

SHIRE OF
WESTONIA
A vibrant community lifestyle

AGENDA

Ordinary Council Meeting

To be held in Council Chambers, Wolfram Street Westonia

Thursday 16th August 2018

Commencing 3.30pm

Dear Councillors,

The next Ordinary Meeting of the Council of the Shire of Westonia will be held on Thursday 17th August 2018 the Council Chambers, Wolfram Street, Westonia.

Lunch – 1.00 pm

Discussion Period – 1.30 pm – 2.30 pm

Afternoon Tea – 3.00 pm – 3.30 pm

Council Meeting – 3.30 pm

A handwritten signature in black ink, appearing to read 'J. Criddle'.

JAMIE CRIDDLE
CHIEF EXECUTIVE OFFICER
13 August 2018



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The Shire of Westonia warns that anyone who has any application lodged with the Shire of Westonia must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Westonia in respect of the application.

TABLE OF CONTENTS

1. DECLARATION OF OPENING	4
2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	4
3. PUBLIC QUESTION TIME	4
4. APPLICATIONS FOR LEAVE OF ABSENCE	4
5. CONFIRMATION OF PREVIOUS MINUTES	4
6. RECEIVAL OF MINUTES	4
7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS	4
8. DECLARATION OF INTEREST	5
9. MATTERS REQUIRING A COUNCIL DECISION	6
9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES	6
9.1.1 ACCOUNTS FOR PAYMENT	6
9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – JUNE 2018	8
9.1.3 GST RECONCILIATION REPORT – JUNE 2018	10
9.1.4 EDNA MAY OPERATIONS – SEA CONTAINER	11
9.1.5 FEES & CHARGES – OLD SCHOOL	14
9.1.6 WHEATBELT SECONDARY FREIGHT ROUTE PROJECT (WSFR)	16
9.2 COMMUNITY AND REGULATORY SERVICE	20
9.3 WORKS AND SERVICE	21
9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES	22
10 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	23
11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING	23
12 DATE AND TIME OF NEXT MEETING	23
13 MEETING CLOSURE	23

1. DECLARATION OF OPENING

The President, Cr Day welcomed Councillors and staff and declared the meeting open at 3.30pm.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillors:

Cr KM Day	President
Cr WJ Huxtable	Deputy President
Cr RS Corsini	
Cr DL Geier	
Cr JJ Jefferys	
Cr RA Della Bosca	

Staff:

Mr. JC Criddle	Chief Executive Officer
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Members of the Public:	Nil
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Apologies:	Nil
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Approved Leave of Absence:	Nil
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3. PUBLIC QUESTION TIME

Nil

4. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5. CONFIRMATION OF PREVIOUS MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Ordinary Meeting of Council held on 19th July 2018 be confirmed as a true and correct record.

6. RECEIVAL OF MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the WEROC Executive Meeting held Wednesday 25th July 2018 be received.

7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

The President, Cr Day advised having attended the following meetings:

Shire of Westonia



RECEIVAL OF MINUTES

WE-ROC

WHEATBELT EAST REGIONAL ORGANISATION OF COUNCILS

Incorporating the local governments of Bruce Rock, Kellerberrin, Merredin, Westonia & Yilgarn

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Executive Meeting

Wednesday 25 July 2018

Council Chambers, Shire of Merredin, commencing at 10.03am

MINUTES



Shire of Bruce Rock



Shire of Kellerberrin



Shire of Merredin



Shire of Westonia



Shire of Yilgarn

CONTENTS

1.	OPENING AND ANNOUNCEMENTS	3
2.	RECORD OF ATTENDANCE AND APOLOGIES	3
2.1	Attendance.....	3
2.2	Apologies	3
2.3	Guests	3
3.	PRESENTATIONS/MEETINGS.....	3
3.1	Presentation by LGIS (Attachment).....	3
3.2	Presentation by the Department of Local Government, Sport and Cultural Industries	4
4.	MINUTES OF MEETINGS	7
4.1	Minutes from the Executive Meeting held Wednesday 28 March 2018 (Attachment)	7
4.2	Business Arising from the WE-ROC Executive Meeting held Wednesday 28 March 2018	7
4.3	Matters for Noting	7
5.	MATTERS FOR DECISION.....	8
5.1	Executive Portfolios	8
5.2	WE-ROC Memorandum of Understanding (Attachment)	9
5.3	Wheatbelt Medical Student Immersion Program (WMSIP) (Attachments).....	10
5.4	Ongoing Development of the WE-ROC App and Website (Attachments).....	13
5.5	Future WE-ROC Projects – Asset Management Project.....	19
5.6	2018 Regional Communications Review (Attachments)	22
5.7	Development of WE-ROC Advocacy Role	24
5.8	Regional Approach to Trade Tenders	25
5.9	Future WE-ROC Projects	27
6.	EMERGING ISSUES	29
6.1	Reduction in Health Services	29
7.	OTHER MATTERS	29
8.	FUTURE MEETINGS.....	29
9.	CLOSURE.....	29

WE-ROC

Wheatbelt East Regional Organisation of Councils

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

MINUTES

1. OPENING AND ANNOUNCEMENTS

Peter Clarke, WE-ROC's CEO, opened the meeting at 10.03am welcoming all in attendance.

With representatives from both LGIS and the Department of Local Government, Sport and Cultural Industries in attendance from the meeting's opening it was agreed that the presentations would be brought forward to be the first items for discussion.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Mr Darren Mollenoyux, CEO Shire of Bruce Rock
Mr Alan O'Toole, A/Deputy CEO Shire of Bruce Rock
Mr Raymond Griffiths, CEO Shire of Kellerberrin
Mr Greg Powell, CEO Shire of Merredin
Mr Charlie Brown, Executive Manager Corporate Services Shire of Merredin
Ms Vanessa Green, CEOs Executive Assistant Shire of Merredin
Mr Jamie Criddle, CEO Shire of Westonia
Mr Peter Clarke, A/CEO Shire of Yilgarn and CEO WE-ROC
Mr Cameron Watson, Deputy CEO Shire of Yilgarn

Ms Helen Westcott, Executive Officer

2.2 Apologies

Mr Jonathon Seth, CEO LGIS

2.3 Guests

Mr Mark Harris, Senior Risk Consultant Risk and Governance Services, LGIS
Dr Ken Parker, Department of Local Government, Sport and Cultural Industries

3. PRESENTATIONS/MEETINGS

3.1 Presentation by LGIS (Attachment)

The last WE-ROC Executive meeting for 2017 was devoted to a training session by representatives from LGIS. Following this training session, Jordan Reid, LGIS' Strategic Development Manager, emailed the Executive Officer to offer WE-ROC the opportunity to have guest speakers for each of its 2018 meetings.

This offer was considered by the WE-ROC Council when it met on Wednesday 28 February 2018 at which time it resolved as shown below:

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

That WE-ROC accept LGIS' offer of training during 2018, with the Executive Officer to arrange training at suitable times during 2018.

CARRIED

The first of these sessions is on Regulation 17 obligations and will be presented by LGIS's Senior Risk and Governance Services Consultant, Mark Harris.

Following the presentation, Member Councils may wish to discuss the benefits joint participation in a program such as the one outlined in the Accingo presentation.

Additional Meeting Comment:

The PowerPoint presentation used by Mark Harris forms an attachment to the meeting agenda.

Noted

3.2 Presentation by the Department of Local Government, Sport and Cultural Industries

In discussing amendments to the Local Government (Financial Management) Regulations 1996 and the Local Government (Audit) Regulations 1996 the WE-ROC Executive resolved as follows on Wednesday 28 March 2018:

RESOLUTION: Moved: Pascoe Durtanovich Seconded: Greg Powell

That WE-ROC write to the Department of Local Government, Sport and Cultural Industries seeking guidance with respect to the impact of the changes to the Local Government (Financial Management) Regulations 1996 and the Local Government (Audit) Regulations 1996 on ensuring compliance when undertaking work associated with integrated planning.

CARRIED

The Department of Local Government, Sport and Cultural Industries has accepted an invitation to meet with the WE-ROC Executive to discuss the impact of changes to the Local Government (Financial Management) Regulations 1996 and the Local Government (Audit) Regulations 1996 on ensuring compliance when undertaking work associated with integrated planning.

Dr Ken Parker will be representing the Department of Local Government, Sport and Cultural Industries.

Following the presentation, Member Councils may wish to discuss some of the issues raised during the presentation and ensuing discussion with Ken Parker

Additional Meeting Comment:

Ken Parker's presentation/discussion centred on issues the Executive had raised ahead of the Executive Meeting. Before specifically responding to the issues raised he made the following observations around the introduction of the *Local Government Amendment (Auditing) Act 2017*.

- If the Auditor General (AG) had had his way local governments in WA would have to meet all Australian accounting standards. The Department of Local Government, Sport and Cultural Industries (DLGSC) successfully argued that this was not appropriate and would not work.
- The new audit regulations came into operation on 1 July 2018.
- In reviewing the *Local Government Act 1995* the Government is looking to legislation that is performance based rather than prescriptive. The difficulty is "striking a balance" between the two approaches.

Question 1 The Audit Regulations (27 June 2018 amendment version) Reg 9A indicate that the CEO is to provide "audit documents", which include Integrated Plans to the Auditor General. As this stage the ramifications these Plans will have on the overall audit are unknown. Currently LGs are producing their own IPR documents in differing formats and until the Act review considers the size and scale compliance regime of LGs, then LG doesn't really know what overall effect it is going to be on having to provide "audit documents".

Question 2 In addition to the above, there was a query around the implications of IPR documents being auditable documents, noting that the questions relating to these documents will be included in the annual compliance return.

Because Questions 1 and 2 are related to IPR and the conduct of a local government audit they are answered as a single question.

The Auditor General (AG) has the power to ask for whatever information he/she believes appropriate. The DLGSC would have preferred not to have had the IPR suite of documents included in the new regulations but the AG felt that it was necessary to include them to reinforce the importance of IPR. The AG also wants to see the linkage between the corporate and financial plans.

At this stage the DLGSC is unsure whether the inclusion of IPR documents will make any difference.

The inclusion of questions in the annual compliance return has come about because the DLGSC has not been able to determine with certainty how many local governments are reviewing their IPR documents, ie how many have a current suite of IPR documents. Previously a survey was undertaken but this did not give sufficient detail. Because of this the DLGSC was reprimanded by the AG, leading to the inclusion of questions relating IPR documentation in the annual compliance return.

Question 3: What are the implications for a Council's Audit Committee in terms of meeting frequency, membership (and payment for such if external member(s) are appointed) and what would be the intended items to be presented to the Audit Committee above what may be current practice and in particular in relation to their new role to "monitor and advise" the CEO?

Question 4: What role would an external member(s) of a Council Audit Committee be expected to have in terms of the revised regulations?

Question 5: The Guideline to LG Auditing Reforms encourages LGs to appoint external member(s) to its Audit Committee. In a small community how will this impact on any possible conflicts of interest, and the requirements of AASB 124?

Question 6: If an additional role of the Audit Committee is to "support the auditor as required", in what manner are they expected to do so?

Because Questions 3, 4, 5 and 6 deal with the role and functions of the Audit Committee they are answered as a single question.

The expanded role of the Audit Committee is one of the major changes to the audit regulations, with the review of legislation identifying the need to strengthen and enhance the role the Audit Committee plays. In undertaking this review best practice guidelines across the private sector were researched. The potential to include external expertise from outside a Councils was considered to be of potential benefit to a Council, particularly where it might not have that expertise within its elected members.

The words "monitor and advise" the CEO were chosen as they represented the best wording.

Darren Mollenoyux noted that this wording presented considerable concern for his Council. Ken Parker acknowledged the concern with the DLGSC aware of the separation of power issues that potentially may arise with this wording. He noted that the review of the Local Government Act presented an opportunity to review this wording.

The payment of external appointments to the Audit Committee would be as for any made to elected members who sit on the Audit Committee. If there was no fee attached for elected members then any external members would also be expected to participate on a *pro bono* basis.

There was no intention to impose financial burden upon a local government with respect to the appointment of external members to the Audit Committee, so if *pro bono* arrangements could not be made then the *status quo* would continue.

The issue of conflict of interest is a concern for all small local governments such as those within WE-ROC. The DLGSC is aware of the issue and is being considered as part of Phase 2 of the Local Government Act review. The DLGSC understands that adherence to

AASB 124 will be enormously difficult for Councils such as those within WE-ROC but time is needed to work through all the issues.

Currently the DLGSC is unable to provide guidance with respect to the Audit Committee's possible role to "support the auditor as required".

Question 7: The presentation by the Department to the Great Eastern Country Zone Meeting in June mentioned an "IPR Refresh" for Phase 2. Given the considerable work many LGs have undertaken to establish their current suite of plans, introduce review protocols and processes etc, what will the "refresh" hope to achieve and what will the implications of that be on an LGs current suite/work practices, and as an auditable document?

Councils will not be required to do any additional work on their IPR suite of documents. The DLGSC is working to raise the awareness of the importance of IPR across all government agencies.

Question 8: Concerns have been raised around Reg 17B and its implementation with respect to assets with values under \$5,000. To quote from the Department's notes on this:

Assets values under \$5,000

Amendments to Regulation 17A excludes assets valued under \$5,000. This regulation commences on 1 July 2018.

Regulation 17B requires the CEO to take steps to protect excluded portable and attractive assets. This regulation requires a CEO to take all reasonable steps to prevent the theft or loss of non-consumable assets that are susceptible to theft or loss due to their portable nature and attractiveness for personal use or resale.

The language of this requirement is consistent with State Government requirements contained in Treasurer's Instruction 410 Record of Assets and has been revised following consultation with the local government sector.

A property register for portable and attractive items may be an appropriate means to properly record portable and attractive assets. The steps necessary to protect portable and attractive assets are a decision for each local government CEO.

The concern is that onus has been placed solely on the CEO, however just as important how are is the CEO supposed to implement this and logistically account for portable and attractive assets under \$5,000. What is attractive to some is not to others eg a drill may not be attractive to a Council person working in its library but it may well be attractive to someone working on its maintenance crew.

Ken Parker noted that the current Local Government Act is very bad at defining responsibility which can create confusion. There is the opportunity for Local Government to seek a review of this wording during the second phase of the Act's review.

In covering Question 7 Ken Parker also spoke about how the second phase of the Local Government Act would be conducted. A discussion paper will be released in early September, with a three-month consultation period. It is intended to hold separate sessions with elected members and officers.

Once this period of consultation has ended an Exposure Bill be prepared and released for comment. Again, comments will be received a three-month period, with the Bill then submitted to Parliament in 2020 – an ambitious target.

The matter is presented for discussion and decision.

Noted

Charlie Brown and Vanessa Green left the meeting at 11.35am

4. MINUTES OF MEETINGS

4.1 Minutes from the Executive Meeting held Wednesday 28 March 2018 (Attachment)

The the Minutes from the WE-ROC Executive Meeting held Wednesday 28 March 2018 have been previously circulated.

RECOMMENDATION:

That the Minutes of the Executive Meeting held Wednesday 28 March 2018 be confirmed as a true and correct record.

RESOLUTION: Moved: Jamie Criddle Seconded: Raymond Griffiths

That the Minutes of the Executive Meeting held Wednesday 28 March 2018 be confirmed as a true and correct record.

CARRIED

4.2 Business Arising from the WE-ROC Executive Meeting held Wednesday 28 March 2018

Nil

4.3 Matters for Noting

Nil

5. MATTERS FOR DECISION**5.1 Executive Portfolios**

File Reference:	031-3 Delegations and Policy
Reporting Officer:	Helen Westcott, Executive Officer
Portfolio:	CEO/Governance – Shire of Yilgarn
Disclosure of Interest:	Nil
Date:	13 July 2018
Attachments:	Updated Executive Portfolios Listing (as at 25 July 2018)

Background:

With Peter Clarke the Shire of Yilgarn's' Acting CEO assuming the role of WE-ROC CEO it is timely for the WE-ROC Executive portfolios to be reviewed.

An updated portfolios listing is attached for adoption.

Executive Officer Comment:

Information relating to each portfolio has changed since the last review of portfolios was undertaken. This is in part due to the changing environment WE-ROC is working in, including the change of State Government and the creation of super departments. The document has a number of comments included and as such the Executive Officer seeks feedback as to what other information should be added.

Consultation:	Nil
Financial Implications:	As yet unknown
Voting Requirement:	Simple Majority

RECOMMENDATION:

That the updated WE-ROC Executive portfolios listing be adopted as presented.

RESOLUTION: **Moved: Greg Powell** **Seconded: Jamie Criddle**

That the updated WE-ROC Executive portfolios listing be adopted as presented.

CARRIED

5.2 WE-ROC Memorandum of Understanding (Attachment)

File Reference:	031-2 Strategic and Future Planning
Reporting Officer:	Helen Westcott, Executive Officer
Portfolio:	CEO/Governance
Disclosure of Interest:	Nil
Date:	20 July 2017
Attachments:	WE-ROC Memorandum of Understanding with Tracked Changes (as at 19 July 2018)

Background:

WE-ROC resolved to adopt a revised Memorandum of Understanding (WE-ROC MOU) at the WE-ROC Council Meeting held Wednesday 28 June 2017, agreeing as shown below:

RESOLUTION: *Moved: Cr Hooper* *Seconded: Cr Truran*

That the WE-ROC Council adopt the amended Memorandum of Understanding for the 2017/2018 year, subject to the inclusion of the following addition to clause 7.5 – Election to Participate in Project:

For the purposes of this clause a Participant can also include any other local government that is not a member of WE-ROC that may wish to participate in a specific project. Such participation will be on the invitation of WE-ROC on a project by project basis with arrangements for the costs associated with the project being mutually agreed between the parties.

CARRIED

With the expiration of the WE-ROC MOU on 30 June 2018, WE-ROC must now look to determine whether it wishes to further review the WE-ROC MOU or simply resign the agreement for a further 12 months (or longer should that be determined appropriate).

Executive Officer Comment:

A copy of the current WE-ROC MOU, with some minor changes made by the Executive Officer, forms an attachment to the meeting agenda.

The Executive Officer believes that other than changes shown WE-ROC should look to renewing its MOU until the futures of Wheatbelt Communities Inc and WE-ROC itself have been resolved.

RECOMMENDATION:

That the WE-ROC Executive recommend to the WE-ROC Council that the WE-ROC Memorandum of Understanding for the 2018/2019 year, as presented, be adopted.

RESOLUTION: *Moved: Greg Powell* *Seconded: Jamie Criddle*

That the WE-ROC Executive recommend to the WE-ROC Council that the WE-ROC Memorandum of Understanding for the 2018/2019 year, as presented, be adopted.

CARRIED

5.3 Wheatbelt Medical Student Immersion Program (WMSIP) (Attachments)

File Reference:	075-1 Local Hospitals 013-2 Strategic and Future Planning
Author:	Helen Westcott, Executive Officer
Portfolio:	Social (Shire of Kellerberrin)
Disclosure of Interest:	Nil
Date:	19 July 2018
Attachments:	WMSIP Review of feedback documentation WMSIP 2019 Billeting Timeline WMSIP 2019 Contacting Facilities Plan Western Councillor Article on the WMSIP

Background:

At the WE-ROC 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

From this time considerable effort has been made to reintroduce the program across the WE-ROC communities.

Agencies involved in re-establishing the program, known as the "Wheatbelt Medical Student Immersion Program" include:

- Rural Health West;
- WA Primary Health Network (WAPHA);
- Notre Dame University Australia;
- Curtin University; and
- WE-ROC.

The culmination of this work saw more than 160 first and second year medical students from Curtin University and the University of Notre Dame Australia visit 7 communities for 4 days in the week commencing Monday 12 March 2018.

Following the visit by the medical students there has been work around finalising/reviewing that visit and commencing work on the 2019 visit.

A report on the Wheatbelt Medical Student Immersion Program (WMSIM) was provided to the WE-ROC Council Meeting held Wednesday 27 June 2018 at which time it was resolved as shown below:

RESOLUTION: Moved: Cr Rajagopalan Seconded: Cr Hooper

That:

1. *The Executive Officer's report be noted;*
2. *WE-ROC agrees with the inclusion of Professor Marian Kickett, Director Centre for Aboriginal Studies, Curtin University on the Wheatbelt Immersion Program Steering Group; and*
3. *WE-ROC support the nomination of Wheatbelt Communities Inc for one of the West Australian Regional Achievement and Community Awards, with the Executive Officer to advise Rural Health West of this decision.*

CARRIED

Executive Officer Comment:

WE-ROC's support for its nomination for one of the West Australian Regional Achievement and Community Awards was also conveyed to Rural Health West following the June WE-ROC Council Meeting. Since that time the Executive Officer has been working with Rural Health West on completing the nomination form. Applications close on Tuesday 24 July 2018.

A final debriefing session for the 2018 WMSIP was held on Thursday 5 July 2018, with the WE-ROC Executive Officer in attendance. A copy of the feedback documentation prepared by Rural Health West and Curtin University was discussed at this meeting. This document has previously been circulated but forms an attachment to the meeting agenda.

The Executive Officer seeks comment from the WE-ROC Executive on the information contained within the survey's results.

The Executive Officer also seeks comments on matters that the WE-ROC would like raised at the planning group meeting scheduled to be held Tuesday 31 July 2018. The matter of greater Council involvement in planning activities within their respective communities is one that the planning group is aware of so comment/guidance on this issue is important as the planning for 2019 commences.

A report detailing feedback from Notre Dame University students, their billet families and participating academic/administration staff has yet to be distributed. Once the Executive Officer is in receipt of the report it will be forwarded to all Member Councils.

A date for next year's visit has been determined. The visit will be held 12-15 March 2019. As with this year's visit, the timing for the program is scheduled around the students' academic requirements and program.

Member Councils will need to make provision for the visits in their planning for 2019.

Timelines for some of the preparatory work has commenced, with Gantt charts prepared for both the billeting and facilities planning for 2019. Copies of both documents form attachments to the meeting agenda.

A meeting schedule for the planning group has also been confirmed. The meeting schedule for the planning group is shown below.

- Thursday 31 July 2018;
- Thursday 9 August 2018;
- Thursday 20 September 2018;
- Thursday 1 November 2018;
- Thursday 13 December 2018;
- Thursday 24 January 2019;
- Thursday 14 February 2019;
- Thursday 28 February 2019 (additional briefing meeting for all academic and administration staff participating in the program);
- Thursday 7 March 2019; and
- Visit 12-15 March 2019.

As the WE-ROC Executive is aware, the Executive Officer submitted an article on the project for publication in the June /July 2018 Edition of the WALGA publication Western Councillor. This edition is now available (Member Councils may well have received their copy of the publication). A copy of the article forms an attachment to the meeting agenda.

Consultation: Nil

Financial Implications: As yet unknown

Voting Requirement: Simple Majority

RECOMMENDATION:

That:

1. The Executive Officer's report be noted; and
2. WE-ROC Member Councils note that the 2019 WMSIP visit will be held 12-15 March 2019.

RESOLUTION:

Moved: Greg Powell

Seconded: Darren Mollenoyux

That:

1. **The Executive Officer's report be noted; and**
2. **WE-ROC Member Councils note that the 2019 WMSIP visit will be held 12-15 March 2019.**

CARRIED

5.4 Ongoing Development of the WE-ROC App and Website (Attachments)

File Reference:	013-2 Strategic and Future Planning 132-1 WE-ROC Tourism 132-3 Central Wheatbelt Visitor Centre 135-5 Economic Sustainability
Author:	Helen Westcott, Executive Officer
Portfolio:	Shared Function (Economic Development through Wheatbelt Communities Inc)
Disclosure of Interest:	Nil
Date:	22 July 2018
Attachments:	WE-ROC Platform Update provided to WE-ROC Council Meeting on Wednesday 27 June 2018

Background:

A report outlining the most recent work undertaken on the WE-ROC App was provided to the WE-ROC Council when it met on Wednesday 27 June 2018.

A copy of this update also forms an attachment to the meeting agenda.

Executive Officer Comment:

The report provided in June identified a number of concerns but on the basis of the information provided in the report it appeared at this time these concerns were being addressed.

It would appear that concern remains as shown in an email the Executive Officer received from Rebecca McCall on Thursday 9 July 2018 and quoted below:

Hi Helen

Carina and I are finding it increasingly frustrating working with go2Guides. The continual response of 'no' when we are trying to identify solutions to improve the functionality of the app is of particular concern.

The progress of the upgrade is slow, they are very good at dragging their feet despite Carina doing all the leg work. Carina has a teleconference with Steven on Wednesday to discuss the new categories (something we really had to fight for).

We have sought a second opinion to determine why the app does not feature more capabilities. I have forwarded the email (below) from Theo. He is working with a number of businesses across the Wheatbelt to enable a digital presence. Basically the app is a 'off the shelf' platform with limited functionality. In addition, the website platform no longer exists and will expire in two years.

In light of the information provided by Theo, I feel it is prudent that the matter is discussed further with WEROC. Theo is willing to provide a report or address WEROC in person to discuss in details his findings and answer any questions.

If we proceed with the upgrade the question is if search functionality actually be improved? We are highly doubtful, it could effectively be \$6,000 down the drain for minimal improvement. In addition, the fact that so much money has been spent already and the website platform will be obsolete by 2021 is worrying.

Once WEROC have an understanding of the information on hand they need to make some decisions:

1. Proceed as planned with upgrade. Will there be improvement, will it be used? Factor ongoing

costs.

2. Cut ties with go2Guides and look to see if app can be moved to another provider (possibly Theo, not sure if this can be done though)
3. Move away from app altogether and focus solely on WEROC website moving to another platform (having it mobile responsive so it can be viewed on phones, tablets)
4. Engage someone else to develop new app to WEROC specifications (maybe students looking for experience to keep costs down)
5. Scrap project altogether and mark it as a bad investment. Hardest option but most cost effective in long run. WEROC shires change tact and promote VC & their CRCs for local information?

Whatever option is chosen, you are going to have costs and losses. We feel the app is never going to be workable and it would be an ongoing battle to get the business community on board – we have already received negative comments regarding the functionality and purpose of the app. As it stands, WEROC will never recoup the ongoing costs through subscription.

It also may pay to obtain a 2nd opinion.

At this juncton, Carina and I need direction from WEROC.

Kind regards Bec

REBECCA MCCALL
DEPUTY CHIEF EXECUTIVE OFFICER

The Executive Officer advised that she would speak with Go2Guides to allow a report to be prepared for consideration by the WE-ROC Executive.

Since that time the Executive Officer has spoken with both Fabian Vleer and Steven Peacock from Go2Guides to gain an understanding of whether or not the concerns raised in the email above were justified.

The Executive Officer provides the following comment on the matters raised in the email above (the extract from the email is shown in italics followed by the Executive Officer's comments).

Email Extract 1

Carina and I are finding it increasing frustrating working with go2Guides. The continual response of 'no' when we are trying to identify solutions to improve the functionality of the app is of particular concern.

The progress of the upgrade is slow, they are very good at dragging their feet despite Carina doing all the leg work. Carina has a teleconference with Steven on Wednesday to discuss the new categories (something we really had to fight for).

This is not the view that Go2Guides have of the conversations they have had since the June report. In the Executive Officer's conversations with Go2Guides since receiving Rebecca McCall's email, Steven Peacock of Go2Guides believes his conversation with Carina McDonald from the Central Wheatbelt Visitors Centre (CWVC) on 11 July was constructive with Go2Guides willing/able to address all requests/concerns raised.

The comment around the Visitor Centre having to do the majority of the leg work seems unjustified given that Go2Guides can only make adjustments based on information provided. Additionally, it is only able to do that which its contract with WE-ROC requires it to. Anything else would require a variation to the contract. A request for further funding from WE-ROC by the Shire of Merredin has not been requested so it can only be assumed that internally a decision was taken to do this work "in-house".

Email Extract 2

We have sought a second opinion to determine why the app does not feature more capabilities. I have forwarded the email (below) from Theo. He is working with a number of businesses across the Wheatbelt to enable a digital presence. Basically the app is a 'off the shelf' platform with limited functionality. In addition, the website platform no longer exists and will expire in two years.

In light of the information provided by Theo, I feel it is prudent that the matter is discussed further with WEROC. Theo is willing to provide a report or address WEROC in person to discuss in details his findings and answer any questions.

Advice regarding obtaining a second opinion was provided in the platform update prepared by the Shire of Merredin/CWVC for the WE-ROC Council Meeting in June. The Executive Officer is unaware whether or not payment was required for this advice.

The Executive Officer is also unsure of how long officers from the Shire of Merredin's have been of this view as it has not been made known previously.

The "Theo" referred to in the email above is Theodore Hasslacher, a Corporate Sales and Marketing representative with the IT firm IWS Corporate. IWS Corporate is based in Perth.

In reviewing the IWS Corporate website - www.iwscorporate.com.au/clients-list.html - only one Wheatbelt client was immediately obvious, that of St Mary's Catholic Primary School (located in Merredin).

Advice from IWS Corporate that the WE-ROC App is an "off the shelf" product is correct but WE-ROC has known of this since it commenced working with Go2Guides on developing its App. This fact was again highlighted when WE-ROC considered the ongoing development and improvement to the App during budget considerations for the 2018/2019 financial year. At this time, WE-ROC determined that it could not afford a bespoke product and that it would continue with what it had and improve the WE-ROC App and website over time and as funding permitted.

The Shire of Merredin's officers should have been aware of this.

During its early discussions with Go2Guides WE-ROC was provided with details of other organisations that had used Go2Guides. WE-ROC might wish to view the web presence and functionality of mobile applications of these organisations again.

The comment that *"the website platform no longer exists and will expire in two years"* is not accurate.

The WE-ROC website has been designed using Adobe Business Catalyst. The platform still exists but Adobe has advised its users that it is phasing out this platform. This is still some time away.

The Executive Officer has spoken with Go2Guides on this matter. As would be expected of a software/applications developer, Go2Guides is aware of Adobe's position and is working on transitioning its clients (including WE-ROC) away from Adobe Business Catalyst for the time when the platform is no longer supported. If desired, WE-ROC could seek further advice from Go2Guides on this matter to be reassured that it will have a functional website platform into the future.

The Executive Officer believes that Go2Guides should have been given the right of reply on this comment from IWS Corporate. The Executive Officer considers it unfortunate that this was not done.

Work on the WE-ROC App and its website has been slow for many reasons, with the delay not any single person or organisation's fault.

For the WE-ROC App to be successful it requires a complete listing of businesses and into the future a marketing budget.

In terms of gaining a complete listing of businesses for the App WE-ROC (through Wheatbelt Communities Inc) engaged the Wheatbelt Business Network (WBN) to assist in this regard. The scope of works and timeframe for the work to be undertaken agreed is shown below.

Stage	Scope of Works	Timeframe
One	Register as many business from each Shire on Google maps of they are not there already (retail, accommodation, fuel, services etc) so that they show up under each category	6 Weeks
	Register Shire facilities on Google maps	
	Register local health and emergency services on Google maps	
	Register all WBN members of the app (relevant to the WEROC member Shires)	
	Engage with additional stakeholders such as CRC's, Cummins Theatre to gain their interest in the app and encourage them to use it	
	Investigate other potential stakeholders such as schools who could utilise the app.	
Two	Promote and encourage more businesses to register for the app so they appear on it (in each Shire)	May-Oct
	Load Heartlands WA business database (extract only WEROC member data) into the app	
	Develop a one page marketing strategy for the app targeted at local business and cross promotion	
Three	Engage with businesses to educate them about the app, its purpose and how they can benefit from it (across all member Shires)	TBD
	Continue to have businesses register on the app	

The June platform update to the WE-ROC Council identified that the WBN had:

- Completed registering all businesses from each Shire on Google maps.
- Completed registering Shire facilities on Google maps.
- Completed registering local health and emergency services on Google maps.
- Begun registering all WBN members on the App (is partway through this task).

The WBN had also held meetings with both the Shire of Merredin, through its Deputy CEO and the CWVC and Go2Guides around improvements and changes to the App.

Whilst engaging with the Shire of Merredin, through its Deputy CEO and the CWVC is appropriate, the Executive Officer is unsure why the WBN would be required to discuss the App with Go2Guides when its scope of work was to promote awareness of the App and facilitate the registration of businesses on the App, which is currently at no cost to the businesses registering on the App.

The Executive Officer is also concerned about the comment ... *"we have already received negative comments regarding the functionality and purpose of the app..."*.

Until the email of 11 July the Executive Officer was unaware of this situation.

WE-ROC itself had requested improvements to the App's functionality, which the Executive Officer believes had been noted by Go2Guides and were being addressed, though how quickly is unknown.

The Executive Officer is unsure as to who else might have concerns about the functionality of the App given that its WE-ROC's App. Notwithstanding this, the Executive Officer believes that the Shire of Merredin should have drawn WE-ROC's attention to this matter sooner than has been the case.

Similarly, with the App's purpose. It is WE-ROC's "call" as to the App's purpose both now and into the future.

Given WE-ROC has contracts with both Go2Guides and the WBN, the Executive Officer believes that these current contracts should be honoured by all parties.

The Executive Officer is of the opinion that the WE-ROC App has a place in assisting economic development opportunities across its Member Councils and should be given every opportunity do this.

Similarly, with the WE-ROC website. If WE-ROC's website is allowed to develop it will enhance all its Member Councils presence across the internet, showcasing the positive things happening, eg. the success of the Wheatbelt Medical Students Immersion Program. Currently the good work done by WE-ROC in establishing this much needed program is done via third parties and not WE-ROC itself. WE-ROC should be "singing its own praises" and not relying on other organisations to do so.

As stated above, for the WE-ROC App to be successful it requires a complete listing of businesses and into the future a marketing budget. It also needs to have functionality. To achieve these three objectives the Executive Officer believes that the following actions are required:

1. The Shire of Merredin be requested to clarify/provide detail around the concerns raised in its email of 11 July 2018;
2. WE-ROC needs to continue to work with Go2Guides to ensure that the WE-ROC App's functionalities are maximised as far as possible under its current contract with Go2Guides;
3. The WBN be requested to provide a detailed report for the August Meeting of the WE-ROC Council outlining how far it has progressed the agreed scope of works, particularly in encouraging businesses to register for inclusion on the App, especially given that registration currently comes free of charge;
4. WE-ROC commence discussions with the WBN to determine whether or not the existing contract should be extended to accommodate the implementation of Stage 3 of the Scope of Works and if so what would the terms and conditions of extending the contract be; and
5. The WE-ROC Executive give consideration as to how WE-ROC will market the WE-ROC App once the WBN has developed the marketing strategy it has been requested to prepare (this task forms a component of the second scope or works in the WBN's contract). A report on the potential marketing of the WE-ROC App should be prepared in time for consideration at the August Meeting of the WE-ROC Council.

Consultation: Nil

Financial Implications: As yet unknown

Voting Requirement: Simple Majority

RECOMMENDATION:

That:

1. WE-ROC seek clarification from Go2Guides on the continued support for the web platform "Adobe Business Catalyst";
2. The Shire of Merredin be requested to clarify/provide detail around the concerns raised in its email dated 11 July 2018 to the WE-ROC Executive Officer;
3. WE-ROC continue to work with Go2Guides to ensure that the functionalities of both the WE-ROC App and website are maximised as far as possible under its current contract with Go2Guides;
4. The Wheatbelt Business Network (WBN) be requested to provide a detailed report for the August Meeting of the WE-ROC Council outlining how far it has progressed with the agreed scope of works, particularly in encouraging businesses to register for inclusion on the App, especially given that registration currently comes free of charge;
5. The WE-ROC Executive recommend to the WE-ROC Council that WE-ROC commence discussions with the WBN to determine whether or not the existing contract should be extended to accommodate the implementation of Stage 3 of the Scope of Works and if so what would the terms and conditions of extending the contract be; and
6. The WE-ROC Executive give consideration as to how WE-ROC will market the WE-ROC App once the WBN has developed a marketing strategy for the App, with a report on the potential marketing of the WE-ROC App being prepared in time for consideration at the October Meeting of the WE-ROC Council.

RESOLUTION: **Moved: Greg Powell** **Seconded: Jamie Criddle**

That:

1. WE-ROC continue to work with Go2Guides to ensure that the functionalities of both the WE-ROC App and website are maximised as far as possible under its current contract with Go2Guides;
2. The Wheatbelt Business Network (WBN) be requested to provide a detailed report for the August Meeting of the WE-ROC Council outlining how far it has progressed with the agreed scope of works, particularly in encouraging businesses to register for inclusion on the App, especially given that registration currently comes free of charge;
3. The WE-ROC Executive recommend to the WE-ROC Council that WE-ROC commence discussions with the WBN to determine whether or not the existing contract should be extended to accommodate the implementation of Stage 3 of the Scope of Works and if so what would the terms and conditions of extending the contract be; and
4. The WE-ROC Executive give consideration as to how WE-ROC will market the WE-ROC App once the WBN has developed a marketing strategy for the App, with a report on the potential marketing of the WE-ROC App being prepared in time for consideration at the October Meeting of the WE-ROC Council.

CARRIED

5.5 Future WE-ROC Projects – Asset Management Project

File Reference:	042-2 Finance Audit and Compliance
Author:	Helen Westcott, Executive Officer
Portfolio:	CEO/Governance (Shire of Westonia)
Disclosure of Interest:	Nil
Date:	20 July 2018
Attachments:	Nil

Background:

Representatives from Accingo, an asset management consultancy, met with the WE-ROC Executive on Wednesday 28 March 2018 to discuss its asset management concept and the potential value it may offer Member Councils. During the presentation an overview of Accingo's asset management platform was provided. The platform has been developed to decrease asset holding costs and improve the availability of local talent pools within regional areas.

Following a discussion on the presentation the Executive resolved as shown below:

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

That:

1. *WE-ROC request a costing from Accingo for Phase 1 (Asset and People Optimisation) of its assets and resources management platform, with the costing to be tabled at the WE-ROC Council Meeting on Wednesday 2 May 2018; and*
2. *The WE-ROC Executive recommend to WE-ROC Council that WE-ROC, subject to cost, WE-ROC engage Accingo to undertake Phase 1 (Asset and People Optimisation) of its assets and resources management platform as per the presentation provided by Accingo at the WE-ROC Executive Meeting held Wednesday 28 March 2018.*

CARRIED

Accingo's representatives, Blake Read and Neil Marsh, prepared a costing which was considered by the WE-ROC Council when it met on Wednesday 2 May 2018, at which time it was resolved as follows:

RESOLUTION: *Moved: Mr Griffiths* *Seconded: Mr Mollenoyux*

That:

1. *Accingo be advised that whilst WE-ROC is pleased with the concept, it considers the quoted cost is high and therefore the quote is not accepted;*
2. *WE-ROC seek further discussions with Accingo to refine a scope of works to obtain a revised costing from Accingo to undertake Phase 1 (Asset and People Optimisation) of its assets and resources management platform; and*
3. *The issue of plant utilisation and sharing be listed for discussion at the next Executive Meeting.*

CARRIED 7/1

Representatives from Accingo were invited to meet with the WE-ROC Council to further present and discuss its asset management model.

This meeting took place at the WE-ROC Council Meeting held Wednesday 27 June 2018, at which time WE-ROC Council resolved as follows:

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

That WE-ROC request Accingo to undertake an asset audit for each of WE-ROC's Member Councils, as outlined in Accingo's Phase 1 Costing provided to WE-ROC and considered at the WE-ROC Council Meeting held 2 May 2018, at a total cost of \$17,500 excl GST.

CARRIED

Footnote: Details of what is provided in the asset audit is explained in the costing provided by Accingo. This information is provided below so that Member Councils have an understanding of what the audit entails. To quote from Accingo's costing:

"Phase 1 (b)

Asset audit

This entails a full review of all assets of Plant & Machinery and any assets associated with maintaining plant and equipment such as workshops, tooling etc.

The purpose of this review is to provide the following information;

- Identification of asset including current location*
- Reconciliation to Asset register*
- Full report of condition, hours etc which also assists in the valuation of plant*
- Understand & report on utilisation, availability, requirements etc*

This data serves several purposes being;

- Market valuation of current plant & equipment*
- Ability to forecast potential net cash inflows & savings under Phase 2*
- Data in which to base decisions on Sale, replacement and ultimately pooling of asset base amongst the WE-ROC shires*
- Potentially replaces need for asset audit for compliance (to be understood whether this can be achieved)*

Review will be performed by Neil Marsh & Accingo asset consultant which can be partly performed on weekends where a more efficient asset audit process can take place. Accingo will require full asset register and current location (if off site). Some time with CEO's & works managers will also be required both prior & during visit however this time will be kept to a minimum as not to disrupt existing operations.

An initial scoping meeting with CEO / works managers to understand what is to be included / excluded from review should take place prior to audit.

Time assigned to this review is;

2 contractors

14 days in total at \$125 per hour for 10 hours per day = \$17,500"

Executive Officer Comment:

The Executive Officer advised Accingo of WE-ROC's decision on 9 July 2018, with Blake Read providing a response by email 12 July 2018. To quote from Blake Read's email:

Good morning Helen,

We are delighted that WE-ROC are interested in having Accingo proceed with elements of phase 1 as we move to prove up the concept of unlocking value for the WE-ROC members.

We accept to undertake the asset audit as prescribed, outlined in the proposal. For clarity however, the price accepted formed only part of the overall phase 1 which omitted;

-Financial review of P&L's

This scope of work served the purpose of understanding total expenditure as expenses relate to equipment ownership, maintenance, hire etc in which we can make reference to upon finalisation of the asset audit & post review with each shire. Whilst we can still proceed without this work we will still need to perform this function in part however in the spirit of our working relationship going forward and for our desire to prove up this concept we will perform this function within the quoted price of the asset audit however we will require some time by phone with each of the CFO's of finance managers within the councils.

-Talent mapping

This can be performed separately and as part of moving to phase II should the concept proceed further past phase I as it underpins the ability of each shire to self perform works and grow their economic capabilities

-Travel costs

As you can well understand there will be extensive travel required on our behalf to perform this full asset review as not only will we require multiple trips from Perth but also to find and review individual assets that are out working in the field across WE-ROC shires.

As we are committed to making this concept work we will bear this cost however we would be hopeful that should the concept prove a success and payback of initial expense is realised through the value of our work that our recorded travel expenses be considered for reimbursement at a prescribed c per/km rate (for your consideration only).

Additionally we would ask if there is an ability to have any accommodation covered should it be required to reduce travel to and from Perth.

We appreciate the opportunities so far provided to us to discuss our model with yourself & WE-ROC and look forward to moving ahead with Phase I as agreed.

I will give you a call to discuss further

Kind Regards

Blake

In a further conversation with the Executive Officer on 20 July 2018, Blake Read advised the Executive Officer that further information will be provided for the WE-ROC Executive's consideration. This information will be sent under separate cover when it arrives.

Consultation:	Nil
Financial Implications:	As yet unknown
Voting Requirement:	Simple Majority

The matter is presented for discussion and consideration.

RESOLUTION: **Moved: Greg Powell** **Seconded: Jamie Criddle**

That:

- 1. WE-ROC advise Accingo of its agreement to enter into a Contract for the purposes of undertaking an Asset Audit only for each of WE-ROC's Member Councils as outlined in Accingo's Phase 1 Quotation at a total cost of \$17,500 excl GST; and**
- 2. With respect to accommodation and travelling costs for the conduct of the Asset Audit, Member Councils provide these expenses at their own cost.**

CARRIED

At 12.14pm Peter Clarke left the meeting, with Darren Mollenoyux assuming the Chair.

5.6 2018 Regional Communications Review (Attachments)

File Reference:	135-1 Economic Sustainability 135-2 Communications (Economy)
Author:	Helen Westcott, Executive Officer
Portfolio:	Shared Function Economy (Shire of Bruce Rock)
Disclosure of Interest:	Nil
Date:	20 July 2018
Attachments:	Nil

Background:

On 30 April 2018, Senator the Hon Bridget McKenzie, Minister for Regional Communications, announced the commencement of the 2018 Regional Telecommunications Review.

A Regional Telecommunications Independent Review Committee (the Committee) is established every three years under Part 9B of the *Telecommunications (Consumer Protection and Service Standards) Act 1999* to conduct a review into telecommunications services in regional, rural and remote parts of Australia.

As part of the review, the Committee will consider:

- how regional communities can maximise the economic benefits of digital technologies;
- how regional consumers use their broadband services and how they might derive further benefit from it; and
- the outcomes achieved through the Mobile Black Spot Program and examine the extent of the existing gaps in mobile coverage in regional Australia.

The Committee in 2018 is chaired by Mr Sean Edwards, and the members are Ms Wendy Duncan, Ms Johanna Plante, Ms Robbie Sefton, Ms Kylie Stretton and Mr Paul Weller.

An issues papers outlining the purpose of the review and key issues for the Committee to consider has been released. The Committee held face-to-face meetings with communities, business and local governments in Albany, Bunbury and Kalgoorlie during the week commencing Monday 16 July 2017.

The public submission period closes Sunday 5 August 2018 at 5.00pm (AEST), with the Committee required to report to the Minister for Regional Communications by 30 September 2018.

In discussing the review at a meeting held Wednesday 27 June 2018, WE-ROC Council resolved as shown below:

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

1. *That:*
 - a) *The Executive Officer prepare a draft submission on the Regional Communications Review 2018 for review by the WE-ROC Executive when it meets on Wednesday 25 July 2018, with the WE-ROC Executive given delegated authority to complete and submit WE-ROC's submission to the Regional Telecommunications Independent Review Committee on or before the public submission period closes on Sunday 5 August 2018.*
 - b) *WE-ROC seek a meeting with the Regional Telecommunications Independent Review Committee during the week commencing Monday 16 July 2018.*
2. *That the Executive Officer seek further information on the Consumer Safeguards Review, preparing a report for the WE-ROC Executive when it meets on Wednesday 25 July 2018.*

CARRIED

Executive Officer Comment:

The draft submission has yet to be completed but will be available ahead of the Executive Meeting on 25 July 2018.

The Executive Officer made contact with the Review Committee to see whether additional meetings could be scheduled in the Wheatbelt Region to ensure the views of communities, business and local governments in areas such as those represented by WE-ROC could be heard. The Executive Office did not meet with any success in getting an additional meeting.

Consultation: Nil

Financial Implications: As yet unknown

Voting Requirement: Simple Majority

The matter is presented for discussion and decision.

RESOLUTION: Moved: Greg Powell Seconded: Raymond Griffiths

That the draft submission on the Regional Communications Review 2018 be adopted as presented, with the Executive Officer to submit WE-ROC's submission to the Regional Telecommunications Independent Review Committee on or before the public submission period closes on Sunday 5 August 2018.

CARRIED

At 12.17pm Peter Clarke returned to the meeting, again assuming the Chair.

5.7 Development of WE-ROC Advocacy Role

File Reference: 031-2 Strategic and Future Planning

Reporting Officer: Helen Westcott, Executive Officer

Portfolio: CEO/Governance

Disclosure of Interest: Nil

Date: 20 July 2017

Attachments: Nil

Background:

At the WE-ROC Executive Committee Meeting on Wednesday 24 May 2017 during discussion on the review of the WE-ROC Memorandum of Understanding (MOU) the Executive also discussed the development of an enhanced advocacy role for WE-ROC. Following discussion, the WE-ROC Executive resolved as shown below:

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

That the WE-ROC Executive recommends to the WE-ROC Council that the following issues be listed for discussion at the next WE-ROC Council Meeting:

1. *The WE-ROC Council consider developing an advocacy role separate and distinct from that currently provided by WALGA to progress issues affecting the WE-ROC Members Councils;*
2. *The WE-ROC Council consider writing to each WE-ROC Member Council seeking their opinion as to whether it would be happy, whilst still remaining a member of WALGA, to withdraw from attending meetings of the Great Eastern Country Zone and allow the WE-ROC Council to review the WALGA State Council Agenda on behalf of WE-ROC Member Councils;*
3. *The WE-ROC Council continue to meet as at present, however the WE-OC Executive meet on an as needs basis; and*
4. *The WE-ROC Council consider whether it wishes to increase its membership.*

CARRIED

This recommendation was accepted by the WE-ROC Council when it met on Wednesday 27 June 2018, as shown below:

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

That WE-ROC Council:

1. *Consider developing an advocacy role separate and distinct from that currently provided by WALGA to progress issues affecting the WE-ROC Member Councils;*
2. *Write to each WE-ROC Member Council seeking their opinion as to whether it would be happy, whilst still remaining a member of WALGA, to withdraw from attending meetings of the Great Eastern Country Zone and allow the WE-ROC Council to review the WALGA State Council Agenda on behalf of WE-ROC Member Councils;*
3. *Continue to meet as at present, however the WE-ROC Executive meet on an as needs basis; and*
4. *Consider whether it wishes to increase its membership.*

CARRIED

Executive Officer Comment:

The Executive Officer is not aware of whether any Member Council has considered the issues raised in the above resolution. Notwithstanding this, the Executive Officer believes that the WE-ROC Executive should discuss the matter and potential options available to WE-ROC given that it will need to determine both WE-ROC and Wheatbelt Communities Inc's future ahead of the 2019/2020 budget determinations.

The matter is presented for discussion and decision.

Noted.

5.8 Regional Approach to Trade Tenders

File Reference: 042-2 Finance Audit and Compliance
Author: Helen Westcott, Executive Officer
Portfolio: CEO/Governance (Shire of Westonia)
Disclosure of Interest: Nil
Date: 20 July 2018
Attachments: Nil

Background:

Late last year Raymond Griffiths, CEO Shire of Kellerberrin emailed Member Councils regarding the potential for WE-ROC to develop a regional panel for selected tenders. To quote from his email dated 29 November 2017:

Good Afternoon

In light of the anti-avoidance legislation I have been working with WALGA to prepare a Tender documents for a three year tender on:

- *Electrical*
- *Plumbing, Drainage & Gas*
- *Air Conditioning*

While going through it I was thinking why can't we do this as WEROC and have a regional panel of which to choose from. I have spoken with WALGA and they are happy to put our proposal on stand-by until we decide as a group of what we would like to do.

Can you please let me know if you are happy to progress this and if so I can arrange a quote.

Alison did advise this isn't an issue though it would be run on the same principle as CEACA as there will need to be a lead Council to sign contracts etc.

*Cheers
Raymond*

This matter has been considered on a number of occasions but nothing “concrete” has come from these discussions.

As has been stated previously, consideration of the merits of developing a regional tender panel would be in line with WE-ROC Council's decision last year with respect to discussions around the need for a strategic plan. At the WE-ROC Council held 25 October 2017 it was resolved as follows:

RESOLUTION: *Moved: Mr Mollenoyux Secoded: Cr Day*

That over the next 12 months the following WE-ROC projects be undertaken:

- *Investigate the development of digital communications incorporating telephone internet and multi media; and*
- *Investigate local government compliance and auditing requirements, including proposed changes to Australian Accounting Standard and the impact of the role of the Auditor General in undertaking local government audit and performance management requirements.*

CARRIED

Executive Officer Comment:

In view of the discussions with the Department of Local Government, Sport and Cultural Industries at this meeting, the WE-ROC Executive might wish to consider the second dot point of the resolution further.

Consultation: Nil

Financial Implications: As yet unknown

Voting Requirement: Simple Majority

The matter is presented for discussion and consideration.

Noted.

5.9 Future WE-ROC Projects

File Reference:	013-2 Strategic and Future Planning 042-2 Finance Audit and Compliance 132-1 WE-ROC Tourism 132-3 Central Wheatbelt Visitor Centre 135-5 Economic Sustainability
Author:	Helen Westcott, Executive Officer
Portfolio:	CEO/Governance (Shire of Westonia) Shared Function (Economic Development through Wheatbelt Communities Inc)
Disclosure of Interest:	Nil
Date:	20 July 2018
Attachments:	Nil

Background:

In discussions around the need for a strategic plan the WE-ROC Council resolved as follows on Wednesday 25 October 2017:

RESOLUTION: Moved: Mr Mollenoyux Seconded: Cr Day

That over the next 12 months the following WE-ROC projects be undertaken:

- *Investigate the development of digital communications incorporating telephone internet and multi media; and*
- *Investigate local government compliance and auditing requirements, including proposed changes to Australian Accounting Standard and the impact of the role of the Auditor General in undertaking local government audit and performance management requirements.*

CARRIED

Executive Officer Comment:

The Executive Officer seeks direction as to what the WE-ROC Executive wish to do in terms of investigating ... *the development of digital communications incorporating telephone internet and multi media ...*”.

Consultation:	Nil
Financial Implications:	As yet unknown
Voting Requirement:	Simple Majority

Additional Meeting Comment:

Whilst not discussing the area of digital communications the WE-ROC Executive acknowledged the need to have a greater understanding of the new audit requirements and that there may be gaps that could be “filled” through WE-ROC adopting a collective approach to achieving this through the development of shared policies etc. It was also recognised that the sector as a whole would also be faced with the need for a greater understanding of the new audit requirements and perhaps WALGA was better placed to undertake the work required.

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

That:

- 1. WE-ROC writes to the Department of Local Government and WALGA requesting that they jointly conduct a survey to determine the areas of concern for the sector with respect to local government compliance and auditing requirements, including the proposed changes to the Australian Accounting Standards and the impact of the role of the Auditor General in undertaking local government audits and performance management requirements; and**
- 2. Following the conduct of the survey, WE-ROC requests the Department, WALGA and Local Government Professionals develop the appropriate Policy templates to assist local governments in addressing any new requirements imposed by the Auditor General.**

CARRIED

6. EMERGING ISSUES

6.1 Reduction in Health Services

Greg Powell reported to the meeting that he had been advised that health service delivery would be reduced from Merredin Hospital. If this were true it was probable that health services to the region as a whole would be reduced and was a matter for concern.

In the absence of a group such as Healthy Wheatbelt, it was agreed that the issue be listed for discussion at the October Meeting of the WE-ROC Council.

7. OTHER MATTERS

Nil

8. FUTURE MEETINGS

WE-ROC Council	Wednesday 22 August 2018 in Westonia
WE-ROC Executive	Wednesday 26 September 2018 in Yilgarn (Southern Cross)
WE-ROC Council	Wednesday 24 October 2018 in Yilgarn (Southern Cross)
We-ROC Executive	Wednesday 28 November 2018 in Westonia
WE-ROC Executive	Wednesday 6 February 2019 in Bruce Rock
WE-ROC Council	Wednesday 27 February 2019 in Bruce Rock

9. CLOSURE

There being no further business the Chair closed the meeting at 12.31pm

8. DECLARATION OF INTEREST

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Financial** interest were made at the Council meeting held on **16th August 2018**.

Name/Position	
Item No./Subject	
Nature of interest	
Extent of Interest	

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Closely Association Person And Impartiality** interest were made at the Council meeting held on **16th August 2018**.

Name/Position	
Item No./Subject	
Nature of interest	
Extent of Interest	



In accordance with Section 5.60B and 5.65 of the *Local Government Act 1995* the following disclosures of **Proximity** interest were made at the Council meeting held on **16th August 2018**.

Name/Position	
Item No./Subject	
Nature of interest	
Extent of Interest	

9. MATTERS REQUIRING A COUNCIL DECISION

9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES

9.1.1 ACCOUNTS FOR PAYMENT

Responsible Officer:	Jamie Criddle, CEO
Author:	Kay Geier, Senior Finance Officer
File Reference:	F1.3.3 Monthly Financial Statements
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.1 List of Accounts
Signature:	Officer CEO
	 

Purpose of the Report

Executive Decision Legislative Requirement

Background

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

Comment

Attached is a copy of Accounts for Payment for the month of July 2018. The credit card statements currently show:
-

CEO **July 2018 \$1021.75** associated with the purchase of, Uniform Clothing, activ8 inet charges housing & office, recharge ipad for c/park.

Works Supervisor **July 2018 \$158.05** associated with the purchase of, Motor vehicle inspection heavy initial.

Statutory Environment

Local Government (Financial Management) Regulations 1996 Regulations 12 & 13 requires the list of accounts to be presented to Council. Payments are made by staff under delegated authority from the CEO and Council.

Policy Implications

Council does not have a policy in relation to payment of accounts.

Strategic Implications

Accounts for payment are presented to Council in the interests of accountability and provide information on Council expenditure.

Financial Implications

Expenditure in accordance with the 2018/2019 Annual Budget.



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That July 2018 accounts submitted to today's meeting on Municipal vouchers 3663 to 3674 & Trust 247 and D/Debits EFT3112 to EFT3157 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$345,978.04 be passed for payment

Attachment 9.1.1

Shire of Westonia



Accounts for Payment

for period ending
31st July 2018

List of Accounts Due & Submitted to Council June 2018/19

Chq/EFT	Date	Name	Description	Amount	Bank
B/S	02/07/2018	WESTNET - INTERNET PROVIDER FEE	INTERNET PROVIDER FEE	-66.00	1
B/S	02/07/2018	FEE - BANK FEES	BANK FEES	-67.75	1
B/S	02/07/2018	2VNET - MONTHLY MAINTENANCE FEE	MONTHLY MAINTENANCE FEE	-61.38	1
EFT3112	02/07/2018	Prime Supplies	Wire cable with 20mm thimbles	-336.38	1
3663	03/07/2018	Shire of Westonia	Various Renewals Road Works Vehicles	-3938.30	1
EFT3113	05/07/2018	Landgate	Gross Rental Values Revaluation 2017/18	-4261.50	1
EFT3114	05/07/2018	Toll Ipec	Goods from Westrac Perth	-10.44	1
EFT3115	05/07/2018	Ron Bateman & Co	Battery Charger, Alement Fuel Meter, Ratchet Strap, Float with 10meter lead	-1336.04	1
EFT3116	05/07/2018	Two Dogs Home Hardware	Lamp utility clear	-7.18	1
EFT3117	05/07/2018	Centek Constructions	Various building repair work	-32311.40	1
EFT3118	05/07/2018	Westonia Tavern	Accommodation for Ricky 18/06/2018	-90.00	1
EFT3119	05/07/2018	Treasury Corporation	Guarantee Fee Loans 4, 5, 6 2017/2018	-827.67	1
EFT3120	05/07/2018	R Munns Engineering Consulting Services	Eighth share of secretarial support WN RRG for 17/18 year	-653.13	1
EFT3121	05/07/2018	Westrac Pty Ltd	Padlock Key sets	-50.05	1
EFT3122	05/07/2018	Signs Etc	Liberty Rural Sign for Community Bus	-283.80	1
EFT3123	05/07/2018	Dylan Copeland	Provision of Natural Resource Management Officer Service, Landholder vegetation decline, site visits, meetings	-2960.11	1
EFT3124	05/07/2018	Ag Implements	JD ride on Mower push pull cable	-39.68	1
EFT3125	05/07/2018	Great Southern Fuel Supplies	Fuel Purchase CEO	-160.09	1
EFT3126	05/07/2018	Westonia Co - operative	Various products purchased for June 2018	-953.22	1
EFT3127	05/07/2018	J.C. & A.R. Lambert & Sons	Supply 4500m3 of gravel	-4950.00	1
3664	05/07/2018	Shire of Merredin	Shared Central Wheatbelt Ranger Service for 2018/2018	-5287.48	1
3665	05/07/2018	Synergy	Various Power Usage	-5396.75	1
3666	05/07/2018	HI-LO CONSTRUCTION	Upgrades to Hood-Penn Museum as per quote, Progress payment for labour & material	-43482.59	1
3667	05/07/2018	Aquatic Services WA P/I	Remove existing chlorine gas & replace with granulated chlorine feeder & Chemical, Refurshment of sand cavity filter	-67760.00	1
EFT3128	06/07/2018	Merredin Telephone Service	Supply & install NEC SL1100 Phone System	-7532.25	1
EFT3129	06/07/2018	Tyrright Merredin	Tyres, Tubes Repairs	-4070.00	1
EFT3130	06/07/2018	LGIS Risk Management	Risk Coordinator Fees Program project number 9444	-2198.90	1
EFT3131	06/07/2018	Liberty Oil rural Pty Ltd	Deliver Extra Low Sulphur Diesel 6475 Litres	-8806.00	1
EFT3132	06/07/2018	Bonser Co Pty Ltd T/A MB Power & Aircon	Various repairs and upgrades	-12285.33	1
B/S	08/07/2018	WASUPER	Payroll deductions (\$1152 posting error, original amount -4667.15) adjustment made	-3515.15	1
B/S	08/07/2018	Colonial First State FirstChoice Wholsale Personal Super	Superannuation contributions	-136.19	1
B/S	08/07/2018	MLC Masterkey	Superannuation contributions	-197.19	1
B/S	08/07/2018	Australian Catholic Superannuation Retirement Fund	Superannuation contributions	-303.52	1
B/S	08/07/2018	Payroll	Payroll Liability 08.07.2018	-26044.65	1

List of Accounts Due & Submitted to Council June 2018/19

Chq/EFT	Date	Name	Description	Amount	Bank
B/S	08/07/2018	Social Club	Payroll Liability 08.07.2018	-60.00	1
EFT3133	12/07/2018	Fleet Partners	Packaged Novated Lease - 208841	-1847.91	1
B/S	13/07/2018	TPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-14295.85	1
EFT3134	16/07/2018	Avon Waste	Domestic Rubbish Bins	-1201.22	1
EFT3135	16/07/2018	Toll Ipec	Various Freight delivery	-51.94	1
EFT3136	16/07/2018	BOC Limited	E Size Industrial Gas	-774.26	1
EFT3137	16/07/2018	Westonia Tavern	Meals & Beverages June Council meeting, Accommodation 1 night Rhys	-361.00	1
EFT3138	16/07/2018	Jason Signmakers	Shower Eye/Face wash, Muster point signs, First aid signs, Fire extinguisher signs.	-2301.20	1
EFT3139	16/07/2018	Australia Post	Bulk mail out, Stamps, Parcel Post, library book return	-243.38	1
3668	16/07/2018	Water Corporation	Water service charge	-43.81	1
3669	16/07/2018	TELSTRA CORPORATION LIMITED	Various Telephone usage	-991.54	1
3670	16/07/2018	Synergy	StreetLight Usage	-594.85	1
3671	16/07/2018	Cash	Various Petty Cash purchases	-321.50	1
BPAY	16/07/2018	ATO	June GST Liability	-3509.00	1
EFT3140	17/07/2018	Westonia Progress Association Inc.	Q4 Payment MOU & Rent	-16089.24	1
EFT3141	17/07/2018	Ron Bateman & Co	OXY Hoses & Restrictors, Fuel Meter, Air Duster & Toolbox Handyman	-779.46	1
EFT3142	17/07/2018	Two Dogs Home Hardware	Fluro Tubes & Fluro Starters	-41.34	1
EFT3143	17/07/2018	Carrabin Roadhouse (Rythdale P/L)	Meals Doctor Visit & Beverages	-230.00	1
EFT3144	17/07/2018	Tyreright Merredin	Puncture Repair of 17.5R25 Grader Tyre	-110.00	1
EFT3145	17/07/2018	Shire of Merredin	Contribution to Central Wheatbelt Visitor Centre FY 18/19	-2500.00	1
EFT3146	17/07/2018	Jason Signmakers	Street Signs Smith, Graham & Begley	-579.70	1
EFT3147	17/07/2018	Department Of Planning, Lands & Heritage	Lease Rent as per Agreement 1/7/18 to 31/12/18	-4675.00	1
EFT3148	17/07/2018	Adrian Burton & Co	VAST Decoder /Smart Card	-339.50	1
EFT3149	17/07/2018	Conplant Pty Ltd	Glass Window RH Top AP240 Multi Pac Roller	-338.05	1
EFT3150	17/07/2018	Workwear Group	Essential Pack Shauna	-230.04	1
EFT3151	17/07/2018	Chris Mitchell Earthworks & Landscaping Supplies	40meters of Marri Woodchips	-3400.00	1
EFT3152	17/07/2018	Merredin Auto Electrics & Air Conditioning	1x Delko W120 Battery	-313.50	1
EFT3153	17/07/2018	Yilgarn Plumbing & Gas	Walgoolan Standpipe Inspection & Repairs	-3359.62	1
EFT3154	17/07/2018	Wheatbelt Plumbing & Gas	Repairs to Dranage System	-148.50	1
3672	17/07/2018	Shire of Westonia	Trailer Licences	-296.65	1
3673	17/07/2018	TELSTRA CORPORATION LIMITED	Mobile Phone Account	-501.85	1
3674	17/07/2018	Wheatbelt Agcare	Contribution to Rural Family Councelling Service 2018/19	-550.00	1
BPAY	19/07/2018	Bankwest Corporate Mastercard	Being various CC purchases	-1214.80	1
B/S	19/07/2018	Shire of Westonia	Building Licence Fee, CTF Levy, Building Services Levy.	-313.95	1
247	19/07/2018	Construction Training Fund	Reconciliation 2 Levy Payments July 17 to June 18	-367.00	2
EFT3155	19/07/2018	BUILDING COMMISSION	Reconciliation 1 BSL payment June 2018	-63.50	2
3675	20/07/2018	Deputy Commissioner of Taxation	PAYG Liability adjustment extra tax YE June 2016	-1100.00	1

List of Accounts Due & Submitted to Council June 2018/19



Chq/EFT	Date	Name	Description	Amount	Bank
B/S	22/07/2018	WASUPER	Payroll deductions	-4418.97	1
B/S	22/07/2018	Colonial First State FirstChoice Wholsale Personal Super	Superannuation contributions	-150.32	1
B/S	22/07/2018	MLC Masterkey	Superannuation contributions	-197.19	1
B/S	22/07/2018	Australian Catholic Superannuation Retirement Fund	Superannuation contributions	-248.40	1
B/S	22/07/2018	Payroll	Payroll Liability 22.07.2018	-25729.68	1
B/S	22/07/2018	Social Club	Payroll Liability 22.07.2018	-60.00	1
B/S	23/07/2018	FEE - BANK FEES	BSL TRANSFER TO TRUST	-61.65	1
B/S	25/07/2018	FEE - BANK FEES	000356 - Bank error	-668.20	1
EFT3156	25/07/2018	Treasury Corporation	Loan Payment Coop Bus	-5419.60	1
EFT3157	25/07/2018	Australian Government Department of Human Services	Payroll deductions	-143.35	1
B/S	25/07/2018	2VNET	Monthly Maintenance Fee	-578.95	1
B/S	31/07/2018	FEE - BANK FEES	BANK FEES	-8.00	1
B/S	31/07/2018	TSPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-3774.45	1
				<u>- \$ 345,978.04</u>	

The above list of accounts has been paid under delegation, by the Chief Executive Officer, since the previous list of accounts. Municipal vouchers numbered from 3663 to 3674 & Trust 247, and D/Debits from EFT3112 to EFT3157 (inclusive of Department for Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$345,978.04 submitted to each member of the Council on Thursday 16 August 2018, have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.



CHIEF EXECUTIVE OFFICER

9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – JUNE 2018

Responsible Officer:	Jamie Criddle, CEO		
Author:	Kay Geier, Senior Finance Officer		
File Reference:	F1.3.3 Monthly Financial Statements		
Disclosure of Interest:	Nil		
Attachments:	Attachment 9.1.2 Monthly Statement of Financial Activity		
Signature:	Officer	CEO	
			

Purpose of the Report

- Executive Decision Legislative Requirement

Background

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

Comment

The Monthly Statement of Financial Activity for the period ending 31st July 2018 is attached for Councillor information, and consists of:

1. Summary of Bank Balances
2. Summary of Outstanding Debtors
3. Balance Sheet
4. Budget v Actuals Schedules

Statutory Environment

General Financial Management of Council
Council 2015/2016 Budget
Local Government (Financial Management) Regulation 34 1996
Local Government Act 1995 section 6.4

Policy Implications

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. Council policy is that the material variation be set at \$10,000 and 15%.

Strategic Implications

The Monthly Statement of Financial Activity is a record of Council's activities and financial performance during the reporting period.

Financial Implications

There is no direct financial implication in relation to this matter.

Voting Requirements

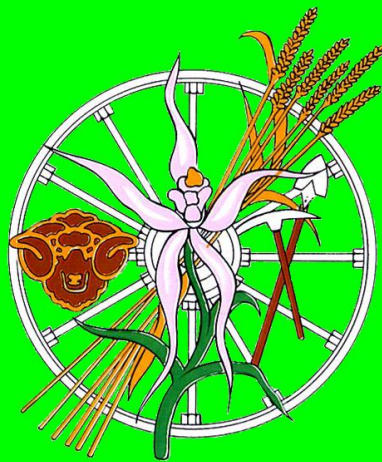
- Simple Majority Absolute Majority

OFFICER RECOMMENDATIONS

That Council adopt the Monthly Financial Report for the period ending 31st July 2018 and note any material variances greater than \$10,000 or 15%.

Attachment 9.1.2

Shire of Westonia



Monthly Statement of Financial Activity

for period ending
31st July 2018

SHIRE OF WESTONIA
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 July 2018

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 1 Significant Accounting Policies	7 - 10
Note 2 Explanation of Material Variances	11
Note 3 Net Current Funding Position	12
Note 4 Cash and Investments	13
Note 5 Budget Amendments	14
Note 6 Receivables	15
Note 7 Cash Backed Reserves	16
Note 8 Capital Disposals	17
Note 9 Rating Information	18
Note 10 Information on Borrowings	19
Note 11 Grants and Contributions	20
Note 12 Trust	21
Note 13 Details of Capital Acquisitions	22 - 26

**Shire of Westonia
Information Summary
For the Period Ended 31 July 2018**

Key Information

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*,

Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3.

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 July 2018 of \$2,028,327.

Items of Significance

The material variance adopted by the Shire of Westonia for the 2018/19 year is \$10,000 or 15% whichever is the

Capital Expenditure

Infrastructure - Roads ▲ \$ 85,800 Construction jobs commencing,

Capital Revenue

Grants, Subsidies and Contributions ▼ (\$47,936) 1/12th timing - Road Grants
Proceeds from Disposal of Assets ▲ \$240,909 journals required

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
Buildings	0%	-\$ 85,373	\$ 5,850	\$ -
Furniture & Office Equip.	0%	-\$ 17,000	\$ 1,416	\$ -
Plant, Equip. & Vehicles	0%	-\$ 245,000	\$ 20,416	\$ -
Transport	0%	-\$ 1,054,650	\$ 85,800	\$ -
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	0%	\$ 772,616	\$ 515,077	\$ 291
Non-operating Grants, Subsidies and Contributions	0%	\$ 573,388	\$ 475,243	\$ -
	0%	\$ 1,346,004	\$ 990,320	\$ 291
Rates Levied	106%	\$ 941,290	\$ 78,440	\$ 993,097

% Compares current ytd actuals to annual budget

Financial Position		This Time Last	
		Year 31 Jul 2017	Current 31 Jul 2018
Adjusted Net Current Assets	291%	\$ 748,008	\$ 2,177,594
Cash and Equivalent - Unrestricted	139%	\$ 801,953	\$ 1,113,995
Cash and Equivalent - Restricted	100%	\$ 617,534	\$ 615,083
Receivables - Rates	7873%	\$ 12,682	\$ 998,512
Receivables - Other	93%	\$ 27,376	\$ 25,374
Payables	89%	\$ 26,480	\$ 23,641

% Compares current ytd actuals to prior year actuals at the same time

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of

Preparation

Prepared by: Kay Geier

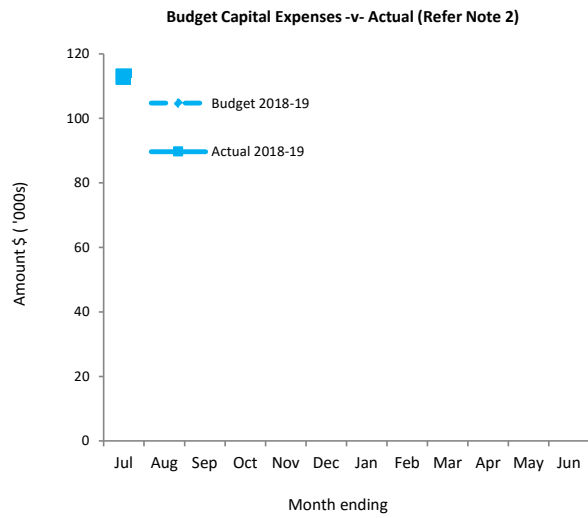
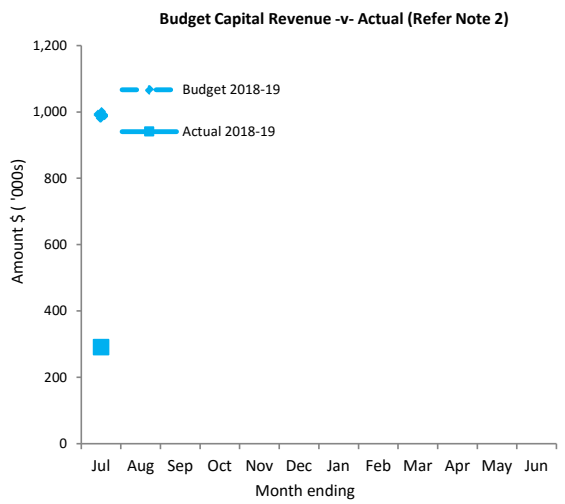
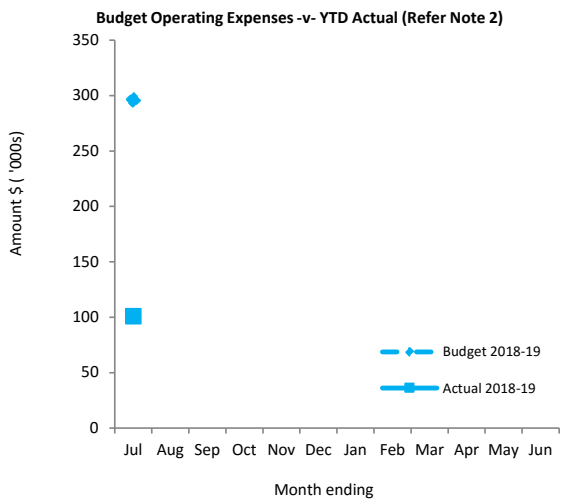
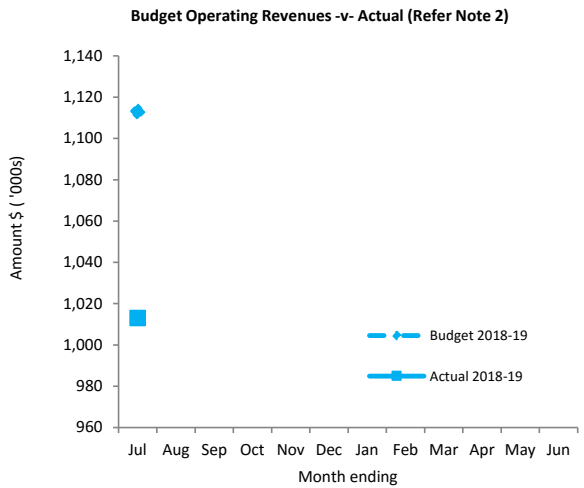
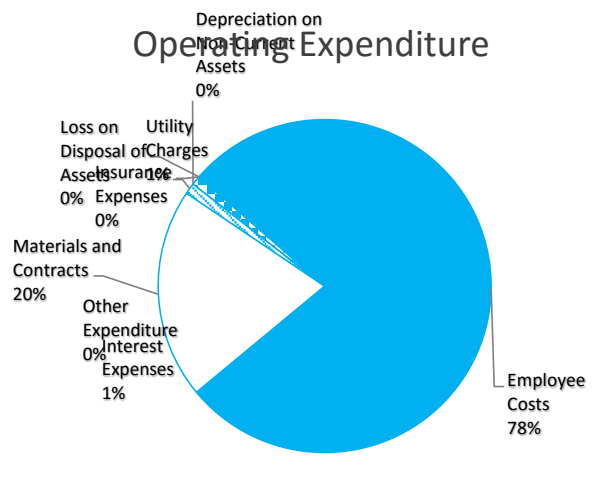
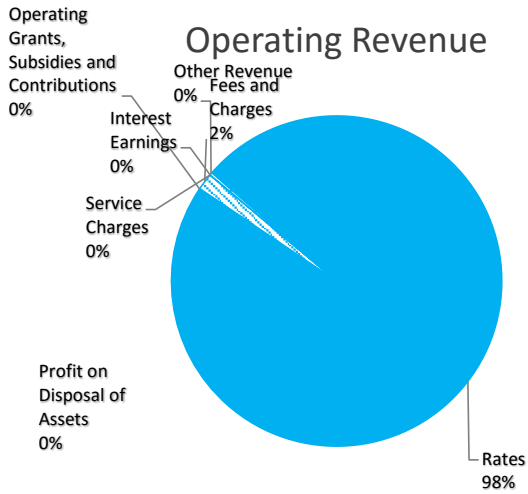


Reviewed by: Jamie Criddle



Date prepared:

**Shire of Westonia
Information Summary
For the Period Ended 31 July 2018**



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF WESTONIA
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 July 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	880,062	880,062	880,062	0	0%	
Revenue from operating activities							
Governance		2,150	95	562	467	492%	
General Purpose Funding - Rates	9	941,292	78,440	993,097	914,657	1166%	
General Purpose Funding - Other		542,455	50,635	191	(50,444)	(100%)	▼
Law, Order and Public Safety		43,400	3,615	0	(3,615)	(100%)	▼
Health		2,000	166	200	34	20%	
Education and Welfare		500	166	945	779	469%	
Housing		171,180	14,345	4,542	(9,803)	(68%)	▼
Community Amenities		9,900	857	8,250	7,393	863%	▲
Recreation and Culture		61,800	5,146	136	(5,010)	(97%)	▼
Transport		68,000	5,666	0	(5,666)	(100%)	▼
Economic Services		53,508	8,508	3,703	(4,805)	(56%)	
Other Property and Services		63,500	4,914	1,791	(3,123)	(64%)	
		1,959,685	172,553	1,013,417			
Expenditure from operating activities							
Governance		(302,393)	(25,788)	(186)	25,602	99%	▲
General Purpose Funding		(40,236)	(3,497)	(866)	2,631	75%	▲
Law, Order and Public Safety		(57,728)	(5,214)	(287)	4,927	94%	▲
Health		(33,508)	(2,820)	(302)	2,518	89%	▲
Education and Welfare		(35,939)	(3,606)	(687)	2,919	81%	▲
Housing		(158,306)	(14,341)	(444)	13,897	97%	▲
Community Amenities		(95,493)	(10,680)	(1,926)	8,754	82%	▲
Recreation and Culture		(676,749)	(61,906)	(13,318)	48,588	78%	▲
Transport		(1,795,730)	(152,581)	(79,940)	72,641	48%	▲
Economic Services		(326,319)	(27,669)	(14,019)	13,650	49%	▲
Other Property and Services		(5,100)	11,900	10,430	(1,470)	12%	▲
		(3,527,501)	(296,202)	(101,545)			
Operating activities excluded from budget							
Add back Depreciation		1,850,140	159,396	0	(159,396)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	0	0	0	0		
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		282,324	35,747	911,872			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	871,979	47,936	0	(47,936)	(100%)	▼
Proceeds from Disposal of Assets	8	0	0	240,909	240,909		▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(85,373)	(5,850)	0	5,850	100%	▲
Infrastructure Assets - Roads	13	(1,054,650)	(85,800)	0	85,800	100%	▲
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(245,000)	(20,416)	0	20,416	100%	▲
Furniture and Equipment	13	(17,000)	(1,416)	0	1,416	100%	▲
Amount attributable to investing activities		(530,044)	(65,546)	240,909			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	(250,000)	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(70,373)	(70,373)	(4,516)	65,857	94%	▲
Transfer to Reserves	7	(264,800)	(264,800)	0	264,800	100%	▲
Amount attributable to financing activities		(585,173)	(335,173)	(4,516)			
Closing Funding Surplus(Deficit)	3	47,169	515,090	2,028,327			

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 WESTONIA
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 July 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	880,062	880,062	880,062	0	0%	
Revenue from operating activities							
Rates	9	941,290	78,440	993,097	914,657	1166%	▲
Operating Grants, Subsidies and Contributions	11	726,677	67,089	750	(66,339)	(99%)	▼
Fees and Charges		260,850	21,721	16,646	(5,075)	(23%)	▼
Service Charges		0	0	0	0		
Interest Earnings		21,600	1,798	191	(1,607)	(89%)	
Other Revenue		42,117	3,505	2,733	(772)	(22%)	
Profit on Disposal of Assets	8	0	0	0			
		1,992,534	172,553	1,013,417			
Expenditure from operating activities							
Employee Costs		(910,675)	(76,506)	(78,799)	(2,293)	(3%)	
Materials and Contracts		(455,206)	(35,558)	(20,744)	14,814	42%	▲
Utility Charges		(142,300)	(13,007)	(1,098)	11,909	92%	▲
Depreciation on Non-Current Assets		(1,850,140)	(159,396)	0	159,396	100%	▲
Interest Expenses		(14,307)	(725)	(903)	(178)	(25%)	
Insurance Expenses		(105,000)	(6,856)	0	6,856	100%	▲
Other Expenditure		(49,873)	(4,154)	0	4,154	100%	▲
Loss on Disposal of Assets	8	0	0	0			
		(3,527,501)	(296,202)	(101,544)			
Operating activities excluded from budget							
Add back Depreciation		1,850,140	159,396	0	(159,396)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	0	0	0	0		
Adjust Provisions and Accruals			0	0	0		
Amount attributable to operating activities		315,173	35,747	911,873			
Investing activities							
Non-operating Grants, Subsidies and Contributions	11	871,979	47,936	0	(47,936)	(100%)	▼
Proceeds from Disposal of Assets	8	0		240,909	240,909		▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(85,373)	(5,850)	0	5,850	100%	▲
Infrastructure Assets - Roads	13	(1,054,650)	(85,800)	0	85,800	100%	▲
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(245,000)	(20,416)	0	20,416	100%	▲
Furniture and Equipment	13	(17,000)	(1,416)	0	1,416	100%	▲
Amount attributable to investing activities		(530,044)	(65,546)	240,909			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	(250,000)	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(70,373)	(70,373)	(4,516)	65,857	94%	▲
Transfer to Reserves	7	(264,800)	(264,800)	0	264,800	100%	▲
Amount attributable to financing activities		(585,173)	(335,173)	(4,516)			
Closing Funding Surplus (Deficit)	3	80,018	515,090	2,028,328	1,513,238	294%	▲

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.

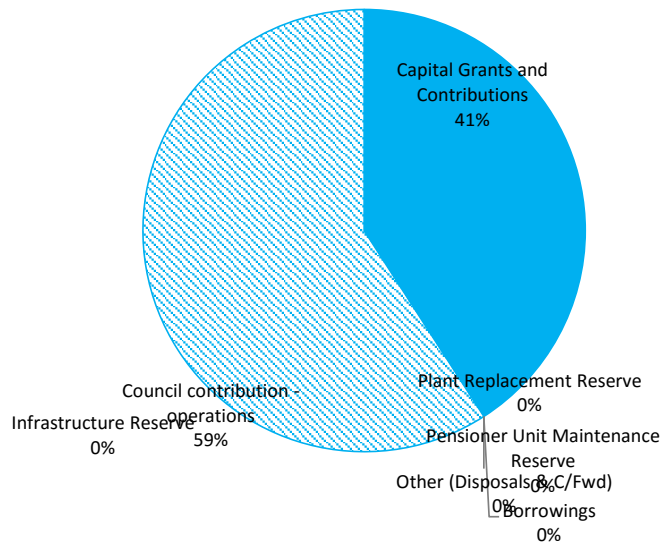
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF WESTONIA
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 July 2018

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 and Buildings	13	0	0	(5,850)	85,373	0	5,850
Infrastructure Assets - Roads	13	0	0	(85,800)	1,054,650	0	85,800
Infrastructure Assets - Footpaths	13	0	0	0	0	0	0
Plant and Equipment	13	0	0	(20,416)	245,000	0	20,416
Furniture and Equipment	13	0	0	(1,416)	17,000	0	1,416
Capital Expenditure Totals		0	0	(113,482)	1,402,023	0	113,482
Capital acquisitions funded by:							
Capital Grants and Contributions				475,243	573,366	0	
Borrowings				0	0	0	
Other (Disposals & C/Fwd)				0	0	240,909	
Council contribution - Cash Backed Reserves							
Infrastructure Reserve				0	0	0	
Pensioner Unit Maintenance Reserve				0	0	0	
Plant Replacement Reserve				0	0	0	
Council contribution - operations				(588,725)	828,657	(240,909)	
Capital Funding Total				(113,482)	1,402,023	0	

Budgeted Capital Acquisitions Funding



SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

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.

(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.

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

Note 1: Significant Accounting Policies

(j) Depreciation of Non-Current Assets

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

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

Asset	Years
Buildings	0 to 20 years
Furniture and Equipment	0 to 10 years
Plant and Equipment	0 to 10 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
bituminous seals	20 years
construction/road base	50 years
Gravel Roads	
formation	not depreciated
construction/road base	50 years
gravel sheet	12 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years

(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.

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.

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

Note 1: Significant Accounting Policies

(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

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

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.

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.

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

Note 1: Significant Accounting Policies

(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.

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 WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

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 2017/18 year is \$10,000 or 15% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	467	492%		Timing	N/a
Housing	(9,803)	(68%)	▼	Timing	Rents over due to timing, see general comments
Community Amenities	7,393	863%	▲	Timing	see general comments
Recreation and Culture	(5,010)	(97%)	▼	Timing	S/Pool subsidy Received - yet to be sent to reserve
Transport	(5,666)	(100%)	▼	Timing	1/12th timing Grant Income recoups done in advance
Economic Services	(4,805)	(56%)		Timing	increase in Caravan Pk charges, received grant for school
Other Property and Services	(3,123)	(64%)		Timing	Increased Diesel Fuel rebate, incorrectly calc 15/16 Increased Private Works
Operating Expense					
General Purpose Funding	2,631	75%	▲	Timing	Depn, valuations at end of year, see general comments
Law, Order and Public Safety	4,927	94%	▲	Timing	underspend in bushfire to date, see general comments
Health	2,518	89%	▲	Timing	No exp to EHO, see general comments
Housing	13,897	97%	▲	Timing	Underspend staff housing, timing, see general comments
Community Amenities	8,754	82%	▲	Timing	No Seniors activities yet, underspend @ school
Recreation and Culture	48,588	78%	▲	Timing	Underspend complex, oval, parks, WPA payment required, See General comments
Transport	72,641	48%	▲	Timing	Underspend on roadworks , Blackspot not commenced, timing, see general Comments
Economic Services	13,650	49%	▲	Timing	Underspend NRM, see general comments
Other Property and Services	(1,470)	12%	▲	Timing	timing - Oheads, POC , Admin Alloc over Allocated, Insurance in advance, Parts - Iveco, see general comments
Capital Revenues					
Grants, Subsidies and Contributions	(47,936)	(100%)	▼	Timing	1/12th timing - Road Grants require recouping
Proceeds from Disposal of Assets	240,909		▲	Permanent	journals required
Capital Expenses					
Land and Buildings	5,850	100%	▲	Timing	Projects Not started, CEACA Exp not required yet
Infrastructure - Roads	85,800	100%	▲	Timing	Construction jobs commencing, Will catch up
Infrastructure - Public Facilities	0			Timing	N/a
Infrastructure - Footpaths	0			Timing	N/a
Infrastructure - Drainage	0			Timing	N/a
Heritage Assets	0			Timing	N/a
Plant and Equipment	20,416	100%	▲	Timing	Plant not Purchased yet
Furniture and Equipment	1,416	100%	▲	Timing	F & E not purchased yet
Financing					
Loan Principal	65,857	94%	▲	Timing	Loan payment effected in subsequent month
General Comments					ABC allocation not done for Sept,Oct, Nov Depreciation not applied for 16/17 due to EOY sorting O'heads, POC rates need adjusting - over allocated

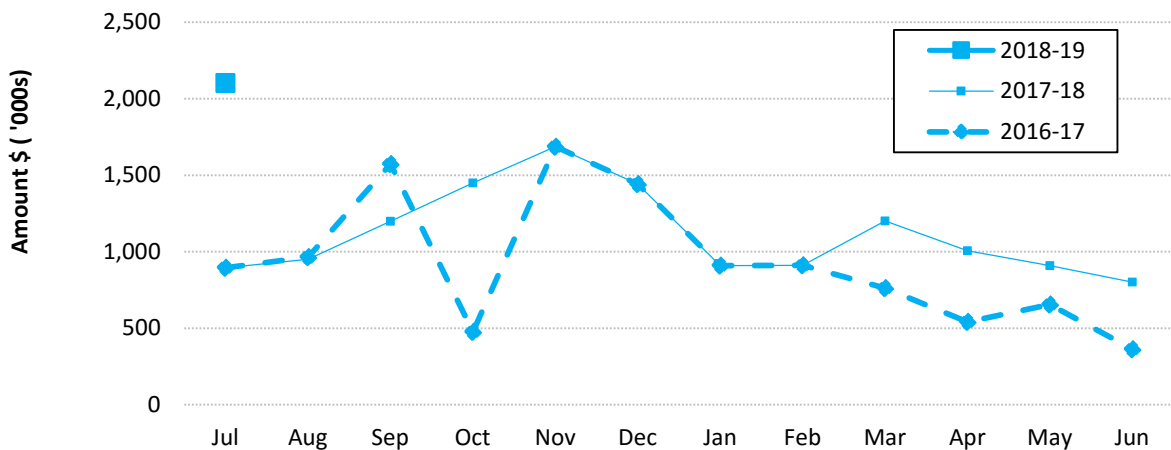
SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Note	Last Years Closing 30 June 2017	This Time Last Year 31 Jul 2017	Current 31 Jul 2018
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	879,387	801,953	1,113,995
Cash Restricted - Conditions over Grants	11	0	0	0
Cash Restricted	4	617,534	617,534	615,083
Receivables - Rates	6	13,241	12,682	998,512
Receivables - Other	6	95,217	27,376	25,374
Interest / ATO Receivable/Trust		(1,172)	(1,598)	0
Inventories		7,964	7,964	139,424
		1,612,171	1,465,911	2,892,388
Less: Current Liabilities				
Payables		(26,480)	(9,823)	(23,641)
Provisions		(90,546)	(90,546)	(76,070)
		(117,026)	(100,369)	(99,711)
Less: Cash Reserves	7	(615,083)	(617,534)	(615,083)
Net Current Funding Position		880,062	748,008	2,177,594

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	1,113,995			1,113,995	BankWest	0.10%	At Call
Trust Bank Account			73,607	73,607	Westpac	0.10%	At Call
Cash On Hand				0	N/A	Nil	On Hand
(b) Term Deposits							
Municipal Gold		615,083		615,083	CBA	3.00%	23-Jun-18
Total	1,113,995	615,083	73,607	1,802,685			

Corporate MasterCard

Transaction Summary	Total Amount	Institution	Interest Rate	Reporting Period End Date
	\$			
Card # **** *270				
Criddle, Jameon C		Bankwest	17.99%	31-Jul-18
Uniform Clothing	445.25			
Reimbursement Myer	- 33.00			
Activ8inet Housing & Office	469.50			
Recharge ipad Caravan Park	140.00			
Facility Fee	35.00			
Card # **** *693				
Price, Arthur W		Bankwest	17.99%	31-Jul-18
Motor Vehicle instpection Heavy initial	158.05			
	1,214.80			

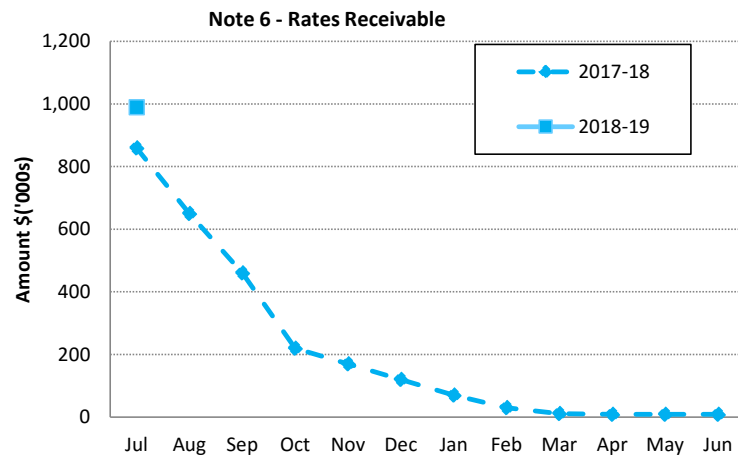
SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

Note 6: Receivables

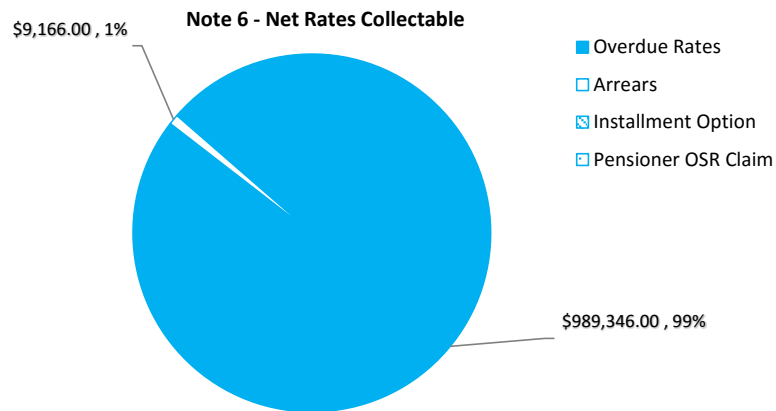
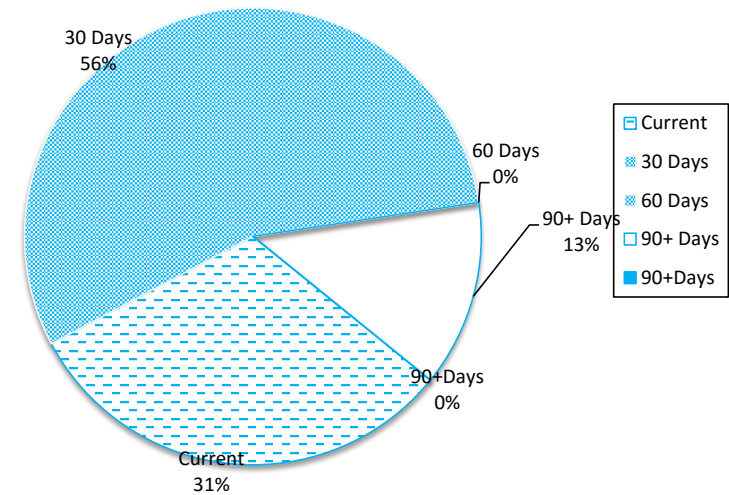
Receivables - Rates Receivable	31 Jul 2018	30 June 2017
	\$	\$
Opening Arrears Previous Years	9,166	12,031
Levied this year	998,882	892,294
Less Collections to date	(9,536)	(895,159)
Equals Current Outstanding	998,512	9,166
Net Rates Collectable	998,512	9,166
% Collected	0.95%	98.99%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	7,962	14,060	0	3,351	0
Balance per Trial Balance					
Sundry Debtors					25,374
Receivables - Other					
Total Receivables General Outstanding					25,374

Amounts shown above include GST (where applicable)



Note 6 - Accounts Receivable (non-rates)

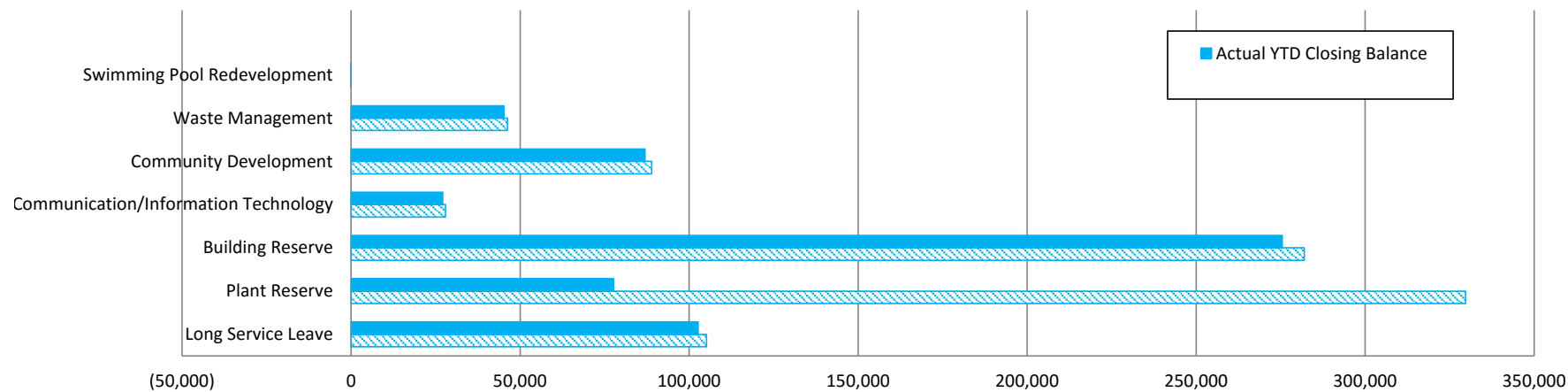


SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

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
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave	102,642	2,500	0	0	0	0	0	105,142	102,642
Plant Reserve	77,664	2,000	0	250,000	0	0	0	329,664	77,664
Building Reserve	275,460	6,500	0	0	0	0	0	281,960	275,460
Communication/Information Technology	27,109	800	0	0	0	0	0	27,909	27,109
Community Development	86,970	2,000	0	0	0	0	0	88,970	86,970
Waste Management	45,244	1,000	0	0	0	0	0	46,244	45,244
Swimming Pool Redevelopment	(6)	0	0	0	0	0	0	(6)	(6)
	615,083	14,800	0	250,000	0	0	0	879,883	615,083

Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

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)
		\$	\$	\$	\$	\$	\$	\$	\$
	Transport								
A486	Work Supervisors Vehicle	50,550	49,091		(1,459)				
A471	Work Supervisors Vehicle	50,550	49,091		(1,459)				
	Other Property & Services								
A476	Toyota Landcruiser GXL	67,040	71,364	4,324					
	Toyota Landcruiser GXL	67,040	71,364	4,324					
		235,180	240,909	8,647	(2,918)	0	0	0	0

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

Note 9: Rating Information

RATE TYPE	Rate in	Number of Properties	Rateable Value	YTD Actual			Amended Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	6.864100	49	626,819	43,025	0	0	43,026	43,027	0	0	43,028
GRV - Mining	19.519400	2	1,305,800	254,884	0	0	254,884	254,884	0	0	254,884
UV	1.467700	131	42,435,000	622,818	0	0	622,818	622,818	0	0	622,818
UV- Mining	1.467700	6	147,324	2,162	0	0	2,162	2,162	0	0	2,162
Sub-Totals		188	44,514,943	922,891	0	0	922,892	922,893	0	0	922,894
Minimum Payment	\$										
GRV	355.00	16	23,202	5,680	0	0	5,680	5,680	0	0	5,680
UV	355.00	18	211,700	6,390	0	0	6,390	6,390	0	0	6,390
UV - Mining	200.00	9	40,562	1,800	0	0	1,800	1,800	0	0	1,800
Sub-Totals		43	275,464	13,870	0	0	13,870	13,870	0	0	13,870
		231	44,790,407	936,761	0	0	936,762	936,763	0	0	936,764
Concession							0				0
Amount from General Rates							936,762				936,764
Ex-Gratia Rates							4,530				4,530
Specified Area Rates											
Totals							941,292				941,294

Comments - Rating Information

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2018	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
Loan 5 - Lifestyle Village	126,338		\$ 0	\$ 61,201	\$ 126,338	\$	\$ 0	\$ 7,044
Loan 6 - School Bus *	29,277		4,516	9,172	29,277		903	1,667
	29,277	0	4,516	70,373	155,615	0	903	8,711

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

Note 11: Grants and Contributions

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating	Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue	(Expended) (c)	Unspent Grant (a)+(b)+(c)
			\$	\$		\$				\$	\$	\$
General Purpose Funding												
	WALGGC	Operating	0	355,644	0	237,096	355,644		355,644	0	0	0
	WALGGC	Operating	0	228,472	0	152,315	228,472		228,472	0	0	0
Law, Order and Public Safety												
	Dept. of Fire & Emergency Serv.	Operating	0	25,000	0	16,667	25,000		25,000	0	0	0
	Evolution Mining	Operating	0	13,500	0	9,000	13,500		13,500	0	0	0
Recreation and Culture												
	Contributions/Rembursements	Operating	0	2,000	0	1,333	2,000		2,000	291	0	0
Transport												
	Main Roads WA	Operating	0	68,000	0	45,333	68,000		68,000	0	0	0
	Main Roads WA	Non-operating	0	0	300,000	200,000	300,000		300,000	0	0	0
	Roads to Recovery	Non-operating	0	0	275,243	275,243	275,243		275,243	0	0	0
Economic Services												
	Evolution Mining	Operating	0	20,000	0	13,333	20,000		20,000	0	0	0
	Evolution Mining	Operating	0	40,000	0	26,667	40,000		40,000	0	0	0
	NRM	Operating	0	20,000	0	13,333	20,000		20,000	0	0	0
TOTALS			0	772,616	575,243	990,320	1,347,859	0	1,347,859	291	0	0
SUMMARY												
	Operating Grants, Subsidies and Contributions		0	772,616	0	515,077	772,616	0	772,616	291	0	0
	Operating - Tied		0	0	0	0	0	0	0	0	0	0
	Non-operating Grants, Subsidies and Contributions		0	0	573,388	475,243	573,366	0	573,366	0	0	0
TOTALS			0	772,616	573,388	990,320	1,345,982	0	1,345,982	291	0	0

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018









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 2018	Amount Received	Amount Paid	Closing Balance 31 Jul 2018
	\$	\$	\$	\$
Police Licensing	-4,323	17,484	-18,070	(4,909)
BCITF Training Levy - Now CTF Levy	1,319	0	0	1,319
BRB Building Levy - Now BSL Levy	633	62	0	695
Nomination Deposits	0	0	0	0
Bonds	1,820	0	0	1,820
George Rd Water Extensions	20,545	0	0	20,545
St John's Westonia	2,047	0	0	2,047
Westonia Sports Council	122	0	0	122
Westonia Progress Association	3,135	0	0	3,135
Accommodation Units	2,900	0	0	2,900
WEIRA - Booderockin Water Scheme	646	0	0	646
Warralakin Hall	1,700	0	0	1,700
Social Club	2,772	120	0	2,892
Walgoolan History Group	12,065	0	0	12,065
Community Project	1,000	0	0	1,000
Rural Youth	4,636	0	0	4,636
Westonia P & C	909	0	0	909
LGMA - Receipts	5,382	0	0	5,382
Donations J Townrow	3	70	0	73
Rates Incentive Prize	1,300	0	0	1,300
Rent Pre Payment	835	0	0	835
Westonia Historical Society	7,792	0	0	7,792
Cemetry Committee	10,509	0	0	10,509
	77,747	17,736	(18,070)	77,412














SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 <i>Level of completion indicator, please see table at the end of this note for further detail.</i>								
Buildings								
Housing								
 Solar	09232	0	0	0	(9,000)	750	(750)	
 Principal Loan #5	16114	0	0	0	(61,201)	5,100	(5,100)	
Housing Total		0	0	0	(70,201)	5,850	(5,850)	
Economic Services								
 Old Club Hotel Museum	13216	0	0	0	(6,000)	0	0	
 Principal Loan #6	13609	0	0	0	(9,172)	0	0	
Economic Total		0	0	0	(15,172)	0	0	
Buildings Total		0	0	0	(85,373)	5,850	(5,850)	
Furniture & Office Equip.								
Governance								
 School Building	08203	0	0	0	(7,000)	583	(583)	
 Reserves Infrastructure	11603	0	0	0	(10,000)	833	(833)	
Governance Total		0	0	0	(17,000)	1,416	(1,416)	
Furniture & Office Equip. Total		0	0	0	(17,000)	1,416	(1,416)	
Plant , Equip. & Vehicles								
Governance								
 CEO Vehicle Replacement	14520	0	0	0	(137,000)	11,416	(11,416)	
Governance Total		0	0	0	(137,000)	11,416	(11,416)	







SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

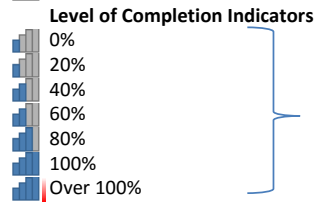
Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment	
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance		
		\$	\$	\$	\$	\$	\$		
Plant , Equip. & Vehicles Cont.									
Transport									
	Works Supervisor Vehicle Replacement	14213	0	0	0	(108,000)	9,000	(9,000)	
	Transport Total		0	0	0	(108,000)	9,000	(9,000)	
	Plant , Equip. & Vehicles Total		0	0	0	(245,000)	20,416	(20,416)	
Roads (Council Funded)									
Transport									
	4 Mile Gate Rd Floodway - CAPITAL	C0019	0	0	0	(51,000)	4,250	(4,250)	
	Goldfields Road Floodway - CAPITAL	C0008	0	0	0	(67,000)	5,583	(5,583)	
	Warrachuppin Road - CAPITAL	C0005	0	0	0	(59,000)	4,916	(4,916)	
	Della Bosca Road - CAPITAL	C0080	0	0	0	(38,000)	3,166	(3,166)	
	Warrachuppin Road Polycom - CAPITAL	C0005E	0	0	0	(27,000)	2,250	(2,250)	
	Warrachuppin Road Polycom - CAPITAL	DRAIN	0	0	0	(25,000)	0	0	
	Boodarockin North Road - CAPITAL	C0032	0	0	0	(57,000)	4,750	(4,750)	
	Transport Total		0	0	0	(324,000)	24,915	(24,915)	
	Roads (Council Funded) Total		0	0	0	(324,000)	24,915	(24,915)	
Roads (MRWA)									
Transport									
	Korrda-Southern Cross Rd (M40) Reconstruction	RRG91C	0	0	0	(276,150)	23,012	(23,012)	
	Korrda-Southern Cross Rd (M40) Reseals	RRG91R	0	0	0	(175,000)	14,583	(14,583)	
	Transport Total		0	0	0	(451,150)	37,595	(37,595)	
	Roads (MRWA) Total		0	0	0	(451,150)	37,595	(37,595)	

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018



Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Town (R2R)								
Transport								
 Boodarockin Rd - R2R	R2R07	0	0	0	(78,000)	6,500	(6,500)	
 Daddow Road -R2R	R2R12	0	0	0	(55,000)	4,583	(4,583)	
 Morrison Rd - R2R	R2R50	0	0	0	(47,000)	3,916	(3,916)	
 Echo Valley Road - R2R	R2R15	0	0	0	(81,000)	6,750	(6,750)	
 Rabbit Proof Fence Rd - R2R	R2R25	0	0	0	(18,500)	1,541	(1,541)	
Transport Total		0	0	0	(279,500)	23,290	(23,290)	
 Town (R2R) Total		0	0	0	(279,500)	23,290	(23,290)	
Capital Expenditure Total		0	0	0	(1,402,023)	113,482	(113,482)	



Percentage YTD Actual to Annual Budget
 Expenditure over budget highlighted in red.

9.1.3 GST RECONCILIATION REPORT – JUNE 2018

Responsible Officer:	Jamie Criddle, CEO
Author:	Kay Geier, Senior Finance Officer
File Reference:	F1.4.4 Audit Report
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.3 GST Report
Signature:	Officer  CEO 

Purpose of the Report

- Executive Decision Legislative Requirement

Background

The Reconciled Balance of the GST Ledger to the General Ledger as reported as at 31st July 2018 is provided to Council on a monthly basis as a means of keeping Council informed of its current GST liability.

Comment

The GST Reconciliation Report is attached for Councillor consideration.

Statutory Environment

Nil

Policy Implications

Council does not have a policy in regards to Goods and Services Tax.

Strategic Implications

Nil

Financial Implications

The GST reconciliation is presented to Council as a means of indicating Council's current GST liability, which has an impact on Council's cash-flow.

Voting Requirements

- Simple Majority Absolute Majority

OFFICER RECOMMENDATIONS

That the GST Reconciliation totaling \$18,792.00 for the period ending 31st July 2018 be adopted.

Attachment 9.1.3

Shire of Westonia



GST Reconciliation Report

for period ending
31st July 2018

**SHIRE OF WESTONIA
BAS EXTRACT - 30 JUNE 2019**



ABN:	87 507 505 958
Business Activity Statement:	Jun-19
Period/Year end:	2018/2019

Name	Kay Geier
Position	Senior Finance Officer
Date	13/08/2018


Month	GST			Fuel Tax Credit <i>*1144040.170</i>	PAYG <i>*1406010</i>	FBT Instalment <i>*1142210 & 1145090</i>	Nett Payment /(Refund)
	A On Sales (collected) <i>*1405000</i>	B On Purchases (paid) <i>*1304000</i>	C Nett GST Payable / (Receivable)				
Jul-18	6,189.00	3,115.00	3,074.00	0.00	15,718.00	0.00	18,792.00
Aug-18			0.00			0.00	0.00
Sep-18			0.00				0.00
Oct-18			0.00			0.00	0.00
Nov-18			0.00			0.00	0.00
Dec-18			0.00				0.00
Jan-19			0.00			0.00	0.00
Feb-19			0.00			0.00	0.00
Mar-19			0.00				0.00
Apr-19			0.00			0.00	0.00
May-19			0.00			0.00	0.00
Jun-19			0.00				0.00
Total	6,189.00	3,115.00	3,074.00	0.00	15,718.00	0.00	18,792.00

A - B = C (Net GST)

C + D + E + F = G (Nett (Refund/Payment))

9.1.4 EDNA MAY OPERATIONS – SEA CONTAINER

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:		
Disclosure of Interest:	Nil	
Attachments:	Attachment	
Signature:	Officer	CEO



Purpose of the Report

Executive Decision

Legislative Requirement

Background

Representatives from the Edna May Operations (Ramelius) involved with the Edna May Village (Camp) have requested to locate a shipping container within the grounds of the Edna May Village Carpark (as shown below in blue).

The container is roughly 6 metres in size and would be required for the Life of Mine. As yet the container has not been purchased but if you would like any further details on it or photos these can be sent through once the container has been secured.



Comment

As they do not have a shed area, the currently have no access to store additional items and would see this temporary option as the best option available to them at this time.

Management has advised that as per our current policy that the following and other conditions must be met:

(b) Container is to be painted and in good condition prior to location upon any property. Photographs of the container shall be submitted with application.

(c) Container shall be suitably screened and/or fenced from the road frontage and be situated at the rear of the property unless otherwise determined by Council.

A container will not be permitted within the front setback area.

(d) Container(s) must satisfy the setback requirements according to the Building Code of Australia classification.

(e) Container(s) are not to be located over septic tanks and/or leach drains or utilities.

(f) Sea containers are to be used for purpose of storage only (not ancillary accommodation). Strictly no storage of goods to be located on the roof of the sea container.

(g) Sea containers are to be painted and/or reclad to match building and suitably screened from public view.



Statutory Environment

Nil



Policy Implications

SHIRE OF WESTONIA

SHIPPING AND/OR SEA CONTAINER POLICY

OBJECTIVES

1. To ensure adequate amenity/streetscape provisions and protection when the installation and use of shipping and/or sea container(s) are approved.
2. To apply development controls through guidelines for the installation of container(s).
3. To provide guidelines for the approval of shipping and/or sea container(s) where applications comply with the provisions and/or intent of this policy.
4. This policy is to apply retrospectively to containers that have already been put in place.
5. Should the conditions of this policy not be met, Council will require their removal from site.

GENERAL CONDITIONS & REQUIREMENTS

(a) A Development/Planning application will be required to be submitted for assessment and approval is to be obtained prior to locating a shipping/sea container on-site or changing the use of a shipping/sea container.

(b) This policy is based on shipping and/or sea containers up to 12.5 metres (Commercial/Industrial), 6.5 metres (Residential) within the Westonia Townsite.

(c) Container shall be wholly located within the boundaries of any property the subject of an application for approval.

(d) A Building Licence is also required prior to the placement of a shipping/sea container on-site.

(e) Container shall be maintained in good and orderly condition to the satisfaction of Council.

(f) Temporary use of a sea container on building sites as an office or storage unit is permissible, subject to application to and approval of Council. Approval extends for the period of construction of the building only, and the sea container shall be removed within 14 days of completion of the building. As a component of the application, suitable safety mechanisms must be in place to allow emergency exit from the container, to the satisfaction of Council.

RESIDENTIAL ZONE CONDITIONS & REQUIREMENTS

(a) A maximum of one (1) sea container (6.5m or less) will be considered per lot in the residential zone.

- (b) Container is to be in good condition prior to location upon any property. Photographs of the container shall be submitted with application.
- (c) Container shall be suitably screened and/or fenced from the road frontage and be situated at the rear of the property unless otherwise determined by Council. A container will not be permitted within the front setback area.
- (d) Container must satisfy the setback requirements according to the Building Code of Australia classification.
- (e) Container is not to be located over septic tanks and/or leach drains or utilities.
- (f) Sea container is to be used for purpose of storage only (not ancillary accommodation). Strictly no storage of goods to be located on the roof of the sea container.
- (g) Sea container is to be painted and/or reclad to match residence and suitably screened from public view.
- (h) Additional works or measures other than those already mentioned to properly address any amenity issues arising from the location of a sea container may be required by Council.

COMMERCIAL AND INDUSTRIAL CONDITIONS & REQUIREMENTS

- (a) A maximum of one (1) sea container (12.5m or less) will be considered per lot in the commercial/industrial zone.
- (b) Container is to be painted and in good condition prior to location upon any property. Photographs of the container shall be submitted with application.
- (c) Container shall be suitably screened and/or fenced from the road frontage and be situated at the rear of the property unless otherwise determined by Council.
A container will not be permitted within the front setback area.
- (d) Container(s) must satisfy the setback requirements according to the Building Code of Australia classification.
- (e) Container(s) are not to be located over septic tanks and/or leach drains or utilities.
- (f) Sea containers are to be used for purpose of storage only (not ancillary accommodation). Strictly no storage of goods to be located on the roof of the sea container.
- (g) Sea containers are to be painted and/or reclad to match building and suitably screened from public view.
- (h) Additional works or measures other than those already mentioned to properly address any amenity issues arising from the location of a sea container may be required by Council.



Strategic Implications

Nil



Financial Implications

Nil



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council approve the installation of a sea container no bigger than 6.5 meters at the rear carpark of the Edna May Village on the proviso that it meets to conditions outlined in the Shire Policy pertaining to Sea Containers.

Attachment 9.1.4

Shire of Westonia



EDNA MAY OPERATIONS SEA CONTAINER

Jamie Criddle

From: Reception <Reception@rameliusresources.com.au>
Sent: Thursday, 26 July 2018 9:20 AM
To: Jamie Criddle
Subject: Request for Approval - Container for Storage

Good Morning Jamie,

Thank you for your time yesterday on the phone.

As discussed we would like to locate a shipping container within the grounds of the Edna May Village Carpark (as shown below in blue).



I have been advised that the container is roughly 6 metres in size and would be required for the Life of Mine. As yet the container has not been purchased but if you would like any further details on it or photos these can be sent through once the container has been secured.

Should there be any further information required to assist with this request please do not hesitate to give me a call.

Kind Regards,
Tuesdi

Tuesdi Graham

Ramelius Resources Ltd

Level 1, 130 Royal Street, East Perth, WA 6004

PO Box 6070 East Perth 6892

+61 8 9202 1127

reception@rameliusresources.com.au



SHIRE OF WESTONIA

SHIPPING AND/OR SEA CONTAINER POLICY

OBJECTIVES

1. To ensure adequate amenity/streetscape provisions and protection when the installation and use of shipping and/or sea container(s) are approved.
2. To apply development controls through guidelines for the installation of container(s).
3. To provide guidelines for the approval of shipping and/or sea container(s) where applications comply with the provisions and/or intent of this policy.
4. This policy is to apply retrospectively to containers that have already been put in place.
5. Should the conditions of this policy not be met, Council will require their removal from site.

GENERAL CONDITIONS & REQUIREMENTS

- (a) A Development/Planning application will be required to be submitted for assessment and approval is to be obtained prior to locating a shipping/sea container on-site or changing the use of a shipping/sea container.
- (b) This policy is based on shipping and/or sea containers up to 12.5 metres (Commercial/Industrial), 6.5 metres (Residential) within the Westonia Townsite.
- (c) Container shall be wholly located within the boundaries of any property the subject of an application for approval.
- (d) A Building Licence is also required prior to the placement of a shipping/sea container on-site.
- (e) Container shall be maintained in good and orderly condition to the satisfaction of Council.
- (f) Temporary use of a sea container on building sites as an office or storage unit is permissible, subject to application to and approval of Council. Approval extends for the period of construction of the building only, and the sea container shall be removed within 14 days of completion of the building. As a component of the application, suitable safety mechanisms must be in place to allow emergency exit from the container, to the satisfaction of Council.

RESIDENTIAL ZONE CONDITIONS & REQUIREMENTS


- (a) A maximum of one (1) sea container (6.5m or less) will be considered per lot in the residential zone.
- (b) Container is to be in good condition prior to location upon any property. Photographs of the container shall be submitted with application.
- (c) Container shall be suitably screened and/or fenced from the road frontage and be situated at the rear of the property unless otherwise determined by Council. A container will not be permitted within the front setback area.
- (d) Container must satisfy the setback requirements according to the Building Code of Australia classification.
- (e) Container is not to be located over septic tanks and/or leach drains or utilities.
- (f) Sea container is to be used for purpose of storage only (not ancillary accommodation). Strictly no storage of goods to be located on the roof of the sea container.
- (g) Sea container is to be painted and/or reclad to match residence and suitably screened from public view.
- (h) Additional works or measures other than those already mentioned to properly address any amenity issues arising from the location of a sea container may be required by Council.

COMMERCIAL AND INDUSTRIAL CONDITIONS & REQUIREMENTS

- (a) A maximum of one (1) sea container (12.5m or less) will be considered per lot in the commercial/industrial zone.
- (b) Container is to be painted and in good condition prior to location upon any property. Photographs of the container shall be submitted with application.
- (c) Container shall be suitably screened and/or fenced from the road frontage and be situated at the rear of the property unless otherwise determined by Council. A container will not be permitted within the front setback area.
- (d) Container(s) must satisfy the setback requirements according to the Building Code of Australia classification.
- (e) Container(s) are not to be located over septic tanks and/or leach drains or utilities.
- (f) Sea containers are to be used for purpose of storage only (not ancillary accommodation). Strictly no storage of goods to be located on the roof of the sea container.
- (g) Sea containers are to be painted and/or reclad to match building and suitably screened from public view.
- (h) Additional works or measures other than those already mentioned to properly address any amenity issues arising from the location of a sea container may be required by Council.

9.1.5 FEES & CHARGES – OLD SCHOOL

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:		
Disclosure of Interest:	Nil	
Attachments:	Attachment	
Signature:	Officer	CEO



Purpose of the Report

Executive Decision

Legislative Requirement

Background

During the Budget process, Council approved the new schedule of Fees & Charges which included the new fees for the Westonia Caravan Park.

ECONOMIC SERVICES		
CARAVAN PARK		
Caravan Site (powered) / night		20.00
Industrial Crews-per person / night		20.00
Caravan Site (powered) / week		120.00
Tent Site (unpowered) / night		10.00
Tent Site (unpowered) / week		60.00
"Old School" Overflow Caravan Site (powered) / week		120.00
Caravans left unattended /day		20.00
Caravans left unattended /week		140.00
Overflow area (powered) / night		10.00
Overflow area (unpowered) / night		5.00

As part of the changes, the "Old School" Semi Permanent site was charged at the same rate as the Caravan Park powered sites. The current tenants in lieu of a caretaker are looking after the site and cleaning the ablutions.

Comment

As the site does not have all the facilities, nor caretaker as the Caravan Park proper, it is Managements view that the weekly rate should be reduced slightly to accommodate this. It is suggested that the weekly rate be adjusted to \$100 per week.

Statutory Environment

Local Government Act 1995, section 6.16, a local government may impose a fee or charge for any goods or services that it provides. Section 6.19, a local government must give local public notice of its intention to introduce a Fee or Charge after the Budget has been set.

Policy Implications

Nil

Strategic Implications

Nil



Financial Implications

Nil – not applicable to this item as at this stage not a direct impact upon the Shire.



Voting Requirements

Simple Majority


Absolute Majority

OFFICER RECOMMENDATIONS

That Council amend the schedule of Fees & Charges to alter the rate imposed on the “Old School” Overflow-Semi Permanent to \$100 per week and give local public notice of its intention to alter the Fee as per the requirements of the Local Government Act 1995.

9.1.6 WHEATBELT SECONDARY FREIGHT ROUTE PROJECT (WSFR)

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:		
Disclosure of Interest:	Nil	
Attachments:	Attachment	
Signature:	Officer	CEO



Purpose of the Report

Executive Decision

Legislative Requirement

To advise Council of the request by the Wheatbelt Secondary Freight Route (WSFR) Project Working Group of the request for funding to assist the Group in developing submissions to the Australian Government for the WSFR to be included on the Australia Infrastructure Priority List.

Background

The following email was received from Cr Ricky Storer, President of the Koorda Shire Council on Tuesday, 7 August 2018:-

“At the most recent meeting of the WBN RRG the delegates asked me to write to you all requesting that all Council’s reaffirm their commitment to the Wheatbelt Secondary Freight Project and commit \$6000 in their 18/19 budgets as the co-contribution required from all 42 LG’s for the funding application we will be submitting over the coming months to undertake the detailed planning and design works to enable us to have a Level 4 Infrastructure Australia Submission prepared.

We acknowledge that a lot of councillors will not be intimately aware of the project, so to that end Garrick Yandle together with the Working Group have prepared a detailed Briefing document that we would like you to include with the agenda item for your councillors.

We are requesting that all LG’s present the motion as is below, our intent is to have 42 LG’s adopted the exact same position, so that we continue to present a united front. It is this collaboration and agreement that is getting us significant traction both at a Federal and State Government Level. We would like you to present this recommendation and supporting documentation to your councils in the August round of Council meetings, following these meetings we would like you to write back to me as Chair of WBN RRG confirming the motion that was passed by council.

For those that aren’t away the WSFR Project has been working on this project since mid 2016; the project stemmed from considerable work done by both WBS & WBN in looking at their road networks in attempt to improve connectivity through our RRG funding and road projects. This mapping process started in 2014, once the RRG together with Main Roads identified that improving the connectivity was a major project that would bring significant economic benefit to the Ag Region a working group was formed and RDA via Juliet Grist helped us obtain initial funding to further progress this as a regional road project. The last 2 ½ years have seen considerable work undertaken by all 42 LG’s and the working group to get this project to a point where we are starting to have constructive and positive meetings with the State Government, Federal Government, Infrastructure Australia, Freight & Logistics Council WA, CBH and other key stakeholders.

Hopefully this provides your councils with sufficient information about the background of the project and the plan going forward to enable them to provide the working group with formal support, so we can continue to work for what is a significant regional project for Wheatbelt Region.

That Council:

- 1. Notes the Secondary Freight Routes Project Development report;**
- 2. Supports the strategic intent of the Secondary Freight Routes project;**

- 3. Authorises the Chief Executive Office to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and**
- 4. Endorses in principle an allocation of [\$6,000] in 2018/19 to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application.**

Should you require further information please do not hesitate to contact me.

Thank you for your ongoing support of this project, it is appreciated by the working group. “

Comment

The Shire of Westonia has previously supplied relevant information to the WSFR Working Group pertaining to identified roads in the Shire of Westonia together with costs associated with upgrades (approximately \$6M). Whilst the Shire of Westonia has been supportive of the Project to date, no major financial contributions from individual LGA's in the Wheatbelt North and South Regional Road Groups have been made. It is acknowledged though that the Shire of Dandaragan has been leading the work and has committed staff to progress the project to this date at their own cost.

The CEO contacted two LGA's within the WEROC Group to enquire whether they were aware of the \$6,000 requested contribution and both indicated that they were not. The request for this amount is quite late considering that the majority of LGA's would have now adopted their 2018/2019 Budgets and to find \$6,000, even at the Budget Review, would be difficult.

The project has considerable merit in enabling the WSFR to be included on the Australian Governments Australia Infrastructure Priority List and therefore, the improved ability to secure funding via the Australian Government's Infrastructure Australia Fund.

The drivers behind the WSFR project were as follows:-

- Increase in heavy haulage traffic
- Closure of Tier 3 Railway lines
- Different freight routes
- Emergence of lime sand in agriculture
- Increase truck sizes
- Incumbent network narrow roads
- Road safety issues – interaction heavy freight and local traffic Statutory Environment

Since the initial email, The Chief Executive Officer contacted the President of the Koorda Shire, Cr Ricky Storer and suggested that he clarify his initial comments and provide additional information in relation to the timing of the proposed funding requirements:

“Hello all,

I apologise for the request for Co-contributions coming without more explanation.

Some points that require clarification.

1) The WSFR working group had met with MRWA sometime ago putting forward the idea that any LGA contribution to assist with BBRF application, could come directly from project funding allocations. While we have not been given a definitive answer, the suggestion was that this would not be possible. At that time we had thought that co-contributions may need to be in the order of \$15,000 to \$20,000 per LGA. As the amount is now \$6000, the group felt this was the more appropriate action to avoid further delays,

2) When I made the request for co-contributions to be in 18/19, we were unsure if those contributions need to be in the year of the grant approval or if over the life of the project. I have since been advised that the contributions can be extended over the project life. It is now not necessary to make the allocation in 18/19, but could be in 19/20. The commitment will still be required to enable a BBRF application to be lodged. Any contribution would only be required if the BBRF application is successful.

3) We have been made aware that there is some Federal funding available from the Major Project Business Case Fund, that we are investigating to see if this can be used instead of the BBRF. I am not certain how much or in fact if any co-contribution is required. This is at present our primary target, as any outcome would be known sooner rather than later.

Initial discussions have been positive.

*It had been arranged that I would meet with Minister McCormack to discuss this when he was to be in WA last weekend, but the visit was cancelled late Friday afternoon. I have requested for the WSFR to meet with the Minister when he next comes to WA, which is expected late August.
As there is uncertainty over this option, we will still progress the BBFR application.*

I hope this provides some clarity as to the status of the WSFR.

During local government week, the WSFR working group had several very productive meetings with MRWA, DoT and Minister Saffioti's advisors. There had been concerns that the RARF project may not be able to endorse its support for the WSFR until their report had been tabled, but we have been given assurance that the DoT supports our project and are looking at how they may be able to assist.

If there are any further queries please contact me."

Should Council agree to provide the requested level of financial support, it would be classified as Unbudgeted Expenditure and therefore an Absolute Majority is required in accordance with Section 6.8(1)(b) of the Local Government Act 1995.

It should be noted that the Recommendation refers consideration of the funding to the 2018/2019 Budget Review in February/March 2019. As per the latest email, the funding contributions can be extended over the project life. It is now not necessary to make the allocation in 18/19, but could be in 19/20. The commitment will still be required to enable a BBRF application to be lodged.

Any contribution would only be required if the BBRF application is successful.

Shire of Westonia Strategic Community Plan 2013-2023 – Economic – A Prosperous Future for our Community – Continue to maintain and upgrade our road network.



Statutory Environment

Nil



Policy Implications

Nil



Strategic Implications

Nil



Financial Implications

Nil



Voting Requirements



Simple Majority



Absolute Majority

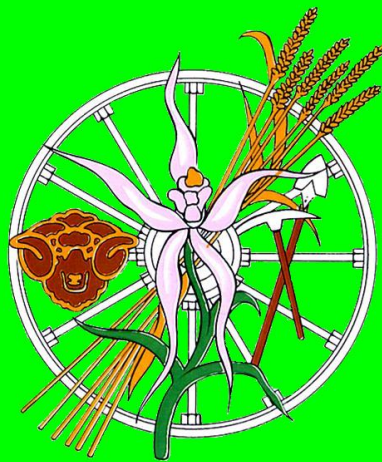
OFFICER RECOMMENDATIONS

That Council:

- 1. Notes the Secondary Freight Routes Project Development report;**
- 2. Supports the strategic intent of the Secondary Freight Routes project;**
- 3. Authorises the Chief Executive Office to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and**
- 4. Endorses in principle an allocation of \$6,000, in 2018/19, subject to the availability of the funds being identified at the 2018/2019 Budget Review or pushed out as a contribution in the 2019/20 Budget (if required) to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application.**

Attachment 9.1.6

Shire of Westonia



WHEATBELT SECONDARY FREIGHT ROUTE PROJECT (WSFR)

Jamie Criddle

From: Rick Storer <storerf@koorda.wa.gov.au>
Sent: Thursday, 9 August 2018 9:47 PM
To: CHITTERING SHIRE-CEO; CUNDERDIN SHIRE-CEO; DALWALLINU SHIRE-CEO; DANDARAGAN SHIRE-CEO; DOWERIN SHIRE-CEO; GINGIN SHIRE-CEO; GOOMALLING SHIRE-CEO; KELLERBERRIN SHIRE-CEO; David Burton; MERREDIN SHIRE-CEO; MOORA SHIRE-CEO; MT MARSHALL SHIRE-CEO; MUKINBUDIN SHIRE-CEO; Northam Shire-CEO; NUNGARIN SHIRE-CEO; TAMMIN SHIRE-CEO; TOODYAY SHIRE-CEO; TRAYNING SHIRE-CEO; VICTORIA PLAINS-CEO; Jamie Criddle; WONGAN-BALLIDU SHIRE-CEO; WYALKATCHEM SHIRE-CEO; YILGARN SHIRE-CEO; YORK SHIRE-CEO
Cc: Katrina Crute; gyandle@dandaragan.wa.gov.au; Ian Duncan
Subject: Re: Wheatbelt Secondary Freight Route - Council Motion

Hello all,

I apologise for the request for Co-contributions coming without more explanation.

Some points that require clarification.

1) The WSFR working group had met with MRWA sometime ago putting forward the idea that any LGA contribution to assist with BBRF application, could come directly from project funding allocations. While we have not been given a definitive answer, the suggestion was that this would not be possible. At that time we had thought that co-contributions may need to be in the order of \$15,000 to \$20,000 per LGA. As the amount is now \$6000, the group felt this was the more appropriate action to avoid further delays,

2) When I made the request for co-contributions to be in 18/19, we were unsure if those contributions need to be in the year of the grant approval or if over the life of the project. I have since been advised that the contributions can be extended over the project life. It is now not necessary to make the allocation in 18/19, but could be in 19/20. The commitment will still be required to enable a BBRF application to be lodged. Any contribution would **only** be required if the BBRF application is successful.

3) We have been made aware that there is some Federal funding available from the Major Project Business Case Fund, that we are investigating to see if this can be used instead of the BBRF. I am not certain how much or in fact if any co-contribution is required. This is at present our primary target, as any outcome would be known sooner rather than later.

Initial discussions have been positive.

It had been arranged that I would meet with Minister McCormack to discuss this when he was to be in WA last weekend, but the visit was cancelled late Friday afternoon. I have requested for the WSFR to meet with the Minister when he next comes to WA, which is expected late August.

As there is uncertainty over this option, we will still progress the BBRF application.

I hope this provides some clarity as to the status of the WSFR.

During local government week, the WSFR working group had several very productive meetings with MRWA, DoT and Minister Saffioti's advisors. There had been concerns that the RARF project may not be able to endorse its support for the WSFR until their report had been tabled, but we have been given assurance that the DoT supports our project and are looking at how they may be able to assist.

If there are any further queries please contact me.

Regards

Cr Ricky Storer

President Koorda Shire Council

0429 844088

Jamie Criddle

From: Rick Storer <storerf@koorda.wa.gov.au>
Sent: Thursday, 9 August 2018 8:49 PM
To: Jamie Criddle
Subject: Re: Wheatbelt Secondary Freight Route - Council Motion

Hi Jamie,

Sorry for any confusion. Things have been happening at a rapid pace over the past couple of weeks so it is reticent of me not to have kept you all informed.

I will send out an email better explaining the request.

Regards

Cr Ricky Storer

President Koorda Shire Council

0429 844088

On 9 Aug 2018, at 3:27 pm, Jamie Criddle <ceo@westonia.wa.gov.au> wrote:

Hi Ricky,

In relation to the request for financial commitment to the Wheatbelt Secondary Freight Project, Westonia was a little confused as to the request?

I do remember discussing the financial contribution at a recent meeting, and seeking support for the project, but I was under the impression that the group was going to take the proposal of extracting any contribution from our RRG allocation?

Did this occur?

As a result of no correspondence since the last meeting and no minutes, Westonia did not allocate a financial contribution in the 2018/19 budget, which we adopted in mid-July. This doesn't necessarily mean that we won't be contributing, but I will now need to convince Council of an out of budget expense.

This email is more to advise as I have had conversations with a couple of Councils nearby (particularly out of our RRG) and they were also not aware of the request until your email on Tuesday.

You may need to email Shires to see who have this in their budget and who (for what ever reason) do not so that they can discuss with their Councils.

Regards,

From: Rick Storer <storerf@koorda.wa.gov.au>

Sent: Tuesday, 7 August 2018 8:33 PM

To: CHITTERING SHIRE-CEO <ceo@chittering.wa.gov.au>; CUNDERDIN SHIRE-CEO <ceo@cunderdin.wa.gov.au>; DALWALLINU SHIRE-CEO <ceo@dalwallinu.wa.gov.au>; DANDARAGAN SHIRE-CEO <ceo@dandaragan.wa.gov.au>; DOWERIN SHIRE-CEO <ceo@dowerin.wa.gov.au>; GINGIN SHIRE-CEO <ceo@gingin.wa.gov.au>; GOOMALLING SHIRE-CEO <ceo@goomalling.wa.gov.au>; KELLERBERRIN SHIRE-CEO <ceo@kellerberrin.wa.gov.au>; David Burton <CEO@koorda.wa.gov.au>; MERREDIN SHIRE-CEO <ceo@merredin.wa.gov.au>; MOORA SHIRE-CEO <ceo@moora.wa.gov.au>; MT MARSHALL SHIRE-CEO <ceo@mtmarshall.wa.gov.au>; MUKINBUDIN SHIRE-CEO <ceo@mukinbudin.wa.gov.au>; Northam Shire-CEO <ceo@northam.wa.gov.au>; NUNGARIN SHIRE-CEO <ceo@nungarin.wa.gov.au>; TAMMIN SHIRE-CEO <ceo@tammin.wa.gov.au>; TOODYAY SHIRE-CEO <ceo@toodyay.wa.gov.au>; TRAYNING SHIRE-CEO <ceo@trayning.wa.gov.au>; VICTORIA PLAINS-CEO <ceo@victoriaplains.wa.gov.au>; Jamie Criddle <ceo@westonia.wa.gov.au>; WONGAN-BALLIDU SHIRE-CEO <ceo@wongan.wa.gov.au>;

WYALKATCHEM SHIRE-CEO <ceo@wyalkatchem.wa.gov.au>; YILGARN SHIRE-CEO
<ceo@yilgarn.wa.gov.au>; YORK SHIRE-CEO <ceo@york.wa.gov.au>
Subject: Wheatbelt Secondary Freight Route - Council Motion

Goodmorning Everyone,

At the most recent meeting of the WBN RRG the delegates asked me to write to you all requesting that all Council's reaffirm their commitment to the Wheatbelt Secondary Freight Project and commit \$6000 in their 18/19 budgets as the co-contribution required from all 42 LG's for the funding application we will be submitting over the coming months to undertake the detailed planning and design works to enable us to have a Level 4 Infrastructure Australia Submission prepared.

We acknowledge that a lot of councillors will not be intimately aware of the project, so to that end Garrick Yandle together with the Working Group have prepared a detailed Briefing document that we would like you to include with the agenda item for your councillors.

We are requesting that all LG's present the motion as is below, our intent is to have 42 LG's adopted the exact same position, so that we continue to present a united front. It is this collaboration and agreement that is getting us significant traction both at a Federal and State Government Level. We would like you to present this recommendation and supporting documentation to your councils in the August round of Council meetings, following these meetings we would like you to write back to me as Chair of WBN RRG confirming the motion that was passed by council.

For those that aren't away the WSFR Project has been working on this project since mid 2016; the project stemmed from considerable work done by both WBS & WBN in looking at their road networks in attempt to improve connectivity through our RRG funding and road projects. This mapping process started in 2014, once the RRG together with Main Roads identified that improving the connectivity was a major project that would bring significant economic benefit to the Ag Region a working group was formed and RDA via Juliet Grist helped us obtain initial funding to further progress this as a regional road project. The last 2 ½ years have seen considerable work undertaken by all 42 LG's and the working group to get this project to a point where we are starting to have constructive and positive meetings with the State Government, Federal Government, Infrastructure Australia, Freight & Logistics Council WA, CBH and other key stakeholders.

Hopefully this provides your councils with sufficient information about the background of the project and the plan going forward to enable them to provide the working group with formal support, so we can continue to work for what is a significant regional project for Wheatbelt Region.

That Council:

- 1. Notes the Secondary Freight Routes Project Development report;**
- 2. Supports the strategic intent of the Secondary Freight Routes project;**
- 3. Authorises the Chief Executive Office to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and**
- 4. Endorses in principle an allocation of [\$6,000] in 2018/19 to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application.**

Should you require further information please do not hesitate to contact me.

Thank you for you ongoing support of this project, it is appreciated by the working group.

Regards
Cr Ricky Storer
President Koorda Shire Council
0429 844088

9.2 COMMUNITY AND REGULATORY SERVICE

NIL

9.3 WORKS AND SERVICE

NIL

9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES

NIL

10 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING

12 DATE AND TIME OF NEXT MEETING

The next ordinary meeting of Council will be held on Thursday 20th September 2018 commencing at 3.30pm

13 MEETING CLOSURE

There being no further business the President, Cr Day declared the meeting closed at pm