WALGA Response	Update	WALGA Contact
Great Eastern C	<b>2019 June 27 Zone Agenda Item 12.1</b> Government Regional Officer Housing	That the Zone request WALGA to advocate on the impact of Government Regional Officer Housing on retaining public sector professionals (Doctors, nurses, teachers) in the Great Eastern Country Zone.	<p>In May 2019, the McGowan Government deferred a planned increase to GROH rents in 2019-20. The next increase of \$30pw was due to come into effect 1 July 2019.</p> <p><a href="https://www.mediastatements.wa.gov.au/Pages/McGowan/2019/05/McGowan-Government-temporarily-defers-increase-to-GROH-rents.aspx">https://www.mediastatements.wa.gov.au/Pages/McGowan/2019/05/McGowan-Government-temporarily-defers-increase-to-GROH-rents.aspx</a></p> <p>WALGA notes and includes the Zones Recommendation in its advocacy for GROH and greater service support for regional and remote Western Australian Local Governments, acknowledging the importance of this topic in the coming months.</p> <p>WALGA has been advised by WAPOL and the relevant State Government agency who confirm the rental freeze to GROH properties will remain until the completion of the review of the GROH Tenant Rent Setting Framework. Further work has been done in strengthening the partnerships between WAPOL officers and key Local Government officers in specified areas of concerns.</p>	Ongoing	Joanne Burges Executive Manager, People and Place <a href="mailto:jburges@walga.asn.au">jburges@walga.asn.au</a> 9213 2018
Great Eastern C	<b>2019 June 27 Zone Agenda Item 7.1</b> WALGA Advocacy Regarding Greenfinch Mine Expansion	That the Great Eastern Country Zone 1. Supports the Shire of Westonia's position to seek clearing and mining approval for the proposed Greenfinch mining operation. 2. Requests WALGA to raise the issue with relevant authorities to ensure that the Greenfinch Project has every chance of success.	<p>WALGA has liaised with the Shire and also raised it with the Shadow Minister for the Environment.</p> <p>It is understood that a revised clearing application is currently being assessed by the DWER.</p> <p>Ongoing.</p>	November 2019	Mark Batty Executive Manager Environment and Waste <a href="mailto:Mbatty@walga.asn.au">Mbatty@walga.asn.au</a> 9213 2078
Grt Eastern C	<b>2018 November 29 Zone Agenda Item 7.4</b> Water Corporation - New management and billing structure for standpipes	That the Great Eastern Country Zone request WALGA to advocate opposing the WA Water Corporation proposed fee structure in remote parts of the eastern Wheatbelt and;  1. Request the Water Corporation look to possible subsidised billing to remote user standpipes for users without any other possible means of potable water;	Considered by the Infrastructure Policy Team at its March 2019 meeting and further follow-up with Councils requested with feedback to the next meeting.	November 2019	Ian Duncan Executive Manager Infrastructure <a href="mailto:iduncan@walga.asn.au">iduncan@walga.asn.au</a> 9213 2031

		Write to the Department of Water suggesting that as a result of the increased Standpipe water costs that they re-introduce the Farm Water Grants to allow effected landholders the ability to create on-farm water storage and water connections			
<b>Grt Eastern C</b>	<b>2019 March Zone Agenda Item 12.3</b> Telstra – Power Outages Effecting Communications	1. Requests WALGA to advocate through the State Emergency Management Committee for action in respect to power outages effecting telecommunications and the eligibility for Local Governments to turn generators on.	<p>WALGA have written to the SEMC to request action in respect to power outages effecting telecommunications.</p> <p>WALGA have advocated to the SEMC and the SEMC have included this item on their agenda at the meeting to be held 2 August 2019.</p> <p>WALGA tabled this issue at the August SEMC meeting requesting SEMC to formally write to the District Emergency management Committees and to provide WALGA with advice on this matter. SEMC have taken this as an action.</p> <p>The Zone will be provided with a copy of SEMC's response when received.</p> <p>This matter has been officially raised at SEMC, particularly the sector is still awaiting a response.</p>	<b>Ongoing</b>	<b>Joanne Burges</b> Executive Manager, People and Place <a href="mailto:jburges@walga.asn.au">jburges@walga.asn.au</a> 9213 2018
<b>Grt Eastern C</b>	<b>2018 November 29 Zone Agenda Item 7.3</b> Container Deposit Scheme Locations	<p>That the Great Eastern Country Zone requests that:</p> <ol style="list-style-type: none"> <li>1. All Local Governments be guaranteed, as a minimum, one flexible refund point in their area.</li> <li>2. A flexible access point should be defined as a refund point which, as a minimum, is open 16 hours each two week period, including at least 8 hours at weekends</li> </ol> <p>The State Government provide appropriate funding for the refund points.</p>	Tenders are currently being assessed, with an announcement on the location of refund points envisaged to occur in December 2019.	<b>November 2019</b> <b>Ongoing</b>	<b>Mark Batty</b> Executive Manager Environment and Waste <a href="mailto:Mbatty@walga.asn.au">Mbatty@walga.asn.au</a> 9213 2078
<b>Grt Eastern C</b>	<b>2019 March Zone Agenda Item 12.2</b> Office of the Auditor General (OAG) Audit Fee Increase	The Zone request WALGA to undertake research into the audit costs including why the Office of the Auditor General (OAG) fees have increased significantly and what is the criteria for the fee increases.	<p>WALGA carried out a survey of Local Governments on their experiences with the Office of the Auditor General carrying out financial and performance audits on WA Local Governments.</p> <p>A summary of the survey results were presented to the Zone at the August 2019 Zone meeting.</p> <p>A State Council Agenda item for the December 2019 meeting has been prepared. Please refer to item 5.6</p>	<b>November 2019</b>	<b>Tony Brown</b> Executive Manager Governance and Organisational Services 9213 2051 <a href="mailto:tbrown@walga.asn.au">tbrown@walga.asn.au</a>

## ZONE COMMENT

This is an opportunity for Member Councils to consider the response from WALGA in respect to the matters that were submitted at the previous Zone Meeting.

## RESOLUTION

**Moved:** Cr Karin Day  
**Seconded:** Cr Glenys Batchelor

**That the Great Eastern Country Zone WALGA November 2019 Status Report be noted.**

## 10.3 Review of WALGA State Council Agenda – Matters for Decision

### BACKGROUND

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The full State Council Agenda can be found via link: <https://walga.asn.au/getattachment/02b85870-f169-4119-b41c-d388071d8dbc/Agenda-State-Council-4-December-2019.pdf>

The Zone is able to provide comment or submit an alternative recommendation that is then presented to the State Council for consideration.

### MATTERS FOR DECISION

#### 5.1 2020-21 State Budget Submission

##### WALGA Recommendation

That WALGA's submission to the State Government in advance of the 2020-21 Budget be endorsed.

*Please refer to attached updated State Government Budget Submission (Agenda attachment 5)*

#### 5.2 Interim Submission - Remote Area Tax Concessions

##### WALGA Recommendation

That WALGA's interim submission to the Productivity Commission's Draft Report into Remote Area Tax Concessions and Payments be endorsed.

#### 5.3 Mandatory Code of Conduct for Council Member, Committee Members and Candidates – Sector Feedback

##### WALGA Recommendation

That WALGA:

1. Request the Mandatory Code of Conduct Working Group be reconvened by the Department of Local Government, Sport and Cultural Industries;
2. Refer the following matters to the Working Group for further consideration:
  - (a) Part B – Behaviours
    - i. ensuring principles of natural justice can be adequately upheld in all circumstances;

- ii. training opportunities that will assist Council Members determine complaint outcomes under Part B;
  - iii. development of a template Complaints Management Policy;
  - iv. reconsider the purpose of allowing 'any person' to make a complaint;
  - v. ensuring Committee Members and Candidates are included in Part B; and
  - vi. re-naming 'Rules' to an appropriate term throughout Part B.
- (b) Part C – Rules of Conduct
  - i. review the rationale for creating a new Rule of Conduct breach where three or more breaches of Part B – Behaviours are found and the Local Government resolves to refer the matter to the Local Government Standards Panel; and
  - ii. review the proposal to amend the definition of an 'interest' relating to Impartiality Interests from the present definition in Regulation 11 of the Local Government (Rules of Conduct) Regulations.
- 3. Recommend the Working Group develop an endorsed Mandatory Code of Conduct for further consultation with the Local Government sector.

#### **5.4 Standards and Guidelines for CEO Recruitment and Selection, Performance Review and Termination – Sector Feedback**

##### **WALGA Recommendation**

That WALGA:

1. Request the CEO Recruitment and Selection, Performance Review and Termination Working Group be reconvened by the Department of Local Government, Sport and Cultural Industries; and
2. Refer the following matters to the Working Group for consideration:
  - (a) Removal from the Model Standards the requirement to readvertise CEO positions after 10 years of continuous service;
  - (b) Encouraging, rather than mandating, the involvement of an independent person in the CEO Recruitment and Selection Process;
  - (c) Reconsideration of the proposal for independent review of the recruitment process;
  - (d) Support the role of the Department of Local Government, Sport and Cultural Industries as the regulator for monitoring and compliance; and
  - (e) Further investigate a role for a Local Government Commissioner.
3. Recommend the Working Group develop endorsed Model Standards for further consultation with the Local Government sector.

#### **5.5 Local Government Financial Ratios**

##### **WALGA Recommendation**

- 1) That WALGA advocate to the Minister for Local Government to amend the Local Government Financial Management Regulations to provide for the following ratios;
  - a. Operating Surplus Ratio
  - b. Debt Service Coverage Ratio
  - c. Asset Sustainability Ratio
  - d. Current Ratio
  - e. Net Financial Liabilities Ratio
- 2) The recommended indicators to the financial ratios be referred to the Department of Local Government, Sport and Cultural Industries and the Office of the Auditor General for consideration;

- a) **Operating Surplus Ratio**  
A key indicator of a Local Government's financial performance is the Operating Surplus relative to the operating revenues. A benchmark result of 0% or greater is considered acceptable. Advanced is 15% or above-
- b) **Debt Service Coverage Ratio**  
A Local Government's ability to service debt is measured by the "Debt Service Cover Ratio". This is the measurement of a local government's ability to produce enough cash to cover its debt payments. A Basic standard is achieved if the ratio is greater than or equal to 2. An Advanced standard is achieved if the ratio is greater than 5
- c) **Asset Sustainability Ratio**  
Measures capital expenditure on renewal or replacement of assets, relative to depreciation expense. Standard is met if the ratio can be measured and is 90% (or 0.90) Standard is improving if this ratio is between 90% and 110% (or 0.90 and 1.10)
- d) **Current Ratio**  
Liquidity refers to how quickly and cheaply an asset can be converted into cash. A Local Government's liquidity is measured by the "Current Ratio". This ratio provides information on the ability of a Local Government to meet its short-term financial obligations out of unrestricted current assets. Standard is met if the ratio can be measured and is at least 90%. Standard is improving if this ratio is between 90% and 110%.
- e) **Net Financial Liabilities Ratio**  
An indicator of the extent to which the net financial liabilities of a Local Government can be serviced by its operating revenues. Target < 60% per annum.

## **5.6 Local Government Audits**

### **WALGA Recommendation**

That WALGA;

- 1) Write to the Office of the Auditor General (OAG) advising of the cost increases to the Local Government sector in respect to financial audits over the first 2 years of OAG audits and request constraint on audit cost increases in the future.
- 2) Write to the Minister for Local Government seeking formal commitment that Performance Audits carried out by the Office of the Auditor General are the responsibility of the State Government.

## **5.7 Review of State Council and Zone Structure and Processes – Working Group Report and Recommendations**

### **WALGA Recommendation**

That:

1. The Working Group's Final Report, and State Council's prior endorsement of Recommendations 5, 6, 7, and 8 from the Working Group's Final Report, be noted; and,
2. Recommendations 1, 2, 3, 4, 9, and 10, from the Working Group's Final Report be endorsed.

## **5.8 Membership of Development Assessment Panels**

### **WALGA Recommendation**



That WALGA advocate to the Minister for Planning, that the composition of Development Assessment Panels (DAPs) be modified to provide equal representation of technical advice and local knowledge, in accordance with the original objectives of the DAP system to enhance the decision making process by improving the balance of experts.

## **5.9 Interim Submission – Draft State Planning Policy 3.6 – Infrastructure Contributions**

### **WALGA Recommendation**

1. That the interim submission to the WA Planning Commission on draft State Planning Policy 3.6 – Infrastructure Contributions, be endorsed.
2. That the West Australian Planning Commission (WAPC) be advised that the proposed cap on community infrastructure contributions is strongly opposed and without the removal of this proposed cap, WALGA does not support draft State Planning Policy 3.6 – Infrastructure Contributions.

## **5.10 Local Government as Collection Agency for Construction Training Fund**

### **WALGA Recommendation**

1. That WALGA advise the Construction Training Fund (CTF):
  - 1.1 That due to the operational improvements and establishment of an on-line portal for payments of the Building and Construction Industry Training Fund, Local Government will not continue to be a collection agency for these payments
  - 1.2 That the online receipt issued upon payment of the *Building and Construction Industry Training Fund*, must clearly show the property address and estimated building value to ensure it complies with section 20 of the *Building Act 2011*
  - 1.3 That the Department of Mines, Industry Regulation and Safety (DMIRS) must provide access to the data collated in the Building Permit Database Project to assist CTF in their acquittal process, and
  - 1.4 That a review of the apprenticeship pathways should be undertaken, as the Local Government sector can provide many potential apprentice pathways directly connected to the construction and development industry.
2. That WALGA advise the Minister for Local Government, Minister for Education & Training and Minister for Commerce that the current CTF collection process is unnecessary administrative red tape for the Local Government sector, and seek their support for Local Government to not continue to be a collection agency for these payments.

## **5.11 Interim Submission - Public Health Regulations Review Discussion Papers**

### **WALGA Recommendation**

That the interim submissions provided to the Department of Health on the following discussion papers be endorsed:

1. Managing public health risks at events in WA
2. Management of public health risks related to offensive trade in WA
3. Managing the public health risks associated with cooling towers and warm water systems in WA
4. A new regulatory framework for managing drinking water in WA

## **5.12 Reforms to the Building Approval Process for Single Residential Buildings in Western Australia**

## **WALGA Recommendation**

That WALGA:

1. Advise the Department of Mines Industry Regulation and Safety (DMIRS) that Option 3 of the Consultation Regulatory Impact Statement, improvements to the single residential building approvals process, is supported in principle, subject to the following matters being addressed in consultation with the Local Government sector:
  - a) Prior to any regulatory changes, a review of the building fees and charges is essential, to ensure that any costs associated with the approval of building work, implementation of mandatory inspections, compliance and enforcement actions, and record keeping requirements for the Local Government sector, will result in full cost recovery
  - b) The Independent Building Surveyor who signed the Certificate of Design Compliance should be responsible for undertaking the inspections, therefore, Local Government would not be solely responsible for mandatory inspections
  - c) The State Government's registration process for the Builder should be strengthened to ensure that the builder fulfils their obligations for compliance with the National Construction Code
  - d) Implementation of mandatory inspections should be undertaken by properly qualified and independent personnel, at the following stages (at a minimum) of the construction process
    1. Foundations and footings
    2. Slab/reinforcement of bearers/joists
    3. Waterproofing
    4. Roof, and
    5. Occupancy or final completion
  - e) The occupancy or final completion inspection must ensure that the bushfire construction and energy efficiency requirements have been complied with, and
  - f) The removal of the proposed 'fast track approval' concept, as is not warranted nor properly justified as an improvement option.
2. Endorse the submission of this State Council report to the DMIRS, as the Association's submission on the Consultation Regulatory Impact Statement.

### **5.13 Wheatbelt Regional Health Services**

## **WALGA Recommendation**

That WALGA:

1. Re-establishes a working group to progress a Memorandum of Understanding with Local Governments in the Wheatbelt region and the WA Country Health Service, based on the previous work by the former Wheatbelt Health MOU Group, which outlines communication, responsibilities and strategic priorities unique to the region; and
2. Work with key service providers and stakeholders to engage with Local Government to further discuss the issues and develop solutions in the aged care services sector.

### **5.14 Interim Submission to the Climate Health WA Inquiry**

## **WALGA Recommendation**

That the WALGA interim submission to the Climate Health WA Inquiry be endorsed.

### **5.15 Submission on the Climate Change in Western Australia Issues Paper**

## **WALGA Recommendation**

That the WALGA submission on the Climate Change in Western Australia Issues Paper be endorsed.

#### **5.16 Interim Submission – Policy and Application Guidelines for Speed Zoning**

##### **WALGA Recommendation**

The interim submission to Main Roads WA on the Policy and Application Guidelines for Speed Zoning be endorsed.

#### **5.17 Interim Submission – Response to the Select Committee on Northern Australia**

##### **WALGA Recommendation**

That WALGA's interim submission to the Select Committee on the effectiveness of the Australian Government's Northern Australia agenda be endorsed.

### **RESOLUTION**

**Moved:** Cr Tony Sachse

**Seconded:** Cr Karin Day

That the Great Eastern Country Zone supports all Matters for Decision en bloc as listed above in the State Council Agenda with the exception of Item 5.5 to be amended to read as follows:

#### **5.5 Local Government Financial Ratios**

##### **RECOMMENDATION**

That the item be deferred and that WALGA form a sector reference group to further review the ratios and provide recommendations to the March 2020 State Council meeting.

**CARRIED**

<b>10.4 Review of WALGA State Council Agenda – Matters for Noting / Information</b>
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- 6.1 Ministerial Review of State IR System**
- 6.2 Action Plan for Planning Reform**
- 6.3 Parliamentary Inquiry into Short Stay Accommodation – Final Report**
- 6.4 Draft State Planning Policy 7.2: Precinct Design – Submission**
- 6.5 Managing Public Health Risks Associated with Pesticides in WA**
- 6.6 Local Government Grants Scheme Working Group**
- 6.7 Australian Fire Danger Rating System (AFDRS) Program**
- 6.8 WALGA Emergency Management Engagement Project**
- 6.9 WALGA Submission to the Inquiry into 5G in Australia**
- 6.10 WALGA Comments on the Environmental Offsets Framework Review Report**
- 6.11 Report Municipal Waste Advisory Council (MWAC)**

## **10.5 Review of WALGA State Council Agenda – Organisational Reports**

### **ORGANISATIONAL REPORTS**

- 7.1.1 Report on Key Activities, Environment and Waste Unit**
- 7.1.2 Report on Key Activities, Governance and Organisational Services**
- 7.1.3 Report on Key Activities, Infrastructure**
- 7.1.4 Report on Key Activities, People and Place**

## **10.6 Review of WALGA State Council Agenda – Policy Forum Reports**

### **7.2 Policy Forum Reports**

- 7.2.1 Mayors/Presidents Policy Forum**
- 7.2.2 Mining Community Policy Forum**
- 7.2.3 Container Deposit Legislation Policy Forum**
- 7.2.4 Economic Development Forum**

## **10.7 WALGA President's Report**

The WALGA President's report was attached to the Agenda.

### **RESOLUTION**

**Moved: Cr Karin Day**  
**Seconded: Cr Wayne Della Bosca**

**That the Great Eastern Country Zone notes the following reports contained in the WALGA State Council Agenda.**

- **Matters for Noting/Information**
- **Organisational Reports**
- **Policy Forum Reports; and**
- **WALGA President's Report**

**CARRIED**

## **11. AGENCY REPORTS**

### **11.1 Department of Local Government, Sport and Cultural Industries**

Jennifer Collins from the Department of Local Government, Sport & Cultural Industries provided an update to the Zone. Please see link below for the update:

[Zone Update from DLGSC](#)

It is also noted that a Representative from the Department of Local Government, Sport and Cultural Industries will attend the March 2020 Zone meeting and provide a 20 minutes presentation on relevant key projects.

For future meetings of the Great Eastern Country Zone a Representative from the Department of Local Government will continue to attend and provide a 10 minutes presentation on matters of interest at each meeting and Zone delegates are invited to provide topics of interest to the Zone Executive Officer prior to each meeting Agenda deadline to allow the Department to source information as required for the next meeting.

## **11.2 Main Roads Western Australia**

Mr Craig Manton was an apology for this meeting and Janet Hartley-West provided an update to the Zone.

## **11.3 Wheatbelt RDA**

An update on the Wheatbelt RDAW was attached in the Agenda.

## **11.4 Wheatbelt Development Commission**

Gavin Robins Acting CEO and Kristen Twine provided an update to the Zone.

## **12. MEMBERS OF PARLIAMENT**

Office of Mia Davies MLA – Kathleen Brown, put forward Mia Davies, MLA, Member for Central Wheatbelt apologies and raised no issues.

## **13. EMERGING ISSUES**

### **13.1 Sports Infrastructure Forum**

The Zone requested the secretariat to obtain feedback and report back to the Zone on the outcomes of the Sports Infrastructure Forum. This information will be provided to the Zone when received.

## **14. URGENT BUSINESS**

Nil

## **15. DATE, TIME AND PLACE OF NEXT MEETINGS**

The Great Eastern Country Zone meetings have been endorsed by the Executive Committee and are listed below:

Please note that the August Zone meeting is proposed to be Tuesday 25 August to not clash with the Dowerin Field Day in 2020.

NOTICE OF MEETINGS  
GREAT EASTERN COUNTRYZONE 2020

Zone Meeting Dates	Time	HOST LOCATION	State Council Meeting Dates 2020
<b>26 February</b>	Wednesday 10am	Shire of Kellerberrin	Wednesday 4 March 2020
<b>30 April</b>	Thursday 10am	Shire of Merredin	Wednesday 6 May 2020
<b>25 June</b>	Thursday 10am	Shire of Kellerberrin	Wednesday 1 July 2020
<b>25 August</b>	Tuesday 10am	Shire of Merredin	Regional Meeting 3-4 September 2020
<b>26 November</b>	Thursday 10am	Shire of Kellerberrin	Wednesday 2 December 2020

Action: Zone Members to be canvassed on changing the February 2020 meeting to Wednesday 26 February instead of Thursday 27 February.

A further consideration by Zone Members to be canvassed is the change of start time for all meetings to be 10am.

**Noted**

## **16. CLOSURE**

There being no further business the Chair declared the meeting closed at 12.10pm.

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# Council Meeting

Thursday 28 November 2019

Council Chambers, Shire of Merredin, commencing at 1.00pm

## 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>PRESENTATIONS/MEETINGS .....</b>	<b>4</b>
3.1	Presentation from Synergy – Reducing Power Costs (Attachment).....	4
<b>4.</b>	<b>MINUTES OF MEETINGS .....</b>	<b>4</b>
4.1	Minutes from the Council Meeting held Wednesday 30 October 2019 (Attachment)	4
4.2	Business Arising – Status Report as at 21 November 2019.....	4
4.3	Matters for Noting .....	7
<b>5.</b>	<b>WEROC FINANCE.....</b>	<b>10</b>
5.1	WEROC Finance Report as at 31 October 2019.....	10
5.2	List of Accounts.....	12
5.3	Audited Financial Statement for the year ending 30 June 2019 (Attachments) .....	13
<b>6.</b>	<b>MATTERS FOR DECISION .....</b>	<b>14</b>
6.1	Future WEROC Projects – Asset Management Project .....	14
6.2	Wheatbelt Medical Students Immersion Project (WMSIP) .....	18
6.3	Curtin Wheatbelt Community Health Study .....	20
6.4	Request for a Letter of Support from Crisp Wireless for a Digital Farm Grants Application	22
<b>7.</b>	<b>EMERGING ISSUES.....</b>	<b>24</b>
7.1	Western Australia's Native Vegetation – Release of an Issues Paper by the Department of Water and Environmental Regulation.....	24
<b>8.</b>	<b>OTHER MATTERS .....</b>	<b>24</b>
8.1	Resignation of Executive Officer.....	24
<b>9.</b>	<b>FUTURE MEETINGS .....</b>	<b>25</b>
<b>10.</b>	<b>CLOSURE .....</b>	<b>25</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 Merredin's Council Chambers, commencing at 1.00pm

## MINUTES

### 1. OPENING AND ANNOUNCEMENTS

WEROC Chair Cr Ram Rajagopalan opened the meeting and welcomed all in attendance.

The Chair advised that the Executive Officer wished to make a statement before the presentation.

Mr Bruce Wittber, BHW Consulting, advised the meeting that BHW Consulting would be tendering its resignation from the WEROC Executive Officer role with effect from 29 February 2020. Mr Wittber then handed the resignation letter to WEROC CEO, Darren Mollenoyux.

### 2. RECORD OF ATTENDANCE AND APOLOGIES

#### 2.1 Attendance

Cr Ram Rajagopalan (Chair)	Deputy President, Shire of Bruce Rock
Cr Stephen Strange	President Shire of Bruce Rock
Mr Darren Mollenoyux	CEO, Shire of Bruce Rock
Cr Rod Forsyth	President, Shire of Kellerberrin
Mr Raymond Griffiths	CEO, Shire of Kellerberrin
Cr Julie Flockart	President, Shire of Merredin
Cr Roy Butler	Councillor, Shire of Merredin (left the meeting at 2.47pm)
Ms Kellie Bartley	A/CEO, Shire of Merredin
Cr Karin Day	President, Shire of Westonia
Cr Bill Huxtable	Deputy President, Shire of Westonia
Cr Wayne Della Bosca	President, Shire of Yilgarn
Cr Bryan Close	Deputy President, Shire if Yilgarn
Mr Peter Clarke	CEO, Shire of Yilgarn
Ms Helen Westcott	Joint Executive Officer
Mr Bruce Wittber	Joint Executive Officer

#### 2.2 Apologies

Nil

#### 2.3 Guests

Ms Ana Farla, Broker Channel Specialist (Electricity Generation), Synergy (left the meeting at 1.45pm)  
Mr Patrick Whitfield, Energy Coordinator Synergy (left the meeting at 1.45pm)

### 3. PRESENTATIONS/MEETINGS

#### 3.1 Presentation from Synergy – Reducing Power Costs (Attachment)

Ms Ana Farla, Broker Channel Specialist (Electricity Generation), Synergy and Mr Patrick Whitfield Energy Coordinator Synergy

1.20pm Meeting broke into groups.

1.42pm Meeting reconvened

1.45pm Ms Farla and Mr Whitfield retired from the meeting

A copy of the PowerPoint used during the presentation forms an attachment to the minutes of the meeting.

### 4. MINUTES OF MEETINGS

#### 4.1 Minutes from the Council Meeting held Wednesday 30 October 2019 (Attachment)

Minutes of the Council Meeting held Wednesday 30 October 2019 have previously been circulated to Member Councils.

##### RECOMMENDATION:

That the Minutes of the Executive Meeting held Wednesday 30 October 2019 be confirmed as a true and correct record.

**RESOLUTION:**                      **Moved: Cr Day**                      **Seconded: Cr Della Bosca**

**That the Minutes of the Executive Meeting held Wednesday 30 October 2019 be confirmed as a true and correct record.**

#### 4.2 Business Arising – Status Report as at 21 November 2019

##### **Executive Meeting Wednesday 25 September 2019**

#### 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**

**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 Member Councils providing information to BSC Solar.

As advised at the WEROC Council Meeting on Wednesday 30 October 2019, the Executive Officer has extended an invitation to Steve Mason to meet with WEROC Council next year.

Energy provider Synergy has also accepted an invitation to meet with WEROC to discuss ways in which it could work with Member Councils to reduce their power costs.

Ms Ana Farla, Broker Channel Specialist (Electricity Generation) at Synergy will meet with the WEROC Council (refer also to Agenda Item 3.1).

The Executive Officer advised the meeting that BSC had currently working on options for Member Councils to consider. Once this work was completed it would be forwarded to WEROC for consideration.

**5.7 Funding to Support and Mentor Local Governments to Assist in the Development of Public Health Plans (Attachment)**

*RESOLUTION:                      Moved: Darren Mollenoyux                      Seconded: Greg Powell*

---

*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*

A response from Mr Nick Sloan, CEO WALGA, has been received, with a copy of the letter forming an attachment to the meeting agenda.

Mr Sloan's letter advised that WALGA is unable to assist in the preparation of template local health plans as requested. This is disappointing as the Executive Officer does not believe that WACHS will provide any assistance other than data to be used in the preparation of the plans.

Even though invited, WACHS did not attend the WEROC Executive Meeting on Wednesday 25 September 2019 to participate in the discussions following the presentation by Public Health Advocacy Institute of WA.

The Executive Officer will now work to action Part 2 of the above resolution.

The Executive Officer advised the meeting that she envisaged a draft plan would be available for WEROC's consideration at the next meeting of the WEROC Council.

**Council Meeting Wednesday 30 October 2019**

**8.1 The Future Governance for WEROC – Development of the WEROC Constitution**

**RESOLUTION:** *Moved: Mr Griffiths* *Seconded: Cr Della Bosca*

*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**

Work around finalising the constitution is underway.

The Executive Officer spoke with the Shire of Tammin's CEO, Mr Neville Hale, on Wednesday 13 November 2019.

The Shire of Tammin is still to meet with members of SEAVROC, with a meeting not scheduled until February 2020. Until these discussions are held the Shire of Tammin is not in a position to make a decision on re-joining WEROC.

The Executive Officer advised Mr Hale that a copy of the new WEROC constitution would be sent to the Shire once it had been finalised.

**Noted**

**6.2 Records Management in Local Government**

**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**

At the time of preparing the meeting agenda, IEA had not received all responses to the second round of questions sent to the each of the four participating Councils. A preliminary report to WEROC will be provided once IEA has had an opportunity to review all the information received.

**Noted**

### 6.3 Ongoing Development of the WEROC App and Website

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

The Executive Officer had a teleconference with Steven Peacock from go2GUIDES on Tuesday 19 November 2019 during which she advised him of WEROC's decision.

Written confirmation of the specifics around intellectual property etc has yet to be prepared but on the basis of the conversation with Steven Peacock it would appear that WEROC retains ownership of all pictures and information it provided during the establishment of both the App and website. It also owns the WEROC domain name and a number of other similarly sounding domain names purchased by go2GUIDES on WEROC's behalf to protect the "WEROC" name. All information relating to the domain names will be forwarded to WEROC by go2GUIDES. Everything else, including coding remains in the ownership of go2GUIDES.

This means that in establishing a new website WEROC will need to "start from scratch".

The Executive Officer will now seek quotes to undertake part 2 of the resolution.

#### **RECOMMENDATION:**

That the Status Report for October 2019 be received.

RESOLUTION: *Moved: Mr Mollenoyux* *Seconded: Cr Forsyth*

---

That the Status Report for October 2019 be received.

CARRIED

### 4.3 **Matters for Noting**

#### ▪ **The Country Ambulance Strategy**

The Minister for Health recently launched The Country Ambulance Strategy - Striving for Equity in Country WA. The Strategy is the culmination of work that commenced with the release of a draft strategy last year.

WEROC provided comment on the draft strategy during the public consultation period.

The Country Ambulance Strategy - Striving for Equity in Country WA can be downloaded by following the link shown below:

[http://www.wacountry.health.wa.gov.au/fileadmin/sections/country\\_ambulance/The-Country-Ambulance-Strategy-Driving-Equity-for-Country-WA.pdf](http://www.wacountry.health.wa.gov.au/fileadmin/sections/country_ambulance/The-Country-Ambulance-Strategy-Driving-Equity-for-Country-WA.pdf)

Pages 10 and 11 outline the strategy's 19 recommendations, which are made in an effort to help strengthen country ambulance services, including:

1. measures to attract and support more ambulance volunteers;
2. greater investment in community paramedics;
3. improving coordination between hospitals and ambulance services; and
4. adopting new technologies to improve communication to and from every ambulance on the road.

The strategy also recognises the tremendous and valuable commitment of WA's ambulance volunteers.

The strategy also provides an outline of "Next Steps" which reads as follows:

*Ambulance services are essential to all communities and are a critical service in the delivery of health care. As such, clear policy for ambulance services to support future service improvement of the country ambulance service in WA (Recommendation 1) and the transfer of the contract management to WACHS (Recommendation 5) should be viewed as the urgent first priorities.*

*Following in principle endorsement of the strategy by the WACHS Board, action will need to be taken on the recommendations required to improve country ambulance services in WA. Actioning these key recommendations requires the immediate attention of WACHS, the Department of Health and SJA.*

▪ **COAG Waste Export Ban**

Following a recent meeting of Environment Ministers an announcement was made relating to the phase out of problem waste exports from July next year. The information provided below is from a recent ALGA newsletter. It explains what has been agreed to and the timeframe for implementing the ban.

*The Ministers agreed that waste plastic, paper, glass and tyres that have not been processed into a value-added material should be subject to the export ban. They further determined that the ban should commence on 1 July 2020 with a phased approach. Ministers agreed the phase out should be completed by the following dates:*

- *All waste glass by July 2020.*
- *Mixed waste plastics by July 2021.*
- *All whole tyres including baled tyres by December 2021.*
- *Remaining waste products, including mixed paper and cardboard, by no later than 30 June 2022.*

*This timetable reflects the unique challenges of each jurisdiction, and the preparedness of some jurisdictions to complete the phase out ahead of schedule.*

*Ministers will further test the timetable with industry and local government, while also developing response strategies and undertaking independent market analysis.*

*In early 2020 Ministers will provide further advice on final timetables, definitions and response strategies to First Ministers for their confirmation.*

A Discussion Paper has been prepared and is now out for public comment. It can be viewed by following the link shown below:

<https://www.environment.gov.au/system/files/consultations/bf403fda-b6d7-4476-9c6f-5627502d52a4/files/waste-export-ban-discussion-paper-november-2019.pdf>

Individual Councils and local government associations are invited to comment before 3 December 2019 on the proposed timetable for the waste export ban.

- **Submissions on the Standards and Guidelines for CEO Recruitment and Selection, Performance Review and Termination and the Mandatory Code of Conduct for Council Members, Committee Members and Candidates**
- the Shire of Kellerberrin considered WALGA's submissions on the Standards and Guidelines for CEO Recruitment and Selection, Performance Review and Termination and the Mandatory Code of Conduct for Council Members, Committee Members and Candidates at its November 2019 Ordinary Council Meeting, resolving as shown below:

MIN 211/19 MOTION - Moved Cr. O'Neill

2<sup>nd</sup> Cr. Talbot

That Council:

1. Endorse WALGA's Draft Submission – Standards and Guidelines for CEO Recruitment and Selection, Performance Review and Termination.
2. Endorse WALGA's Draft Submission - Mandatory Code of Conduct for Council Members, Committee Members and Candidates.
3. Provide additional submission on the Standards and Guidelines for CEO Recruitment and Selection, Performance Review and Termination.
  - a. Remove Wording in section S1.3 "The panel must include at least one independent person who is not a current elected member or staff member of the local government."
  - b. Remove Clause S1.11 - 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.
4. Endorse the surveys for both submissions as presented, and
5. Instruct the Chief Executive Officer to provide these response to the Department of Local Government, Sport and Cultural Industries and WALGA.

A copy of the Shire's response forms an attachment to the meeting agenda.

The Shire of Kellerberrin has requested the matter be listed for noting and encourages Member Councils to make submissions on both issues.

- **Future Drought Fund and the National Drought Response Resilience Plan** – the Commonwealth recently released its consultation draft on the Drought Resilience Funding Plan.

WALGA has prepared an Infopage on the Plan providing advice on both the Plan and how Councils can make submissions. A copy of the Infopage forms an attachment to the meeting agenda.

Councils make can make submissions through the completion of an online survey. The survey can be accessed by following the link shown below:

[haveyoursay.agriculture.gov.au/future-drought-fund](https://haveyoursay.agriculture.gov.au/future-drought-fund).

The public consultation period closes on Friday 13 December 2019.

WALGA has requested copies of individual Council responses before Friday 6 December 2019.

**RECOMMENDATION:**

That the matters listed for noting be received.

**RESOLUTION:**

**Moved: Cr Della Bosca**

**Seconded: Cr Rod Forsyth**

**That the matters listed for noting be received.**

**CARRIED**



## 5. WEROC FINANCE

### 5.1 WEROC Finance Report as at 31 October 2019

**Author:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 18 November 2019

**Attachments:** Nil

#### **RECOMMENDATION:**

**That the WEROC Financial Report for the period ending 31 October 2019 be received.**

#### **Executive Officer's Report:**

Presenting the WEROC Statement of Receipts and Payments for the period ending 31 October 2019.

An explanation for each of the notes is provided below.

<b>Note 1</b>	All 2019/2020 annual subscriptions have been paid.
<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 payment to Accingo for the Asset Management project, costs associated with Dr Andrew Harper for Curtin Wheatbelt Medical Project, Australian Golden Outback - contribution to Eastern Wheatbelt self-drive feature and Information Enterprises Australia - consulting services review of record keeping
<b>Note 7</b>	This allocation covers the costs incurred this financial year in respect to the WEROC app and website
<b>Note 8</b>	Food expenses for WEROC Meeting in Kellerberrin on 27 August 2019

**Consultation:** Nil

**Financial Implications:** WEROC adopted Budget for 2019/2020

**Voting Requirement:** Simple Majority

**RESOLUTION:** Moved: Mr Mollenoyux      Seconded: Cr Flockart

**That the WEROC Financial Report for the period ending 31 October 2019 be received.**

**CARRIED**

Wheatbelt East Regional Organisation of Councils (WEROC)				
ABN 28 416 957 824				
1 July 2019 to 31 October 2019				
		Budget 2019/2020	Actual to	Notes
	<b>Income</b>			
0501	General Subscriptions WEROC	\$ 60,000	\$ 60,000.00	1
504.01	Consultancy & Project Reserve			
0575	WE-ROC Interest received	\$ 900	\$ 94.72	2
584	Other Income			
	GST Output Tax		\$ 6,000.00	
	GST Refunds		\$ 2,514.00	
	Total Receipts	\$ 60,900	\$ 68,608.72	
	<b>Expenses</b>			
1545	WEROC Bank Fees & Charges	\$ 100		
1661.01	WEROC Executive Services Professional Services	\$ 55,000	\$ 15,090.10	3
1661.02	WEROC Executive Officer Travel and Accommodation	\$ 8,000	\$ 1,446.11	4
1687	WEROC Financial Services Accounting	\$ 7,000	\$ 1,150.52	5
1687.03	WEROC Financial Services Audit	\$ 3,750	\$ 17.85	
1585	WEROC Consultant Expenses	\$ 30,000	\$ 23,011.89	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	\$ 102.27	
3384	GST Input Tax		\$ 3,991.68	
	Ato Payments		\$ 2,515.00	
	Suspense Account		\$ -	
	Total Payments	\$ 131,850	\$ 48,560.07	
	Net Position	-\$ 70,950	\$ 20,048.65	
	OPENING CASH 1 July	\$ 160,927	\$ 150,919.05	
	CASH BALANCE 31 October 2019	\$ 89,977	\$ 170,967.70	
		Westpac One	\$ 1,075.40	
		Westpac Reserve	\$ 169,892.30	
			\$ 170,967.70	

## 5.2 List of Accounts

**File Reference:** 042-2

**Author:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 18 November 2019

**Attachments:** Nil

### **RECOMMENDATION:**

**That the Accounts Paid for the period 1 October 2019 to 31 October 2019 totalling \$18,770.50 be approved.**

### **Executive Officer's Report:**

Accounts paid during the period 1 October 2019 to 31 October 2019.

The list of accounts paid is submitted to each WEROC Council Meeting.

### **Accounts Paid:**

Cheque/EFT	Date	Payee	For	Amount incl GST
EFT	041019	Rural Health West	Ticket for WA Regional Achievement Awards	112.50
EFT	111019	Up to Date Accounting	Accounting Services September 2019	92.40
EFT	111019	Australian Golden Outback	Contribution to Eastern Wheatbelt Self Drive Feature	500.00
EFT	111019	Blakejewel Pty Ltd (Accingo)	Asset Audit Wheatbelt Communities Member Councils (final payment)	9,350.00
EFT	110191	BHW Consulting	Professional Services, Accommodation and Travel September 2019	4,953.58
EFT	291019	Information Enterprises Australia	Consulting Services Review of Record Keeping	3,762.00
				<b>Total \$18,770.50</b>

**Consultation:** Nil

**Financial Implications:** WEROC adopted a Budget for 2019/2020

**Voting Requirement:** Simple Majority

**RESOLUTION:** Moved: Mr Clarke                      Seconded: Cr Flockhart

**That the Accounts Paid for the period 1 October 2019 to 31 October 2019 totalling \$18,770.50 be approved.**

**CARRIED**

### 5.3 **Audited Financial Statement for the year ending 30 June 2019 (Attachments)**

**Reporting Officer:** Helen Westcott, Executive Officer  
**Disclosure of Interest:** Nil  
**Date:** 18 November 2019  
**Attachments:** 2018/2019 Audited Financial Report

**RECOMMENDATION:**

**That WE-ROC adopts the 2018/2019 Audited Financial Report.**

**Executive Officer's Report:**

At the WEROC Council Meeting held on 30 October 2019 the Draft 2018/2019 Financial Report, Representation Letter and the Management Letter were considered, with the meeting resolving as follows:

**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**

Following the WEROC Council Meeting the documents were signed and submitted to the auditors AMD Chartered Accountants for final approval and return to the Executive Officer.

The audited financial report is submitted for adoption.

**RESOLUTION:** *Moved: Cr Della Bosca* *Seconded: Mr Criddle*

---

**That WE-ROC adopts the 2018/2019 Audited Financial Report.**

**CARRIED**

## 6. MATTERS FOR DECISION

### 6.1 Future WEROC Projects – Asset Management Project

<b>File Reference:</b>	013-2 Strategic and Future Planning 135-5 Economic Sustainability
<b>Author:</b>	Helen Westcott, Executive Officer
<b>Portfolio:</b>	Shared Function (Economic Development)
<b>Disclosure of Interest:</b>	No interest to disclose
<b>Date:</b>	21 November 2019
<b>Attachments:</b>	WEROC Review Recommendations

#### **RECOMMENDATION:**

No recommendation is made – the matter is presented for discussion and decision by the WEROC Council.

#### **Executive Officer's Report:**

Representatives from Accingo, an asset management consultancy, first met with WEROC early in March 2018 to discuss its asset management concept and the potential value it may offer Member Councils.

Since that time Accingo developed a project brief and costing for WEROC's consideration, with approval for the project's "go ahead" being given at the WEROC Council Meeting held Wednesday 27 June 2018.

Work has been ongoing since that time, with a final report and final recommendations available for discussion at the WEROC Executive Committee held Wednesday 25 September 2019. At this time, it was resolved as shown below:

<b>RESOLUTION:</b>	<i>Moved: Greg Powell</i>	<i>Seconded: Jamie Criddle</i>
--------------------	---------------------------	--------------------------------

*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**

Comments have been received from all Member Councils, with the comments provided detailed below.

#### **Shire of Bruce Rock**

The Shire of Bruce Rock considered the Accingo Report at its November Council 2019 meeting, resolving as shown below:

- 1. That Council considered the WEROC Accingo Asset Management Report in major construction plant; and*
- 2. Provides the following comment on each recommendation to WEROC;*  
*Recommendation 1 - not support*  
*Accingo's recommendation 2 - not support, however will be undertaking a review at individual level through Project Aware Program*  
*Accingo's recommendation 3 - not support, will be reviewed internally*  
*Accingo's recommendation 4 – not support, as Council is conducting an internal review of all large plant assets through Project Aware Program, in line with Council's philosophies and requirements.*
- 3. Does not support recommendations 5 and 6 due to the cost implications and Council does not have a desire for centralisation as it would not be in the best interests of the Shire, workforce or community.*

4. *That staff undertake a review of the major construction plant, including usage hours, data reporting to see if there is any value in reducing plant numbers, without restricting the operational capacity of Council and its roads program.*
5. *That WEROC Shires consider working collaboratively on specific adjoining roads when it comes to maintenance grading and/or encourage and be more open to potentially hiring major plant when it is not being utilised as opposed to hiring from outside the region.*

**Shire of Kellerberrin**

As advised at the October WEROC Council Meeting, the Shire of Kellerberrin supports Recommendations 1,2,3 and 4 contained within the Accingo Report.

**Shire of Merredin**

The Shire of Merredin considered the Accingo Report at its November Council 2019 meeting, resolving as shown below:

**Moved:** Cr Willis  
**82462** **That Council**

**Seconded:** Cr Patron

1. **supports the recommendations 1 to 5 in principal advising the WEROC Executive Officer to progress discussions with regards to the implementation of these recommendations; and**
2. **requests for the WEROC Executive Officer to investigate the financial viability of a total hire model as detailed in recommendation 6.**

**CARRIED 8/0**

**Shire of Westonia**

As advised at the October WEROC Council Meeting, the Shire of Westonia supports Recommendations 1,2,3 and 4 contained within the Accingo Report.

**The Shire of Yilgarn**

The CEO Shire of Yilgarn resolved at its October Council 2019 Meeting 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)**

A copy of the recommendations document (and commented on above) forms an attachment to the meeting agenda.

Each of the recommendations is briefly outlined below.

**1. Asset Identification Standardisation**

In suggesting the adoption of a standard identification format Accingo also recommends that WEROC also agree on a standardize format which is backed up by an asset register policy, amending current system fields to provide such standardization.

The recommendation provided by Accingo provides an example of a standard code for use by WEROC's Member Councils.

Recommendation 1 is supported by all WEROC's Member Councils other than the Shire of Bruce Rock.

**2. Purchase and Sale Process Review**

Accingo has recommended that WEROC's Member Councils review of their current "Sale & Purchase of Asset" policy, checking for completeness and determine whether the policies are being followed. If such a policy is not in place then one should be prepared. In conjunction with this, Accingo also notes all associated risk management policies should be adhered to.

Recommendation 2 is supported by all WEROC's Member Councils other than the Shire of Bruce Rock.

**3. Standardisation of Depreciation Rates and Useful Life**

Accingo recommends that WEROC agree to a uniform set of depreciation rates which would be implemented via the asset management policy as detailed in Recommendation 2, with rates set either internally by Member Councils or provided by an external source.

Accingo also recommends WEROC look to reviewing maintenance costs so that they are captured and reported on down to machine level. Accingo notes that some but not all WEROC's Member Councils have this information captured effectively.

Recommendation 3 is supported by all WEROC's Member Councils other than the Shire of Bruce Rock.

**4. Review of Underperforming Assets**

The Accingo report recommends that a review of underperforming assets be undertaken to:

- a) understand why this is happening; and
- b) determine whether a piece of equipment is actually required.

Recommendation 4 is supported by all WEROC's Member Councils other than the Shire of Bruce Rock.

**5. Implementation of Technology Solutions**

This recommendation is self-explanatory in that it proposes that WEROC, either as a group or at individual Council level, look to purchase software to aid in the implementation of Recommendations 1, 2, 3 and 4.

Only the Shire of Merredin at this point supports the adoption of this recommendation. The Shire of Yilgarn has indicated that it considers the cost implications too large for it to be considered. Cost may be a factor in the rejection of Recommendation 5 by other Member Councils.

**6. Centralisation of Asset/Asset Management**

Again, this recommendation is self-explanatory but has been rejected at this point by all Member Councils other than the Shire of Merredin.

Whilst Recommendations 1, 2, 3 and 4 are supported by all Member Councils, except the Shire of Bruce Rock, what needs to be determined by WEROC is whether implementation of all four recommendations will be undertaken by WEROC jointly or whether some will be done jointly whilst others will be implemented at individual Council level.

This needs to be determined and if a joint approach is agreed to how will the work be undertaken and by whom?

In terms of Recommendations 5 and 6 only the Shire of Merredin supports further work on either recommendation.

With respect to the use of software to manage Member Councils' assets there may be benefit to seek costings around the purchase and ongoing use of such software. Obtaining a costing would not imply any commitment to purchasing any software but rather allow the opportunity for Member Councils to evaluate the benefits of such software against the costs, both in purchasing the software and the ongoing costs required to maintain and upgrade over time.

Similarly, with Recommendation 6. In accepting Recommendation 6 the Shire of Merredin has not committed to the use of a centralised asset management system but rather believes that investigations around the adoption of a centralised asset management system should be investigated by WEROC.

Undertaking a cost benefits analysis would not signify intent to undertake this action but merely show the costs required to do so and the benefits gained from undertaking such an action.

If a costs benefits analysis was agreed to by WEROC the costs associated with looking at the use of technology in managing WEROC's assets could be included in project's scope.

The matter is presented for discussion and decision by the WEROC Council.

**Consultation:** Nil

**Financial Implications:** As yet unknown

**Voting Requirement:** Simple Majority

**RESOLUTION:** Moved: Mr Griffiths                      Seconded: Mr Clarke

That the Shires of Kellerberrin, Merredin, Westonia and Yilgarn work collaboratively to consider and progress Recommendations 1 to 4 made by asset management consultant Accingo following a review of WEROC Member Councils asset management practices.

**CARRIED**



## 6.2 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>	20 November 2019
<b>Attachments:</b>	Student Allocations (Draft) WMSIP Transport Plan (Draft) Agenda for Team Building Day on Monday 2 December 2019

### **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 7 November 2019. At the time of preparing the WEROC Council Meeting Agenda an action sheet from the meeting had not been distributed.

Further work around the travel times and student allocations across participating towns has been done, with a revised table for student numbers in each town forming an attachment to the meeting agenda. Following discussion on travel times and the need to get students to their host families as soon as possible will see further revision to the attached travel times being undertaken.

An agenda for the team building day to be held at Curtin University has also been prepared, with a copy of the agenda forming an attachment to the meeting agenda.

## ***WEROC Council Meeting Thursday 28 November 2019 - Minutes***

This year it is hoped to expand the number of participants in the exercise, to be held on Monday 2 December 2019, to include staff and other people involved in the visits program, with invitations sent to participating Councils.

The WEROC Chair has received a letter of agreement between all WMSIP members for signing. The letter of agreement covers the visits to be conducted during March 2020.

The WMSIP Planning Group's next meeting is scheduled for Thursday 19 December 2019.

Comment is sought from Member Councils on the information provided and any other issues considered relevant for discussion at the next meeting of the Planning Group.

**RESOLUTION:**                      **Moved: Cr Della Bosca**                      **Seconded: Mr Mollenoyux**

---

**That the Executive Officer's report be received.**

**CARRIED**

### 6.3 Curtin Wheatbelt Community Health Study

<b>File Reference:</b>	075-1 Local Hospitals 013-2 Strategic and Future Planning
<b>Author:</b>	Helen Westcott, Executive Officer
<b>Portfolio:</b>	Social (Shire of Kellerberrin) Advocacy (Shared Portfolio)
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	18 November 2019
<b>Attachments:</b>	Curtin Wheatbelt Community Health Pilot Study Verso Report

#### **RECOMMENDATION:**

No recommendation is made – the matter is presented for discussion and decision by the WEROC Council.

#### **Executive Officer's Report:**

At the WEROC Executive Meeting held Wednesday 29 May 2019 a request for assistance from Dr Andrew Harper, Adjunct Clinical Professor at the Curtin Medical School was considered. Specifically, Dr Harper sought support for a research project developed as a direct result of Curtin student involvement in the Wheatbelt Medical Students Immersion Program this year and last.

Following consideration of the request, it was resolved as shown below:

<b>RESOLUTION:</b>	<i>Moved: Jamie Criddle</i>	<i>Seconded: Greg Powell</i>
<i>1. That WEROC provide in-kind and financial support to a maximum of \$5,000 to Dr Andrew Harper, Adjunct Clinical Professor at the Curtin Medical School, to assist in the conduct of the "Curtin Wheatbelt Community Health Study: An exploratory research proposal".</i>		
<i>2. That the Executive Officer provide Dr Andrew Harper with a copy of the Verso Report.</i>		

*CARRIED*

The Executive Officer advised Dr Harper of WEROC's decision, providing him with a copy of the Verso Report as requested.

Visits to both Merredin and Westonia took place during the last weekend in August.

Since the visit a report has been prepared.

All expenses claimed by Dr Harper and his student team have been paid.

A copy of the report was circulated to all Member Councils ahead of the WEROC Council Meeting. A copy of the report, with the Verso Report, also forms attachments to the meeting agenda.

The Verso Report has been provided because some of WEROC's new delegates may not have a copy of the report.

The question Andrew Harper seeks advice from WEROC on is whether this type of data gathering and analysis is of value to the shires in promoting rural health.

The Executive Officer believes that such research has a valid role to play and Member Councils are in a unique position to assist help in advocating for greater access to health services both in type and method of delivery. In terms of the

work undertaken in the pilot study this would have budget implications for WEROC because if the study was expanded to take in all five Member Councils it would be necessary for WEROC to contribute financially to the expanded project.

**Consultation:** Nil

**Financial Implications:** As yet unknown

**Voting Requirement:** Simple Majority

**RESOLUTION:** Moved: Cr Day Seconded: Cr Forsyth

That WEROC agree to participate in any project that looks to extend the pilot study entitled "Curtin Wheatbelt Community Health Study: An exploratory research proposal" across all five WEROC Councils, utilising existing WEROC project funds to facilitate funding for the project.

**CARRIED**

#### 6.4 Request for a Letter of Support from Crisp Wireless for a Digital Farm Grants Application

<b>File Reference:</b>	013-2 Strategic and Future Planning 135-5 Economic Sustainability
<b>Author:</b>	Helen Westcott, Executive Officer
<b>Portfolio:</b>	CEO/Governance – IT (Shire of Bruce Rock) Advocacy (Shared Portfolio)
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	19 November 2019
<b>Attachments:</b>	Nil

#### **RECOMMENDATION:**

**That WEROC provide a letter of support to Crisp Wireless for its application to the Department of Primary Industry and Regional Development's Digital Farm Grant Round 2.**

#### **Executive Officer's Report:**

The Executive Officer received an email from Ms Kim Every of Crisp Wireless seeking WEROC's support for its application for funding through the Department of Primary Industry and Regional Development's Digital Farm Grant Round 2. To quote from Ms Every's email:

*"... The focus of the grant is to provide solutions to Western Australian farming region's current sub-optimal internet connectivity and capacity issues. Reliable and faster internet will enable agri-businesses opportunities for improvement and growth through digitisation of production and supply chain processes.*

*Following successful application of similar projects in multiple WA regions, CRISP Wireless are submitting two applications for the Wheat-belt region - including four of the WEROC shires, in this round – Merredin, Bruce Rock and Narembeen shires and Kondinin, Corrigin and Kulin shires. The WA Government is offering up to \$500,000 per project with funding to be matched. Each shire has expressed cash and in-kind support and CRISP Wireless are committing more than 50% cost supporting to each project.*

*We would be most grateful if you would be able to provide the LOS on WEROC letterhead by Monday 25/11/2019 please (the grant closes on 4<sup>th</sup> December 2019)."*

The Executive Officer has replied to Ms Every's email explaining that the earliest a decision on providing support would be after the WEROC Council Meeting.

The request for a letter of support seems reasonable because it in the first instance does not require any financial commitment from WEROC and if successful will benefit some within the Bruce Rock and Merredin communities.

In reviewing the meeting agenda, the CEO Shire of Bruce Rock advised that Council had considered the Crisp Wireless proposal and has resolved to support the proposal at an individual Council level and therefore would support WEROC's proposed letter of support.

The Shire of Merredin may wish to provide further comment about its possible involvement in this current project proposal by Crisp Wireless. As Member Councils are aware, the Shire of Merredin is a participant in the Crisp Wireless/NEWROC internet connectivity project.

The only disappointing aspect to the proposal is that the benefit of increased digital access may not be extended to all the two Shires' residents.

**Consultation:** Nil

**Financial Implications:** As yet unknown

**Voting Requirement:** Simple Majority

**RESOLUTION:**                      **Moved: Mr Mollenoyux**                      **Seconded: Cr Della Bosca**

**That WEROC provide a letter of support to Crisp Wireless for its application to the Department of Primary Industry and Regional Development's Digital Farm Grant Round 2.**

**CARRIED**

## 7. EMERGING ISSUES

### 7.1 Western Australia's Native Vegetation – Release of an Issues Paper by the Department of Water and Environmental Regulation

The State Government is developing four initiatives to improve the consistency, transparency and information base to enable better management of the State's native vegetation. The initiatives to achieve this are outlined in an issues paper for public consultation, *Native Vegetation in Western Australia* prepared by the Department of Water and Environmental Regulation (the Department).

The discussion paper along with other information relating to the review can be accessed by following the link shown below:

<https://dwer.wa.gov.au/consultation/nativeveg>

A period of public consultation has commenced, closing Monday 10 February 2020. The Department is seeking feedback online and via community consultation workshops in Perth and regional locations.

Given the consultation period is outside the framework for inclusion in the WALGA Zone Meeting process WEROC may wish to consider preparing a submission.

**Cr Strange undertook to find out what WALGA was doing with respect to preparing a submission to the Department of Water and Environmental Regulation on the recently released issues paper *Native Vegetation in Western Australia*.**

Cr Butler left the meeting at 2.47pm and did not return

## 8. OTHER MATTERS

### 8.1 Resignation of Executive Officer

BHW Consulting provided a letter informing WEROC that W Squared Pty Ltd t/a BHW Consulting submits its resignation from the Executive Officer role to the Wheatbelt East Regional Organisation of Councils (WEROC) and Wheatbelt Communities Inc effective from 29 February 2020.

**RESOLUTION:** Moved: Mr Mollenoyux Seconded: Cr Della Bosca

**That WEROC accepts the resignation from BHW Consulting as the Executive Officer effective from 29 February 2020.**

**CARRIED**

**RESOLUTION:** Moved: Cr Day Seconded: Cr Della Bosca

**That the Shire of Bruce Rock, as current Chair of WEROC, prepare a position description, information package and commence the advertising process for the recruitment of Executive Officer services for WEROC, with applications closing 2 January 2020.**

**CARRIED**

## 9. FUTURE MEETINGS

Currently meetings for both the Executive and Council are scheduled for early 2020, with the dates for each meeting shown below:

WEROC Executive	Wednesday 5 February 2020 (Shire of Kellerberrin)
WEROC Council	Wednesday 26 February 2020 (Shire of Yilgarn)

A decision on whether a meeting of the WEROC Executive should be held is required. If the decision is that only a meeting of WEROC Council is needed then Member Councils will need to determine when WEROC Council should meet.

The Executive Officer is not available to meet on Thursday 27 February 2020 (the likely date for a meeting of the Great Eastern Country Zone) as she has other commitments that day.

**RESOLUTION:**                      **Moved: Mr Mollenoyux**                      **Seconded: Cr Day**

**That WEROC Council meet in Kellerberrin on Wednesday 26 February 2020, with the meeting to commence at 1.30pm**  
**CARRIED**

**Note:** It was agreed that a meeting of the WEROC Executive would only be called if required.

Ms Westcott and Mr Wittber left the meeting at 2.49pm and did not return.

At this point the meeting returned to Agenda Item 8.1.

For ease of reading Agenda Item 8.1 is recorded in chronological order.

## 10. CLOSURE

There being no further business the Chair closed the meeting at 2.59pm

### DECLARATION

These minutes were confirmed by the WE-ROC Council at the meeting held Wednesday 26 February 2020

Signed \_\_\_\_\_

Person presiding at the meeting at which these minutes were confirmed



# **NET LEASE OF PROPOSED UNITS 5 AND 6, 50 ANTARES STREET, SOUTHERN CROSS (VACANT LAND)**

**SHIRE OF YILGARN (ABN 58 923 991 148)**

**Landlord**

**-and-**

**CENTRAL EAST AGED CARE ALLIANCE INC (ABN 40 792 001 012)**

**Tenant**



Level 8, AMP Building  
140 St Georges Terrace  
Perth WA 6000

GPO Box L890  
Perth WA  
6842

T 08 9321 3755  
F 08 9321 3465  
E [info@kottgunn.com.au](mailto:info@kottgunn.com.au)

[kottgunn.com.au](http://kottgunn.com.au)  
*advoc*



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## TABLE OF CONTENTS

No	DESCRIPTION	PAGE
1.	COMMERCIAL TERMS .....	1
1.1	Landlord .....	1
1.2	Tenant .....	1
1.3	Land .....	2
1.4	Premises .....	2
1.5	Term .....	2
1.6	Commencement Date .....	2
1.7	Annual Rent.....	2
1.8	Permitted Use.....	2
1.9	Agreement to Transfer the Premises .....	2
2.	DEFINITIONS .....	3
3.	INTERPRETATION.....	5
3.1	Headings etc .....	5
3.2	Number & Gender .....	6
3.3	Persons & Parties .....	6
3.4	Joint & Several .....	6
3.5	Covenants .....	6
3.6	Implied Provisions .....	6
3.7	Acts.....	6
3.8	Time.....	7
3.9	Whole includes Part .....	7
3.10	Including .....	7
3.11	Governing Law .....	7
3.12	Severance .....	7
4.	LEASE & TERM.....	7
4.1	Grant of Lease .....	7
4.2	Tenant's Additional Rights .....	7
4.3	Quiet Enjoyment.....	8
4.4	Landlord's Reserved Rights .....	8
4.5	Liability of Landlord .....	8
5.	ANNUAL RENT.....	8
6.	OUTGOINGS .....	8
6.1	Payment of Operating Expenses .....	8
6.2	Payment of Insurance Costs .....	9

6.3	Payment of Rates & Taxes .....	9
6.4	Payment of Outgoings to occur as an adjustment between the Parties at Settlement.....	9
6.5	Payment for Services.....	9
7.	OTHER FINANCIAL PROVISIONS.....	9
7.1	Payment of Insurance Premiums .....	9
7.2	GST.....	9
7.3	Landlord's Costs .....	10
8.	USE.....	10
8.1	Permitted Use .....	10
8.2	Conditions of Use.....	10
8.3	Compliance with Statute .....	11
8.4	Notice of Orders or Requisitions.....	11
8.5	Security .....	11
8.6	No Warranty by Landlord.....	11
9.	MAINTENANCE.....	12
9.1	Maintain Premises .....	12
9.2	Maintain Fixtures.....	12
9.3	Replacements .....	12
9.4	Exclusion From Maintenance & Replacement .....	12
9.5	Notice of Damage .....	12
9.6	Landlord's Maintenance.....	13
10.	ALTERATIONS & ADDITIONS .....	13
10.1	Alterations, Additions and Installations.....	13
10.2	Tenant's Works Conditions.....	13
10.3	Ownership of Tenant's Fixtures.....	14
11.	COMPULSORY ALTERATIONS.....	14
12.	INSURANCE & INDEMNITIES.....	14
12.1	Tenant's Insurance .....	14
12.2	Terms of Insurance Policies .....	15
12.3	Evidence of Insurance .....	15
12.4	Landlord's Insurance .....	15
12.5	Claims .....	16
12.6	Application of Insurance Proceeds.....	16
12.7	Preservation of Insurance.....	16
12.8	Indemnity by Tenant .....	16
12.9	Release by Tenant.....	17
12.10	Preservation of Indemnity & Release .....	17

13.	ASSIGNMENT & SUB-LETTING.....	18
13.1	Property Law Act Excluded.....	18
13.2	No Disposal.....	18
13.3	No Mortgage, Charge or Lien.....	18
13.4	Assignment.....	18
13.5	Sub-letting With Consent.....	18
13.6	Tenant Remains Liable.....	18
14.	DEFAULT.....	18
14.1	Event of Default.....	18
14.2	Landlord's Rights on Default.....	20
14.3	Essential Terms.....	20
14.4	Landlord's Right To Remedy.....	20
14.5	Landlord's Entry.....	21
14.6	Acceptance Of Rent Not Prejudicial.....	21
14.7	Effect Of Waivers Of Default.....	21
15.	END OF LEASE.....	21
15.1	End of Lease on Expiry Date.....	21
15.2	End of Lease as a result of Event of Default.....	22
16.	SPECIAL PROVISIONS.....	22
16.1	Special Conditions.....	22
16.2	Inconsistency.....	22
17.	MISCELLANEOUS.....	22
17.1	Arbitration.....	22
17.2	Notices.....	23
17.3	Effect of Execution.....	23
17.4	Partnership.....	23
17.5	Further Assurances.....	24
17.6	Variations.....	24
17.7	Counterparts.....	24
17.8	Attorneys.....	24
17.9	Caveats.....	24
17.10	Registration of Lease.....	24
	SCHEDULE 1.....	25
	ANNEXURE A.....	4
	ANNEXURE B.....	5

THE LANDLORD AND THE TENANT AGREE AND UNDERTAKE AS FOLLOWS:

**RECITALS:**

- A.** Pursuant to the Agreement to Transfer the Premises, the Landlord has agreed to sell the Premises and the Tenant has agreed to purchase the Premises as vacant land, for the purposes of the Tenant's senior-housing project.
- B.** The transfer of ownership of the Premises from the Landlord to the Tenant is at no cost, as the Premises are the Landlord's in-kind contribution to the Tenant's senior housing project.
- C.** The Tenant has constructed the Dwellings on the Premises, which shall be leased (or sub-leased while this Lease remains in place) to tenants under the Residential Tenancies Act.
- D.** Settlement under the Agreement to Transfer the Premises has not yet occurred.
- E.** By agreement with the Landlord, as the Tenant has completed construction of the Dwellings on the Premises, the Tenant wishes to commence leasing the Dwellings to residential tenants.
- F.** The Landlord has agreed to lease the Premises to the Tenant (as vacant land) from the Commencement Date until the Date of Settlement under the Agreement to Transfer the Premises, to enable the Tenant to start leasing the Dwellings, on the terms and conditions as set out in this Lease.
- G.** The Parties agree that this Lease shall automatically terminate upon the Date of Settlement under the Agreement to Transfer the Premises, at which time the Tenant shall become the registered proprietor of the Premises.

**1. COMMERCIAL TERMS**

---

For ease of reference, the principal commercial terms applying to this Lease are:

**1.1 Landlord**

The Landlord is:

**SHIRE OF YILGARN (ABN 58 923 991 148)** of 23 Antares Street, Southern Cross, Western Australia, 6426

**1.2 Tenant**

The Tenant is:

**CENTRAL EAST AGED CARE ALLIANCE INC (ABN 40 792 001 012)** of Post Office Box 6456, East Perth, Western Australia 6892

**1.3 Land**

The Land is:

50 Antares Street, Southern Cross, being more particularly described as Lot 1 on Deposited Plan 408384 being the whole of the land comprised in Certificate of Title Volume 2970 Folio 974, having an area of approximately 6,070 square metres, and as is shown for identification purposes only outlined in green on the Plan in Annexure A

**1.4 Premises**

The Premises is:

That part of the Land described as Units 5 and 6 on the proposed survey strata subdivision of the Land, having an area of 355 square metres for each of Unit 5 and Unit 6 respectively, and as shown for identification purposes only outlined in green on the proposed survey strata Plan in Annexure B – being vacant land.

**1.5 Term**

The Term is:

From the Commencement Date until the Expiry Date.

**1.6 Commencement Date**

The Commencement Date is:

9 December 2019

**1.7 Annual Rent**

The Annual Rent is:

\$1.00 (plus GST if applicable) per annum

**1.8 Permitted Use**

The Permitted Use is:

The Premises are leased as vacant land only, and the Tenant shall be permitted to construct / install only such Tenant's Fixtures (including the Dwellings) on the Premises as shall be approved by the Landlord from time to time in accordance with the provisions of clause 10 of this Lease.

**1.9 Agreement to Transfer the Premises**

The Agreement to Transfer the Premises means the agreement made between the Landlord as seller/transferor and the Tenant as buyer/transferee for the transfer of the Premises by the Landlord to the Tenant, as evidenced in the CEACA Committee Meeting Minutes of 26 February 2019; and as confirmed by letter from the Landlord to the Tenant dated 2 December 2019.

## 2. DEFINITIONS

---

In this Lease, unless the context clearly indicates otherwise, the following terms shall have the following meanings:

**Acts** includes all acts and statutes (State or Federal) for the time being enacted or modifying any Acts and all regulations by-laws requisitions or orders made under any Act by any Authority

**Additional Rights** means the Tenant's additional rights detailed in Clause 4.2

**Annual Rent** means the rent detailed in Clause 1.7

**Authority** means any federal, state, local or quasi-governmental body or authority or any other public body or authority

**Business Day** means a day which is not a Saturday, Sunday or public holiday in Perth, Western Australia

**Commencement Date** means the date detailed in Clause 1.6

**Agreement to Transfer the Premises** means the agreement between the Parties for the transfer of the Premises from the Landlord to the Tenant, as detailed in Clause 1.9

**Corporations Law** means the Corporations Act 2001 (Cth)

**Date of Settlement** means the date upon which Settlement occurs between the parties pursuant to the Agreement to Transfer the Premises

**Dispose** means assign, transfer, sub-let, part with, share possession of (including by licence or concession) or dispose in any way of an interest in the Premises

**Dwellings** means the age-appropriate dwellings which have been constructed (or are being constructed) by the Tenant on the Premises, as have been previously approved by the Landlord

**Employees** means employees, agents, professional consultants, contractors, tenants, licensees or invitees

**Event of Default** means an event of default detailed in Clause 14.1

**Expiry Date** means the Date of Settlement

**GST** means goods and services tax, consumption tax, value added tax or like tax imposed on the sale of goods and supply of services

**Insurance Costs** means and includes the Tenant's Proportion of the Landlord complying with Clauses 12.4, in each case including:

- (a) valuation costs;
- (b) inspection and assessment costs;
- (c) the whole cost of complying with any insurers' requirements;
- (d) all premiums and excesses; and

- (e) taxes, charges and levies imposed on insurance policies or payments made for or by them

**Insured Risks** means risk of damage or destruction by aircraft, earthquake, explosion, fire, flood, riot, civil commotion, burglary, lightning, storm and tempest and such other normal commercial risks as the Landlord may nominate by notice to the Tenant

**Land** means the land detailed in Clause 1.3

**Landlord** means the person detailed in Clause 1.1

**Landlord's Fixtures** means any fittings, fixtures, furnishings, living flora, plant, machinery and equipment in, on or attached to the Premises that are not Tenant's Fixtures, including any item referred to in Clause 10.3

**Landlord's Reserved Rights** means the rights reserved by the Landlord as referred to in Clause 4.4

**Lease** means the lease constituted by this document and any valid amendments made to it

**Lease Year** means the period:

- (a) from the Commencement Date until the next 30 June (inclusive);
- (b) of each 12 months from 1 July until the next 30 June during the Term; and
- (c) from 1 July immediately preceding the end of this Lease and ending at the end of this Lease (inclusive)

**Liability** means and includes claims, costs (including penalties, fines and legal costs), demands, damages, expenses, losses or other liability of any type

**Operating Expenses** means and includes all outgoings, costs and expenses (including any GST on any of them) incurred by the Landlord in relation to the Land **including** in relation to:

- (a) maintaining the Land;
- (b) providing, operating, maintaining, repairing, refurbishing, renovating, replacing, controlling and securing:
  - (i) the Services;
  - (ii) any services or facilities provided to or at the Land, including fire fighting and prevention services and facilities; and
  - (iii) security and emergency systems, services and facilities for the Land;
- (c) garbage collection, compacting, storage and removal services and facilities;

**Outgoings** means and includes the sums payable by the Tenant to the Landlord in terms of Clauses 6.1 to 6.3 (inclusive)



**Permitted Use** means the use detailed in Clause 1.8

**Plan** means the plan (if any) attached to this Lease as Annexure A

**Premises** means the premises detailed in Clause 1.4 and the Landlord's Fixtures (if any)

**Rates & Taxes** means all municipal rates, water rates, taxes (including Federal or State Land Tax and Metropolitan Region Improvement Tax calculated on a single land holding basis), charges and other assessments and impositions of any type which may be assessed, charged or imposed on land and buildings or the owner or occupier of land and buildings

**Services** means water, drainage, sewerage, gas, electricity, heating, cooling, telephone, electronic media or other services and all conducting media and plant and equipment relating to them in so far as it does not serve the Premises alone

**Tenant** means the person detailed in Clause 1.2

**Tenant's Fixtures** means any building, fittings, fixtures, furnishings, living flora, plant, machinery and equipment constructed or placed in, on or attached to, the Premises at the cost, and for the sole benefit, of the Tenant. For the avoidance of any doubt this includes the Dwellings

**Tenant's Obligations** mean and include any obligation on, undertaking by or covenant of the Tenant to do or not do something, arising out of this Lease, any other deed or document ancillary to this Lease or imposed by law

**Tenant's Proportion** means the proportion due by the Tenant of an item of expenditure which relates jointly to the Premises and other premises at the Land, such proportion being the proportion that the area (in square metres) of the Premises bears to the total area (in square metres) of the Land to which that item of expenditure relates. Where the Premises comprise the whole of the Land, the Tenant's Proportion shall be 100%

**Tenant's Works** means any:

- (a) works consented to by the Landlord in terms of Clause 10.1; or
- (b) works to be carried out by the Tenant in terms of Clause 9

**Term** means the duration of this Lease detailed in Clause 1.5

### 3. INTERPRETATION

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#### 3.1 Headings etc

- (a) The cover, warning, index and headings in this Lease are to be disregarded in interpreting this Lease.
- (b) Reference to a **Recital**, **Clause**, **Schedule** or **Annexure** is a reference to a recital, clause, schedule or annexure of this Lease.

### **3.2 Number & Gender**

- (a) Words importing the singular include the plural and vice versa.
- (b) Reference to any gender includes all genders.

### **3.3 Persons & Parties**

- (a) Reference to a person includes a corporation, firm, unincorporated association or Authority.
- (b) Reference to a party means and includes a reference to that party, its successors, personal representatives and permitted transferees.

### **3.4 Joint & Several**

- (a) Any obligation or undertaking entered into or a warranty given by more than one person or party is entered into or given by them jointly and severally.
- (b) The benefit of any obligation, undertaking or a warranty given to more than one person or party is given to them jointly and severally.

### **3.5 Covenants**

- (a) Any obligation or undertaking entered into or warranty given by any party is a covenant by that party to the person with whom such obligation or undertaking is entered into or to whom the warranty was given.
- (b) A provision of this Lease prohibiting the Tenant from doing a thing shall require the Tenant to ensure compliance with it by the tenant's employees (as appropriate).
- (c) Where anything may be done by the Landlord in terms of this Lease, it may competently be done by the Landlord's employees.

### **3.6 Implied Provisions**

Where an Act implies or incorporates a provision into this Lease which:

- (a) affects any Tenant's Obligation;
- (b) imposes any obligation onto the Landlord not envisaged by this Lease; or
- (c) is inconsistent with this Lease as written,

such provision shall not apply to this Lease unless it is mandatory.

### **3.7 Acts**

References to any Act includes all Acts amending or consolidating it.

### **3.8 Time**

- (a) If the day on or by which anything is to be done is not a Business Day, that thing must be done on or by the next succeeding Business Day.
- (b) Reference to time is to the local time in Perth.
- (c) Reference to a month is to a calendar month.
- (d) In calculating any period expressed in months or years, if the corresponding day of the month does not exist in the month at the end of the period, the period shall end on the last day of that month.

### **3.9 Whole includes Part**

Reference to any place, matter or thing includes a reference to any part of that place, matter or thing.

### **3.10 Including**

The word **including** shall be construed as meaning including without prejudice to the foregoing generality.

### **3.11 Governing Law**

- (a) This Lease shall be governed by and be interpreted in accordance with the laws of Western Australia.
- (b) The parties submit to the non-exclusive jurisdiction of the courts of Western Australia.

### **3.12 Severance**

If any provision of this Lease is void or unenforceable, other provisions which are self-sustaining and capable of separate enforcement with regard to the void or unenforceable provision, are and continue to be valid and enforceable.

## **4. LEASE & TERM**

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### **4.1 Grant of Lease**

Subject to the provisions of this Lease, the Landlord leases the Premises to the Tenant for the Term.

### **4.2 Tenant's Additional Rights**

Subject to the Tenant complying with every Tenant's Obligation, the Landlord grants to the Tenant the Additional Rights to:

- (a) use all Services serving the Premises (if any); and
- (b) use the Landlord's Fixtures (if any).

### **4.3 Quiet Enjoyment**

Provided that the Tenant punctually and fully complies with every Tenant's Obligation the Tenant shall and may peaceably possess and enjoy the Premises for the Term without any interruption or disturbance from the Landlord or any person lawfully claiming by, from or under the Landlord.

### **4.4 Landlord's Reserved Rights**

The Landlord reserves the right to:

- (a) create or remove easements and restrictive covenants in any way affecting the Premises;
- (b) subdivide the Land;
- (c) grant or discharge any mortgage or other charge affecting the Land;
- (d) run, maintain, alter or remove Services on, in, over or under the Land;
- (e) permit others to run, maintain, alter or remove Services on, in, over or under the Land;

### **4.5 Liability of Landlord**

Any person who is the Landlord at any time shall cease to have any liability to the Tenant in terms of this Lease immediately upon that person ceasing to be the Landlord of the Premises.

## **5. ANNUAL RENT**

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The Tenant shall pay the Annual Rent on the Commencement Date, and on each anniversary of the Commencement Date (in the event that the Term is more than one calendar year):

- (a) without demand for payment being made; and
- (b) without deduction or right of set-off (equitable or otherwise),

to the Landlord at the address given for the Landlord in this Lease or at such other address or in such other manner as the Landlord shall from time to time direct in writing. For avoidance of doubt, there shall be no review or increase of the Annual Rent during the Term.

## **6. OUTGOINGS**

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### **6.1 Payment of Operating Expenses**

Subject to the rest of Clause 6, the Tenant shall be liable to pay to the Landlord at Settlement, the Tenant's Proportion of the Operating Expenses.

**6.2 Payment of Insurance Costs**

Subject to the rest of Clause 6, the Tenant shall be liable to pay to the Landlord at Settlement, the Insurance Costs.

**6.3 Payment of Rates & Taxes**

Subject to the rest of Clause 6, the Tenant shall be liable to pay to the Landlord at Settlement:

- (a) all Rates & Taxes charged upon or in respect of the Premises; **or**
- (b) the Tenant's Proportion of the Rates & Taxes charged upon or in respect of any part of the Land in which the Premises is situated.

**6.4 Payment of Outgoings to occur as an adjustment between the Parties at Settlement**

The Parties have agreed that rather than the Tenant paying Outgoings to the Landlord either on demand or by way of monthly instalments to account of Outgoings during the Term, payment of the Outgoings shall be deferred until Settlement.

The Tenant shall pay the Outgoings to the Landlord at Settlement. At Settlement, there shall be an adjustment to apportion the Outgoings between the Parties. The Tenant is liable to pay all Outgoings to the Landlord for the Term (being from the Commencement Date to the Settlement Date).

This adjustment of Outgoings shall occur in conjunction with the usual adjustment of outgoings that will occur under clause 7 of the Joint Form of General Conditions for the Sale of Land (2018 version).

The Landlord will provide to the Tenant copies of any tax invoices for the Outgoings and details of how the adjustment is calculated.

**6.5 Payment for Services**

The Tenant shall pay for all Services used solely at the Premises directly to the providers of any Service used or, if the Tenant fails to pay directly to any provider within 30 days after demand by any such provider, to the Landlord on demand.

**7. OTHER FINANCIAL PROVISIONS**

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**7.1 Payment of Insurance Premiums**

The Tenant shall pay the total cost (including premiums and compliance costs) of the insurances detailed in Clause 12.1 immediately upon demand from the insurer.

**7.2 GST**

The parties agree that while a goods and services tax, consumption tax, value added tax or like tax imposed on the sale of goods and/or the supply of services (**GST**) is in effect, the Tenant shall, in addition to the other sums detailed in the Lease, pay on demand:

- (a) the amount of GST validly charged by any person (including the Landlord) on the cost of the supply of any goods or services by that person to the Tenant; and
- (b) by way of reimbursement to the Landlord, the amount of GST paid by the Landlord to any person (including any Authority) in relation to a matter or thing (including rent and outgoings) that, or the cost of which, is the responsibility of the Tenant in terms of this Lease.

### **7.3 Landlord's Costs**

The Tenant shall pay on demand

the Landlord's reasonable costs charges and expenses (including legal costs) for:

- (a) the obtaining of any permission or consent in terms of any Act required in connection with or as a result of this Lease;
- (b) any breach of this Lease by the Tenant;
- (c) the exercise or attempted exercise by the Landlord of any right, power, privilege, authority or remedy against the Tenant to enforce any Tenant's Obligation or to terminate this Lease due to an Event of Default; and
- (d) any action, suit or proceedings arising out of, concerned with or incidental to this Lease (unless costs are awarded to the Tenant against the Landlord in that action, suit or proceeding),

including all fees and costs of the Landlord's Employees and the Landlord's own reasonable administrative costs (except in so far as recovery is prohibited by law).

For avoidance of any doubt, each party shall pay its own legal costs associated with the preparation, negotiation and completion of this Lease and any documents ancillary to it.

## **8. USE**

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### **8.1 Permitted Use**

The Tenant shall only use the Premises for the Permitted Use.

### **8.2 Conditions of Use**

The Tenant shall not:

- (a) use the Premises for any illegal, immoral or offensive purpose;
- (b) burn waste except at a place approved by the Landlord and any relevant Authority for that purpose;
- (c) store or dispose of waste except in a manner or at a place approved by any relevant Authority for that purpose or by using a properly accredited waste disposal contractor approved by the Landlord;

- (d) use (negligently or otherwise, including overloading) any Services in the Premises or the Land for any purposes or in any manner other than those for which they were designed, constructed or provided; and
- (e) permit rodents, vermin, insects (including white ants) and other pests to infest the Premises and the Tenant shall have them exterminated at its sole cost.

### **8.3 Compliance with Statute**

The Tenant shall fully comply with:

- (a) any Act affecting or relating to the use of the Premises by the Tenant; and
- (b) any direction, requirement order or requisition of any competent Authority in relation to the Premises or its use by the Tenant,

and shall maintain all necessary licences and permits in relation to the Tenant's business at the Premises.

### **8.4 Notice of Orders or Requisitions**

The Tenant shall immediately give to the Landlord a copy of any direction, requirement, order or requisition referred to in Clause 8.3(b) that is received by the Tenant.

### **8.5 Security**

- (a) The Tenant shall ensure that the Premises are kept secure from theft, vandalism or fire at all times.
- (b) The Tenant shall immediately advise the Landlord of any threat to the safety or security of the Land or people using the Land (including any bomb threat, fire or fire hazard or mob) of which the Tenant or any of the Tenant's Employees becomes aware.
- (c) In the event of the Landlord identifying a threat to the safety or security of the Land or the people using the Land, the Tenant shall immediately comply with all directions given by the Landlord for the temporary closure or evacuation of the Land.

### **8.6 No Warranty by Landlord**

The Landlord does not warrant in any way that the Premises are suitable or adequate for the Permitted Use or the Tenant's business.

The Tenant acknowledges that it must satisfy itself as to the suitability and adequacy of the Premises for those purposes.

## **9. MAINTENANCE**

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### **9.1 Maintain Premises**

The Tenant shall maintain the Premises and in a state of condition and repair that is good, safe, clean, rubbish free, obstruction free and tidy.

### **9.2 Maintain Fixtures**

The Tenant shall maintain and repair:

- (a) the Landlord's Fixtures;
- (b) any Services serving only the Premises (including any connections linking such Services to common Services whether lying inside or outside of the Premises); and
- (c) the Tenant's Fixtures,

in a state of condition and repair that is good, safe, clean, rubbish free, obstruction free and tidy.

### **9.3 Replacements**

The Tenant shall, replace all broken, damaged or worn Landlord's Fixtures (if any)

with replacements of equivalent design and quality to the broken, damaged or worn item when it was new and of a colour and type approved by the Landlord (such approval not to be unreasonably withheld).

### **9.4 Exclusion From Maintenance & Replacement**

Clauses 9.1, 9.2 and 9.3 do not include maintenance or replacement due to:

- (a) fair wear and tear; or
- (b) damage caused by an Insured Risk except where:
  - (i) the damage was caused or contributed to by the negligence of the Tenant or any Tenant's Employee; or
  - (ii) the insurance moneys claimed cannot be recovered or are reduced due to any act or omission of the Tenant or any Tenant's Employee.

### **9.5 Notice of Damage**

The Tenant must give immediate notice to the Landlord of:

- (a) any damage to or defect in the Premises or the Landlord's Fixtures;
- (b) any occurrence of a notifiable infectious disease at the Premises; and
- (c) any other events or circumstances likely to be or cause damage or risk to the Premises or any person in the Premises.



## **9.6 Landlord's Maintenance**

Except to the extent that same is the responsibility of the Tenant, the Landlord shall maintain the Land (aside from the Premises) in a state of condition and repair that is good, safe, clean, rubbish free, obstruction free and tidy.

## **10. ALTERATIONS & ADDITIONS**

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### **10.1 Alterations, Additions and Installations**

- (a) For avoidance of any doubt, the Parties acknowledge and agree that:
  - (i) the Premises are leased to the Tenant as vacant land only;
  - (ii) the Tenant has already constructed (or is completing construction) of the Dwellings on the Premises, which works have already previously been approved and consented to by the Landlord;
  - (iii) construction and completion of the Dwellings does not need any further approval by the Landlord under this Clause;
  - (iv) the Dwellings form part of the Tenant's Fixtures and are not Landlord's Fixtures.
- (b) During the Term, aside from the Dwellings which have already been approved by the Landlord, the Tenant shall not make any further alteration or addition to:
  - (i) the Premises;
  - (ii) the Landlord's Fixtures; or
  - (iii) any Services serving the Premises

without the prior written approval of the Landlord which the Landlord may refuse, grant or grant subject to conditions at its sole discretion. For avoidance of doubt, this does not include any minor alterations to the Dwellings in order to complete construction of the Dwellings in accordance with approvals already granted by the Landlord.

### **10.2 Tenant's Works Conditions**

In carrying out any Tenant's Works under clause 10.1(b), the Tenant shall:

- (a) at least 30 days before anticipated commencement of the Tenant's Works, provide the Landlord with detailed drawings and specifications of the Tenant's Works for consent in terms of Clause 10.1(b);
- (b) carry out the Tenant's Works using suitably qualified tradespersons;
- (c) make good any damage caused to:
  - (i) any other part of the Land outside of the Premises (if any);
  - (ii) any Landlord's Fixture;

- (iii) the property of any other person,  
to the reasonable satisfaction of the Landlord.
- (d) before commencing the Tenant's Works obtain all necessary licences, permissions and consents in relation to the Tenant's Works from any relevant Authority under any appropriate Act and:
  - (i) produce a copy of each such licence, permission or consent to the Landlord within 5 Business Days after receiving it; and
  - (ii) fully comply with every term, condition or requirement of any such licences, permissions or consents; and
- (e) also, before commencing the Tenant's Works, procure that any contractor employed to carry out the Tenant's Works has in force and is obliged to maintain, a contractor's all risks insurance policy for at least \$20,000,000 for any one claim with a reputable insurance company either with the interest of the Landlord as owner of the Premises noted upon it;
- (f) provide to the Landlord within 5 Business Days after commencement or renewal of each such contractor's policy of insurance, a copy of each such contractor's policy and each premium receipt in respect of it covering the whole period of the carrying out of the Tenant's Works;
- (g) fully comply with every condition of the Landlord's consent to the Tenant's Works;

### **10.3 Ownership of Tenant's Fixtures**

All Tenant's Fixtures are to remain the property of the Tenant.

## **11. COMPULSORY ALTERATIONS**

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If any Authority competently requires any alterations, additions, installations or other works to or at the Premises for which the Tenant is not liable under this Lease, the Landlord may enter the Premises at all reasonable times (and causing the minimum practicable inconvenience or disturbance to the Tenant) for the purpose of carrying out any such alterations, additions, installations or other works without being liable for any loss or damage sustained by the Tenant.

## **12. INSURANCE & INDEMNITIES**

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### **12.1 Tenant's Insurance**

The Tenant shall effect and constantly maintain the following insurances:

- (a) public liability insurance for at least \$20,000,000 (or such higher figure as the Landlord may reasonably require by notice to the Tenant) for any one event relating in any way to the Premises or the use to which the Premises is put;
- (b) any other insurance required by law of the occupier of premises;

- (c) worker's compensation insurance with unlimited cover and extension cover for common law liability for at least the same amount per event as detailed in Clause 12.1(a);
- (d) breakdown insurance for any plant, equipment or machinery at the Premises (irrespective of ownership); and
- (e) comprehensive insurance against the Insured Risks in relation to:
  - (i) the Premises;
  - (ii) the Landlord's Fixtures;
  - (iii) the Services so far as serving the Premises only; and
  - (iv) the Tenant's Fixtures,
 for the full reinstatement value (including site clearance costs and professional consultants fees) of them.

## **12.2 Terms of Insurance Policies**

Every insurance policy effected and maintained in terms of Clause 12.1 shall:

- (a) be in the name of the Tenant and where competent to do so, shall note the interest of:
  - (i) the Landlord; and
  - (ii) any other person having an interest in the Premises or the Land required by the Landlord by notice to the Tenant,
 for their respective interests in the Premises;
- (b) be effected with a reputable insurance company approved by the Landlord (such approval not to be unreasonably withheld); and
- (c) be on terms and conditions approved by the Landlord (such approval not to be unreasonably withheld).

## **12.3 Evidence of Insurance**

Within 5 Business Days after a request by the Landlord to do so, the Tenant shall give the Landlord written evidence of full compliance with Clause 12.1.

## **12.4 Landlord's Insurance**

The Landlord shall effect and constantly maintain the following insurances:

- (a) public liability insurance for at least \$20,000,000 for any one event relating in any way to the Land (aside from the Premises);
- (b) any other insurance required by law of the owner of premises; and
- (c) comprehensive insurance against the Insured Risks in relation to the Services so far as serving more than one premises at the Land, for the

full reinstatement value (including site clearance costs and professional consultants fees) of them.

## **12.5 Claims**

The Tenant shall immediately give the Landlord notice of any event that may result in a claim being made against any of the insurance policies effected in terms of Clauses 12.1 or 12.4.

## **12.6 Application of Insurance Proceeds**

The Tenant must apply the whole proceeds, received by them, of any claim made against any of the insurances referred to in Clause 12.1 towards the damage, destruction, or other Liability in respect of which the claim was made, the Tenant being responsible for any shortfall.

## **12.7 Preservation of Insurance**

- (a) The Tenant shall not do or omit to do anything which will or might:
  - (i) cancel, replace or alter any insurance policy effected in terms of Clause 12.1 without obtaining the Landlord's prior approval (such approval not to be unreasonably withheld);
  - (ii) render void, voidable or unenforceable (to any extent):
    - (A) any insurance policy effected in terms of Clauses 12.1 or 12.4; or
    - (B) any other insurance policy effected by the Landlord in relation to the Premises or any other land owned by the Landlord; or
  - (iii) cause any increase in the premium payable in relation to:
    - (A) any insurance policy effected in terms of Clauses 12.1 or 12.4; or
    - (B) any other insurance policy effected by the Landlord in relation to the Premises or any other land owned by the Landlord.
- (b) The Tenant shall, at its own cost, fully comply with all requirements of any insurer providing insurance cover pursuant to Clauses 12.1 or 12.4.

## **12.8 Indemnity by Tenant**

The Tenant indemnifies the Landlord from and against all Liability in respect of or resulting from:

- (a) damage to or destruction of any property, or the death of or injury to any person, no matter how or where this occurs:
  - (i) caused or contributed to in any way by:
    - (A) the Tenant;

- (B) any Tenant's Employee; or
  - (C) any other person at the Premises with the express or implied consent of the Tenant;
  - (ii) caused or contributed to by the occupation or use of the Premises; or
  - (iii) resulting from a breach by the Tenant of any Tenant's Obligation,
- except to the extent caused by the act, omission, negligence or default of this Lease by the Landlord or any Landlord's Employees;
- (b) a breach by the Tenant of any provision of Clause 12;
  - (c) misuse (negligent or otherwise) of any Services or other facilities at the Premises by the Tenant or any Tenant's Employee;
  - (d) any overflow, leakage or escape of water, gas, electricity, fire, or other thing at or from the Premises caused or contributed to by the Tenant or any Tenant's Employee; and
  - (e) faulty installation of any Landlord's Fixture or Tenant's Fixture by the Tenant or any Tenant's Employee.

#### **12.9 Release by Tenant**

The Tenant acknowledges that it occupies and uses the Premises and the Landlord's Fixtures at its own risk and releases the Landlord from all Liability in connection with:

- (a) the death of or injury to any person (unless caused by the negligence, act or omission of the Landlord or any Landlord's Employees);
- (b) damage to or destruction of any property (unless caused by the negligence, act or omission of the Landlord or any Landlord's Employees);
- (c) failure by the Landlord, for reasons beyond the Landlord's direct control, to comply with this Lease;
- (d) the exercise by the Landlord of any right, entitlement or requirement in terms of this Lease (including the carrying out of works at the Premises for whatever reason); or
- (e) any deficiency in the Premises, the Landlord's Fixtures or the Services (unless caused by the negligence, act or omission of the Landlord or any Landlord's Employees).

#### **12.10 Preservation of Indemnity & Release**

- (a) Despite anything to the contrary expressed or implied in this Lease or at law, the Tenant's Obligations under Clause 12.8 and 12.9 are unaffected by the provisions relating to insurance in Clauses 12.1 to 12.7 (inclusive).

- (b) Clauses 12.8 and 12.9 shall survive the expiry or termination of this Lease and shall remain enforceable in full.

### **13. ASSIGNMENT & SUB-LETTING**

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#### **13.1 Property Law Act Excluded**

Sections 80 and 82 of the Property Law Act 1969 do not apply to this Lease.

#### **13.2 No Disposal**

Except as set out in this Clause 13, the Tenant shall not Dispose of any part of this Lease or the Premises.

#### **13.3 No Mortgage, Charge or Lien**

The Tenant shall not mortgage, charge or otherwise encumber in any way (including by way of lien) any interest in the Premises or the Landlord's Fixtures without obtaining the Landlord's prior written consent. The Tenant shall be entitled to mortgage, charge or otherwise encumber the Tenant's Fixtures (including the Dwellings) as the Tenant shall see fit and may do so without obtaining the Landlord's prior written consent.

#### **13.4 Assignment**

The Tenant shall not assign the whole or any part of its interest in this Lease.

#### **13.5 Sub-letting With Consent**

The Tenant may sub-lease each of the Dwellings under the *Residential Tenancies Act (WA)* without obtaining the prior written consent of the Landlord.

#### **13.6 Tenant Remains Liable**

The Tenant remains fully liable under this Lease if the Tenant does Dispose of its interest in this Lease or the Premises whether or not the Tenant has obtained the Landlord's consent.

### **14. DEFAULT**

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#### **14.1 Event of Default**

An Event of Default is where:

- (a) The Tenant is in breach of its obligation to pay any part of the Annual Rent or Outgoings (whether demanded or not) and fails to remedy such breach within 28 days after notice under Section 81 of the Property Law Act 1969 (WA) by the Landlord has been given to the Tenant requiring remedy of the breach;
- (b) the Tenant is in breach of any other Tenant's Obligation and fails to remedy such breach within 28 days after notice under Section 81 of the

Property Law Act 1969 (WA) by the Landlord has been given to the Tenant requiring remedy of the breach;

- (c) an application is made to a court for an order or an order is made that the Tenant be wound up;
- (d) an application is made to a court for an order appointing a liquidator or provisional liquidator in respect of the Tenant, whether or not under an order;
- (e) a meeting is convened or a resolution is passed to appoint an administrator of the Tenant;
- (f) except to reconstruct or amalgamate while solvent on terms approved by the Landlord, the Tenant enters into, or resolves to enter into, a scheme of arrangement or composition with, or assignment for the benefit of, all or any class of its creditors, or it proposes a reorganisation, moratorium or other administration or arrangement involving any of them;
- (g) the Tenant proposes to or enters into a deed of company arrangement with or for the benefit of all or any class of its creditors without the consent of the Landlord;
- (h) a resolution is passed to wind up or dissolve the Tenant or the Tenant is dissolved;
- (i) an application is made or notice given or other procedure commenced for the dissolution or cancellation of the registration of the Tenant under the Corporations Law or by analogous process;
- (j) the Tenant is insolvent within the meaning of "insolvent" in section 95A(2) of the Corporations Law;
- (k) any of the events mentioned in paragraphs (a) to (f) inclusive of section 459C(2) of the Corporations Law occurs in relation to the Tenant;
- (l) the appointment of an administrator or a controller, as defined by the Corporations Law, in respect of the Tenant, or a receiver, or manager, or receiver and manager of the whole or part of the assets and undertaking of the Tenant;
- (m) the Tenant proposes or enters into a deed of arrangement, composition with or deed of assignment or an assignment for the benefit of all or any of the Tenant's creditors or any class of creditors;
- (n) a mortgagee takes possession of any of the Tenant's property or assets;
- (o) anything analogous or having a substantially similar effect to any of the events specified in Clauses 14.1(c) to 14.1(n) (inclusive);
- (p) execution is levied against the Tenant and not discharged within thirty (30) days; or
- (q) the Premises are deserted or vacated.

## **14.2 Landlord's Rights on Default**

Where there is an Event of Default the Landlord may at its option and without prejudice to any other right, claim or remedy which the Landlord has against the Tenant or any other person in respect of such Event of Default:

- (a) terminate this Lease by:
  - (i) re-entering into and taking possession of the Premises (by force if necessary); or
  - (ii) notice in writing to the Tenant to that effect; or
- (b) by notice in writing to the Tenant elect to convert the Term into a tenancy from week to week in which event this Lease shall be terminated as from the date of service of such notice and then the Tenant shall hold the Premises as a tenant from week to week at a weekly rental equal to 1 week's proportion of the Annual Rent (payable weekly in advance) but otherwise on the terms and conditions of this Lease so far as they can be applied to a weekly tenancy.

## **14.3 Essential Terms**

Each Tenant's Obligation listed in this Clause 14.3 is an essential term of this Lease:

- (a) Clause 5 – payment of Annual Rent;
- (b) Clause 6 – payment of Outgoings and for Services;
- (c) Clause 7.3 – payment of GST;
- (d) Clause 8.1 – Permitted Use of the Premises;
- (e) Clause 9 – maintenance of the Premises;
- (f) Clause 10 – alterations to the Premises;
- (g) Clause 12 – insurance of the Premises; and
- (h) Clause 13 – Disposal of the Premises or this Lease.

This Clause 14.3 does not prevent any other Tenant's Obligation being an essential term of this Lease.

## **14.4 Landlord's Right To Remedy**

The Landlord may at its option remedy, at any time without notice, any failure by the Tenant to comply with any Tenant's Obligation and whenever the Landlord so elects all costs and expenses incurred by the Landlord (including legal costs and expenses) in remedying a failure shall be paid by the Tenant to the Landlord on demand.



**14.5 Landlord's Entry**

The Landlord or any Landlord's Employee may at any reasonable time after giving the Tenant reasonable notice (except in case of emergency when no notice shall be required) enter the Premises:

- (a) to inspect the state of condition and repair of the Premises;
- (b) to serve on the Tenant a notice requiring the Tenant to fully comply with any Tenant's Obligation; or
- (c) to do anything that the Landlord may require to be done (including anything that the Tenant has failed to do) at the Premises in exercise of the Landlord's powers, rights and entitlements under this Lease;

**14.6 Acceptance Of Rent Not Prejudicial**

The acceptance of Annual Rent or other money under this Lease or an attempt by the Landlord to mitigate its loss:

- (a) is not a waiver of a preceding breach by the Tenant of any Tenant's Obligation;
- (b) is not a surrender of this Lease by operation of law; and
- (c) does not affect the rights of the Landlord under this Lease or operate as a release of the Tenant from liability in respect of any Tenant's Obligation.

**14.7 Effect Of Waivers Of Default**

No consent or waiver expressed or implied by the Landlord to or of any breach of any Tenant's Obligation shall be construed as a consent to or waiver of any other breach of the same Tenant's Obligation or any breach of any other Tenant's Obligation.

**15. END OF LEASE**

---

**15.1 End of Lease on Expiry Date**

The Parties acknowledge and agree that provided the Tenant complies with the Tenant's Obligations and this Lease is not terminated by the Landlord in the Event of Default under clause 14 of this Lease:

- (a) this Lease shall terminate on the Expiry Date;
- (b) at the end of this Lease on the Expiry Date there shall be no end of lease obligations on the Tenant – the Tenant shall not be required to vacate the Premises as the Tenant will become the registered proprietor of the Premises; and
- (c) Clause 15.2 of this Lease shall not apply.

## **15.2 End of Lease as a result of Event of Default**

If this Lease is terminated by the Landlord under Clause 14 of this Lease for an Event of Default, then Clause 15.1 of this Lease shall not apply and this Clause 15.2 shall apply instead, as follows:

- (a) the Tenant shall:
  - (i) vacate the Premises;
  - (ii) leave the Premises, the Landlord's Fixtures and the Tenant's Fixtures in a condition that is:
    - (A) clean;
    - (B) rubbish free; and
    - (C) consistent with full compliance by the Tenant with every Tenant's Obligation.
- (b) the Tenant shall not be required to remove any of the Tenant's Fixtures (including any buildings) from the Premises; and
- (c) the Landlord and the Tenant may agree in writing that some or all of the Tenant's Fixtures shall remain on the Premises at the end of this Lease, in which event, such part of the Tenant's Fixtures shall become part of the Landlord's Fixtures and the Parties will negotiate a market value compensation to be paid by the Landlord to the Tenant for the Tenant's Fixtures.

## **16. SPECIAL PROVISIONS**

---

### **16.1 Special Conditions**

The special conditions contained in Schedule 1 shall apply to and form part of this Lease.

### **16.2 Inconsistency**

In the event of any inconsistency between the contents of Schedule 1 and any provision of the remainder of this Lease, the contents of Schedule 1 as appropriate shall prevail.

## **17. MISCELLANEOUS**

---

### **17.1 Arbitration**

- (a) Unless otherwise provided in this Lease, any dispute arising out of any provision of this Lease shall be determined by a single arbitrator under the provisions of the Commercial Arbitration Act 2012.
- (b) In any arbitration, the Landlord or the Tenant may each be represented by a lawyer.

- (c) Pending a decision in any arbitration, the Tenant shall not be entitled to withhold any payment due to the Landlord in terms of this Lease.

## **17.2 Notices**

- (a) Any notice to be given to a party under this Lease shall be in writing and may be:
  - (i) delivered personally;
  - (ii) sent by pre-paid mail; or
  - (iii) sent by facsimile

in each case addressed to the party at its address set out in this Lease, or to such other address as it may from time to time notify to the other party.
- (b) Each party may change its address by giving notice to all other parties.
- (c) Any notice given under this Clause shall be conclusively deemed to have been received:
  - (i) in the case of personal delivery, on the actual day of delivery if delivered prior to 5.00 p.m. on a Business Day or on the next following Business Day if delivered after 5.00 p.m. on a Business Day or on other than a Business Day;
  - (ii) if sent by mail, on the second clear Business Day after the day of posting; or
  - (iii) if sent by facsimile, on the day of receipt by the sender of the answerback code of the addressee at the conclusion of the transmission if received prior to 5.00 p.m. on a Business Day or on the next following Business Day if received after 5.00 p.m. on a Business Day or on other than a Business Day.

## **17.3 Effect of Execution**

This Lease shall be binding upon each person who has executed it despite:

- (a) the failure of any person (other than the Landlord) to execute it;
- (b) the unenforceability of any part of this Lease; or
- (c) the unenforceability of any part of this Lease against any signatory or intended signatory of this Lease.

## **17.4 Partnership**

This Lease is not a partnership or joint venture between the Landlord and the Tenant.

**17.5 Further Assurances**

The Landlord and Tenant shall execute all documents and do all acts and things necessary or desirable to implement and give full effect to the provisions and purpose of this Lease.

**17.6 Variations**

This Lease may only be varied by Deed executed by the then Landlord and Tenant.

**17.7 Counterparts**

This Lease may be executed in counterparts, each of which shall be deemed to be an original and all of which shall constitute one and the same instrument.

**17.8 Attorneys**

Where this Lease is executed by an attorney, that attorney by executing declares that it has no notice of the revocation of the power of attorney under which it is acting.

**17.9 Caveats**

- (a) The Tenant shall not lodge an absolute caveat over the Premises.
- (b) The Tenant may lodge a maximum of one subject to claim caveat over the Premises only.
- (c) The Tenant shall, at its own cost, remove any caveat lodged over the Premises contrary to Clauses 17.9(a) and 17.9(b) within 7 days after receipt of notice from the Landlord to do so.
- (d) The Tenant shall, at its own cost, remove any subject to claim caveat lodged over the Premises under Clause 17.9(b):
  - (i) prior to the end of this Lease; or (if later)
  - (ii) within 14 days after receipt of notice from the Landlord to do so.
- (e) The Tenant shall, at the cost of the Landlord, remove any subject to claim caveat lodged over the Premises under Clause 17.9(b), within 14 days after receipt from the Landlord of notice so to do, where necessary to enable the Landlord to exercise any of the Landlord's Reserved Rights.
- (f) If the Tenant fully complies with Clause 17.9(e), on completion of the Landlord's exercise of the Landlord's Reserved Rights, the Tenant may re-lodge a subject to claim caveat against the Premises only.

**17.10 Registration of Lease**

The Tenant shall not register this Lease against the title to the Land.

**SCHEDULE 1**

---

**SPECIAL CONDITIONS**

None

**EXECUTED** by the Parties as a Deed

Executed by **CENTRAL EAST AGED CARE ALLIANCE INC (ABN 40 792 001 012)** by authority of its Management Committee-

\_\_\_\_\_  
Office Bearer (Signature)

**QUENTIN DAVIES**

**Association Secretary**

Full name and position of Office Bearer

\_\_\_\_\_  
Office Bearer (Signature)

**RODNEY FORSYTH**

**Association Treasurer**

Full name and position of Office Bearer

THE COMMON SEAL OF  
**SHIRE OF YILGARN**  
was hereunto affixed by authority of a  
resolution of Council in the presence of: )  
)  
)  
)



Shire President (sign):

*Wayne Alan Della Bosca*

Chief Executive Officer (sign):

*Peter Ronald Clarke*

Shire President (print full name):

**WAYNE ALAN DELLA BOSCA**

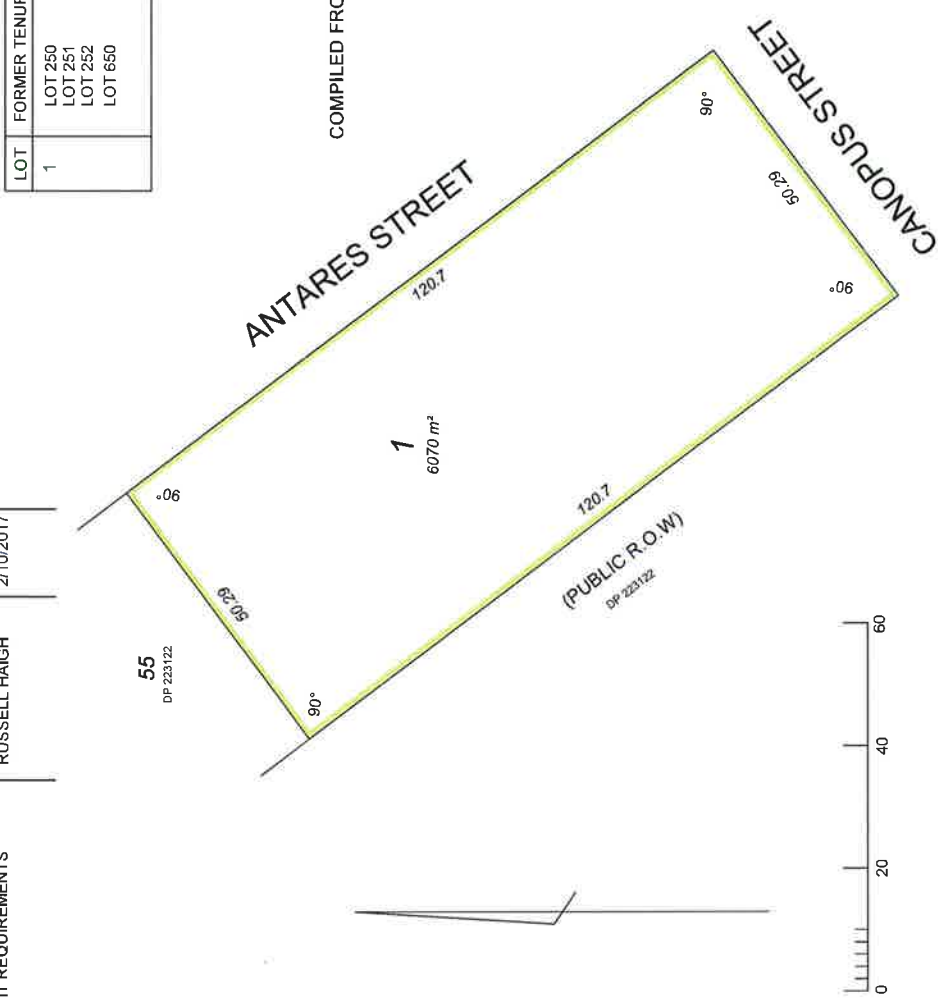
Chief Executive Officer (print full name):

**PETER RONALD CLARKE**

**ANNEXURE A**

---

**PLAN OF THE LAND**

VER. 2	AMENDMENT AUDIT REQUIREMENTS	AUTHORISED BY RUSSELL HAIGH	DATE 2/10/2017	TYPE FREEHOLD	S.S.A. NO														
				PURPOSE SUBDIVISION															
				PLAN OF LOT 1															
				FORMER TENURE SEE TABLE															
				LOCAL AUTHORITY SHIRE OF YILGARN															
				LOCALITY SOUTHERN CROSS															
				D.O.L. FILE															
<p style="text-align: center;"><b>Caradina Spectrum Survey</b>  <small>June 17 2016 10:00          61 SPAIN STREET, CALGOOULE WA 6450          TEL: (08) 9421 5543 FAX: (08) 9421 5362          email: caradina@landgate.wa.gov.au</small></p>																			
<p>COMPILED FROM DP 77186 &amp; TRANSFER 1254/1894.</p>																			
																			
<p style="text-align: center;"><b>INTERESTS AND NOTIFICATIONS</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>SUBJECT</th> <th>PURPOSE</th> <th>STATUTORY REFERENCE</th> <th>ORIGIN</th> <th>LAND BURDENED</th> <th>BENEFIT TO</th> <th>COMMENTS</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>						SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS							
SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS													
<p>SCALE 1 : 750 @ A3</p>																			
<p style="text-align: right;">HELD BY LANDGATE IN DIGITAL FORMAT ONLY</p>																			
<p style="text-align: right;">DEPOSITED PLAN <b>408384</b> SHEET 1 OF 1 SHEET VERSION 2</p>																			



**SURVEYOR'S CERTIFICATE - Compiled**

I RUSSELL E. HAIGH  
 hereby certify that this compiled plan -  
 (a) is a correct and accurate  
 representation of the survey(s)  
 of the subject land; and  
 (b) is in accordance with the relevant  
 law in relation to which it is  
 lodged.

*Russell E. Haigh*  
 Digitally signed by  
 RUSSELL E. HAIGH  
 DN: cn=RUSSELL E. HAIGH,  
 o=LANDGATE, ou=LANDGATE,  
 email=landgate@landgate.wa.gov.au,  
 c=AU, 1.3.6.1.4.1.31728.1.10000

**FIELD RECORD** COMPILED

**LOGGED**  
 DATE 28.08.17 FEE PAID \$345.00 270835  
 ASSESSOR No.

**EXAMINED**  
 E. Milewska 17.10.2017 DATE  
 WESTERN AUSTRALIAN PLANNING COMMISSION  
 FILE 153173

**IN ORDER FOR DEALINGS**  
 DATE 20-Oct-2017  
 Designated under s.15 of Public Act 2005

**APPROVED**  
 FOR INSPECTOR OF PLANS AND SURVEYS DATE 30.7.2019  
*E. Milewska*  
 Digitally signed by  
 E. Milewska  
 DN: cn=E. Milewska,  
 o=LANDGATE, ou=LANDGATE,  
 email=landgate@landgate.wa.gov.au,  
 c=AU, 1.3.6.1.4.1.31728.1.10000



## **ANNEXURE B**

---

### **PLAN OF THE PREMISES**



# Attachment

## 9.1.3



Freedom of Information Act 1992

Information Statement

# **TABLE OF CONTENTS**

- 1.     STRUCTURE OF THE ORGANISATION**
  - 1.1    Council**
  - 1.2    Administration**
- 2.     PUBLIC EFFECT OF THE ORGANISATION'S FUNCTIONS**
  - 2.1    Decision Making**
  - 2.2    Legislation, Regulations, By-Laws and Powers**
- 3.     POLICY FORMULATION - PUBLIC PARTICIPATION**
  - 3.1    Policies**
  - 3.2    Delegation of Authority**
  - 3.3    Annual General Meeting of Electors**
  - 3.4    Sub-Committees & Consultative Groups**
  - 3.5    Services**
- 4.     DOCUMENTS HELD BY THE ORGANISATION**
  - 4.1    Documents available for Inspection by the Public**
  - 4.2    Documents covered by the Act**
- 5.     ACCESS PROCEDURES & ARRANGEMENTS**
  - 5.1    Applications and Forms of Access**
  - 5.2    The Review Process**
  - 5.3    Amendment Procedures**

## **1. STRUCTURE OF ORGANISATION**

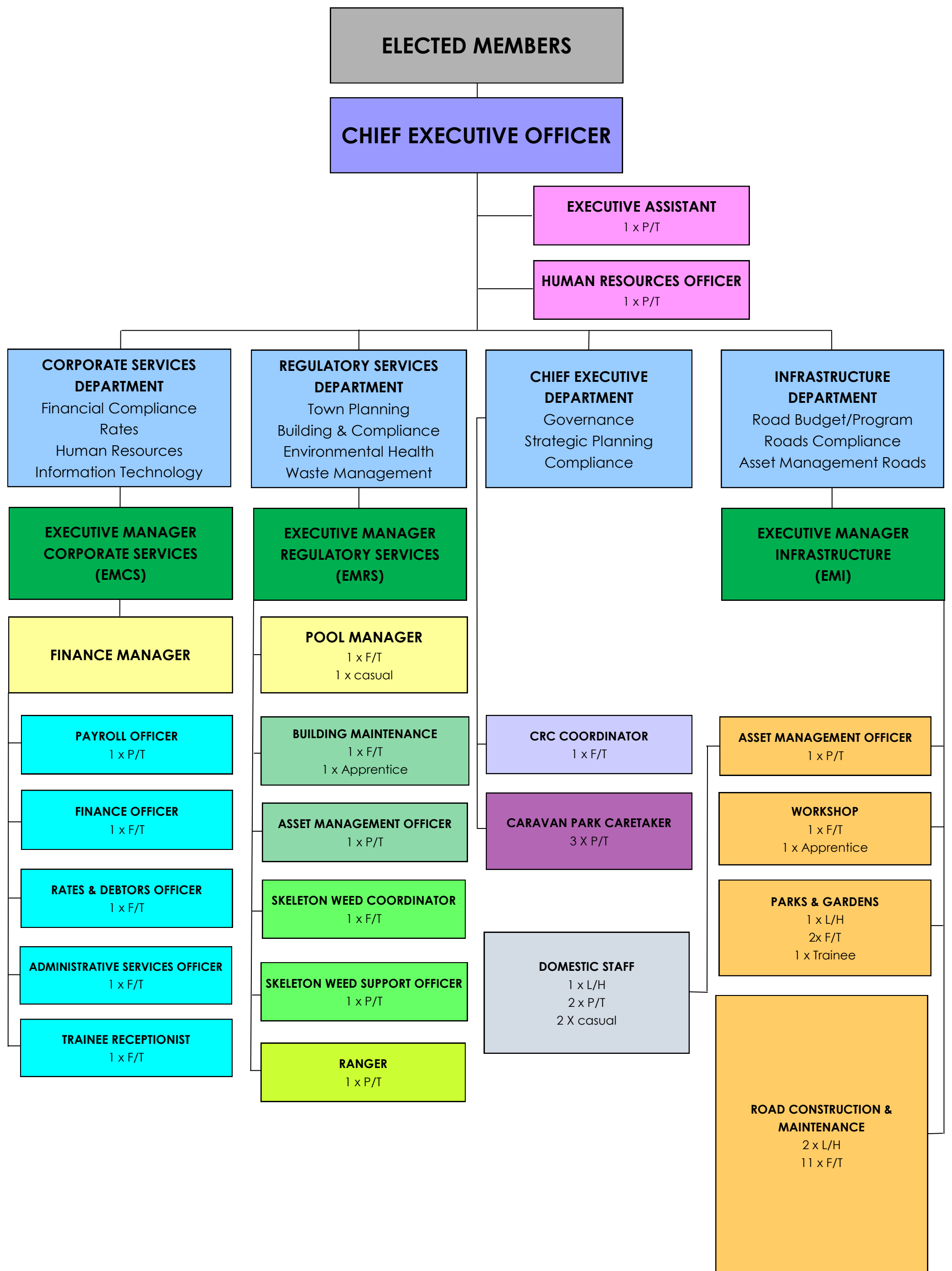
### **1.1 COUNCIL**

<b>SHIRE PRESIDENT:</b>	Cr Wayne Della Bosca
<b>DEPUTY SHIRE PRESIDENT:</b>	Cr Bryan Close
Cr Wayne Della Bosca	Phone (08) 90491 149 Mobile 0427 957 206 Email: <a href="mailto:cr_wdellabosca@yilgarn.wa.gov.au">cr_wdellabosca@yilgarn.wa.gov.au</a>
Cr Bryan Close	Phone (08) 90491 172 Mobile 0457 001 264 Email: <a href="mailto:cr_close@yilgarn.wa.gov.au">cr_close@yilgarn.wa.gov.au</a>
Cr Gary Guerini	Phone (08) 90491 328 Mobile 0429 010 147 Email: <a href="mailto:cr_guerini@yilgarn.wa.gov.au">cr_guerini@yilgarn.wa.gov.au</a>
Cr Phil Nolan	Mobile 0417 497 588 Email: <a href="mailto:cr_nolan@yilgarn.wa.gov.au">cr_nolan@yilgarn.wa.gov.au</a>
Cr Suzy Shaw	Mobile 0427 477 052 Email: <a href="mailto:cr_shaw@yilgarn.wa.gov.au">cr_shaw@yilgarn.wa.gov.au</a>
Cr Jodie Cobden	Mobile 0448 890 433 Email: <a href="mailto:cr_cobden@yilgarn.wa.gov.au">cr_cobden@yilgarn.wa.gov.au</a>
Cr Linda Rose	Mobile 0437 530 848 Email: <a href="mailto:cr_rose@yilgarn.wa.gov.au">cr_rose@yilgarn.wa.gov.au</a>

### **1.2 ADMINISTRATION**

The Chief Executive Officer is responsible for (amongst other things) the administration of Council policy, and the efficient management of the day to day operations of the local government.

An organisational structure of the Shire of Yilgarn follows:



## **2. PUBLIC EFFECT OF THE ORGANISATION'S FUNCTIONS**

### **2.1 DECISION MAKING**

The Shire of Yilgarn provides a wide range of services and facilities for its residents, ratepayers and visitors to the Shire. The Shire also has a role in the management, improvement and development of the resources within its area so as to create a safe and pleasant environment for its residents and ratepayers.

General information relating to the Shire can be found on the Shires website. The Shire of Yilgarn produces the Shire Budget News annually and is distributed with the Rates Notices, copies are also available from the Shire Offices. These sources of information are designed to keep the public informed of the various issues being undertaken by the Shire of Yilgarn.

#### **Council**

Council, consisting of seven Councillors, is the decision making body on all policy matters. Council meets monthly with Ordinary Meetings of Council being held on the third Thursday of every month commencing at 4.00 pm.

Members of the public are welcome to attend all meetings of Council. A public question time of at least 15 minutes duration is scheduled at the commencement of all public meetings.

#### **Agendas and Minutes**

Agendas for Ordinary Council Meetings are available to members of the public four days prior to meetings. Minutes are placed on the Shire of Yilgarn website within ten working days after each meeting.

### **2.2 LEGISLATION. REGULATIONS. BY-LAWS AND POWERS**

#### **2.2.1 ACTS**

A number of Acts of Parliament give the Shire of Yilgarn the necessary powers to make decisions regarding the natural, built and legal environments which it administers. Listed below are the principle Acts which are briefly described:

#### **Local Government Act 1995 and Associated Regulations**

This Act enables the Shire of Yilgarn to administer its local government area. Local authorities operate strictly within the Act and are not able to undertake actions, activities or services that are not specifically provided for in this or other legislation.

#### **Bush Fires Act 1954 and Associated Regulations**

This Act makes provisions for the prevention, control and extinguishment of bush fires.



### **Cemeteries Act 1986**

This Act provides for the declaration and management of cemeteries, the establishment, constitution and functions of cemetery boards, the licensing of funeral directors, the regulation of burials and related purposes.

### **Disability Services Act 1993**

This Act provides services for people with disabilities.

### **Dog Act 1976 and Associated Regulations**

This Act controls the registration, ownership and keeping of dogs and the obligations and rights of persons in relation thereto.

### **Environment Protection Act 1986**

This Act provides for an Environmental Protection Authority, the prevention, control and abatement of environmental pollution and for the conservation, preservation, protection, enhancement and management of the environment.

### **Freedom of Information Act 1992**

This Act to provides for public access to documents and to enable the public to ensure that personal information in documents is accurate, complete, up-to-date and not misleading.

### **Public Health Act 2016**

This Act regulates matters relating to sewerage and drainage, water pollution, medical services, public and private buildings, nuisances, offensive trades, medical services, the control of disease and medicines and pharmaceuticals.

### **Heritage Act 2018**

This Act requires all local authorities to compile and regularly review an inventory of local places which are significant or may become significant heritage properties.

### **Liquor Licensing Act 1988 and Associated Regulations**

This Act, administered in part by local government, regulates the sale, supply and consumption of liquor, the use of premises on which liquor is sold and the services and facilities provided in conjunction with or ancillary to the sale of liquor.

### **Litter Act 1979 and Associated Regulations**

This Act to makes provision for the abatement of litter and establishes, incorporates and confers powers upon the Keep Australia Beautiful Council (WA).

### **Occupational Safety and Health Act 1984 and Association Regulations**

This Act, administered in part by local government, promotes and improves standards for occupational health, safety and welfare and regulates the administration of the laws relating to occupational health, safety and welfare and incidental purposes.

### **Public Works Act 1902**

This Act governs the laws relating to authorising public works, surveys, investigations for water, roads, rivers and bridges, railways and related matters.

### **Rates and Charges (Rebates and Deferments) Act 1992**

This Act permits administrative authorities to allow rebates on, or the deferral of payment of certain amounts payable by way of rates or charges by pensioners and other eligible persons.

### **Strata Titles Act 1985**

This Act facilitates the subdivision of land and the disposition of titles thereto and incidental purposes.

### **Planning and Development Act 2005**

This Act provides for the planning and development of land for urban, suburban and rural purposes. The general objective of this Act is to promote and develop land to the best possible advantage and to balance the use of all land resources.

### **Building Act 2011**

This Act regulates the construction and modification of buildings.

### **Valuation of Land Act 1978**

An Act to provide for the valuation of land and other purposes.

### **2.2.2 COUNCIL LOCAL LAWS**

Local laws may be adopted by Council to regulate and govern local issues. Council has adopted local laws relating to:

- Trading in Public Places
- Health
- Dogs
- Standing Orders for Council Meetings
- Fencing

### **2.2.3 TOWN PLANNING SCHEME**

The Shire of Yilgarn operates under Town Planning Scheme No 2, which was gazetted in 1998.

The purpose of the Scheme is to:

- (a) Control land development
- (b) Secure the protection of the environment of the Scheme Area
- (c) Other matters authorised by the Planning and Development Act 2005

## **3. POLICY FORMULATION - PUBLIC PARTICIPATION**

### **3.1 POLICIES**

Council adopts Policies on a variety of issues to act as a guide for Officers of the Shire of Yilgarn and provide the basis for decision making. All current Policies are contained within the Council's Policy Manual along with a register of authorised delegations made by the Council to assist with the efficient administration of the municipality.

### **3.2 DELEGATION OF AUTHORITY**

The Chief Executive Officer has delegated authority from Council to make decisions on a number of specified administrative and policy matters.

### **3.3 ANNUAL GENERAL MEETING OF ELECTORS**

The Annual General Meeting of Electors is held once in every financial year and includes the presentation of the Annual Report and the Auditor's Report. Residents and Ratepayers are encouraged to attend this meeting as it is an opportunity to ask questions and raise issues with local representatives.

### **3.4 SUB-COMMITTEES AND CONSULTATIVE GROUPS**

#### **Council Committees comprise:**

Audit Committee  
Local Emergency Management Committee  
Bushfire Advisory Committee  
Shire of Yilgarn History Advisory Committee

#### **The Council has appointed Elected Members to the following Working Groups:**

Health Agencies of the Yilgarn  
Yilgarn Local Action Group  
Wheatbelt East Regional Organisation of Councils  
Great Eastern Country Zone  
Mt Walton Intractable Waste Disposal Facility Community Liaison Committee  
Great Western Woodlands Reference Group  
Wheatbelt North Regional Road Group and Sub Group  
Eastern Wheatbelt Declared Species Group

Rural Health West  
District Health Advisory Committee  
Wheatbelt Ag Care  
Central Easter Aged Care Alliance Inc  
Wheatbelt Communities Inc  
Shire of Yilgarn Roads Committee

### **3.5 SERVICES**

Council provides a range of services to the community in many areas including:

Roads/Footpaths/Kerbing	Street	Street Tree Planting
Lighting		Rubbish Collection
Litter Bins		Streetscape
Public Toilets		Youth and Community Services
Public Libraries		Parks and Reserves
Playground Equipment		Community Halls and Centres
Dog Control		Planning and Building Control
Environmental Health Matters		Emergency Response Services
Recreational/Sporting Facilities		Citizenships
Stormwater Drainage		Bush Fire Control
Tourism and Economic Promotion		Cemeteries

## **4. DOCUMENTS HELD BY THE ORGANISATION**

### **4.1 DOCUMENTS AVAILABLE FOR INSPECTION BY THE PUBLIC**

The Shire of Yilgarn has a variety of documents available for public inspection or purchase. Annual Reports, Local Laws, Budgets, Ratebook and Policies are available for inspection during normal office hours or can be viewed on the Shire of Yilgarn website.

A copy of Council agendas and minutes can be viewed at the Shire offices or on the Shire of Yilgarn website

The Shire of Yilgarn administration office has available a selection of community information brochures.

### **4.2 DOCUMENTS COVERED BY THE ACT**

Documents and information covered by the Freedom of Information Act include various items such as maps, plans, personnel records, client records, building files and correspondence.

All documents received are filed, with files being divided into categories as follows:

- Administration
- Property Assessments
- Associations and Committees
- Building
- Government Departments and Organisations
- Finance

- Fire and Emergency Services
- Health
- Personnel
- Rating
- Recreation
- Reserves
- Roads
- Tenders
- Town Planning
- Tourism
- Welfare and Community Services
- Works and Services

## **5. ACCESS PROCEDURES AND ARRANGEMENTS**

It is the aim of the Council to make information available promptly and at the least possible cost; whenever possible documents will be provided outside the Freedom of Information process.

If information is not routinely available, the Freedom of Information Act 1992 provides the right to apply for access to documents held by the council and to enable the public to ensure that personal information in documents is accurate, complete, up to date and not misleading.

### **5.1 APPLICATIONS AND FORMS OF ACCESS**

#### **5.1.1 APPLICATIONS**

For applications to be accurately and promptly dealt with, requests must ensure sufficient information is supplied to enable the correct document(s) to be identified.

The Shire of Yilgarn may request proof of identity.

If a person is seeking access to a document or documents on behalf of another person the Shire of Yilgarn may require authorisation, usually in writing.

Applications will be dealt with as soon as practicable (within 45 days) after it being received.

Applications should be addressed to:

FOI Co-ordinator  
Shire of Yilgarn  
PO Box 86  
SOUTHERN CROSS WA 6426

or by delivery to the Shire Offices at 23 Antares Street, Southern Cross between the hours of 8.30am and 4.30pm Monday to Friday.

It should be noted that some documents are for viewing only and cannot be copied, as this would be in breach of the Copyright Act.

### **5.1.2 FEES AND CHARGES**

The following fees and charges were adopted by Council and are to be seen as maximum charges:

- No fee for access applications relating to personal information and amendment of personal information
- Application fee of \$30 for other access applications (non-personal information)
- A fee of \$30 per hour for staff time for dealing with an application
- A fee of \$30 per hour of staff time for supervision by staff when access is given to view the documents.
- Photocopying charges as per the fees in the Southern Cross Community Resource Centre section of the Fees and Charges
- Delivery, packaging and postage will be charged at actual cost

### **5.1.3 FORMS OF ACCESS**

Requests for access to documents can be made by way of inspection, a copy of a document, a USB, a transcript of a recorded document or of words recorded in shorthand or encoded form, or a written document in the case of a document where words can be reproduced in written form. Where the Shire is unable to grant access in the form requested, access may be given in a different form.

### **5.1.4 NOTICE OF DECISION**

As soon as possible, but in any case, within 45 days you will be provided with a notice of decision which will include details such as:

- the date on which the decision was made
- the name and the designation of the officer who made the decision
- if the document is an exempt document the reasons for classifying the matter as exempt or the fact that access is given to an edited document
- information on the right to review and the procedures to be followed to exercise those rights.

## **5.2 THE REVIEW PROCESS**

The Freedom of Information Act provides for a review and appeal process. Applicants may seek an Internal Review if they are dissatisfied with the decision of the Freedom of Information Coordinator. If they are still dissatisfied following the internal review then a review by the Information Commissioner may be requested. If still not satisfied, applicants may appeal to the Supreme Court.

### **5.2.1 INTERNAL REVIEW**

Applicants who are not satisfied with the decision of the FOI Co-ordinator can apply to the Shire of Yilgarn for an Internal Review of that decision. Applications for an Internal Review must be lodged at the Shire within 30 days of receipt of notice of the Shire's decision. The Shire will respond within 15 days or any longer period agreed between the applicant and the Shire. The Internal Review will be carried out by the Chief Executive Officer. There is no charge for an internal review.

### **5.2.2 EXTERNAL REVIEW**

Applicants who are still dissatisfied after the Internal Review has been completed may seek a review by the Information Commissioner. This request must be made in writing, giving details of the decision to which the complaint relates. Complaints should be made to the Information Commissioner and addressed as follows:

The Office of the Information Commissioner  
Albert Facey House  
469 Wellington Street  
PERTH WA 6000

Any party to a complaint may appeal to the Supreme Court on any question of law arising out of a decision of the Information Commissioner, except for a decision as to the deferral of access to a document, the charges to be imposed for dealing with an access application and the payment of a deposit on account of charges.

### **5.3 AMENDMENTS PROCEDURE**

An individual may apply to have a document amended if it contains inaccurate, incomplete, out of date or misleading personal information. An application should be made in writing to the Shire of Yilgarn and should provide all the information required in the Act (Amendment forms are available from the Shire Offices) Applicants must provide details and, if necessary, documentation in support of their claim that the information they seek to have amended is inaccurate, incomplete, out of date or misleading. Applications must also indicate how they wish the amendment to be made (e.g. alteration, insertion, etc).

<b>Effective From:</b>	19 December 2019
<b>Expires on:</b>	Does not expire
<b>Next Review:</b>	December 2020
<b>Adopted by Council:</b>	19 December 2019

# Attachment

## 9.2.1





**SHIRE OF YILGARN**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 30 November 2019**

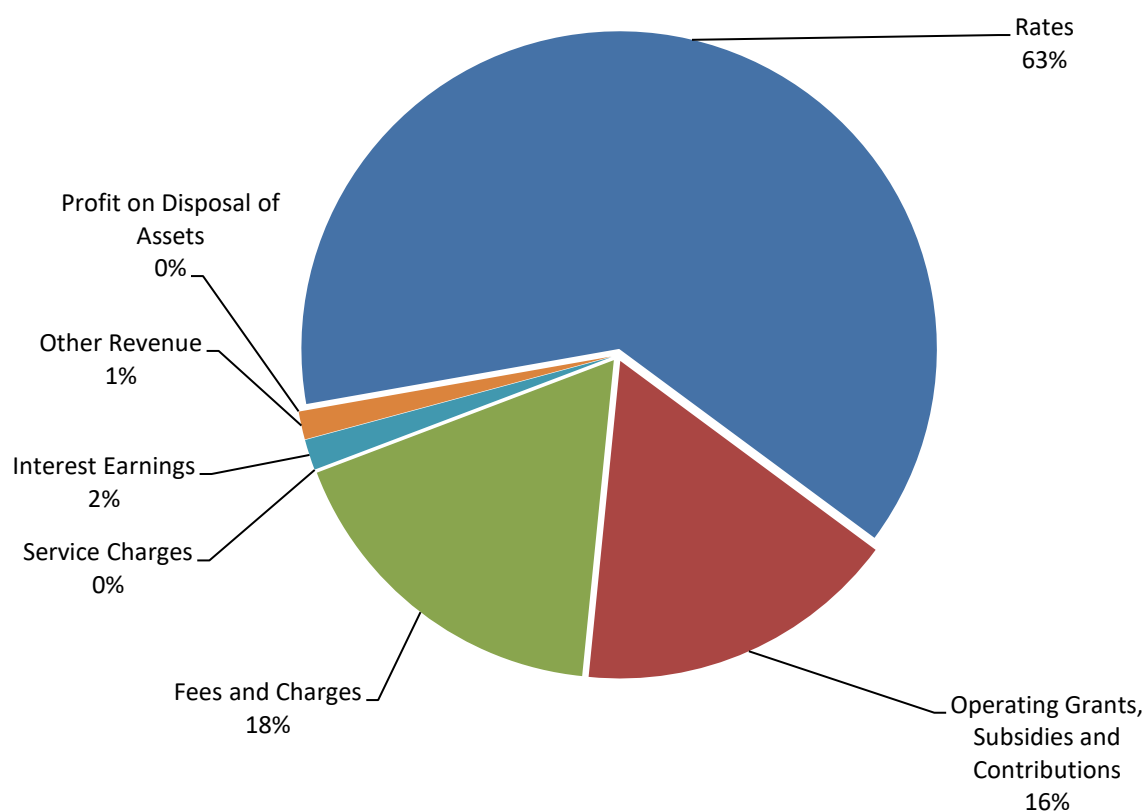
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

**TABLE OF CONTENTS**

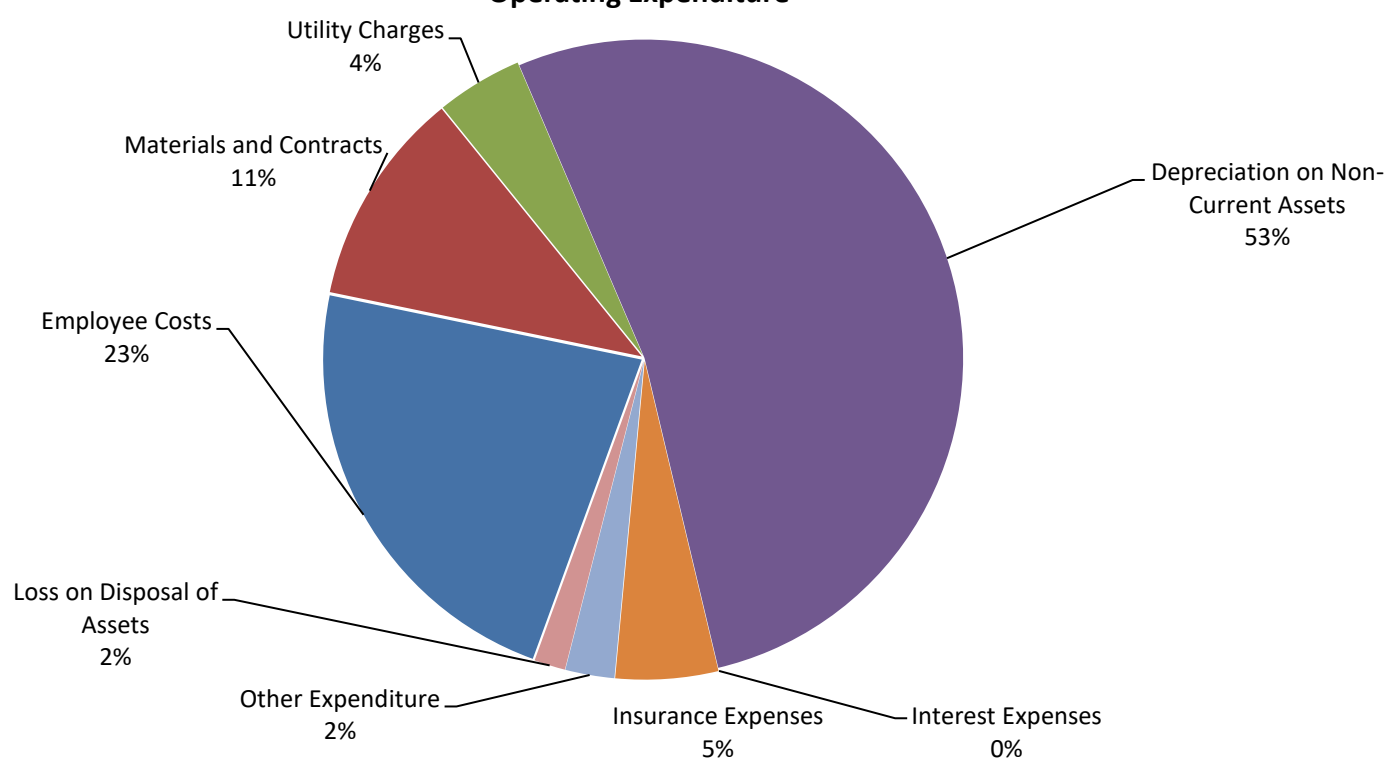
Monthly Summary Information	2 - 3
Statement of Financial Activity by Program	4
Statement of Financial Activity by Nature or Type	5
Statement of Capital Acquisitions and Capital Funding	6
Note 2 Explanation of Material Variances	11
Note 3 Net Current Funding Position	12
Note 6 Receivables	15
Note 7 Cash 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 30 November 2019**

**Operating Revenue**



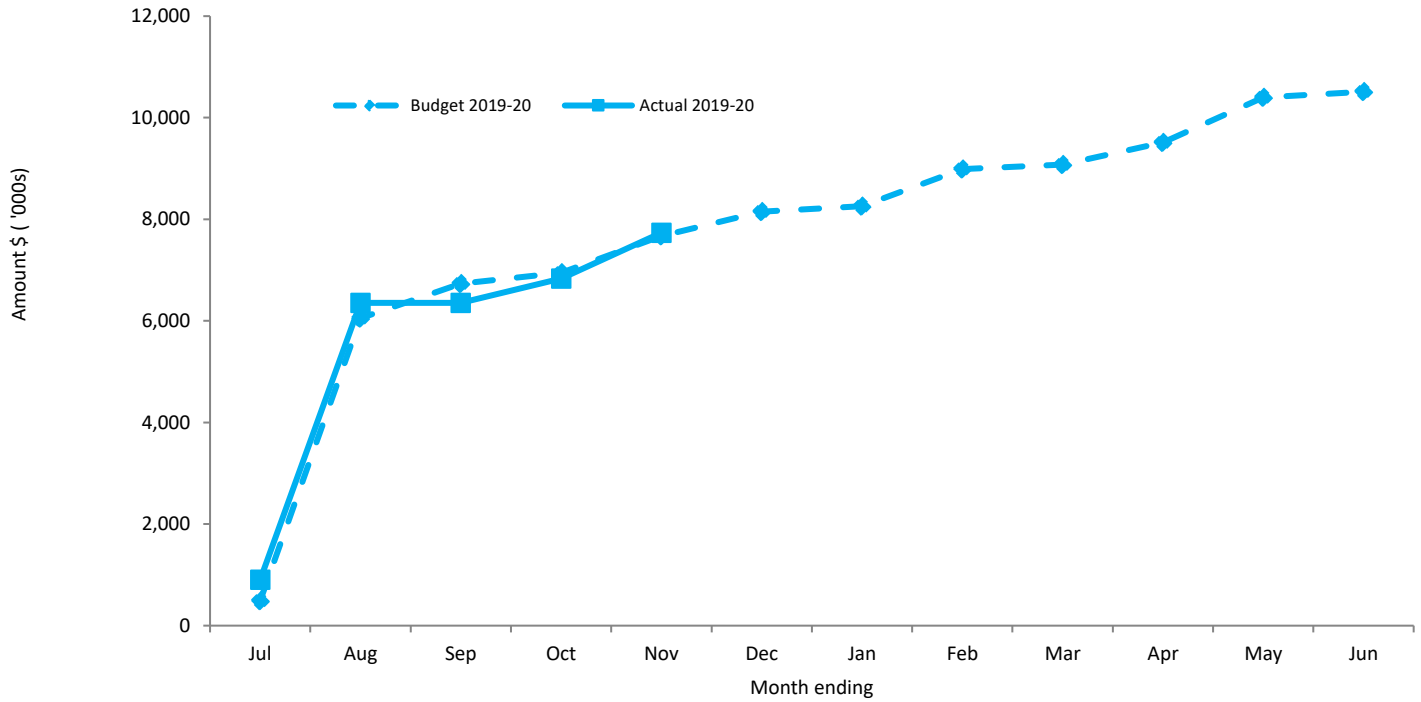
**Operating Expenditure**



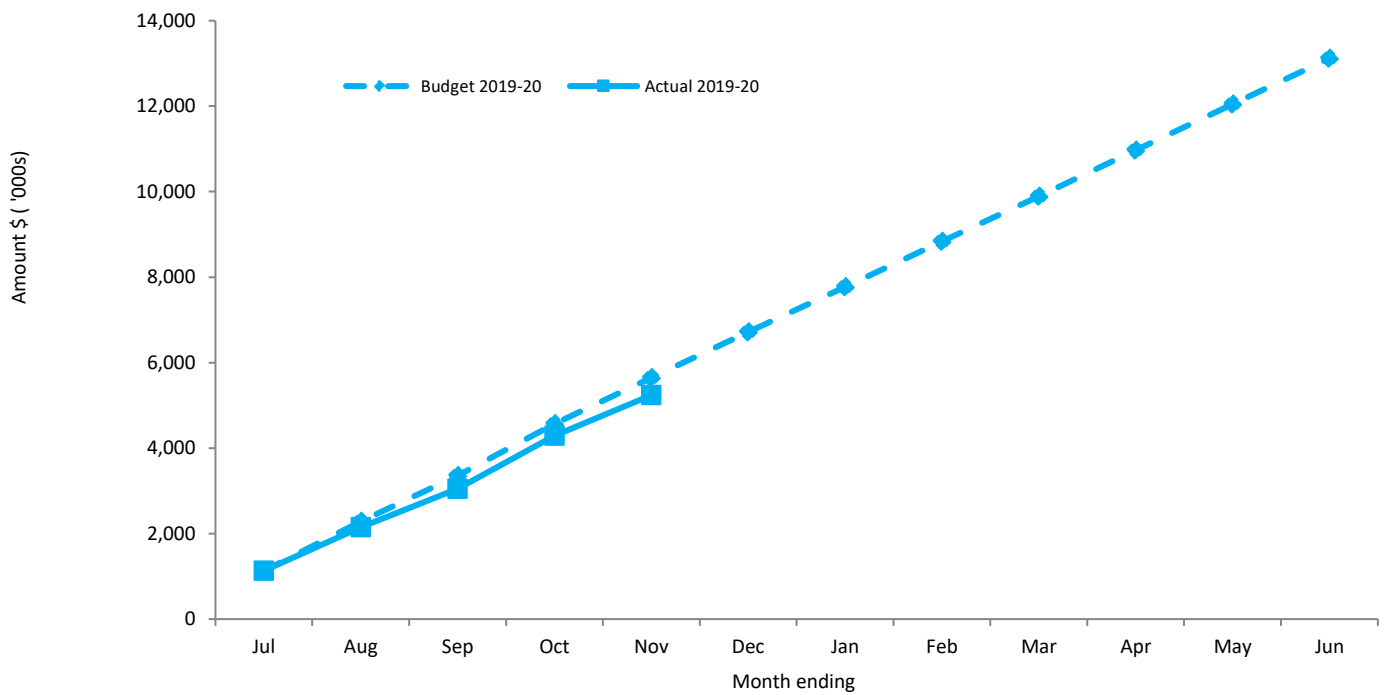
This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**SHIRE OF YILGARN**  
**Information Summary**  
**For the Period Ended 30 November 2019**

**Budget Operating Revenues -v- Actual (Refer Note 2)**



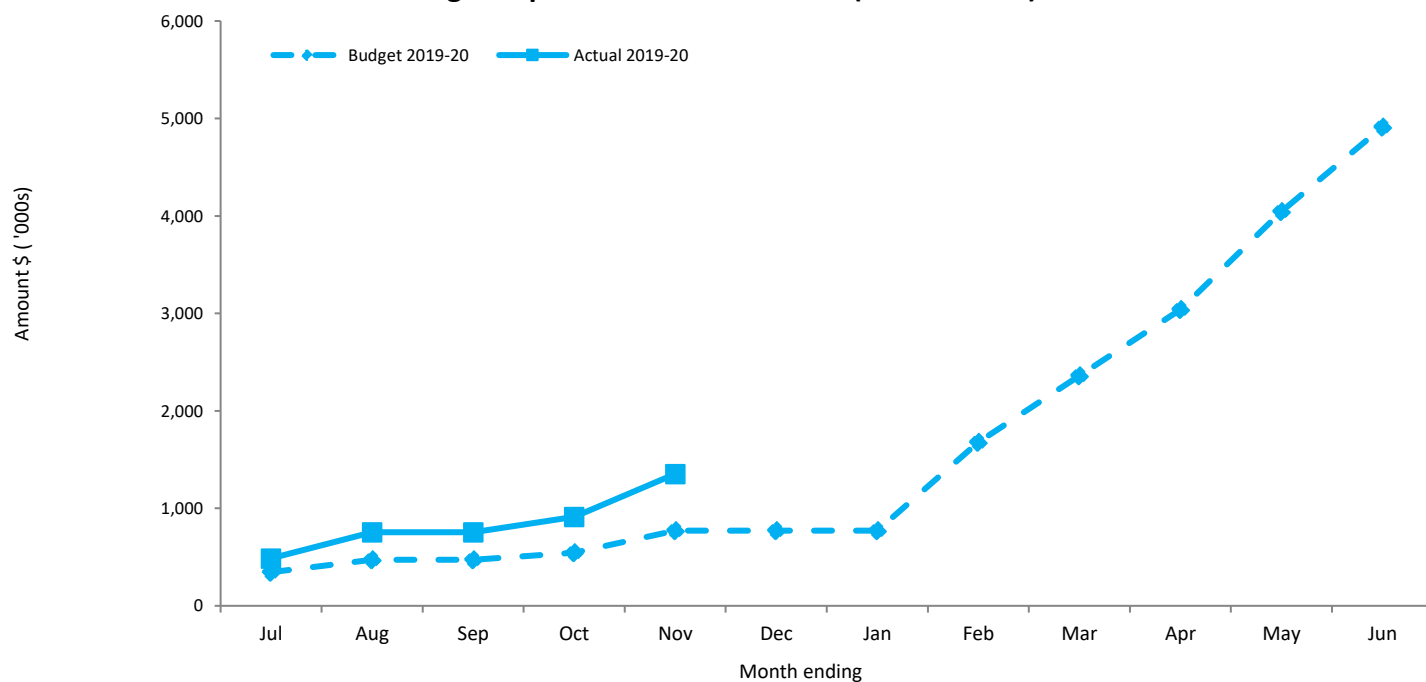
**Budget Operating Expenses -v- YTD Actual (Refer Note 2)**



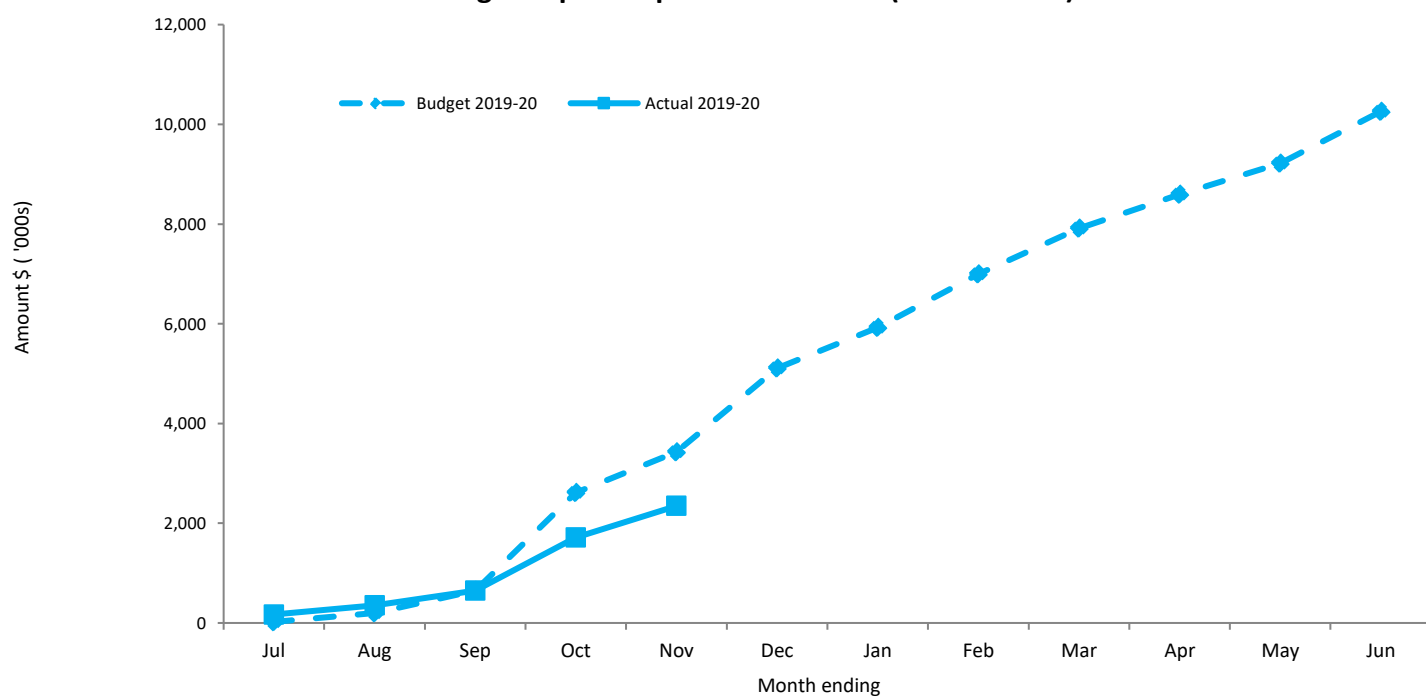
This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**SHIRE OF YILGARN**  
**Information Summary**  
**For the Period Ended 30 November 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 30 November 2019**

		Amended YTD	YTD	Var. \$	Var. %	
	Note	Amended Annual Budget	Budget (a)	(b)-(a)	(b)-(a)/(a)	Var.
		\$	\$	\$	%	
<b>Opening Funding Surplus(Deficit)</b>	3	3,535,920	3,535,920	<b>6,689,125</b>	3,153,206	89%
<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>4,010,796</b>	(7,213)	(0%)
General Purpose Funding - Other		1,873,299	922,320	<b>832,598</b>	(89,722)	(10%)
Law, Order and Public Safety		73,567	39,572	<b>25,008</b>	(14,564)	(37%)
Health		1,000	415	<b>1,478</b>	1,063	256%
Education and Welfare		175,932	84,721	<b>87,047</b>	2,326	3%
Housing		78,000	32,490	<b>33,554</b>	1,064	3%
Community Amenities		680,544	609,319	<b>593,527</b>	(15,792)	(3%)
Recreation and Culture		60,700	11,025	<b>11,633</b>	608	6%
Transport		78,900	52,865	<b>10,362</b>	(42,503)	(80%) ▼
Economic Services		725,170	461,954	<b>730,092</b>	268,138	58% ▲
Other Property and Services		135,464	59,645	<b>78,252</b>	18,607	31%
		<b>7,900,585</b>	<b>6,292,335</b>	<b>6,414,347</b>		
<b>Expenditure from operating activities</b>						
Governance		(491,927)	(229,372)	<b>(224,800)</b>	(4,572)	(2%)
General Purpose Funding		(304,155)	(127,299)	<b>(102,490)</b>	(24,809)	(19%)
Law, Order and Public Safety		(512,919)	(213,860)	<b>(220,029)</b>	6,169	3%
Health		(282,389)	(115,405)	<b>(108,198)</b>	(7,207)	(6%)
Education and Welfare		(546,516)	(227,620)	<b>(200,835)</b>	(26,785)	(12%)
Housing		(376,542)	(161,793)	<b>(129,799)</b>	(31,994)	(20%) ▼
Community Amenities		(1,114,688)	(465,393)	<b>(345,064)</b>	(120,329)	(26%) ▼
Recreation and Culture		(1,814,142)	(763,790)	<b>(714,239)</b>	(49,551)	(6%)
Transport		(6,386,386)	(2,699,791)	<b>(2,505,963)</b>	(193,828)	(7%)
Economic Services		(1,197,851)	(502,514)	<b>(575,392)</b>	72,878	15%
Other Property and Services		(89,327)	(135,350)	<b>(112,022)</b>	(23,328)	(17%)
		<b>(13,116,842)</b>	<b>(5,642,187)</b>	<b>(5,238,830)</b>		
<b>Operating activities excluded from budget</b>						
Add back Depreciation		6,661,650	2,775,640	<b>2,761,429</b>	(14,211)	(1%)
Adjust (Profit)/Loss on Asset Disposal	8	4,050	14,550	<b>82,935</b>	68,385	470% ▲
Adjust Provisions and Accruals		0	0	<b>0</b>	0	
<b>Amount attributable to operating activities</b>		<b>1,449,443</b>	<b>3,440,338</b>	<b>4,019,880</b>		
<b>Investing Activities</b>						
Non-operating Grants, Subsidies and Contributions	11	2,610,131	1,379,676	<b>1,324,872</b>	(54,804)	(4%)
Proceeds from Disposal of Assets	8	286,500	270,200	<b>147,182</b>	(123,018)	(46%) ▼
Land Held for Resale		0	0	<b>0</b>	0	
Land and Buildings	13	(5,244,294)	(410,720)	<b>(118,957)</b>	(291,763)	(71%) ▼
Infrastructure Assets - Roads	13	(2,852,669)	(1,279,862)	<b>(1,053,276)</b>	(226,586)	(18%) ▼
Infrastructure Assets - Other	13	(3,401,852)	(140,342)	<b>(94,528)</b>	(45,814)	(33%) ▼
Plant and Equipment	13	(1,056,800)	(546,700)	<b>(352,360)</b>	(194,340)	(36%) ▼
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>(755,248)</b>	<b>(157,497)</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)	(661,680)	<b>(654,922)</b>	(6,758)	(1%)
<b>Amount attributable to financing activities</b>		<b>2,423,544</b>	<b>(661,680)</b>	<b>(654,922)</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(2,277,577)</b>	<b>5,559,330</b>	<b>9,896,587</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 30 November 2019**

		Amended YTD	YTD	Var. \$	Var. %	
	Note	Amended Annual Budget	Budget (a)	(b)-(a)	(b)-(a)/(a)	Var.
		\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>	3	3,535,920	3,535,920	<b>6,689,125</b>	3,153,206	89%
<b>Revenue from operating activities</b>						
Rates	9	4,018,009	4,018,009	<b>4,010,796</b>	(7,213)	(0%)
Operating Grants, Subsidies and Contributions	11	2,024,419	1,134,353	<b>1,048,539</b>	(85,814)	(8%)
Fees and Charges		1,329,608	911,368	<b>1,124,579</b>	213,211	23% ▲
Service Charges		0	0	<b>0</b>	0	
Interest Earnings		244,799	101,995	<b>99,465</b>	(2,530)	(2%)
Reimbursements		137,200	40,155	<b>39,801</b>	(354)	(1%)
Other Revenue		89,000	39,405	<b>91,166</b>	51,761	131% ▲
Profit on Disposal of Assets	8	57,550	47,050	<b>0</b>	(47,050)	(100%) ▼
		<b>7,900,585</b>	<b>6,292,335</b>	<b>6,414,346</b>		▼
<b>Expenditure from operating activities</b>						
Employee Costs		(3,077,786)	(1,286,548)	<b>(1,188,339)</b>	(98,209)	(8%)
Materials and Contracts		(2,291,433)	(950,371)	<b>(573,513)</b>	(376,858)	(40%) ▼
Utility Charges		(498,052)	(207,425)	<b>(229,630)</b>	22,205	11%
Depreciation on Non-Current Assets		(6,661,650)	(2,775,640)	<b>(2,761,429)</b>	(14,211)	(1%)
Interest Expenses		0	0	<b>0</b>	0	
Insurance Expenses		(267,332)	(217,282)	<b>(272,428)</b>	55,146	25% ▲
Other Expenditure		(258,989)	(143,321)	<b>(130,559)</b>	(12,762)	(9%)
Loss on Disposal of Assets	8	(61,600)	(61,600)	<b>(82,935)</b>	21,335	35%
		<b>(13,116,842)</b>	<b>(5,642,187)</b>	<b>(5,238,833)</b>		
<b>Operating activities excluded from budget</b>						
Add back Depreciation		6,661,650	2,775,640	<b>2,761,429</b>	(14,211)	(1%)
Adjust (Profit)/Loss on Asset Disposal	8	4,050	14,550	<b>82,935</b>	68,385	470% ▲
Adjust Provisions and Accruals		0	0	<b>0</b>	0	
<b>Amount attributable to operating activities</b>		<b>1,449,443</b>	<b>3,440,338</b>	<b>4,019,877</b>		
<b>Investing activities</b>						
Grants, Subsidies and Contributions	11	2,610,131	1,379,676	<b>1,324,872</b>	(54,804)	(4%)
Proceeds from Disposal of Assets	8	286,500	270,200	<b>147,182</b>	(123,018)	(46%) ▼
Land Held for Resale		0	0	<b>0</b>	0	
Land and Buildings	13	(5,244,294)	(410,720)	<b>(118,957)</b>	(291,763)	(71%) ▼
Infrastructure Assets - Roads	13	(2,852,669)	(1,279,862)	<b>(1,053,276)</b>	(226,586)	(18%) ▼
Infrastructure Assets - Other	13	(3,401,852)	(140,342)	<b>(94,528)</b>	(45,814)	(33%) ▼
Plant and Equipment	13	(1,056,800)	(546,700)	<b>(352,360)</b>	(194,340)	(36%) ▼
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>(755,248)</b>	<b>(157,497)</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)	(661,680)	<b>(654,922)</b>	6,758	1%
<b>Amount attributable to financing activities</b>		<b>2,423,544</b>	<b>(661,680)</b>	<b>(654,922)</b>		
<b>Closing Funding Surplus (Deficit)</b>	3	<b>(2,277,577)</b>	<b>5,559,330</b>	<b>9,896,584</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 30 November 2019

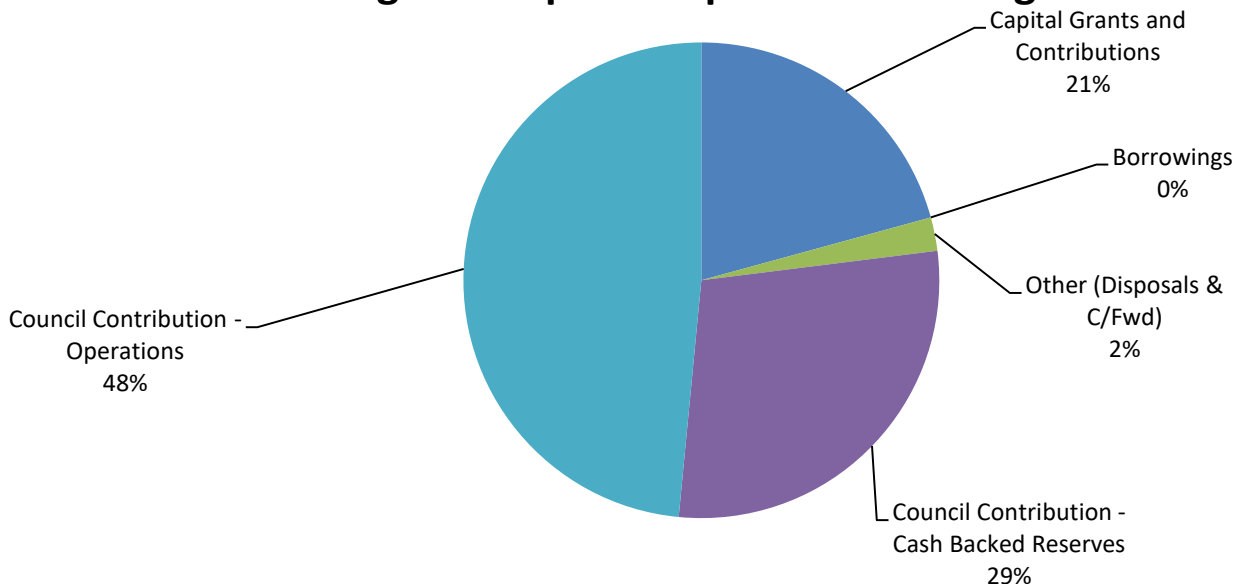
**Capital Acquisitions**

	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	109,614	410,720	5,244,294	118,957	291,763
Infrastructure Assets - Roads	13	1,050,640	2,636	1,279,862	2,852,669	1,053,276	226,586
Infrastructure Assets - Footpaths	13	0	0	0	78,971	0	0
Infrastructure Assets - Refuse	13	2,120	0	23,415	56,200	2,120	21,295
Infrastructure Assets - Sewerage	13	11,151	0	11,665	28,000	11,151	514
Infrastructure Assets - Drainage	13	0	0	0	14,172	0	0
Infrastructure Assets - Parks & Ovals	13	0	7,247	8,120	69,509	7,247	873
Infrastructure Assets - Other	13	66,763	7,247	97,142	3,155,000	74,010	23,132
Plant and Equipment	13	352,360	0	546,700	1,056,800	352,360	194,340
Furniture and Equipment	13	10,430	0	10,430	27,500	10,430	0
<b>Capital Expenditure Totals</b>		<b>1,502,807</b>	<b>126,744</b>	<b>2,388,054</b>	<b>12,583,115</b>	<b>1,629,551</b>	<b>758,503</b>

**Capital acquisitions funded by:**

Capital Grants and Contributions	<b>1,379,676</b>	<b>2,610,131</b>	<b>1,323,872</b>
Borrowings	<b>0</b>	<b>0</b>	<b>0</b>
Other (Disposals & C/Fwd)	<b>270,200</b>	<b>286,500</b>	<b>135,137</b>
Council Contribution - Cash Backed Reserves	<b>0</b>	<b>3,586,154</b>	<b>0</b>
Council Contribution - Operations	<b>738,178</b>	<b>6,100,330</b>	<b>170,542</b>
<b>Capital Funding Total</b>	<b>2,388,054</b>	<b>12,583,115</b>	<b>1,629,551</b>

**Budgeted Capital Acquisitions Funding**



**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 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 30 November 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 30 November 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 30 November 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 30 November 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 30 November 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	(89,722)	(10%)		Permanent	Lower than expected FAG and Untied Roads Grants.
Transport	(42,503)	(80%)	▼	Timing	WA Salt HVRIC yet to be raised.
Economic Services	268,138	58%	▲	Permanent	Greater than expected recoup of Standpipe Water usage (\$182,980) and Carvan Park Fees (\$35,470)
<b>Operating Expense</b>					
General Purpose Funding	(24,809)	(19%)		Timing	Schedule wide expenditure unders
Housing	(31,994)	(20%)	▼	Timing	Schedule wide expenditure unders
Community Amenties	(120,329)	(26%)	▼	Timing	Schedule wide expenditure unders
<b>Capital Revenues</b>					
Proceeds from Disposal of Assets	(123,018)	(46%)	▼	Timing	Replacement Plant on order, yet to be received
<b>Capital Expenses</b>					
Proceeds from Disposal of Assets	(123,018)	(46%)	▼	Timing	Replacement Plant on order, yet to be received
Land and Buildings	(291,763)	(71%)	▼	Timing	Swimming Pool Design Fees yet to be claimed.
Infrastructure - Roads	(226,586)	(18%)	▼	Timing	Sealing program underway, invoices processed in December.
Infrastructure - Public Facilities	(45,814)	(33%)	▼	Timing	Schedule wide expenditure unders
Infrastructure - Other	(45,814)	(33%)	▼	Timing	Standpipe swipe card controller installation underway.
Plant and Equipment	(194,340)	(36%)	▼	Timing	Replacement Plant on order, yet to be received

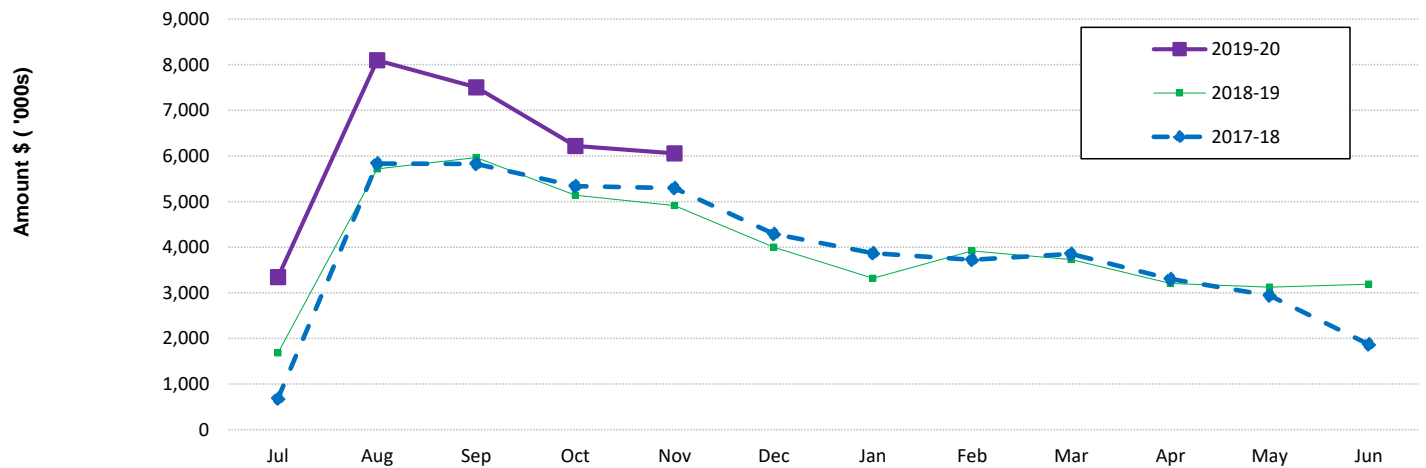
**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 2019**

**Note 3: Net Current Funding Position**

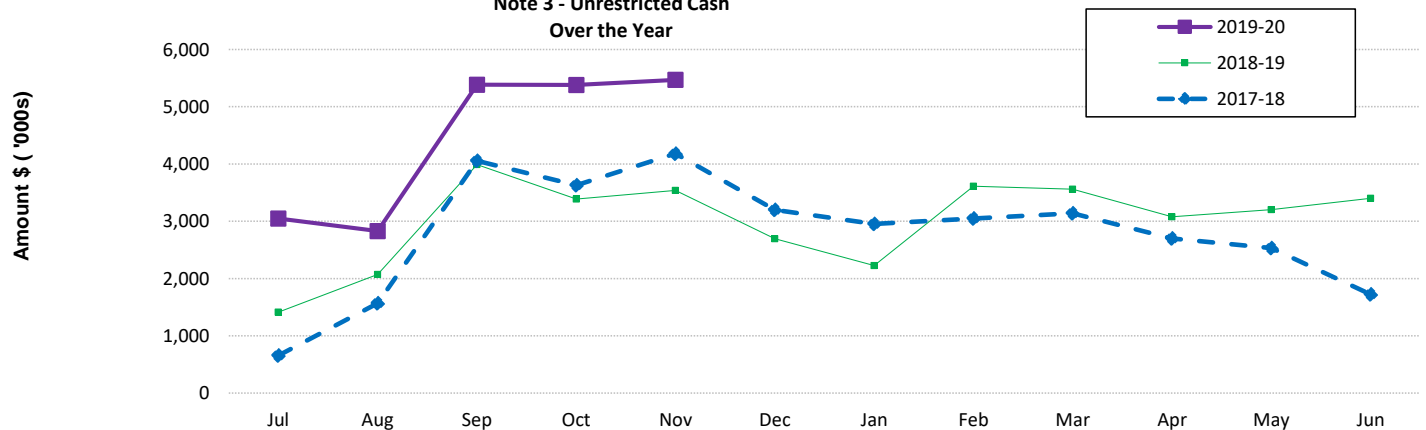
Positive=Surplus (Negative=Deficit)

	Note	Last Years Closing 30 Jun 2019	This Time Last Year 30 Nov 2018	Current 30 Nov 2019
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	3,400,902	3,538,326	5,468,566
Cash Restricted	4	6,581,762	6,169,551	7,236,684
Receivables - Rates	6	459,689	1,741,872	1,166,371
Receivables - Other	6	62,213	90,014	230,401
Interest/ATO Receivable/Trust		49,360	0	64,125
Loans Receivable-Clubs/Institutions		6,000	0	6,000
Inventories		99,977	7,348	94,271
		10,659,902	11,547,110	14,266,417
<b>Less: Current Liabilities</b>				
Payables		(282,027)	(65,840)	(375,554)
Provisions		(550,488)	(273,923)	(257,771)
		(832,515)	(339,763)	(633,325)
Less: Cash Reserves	7	(6,581,762)	(6,169,551)	(7,236,684)
Less: Loans Receivables - Clubs/Institutions		0	0	0
Add back Leave Reserve		290,294	200,678	292,717
<b>Net Current Funding Position</b>		<b>3,535,920</b>	<b>5,238,474</b>	<b>6,689,125</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 30 November 2019

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>(a) Cash Deposits</b>							
Muni Funds - Bank Working Acc	389,650			389,650	Westpac	0.10%	At Call
Muni Funds - Bank Investment Acc	1,925,235			1,925,235	Westpac	0.10%	At Call
Trust Fund Bank			249,356	249,356	Westpac	0.10%	At Call
Cash On Hand	1,350			1,350			
<b>(b) Term Deposits</b>							
Muni Funds - Notice Saver (31 Days)	3,152,331			3,152,331	Westpac	1.65%	31 Days from Call
Muni Funds - Notice Saver (60 Days)				0	Westpac	1.70%	60 Days from Call
Muni Funds - Notice Saver (90 Days)				0	Westpac	1.75%	90 Days from Call
Reserve Funds - Notice Saver (90 Days)		7,236,684		7,236,684	Westpac	1.75%	90 Days from Call
<b>Total</b>	<b>5,468,566</b>	<b>7,236,684</b>	<b>249,356</b>	<b>12,954,605</b>			

**Comments/Notes - Investments**

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 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



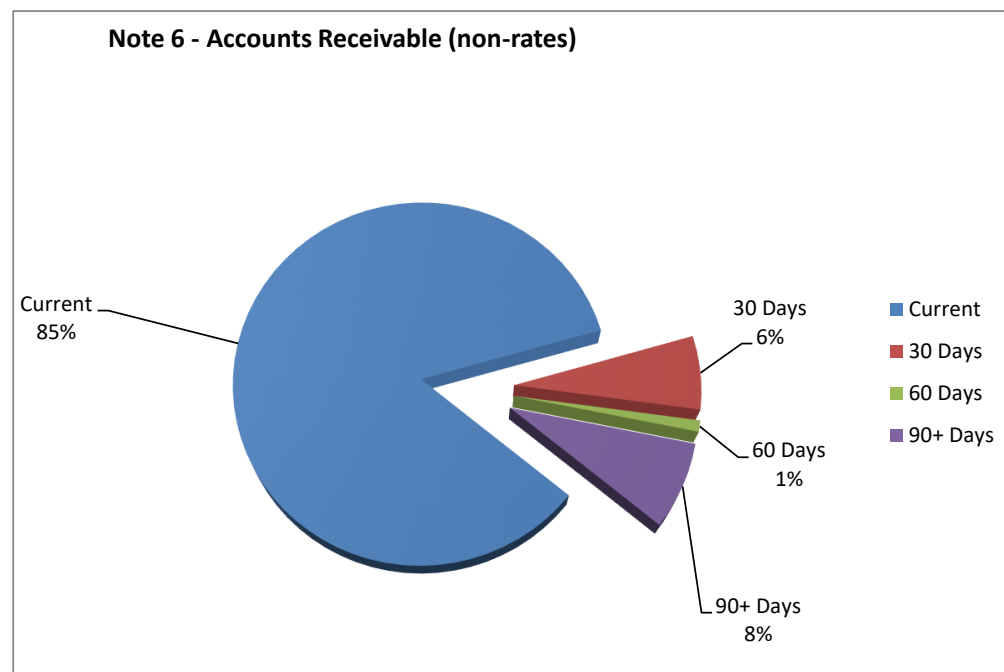
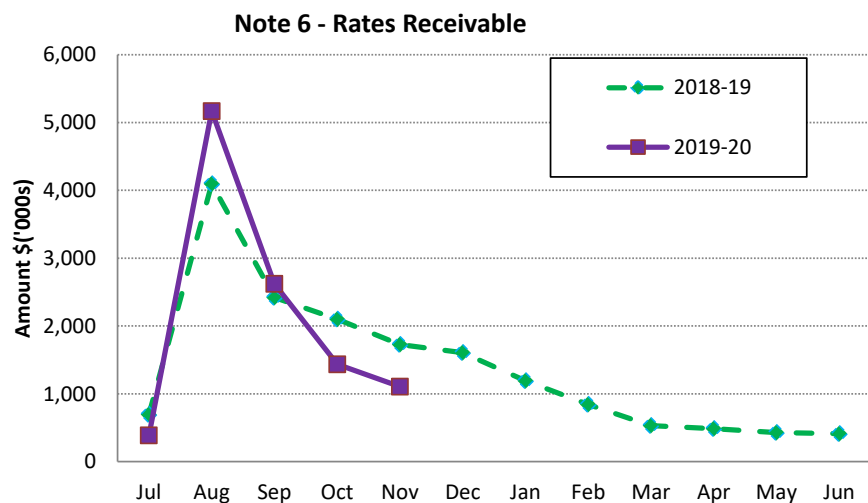
**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 2019**

**Note 6: Receivables**

Receivables - Rates Receivable	30 Nov 2019	30 June 2019
	\$	\$
Opening Arrears Previous Years	465,179	0
Levied this year	4,118,115	3,901,988
<u>Less</u> Collections to date	(3,411,165)	(3,436,809)
Equals Current Outstanding	<b>1,172,129</b>	<b>465,179</b>
<b>Net Rates Collectable</b>	<b>1,172,129</b>	<b>465,179</b>
% Collected	74.43%	88.08%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	195,333	15,050	2,293	17,725	230,401
<b>Balance per Trial Balance</b>					
Sundry Debtors					230,401
Receivables - Other					0
<b>Total Receivables General Outstanding</b>					<b>230,401</b>

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables General

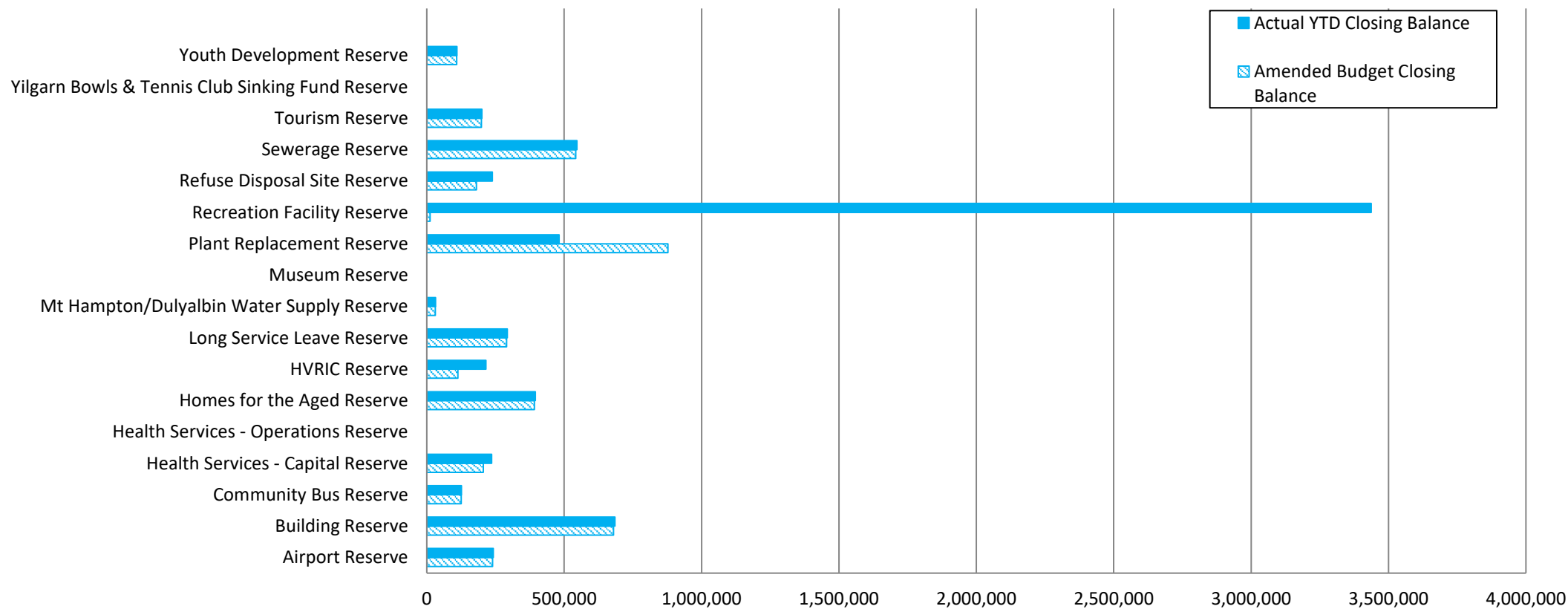
**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 2019**

**Note 7: Cash Backed Reserve**

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Airport Reserve	239,753	0	2,001	0	0	0	0	239,753	241,754
Building Reserve	679,390	0	5,670	0	0	0	0	679,390	685,059
Community Bus Reserve	125,339	0	1,046	0	0	0	0	125,339	126,385
Health Services - Capital Reserve	233,803	0	1,951	0	0	(28,000)	0	205,803	235,755
Health Services - Operations Reserve	0	0	0	0	0	0	0	0	0
Homes for the Aged Reserve	391,595	0	3,268	0	0	0	0	391,595	394,863
HVRIC Reserve	215,451	0	0	0	0	(101,954)	0	113,497	215,451
Long Service Leave Reserve	290,294	0	2,423	0	0	0	0	290,294	292,717
Mt Hampton/Dulyalbin Water Supply Reserve	31,277	0	261	0	0	0	0	31,277	31,538
Museum Reserve	0	0	0	0	0	0	0	0	0
Plant Replacement Reserve	477,612	0	3,986	400,000	0	0	0	877,612	481,598
Recreation Facility Reserve	2,811,956	0	25,259	600,000	600,000	(3,400,000)	0	11,956	3,437,214
Refuse Disposal Site Reserve	236,542	0	1,974	0	0	(56,200)	0	180,342	238,516
Sewerage Reserve	541,713	0	4,521	0	0	0	0	541,713	546,234
Tourism Reserve	198,517	0	1,657	0	0	0	0	198,517	200,173
Yilgarn Bowls & Tennis Club Sinking Fund Reserve	0	0	0	0	0	0	0	0	0
Youth Development Reserve	108,521	0	906	0	0	0	0	108,521	109,427
	<b>6,581,762</b>	<b>0</b>	<b>54,922</b>	<b>1,000,000</b>	<b>600,000</b>	<b>(3,586,154)</b>	<b>0</b>	<b>3,995,608</b>	<b>7,236,684</b>

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 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 30 November 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>								
1851	LOADER - SKID STEER - CAT - YL5302					85,000	30,000		(55,000)
1876	ROLLER - CAT VIBRATORY - YL595	101,609	53,500		(48,109)	191,500	45,000		(146,500)
1877	TRUCK - 2012 MITSUBISHI 8 WHEEL TIP - YL698					219,000	60,000		(159,000)
1891	UTE - MAZDA BT-50 - BUILDER	17,803	16,182		(1,621)	17,500	16,200		(1,300)
2004	CAR - 2015 TOYOTA CAMRY ALTISE -YL290					26,000	12,000		(14,000)
2008	UTE - 2016 TOYOTA HILUX 2.8 DIESEL 4x4 - YL121					32,500	20,000		(12,500)
2009	UTE - 2016 TOYOTA LANDCRUISER 70 SERIES SINGLE CAB - YL333					24,600	38,000	13,400	
2014	WAGON - 2016 TOYOTA KLUGER AWD V6 WAGON A/T GXL - YL50	54,086	29,091		(24,995)	24,000	28,500	4,500	
2016	2017- TOYOTA HILUX 4x4 2.8L DSL D/C 6AT SR5 - YL150	64,104	36,364		(27,740)	26,400	32,500	6,100	
		<b>237,602</b>	<b>135,137</b>	<b>0</b>	<b>(102,465)</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 30 November 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	441,001	0	0	441,001	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>3,997,339</b>	<b>0</b>	<b>0</b>	<b>3,997,339</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	101,573	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>122,773</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>4,118,139</b>	<b>0</b>	<b>0</b>	<b>4,120,112</b>	<b>4,124,740</b>	<b>0</b>	<b>0</b>	<b>4,124,740</b>
Concession							(142,563)				(140,000)
<b>Amount from General Rates</b>							<b>3,977,549</b>				<b>3,984,740</b>
Ex-Gratia Rates							33,248				33,270
							<b>4,010,797</b>				<b>4,018,010</b>

**Comments - Rating Information**

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 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 30 November 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	417,500	835,000	835,000	391,299	(391,299)	0
Grants Commission - Roads	WALGGC	Operating	0	765,000	0	382,500	765,000	765,000	329,477	(329,477)	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	27,482	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	415	1,000	1,000	0	0	0
Grant - Seniors Week	Council on the Aged	Operating - Tied	0	800	0	330	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	175,000	0	525,000	0	525,000	525,000	0	0	175,000
<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	9,938	0	9,938
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	906,911	353,454	906,911	906,911	375,948	(375,948)	0
RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	741,170	589,172	741,170	741,170	592,936	(592,936)	0
								0	0	0	0
<b>Economic Services</b>											
Skeleton Weed LAG Program	State Skeleton Weed Committee	Operating - Tied	72,121	250,000	0	250,000	250,000	250,000	250,000	(218,018)	104,103
<b>TOTALS</b>			<b>247,121</b>	<b>2,015,019</b>	<b>2,610,131</b>	<b>2,514,029</b>	<b>4,625,150</b>	<b>4,625,150</b>	<b>2,370,390</b>	<b>(2,332,722)</b>	<b>289,041</b>
<b>SUMMARY</b>											
Operating	Operating Grants, Subsidies and Contributions		0	1,606,000	0	805,000	1,606,000	1,606,000	727,390	(727,390)	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		72,121	409,019	0	329,353	409,019	409,019	319,128	(291,398)	104,103
Non-operating	Non-operating Grants, Subsidies and Contributions		175,000	0	2,610,131	1,379,676	2,610,131	2,610,131	1,323,872	(1,313,934)	184,938
<b>TOTALS</b>			<b>247,121</b>	<b>2,015,019</b>	<b>2,610,131</b>	<b>2,514,029</b>	<b>4,625,150</b>	<b>4,625,150</b>	<b>2,370,390</b>	<b>(2,332,722)</b>	<b>289,041</b>

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 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 30 Nov 2019
	\$	\$	\$	\$
Police Licensing	5,757	232,370	(232,370)	5,757
Builders Levy	6,597	1,376	(713)	7,260
Transwa Bookings	2,979	4,338	(3,742)	3,575
Staff Personal Dedns	42,307	15,065	(32,168)	25,204
Housing Tenancy Bonds	11,620	0	(2,040)	9,580
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	(3,870)	219
Third Party Contributions	6,338	145	(190)	6,293
Rates Overpaid	17,655	3,350	(8,360)	12,645
Medical Services Provision	107,093	0	(107,093)	0
YBTC Sinking Fund	33,330	6,667	(39,997)	0
SXFC Sinking Fund	3,000	1,000	0	4,000
Museum Trust	25,005	2,691	(27,696)	0
	<b>316,407</b>	<b>270,622</b>	<b>(502,197)</b>	<b>84,832</b>











**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 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	
		\$	\$	\$	\$	\$	\$	
 Level of completion indicator, please see table at the end of this note for further detail.								
<b>Land &amp; Buildings</b>								
<b>Law &amp; Order</b>								
 Fire Shed Construction - Land & Building Capital - Mt Hampton Fire Appl Shed	E05252	0	0	0	(47,000)	(47,000)	47,000	
<b>Law &amp; Order Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(47,000)</b>	<b>(47,000)</b>	<b>47,000</b>	
<b>Health</b>								
<b>Medical Services</b>								
 Medical Centre - Land & Building Capital	E07451	0	0	0				
 Install Automatic Doors		0	0	0	(20,000)	0	0	
 New Cabinetry in Treatment Room		0	0	0	(8,000)	0	0	
<b>Health Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(28,000)</b>	<b>0</b>	<b>0</b>	
<b>Housing</b>								
 2 Libra Place - Electrical Rewire - Full House	E09251	0	0	0	0	0	0	
 120 Antares Street -Replace North side of Asbestos Fence	E09413	0	0	0	(20,806)	0	0	
 91A Antares Street - Update Kitchen & Bath, Paint and Replace Floor coverings	E09551	0	0	0	0	0	0	
<b>Housing Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(20,806)</b>	<b>0</b>	<b>0</b>	
<b>Community Amenities</b>								
 Construction of Public Toilets - Construction Unisex Toilet Constellation Park	E10750	0	0	0	(30,000)	(30,000)	30,000	
 Reserve 9895(Old Shire Depot) Men's Shed -Install Kitchenette	J10712	(7,877)	0	(7,877)	(16,878)	(16,878)	9,001	
<b>Community Amenities Total</b>		<b>(7,877)</b>	<b>0</b>	<b>(7,877)</b>	<b>(46,878)</b>	<b>(46,878)</b>	<b>39,001</b>	
<b>Recreation And Culture</b>								
<b>Swimming Areas and Beaches</b>								
 Swimming Pool - Land & Building Capital - Facility Design & Project Management	E11250	0	0	0	(1,434,682)	(179,335)	179,335	
 Swimming Pool - Infrastructure Capital	E11251	0	0	0	(2,960,000)	0	0	
<b>Other Recreation &amp; Sport</b>								
 Yilgarn Bowls & Tennis Club - Land & Building Capital - Replace Soft Fall Surface	E11341	0	(54,820)	(54,820)	(50,000)	(50,000)	(4,820)	




















**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 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	
		\$	\$	\$	\$	\$	\$	
 SX Sports Complex Building - Replace Asbestos Roof, Various internal Repairs	SPRT10	0	(16,884)	(16,884)	(365,059)	0	(16,884)	
<b>Heritage</b>								
 Yilgarn History Museum - Replace Toilet with Ambulant Toilet, paint rooms	J11502	0	(3,109)	(3,109)	(106,016)	0	(3,109)	
<b>Recreation And Culture Total</b>	<b>re Total</b>	<b>0</b>	<b>(74,813)</b>	<b>(74,813)</b>	<b>(4,915,757)</b>	<b>(229,335)</b>	<b>154,522</b>	
<b>Transport</b>								
 Depot - Capital Works - Upgrade Nursery Shed, Old Depot Office Painting	J14602	0	(34,801)	(34,801)	(64,773)	(64,773)	29,972	
<b>Transport Total</b>		<b>0</b>	<b>(34,801)</b>	<b>(34,801)</b>	<b>(64,773)</b>	<b>(64,773)</b>	<b>29,972</b>	
<b>Economic Services</b>								
 Caravan Park Improvements	J13203	(1,466)	0	(1,466)	(79,576)	(22,734)	21,268	
<b>Economic Services Total</b>		<b>(1,466)</b>	<b>0</b>	<b>(1,466)</b>	<b>(79,576)</b>	<b>(22,734)</b>	<b>21,268</b>	
<b>Other Property &amp; Services</b>								
 Administration Centre - Land & Building - Replace Facades & Exterior Paint	J14601	0	0	0	(41,504)	0	0	
<b>Other Property &amp; Services Total</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(41,504)</b>	<b>0</b>	<b>0</b>	
<b>Land &amp; Buildings Total</b>		<b>(9,343)</b>	<b>(109,614)</b>	<b>(118,957)</b>	<b>(5,244,294)</b>	<b>(410,720)</b>	<b>291,763</b>	
<b>Furniture &amp; Office Equip.</b>								
<b>Other Property &amp; Services</b>								
 Depot - Furniture & Equipment	E12352	(10,430)	0	(10,430)	(27,500)	(13,750)	3,320	
<b>Other Property &amp; Services Total</b>		<b>(10,430)</b>	<b>0</b>	<b>(10,430)</b>	<b>(27,500)</b>	<b>(13,750)</b>	<b>3,320</b>	
<b>Furniture &amp; Office Equip Total</b>		<b>(10,430)</b>	<b>0</b>	<b>(10,430)</b>	<b>(27,500)</b>	<b>(13,750)</b>	<b>3,320</b>	
<b>Plant , Equip. &amp; Vehicles</b>								
<b>Recreation And Culture</b>								
 YL 121 Toyota Hilux - 2.8 Diesel 4x4 - Replace Asset 2008	E11357	0	0	0	(52,500)	(52,500)	52,500	
<b>Recreation And Culture Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(52,500)</b>	<b>(52,500)</b>	<b>52,500</b>	
<b>Transport</b>								
 YL 595 - Roller Cat - Vibe Steel - Replace Asset 1876	E12350	(157,500)	0	(157,500)	(236,500)	(236,500)	79,000	













**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 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	
			\$	\$	\$	\$	\$	\$	
	YL 698 - Mitsubishi -Truck 8 wheel - Replace Asset 1877	E12350	0	0	0	(279,000)	0	0	
	YL 5302 - Cat - Skid Steere Loader - Replace Asset 1851	E12350	0	0	0	(115,000)	0	0	
	YL150 - Toyota Hilux SR5 - 4x4 Ute (EMI)- Replace Asset 2016	E12350	(51,515)	0	(51,515)	(58,900)	(58,900)	7,385	
	Upgrade Asset 1874 - Line Marker SP	E12350	(12,659)	0	(12,659)	(14,500)	(14,500)	1,841	
	New Asset - Water Tank	E12350	0	0	0	(28,500)	0	0	
	YL 333- Toyota LandCruiser - 4x4 Ute(Works) - Replace Asset 2009	E12350	0	0	0	(62,600)	0	0	
	YL 363- Mazda BT - 50 2WD Traytop - Ute - Replace Asset 1891	E12350	(35,000)	0	(35,000)	(35,300)	(35,300)	300	
<b>Transport Total</b>			<b>(256,674)</b>	<b>0</b>	<b>(256,674)</b>	<b>(830,300)</b>	<b>(345,200)</b>	<b>88,526</b>	
<b>Economic Services</b>									
<b>Skeleton Weed Eradication Committee</b>									
	Skeleton Weed - Plant & Equipment Capital - Replace of Lease Vehicle	E13750	(45,959)	0	(45,959)	(50,000)	(50,000)	4,041	
	Replacement of Boom Spray	E13750	(42,930)	0	(42,930)	(46,500)	(46,500)	3,570	
<b>Economic Services Total</b>			<b>(45,959)</b>	<b>0</b>	<b>(45,959)</b>	<b>(96,500)</b>	<b>(96,500)</b>	<b>7,611</b>	
<b>Other Property &amp; Services</b>									
	YL 50 - Toyota Kluger - AWD V6 Wagon A/T GXL(EMCS) - Replace Asset 2014	E14656	(49,727)	0	(49,727)	(52,500)	(52,500)	2,773	
	Fixed Back up Generator	E14656	0	0	0	(25,000)	0	0	
<b>Other Property &amp; Services Total</b>			<b>(49,727)</b>	<b>0</b>	<b>(49,727)</b>	<b>(77,500)</b>	<b>(52,500)</b>	<b>2,773</b>	
<b>Plant , Equip. &amp; Vehicles Total</b>			<b>(352,360)</b>	<b>0</b>	<b>(352,360)</b>	<b>(1,056,800)</b>	<b>(546,700)</b>	<b>151,410</b>	
<b>Infrastructure - Roads (Non Town)</b>									
	R2030 - M40 - 10 Mm Bitumen Reseal - Slk 9.0 - 15.0(19/20)	RRG10	(74,041)	0	(74,041)	(187,251)	(93,625)	19,584	
	R2030 - Koolyanobbing Road - Construct to 7 mSeal - slk 8.0 - 11.0(19/20)	RRG11	(527,372)	0	(527,372)	(593,163)	(593,163)	65,791	
	R2030 - Koolyanobbing Road -10 Mm Reseal - slk 5.0 - 8.0(19/20)	RRG12	(32,746)	0	(32,746)	(98,221)	(49,109)	16,363	
	R2030 - Moorine South Rd 10Mm Bitumen Reseal - Slk 8.5 - 16.5(19/20)	RRG13	(106,267)	0	(106,267)	(263,119)	(131,559)	25,292	
	CRF - Bodallin South Rd - Construct To 7M Seal - Slk 2.7 - 4.9 (19/20)	CRF01	(6,115)	0	(6,115)	0	0	(6,115)	
	R2R - Crampthorn Road - Bitumen Seal- slk 7.0 - 8.5(19/20)	R2R16	(11,413)	0	(11,413)	(51,131)	(25,565)	14,152	
	R2R - Crampthorn Road - Formation & Gravel Overlay - slk 19.3 - 21(19/20)	R2R17	(114,336)	0	(114,336)	(114,477)	(114,474)	138	
	R2R - Bodallin South Road - Bitumen Reseal - slk 0.0 - 2.7(19/20)	R2R18	(20,863)	0	(20,863)	(89,248)	(44,623)	23,760	
	R2R - Bodallin South Road - Construct to 7M Seal - slk 4.9 - 6.0(19/20)	R2R19	(6,817)	0	(6,817)	(390,582)	0	(6,817)	







**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 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	
			\$	\$	\$	\$	\$	\$	
	R2R - Southern Cross South Rd- Formation & Gravel Overlay slk 13.4 -16.4(19/20)	R2R20	(19,800)	0	(19,800)	(142,375)	0	(19,800)	
	R2R - Gatley Road - Formation & Gravel Overlay - slk 0.0 -2.5(19/20)	R2R21	(20,656)	0	(20,656)	(119,098)	(59,550)	38,894	
	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)	(93,524)	(1,458)	
	RRU - Cockatoo Tank Road - Formation & Gravel Overlay - slk 5.0 -7.0(19/20)	RRU14	0	0	0	(108,745)	0	0	
	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	(12,596)	0	(12,596)	(56,733)	(28,365)	15,769	
<b>Infrastructure - Roads (Non Town) Total</b>			<b>(1,048,004)</b>	<b>0</b>	<b>(1,048,004)</b>	<b>(2,498,572)</b>	<b>(1,233,557)</b>	<b>185,553</b>	
<b>Infrastructure - Roads (Non Town) Total</b>			<b>(1,048,004)</b>	<b>0</b>	<b>(1,048,004)</b>	<b>(2,498,572)</b>	<b>(1,233,557)</b>	<b>185,553</b>	
<b>Infrastructure - Roads (Town)</b>									
	TRU - Achener Street - Bitumen Reseal, Altair - Spica St (19/20)	TRU05	(2,636)	(2,636)	(5,272)	(59,757)	(29,877)	24,605	
	TRU - Antares St - Sealing & Kerbing Corner Parking Area(19/20)	TRU06	0	0	0	(32,859)	(16,428)	16,428	
<b>Infrastructure - Roads (Town) Total</b>			<b>(2,636)</b>	<b>(2,636)</b>	<b>(5,272)</b>	<b>(92,616)</b>	<b>(46,305)</b>	<b>41,033</b>	
<b>Infrastructure - Roads (Town) Total</b>			<b>(2,636)</b>	<b>(2,636)</b>	<b>(5,272)</b>	<b>(92,616)</b>	<b>(46,305)</b>	<b>41,033</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>(1,050,640)</b>	<b>(2,636)</b>	<b>(1,048,004)</b>	<b>(2,852,669)</b>	<b>(1,279,862)</b>	<b>226,586</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>	




SHIRE OF YILGARN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 2019

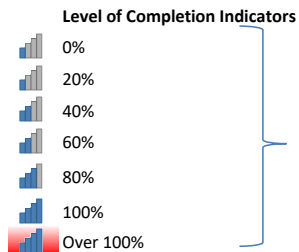
Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
<b>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 - Refuse</b>								
<b>Community Amenities</b>								
 SX Refuse Disposal Site - Capital -Concrete pad For Recycle,Washdown Shower	J10107	(2,120)	0	(2,120)	(56,200)	(23,415)	21,295	
<b>Infrastructure - Refuse Total</b>		<b>(2,120)</b>	<b>0</b>	<b>(2,120)</b>	<b>(56,200)</b>	<b>(23,415)</b>	<b>21,295</b>	
<b>Infrastructure - Refuse Total</b>		<b>(2,120)</b>	<b>0</b>	<b>(2,120)</b>	<b>(56,200)</b>	<b>(23,415)</b>	<b>21,295</b>	
<b>Infrastructure - Sewerage</b>								
<b>Community Amenities</b>								
 SX Sewerage Scheme - Capital - Access Chamber Upgrade	E10350	(11,151)	0	(11,151)	(17,500)	(7,290)	(3,861)	
 ML SewerageScheme - Capital - Access Chamber Upgrade	E10450	0	0	0	(10,500)	(4,375)	4,375	
<b>Infrastructure - Sewerage Total</b>		<b>(11,151)</b>	<b>0</b>	<b>(11,151)</b>	<b>(28,000)</b>	<b>(11,665)</b>	<b>514</b>	
<b>Infrastructure - Sewerage Total</b>		<b>(11,151)</b>	<b>0</b>	<b>(11,151)</b>	<b>(28,000)</b>	<b>(11,665)</b>	<b>514</b>	
<b>Infrastructure - Drainage</b>								
<b>Community Amenities</b>								
 Southern Cross Drainage - Upgrades	J10901	0	0	0	(14,172)	0	0	
<b>Infrastructure - Drainage Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(14,172)</b>	<b>0</b>	<b>0</b>	
<b>Infrastructure - Drainage Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(14,172)</b>	<b>0</b>	<b>0</b>	
<b>Infrastructure - Parks &amp; Ovals</b>								
<b>Community Amenities</b>								
 Rotary Park- Replace 3x Picnic settings/Seating & Install Water Fountain	J10711	0	(7,247)	(7,247)	(19,509)	(8,120)	873	
<b>Recreation &amp; Culture</b>								
 Toddler Playground Equipment - Constellation Park	E11352	0	0	0	(50,000)	0	0	
<b>Infrastructure - Parks &amp; Ovals Total</b>		<b>0</b>	<b>(7,247)</b>	<b>(7,247)</b>	<b>(69,509)</b>	<b>(8,120)</b>	<b>873</b>	
<b>Infrastructure - Parks &amp; Ovals Total</b>		<b>0</b>	<b>(7,247)</b>	<b>(7,247)</b>	<b>(69,509)</b>	<b>(8,120)</b>	<b>873</b>	

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 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>Infrastructure - Other</b>								
<b>Recreation &amp; Culture</b>								
<b>Public Halls &amp; Civic Centres</b>								
 Southern Cross War Memorial - Capital Infrastructure - Other	J11151	0	0	0	(50,000)	0	0	
<b>Public Halls &amp; Civic Centres Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(50,000)</b>	<b>0</b>	<b>0</b>	
<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)	(7,142)	(10,738)	
<b>Tourism &amp; Area Promotion Total</b>		<b>(17,880)</b>	<b>(7,247)</b>	<b>(25,127)</b>	<b>(25,000)</b>	<b>(7,142)</b>	<b>(10,738)</b>	
<b>Economic Services</b>								
 Standpipe Upgrade - Automated Controllers	E13401	(48,883)	0	(48,883)	(120,000)	(90,000)	41,117	
<b>#REF!</b>		<b>(48,883)</b>	<b>0</b>	<b>(74,010)</b>	<b>(120,000)</b>	<b>(90,000)</b>	<b>41,117</b>	
<b>Infrastructure - Other Total</b>		<b>(66,763)</b>	<b>(7,247)</b>	<b>(74,010)</b>	<b>(3,155,000)</b>	<b>(97,142)</b>	<b>30,379</b>	
<b>Capital Expenditure Total</b>		<b>(1,502,807)</b>	<b>(126,744)</b>	<b>(1,624,279)</b>	<b>(12,583,115)</b>	<b>(2,391,374)</b>	<b>726,140</b>	



Percentage YTD Actual to Annual Budget  
Expenditure over budget highlighted in red.

# Attachment

## 9.2.2

Date: 11/12/2019  
Time: 11:32:40AM

**SHIRE OF YILGARN**  
**Payments made from the Municipal Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
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
1565	13/11/2019	WESTPAC BANKING CORPORATION	NET PAYROLL - PPE 12.11.19	A		92,856.33
1566	08/11/2019	CANON FINANCE AUSTRALIA PTY LTD	PHOTOCOPIER LEASE - NOVEMBER 2019	A		333.96
1567	12/11/2019	TELCO CHOICE - COMMANDER CENTRE NORTH PERTH	COMMANDER TELEPHONE FEES - NOVEMBER 2019 - BONDER HIRE	A		250.00
1568	14/11/2019	TELCO CHOICE - COMMANDER CENTRE NORTH PERTH	COMMANDER TELEPHONE FEES - DATA, EQUIPMENT, VOICE - OCTOBER 2019	A		1,362.75
1569	14/11/2019	WESTPAC BANKING CORPORATION	CEO CREDIT CARD - OCTOBER 2019 - WINDSOR LODGE ACCOMODATION - SKELETON WEED MEETING (RECEIPT #131539, #131538)	A		1,149.40
1570	14/11/2019	WESTPAC BANKING CORPORATION	EMCS CREDIT CARD - OCTOBER 2019 - 6.0 ALUMINIUM PLANKS X 2 (QUOTE #SQ0446595)	A		1,389.70
1571	27/11/2019	WESTPAC BANKING CORPORATION	NET PAYROLL PPE 26.11.19	A		94,242.15

**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	199,575.73
<b>TOTAL</b>		<b>199,575.73</b>



Date: 11/12/2019  
Time: 12:43:41PM

**SHIRE OF YILGARN**  
**Payments made from the Municipal Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
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
40852	22/11/2019	BK & HM BARNETT & SONS	Rates refund for assessment A17160 LOT 775 DONOVAN ROAD BODALLIN WA 6424	A		182.78
40853	22/11/2019	LEIGH NEIL HENDERSON	Rates refund for assessment A101144 LOT 77/04395P PROSPECTING LICENCE	A		505.90
40854	22/11/2019	KENNETH ALEXANDER STIRRAT	Rates refund for assessment A15840 LOT 548 CRAMPHORNE ROAD MOUNT HAMPTON WA 6426	A		1,134.69
40855	22/11/2019	LGRCEU	Payroll deductions	A		20.50
40856	22/11/2019	SHIRE OF YILGARN	Payroll deductions	A		1,365.00
40857	22/11/2019	TELSTRA	PHONE - OCTOBER 2019 - EMRS MOBILE	A		482.63
40858	26/11/2019	HANDYMAN SERVICES - TIM BAKER	HALL EXTERIOR: CLEAN & PREPARE WALL SURFACES & DOORWAYS AND REPAINT EXTERNAL WALLS INCLUDING WINDOWS & DOORS	A		14,548.62

**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	23,260.55
<b>TOTAL</b>		<b>23,260.55</b>

Date: 11/12/2019  
Time: 12:42:22PM

**SHIRE OF YILGARN**  
**Payments made from the Municipal Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
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 KOOLYANOBING 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
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

Date: 11/12/2019  
Time: 12:42:22PM

**SHIRE OF YILGARN**  
**Payments made from the Municipal Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
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: MOLLY PHILIPPS - 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
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

Date: 11/12/2019  
Time: 12:42:22PM

**SHIRE OF YILGARN**  
**Payments made from the Municipal Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 3

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
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 - NIC WARREN - PRE TAX	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
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: NATHAN PARK - 2019 CPC32011 CERTIFICATE III CARPENTRY & JOINERY CPCCCO2013A CARRY OUT CONCRETING - 6 MONTH OCTOBER START	A		107.00

Date: 11/12/2019  
Time: 12:42:22PM

**SHIRE OF YILGARN**  
**Payments made from the Municipal Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 4

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
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 - STREET LIGHTS	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
EFT9461	20/11/2019	AUSTRALIAN TAXATION OFFICE	OCTOBER 2019, BAS, PAYG, GST LIABILITY AND GST CREDITS	A		51,025.00
EFT9462	22/11/2019	ALLSPRAY EQUIPMENT	SUPPLY ONE ONLY 262005 - GRACO LINEDRIVER HD - (PETROL)	A		13,814.90
EFT9463	22/11/2019	ANNETTE FAYE TOBIN	REIMBURSEMENT - 4 X GARDEN TAP KEYS (INV#007-96898-2390-2019-10-31)	A		57.20
EFT9464	22/11/2019	ASSET MANAGEMENT ENGINEERS PTY LTD	PLANT INSPECTION P1878	A		2,040.50

Date: 11/12/2019  
Time: 12:42:22PM

**SHIRE OF YILGARN**  
**Payments made from the Municipal Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 5

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9465	22/11/2019	ASTRO SYNTHETIC SURFACES	SUPPLY & INSTALL DUAL DENSITY SOFTFALL SURFACING TO PLAYGROUND AREA - BLUE SPECK COLOUR	A		29,713.75
EFT9466	22/11/2019	AUSTRALIA POST	POSTAGE CHARGES - OCTOBER 2019 - ADMIN	A		609.10
EFT9467	22/11/2019	AVON WASTE	RECYCLABLE COLLECTION	A		12,491.41
EFT9468	22/11/2019	AV-SEC SECURITY SERVICES	ANNUAL SMOKE ALARM/SECURITY ALARM SERVICE 35 TAURUS	A		1,981.00
EFT9469	22/11/2019	BANNER EXCAVATIONS & ROCKBREAKING	10M3 GRAVEL PUSHUP BRAMELLI GRAVEL PIT (DOC # 1963)	A		43,736.00
EFT9470	22/11/2019	BERNIE'S MOBILE MECHANICAL SERVICE	20LT ISUZU LONG LIFE COOLANT	A		593.40
EFT9471	22/11/2019	BGC QUARRIES	100 TONNE 7MM WASHED AGGREGATE	A		2,900.04
EFT9472	22/11/2019	CAMERON WATSON	REIMBURSEMENT - PHONE BUNDLE - OCTOBER 2019	A		90.00
EFT9473	22/11/2019	THE CANCER COUNCIL	REPEL 110ML TUBES SUNSCREEN E12221	A		285.66
EFT9474	22/11/2019	AUST. GOVERNMENT CHILD SUPPORT AGENCY	Payroll deductions	A		492.54
EFT9475	22/11/2019	J & S CIABARRI	PREPARE AND PAINT EXTERIOR OF DWELLING AS DISCUSSED WITH ADAM E09412	A		5,330.00
EFT9476	22/11/2019	CLUB HOTEL	PROVIDE SANDWICHES FOR TRAINING	A		98.00
EFT9477	22/11/2019	COURIER AUSTRALIA	FREIGHT CHARGES 16.11.19	A		722.65
EFT9478	22/11/2019	DELL AUSTRALIA PTY LTD	DELL OPTIPLEX 7070 SMALL FORM FACTOR MLK AS PER QUOTE - 25561198/2	A		11,335.50
EFT9479	22/11/2019	DONOVAN PAYNE ARCHITECTS	SOUTHERN CROSS AQUATIC CENTRE UPGRADE TENDER T14-2018/2019 / COUNCIL RESOLUTION 75/2019	A		78,594.00

Date: 11/12/2019  
Time: 12:42:22PM

**SHIRE OF YILGARN**  
**Payments made from the Municipal Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 6

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9480	22/11/2019	GOLDEN VALLEY PASTORAL COMPANY	CART 750 TONNES 10MM AGGREGATE FROM MINERAL CRUSHING SERVICES LOCATED AT DOODLAKINE QUARRY TO METAL DUMPSITE LOCATED ON M40 (APPROX 180KM)	A		19,180.00
EFT9481	22/11/2019	GREAT EASTERN FREIGHTLINES	FREIGHT CHARGES - 14/11/19	A		373.71
EFT9482	22/11/2019	HARE AND FORBES PTY LTD	V0916 OFFSET VICE	A		302.00
EFT9483	22/11/2019	J.R.& A.HERSEY	200 GUIDE POSTS J12202	A		3,684.82
EFT9484	22/11/2019	JASON SIGNMAKERS	AREA MAP OVERLAY E132200	A		194.35
EFT9485	22/11/2019	LGIS INSURANCE BROKING	MOTOR VEHICLE INSURANCE - PREMIUM ADJUSTMENT 2018/2019	A		3,411.93
EFT9486	22/11/2019	LGISWA	ACTUAL WAGES ADJUSTMENT FOR PERIOD 30/06/18 - 30/06/19	A		3,977.78
EFT9487	22/11/2019	LIBERTY OIL RURAL PTY LTD	BULK DIESEL	A		26,776.00
EFT9488	22/11/2019	MERREDIN TOYOTA	SUPPLY ONE HILUX 4X4 2.8L DSL D/C/C 6AT SR DUAL CAB AS PER QUOTE 7071	A		50,555.01
EFT9489	22/11/2019	NORTHAM TOYOTA	SUPPLY ONE ONLY TOYOTA HILUX SR5 AS PER QUOTE # 7019	A		16,666.01
EFT9490	22/11/2019	METAL ARTWORK CREATIONS	JARRAH DESK NAME BASE	A		251.35
EFT9491	22/11/2019	MISMATCH WORKSHOP	WEEKLY LANDFILL ATTENDANT AS PER CONTRACT - PER WEEK	A		3,950.00
EFT9492	22/11/2019	MOORE STEPHENS	MOORE STEPHENS NUTS & BOLTS WORKSHOP MONDAY 25TH NOVEMBER 2019	A		935.00
EFT9493	22/11/2019	NATIONAL INDUSTRIAL ENGRAVERS	COPPER LAMINATE NAME PLATES AS LISTED	A		897.60
EFT9494	22/11/2019	HILTON HOTELS OF AUSTRALIA PTY LTD	ACCOMMODATION FOR CR'S COBDEN AND ROSE FOR 14/11/19 WHILE ATTENDING THE NEW COUNCILLOR SEMINAR	A		325.00

Date: 11/12/2019  
Time: 12:42:22PM

**SHIRE OF YILGARN**  
**Payments made from the Municipal Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 7

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9495	22/11/2019	PERFECT COMPUTER SOLUTIONS PTY LTD	IT CONSULTANCY/SUPPORT SERVICES 2019/2020 31/10/19, 01/11/19	A		510.00
EFT9496	22/11/2019	REYNOLDS GRAPHICS P/L	BUSINESS CARDS FOR CRS DELLA BOSCA, CLOSE, COBDEN AND ROSE	A		594.00
EFT9497	22/11/2019	ROSS'S DIESEL SERVICE	85114535 FILTER KIT	A		314.51
EFT9498	22/11/2019	SHAC ELECTRICAL SERVICES	CARRY OUT TEST & TAGGING, RCD AND EMERGENCY LIGHTING CHECKS AT THE SENIORS CENTRE E08312	A		1,266.50
EFT9499	22/11/2019	SHIRE OF MERREDIN	SHIRE OF YILGARN CONTRIBUTION TO CENTRAL WHEATBELT MAP & GUIDE	A		481.00
EFT9500	22/11/2019	SIGNS PLUS	MAGNETIC CLIP	A		186.50
EFT9501	22/11/2019	YILGARN SHIRE SOCIAL CLUB	Payroll deductions	A		126.00
EFT9502	22/11/2019	FOODWORKS - SRI DEVESH PTY LTD	FOODWORKS PURCHASES - OCTOBER 2019 - ADMIN - GST FREE	A		808.63
EFT9503	22/11/2019	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		2,504.38
EFT9504	22/11/2019	ST JOHN AMBULANCE	DONATION TO MEMBERS ONLY OF ST JOHN AMBULANCE - SOUTHERN CROSS SUBCENTRE ON BEHALF OF PHILLIP BORONA	A		100.00
EFT9505	22/11/2019	SOUTHERN CROSS VOLUNTEER FIRE & RESCUE SERVICES	DONATION TO MEMBERS ONLY OF SOUTHERN CROSS VOLUNTEER FIRE & RESCUE SERVICE ON BEHALF OF PHILLIP BORONA	A		100.00
EFT9506	22/11/2019	SOUTHERN CROSS GENERAL PRACTICE	PRE-EMPLOYMENT MEDICAL EXAMINATION - INCLUDING SPIRO, AUDIO + INSTANT D+A	A		352.00
EFT9507	22/11/2019	SOUTHERN CROSS HARDWARE AND NEWS	38450 BBQ E14219	A		2,946.48
EFT9508	22/11/2019	SOUTHERN CROSS MOTOR MART	R4574 BLADES, LINE, BLADE CLEANER, CHAIN HOSE	A		270.35



Date: 11/12/2019  
Time: 12:42:22PM

**SHIRE OF YILGARN**  
**Payments made from the Municipal Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 8

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9509	22/11/2019	SOUTHERN CROSS TYRE SERVICES	C8966 SUPPLY OF 6 RIMS P2000	A		6,474.73
EFT9510	22/11/2019	TOTAL EDEN WATERING SYSTEMS PTY LTD	GALCON CONTROLLER WITH SOLENIOD VALVE 7101BT J11301	A		1,054.09
EFT9511	22/11/2019	T-QUIP	36-1740 ROLLER	A		86.70
EFT9512	22/11/2019	TRANSAIR RADIO COMMUNICATION PRODUCTS	CHECK AND REPAIR SPARE RADIOS AS PER QUOTE 15533	A		574.75
EFT9513	22/11/2019	VIBRA INDUSTRIAL FILTRATION AUSTRALIA	ML242294 FILTER CLEAN	A		66.00
EFT9514	22/11/2019	WESTRAC EQUIPMENT PTY LTD	SUPPLY ONE ONLY NEW CATERPILLAR CS64B SMOOTH DRUM VIBRATING ROLLER WITH PADFOOT SHELL	A		175,823.98
EFT9515	22/11/2019	TELSTRA	PHONE - OCTOBER 2019 - WHISPIR	A		167.77
EFT9516	22/11/2019	YILGARN AGENCIES	215184 SODIUM HYPOCHLORITE 2 X 40KG E11214	A		3,249.97
EFT9517	22/11/2019	YILGARN PLUMBING AND GAS	ATTEND LEAKING TAPS AND TOILETS	A		735.90

**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	842,537.05
<b>TOTAL</b>		<b>842,537.05</b>

Date: 11/12/2019  
Time: 1:02:03PM

**SHIRE OF YILGARN**  
**Payments made from the Municipal Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD14138.1	12/11/2019	WALGS PLAN	Payroll deductions	A		12,410.06
DD14138.2	12/11/2019	AUSTRALIAN SUPER	Payroll deductions	A		544.17
DD14138.3	12/11/2019	PRIME SUPER	Payroll deductions	A		381.89
DD14138.4	12/11/2019	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	Payroll deductions	A		780.22
DD14138.5	12/11/2019	BT SUPER FOR LIFE ACCOUNT	Payroll deductions	A		973.44
DD14138.6	12/11/2019	THE GARY AND JOSIE KENT SUPERANNUATION FUND	Superannuation contributions	A		415.17
DD14138.7	12/11/2019	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	Superannuation contributions	A		442.23
DD14138.8	12/11/2019	BEATON FARMING CO SUPERANNUATION FUND	Superannuation contributions	A		608.89
DD14138.9	12/11/2019	BT SUPERWRAP	Superannuation contributions	A		1,801.72
DD14138.10	12/11/2019	HESTA SUPER FUND	Superannuation contributions	A		808.05
DD14138.11	12/11/2019	VISION SUPER SAVER	Superannuation contributions	A		780.19

**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	19,946.03
<b>TOTAL</b>		<b>19,946.03</b>

Date: 11/12/2019  
Time: 1:03:22PM

**SHIRE OF YILGARN**  
**Payments made from the Municipal Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD14191.1	26/11/2019	WALGS PLAN	Payroll deductions	A		12,860.41
DD14191.2	26/11/2019	AUSTRALIAN SUPER	Payroll deductions	A		492.42
DD14191.3	26/11/2019	PRIME SUPER	Payroll deductions	A		387.31
DD14191.4	26/11/2019	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	Payroll deductions	A		878.63
DD14191.5	26/11/2019	BT SUPER FOR LIFE ACCOUNT	Payroll deductions	A		1,023.68
DD14191.6	26/11/2019	THE GARY AND JOSIE KENT SUPERANNUATION FUND	Superannuation contributions	A		415.17
DD14191.7	26/11/2019	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	Superannuation contributions	A		473.10
DD14191.8	26/11/2019	BEATON FARMING CO SUPERANNUATION FUND	Superannuation contributions	A		608.89
DD14191.9	26/11/2019	BT SUPERWRAP	Superannuation contributions	A		1,911.91
DD14191.10	26/11/2019	HESTA SUPER FUND	Superannuation contributions	A		667.35
DD14191.11	26/11/2019	VISION SUPER SAVER	Superannuation contributions	A		698.92

**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	20,417.79
<b>TOTAL</b>		<b>20,417.79</b>

Date: 11/12/2019  
Time: 12:56:16PM

**SHIRE OF YILGARN**  
**Payments made from the Trust Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
6203	01/11/2019	DEPARTMENT OF TRANSPORT	LICENSING 01.11.19 - 01.11.19	E		448.50
6204	08/11/2019	DEPARTMENT OF TRANSPORT	LICENSING 04.11.19 - 08.11.19	E		3,032.00
6205	15/11/2019	DEPARTMENT OF TRANSPORT	LICENSING 11.11.19 - 15.11.19	E		14,078.85
6206	22/11/2019	DEPARTMENT OF TRANSPORT	LICENSING 18.11.19 - 22.11.19	E		3,697.20
6207	29/11/2019	DEPARTMENT OF TRANSPORT	LICENSING 25.11.19 - 29.11.19	E		4,401.30

**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
E	TRUST FUND	25,657.85
<b>TOTAL</b>		<b>25,657.85</b>

Date: 11/12/2019  
Time: 12:55:26PM

**SHIRE OF YILGARN**  
**Payments made from the Trust Account for the Period 1st November 2019 to 30th November 2019**

USER: Cameron Watson  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
402475	05/11/2019	BUILDING COMMISSION	BSL REMITTANCE - OCTOBER 2019	E		486.45
402476	21/11/2019	RSL WA BRANCH	PROCEEDS: POPPY DONATIONS 2019	E		89.80
402477	27/11/2019	SHIRE OF YILGARN	REFUND MONIES HELD IN TRUST AS PER 18/19 AUDIT	E		3,160.00
402478	27/11/2019	SOUTHERN CROSS FOOTBALL CLUB	REFUND MONIES HELD IN TRUST AS PER COUNCIL RESOLUTION 21.11.2019	E		4,000.00
402479	27/11/2019	TRANSWA PUBLIC TRANSPORT AUTHORITY OF WA	TRANSWA TICKET SALES - OCTOBER 2019	E		893.63
402480	27/11/2019	SHIRE OF YILGARN	TRANSWA COMMISSION - OCTOBER 2019	E		189.82
402481	27/11/2019	SHIRE OF YILGARN	REFUND TENANCY BONDS TO SHIRE FOR MAINTENANCE AS PER INSTRUCTION FROM ASSET MANAGEMENT OFFICER	E		1,520.00

**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
E	TRUST FUND	10,339.70
TOTAL		10,339.70

# Valuation Report

Of

**11 Antares Street Southern Cross  
Western Australia 6426**

For

**Market Rental Value Purposes**

Prepared for



**3 December 2019**

**Regulated by RICS**

Australian & International Valuation Solutions

Liability limited by a scheme approved under Professional Standards Legislation

**Griffin Valuation Advisory**

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**TABLE OF CONTENTS**

**Page No.**

EXECUTIVE SUMMARY	3
QUALIFICATIONS	5
INSTRUCTIONS	7
PURPOSE OF VALUATION	7
DATE OF VALUATION	7
LOCATION	7
LEGAL DESCRIPTION & ENCUMBRANCES	8
BASIS OF VALUATION	8
VALUATION METHODOLOGY	8
TOWN PLANNING	9
IMPROVEMENTS	9
WA MARKET OVERVIEW	10
MARKET RENTAL EVIDENCE	11
MARKET VALUE METHODOLOGY & CALCULATIONS	13
VALUATION ASSUMPTIONS	14
GOODS AND SERVICES TAX	14
SPECIFIC VALUATION COMMENTS	15
ENVIRONMENTAL	15
DECLARATION & LIMITATIONS	16
VALUATION	17
ADDENDUM A. Office Layout	18

## EXECUTIVE SUMMARY

### Instructions

In accordance with instructions received from Mr. Nic Warren, Executive Manager Regulatory Services, Shire of Yilgarn, Griffin Valuation Advisory has valued the *Specific Building Assets* on the basis of *Market Rental Value*.

### Purpose of Valuation

Griffin Valuation Advisory has prepared this Valuation Report specifically for Market Rental Value Purposes.

### Date of Valuation

This Valuation Report is dated:

3 December 2019

### Location

The *Specific Building Asset* is located at:

❖ 11 Antares Street, Southern Cross Western Australia 6426

The subject property is in the Main Commercial District of the Southern Cross, town site within proximity to all associated commercial outlets.

### Valuation

The valuation amounts contained in this Valuation Report are exclusive of the 10% Goods & Services Tax (GST) and are in Australian Dollars (AUD), unless expressly stated otherwise.

Subject to the overriding stipulations contained within this Valuation Report completed by Griffin Valuation Advisory, the *office and residence* is valued as follows;

#### Office

Market Rental Value

\$ 6,200 per annum Net

Six Thousand Two Hundred Dollars.

#### Residence

Market Rental Value

\$ 8,840 per annum Gross

Eight Thousand Eight Hundred & Forty Dollars.



This Valuation has been inspected by Damian Ferguson who has over 4 years professional property valuation experience and holds the following qualifications;

- ❖ Bachelor of Commerce, Curtin University  
(Currently completing)

This Valuation has been reviewed and prepared by Mr. John Harvey, Principal Consultant | Asset Valuations. John has over 32 years combined professional property, plant, equipment, & infrastructure asset valuation experience and holds the following qualifications;

- ❖ Fellow Member of the Australian Property Institute (FAPI)
- ❖ API Certified Practicing Valuer
- ❖ Licensed Property Valuer in Western Australia (No.44074)
- ❖ Fellow Member of the Royal Institution of Chartered Surveyors (FRICS)
- ❖ Chartered Machinery Valuation Surveyor (RICS)
- ❖ RICS Registered Valuer

#### ***Declaration & Limitations***

*Griffin Valuation Advisory* and their employees have no pecuniary interest in the outcome of this Valuation Report prepared for *Shire of Yilgarn* or any subsidiaries.

This advice is prepared for internal purposes on the specific instructions of the *Shire of Yilgarn*. This advice should not be relied upon by anyone other than the *Shire of Yilgarn* whether for that purpose or otherwise.

*Griffin Valuation Advisory* accepts no responsibility to third parties, nor does it contemplate that this report will be relied upon by third parties. We invite other parties who may come into possession of this report to seek our direct written consent before relying upon or referring to this report and we reserve our rights to review the content and context in which our advice is quoted or referred to in the event that our consent is given.

To any party relying on this Valuation Report *Griffin Valuation Advisory* advise that this executive summary must be read in conjunction with the body of the report which this executive summary forms part. This Valuation Report executive summary should not be relied upon in isolation for any other purpose, other than which this report is prepared.

## QUALIFICATIONS

The valuation amounts contained in our Valuation Report are exclusive of the 10% Goods & Services Tax (GST). All valuation amounts contained in our Valuation Reports are in Australian Dollars (AUD), unless expressly stated otherwise.

In accordance with our standard practice, our valuations are solely for the use of the instructing party and to whom it is addressed. We take no responsibility for any third party that relies on the whole or any part of our valuations.

We must point out that neither the whole nor any part of our valuations, or any reference to, may be included in any documents, circular or statement without our prior approval of the form and context to which they are to appear.

Our valuations are prepared on the basis that full disclosure of all information and facts which may affect the valuation have been made to us, and we cannot accept liability or responsibility whatsoever for the valuation unless such full disclosure has been made.

No deduction has been made from our valuation in respect of any outstanding amounts owing under any finance leases or hire purchase agreements. The subject equipment has been valued as being wholly owned and free of all encumbrances.

This valuation has been prepared on the basis that full disclosure of all information and facts which may effect the valuation has been made to us. *Griffin Valuation Advisory* do not accept any liability or responsibility whatsoever for the valuation if full disclosure has not been made. Furthermore, *Griffin Valuation Advisory* do not accept responsibility for any consequential error or defect in the valuation which has resulted from any error, omission or inaccuracy in data or information supplied by the client or its officers and agents.

In reaching our opinion, *Griffin Valuation Advisory* have utilised certain historical facts and relevant market data, available up to the date of our valuation. Our instructions did not require us to consider the effect of gains or losses, which may arise as a result of the future fluctuations in the property market. *Griffin Valuation Advisory* therefore, do not except responsibility whatsoever, for losses caused by such fluctuations.

*Griffin Valuation Advisory* are members of the Australian Property Institute Valuers Limited (APIV) Limited Liability Scheme, which complies with "Liability limited by a scheme approved under Professional Standards Legislation". *Griffin Valuation Advisory's* Limited Liability Scheme Monetary Ceiling is \$ 5,000,000 (Five Million Dollars).

*Market Movement, "This valuation is current as at the date of valuation. The value assessed herein may change significantly and unexpectedly over a relatively short period (including as a result of general market movements or factors specific to the particular property). We do not accept liability for losses arising from such subsequent changes in value. Without limiting the generality of the above comment we do not assume any responsibility or accept any liabilities where this valuation report is relied after the expiration of three months from the date of the valuation."*

Our valuations takes into account the assets in its present state and condition, based on information which we have established from our own physical inspection, information supplied to us by our client, information we have researched from public records and any other information which we have been able to obtain from reasonable inquiry.

## FORCE MAJEURE

Neither party will be held liable for any delay or failure to perform any of its obligations where such a failure is caused by a Force Majeure Event (other than the obligation to pay money) if, as soon as reasonably possible after the beginning of the Force Majeure Event the affected party gives a notice to the other party which complies with the following:

- (i) Specifies the obligations that the party cannot perform,
- (ii) Fully specifies the nature of the Force Majeure Event,
- (iii) Estimates a time by which the Force Majeure Event may cease, and
- (iv) Specifies the measures that are to be adopted to remedy or abate the Force Majeure Event.

The party prevented from performing its obligations due to the Force Majeure Event must:

- (i) Remedy the Force Majeure Event to the extent reasonably practicable and resume performance of the obligations as soon as reasonably possible, and
- (ii) Take all reasonable action to mitigate any losses that may be suffered by the other party as a result of the failure of the first mentioned party to carry out its obligations imposed by this Contract.

Where the Force Majeure Event prevents that Contractor from performing its obligations under the Contract, the Principal may obtain the Goods or Services from another source at its own cost.

An amendment to the Delivery Date or Service Completion Date (as relevant) is the Contractor's sole remedy for any delays resulting from a Force Majeure Event. The Contractor will not be entitled to payment of any damages, costs or expenses of the Contractor relating to the Force Majeure Event.

If the Force Majeure Event proceeds for a continuous period of 30 days or for successive periods totalling more than 30 days in a 60 day period, the Principal may, at its absolute discretion, terminate the Contract. In the event of such termination the Principal will not be liable to the Contractor for any Claims, liability or damage resulting directly or indirectly from the termination.

Neither the whole nor any part of this valuation nor any reference thereto may be included in any documents, circular or statement without our approval of the form and context in which it will appear.

*Griffin Valuation Advisory*

Griffin Valuation Advisory

Date: 5 December 2019 (Date of signing of report)

Ref: 317-19A

## INSTRUCTIONS

In accordance with instructions received from Mr. Nic Warren, Executive Manager Regulatory Services, Shire of Yilgarn, Griffin Valuation Advisory has valued the *Specific Building Assets* on the basis of *Market Rental Value*.

## PURPOSE OF VALUATION

Griffin Valuation Advisory has prepared this Valuation Report specifically for Market Rental Value Purposes.

## DATE OF VALUATION

This Valuation Report is dated 3 December 2019, based on our last physical site inspections of the property on 3 December 2019.

## LOCATION

The *Specific Building Asset* is located at:

- ❖ 11 Antares Street, Southern Cross Western Australia 6426

The subject property is in the Main Commercial District of the Southern Cross, town site within proximity to all associated commercial outlets.



Landgate Map viewer

**Site Identification:**

Griffin Valuation Advisory has not sighted a survey plan however based upon information provided by Shire of Yilgarn and from a physical inspection of the tenancy, we are satisfied that we have correctly identified the subject leased area.

**Services and Amenities:**

5 individual electricity metres and water.

**LEGAL DESCRIPTION & ENCUMBRANCES**

Lessor: Shire of Yilgarn, 23 Antares Street, Southern Cross.

Lessee: TBA

Lease: TBA

Contained in Certificate of title being lot 200 on plan 301557.

Encumbrances: Title not searched

**BASIS OF VALUATION**

**Market Rental Value**

*Market Rental Value is defined as "The estimated amount for which a property, or space within a property, should lease on the date of valuation between a willing lessor and a willing lessee on appropriate lease terms in an arm's-length transaction, after proper marketing wherein the parties had each acted knowledgeably, prudently, and without compulsion".*

**VALUATION METHODOLOGY**

**Highest and Best Use**

*The Market Value of the land has been determined on the basis of highest and best use. This method involves sourcing comparable rental evidence of similar type properties within the same or similar localities as the subject. This method takes into consideration factors such as location, zoning, land area, development potential and topography. Comparisons can be made in many forms including straight comparison, or analysis on a rate per area.*

**Valuation Approaches <sup>(1)</sup>**

*In order to estimate the price implied by the appropriate Basis of Value, the Valuer will need to apply one or more valuation approaches. A valuation approach or method refers to generally accepted analytical methodologies that are in common use.*

**Market Based Valuation Approaches include:**

*Market based valuations normally employ one or more of the valuation approaches by applying the economic principle of substitution, using market derived data. This principle holds that a prudent person would not pay more for a good or service than the cost of acquiring an equally satisfactory substitute good or service, in the absence of the complicating factors of time, greater risk, or*

*inconvenience. The lowest cost of the best alternative, whether a substitute or the original, tends to establish Market Value.*

**Sales/Rentals Direct Comparison Approach**

*This comparative approach considers the sale/rental of similar or substitute properties and related market data and establishes a value estimate by processes involving comparison. In general, a property being valued is compared with sales/rentals of similar properties that have been transacted in the market. Listings and offerings may also be considered.*

**Market Rental Value**

*The Market Rental Value for the proposed subject lease has been determined on the basis of comparable rental evidence with similar market characteristics where possible, taking into consideration the size, type of leased area, zoning, current use, quality of the improvements and the location.*

**Methodology Conclusions**

*In determining the current market rental value of the property, Griffin Valuation Advisory has considered the market rental comparison approach on a per annum and per square metre basis, taking into consideration the commercial location, current use and quality of the improvements. The market rental comparison method takes into consideration the current land use.*

**TOWN PLANNING**

The subject property is located within the Local authority municipal boundaries of the *Shire of Yilgarn*. The *Specific Asset* has been valued in accordance with the *Shire of Yilgarn* Local Planning Scheme No 2. (Gazetted 7 August 1998 updated to include AMD 2GG 27/04/2016).

**IMPROVEMENTS**

Located on the site is a modern brick and metal clad office complex comprising of 4 separate offices (A, B,C,D) leading off a central corridor, internal finishes are concrete floors with gyprock internal lining. Offices A and D have frontage to Antares Street. Located adjacent to offices C and B are two tenants' toilets.

Located to the rear of the offices is a 3-bedroom house with lounge/dining, kitchen, and attached carport, access to the property is via a ROW.



## WA MARKET OVERVIEW

Business confidence in the WA property sector has edged back slightly after strong increases over the last 12 months. The ANZ/Property Council Survey index for WA in the upcoming September quarter is 139, down slightly from 143 in the previous quarter.

Over the previous 12 months, however, the WA index of business confidence in the property sector is up by 25%. "Confidence in the WA property sector remains high, however the latest dip in sentiment reflects an industry that is waiting for projects to go-ahead before committing to business expansions and employing more staff.

"The industry remains confident that strong economic growth will return in WA and major Recent announcement of large mine expansions and developments will also boost confidence in property, like greater take-up of project space by mining companies in commercial offices and demand for more factory space in industrial zones".

West Australian property industry participants are more optimistic about the outlook for state economic growth of the states surveyed in the ANZ/Property Council Survey for the December 2019 quarter.

While the survey, conducted in September, revealed a post-Federal Election slump in overall WA property industry confidence to 122 points, (down from 134 points in the previous quarter), overall industry sentiment in WA was ahead of the national average, and second-highest of all the states. An index score of 100 is considered neutral.

Economic growth expectations were the highest of the states at 11.8 index points for the December 2019 quarter, although down from the post-election high of 37.3 points in the September quarter.

WA's industrial growth expectations, at 14.4 index points, were below the Australian average of 21.8 points, but improved on the September 2019 quarter, when it was 13.7 points. Overall, WA property industry participants expected to hire fewer staff, have less work and were less confident about capital values for office, retail and the retirement living sectors for the December 2019 quarter than for the September 2019 quarter.

The outlook for improvements in residential housing prices was also most subdued in WA of all the States, at 3.6 index points, compared with 21.2 points in New South Wales, 20.6 points in Victoria and 25 points in Queensland

"The latest survey reveals a continuing strong level of investment and work commitments in the retail sector, particularly suburban centres. "Confidence remains solid that house price growth will return soon in WA, however this is predicated on expected up-turn in population growth".

"The message in these results is that the expected economic recovery in WA will be patchy in the early stages and that governments have an important role in facilitating growth through progressive reforms like introducing Infrastructure WA and local planning reforms to support city-wide projects like METRONET and town centre renewals".

(1) Source: Property Council of Australia October 2019

## MARKET RENTAL EVIDENCE

### *Rental Evidence Availability*

This Valuation Report is based on information and Market Rental evidence reasonably available to us at the date of valuation in accordance with standard valuation practice.

In some cases, the latest available rental evidence is provided verbally by real estate agents and other industry sources. It is specifically assumed that the information received by such sources in these instances is factually accurate.

### *Goods and Services Tax Status*

In analysing sales evidence relied upon in undertaking this Valuation Report, we have attempted to ascertain whether or not the sale prices are inclusive or exclusive of the Goods and Services Tax (GST). In regard to sales evidence, the Land Titles Offices (Landgate) in Western Australia, do not currently differentiate between or record whether or not the sale price is inclusive or exclusive of the GST. Where we have not been able to verify whether or not the GST is included, then we have assumed that it is inclusive of any GST payable. Should this not be the case, we reserve the right to amend this Valuation Report.

### *Privacy Issues*

Due to privacy laws and or confidentiality agreements, we may not have been able to access personal details or parties involved in the transactions considered in connection with the preparation of this Valuation Report. Where this information is not available, we may not be able to confirm whether such dealings are arm's length transactions. This Valuation Report has been prepared assuming any such transactions are on an arm's length basis.

We further note that due to privacy laws and or confidentiality agreements, we may not have had access to information on recent transactions which have not yet become public knowledge. In the event that other transactions have taken place, this information may affect our opinion and we reserve the right to amend this Valuation Report.

### *Rental Evidence:*

Detailed as follows is a summary of the rental evidence we have relied on in assessing the current Market Value of all the subject tenancy. These properties have not been inspected however we have made sufficient enquires to verify the rental evidence. We have then made comparisons with the subject property to arrive at our final valuation.



### Office Rental Evidence

#### 1.104C Barrack Street Merrdedin WA 6415



Rental:	\$ 15,894 pa net
Date:	2018
Lettable Area:	220 m2
Description:	Brick and metal clad retail
Analysis:	Shows \$ 72/m2 pa

*Comments:* Retail and office complex located on the main commercial strip within close proximity to all facility's larger country town than subject. Agent advises that there are also other tenancies within the same complex showing \$92/m2

#### 2 6 B South Street York WA 6302



Rental:	\$ 23,400 per annum net
Date:	2019
Lettable Area:	270 m2
Description:	Brick and metal office
Analysis:	Shows \$ 86./m2.

*Comments* Brick and metal clad modern office located on main commercial strip close to all amenity's larger commercial country town than subject.

#### 3 31 Fortune Street Narrogin WA 6312



Rental:	\$ 14,000 per annum net
Date:	2019
Lettable Area:	332 m2
Description:	Brick and metal office
Analysis:	Shows \$ 42/m2. oveall

*Comments* 5 units for rent areas ranging from 55 m2 to 98m2 totalling 332m2as an in Globo lease package of \$14,000 pa with three months' rent free, located on main commercial strip close to all amenity. Larger country town than subject

### Residential Rental Evidence

#### 4.17 Egeberg Street Cunderdin WA 6407



Rental:	\$ 250 per week gross
Date:	December 2019
Lettable Area:	3 Bedroom
Description:	Brick and tile housel
Analysis:	Shows \$ 13,000 per annum gross

*Comments:* Older style three-bedroom house better located than subject

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### 5.3 Andromeda Court Southern Cross WA 6426

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Rental:	\$ 230 per week gross
Date:	December 2019
Lettable Area:	3 Bedroom
Description:	Fibro and metal clad house
Analysis:	Shows \$ 11,960 per annum gross

*Comments:* Modern three-bedroom house with evaporative air conditioning better located than subject

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### 6 9 Androeda Court Southern Cross WA 6426

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Rental:	\$ 240 per week gross
Date:	December 2019
Lettable Area:	4-bedroom 2 bathroom
Description:	Fibro and metal clad house
Analysis:	Shows \$ 12,480 per annum

*Comments:* Modern three-bedroom house with evaporative air conditioning better located than subject

---

### MARKET VALUE METHODOLOGY & CALCULATIONS

The Market Rental Value of the subject properties has been determined on the basis of comparable rental evidence of similar type rental properties within as near similar locality as the subject. This method of valuation is referred to as the Direct Comparison Approach that takes into consideration.

Factors such as location, condition and lettable area. Comparisons can be made in many forms including straight comparison or analysis on a rate per area (m2) basis.

Griffin Valuation Advisory have determined the net Market Rental Value of the specific property on the basis of vacant and to let, no consideration or allowance has been allowed for existing sitting tenants.

### Rental Value

Our assessment of the subject rental evidence is based from the best available Market Rental Evidence from similar locations as documented above; the evidence reveals lettable rates per square metre for commercial properties of \$ 14,000 to \$ 23,400 per annum net( \$ 43/m2-\$ 86/m2) for more sustainable commercial locations and residential housing of between \$ 11,960 to \$ 13,000 per annum gross (\$ 228-\$ 250 per week) inclusive of statutory outgoings within Southern Cross.

Given the location, size of the subject lease, its current commercial viability and lack of directly comparable rental evidence within the Shire of Yilgarn. We are therefore of the opinion that the following rental rates would apply:

Calculations:

#### Office Rental

Leased Area 248m<sup>2</sup> @ \$ 43/m<sup>2</sup> less 40% \$ 25.80/m<sup>2</sup>

Adopt net Market Rental Value \$ 25/m<sup>2</sup>

\$ 6,200 per annum net

#### Residential Rental

\$ 230/week less 25% for location Adopt \$ 170/week

\$ 8,840 per annum gross

### VALUATION ASSUMPTIONS

Griffin Valuation Advisory completed a site inspection of the subject area in December 2019, along with information provided by the client.

Should further information be supplied after this Valuation Report has been completed resulting in a significant variation to our original valuation, Griffin Valuation Advisory reserve the right to amend our valuation amounts accordingly.

Real Estate values vary from time to time in response to changing market circumstances and it should therefore be noted that this valuation is based on information available at the date of valuation. No warranty can be given as to the maintenance of this value into the future. It is therefore recommended that the valuation be reviewed periodically.

### GOODS AND SERVICES TAX

The Goods and Services Tax (GST) was introduced on the 1<sup>st</sup> July 2000, at which time rental payments for commercial leases are generally subject to the GST, except where deferred under transitional provisions which would expire on the 1<sup>st</sup> July 2005, at which time all commercial rental payments would be subject to the GST.

#### GST Liability

Liability for the GST on the purchase of property dependent upon:

1. Whether the vendor is registered for GST,
2. Whether the real property was sold as part of conducting and "enterprise",
3. If the sale of the real property can be classified as the sale of a "going concern", and
4. For residential property whether the real property has previously been sold.

Griffin Valuation Advisory recommend that clients seek further information regarding the nature of the transaction, the parties involved and confirmation from a professional qualified accountant, in relation to any potential GST liability.

#### *GST Basis of Valuation*

The valuation amounts provided within this Valuation Report are exclusive of the 10% GST and assumes that there is no GST payable on the sale of the real property.

### **SPECIFIC VALUATION COMMENTS**

We have excluded all tenants' fit out in our assessment of the subject Market Rental Value.

### **ENVIRONMENTAL**

#### *Site Contamination <sup>(2)</sup>*

As a consequence of the Contamination Sites Act 2003, a public register is now maintained in Western Australia on land that has been classified as being either contaminated or requires remedial work.

Griffin Valuation Advisory has searched the register and as at the date of our valuation the subject land was not classified as being contaminated or requiring remedial work.

#### *Native Title:*

*Native title is the recognition in Australian law that some Indigenous people continue to hold rights to their lands and waters, which come from their traditional laws and customs. Native title exists as a bundle of rights and interests in relation to land and waters where the following conditions are met:*

- *the rights and interest are possessed under the traditional laws currently acknowledged and the traditional customs currently observed by the relevant Indigenous people*
- *those Indigenous people have a 'connection' with the area in question by those traditional laws and customs; and*
- *the rights and interests are recognised by the common law of Australia.*

*The Australian legal system does not recognise native title rights in some areas where things have been done that extinguish native title. These areas include:*

- *residential freehold*
- *farms held in freehold*
- *pastoral or agricultural leases that grant exclusive possession*
- *residential, commercial or community purpose leases*
- *public works like roads, schools or hospitals*

*As at the date of valuation, Griffin Valuation Advisory were unable to fully establish if any native title claim exists on the land.*

*(2) Source: Native Title Tribunal ([www.nntt.gov.au](http://www.nntt.gov.au))*

### **DECLARATION & LIMITATIONS**

Griffin Valuation Advisory and their employees have no pecuniary interest in the outcome of this Valuation Report prepared for the *Shire of Yilgarn* or any subsidiaries.

This advice is prepared for internal purposes on the specific instructions of the *Shire of Yilgarn*. This advice should not be relied upon by anyone other than the *Shire of Yilgarn* whether for that purpose or otherwise.

Griffin Valuation Advisory accepts no responsibility to third parties nor does it contemplate that this report will be relied upon by third parties. We invite other parties who may come into possession of this report to seek our direct written consent before relying upon or referring to this report and we reserve our rights to review the content and context in which our advice is quoted or referred to in the event that our consent is given.

## VALUATION

The valuation amounts contained in this Valuation Report are exclusive of the 10% Goods & Services Tax (GST) and are in Australian Dollars (AUD), unless expressly stated otherwise.

Subject to the overriding stipulations contained within this Valuation Report completed by Griffin Valuation Advisory, the office and residence is valued as follows;

### Office

Market Rental Value

\$ 6,200 per annum Net

Six Thousand Two Hundred Dollars.

### Residence

Market Rental Value

\$ 8,840 per annum Gross

Eight Thousand Eight Hundred & Forty Dollars.

This Valuation has been inspected by Damian Ferguson who has over 4 years professional property valuation experience and holds the following qualifications;

- ❖ Bachelor of Commerce, Curtin University  
(Currently completing)

This Valuation has been reviewed and prepared by Mr. John Harvey, Principal Consultant | Asset Valuations. John has over 32 years combined professional property, plant, equipment, & infrastructure asset valuation experience and holds the following qualifications;

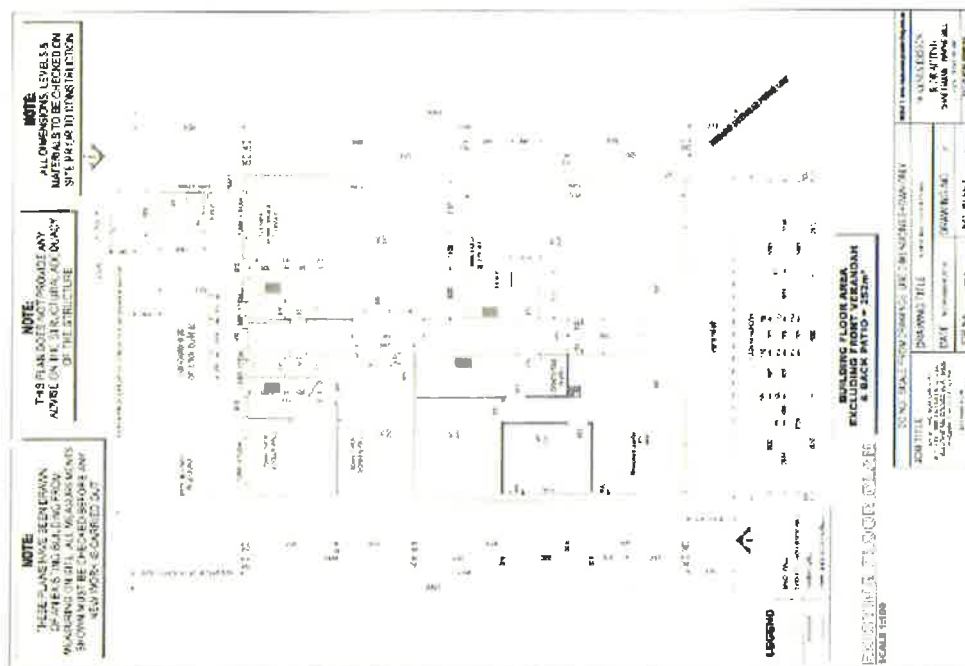
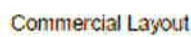
- ❖ Fellow Member of the Australian Property Institute (FAPI)
- ❖ API Certified Practicing Valuer
- ❖ Licensed Property Valuer in Western Australia (No.44074)
- ❖ Fellow Member of the Royal Institution of Chartered Surveyors (FRICS)
- ❖ Chartered Machinery Valuation Surveyor (RICS)
- ❖ RICS Registered Valuer



John Harvey FRICS FAPI (Val) (P&M)  
RICS Registered Valuer | API Certified Practising Valuer  
Principal Consultant | Asset Valuations

**ADDENDUM A.**  
*Office Layout*









**NOTE:**

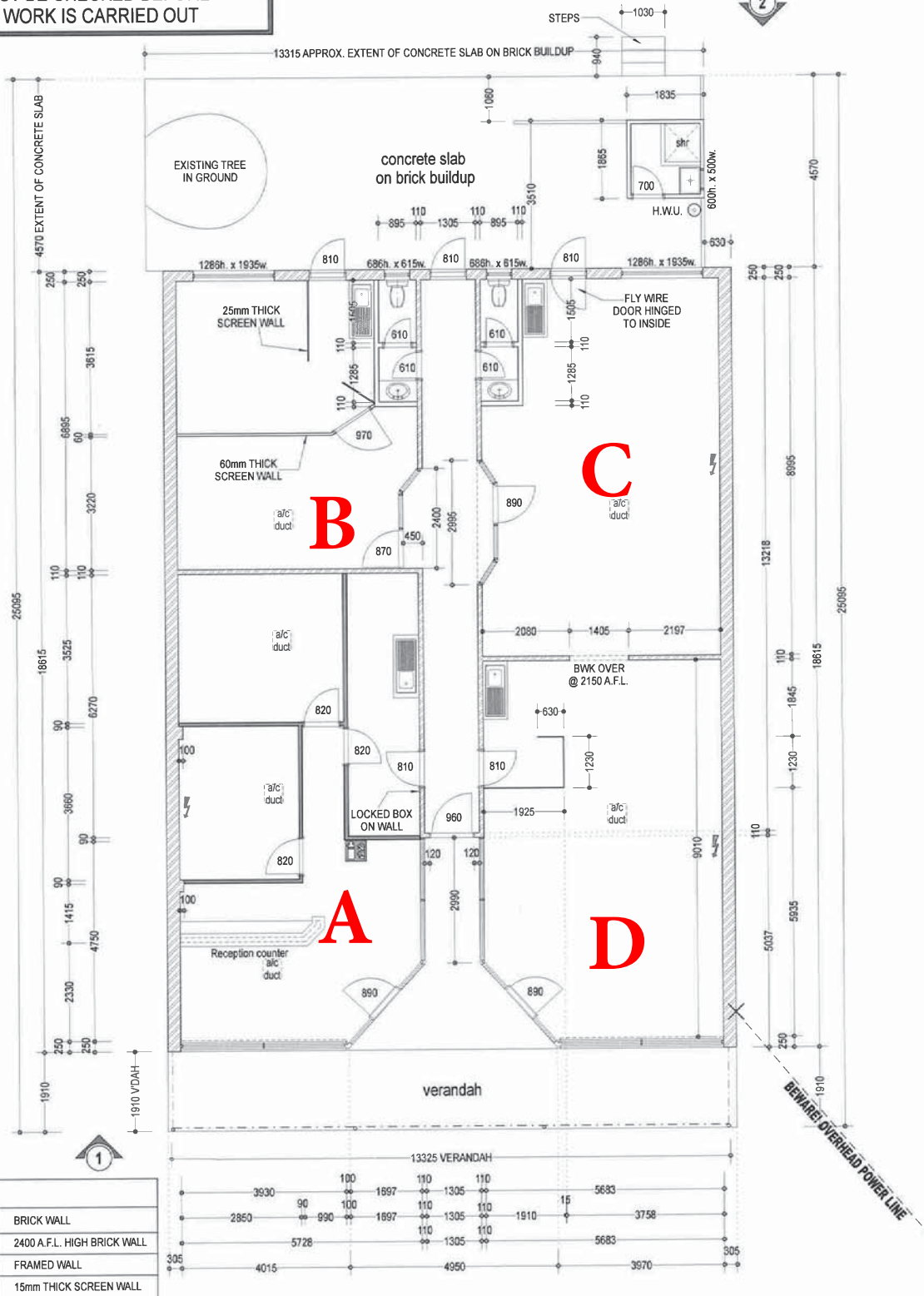
THESE PLANS HAVE BEEN DRAWN  
OF AN EXISTING BUILDING FROM  
MEASURING ON SITE. ALL MEASUREMENTS  
SHOWN MUST BE CHECKED BEFORE ANY  
NEW WORK IS CARRIED OUT

**NOTE:**

THIS PLAN DOES NOT PROVIDE ANY  
ADVISE ON THE STRUCTURAL ADEQUACY  
OF THE STRUCTURE

**NOTE:**

ALL DIMENSIONS, LEVELS &  
MATERIALS TO BE CHECKED ON  
SITE PRIOR TO CONSTRUCTION.



DO NOT SCALE FROM DRAWINGS. USE DIMENSIONS SHOWN ONLY.

WEBSITE: [www.waynesdesignanddrafting.com.au](http://www.waynesdesignanddrafting.com.au)

**JOB TITLE :**

EXISTING BUILDING AT  
#11, LOT 200 ANTARES STREET  
SOUTHERN CROSS W.A. 6426  
(Landgate interim lot number)

DRAWN FOR:  
SHIRE OF YILGARN

**DRAWING TITLE :** EXISTING FLOOR PLAN

DATE: NOVEMBER 2015

JOB No: 15010a

DRAWING NO.: 2

NO. IN SET : 3

WAYNES DESIGN  
& DRAFTING  
DRAFTSMAN : WAYNE BILL  
A.B.N. 11 593 616 982

3 ELLIS ROAD MERREDIN  
W.A. 6415 PH/FAX (08) 90413 937