

SHIRE OF
WESTONIA
A vibrant community lifestyle

AGENDA

Ordinary Council Meeting

To be held in Council Chambers, Wolfram Street Westonia
Thursday 19th December 2019
Commencing 3.30pm

Dear Councillors,

The next Ordinary Meeting of the Council of the Shire of Westonia will be held on Thursday 19th December 2019 the Council Chambers, Wolfram Street, Westonia.

Lunch – 1.00 pm

Discussion Period – 1.30 pm – 2.30 pm

Audit Meeting – 3.00 pm

Afternoon Tea – 3.00 pm – 3.30 pm

Council Meeting – 3.30 pm

A handwritten signature in black ink, appearing to read 'JAMIE CRIDDLE'.

JAMIE CRIDDLE
CHIEF EXECUTIVE OFFICER
13 December 2019



Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Westonia for any act, omission or statement or intimation occurring during Council meetings.

The Shire of Westonia disclaims and liability for any loss whatsoever and howsoever caused by arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during the Council Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does that persons or legal entity's own risk.

In particular and without derogating in any way from the board disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation made by any member or Officer of the Shire of Westonia during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Westonia.

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.

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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 JJ Jefferys	
Cr RA Della Bosca	
Cr DL Geier	

Staff:

Mr. JC Criddle	Chief Executive Officer
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Members of the Public: Nil

Apologies: Nil

Approved Leave of Absence: Nil

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 21st November 2019 be confirmed as a true and correct record.

6. RECEIVAL OF MINUTES

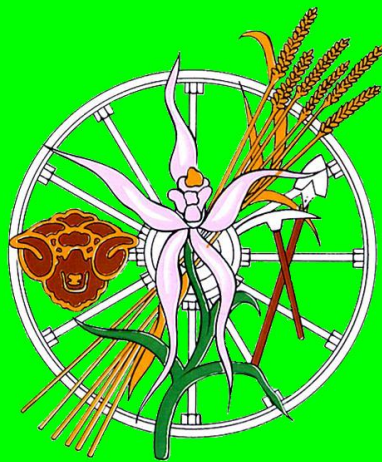
OFFICER RECOMMENDATIONS

That the minutes of CEACA AGM Meeting held on 12th November 2019 be
That the minutes of CEACA Management Committee Meeting held on 12th November 2019 be
That the minutes of WEROC Council Meeting held on 28th November 2019 be
That the minutes of Great Eastern Country Zone Meeting held on 28th November 2019 be

7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

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

Shire of Westonia



RECEIVAL OF MINUTES



CEACA

Supporting Age Friendly Communities

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

HELD TUESDAY, 12 NOVEMBER 2019

**KELLERBERRIN RECREATION
& LEISURE CENTRE**

MINUTES

Minutes

Central East Aged Care Alliance Inc (CEACA)

Annual General Meeting

1. OPENING

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

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

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

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

2. DECLARATION OF QUORUM

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

3. RECORD OF ATTENDANCE AND APOLOGIES

3.1 Attendance – Members

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

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

3.2 Attendance – Observers

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

3.3 Apologies

Ken Hooper	-	Shire of Merredin
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4. CONFIRMATION OF CHAIR

The Chairman, Terry Waldron, left the room.

RECOMMENDATION

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

RESOLUTION

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

CARRIED

5. DECLARATION OF INTEREST

Pursuant to Clause 21 of the Central East Aged Care Alliance Inc Constitution, Members must declare to the Chairman any potential conflict of interest they may have in a matter before the meeting as soon as they become aware of it. Members and Deputies may be directly or indirectly associated with some recommendations of Central East Aged Care Alliance Inc. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

This is in accordance with Clause 21.4 of the Constitution which states:

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

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

6. MINUTES OF THE LAST ANNUAL GENERAL MEETING

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

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

RECOMMENDATION

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

RESOLUTION

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

CARRIED

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

Nil

6.3 Minutes from the Special Committee Meeting of the Central East Aged Care Alliance Inc held on Wednesday, 3rd July 2019

RECOMMENDATION

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

RESOLUTION

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

CARRIED

7. CHAIRMAN'S REPORT (ATTACHMENT)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

RECOMMENDATION

That the Chairman's Report be received.

RESOLUTION

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

CARRIED

8. TREASURER'S REPORT (ATTACHMENT)

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

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

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

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

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

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

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

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

RECOMMENDATION

That the Treasurer's Report be received.

RESOLUTION

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

CARRIED

9. AUDIT REPORT (ATTACHMENT)

Reporting Officer: Chief Executive Officer, Nick Hopkin

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

Background:

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

Chief Executive Officer comment:

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

RESOLUTIONS

That CEACA Members:

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

CARRIED

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

CARRIED

10. APPOINTMENT OF AN AUDITOR

Reporting Officer: Nicholas Hopkin, CEO

Background

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

Chief Executive Officer comment:

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

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

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

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

RECOMMENDATION

That:

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

RESOLUTION

That:

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

CARRIED

11. ELECTION OF MANAGEMENT COMMITTEE

Background:

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

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

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

Nominations closed at 5.30pm on Monday, 4th November 2019.

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

Deputy Chair

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

RECOMMENDATION

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

RESOLUTION

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

CARRIED

Secretary

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

RECOMMENDATION

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

RESOLUTION

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

CARRIED

Treasurer

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

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

CARRIED

RECOMMENDATION

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

RESOLUTION

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

AGREED

Ordinary Management Committee Member

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

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

RECOMMENDATION

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

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

RESOLUTION

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

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

CARRIED

Sub Committee (Executive Committee)

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

RECOMMENDATION

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

RESOLUTION

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

CARRIED

OTHER:

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

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

RECOMMENDATION

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

RESOLUTION

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

CARRIED

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

12. GENERAL BUSINESS

Nil

13. CLOSE OF MEETING

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

DECLARATION

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

Signed _____
Person presiding at the meeting at which these minutes were confirmed



CEACA

Supporting Age Friendly Communities

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

HELD TUESDAY, 12 NOVEMBER 2019

KELLERBERRIN RECREATION
& LEISURE CENTRE

MINUTES

Minutes

Central East Aged Care Alliance Inc (CEACA)

Management Committee Meeting

1. OPENING

The Chairman declared the meeting open at 11.40am.

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

2. DECLARATION OF QUORUM

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

3. RECORD OF ATTENDANCE AND APOLOGIES

3.1 Attendance – Members

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

3.2 Attendance – Observers

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

4. MINUTES OF THE MANAGEMENT COMMITTEE MEETING

RECOMMENDATION

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

RESOLUTION

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

CARRIED

5. GENERAL BUSINESS

5.1 Formation of Sub Committee (Executive Committee)

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

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

Gary Shadbolt nominated Raymond Griffiths.

Julie Flockart nominated Ken Hooper.

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

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

RECOMMENDATION

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

RESOLUTION

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

CARRIED

5.2 DELEGATIONS

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

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

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

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

RECOMMENDATION

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

RESOLUTION

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

CARRIED

5.3 FUTURE INVOLVEMENT OF SHIRES IN CEACA INC

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

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

5.4 HANDOVER OF UNITS FROM BUILDER

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

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

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

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

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

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

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

5.5 NEW BOARD STRUCTURE

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

5.6 STAGE 2 – HOME CARE AND RESIDENTIAL SERVICES

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

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

5.7 LIQUIDATED DAMAGES

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

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

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

The Chairman advised that the agreed handover schedule will be:

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

5.8 BRUCE ROCK – UPDATE

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

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

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

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

5.9 FORCE REALTY

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

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

5.10 INSURANCE

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

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

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

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

Jo also noted the following:

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

The recommendations are that CEACA:

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

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

5.11 NEXT MEETING

ACTION ITEM:

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

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

5.12 MEETING CLOSURE

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

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

DECLARATION

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

Signed _____

Person presiding at the meeting at which these minutes were confirmed



Great Eastern Country Zone

Minutes

Merredin Recreation and Leisure Centre

Thursday 28 November 2019

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Great Eastern Country Zone

Meeting held at the Merredin Recreation and Leisure Centre

Commenced at 9.30am, Thursday 28 November 2019

Minutes

1. OPENING AND WELCOME

2. ATTENDANCE AND APOLOGIES

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

Shire of Tammin Cr Glenice Batchelor
 Cr Tania Daniels
 Mr Neville Hale Chief Executive Officer non-voting delegate

Shire of Trayning President Cr Melanie Brown
 Cr Geoff Waters
 Mr Brian Jones Chief Executive Officer non-voting delegate

Shire of Westonia President Cr Karin Day
 Mr Jamie Criddle Chief Executive Officer non-voting delegate

Shire of Wyalkatchem President Cr Quentin Davies
 Ms Taryn Dayman Chief Executive Officer non-voting delegate

Shire of Yilgarn Cr Wayne Della Bosca
 Cr Bryan Close
 Mr Peter Clarke Chief Executive Officer non-voting delegate

GUESTS Kathleen Brown, Electorate Officer, Mia Davies MLA Office
 Jennifer Collins, Department of Local Government, Sport & Cultural Industries
 Janet Hartley-West, Main Roads WA
 Cliff Simpson, Roadwise
 Gavin Robins, Wheatbelt Development Commission
 Kristen Twine, Wheatbelt Development Commission
 Rich Bain, Heavy Vehicle Access Improvement and Policy Manager
 Jordan Langford, Acting Assistant Auditor General

WALGA Representatives

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

Guests

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

Apologies

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

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

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

Attachments

The following were provided as attachments with the agenda:

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

3. ELECTIONS

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

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

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

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

Zone Chair

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

- Cr Rhonda Cole Shire of Narembeen

DECLARATION

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

Deputy Zone Chair

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

- Cr Tony Sachse Shire of Mount Marshall

DECLARATION

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

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

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

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

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

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

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

State Councillor

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

- Cr Stephen Strange Shire of Bruce Rock

DECLARATION

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

Deputy State Councillor

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

Cr Stephen Strange withdrew his nomination.

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

DECLARATION

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

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

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

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

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

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

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

DECLARATION

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

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

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

Delegate

The following nomination was received:

- Cr Rodney Forsyth Shire of Kellerberrin

DECLARATION

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

Deputy Delegate

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

- Cr Ricky Storer, Shire of Koorda

DECLARATION

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

3.5 Wheatbelt District Emergency Management Committee of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate

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

The following nomination was received:

Delegate

- Cr Tony Sachse Shire of Mount Marshall

DECLARATION

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

Deputy Delegate

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

- Cr Julie Flockart, Shire of Merredin

DECLARATION

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

4. DECLARATIONS OF INTEREST

Nil

5. ANNOUNCEMENTS

Nil

6. GUEST SPEAKERS / DEPUTATIONS

6.1 Office of the Auditor General

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

Presentation is attached with the Minutes. (Attachment 1)

6.2 Rich Bain - Main Roads Matters

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

6.3 Regional Early Education and Development

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

Noted

7. MINUTES

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

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

RESOLUTION

Moved: Cr Wayne Della Bosca
Seconded: Cr Rod Forsyth

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

CARRIED

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

Nil

7.3 Minutes from the Great Eastern Country Zone Executive Committee Meeting held Thursday 14 November 2019

RESOLUTION

Moved: Cr Tony Sachse
Seconded: Cr Stephen Strange

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

CARRIED

8. ZONE BUSINESS

8.1 2019 Local Government Elections

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

A) Requirement to open a voting booth on a Saturday

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

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

B) Resignation's Following Election Day

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

RESOLVED

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

8.2 Proposed alternative to the CA07 Restricted Access Vehicle Operating Condition

Background

At the December 2018 meeting State Council resolved that WALGA:

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

Comment

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

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

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

CA07 GECZ Working Group

Nominations were sought from the Great Eastern Country Zone Delegates.

The following nomination was received:

- Cr Stephen Strange Shire of Bruce Rock

RESOLUTION

Moved: Cr Ricky Storer

Seconded: Cr Tony Sachse

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

CARRIED

Background



INFOPAGE

To: CEO **From: Mark Batty**
Organisation: All Local Governments **Executive Manager Environment & Waste**
Date: 15/11/2019
Fax No: **Pages: 2**
Reference: 03-053-01-0001 **Priority: High**

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

IN BRIEF:

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

How it will work

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

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

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

The Drought Resilience Funding Plan

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

This includes investing in:

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

The draft Drought Resilience Funding Plan is available at:-

haveyoursay.agriculture.gov.au/future-drought-fund.

Issues and opportunities for Local Governments

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

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

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

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

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

Submissions can be made on-line at:-

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

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

Noted

8.4 Grant Guru

Background

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

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

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

Noted

8.5 Shire Round-Up

Background

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

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

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

9. ZONE REPORTS

9.1 Zone President Report

By Cr Rhonda Cole

RESOLVED

That the Zone President's Report be received.

9.2 Local Government Agricultural Freight Group

By Cr Rod Forsyth

RESOLUTION

Moved: Cr Quentin Davies

Seconded: Cr Geoff Waters

That the Local Government Agricultural Freight Group Report be received.

CARRIED

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

9.3 Wheatbelt District Emergency Management Committee

By Cr Tony Sachse

Wheatbelt District Emergency Management Committee (Wheatbelt DEMC)

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

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

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

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

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

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

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

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

Agency Reports

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

Meetings

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

Attachments from this meeting are attached with the Zone Agenda

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

RESOLUTION

Moved: Cr Sue Meeking
Seconded: Cr Quentin Davies

That the Wheatbelt District Emergency Management Committee Report be received.

CARRIED

10. WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS

10.1 State Councillor Report

Cr Stephen Strange

Road Safety Strategy for WA Beyond 2020

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

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

State Council and Zone Structure and Process Review

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

RESOLUTION

Moved: Cr Ricky Storer
Seconded: Cr Karin Day

That the State Councillor Report be received.

10.2 WALGA Status Report

By Tony Brown, Executive Officer

BACKGROUND

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

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

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

ZONE COMMENT

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

RESOLUTION

Moved: Cr Karin Day
Seconded: Cr Glenys Batchelor

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

10.3 Review of WALGA State Council Agenda – Matters for Decision

BACKGROUND

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

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

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

MATTERS FOR DECISION

5.1 2020-21 State Budget Submission

WALGA Recommendation

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

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

5.2 Interim Submission - Remote Area Tax Concessions

WALGA Recommendation

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

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

WALGA Recommendation

That WALGA:

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

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

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

WALGA Recommendation

That WALGA:

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

5.5 Local Government Financial Ratios

WALGA Recommendation

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

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

5.6 Local Government Audits

WALGA Recommendation

That WALGA;

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

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

WALGA Recommendation

That:

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

5.8 Membership of Development Assessment Panels

WALGA Recommendation

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

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

WALGA Recommendation

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

5.10 Local Government as Collection Agency for Construction Training Fund

WALGA Recommendation

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

5.11 Interim Submission - Public Health Regulations Review Discussion Papers

WALGA Recommendation

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

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

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

WALGA Recommendation

That WALGA:

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

5.13 Wheatbelt Regional Health Services

WALGA Recommendation

That WALGA:

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

5.14 Interim Submission to the Climate Health WA Inquiry

WALGA Recommendation

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

5.15 Submission on the Climate Change in Western Australia Issues Paper

WALGA Recommendation

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

5.16 Interim Submission – Policy and Application Guidelines for Speed Zoning

WALGA Recommendation

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

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

WALGA Recommendation

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

RESOLUTION

Moved: Cr Tony Sachse

Seconded: Cr Karin Day

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

5.5 Local Government Financial Ratios

RECOMMENDATION

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

CARRIED

10.4 Review of WALGA State Council Agenda – Matters for Noting / Information

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

10.5 Review of WALGA State Council Agenda – Organisational Reports

ORGANISATIONAL REPORTS

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

10.6 Review of WALGA State Council Agenda – Policy Forum Reports

7.2 Policy Forum Reports

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

10.7 WALGA President's Report

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

RESOLUTION

Moved: Cr Karin Day
Seconded: Cr Wayne Della Bosca

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

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

CARRIED

11. AGENCY REPORTS

11.1 Department of Local Government, Sport and Cultural Industries

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

[Zone Update from DLGSC](#)

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

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

11.2 Main Roads Western Australia

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

11.3 Wheatbelt RDA

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

11.4 Wheatbelt Development Commission

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

12. MEMBERS OF PARLIAMENT

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

13. EMERGING ISSUES

13.1 Sports Infrastructure Forum

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

14. URGENT BUSINESS

Nil

15. DATE, TIME AND PLACE OF NEXT MEETINGS

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

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

NOTICE OF MEETINGS
GREAT EASTERN COUNTRYZONE 2020

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

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

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

Noted

16. CLOSURE

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

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Office of the Auditor General Western Australia

Auditing local government

Jordan Langford-Smith
A/Assistant Auditor General










Serving the Public Interest



LG auditing to date

In October 2017, the Auditor General received the mandate to audit all WA local governments and regional councils.

The AG has tabled 9 LG audit reports:

Western Australian Auditor General's Report	Western Australian Auditor General's Report	Western Australian Auditor General's Report	Western Australian Auditor General's Report	Western Australian Auditor General's Report	Western Australian Auditor General's Report	Western Australian Auditor General's Report	Western Australian Auditor General's Report	Western Australian Auditor General's Report
								
Fraud Prevention in Local Government	Local Government Building Approvals	Verifying Employee Identity and Credentials	Records Management in Local Government	Audit Results Report – Annual 2017-18 Financial Audits of Local Government Entities	Management of Supplier Master Files	Local Government Procurement	Timely Payment of Suppliers	Controls Over Corporate Credit Cards
 Report 5: 2019-20 15 August 2019	Report 28: June 2018-19	Report 24: June 2018-19	Report 17: April 2019	Report 15: March 2019	Report 16: March 2019	Report 8: October 2018-19	Report 12: June 2018	Report 7: May 2019

What we audit and report

We report to CEOs and Mayors/Presidents:

- annual financial audit of each LG's annual financial report.

We report to Parliament:

- audit results report – a summary of the annual financial audits
- performance audits – narrow and broad scope
- focus area audits
- information systems audits.

New better practice guidance to assist all readers and entities.

What we also audit for the State sector

For the State sector, we also do:

- annual financial audits, including:
 - controls
 - key performance indicators
- certification audits to acquit grant funding (for Commonwealth grants and Royalties for Regions)
- issue opinions on ministerial notifications.



Financial audits

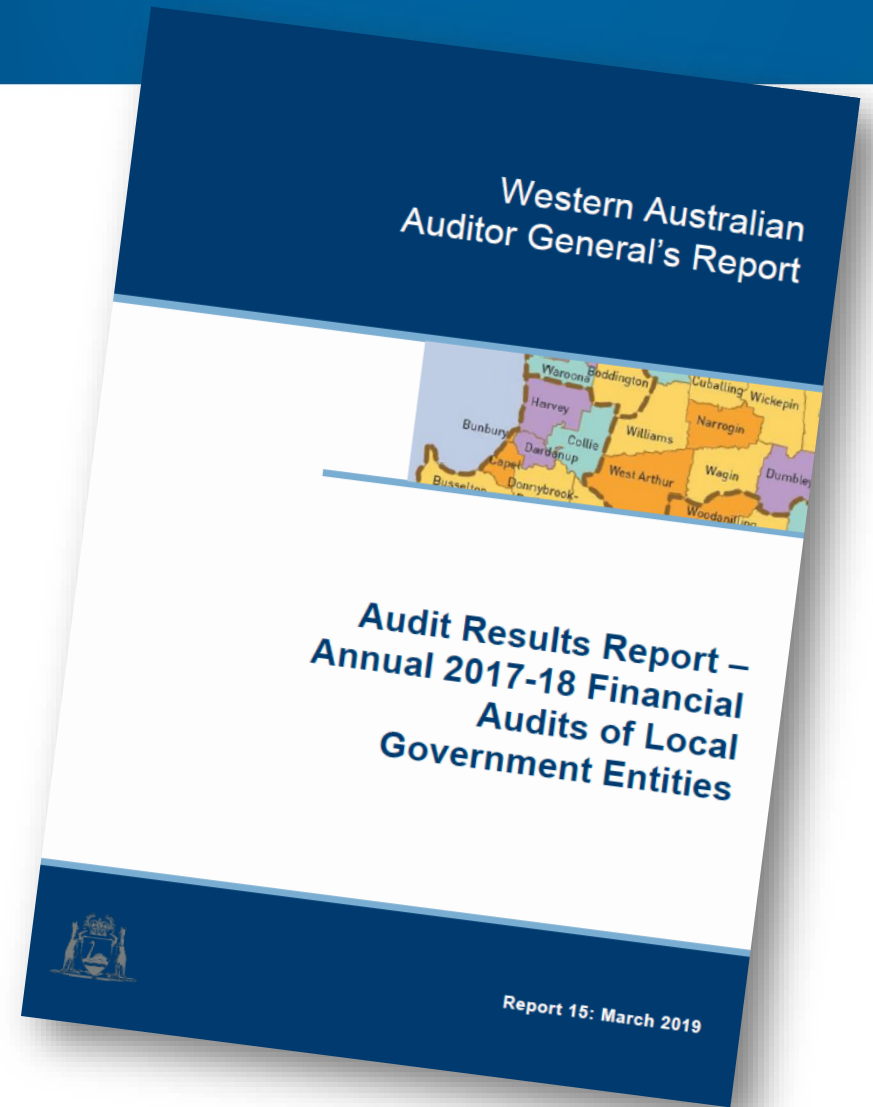
2017-18:

- 46 entities audited
- 36 instances of material non-compliance
- 290 control weaknesses

2018-19: 112 local governments

2019-20: 132 local governments

2020-21: 148 local governments



First year of financial audits

Some key financial control weaknesses we identified:

- accounting journals not authorised
- no quotes obtained for purchases below the tender threshold, and no explanation why
- bank reconciliations not done or not independently reviewed
- excessive access to systems
- no employment contracts for some staff.

We reported some of these in our auditor's reports, as required by the Local Government (Audit) Regulations.

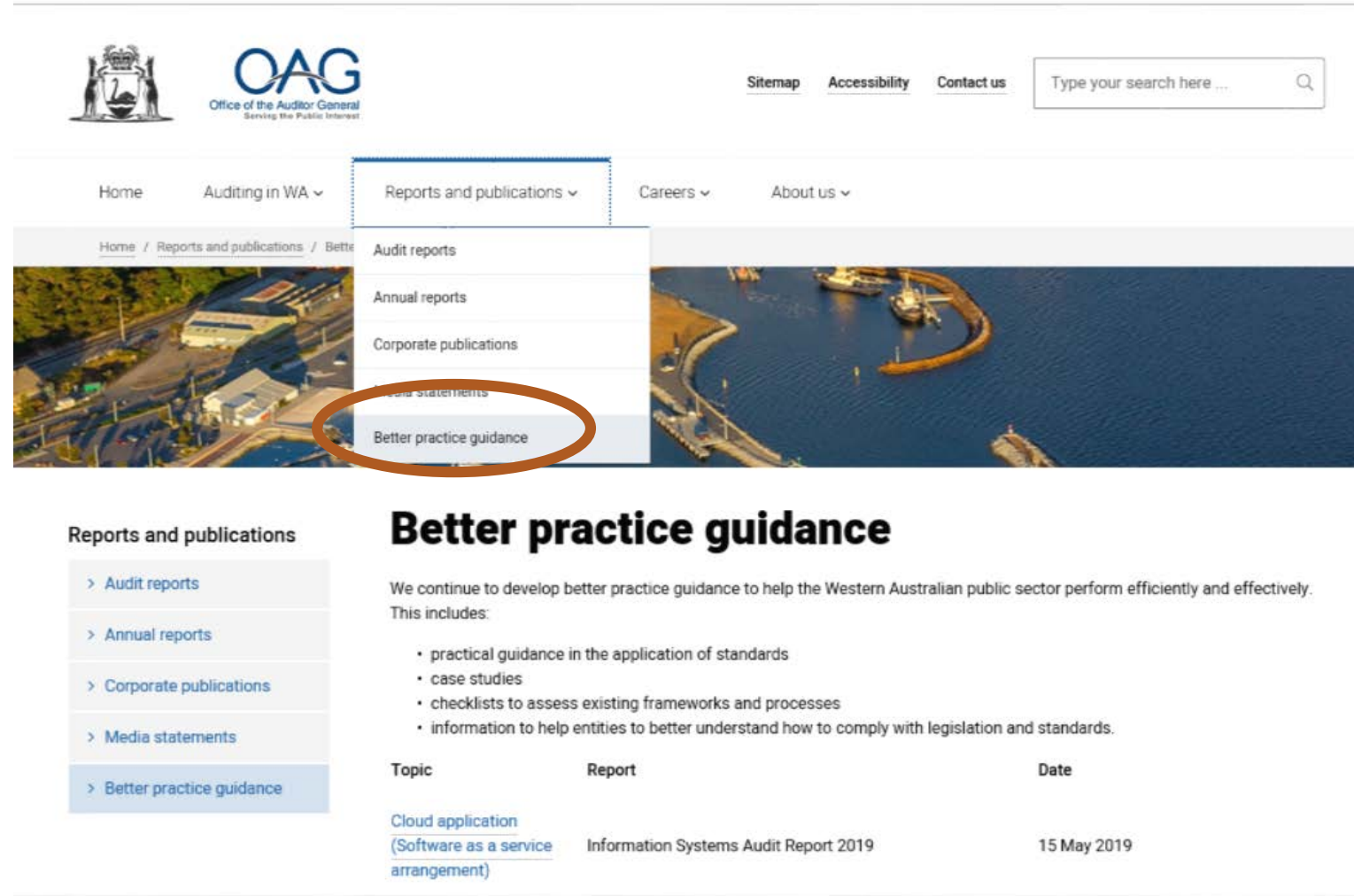
Initial observations

- Asset valuations – Inconsistent valuation methodologies, timing.
- Auditor independence – OAG permitted its contractors to perform a number of other tasks.
- Structure of audit fees – previously the cost of the annual audit was understated.



Compliance and better practice

Compliance with legislation is not the only consideration. Some LGs need to place more emphasis on better practices for good internal control and governance



The screenshot shows the OAG website with the 'Reports and publications' dropdown menu open. The 'Better practice guidance' option is circled in orange. Below the menu, the 'Better practice guidance' page is displayed, featuring a list of reports and a table of recent publications.

Reports and publications

- > [Audit reports](#)
- > [Annual reports](#)
- > [Corporate publications](#)
- > [Media statements](#)
- > [Better practice guidance](#)

Better practice guidance

We continue to develop better practice guidance to help the Western Australian public sector perform efficiently and effectively. This includes:

- practical guidance in the application of standards
- case studies
- checklists to assess existing frameworks and processes
- information to help entities to better understand how to comply with legislation and standards.

Topic	Report	Date
Cloud application (Software as a service arrangement)	Information Systems Audit Report 2019	15 May 2019

Observations for improved audit outcomes

- 11 of the 42 LGs had an internal audit function.
- Audit committees could have less members.
- At audit exit meetings, CEOs, accounting staff and auditors should be afforded sufficient opportunity to contribute.
- If a council wants to make our interim management letters public, this should only be on completion of the audit.





Office of the Auditor General Western Australia

Performance Audit

Local Government Procurement

Serving the Public Interest



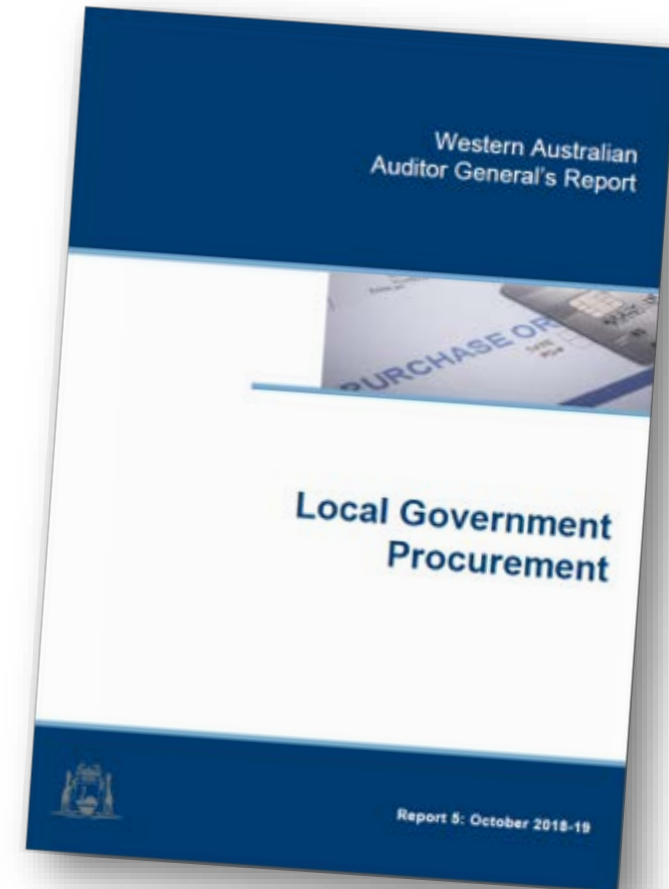
Audit scope

We audited:

- 8 local government entities to determine if effective procurement arrangements were in place.

We asked:

- Have the local governments established policies and procedures for the procurement of goods and services?
- Is there effective oversight and control of procurement activities?



Audit conclusion and findings

Local governments varied in how well they complied with legislation and their own procurement policies.

All had procurement policies, but there was opportunity to improve their practices:

- Better procurement oversight and controls needed
- Procurement decisions and conflict of interest considerations need to be better documented.



Our recommendations

LGs should review their policies, processes and controls against the focus areas of our audit:

- policies
- training
- seeking quotes, tendering, conflicts of interest.





Office of the Auditor General Western Australia

Focus Audit

Verifying Employee Identity and Credentials

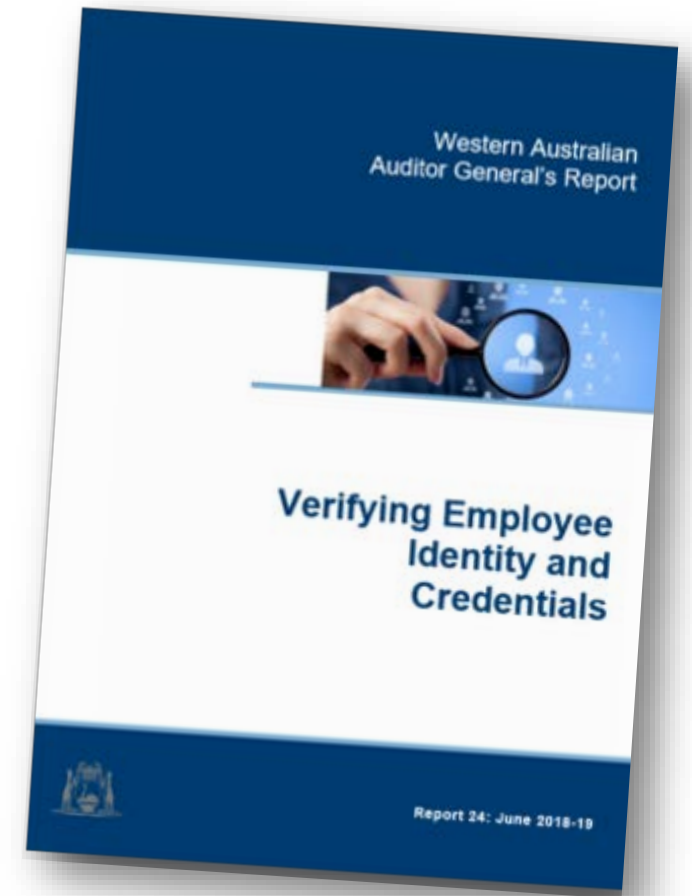
Serving the Public Interest



Audit scope

We audited 8 LGs and assessed if each entity:

- had suitable policies and procedures for screening employees
- adequately screened new employees to verify their identify, check employment history and educational/professional qualifications, and perform risk based criminal record checking
- monitored existing employees for changes in their status.



Audit conclusion and findings

- Only 3 of 8 LGs had policies.
- Many instances where staff identity or eligibility to work was not checked.
- Reference checks were not done.
- Some LGs were not consistently obtaining working with children checks.
- LGs need to improve monitoring.



Our recommendations

LGs should:

- have approved policies and procedures
- assess positions for relevant checks
- obtain documentary evidence
- monitor expiry dates
- perform periodic checks.





Office of the Auditor General Western Australia

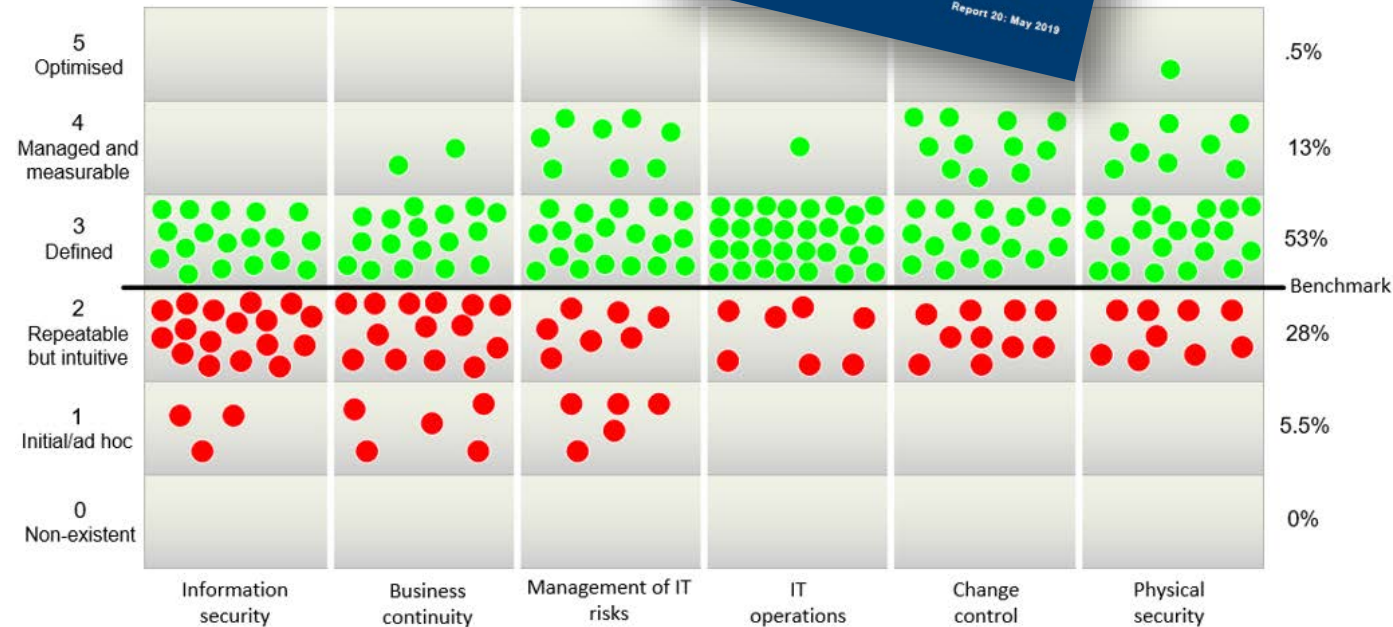
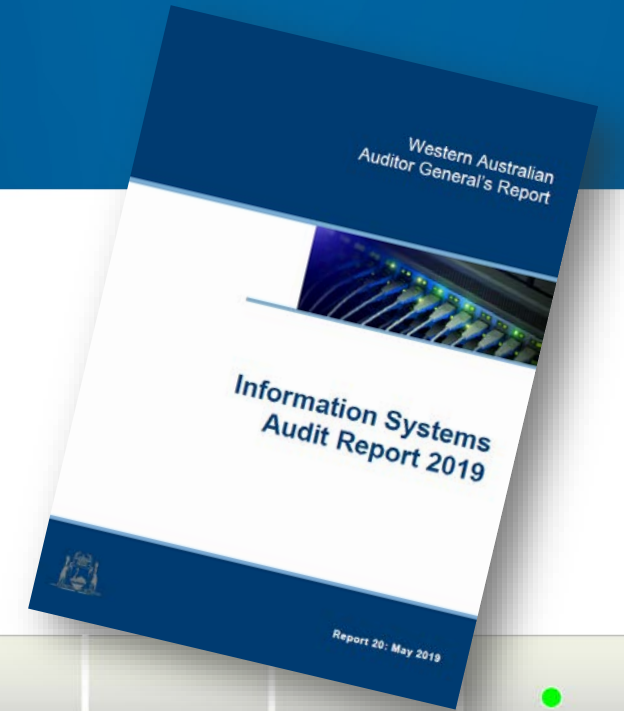
Information systems audits

Serving the Public Interest



What we do in State government

- General computer controls
- Applications reviews
- IS themed Performance Audits



IS audits in local government

- Pilot program underway
- Includes 10 LGs
- Will help to determine future scale and cost impost on LGs
- Pilot will include important learnings for all LGs
- Likely table in March 2020

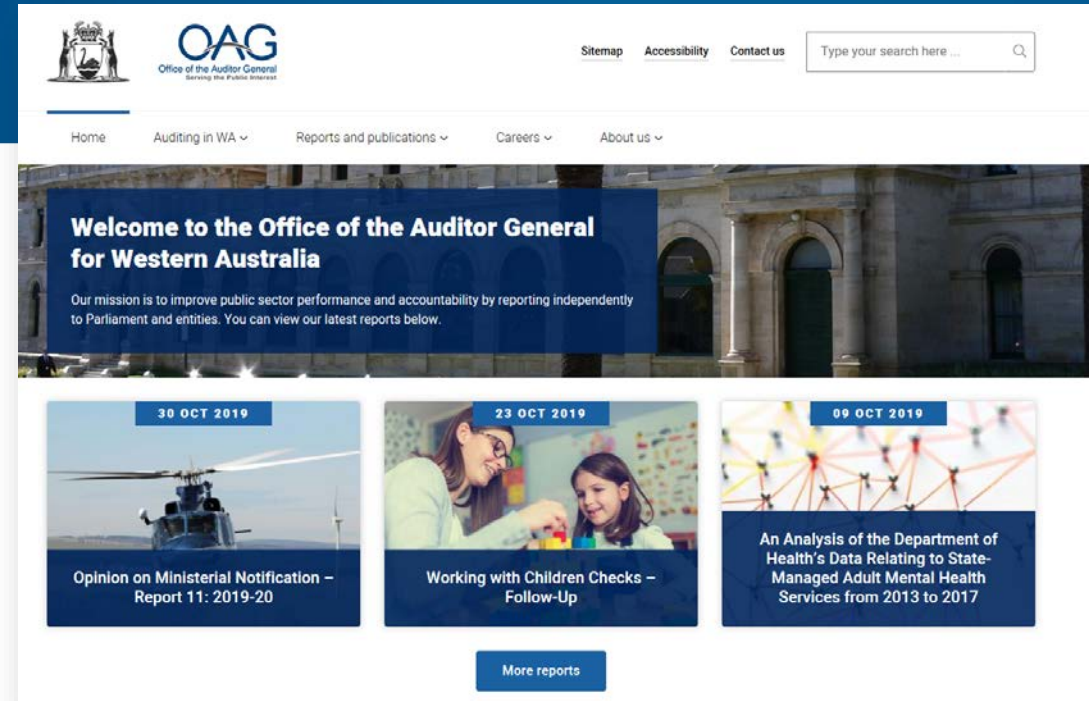
Area	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
Physical and Environmental Security	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green
Security Policy	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green
Access Control	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green
Human Resources Security	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green
Organising Information Security	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green
Communications and Operations Management	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green
IS Acquisition, Development and Maintenance	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green
Compliance	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green
Asset Management	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green
Information Security Risk Management	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green
Information Security Incident Management	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green
Business Continuity Management	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green

Red = 0%–60% Orange = 61%–85% Green = 86%–100%

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Commenced

These are audits which we have started and are in the planning, field work or report writing stages.

Transitioning to the National Disability Insurance Scheme (NDIS) (State)	▼
Delivering essential services to remote Aboriginal communities – Follow-up audit (State)	▼
Governance in local government (Local)	▼

Thank you and questions



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Council Meeting

Thursday 28 November 2019

Council Chambers, Shire of Merredin, commencing at 1.00pm

MINUTES

WEROC | Wheatbelt East Regional Organisation of Councils

Incorporating the Shires of Bruce Rock, Kellerberrin, Merredin, Westonia and Yilgarn

A PO Box 6456, EAST PERTH WA 6892
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WEROC

Wheatbelt East Regional Organisation of Councils

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

An In-person Council Meeting held in the Shire of Merredin's Council Chambers, commencing at 1.00pm

MINUTES

1. OPENING AND ANNOUNCEMENTS

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

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

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

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

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

2.2 Apologies

Nil

2.3 Guests

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

3. PRESENTATIONS/MEETINGS

3.1 Presentation from Synergy – Reducing Power Costs (Attachment)

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

1.20pm Meeting broke into groups.

1.42pm Meeting reconvened

1.45pm Ms Farla and Mr Whitfield retired from the meeting

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

4. MINUTES OF MEETINGS

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

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

RECOMMENDATION:

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

RESOLUTION:

Moved: Cr Day

Seconded: Cr Della Bosca

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

4.2 Business Arising – Status Report as at 21 November 2019

Executive Meeting Wednesday 25 September 2019

5.4 Participation by WEROC in Renewable Energy Projects

Following its meeting with Steve Mason, CEO Innovation Central Midlands WA Inc (ICM), on ICM's involvement with BSC Energy, Power Ledger and others in developing sources of renewable energy on Tuesday 27 August 2019, WEROC Council resolved as shown below:

RESOLUTION:

Moved: Cr Rajagopalan

Seconded: Mr Criddle

That WEROC:

1. Initiate discussions with BSC Energy and Power Ledger seeking the conduct of a pre-feasibility study in respect to developing a micro-grid system across the WEROC geographic area; and
2. Extend an invitation to Steve Mason to meet with WEROC Council in 2020 to provide an update on Innovation Central Midlands WA Inc's renewable energy project.

CARRIED

Work on preparing a pre-feasibility study is underway, with the Member Councils providing information to BSC Solar.

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

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

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

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

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

RESOLUTION: Moved: Darren Mollenoyux Seconded: Greg Powell

That the WEROC Executive recommend to the WEROC Council that:

- 1. WEROC write to the WA Local Government Association (WALGA) requesting that it prepare a local health plan template based on the Salaries and Allowances Tribunal four band classification model to assist in the preparation of local health plans that meet the needs of small rural and remote local governments; and*
- 2. If WALGA is unable to assist in preparing a template to assist in the preparation of local health plans WEROC look to creating its own template from which Member Councils can prepare individual local health plans.*

CARRIED

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

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

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

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

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

Council Meeting Wednesday 30 October 2019

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

RESOLUTION: Moved: Mr Griffiths Seconded: Cr Della Bosca

That:

- 1. The WEROC Executive Officer prepare and arrange the audit of the final statements of account for WEROC in order that all funds can be transferred from WEROC to the revised entity WEROC Inc once established;*
- 2. WEROC determine how all projects currently being undertaken by WEROC will be continued/completed under WEROC Inc once established;*
- 3. A Special General Meeting of Wheatbelt Communities Inc be held, via teleconference, prior to Christmas for the purpose of adopting the new constitution; and*
- 4. WEROC write to the Shire of Tammin to seek feedback on whether or not the Shire was interested in re-joining WEROC following its incorporation.*

CARRIED

Work around finalising the constitution is underway.

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

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

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

Noted

6.2 Records Management in Local Government

RESOLUTION: Moved: Mr Clarke Seconded: Mr Mollenoyux

That the decision made by flying email on Thursday 10 October 2019 and detailed below be endorsed by the WEROC Council. That:

- 1. WEROC meet the costs associated with Enterprises Australia Pty Ltd undertaking the work detailed in Option 1 of its proposal to undertake a review of the record keeping policies for the Shires of Kellerberrin, Merredin, Westonia and Yilgarn, with travel and other costs associated with any onsite visits if required or requested to be covered by the Council being visited; and*
- 2. The Shire of Bruce Rock be given the opportunity to participate in any future records management projects should they be considered following the conclusion of the IAE’s review of record keeping policies across the Shires of Kellerberrin, Merredin, Westonia and Yilgarn.*

CARRIED

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

Noted

6.3 Ongoing Development of the WEROC App and Website

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

That WEROC:

1. Terminate its contract with go2GUIDES and in doing so seek clarification on ownership for both the WEROC App and website (including content and intellectual property); and
2. Seek quotations from suitably qualified organisations for the further development and management of the WEROC website.

CARRIED

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

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

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

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

RECOMMENDATION:

That the Status Report for October 2019 be received.

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

That the Status Report for October 2019 be received.

CARRIED

4.3 **Matters for Noting**

▪ **The Country Ambulance Strategy**

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

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

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

http://www.wacountry.health.wa.gov.au/fileadmin/sections/country_ambulance/The-Country-Ambulance-Strategy-Driving-Equity-for-Country-WA.pdf

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

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

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

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

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

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

▪ **COAG Waste Export Ban**

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

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

- *All waste glass by July 2020.*
- *Mixed waste plastics by July 2021.*
- *All whole tyres including baled tyres by December 2021.*
- *Remaining waste products, including mixed paper and cardboard, by no later than 30 June 2022.*

This timetable reflects the unique challenges of each jurisdiction, and the preparedness of some jurisdictions to complete the phase out ahead of schedule.

Ministers will further test the timetable with industry and local government, while also developing response strategies and undertaking independent market analysis.

In early 2020 Ministers will provide further advice on final timetables, definitions and response strategies to First Ministers for their confirmation.

A Discussion Paper has been prepared and is now out for public comment. It can be viewed by following the link shown below:

<https://www.environment.gov.au/system/files/consultations/bf403fda-b6d7-4476-9c6f-5627502d52a4/files/waste-export-ban-discussion-paper-november-2019.pdf>

Individual Councils and local government associations are invited to comment before 3 December 2019 on the proposed timetable for the waste export ban.

- **Submissions on the Standards and Guidelines for CEO Recruitment and Selection, Performance Review and Termination and the Mandatory Code of Conduct for Council Members, Committee Members and Candidates** - the Shire of Kellerberrin considered WALGA's submissions on the Standards and Guidelines for CEO Recruitment and Selection, Performance Review and Termination and the Mandatory Code of Conduct for Council Members, Committee Members and Candidates at its November 2019 Ordinary Council Meeting, resolving as shown below:

MIN 211/19 MOTION - Moved Cr. O'Neill

2nd Cr. Talbot

That Council:

1. Endorse WALGA's Draft Submission – Standards and Guidelines for CEO Recruitment and Selection, Performance Review and Termination.
2. Endorse WALGA's Draft Submission - Mandatory Code of Conduct for Council Members, Committee Members and Candidates.
3. Provide additional submission on the Standards and Guidelines for CEO Recruitment and Selection, Performance Review and Termination.
 - a. Remove Wording in section S1.3 "The panel must include at least one independent person who is not a current elected member or staff member of the local government."
 - b. Remove Clause S1.11 - The local government must re-advertise the CEO position after each instance where a person has occupied the CEO position for ten (10) consecutive years.
4. Endorse the surveys for both submissions as presented, and
5. Instruct the Chief Executive Officer to provide these response to the Department of Local Government, Sport and Cultural Industries and WALGA.

A copy of the Shire's response forms an attachment to the meeting agenda.

The Shire of Kellerberrin has requested the matter be listed for noting and encourages Member Councils to make submissions on both issues.

- **Future Drought Fund and the National Drought Response Resilience Plan** – the Commonwealth recently released its consultation draft on the Drought Resilience Funding Plan.

WALGA has prepared an Infopage on the Plan providing advice on both the Plan and how Councils can make submissions. A copy of the Infopage forms an attachment to the meeting agenda.

Councils make can make submissions through the completion of an online survey. The survey can be accessed by following the link shown below:

haveyoursay.agriculture.gov.au/future-drought-fund.

The public consultation period closes on Friday 13 December 2019.

WALGA has requested copies of individual Council responses before Friday 6 December 2019.

RECOMMENDATION:

That the matters listed for noting be received.

RESOLUTION:

Moved: Cr Della Bosca

Seconded: Cr Rod Forsyth

That the matters listed for noting be received.

CARRIED

5. WEROC FINANCE

5.1 WEROC Finance Report as at 31 October 2019

Author: Helen Westcott, Executive Officer

Disclosure of Interest: Nil

Date: 18 November 2019

Attachments: Nil

RECOMMENDATION:

That the WEROC Financial Report for the period ending 31 October 2019 be received.

Executive Officer's Report:

Presenting the WEROC Statement of Receipts and Payments for the period ending 31 October 2019.

An explanation for each of the notes is provided below.

Note 1	All 2019/2020 annual subscriptions have been paid.
Note 2	WEROC interest to date
Note 3	This allocation covers the expenditure on Executive Services
Note 4	This allocation covers the expenditure on travel and accommodation
Note 5	This allocation covers the expenditure on Financial Services
Note 6	This allocation includes payment to Accingo for the Asset Management project, costs associated with Dr Andrew Harper for Curtin Wheatbelt Medical Project, Australian Golden Outback - contribution to Eastern Wheatbelt self-drive feature and Information Enterprises Australia - consulting services review of record keeping
Note 7	This allocation covers the costs incurred this financial year in respect to the WEROC app and website
Note 8	Food expenses for WEROC Meeting in Kellerberrin on 27 August 2019

Consultation: Nil

Financial Implications: WEROC adopted Budget for 2019/2020

Voting Requirement: Simple Majority

RESOLUTION: Moved: Mr Mollenoyux Seconded: Cr Flockart

That the WEROC Financial Report for the period ending 31 October 2019 be received.

CARRIED

WEROC Council Meeting Thursday 28 November 2019 - Minutes

Wheatbelt East Regional Organisation of Councils (WEROC)				
ABN 28 416 957 824				
1 July 2019 to 31 October 2019				
		Budget 2019/2020	Actual to	Notes
Income				
0501	General Subscriptions WEROC	\$ 60,000	\$ 60,000.00	1
504.01	Consultancy & Project Reserve			
0575	WE-ROC Interest received	\$ 900	\$ 94.72	2
584	Other Income			
	GST Output Tax		\$ 6,000.00	
	GST Refunds		\$ 2,514.00	
	Total Receipts	\$ 60,900	\$ 68,608.72	
Expenses				
1545	WEROC Bank Fees & Charges	\$ 100		
1661.01	WEROC Executive Services Professional Services	\$ 55,000	\$ 15,090.10	3
1661.02	WEROC Executive Officer Travel and Accommodation	\$ 8,000	\$ 1,446.11	4
1687	WEROC Financial Services Accounting	\$ 7,000	\$ 1,150.52	5
1687.03	WEROC Financial Services Audit	\$ 3,750	\$ 17.85	
1585	WEROC Consultant Expenses	\$ 30,000	\$ 23,011.89	6
1850	WEROC Management of WE-ROC App	\$ 5,000	\$ 1,021.92	7
1801	WEROC Meeting Expenses	\$ 500	\$ 212.73	8
1851	WEROC Insurance	\$ 5,000	\$ -	
1852	WEROC Legal Expenses	\$ 2,000	\$ -	
1853	WEROC Incorporation Expenses (including legal fees)	\$ 15,000	\$ -	
1930	WEROC Sundry	\$ 500	\$ 102.27	
3384	GST Input Tax		\$ 3,991.68	
	Ato Payments		\$ 2,515.00	
	Suspense Account		\$ -	
	Total Payments	\$ 131,850	\$ 48,560.07	
	Net Position	-\$ 70,950	\$ 20,048.65	
	OPENING CASH 1 July	\$ 160,927	\$ 150,919.05	
	CASH BALANCE 31 October 2019	\$ 89,977	\$ 170,967.70	
		Westpac One	\$ 1,075.40	
		Westpac Reserve	\$ 169,892.30	
			\$ 170,967.70	

5.2 List of Accounts

File Reference: 042-2
Author: Helen Westcott, Executive Officer
Disclosure of Interest: Nil
Date: 18 November 2019
Attachments: Nil

RECOMMENDATION:

That the Accounts Paid for the period 1 October 2019 to 31 October 2019 totalling \$18,770.50 be approved.

Executive Officer’s Report:

Accounts paid during the period 1 October 2019 to 31 October 2019.

The list of accounts paid is submitted to each WEROC Council Meeting.

Accounts Paid:

Cheque/EFT	Date	Payee	For	Amount incl GST
EFT	041019	Rural Health West	Ticket for WA Regional Achievement Awards	112.50
EFT	111019	Up to Date Accounting	Accounting Services September 2019	92.40
EFT	111019	Australian Golden Outback	Contribution to Eastern Wheatbelt Self Drive Feature	500.00
EFT	111019	Blakejewel Pty Ltd (Accingo)	Asset Audit Wheatbelt Communities Member Councils (final payment)	9,350.00
EFT	110191	BHW Consulting	Professional Services, Accommodation and Travel September 2019	4,953.58
EFT	291019	Information Enterprises Australia	Consulting Services Review of Record Keeping	3,762.00
Total				\$18,770.50

Consultation: Nil
Financial Implications: WEROC adopted a Budget for 2019/2020
Voting Requirement: Simple Majority

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

That the Accounts Paid for the period 1 October 2019 to 31 October 2019 totalling \$18,770.50 be approved.

CARRIED

5.3 Audited Financial Statement for the year ending 30 June 2019 (Attachments)

Reporting Officer: Helen Westcott, Executive Officer
Disclosure of Interest: Nil
Date: 18 November 2019
Attachments: 2018/2019 Audited Financial Report

RECOMMENDATION:

That WE-ROC adopts the 2018/2019 Audited Financial Report.

Executive Officer's Report:

At the WEROC Council Meeting held on 30 October 2019 the Draft 2018/2019 Financial Report, Representation Letter and the Management Letter were considered, with the meeting resolving as follows:

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

That WEROC:

- 1. Approve the Draft Financial Report and Representation Letter and authorise the WEROC Chair and Executive Officer, as appropriate, to sign the documents; and*
- 2. Note the Management Letter.*

CARRIED

Following the WEROC Council Meeting the documents were signed and submitted to the auditors AMD Chartered Accountants for final approval and return to the Executive Officer.

The audited financial report is submitted for adoption.

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

That WE-ROC adopts the 2018/2019 Audited Financial Report.

CARRIED

6. MATTERS FOR DECISION

6.1 Future WEROC Projects – Asset Management Project

File Reference:	013-2 Strategic and Future Planning 135-5 Economic Sustainability
Author:	Helen Westcott, Executive Officer
Portfolio:	Shared Function (Economic Development)
Disclosure of Interest:	No interest to disclose
Date:	21 November 2019
Attachments:	WEROC Review Recommendations

RECOMMENDATION:

No recommendation is made – the matter is presented for discussion and decision by the WEROC Council.

Executive Officer's Report:

Representatives from Accingo, an asset management consultancy, first met with WEROC early in March 2018 to discuss its asset management concept and the potential value it may offer Member Councils.

Since that time Accingo developed a project brief and costing for WEROC's consideration, with approval for the project's "go ahead" being given at the WEROC Council Meeting held Wednesday 27 June 2018.

Work has been ongoing since that time, with a final report and final recommendations available for discussion at the WEROC Executive Committee held Wednesday 25 September 2019. At this time, it was resolved as shown below:

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

That the:

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

CARRIED

Comments have been received from all Member Councils, with the comments provided detailed below.

Shire of Bruce Rock

The Shire of Bruce Rock considered the Accingo Report at its November Council 2019 meeting, resolving as shown below:

- 1. That Council considered the WEROC Accingo Asset Management Report in major construction plant; and*
- 2. Provides the following comment on each recommendation to WEROC;*
Recommendation 1 - not support
Accingo's recommendation 2 - not support, however will be undertaking a review at individual level through Project Aware Program
Accingo's recommendation 3 - not support, will be reviewed internally
Accingo's recommendation 4 – not support, as Council is conducting an internal review of all large plant assets through Project Aware Program, in line with Council's philosophies and requirements.
- 3. Does not support recommendations 5 and 6 due to the cost implications and Council does not have a desire for centralisation as it would not be in the best interests of the Shire, workforce or community.*

4. That staff undertake a review of the major construction plant, including usage hours, data reporting to see if there is any value in reducing plant numbers, without restricting the operational capacity of Council and its roads program.
5. That WEROC Shires consider working collaboratively on specific adjoining roads when it comes to maintenance grading and/or encourage and be more open to potentially hiring major plant when it is not being utilised as opposed to hiring from outside the region.

Shire of Kellerberrin

As advised at the October WEROC Council Meeting, the Shire of Kellerberrin supports Recommendations 1,2,3 and 4 contained within the Accingo Report.

Shire of Merredin

The Shire of Merredin considered the Accingo Report at its November Council 2019 meeting, resolving as shown below:

Moved: Cr Willis **Seconded:** Cr Patron
82462 **That Council**

1. supports the recommendations 1 to 5 in principal advising the WEROC Executive Officer to progress discussions with regards to the implementation of these recommendations; and
2. requests for the WEROC Executive Officer to investigate the financial viability of a total hire model as detailed in recommendation 6.

CARRIED 8/0

Shire of Westonia

As advised at the October WEROC Council Meeting, the Shire of Westonia supports Recommendations 1,2,3 and 4 contained within the Accingo Report.

The Shire of Yilgarn

The CEO Shire of Yilgarn resolved at its October Council 2019 Meeting as shown below:

Moved Cr Della Bosca/Seconded Cr Guerini

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

CARRIED (7/0)

A copy of the recommendations document (and commented on above) forms an attachment to the meeting agenda.

Each of the recommendations is briefly outlined below.

1. Asset Identification Standardisation

In suggesting the adoption of a standard identification format Accingo also recommends that WEROC also agree on a standardize format which is backed up by an asset register policy, amending current system fields to provide such standardization.

The recommendation provided by Accingo provides an example of a standard code for use by WEROC's Member Councils.

Recommendation 1 is supported by all WEROC's Member Councils other than the Shire of Bruce Rock.

2. Purchase and Sale Process Review

Accingo has recommended that WEROC's Member Councils review of their current "Sale & Purchase of Asset" policy, checking for completeness and determine whether the policies are being followed. If such a policy is not in place then one should be prepared. In conjunction with this, Accingo also notes all associated risk management policies should be adhered to.

Recommendation 2 is supported by all WEROC's Member Councils other than the Shire of Bruce Rock.

3. Standardisation of Depreciation Rates and Useful Life

Accingo recommends that WEROC agree to a uniform set of depreciation rates which would be implemented via the asset management policy as detailed in Recommendation 2, with rates set either internally by Member Councils or provided by an external source.

Accingo also recommends WEROC look to reviewing maintenance costs so that they are captured and reported on down to machine level. Accingo notes that some but not all WEROC's Member Councils have this information captured effectively.

Recommendation 3 is supported by all WEROC's Member Councils other than the Shire of Bruce Rock.

4. Review of Underperforming Assets

The Accingo report recommends that a review of underperforming assets be undertaken to:

- a) understand why this is happening; and
- b) determine whether a piece of equipment is actually required.

Recommendation 4 is supported by all WEROC's Member Councils other than the Shire of Bruce Rock.

5. Implementation of Technology Solutions

This recommendation is self-explanatory in that it proposes that WEROC, either as a group or at individual Council level, look to purchase software to aid in the implementation of Recommendations 1, 2, 3 and 4.

Only the Shire of Merredin at this point supports the adoption of this recommendation. The Shire of Yilgarn has indicated that it considers the cost implications too large for it to be considered. Cost may be a factor in the rejection of Recommendation 5 by other Member Councils.

6. Centralisation of Asset/Asset Management

Again, this recommendation is self-explanatory but has been rejected at this point by all Member Councils other than the Shire of Merredin.

Whilst Recommendations 1, 2, 3 and 4 are supported by all Member Councils, except the Shire of Bruce Rock, what needs to be determined by WEROC is whether implementation of all four recommendations will be undertaken by WEROC jointly or whether some will be done jointly whilst others will be implemented at individual Council level.

This needs to be determined and if a joint approach is agreed to how will the work be undertaken and by whom?

In terms of Recommendations 5 and 6 only the Shire of Merredin supports further work on either recommendation.

With respect to the use of software to manage Member Councils' assets there may be benefit to seek costings around the purchase and ongoing use of such software. Obtaining a costing would not imply any commitment to purchasing any software but rather allow the opportunity for Member Councils to evaluate the benefits of such software against the costs, both in purchasing the software and the ongoing costs required to maintain and upgrade over time.

Similarly, with Recommendation 6. In accepting Recommendation 6 the Shire of Merredin has not committed to the use of a centralised asset management system but rather believes that investigations around the adoption of a centralised asset management system should be investigated by WEROC.

Undertaking a cost benefits analysis would not signify intent to undertake this action but merely show the costs required to do so and the benefits gained from undertaking such an action.

If a costs benefits analysis was agreed to by WEROC the costs associated with looking at the use of technology in managing WEROC's assets could be included in project's scope.

The matter is presented for discussion and decision by the WEROC Council.

WEROC Council Meeting Thursday 28 November 2019 - Minutes

Consultation: Nil

Financial Implications: As yet unknown

Voting Requirement: Simple Majority

RESOLUTION: **Moved: Mr Griffiths** **Seconded: Mr Clarke**

That the Shires of Kellerberrin, Merredin, Westonia and Yilgarn work collaboratively to consider and progress Recommendations 1 to 4 made by asset management consultant Accingo following a review of WEROC Member Councils asset management practices.

CARRIED

6.2 Wheatbelt Medical Students Immersion Project (WMSIP)

File Reference:	013-2 Strategic and Future Planning
Author:	Helen Westcott, Executive Officer
Portfolio:	Social (Kellerberrin) and Environment (Merredin) Shared Function (Advocacy)
Disclosure of Interest:	Nil
Date:	20 November 2019
Attachments:	Student Allocations (Draft) WMSIP Transport Plan (Draft) Agenda for Team Building Day on Monday 2 December 2019

RECOMMENDATION:

That the Executive Officer's report be received.

Executive Officer's Report:

At the WEROC Executive Meeting held Wednesday 13 April 2016 the Shire of Kellerberrin raised the issue of the cessation of visits to the Wheatbelt by first year medical students from the University of Notre Dame Australia's Fremantle Campus. At that time the Executive resolved as shown below:

RESOLUTION: Moved: Raymond Griffiths Seconded: Greg Powell

That the Executive Officer prepare a report on the cessation of visits to the Wheatbelt by first year medical students from the University of Notre Dame Australia's Fremantle Campus.

CARRIED

Following considerable effort, the program was introduced across all of WEROC's communities in March 2018, with medical students from Notre Dame and Curtin Universities participating in what has become known as the "Wheatbelt Medical Student Immersion Program" (WMSIP).

Agencies involved in re-establishing the WMSIP include:

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

A second group of students visited the region during the week commencing Monday 12 March 2019.

The Executive Officer attended a meeting of the WMSIP Planning Group on Thursday 7 November 2019. At the time of preparing the WEROC Council Meeting Agenda an action sheet from the meeting had not been distributed.

Further work around the travel times and student allocations across participating towns has been done, with a revised table for student numbers in each town forming an attachment to the meeting agenda. Following discussion on travel times and the need to get students to their host families as soon as possible will see further revision to the attached travel times being undertaken.

An agenda for the team building day to be held at Curtin University has also been prepared, with a copy of the agenda forming an attachment to the meeting agenda.

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This year it is hoped to expand the number of participants in the exercise, to be held on Monday 2 December 2019, to include staff and other people involved in the visits program, with invitations sent to participating Councils.

The WEROC Chair has received a letter of agreement between all WMSIP members for signing. The letter of agreement covers the visits to be conducted during March 2020.

The WMSIP Planning Group's next meeting is scheduled for Thursday 19 December 2019.

Comment is sought from Member Councils on the information provided and any other issues considered relevant for discussion at the next meeting of the Planning Group.

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

That the Executive Officer's report be received.

CARRIED

6.3 Curtin Wheatbelt Community Health Study

File Reference:	075-1 Local Hospitals 013-2 Strategic and Future Planning
Author:	Helen Westcott, Executive Officer
Portfolio:	Social (Shire of Kellerberrin) Advocacy (Shared Portfolio)
Disclosure of Interest:	Nil
Date:	18 November 2019
Attachments:	Curtin Wheatbelt Community Health Pilot Study Verso Report

RECOMMENDATION:

No recommendation is made – the matter is presented for discussion and decision by the WEROC Council.

Executive Officer's Report:

At the WEROC Executive Meeting held Wednesday 29 May 2019 a request for assistance from Dr Andrew Harper, Adjunct Clinical Professor at the Curtin Medical School was considered. Specifically, Dr Harper sought support for a research project developed as a direct result of Curtin student involvement in the Wheatbelt Medical Students Immersion Program this year and last.

Following consideration of the request, it was resolved as shown below:

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

1. *That WEROC provide in-kind and financial support to a maximum of \$5,000 to Dr Andrew Harper, Adjunct Clinical Professor at the Curtin Medical School, to assist in the conduct of the "Curtin Wheatbelt Community Health Study: An exploratory research proposal".*
2. *That the Executive Officer provide Dr Andrew Harper with a copy of the Verso Report.*

CARRIED

The Executive Officer advised Dr Harper of WEROC's decision, providing him with a copy of the Verso Report as requested.

Visits to both Merredin and Westonia took place during the last weekend in August.

Since the visit a report has been prepared.

All expenses claimed by Dr Harper and his student team have been paid.

A copy of the report was circulated to all Member Councils ahead of the WEROC Council Meeting. A copy of the report, with the Verso Report, also forms attachments to the meeting agenda.

The Verso Report has been provided because some of WEROC's new delegates may not have a copy of the report.

The question Andrew Harper seeks advice from WEROC on is whether this type of data gathering and analysis is of value to the shires in promoting rural health.

The Executive Officer believes that such research has a valid role to play and Member Councils are in a unique position to assist help in advocating for greater access to health services both in type and method of delivery. In terms of the

work undertaken in the pilot study this would have budget implications for WEROC because if the study was expanded to take in all five Member Councils it would be necessary for WEROC to contribute financially to the expanded project.

Consultation: Nil

Financial Implications: As yet unknown

Voting Requirement: Simple Majority

RESOLUTION: **Moved: Cr Day** **Seconded: Cr Forsyth**

That WEROC agree to participate in any project that looks to extend the pilot study entitled “Curtin Wheatbelt Community Health Study: An exploratory research proposal” across all five WEROC Councils, utilising existing WEROC project funds to facilitate funding for the project.

CARRIED

6.4 Request for a Letter of Support from Crisp Wireless for a Digital Farm Grants Application

File Reference:	013-2 Strategic and Future Planning 135-5 Economic Sustainability
Author:	Helen Westcott, Executive Officer
Portfolio:	CEO/Governance – IT (Shire of Bruce Rock) Advocacy (Shared Portfolio)
Disclosure of Interest:	Nil
Date:	19 November 2019
Attachments:	Nil

RECOMMENDATION:

That WEROC provide a letter of support to Crisp Wireless for its application to the Department of Primary Industry and Regional Development's Digital Farm Grant Round 2.

Executive Officer's Report:

The Executive Officer received an email from Ms Kim Every of Crisp Wireless seeking WEROC's support for its application for funding through the Department of Primary Industry and Regional Development's Digital Farm Grant Round 2. To quote from Ms Every's email:

"... The focus of the grant is to provide solutions to Western Australian farming region's current sub-optimal internet connectivity and capacity issues. Reliable and faster internet will enable agri-businesses opportunities for improvement and growth through digitisation of production and supply chain processes.

Following successful application of similar projects in multiple WA regions, CRISP Wireless are submitting two applications for the Wheat-belt region - including four of the WEROC shires, in this round – Merredin, Bruce Rock and Narembeen shires and Kondinin, Corrigin and Kulin shires. The WA Government is offering up to \$500,000 per project with funding to be matched. Each shire has expressed cash and in-kind support and CRISP Wireless are committing more than 50% cost supporting to each project.

We would be most grateful if you would be able to provide the LOS on WEROC letterhead by Monday 25/11/2019 please (the grant closes on 4th December 2019)."

The Executive Officer has replied to Ms Every's email explaining that the earliest a decision on providing support would be after the WEROC Council Meeting.

The request for a letter of support seems reasonable because it in the first instance does not require any financial commitment from WEROC and if successful will benefit some within the Bruce Rock and Merredin communities.

In reviewing the meeting agenda, the CEO Shire of Bruce Rock advised that Council had considered the Crisp Wireless proposal and has resolved to support the proposal at an individual Council level and therefore would support WEROC's proposed letter of support.

The Shire of Merredin may wish to provide further comment about its possible involvement in this current project proposal by Crisp Wireless. As Member Councils are aware, the Shire of Merredin is a participant in the Crisp Wireless/NEWROC internet connectivity project.

The only disappointing aspect to the proposal is that the benefit of increased digital access may not be extended to all the two Shires' residents.

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Consultation: Nil

Financial Implications: As yet unknown

Voting Requirement: Simple Majority

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

That WEROC provide a letter of support to Crisp Wireless for its application to the Department of Primary Industry and Regional Development's Digital Farm Grant Round 2.

CARRIED

7. EMERGING ISSUES

7.1 Western Australia's Native Vegetation – Release of an Issues Paper by the Department of Water and Environmental Regulation

The State Government is developing four initiatives to improve the consistency, transparency and information base to enable better management of the State's native vegetation. The initiatives to achieve this are outlined in an issues paper for public consultation, *Native Vegetation in Western Australia* prepared by the Department of Water and Environmental Regulation (the Department).

The discussion paper along with other information relating to the review can be accessed by following the link shown below:

<https://dwer.wa.gov.au/consultation/nativeveg>

A period of public consultation has commenced, closing Monday 10 February 2020. The Department is seeking feedback online and via community consultation workshops in Perth and regional locations.

Given the consultation period is outside the framework for inclusion in the WALGA Zone Meeting process WEROC may wish to consider preparing a submission.

Cr Strange undertook to find out what WALGA was doing with respect to preparing a submission to the Department of Water and Environmental Regulation on the recently released issues paper *Native Vegetation in Western Australia*.

Cr Butler left the meeting at 2.47pm and did not return

8. OTHER MATTERS

8.1 Resignation of Executive Officer

BHW Consulting provided a letter informing WEROC that W Squared Pty Ltd t/a BHW Consulting submits its resignation from the Executive Officer role to the Wheatbelt East Regional Organisation of Councils (WEROC) and Wheatbelt Communities Inc effective from 29 February 2020.

RESOLUTION: Moved: Mr Mollenoyux Seconded: Cr Della Bosca

That WEROC accepts the resignation from BHW Consulting as the Executive Officer effective from 29 February 2020.
CARRIED

RESOLUTION: Moved: Cr Day Seconded: Cr Della Bosca

That the Shire of Bruce Rock, as current Chair of WEROC, prepare a position description, information package and commence the advertising process for the recruitment of Executive Officer services for WEROC, with applications closing 2 January 2020.

CARRIED

9. FUTURE MEETINGS

Currently meetings for both the Executive and Council are scheduled for early 2020, with the dates for each meeting shown below:

WEROC Executive Wednesday 5 February 2020 (Shire of Kellerberrin)
WEROC Council Wednesday 26 February 2020 (Shire of Yilgarn)

A decision on whether a meeting of the WEROC Executive should be held is required. If the decision is that only a meeting of WEROC Council is needed then Member Councils will need to determine when WEROC Council should meet.

The Executive Officer is not available to meet on Thursday 27 February 2020 (the likely date for a meeting of the Great Eastern Country Zone) as she has other commitments that day.

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

That WEROC Council meet in Kellerberrin on Wednesday 26 February 2020, with the meeting to commence at 1.30pm
CARRIED

Note: It was agreed that a meeting of the WEROC Executive would only be called if required.

Ms Westcott and Mr Wittber left the meeting at 2.49pm and did not return.

At this point the meeting returned to Agenda Item 8.1.

For ease of reading Agenda Item 8.1 is recorded in chronological order.

10. CLOSURE

There being no further business the Chair closed the meeting at 2.59pm

DECLARATION

These minutes were confirmed by the WE-ROC Council at the meeting held Wednesday 26 February 2020

Signed _____
Person presiding at the meeting at which these minutes were confirmed

A photograph of a smiling man with a white mustache, wearing a wide-brimmed straw hat and a striped long-sleeved shirt, kneeling in a garden. The background is filled with various green plants and a wooden trellis. A large teal diagonal shape is overlaid on the left side of the image, containing the main text and a logo.

Partnering with the community to transition to a new energy future



Agenda...

1	Introductions	Anazia	5 mins
2	Transitioning to a new energy future	Anazia	5 mins
3	Partnering with the community	Patrick	5 mins
4	Group activity: Understanding your energy challenges	All	15 mins
5	Group activity: Solving for the future together	All	15 mins
6	Q&A	All	10 mins
7	What happens next...	Anazia	5 mins

Remember the good old days...

In the past, our relationship with customers was a simple one-way transaction.

Transformation was focused on reducing operational costs or sending customers an electronic copy of their bill.

Customers didn't have much choice over where, when or how they sourced their energy needs.

Energy demand was easy to manage and steadily increasing.



We generated the power



You used it



We sent you a bill



Costs were recovered

An aerial photograph of a beach with waves crashing onto the shore. The water is a vibrant turquoise color, and the sand is a light beige. Several people are visible on the beach, and their long shadows are cast across the sand. The text is overlaid on the right side of the image.

**But as energy prices
continued to rise**

**New technologies enabled
innovation & choice**

**Setting a new benchmark for
customer expectations**

So households and businesses started switching to something better

More than 1 in 4 homes now generate their own energy during the day (in the SWIS)



And we're only in the early days of disruption

As the transition to something very different, very fast accelerates.

EY's recent global study on the utilities sector has calculated the **3 critical tipping points** that underpin this paradigm shift to a decentralised energy future across Australia:

1. Decarbonisation & decentralisation of energy assets
2. Electrification of transport
3. Digitisation and democratisation of data

* Source: EY Countdown clock - Oceania

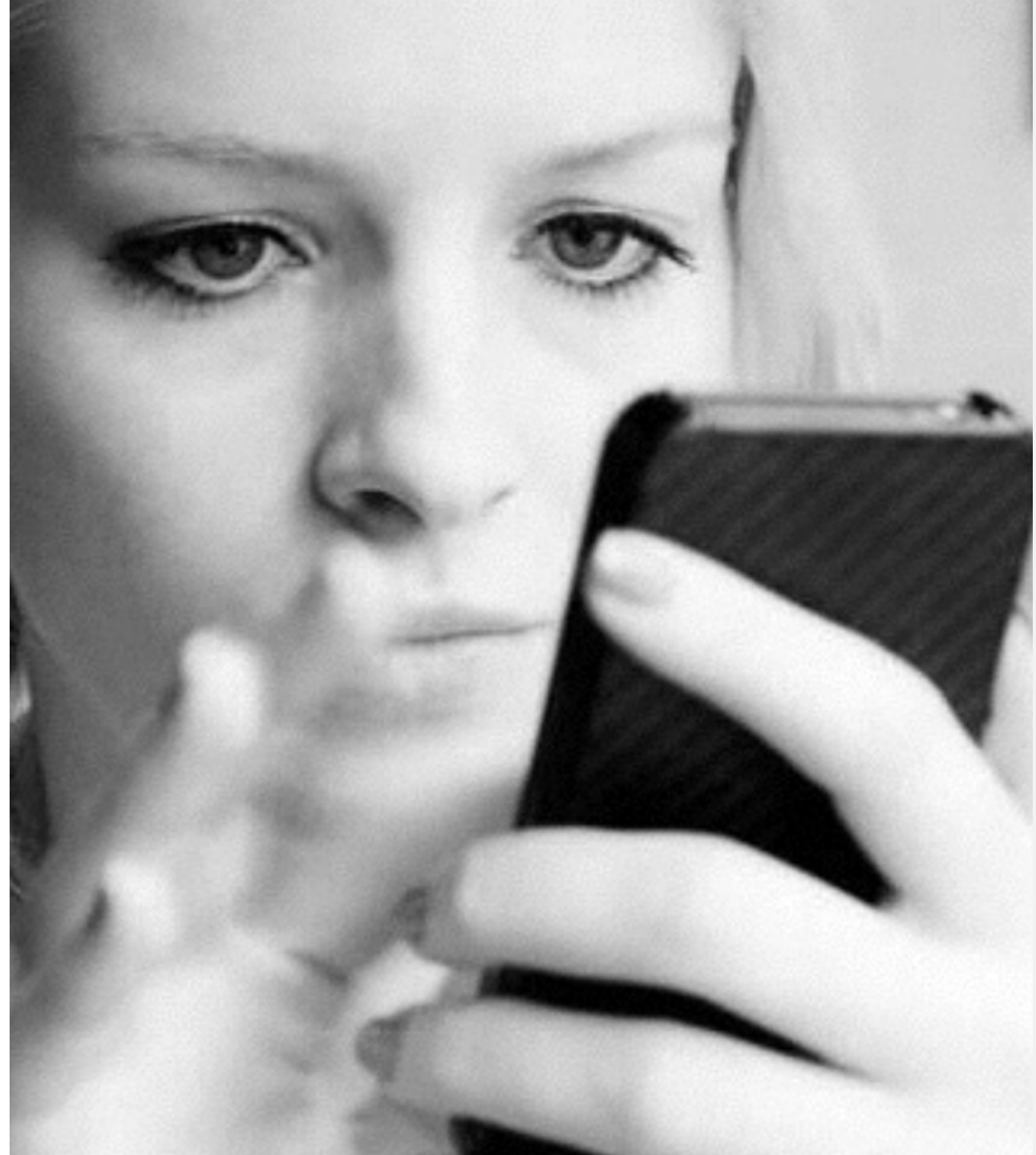


That's why we've had to flip our thinking

By putting the customer and WA community at the heart of everything we design, deliver, do.

Because at its core, disruption isn't about technology - it's about people and businesses choosing a better experience.

Technology just enables their choice.



**Driving our imperative to test
innovative solutions and
explore new ways of working...**



Working together today to pioneer better alternatives for the future

Trialing new technologies to understand which ones will create the most viable energy solutions for WA tomorrow.



Alkimos Energy Storage Trial
 Trialling how community scale batteries combined with energy efficiency incentives may help reduce household energy costs.

1 key insight so far...
 The community has saved a total of \$31,384 off their collective energy bills since the trial started in April 2016.[^]

Partners

- Western Power, Landcorp, Lendlease



VPP technology trial
 Testing the functionality of 6 different VPP providers - coordinating an aggregated demand response to a planned/unplanned event schedule event

1 key insight so far...
 Batteries can respond to peak afternoon demand load faster and cheaper than traditional assets (on sunny days).

Participants + partners
 10 participants, 1 year trial



Powerbank
 Australian-first utility scale battery trial in established network – incentivising customers to maximise their solar PV investment via a virtual storage solution.

1 key insight so far...
 Since the trial started, participating households have saved on average \$111.97 per household.*

Participants + partners

- 49 customers, 2 year trial
- Western Power



RENeW Nexus
 Peer to Peer trading trial using blockchain technology to support local communities to leverage data to become more efficient and sustainable.

1 key insight so far...
 Limited ability to deliver more affordable energy in WA's capacity market (higher fixed costs). May be more suited to microgrids or more volatile markets.

Participants + partners

- 14 customers, 6 month trial
- Powerledger, Western Power, EnergyOS, Curtin, City of Freo



EV Home Plan
 Simple tariff that seeks to encourage the adoption of EVs whilst shifting consumption away from peak periods.

1 key insight so far...
 Customers are willing to shift more of their consumption to off peak times (11pm – 4am) peak to off peak - 37% compared to 17% for A1 REBS/FIT customers.

Participants + partners

- 110 customers, ongoing

[^]Savings are approximate and calculated by applying the Peak Demand Saver Plan rates to average historic consumption, usage pattern and generation based on previous 12 months up to 5 July 2018 – compared to charges that would have been incurred at the standard A1 (Home plan) rates.
 *Average Estimated savings only calculated by comparing consumption and costs incurred by trial participants on the PowerBank Trial and the A1 Home Plan over the same period (for the period between 07/11/2018 to 30/04/2019).

To safely transition Western Australians to **THEIR** new energy future (not ours)

Delivering affordable, cleaner energy – no matter where it takes us.

Smart energy services

- Real-time alerts and price signals to customers will help reduce inefficiencies and identify faulty plant earlier
- Demand response enabled plant and equipment shed load from the grid and may help consumers save money during peak demand times

Electric Vehicles

- Public car parks and on street parking will provide electric vehicle charging facilities
- Owners of these car parks and chargers will be earning commissions from charging and encouraging longer dwell times in their facilities

Embedded networks billing

- Smart sub-metering & billing solutions allows landlords to on-sell electricity easier and more fairly in a way that can both maximises profits and drive efficiencies at the tenant level
- Sharing of solar and storage infrastructure will help embedded customers have more control over their energy needs and improve business cases for renewables in tenanted premises



Microgrids

- Precinct energy solutions will emerge to power whole industrial parks where diversified load profiles and greater economies of scale contribute to the accelerated uptake of renewables, supplemented by geothermal, biomass, or traditional grid supply
- These new parks will emerge in areas where previously large network augmentations were required to drive economic growth, resulting in a more efficient grid

Power purchase agreements

- PPAs allow customers to purchase their energy from a Synergy owned solar PV array on the customers premise, or another location within the SWIS
- This is an option for customers who do not have access to, or are unwilling to own solar PV themselves

MW Solar panels

- As the cost of solar PV continues to decrease, and efficiencies continue to increase, more commercial and industrial customers will take advantage of available roof space and land holdings (car parks, etc) to install solar PV to reduce energy costs during business hours

Community storage & Backup

- Backup supply in the form of battery storage will become more common to ensure business continuity in response to any supply issues instead of traditional diesel generators
- Precinct energy solutions will also use battery storage to manage peak requirements and store excess generation at quiet times such as weekends

Cocreating solutions with customers, other utilities and a broader range of community organisations on a regular basis

To find more holistic solutions for the future and to ensure no one is left behind.



Let's work

Group activities

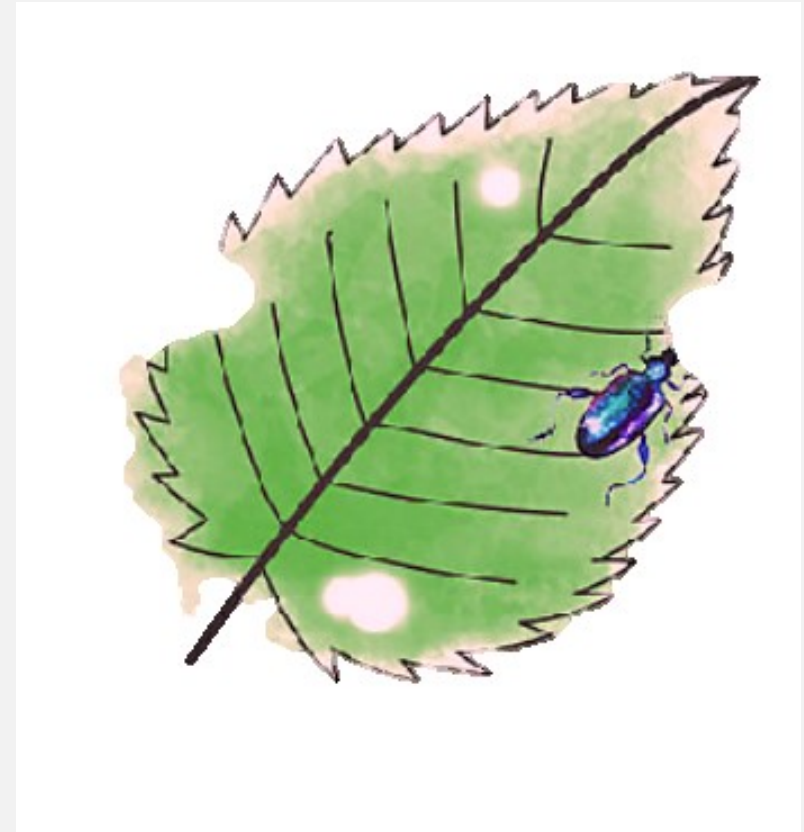


Your energy needs, challenges and pain (15mins)

What are all the energy pain points your community faces at the moment?

What impacts do these create in your community?

What does sustainability mean to your community?



Solving for the future together (15 mins)

Thinking about your energy challenges today and your community's vision of the future...

What energy awareness, knowledge, idea or object could help solve for this or realise your vision?



Q&A session



What happens next?

We'll be running a similar session with metropolitan councils
(6 December)

We'll take the outputs from today's session to
design a range of energy solutions to
support your community needs
today and tomorrow
and present back
(January)

Thank you for today



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 **19th December 2019**.

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 **19th December 2019**.

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 **19th December 2019**.

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:	Jasmine Geier, Manager of Corporate Services
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 November 2019. The credit card statements currently show: -

CEO **November 2019 \$2,488.42** associated with the purchase of Activ8inet Housing & Office, Fuel, Email Exchange Platform, L/C Licence, Sublime, Uniforms, LG Pro Meals, Kay Retirement Present, Part Road Sweeper & Purchase Interest.

Works Supervisor **November 2019 \$2,759.41** associated with the purchase Prado Licence, Fuel, Western Power, WhipperSnipper & PVC Pipe, Synthetic Turf, Phone charger, Plate Change & Alcolizer Tech.

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 2019/2020 Annual Budget.



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That November 2019 accounts submitted to today's meeting on Municipal vouchers numbered from 3809 to 3818, and D/Debits from EFT3938 to EFT4042 Inclusive of Department for Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$698,200.69 be passed for payment.

Attachment 9.1.1

Shire of Westonia



Accounts for Payment

for period ending
30th November 2019

List of Accounts Due & Submitted to Council November 2019

Chq/EFT	Date	Name	Description	Amount	Bank	Type
B/S	01/11/2019	TPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-48.00	1	FEE
B/S	01/11/2019	WESTNET - INTERNET PROVIDER FEE	INTERNET PROVIDER FEE	-66.00	1	FEE
B/S	01/11/2019	FEE - BANK FEES	BANK FEES	-77.75	1	FEE
B/S	04/11/2019	FEE - BANK FEES	BANK FEES	-133.49	1	FEE
3809	05/11/2019	Water Corporation	29L McPharlin Rd Standpipe	-45.34	1	CSH
3810	05/11/2019	Synergy	Power use - CRC, Info bay, complex, units, sports, church, oval, playground, CEO, Works	-5301.44	1	CSH
3811	05/11/2019	Wirtgen Group	Straight screwed socket	-102.15	1	CSH
3812	05/11/2019	Merredin Farms Pty Ltd	Rates refund for assessment A6840 LOT 294 RURAL	-353.14	1	CSH
EFT3968	05/11/2019	RA DELLA BOSCA	Tractor Operator Hire	-330.00	1	CSH
EFT3969	05/11/2019	AVN Northam Pty Ltd trading as Merredin Toyota	Changeover price on Prado	-2832.12	1	CSH
EFT3970	05/11/2019	Ron Bateman & Co	KWD Krystal detergent x 4 Pallets	-9401.86	1	CSH
EFT3971	05/11/2019	Westonia Tavern	Beverages and Council Meeting meals & Drinks	-352.00	1	CSH
EFT3972	05/11/2019	Ag Implements	Blades, Oil and Air filter	-236.32	1	CSH
EFT3973	05/11/2019	Ever Green Synthetic Grass	3 Rolls of Terracotta Synthetic Turf	-2962.96	1	CSH
EFT3974	05/11/2019	Wessie Pty Ltd	truck Hire	-3575.00	1	CSH
EFT3975	05/11/2019	BOYA Equipment	Kubota Boot	-695.83	1	CSH
EFT3976	05/11/2019	DG and RJ Perrin	Inspect damaged wiring	-367.40	1	CSH
EFT3977	05/11/2019	Higgo Nominees Pty Ltd	Bulka Bag white sand	-90.00	1	CSH
EFT3978	05/11/2019	Trans-plus	Cartage of Drum Roller to Welshpool	-2420.00	1	CSH
EFT3979	06/11/2019	Treasury Corporation	Loan 5 - Lifestyle Village	-34122.63	1	CSH
PAYROLL	10/11/2019	PAYROLL	Payroll Liability FE 10/11/19	-33373.82	1	CSH
PAYROLL	10/11/2019	SOC CLUB	Payroll Liability FE 10/11/19	-80.00	1	CSH
DD2575.1	10/11/2019	WASUPER	Payroll deductions	-5895.52	1	CSH
DD2575.2	10/11/2019	BT Panorama Super	Payroll deductions	-771.95	1	CSH
DD2575.3	10/11/2019	MLC Master key	Superannuation contributions	-193.40	1	CSH
DD2575.4	10/11/2019	Sun super	Superannuation contributions	-58.46	1	CSH
DD2575.5	10/11/2019	Amp Flexible Lifetime Super	Superannuation contributions	-178.28	1	CSH
3813	13/11/2019	TELSTRA CORPORATION LIMITED	Various phone ac's	-1287.80	1	CSH
3814	13/11/2019	Synergy	Power use Warrachupin Rd & Koorda Bullfinch Road	-394.16	1	CSH
3815	13/11/2019	Australia Post	Office Paper	-978.00	1	CSH
BPAY	13/11/2019	Bankwest Corporate Mastercard	Credit Card Transactions 24/09/19 - 24/10/19	-2388.12	1	CSH
EFT3980	13/11/2019	Avon Waste	Domestic Rubbish bins & mingle bins	-2171.04	1	CSH
EFT3981	13/11/2019	Landgate	Online Transaction Summary	-104.80	1	CSH
EFT3982	13/11/2019	Ron Bateman & Co	Chain Roller and Link Connector	-30.98	1	CSH

EFT3983	13/11/2019	Two Dogs Home Hardware	Dimmer light switch	-38.75	1	CSH
EFT3984	13/11/2019	Carrabin Roadhouse (Rythdale P/L)	Meals Dr's Visit	-78.00	1	CSH
EFT3985	13/11/2019	Hutton and Northey Sales	hoses, clamps and Freight	-191.97	1	CSH
EFT3986	13/11/2019	Westonia Tavern	Melbourne Cup Lunch & Beverages	-523.00	1	CSH
EFT3987	13/11/2019	IT Vision	Synergy Soft Upgrade	-1361.00	1	CSH
EFT3988	13/11/2019	Liberty Oil rural Pty Ltd	8045 Litres Diesel	-10973.38	1	CSH
EFT3989	13/11/2019	Jason Signmakers	Water Tanker Stickers	-114.16	1	CSH
EFT3990	13/11/2019	Della Bosca Transport	Transfer of Aggregate to Westonia Pit	-59765.33	1	CSH
EFT3991	13/11/2019	Malcolm Nicoletti	Hire of truck and side tippers 14/10- 8/11/19	-25047.00	1	CSH
EFT3992	13/11/2019	Dylan Copeland	Provision of NRM Services and Landholder vegetation decline	-2244.00	1	CSH
EFT3993	13/11/2019	Great Southern Fuel Supplies	Fuel card purchases	-311.66	1	CSH
EFT3994	13/11/2019	Westonia Co - operative	Admin refresh, papers, cleaning, gas bottles	-852.60	1	CSH
EFT3995	13/11/2019	Karis Medical Group	Medical for Ashton Hargreaves-Tieland	-198.00	1	CSH
EFT3996	13/11/2019	E.W.B.G. Eastern Wheatbelt Biosecurity Group Inc.	Membership fee for EWBG	-110.00	1	CSH
EFT3997	13/11/2019	WCS Concrete Pty Ltd	Supply 14 Class 4 Pipes	-3229.60	1	CSH
EFT3998	13/11/2019	Butler Settineri (Audit) Pty Ltd	Fee for grant acquittal audit of R2R 30/6/2019	-880.00	1	CSH
EFT3999	13/11/2019	Fleet Partners	Packaged Novated Lease	-2146.41	1	CSH
EFT4000	13/11/2019	Australia Post	Bulk Mail out and Large letters	-221.00	1	CSH
EFT4001	13/11/2019	Ramsay Construction Pty Ltd	Health and building officer services	-1408.00	1	CSH
EFT4002	13/11/2019	Wheatbelt Steel Supplies	Balance of Inv 5671- length of flat bar	-10.00	1	CSH
EFT4003	13/11/2019	Ancor Electrical	Install PowerPoints in Museum	-1040.00	1	CSH
EFT4004	13/11/2019	Crown Metropol Perth	Meals, Drinks and parking for J Criddle and J Geier for LGP Conference	-1230.00	1	CSH
EFT4005	13/11/2019	Wessie Pty Ltd	Truck hire water cart, bobcat hire and excavator hire	-12919.50	1	CSH
EFT4006	13/11/2019	Surgical House Pty Ltd	Cryopen Cartridges and water proof pillow barriers	-309.76	1	CSH
EFT4007	13/11/2019	Huxtable Haulage	Transportation of new Water Tanker from Victoria to Westonia	-5645.84	1	CSH
B/S	15/11/2019	TPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-4883.05	1	FEE
EFT4009	15/11/2019	Damlier Trucks Perth	Freightliner Coronado 114	-210628.00	1	CSH
3816	20/11/2019	Shire of Westonia	2 Sites at Caravan Park for Grader drivers	-440.00	1	CSH
EFT4010	20/11/2019	Westonia Progress Association Inc.	Evolution MOU cont. & Rental reim	-12722.58	1	CSH
EFT4011	20/11/2019	Merredin Rural	Steel fence droppers	-920.04	1	CSH
EFT4012	20/11/2019	Merredin Refrigeration & Air Conditioning	New Air Con and Installation	-4740.00	1	CSH
EFT4013	20/11/2019	Liberty Oil rural Pty Ltd	11000lts diesel	-14778.50	1	CSH
EFT4014	20/11/2019	JR & A Hersey Pty Ltd	Hand cleaner, gloves,sunscreen,tape,cableties,beacon,masks,handtowels,brake cleaner & Lube	-1572.36	1	CSH
EFT4015	20/11/2019	HA & KM Townrow	Concrete works - Concrete paths at CEO residence	-990.00	1	CSH
EFT4016	20/11/2019	Shire Of Kulin	Mobilisation of Hire grader and wages for driver J Meikle	-4063.75	1	CSH
EFT4017	20/11/2019	Howson Management	Traffic Management Plan for Boodarockin Rd	-522.50	1	CSH
EFT4018	20/11/2019	Elite Gym Hire	Parts for repairs to rowing machine	-58.81	1	CSH

EFT4019	20/11/2019	Lenard Hobson	8 Days camping allowance for Boodarockin Rd Project	-360.00	1	CSH
EFT4020	20/11/2019	CEA (CFC Holdings Pty Ltd t/a CEA & Dynapac)	Repairs to Dynapac Roller	-7834.55	1	CSH
EFT4021	21/11/2019	McWilliam Clan Pty Ltd t/a D & T McWilliam	Water cart Hire Boodarockin Rd 6/11 to 15/11/19	-16200.00	1	CSH
EFT4022	21/11/2019	Resolute Australia Civil Contractors Pty Ltd	Water Main Construction Progress payment # 1	-30000.00	1	CSH
EFT4023	22/11/2019	Mech Tech Diesel Services Pty Ltd	Services & repairs to various vehicles	-10842.79	1	CSH
PAYROLL	24/11/2019	PAYROLL	Payroll Liability FE 24/11/19	-34533.73	1	CSH
PAYROLL	24/11/2019	SOC CLUB	Payroll Liability FE 24/11/19	-80.00	1	CSH
DD2596.1	24/11/2019	WASUPER	Payroll deductions	-6006.13	1	CSH
DD2596.2	24/11/2019	BT Panorama Super	Payroll deductions	-815.08	1	CSH
DD2596.3	24/11/2019	MLC Master key	Superannuation contributions	-209.47	1	CSH
DD2596.4	24/11/2019	Sun super	Superannuation contributions	-61.25	1	CSH
DD2596.5	24/11/2019	Amp Flexible Lifetime Super	Superannuation contributions	-178.28	1	CSH
B/S	25/11/2019	2VNET - MONTHLY MAINTENANCE FEE	MONTHLY MAINTENANCE FEE	-578.95	1	FEE
3817	27/11/2019	Synergy	Streetlight Account	-601.08	1	CSH
3818	27/11/2019	Westonia Farms	Aluminium Tig Welding to oil cooler	-330.00	1	CSH
EFT4024	27/11/2019	JASMINE L GEIER	Mobile Reimbursement June - October 2019	-500.00	1	CSH
EFT4025	27/11/2019	Merredin Telephone Service	Relocate DVR in Museum	-806.40	1	CSH
EFT4026	27/11/2019	Copier Support	Meter Read Office and CRC	-1286.86	1	CSH
EFT4027	27/11/2019	Toll Ipec	Freight from Jason Signs	-154.33	1	CSH
EFT4028	27/11/2019	Ron Bateman & Co	6 x Camlock Seals	-22.22	1	CSH
EFT4029	27/11/2019	Two Dogs Home Hardware	Garden soil bulk bag & 3 Jerry Cans	-288.39	1	CSH
EFT4030	27/11/2019	Westonia Community Resources Centre	Keen Bros Truck Driver Training Boyd & Jack Price	-4570.00	1	CSH
EFT4031	27/11/2019	Hutton and Northey Sales	90 mm Kingpin 8 Stud	-188.17	1	CSH
EFT4032	27/11/2019	Shire of Merredin	Provision of Ranger Services 2018/2019	-5627.99	1	CSH
EFT4033	27/11/2019	Local Pest Control	Pest control Shire Properties	-4995.75	1	CSH
EFT4034	27/11/2019	Jason Signmakers	300 Flexible Guide Posts	-4191.00	1	CSH
EFT4035	27/11/2019	LGISWA	Actual Wages Adjustment for period 30/6/18 to 30/6/19	-1988.68	1	CSH
EFT4036	27/11/2019	Roadswest Engineering Group WA Pty Ltd	Progress claim #1 - Engineering Survey Warrachuppin Rd Realignment	-6377.80	1	CSH
EFT4037	27/11/2019	Jilakin Earthmoving	Grader Hire with Driver	-6534.00	1	CSH
EFT4038	27/11/2019	Ancor Electrical	install 2 x house lights and 1 sensor light	-472.67	1	CSH
EFT4039	27/11/2019	Resolute Australia Civil Contractors Pty Ltd	Water Main Construction Cement St Final Payment	-10763.48	1	CSH
EFT4043	27/11/2019	Shire of Bruce Rock	Reimbursement of Expenses for LG Pro Central Wheatbelt Branch Meeting 23/08/2019	-498.53	2	CSH
EFT4040	28/11/2019	IT Vision	Altus Enterprise Content Management implementation	-11264.91	1	CSH
EFT4041	28/11/2019	Liberty Oil rural Pty Ltd	10200lt diesel and 1000 lt AD Blue	-14404.14	1	CSH
EFT4042	28/11/2019	McWilliam Clan Pty Ltd t/a D & T McWilliam	Water Cart Hire 18/11 - 22/11/19	-11340.00	1	CSH
B/S	29/11/2019	TPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-4705.75	1	FEE



-698200.69

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 3809 to 3818, and D/Debits from EFT3938 to EFT4042 Inclusive of Department for Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$698200.691 submitted to each member of the Council on Thursday 19th December 2019, 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 – NOVEMBER 2019

Responsible Officer:	Jamie Criddle, CEO		
Author:	Jasmine Geier, Manager of Corporate Services		
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 30 November 2019 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 2019/2020 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 30th November 2019 and note any material variances greater than \$10,000 or 15%.

SHIRE OF WESTONIA
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 November 2019

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

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**Shire of Westonia
Information Summary
For the Period Ended 30 November 2019**

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 30 November 2019 of \$1,341,856.

Items of Significance

The material variance adopted by the Shire of Westonia for the 2019/20 year is \$10,000 or 15% whichever is the

Capital Expenditure

Infrastructure - Roads ▼ -\$ 93,397 0

Capital Revenue

Grants, Subsidies and Contributions ▼ (\$70,115) 0

Proceeds from Disposal of Assets ▲ \$246,500 0

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
Buildings	33%	\$ 173,808	\$ 49,171	\$ 58,197
Furniture & Office Equip.	159%	\$ 15,000	\$ 6,665	\$ 23,910
Plant , Equip. & Vehicles	95%	\$ 587,840	\$ 144,935	\$ 555,798
Transport	61%	\$ 1,099,626	\$ 581,144	\$ 674,541
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	58%	\$ 857,267	\$ 142,878	\$ 498,286
Non-operating Grants, Subsidies and Contributions	42%	\$ 630,700	\$ 105,426	\$ 264,767
	51%	\$ 1,487,967	\$ 248,304	\$ 763,053
Rates Levied	100%	\$ 1,047,341	\$ 1,439,541	\$ 1,047,699

% Compares current ytd actuals to annual budget

Financial Position	This Time Last	
	Year 30 Nov 2018	Current 30 Nov 2019
Adjusted Net Current Assets	124% \$ 1,898,377	\$ 2,347,201
Cash and Equivalent - Unrestricted	148% \$ 1,461,444	\$ 2,160,705
Cash and Equivalent - Restricted	142% \$ 618,719	\$ 880,613
Receivables - Rates	85% \$ 162,884	\$ 138,213
Receivables - Other	3% \$ 348,918	\$ 11,075
Payables	88% \$ 9,023	\$ 7,923

% 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: Jasmine Geier

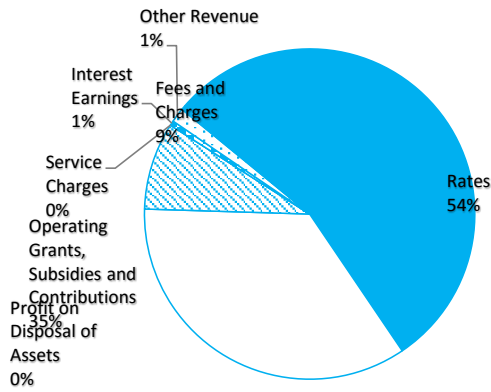
Reviewed by: Jamie Criddle



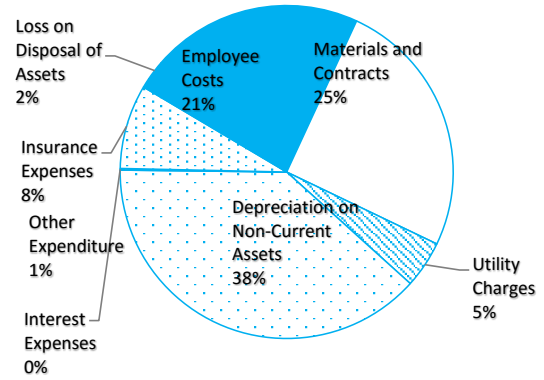
Date prepared:

**Shire of Westonia
Information Summary
For the Period Ended 30 November 2019**

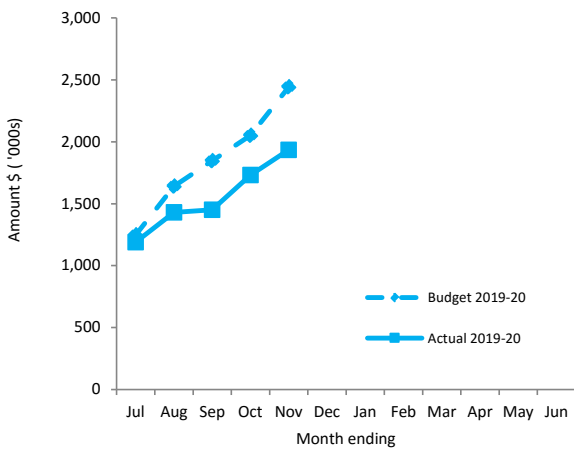
Operating Revenue



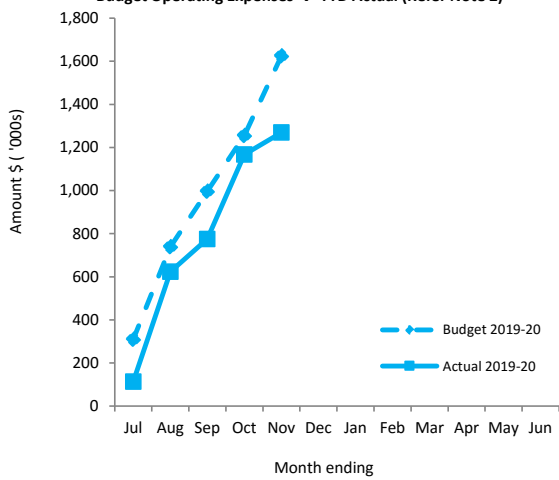
Operating Expenditure



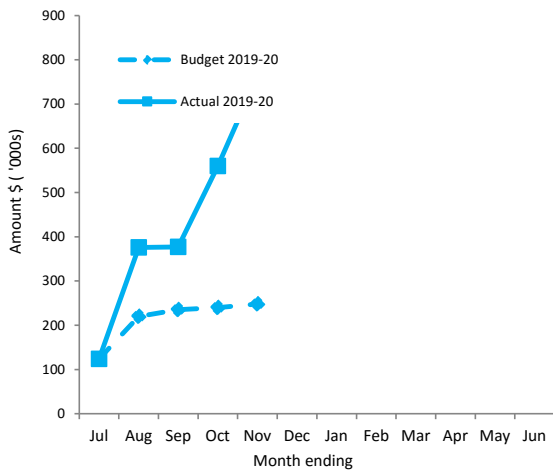
Budget Operating Revenues -v- Actual (Refer Note 2)



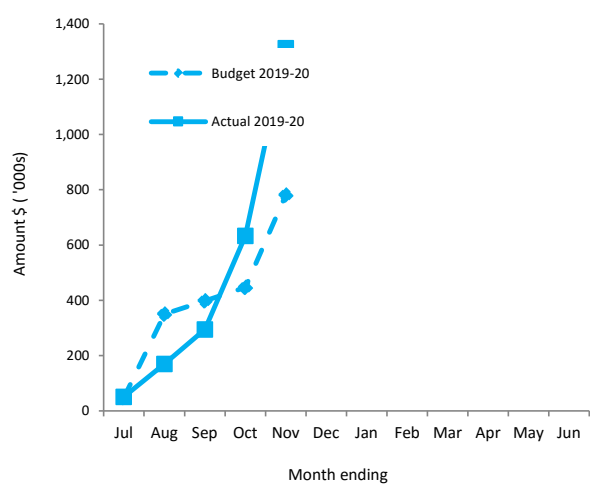
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Revenue -v- Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



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

SHIRE OF WESTONIA
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 November 2019

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	1,115,759	1,115,759	1,115,759	0	0%	
Revenue from operating activities							
Governance		1,150	500	0	(500)	(100%)	
General Purpose Funding - Rates	9	1,047,341	1,439,541	1,047,699	(391,843)	(27%)	
General Purpose Funding - Other		657,167	581,309	351,463	(229,847)	(40%)	▼
Law, Order and Public Safety		42,400	39,186	18,193	(20,993)	(54%)	▼
Health		2,000	1,830	870	(960)	(52%)	
Education and Welfare		8,750	5,206	6,582	1,376	26%	
Housing		171,280	94,250	74,584	(19,666)	(21%)	▼
Community Amenities		10,300	4,330	8,444	4,114	95%	
Recreation and Culture		43,800	21,865	11,379	(10,486)	(48%)	▼
Transport		116,000	111,250	312,569	201,319	181%	▲
Economic Services		89,092	41,185	37,159	(4,026)	(10%)	
Other Property and Services		103,500	102,535	66,202	(36,333)	(35%)	▼
		2,292,780	2,442,987	1,935,143			
Expenditure from operating activities							
Governance		(330,116)	(306,916)	(152,750)	154,166	50%	▲
General Purpose Funding		(36,500)	(35,280)	(16,157)	19,123	54%	▲
Law, Order and Public Safety		(79,000)	(65,570)	(37,567)	28,003	43%	▲
Health		(34,290)	(30,705)	(12,698)	18,007	59%	▲
Education and Welfare		(38,000)	(36,660)	(15,358)	21,302	58%	▲
Housing		(158,946)	(103,294)	(54,224)	49,070	48%	▲
Community Amenities		(130,266)	(54,290)	(38,363)	15,927	29%	▲
Recreation and Culture		(738,398)	(310,425)	(301,338)	9,087	3%	
Transport		(1,210,252)	(503,610)	(547,694)	(44,084)	(9%)	▼
Economic Services		(359,950)	(150,445)	(154,293)	(3,848)	(3%)	
Other Property and Services		(17,100)	(27,935)	33,964	61,899	222%	▲
		(3,132,818)	(1,625,130)	(1,296,478)			
Operating activities excluded from budget							
Add back Depreciation		1,428,840	637,575	499,153	(138,422)	(22%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	303,347	126,390	(16,249)	(142,639)	(113%)	▼
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		892,149	1,581,822	1,121,568			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	665,555	277,315	207,200	(70,115)	(25%)	▼
Proceeds from Disposal of Assets	8	263,100	0	246,500	246,500		▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	173,808	(49,171)	(58,197)	(9,027)	(18%)	▼
Infrastructure Assets - Roads	13	1,099,626	(581,144)	(674,541)	(93,397)	(16%)	▼
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	25,000	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	587,840	(144,935)	(555,798)	(410,863)	(283%)	▼
Furniture and Equipment	13	15,000	(6,665)	(23,910)	(17,245)	(259%)	▼
Amount attributable to investing activities		2,829,929	(504,600)	(858,746)			
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	(380,000)	300,000	0	(300,000)	(100%)	▼
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(75,808)	(75,808)	(32,061)	43,747	58%	▲
Transfer to Reserves	7	(1,098,200)	(1,098,200)	(4,664)	1,093,536	100%	▲
Amount attributable to financing activities		(1,554,008)	(874,008)	(36,725)			
Closing Funding Surplus(Deficit)	3	3,283,829	1,318,974	1,341,856			

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 30 November 2019

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	1,115,759	1,115,759	1,115,759	0	0%	
Revenue from operating activities							
Rates	9	1,047,341	1,439,541	1,047,699	(391,843)	(27%)	▼
Operating Grants, Subsidies and Contributions	11	877,517	685,718	676,471	(9,247)	(1%)	
Fees and Charges		289,930	144,447	165,588	21,141	15%	▲
Service Charges		0	0	0	0		
Interest Earnings		22,400	19,740	9,107	(10,633)	(54%)	▼
Other Revenue		55,592	27,702	27,569	(133)	(0%)	
Profit on Disposal of Assets	8	303,347	126,390	8,709			
		2,292,780	2,443,538	1,935,143			
Expenditure from operating activities							
Employee Costs		(916,606)	(389,495)	(265,895)	123,600	32%	▲
Materials and Contracts		(474,161)	(440,056)	(326,895)	113,161	26%	▲
Utility Charges		(146,800)	(66,680)	(59,279)	7,401	11%	▲
Depreciation on Non-Current Assets		(1,428,840)	(637,575)	(499,153)	138,422	22%	▲
Interest Expenses		(4,201)	(4,685)	(2,062)	2,623	56%	▲
Insurance Expenses		(103,587)	(51,824)	(106,135)	(54,311)	(105%)	▼
Other Expenditure		(58,623)	(34,815)	(12,100)	22,715	65%	▲
Loss on Disposal of Assets	8	0	0	(24,959)			
		(3,132,818)	(1,625,130)	(1,296,477)			
Operating activities excluded from budget							
Add back Depreciation		1,428,840	637,575	499,153	(138,422)	(22%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	303,347	126,390	(16,249)	(142,639)	(113%)	▼
Adjust Provisions and Accruals			0	0	0		
Amount attributable to operating activities		892,149	1,582,373	1,121,570			
Investing activities							
Non-operating Grants, Subsidies and Contributions	11	665,555	277,315	207,200	(70,115)	(25%)	▼
Proceeds from Disposal of Assets	8	263,100		246,500	246,500		▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	173,808	(49,171)	(58,197)	(9,027)	(18%)	▼
Infrastructure Assets - Roads	13	1,099,626	(581,144)	(674,541)	(93,397)	(16%)	▼
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	25,000	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	587,840	(144,935)	(555,798)	(410,863)	(283%)	▼
Furniture and Equipment	13	15,000	(6,665)	(23,910)	(17,245)	(259%)	▼
Amount attributable to investing activities		2,829,929	(504,600)	(858,746)			
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	(380,000)	300,000	0	(300,000)	(100%)	▼
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(75,808)	(75,808)	(32,061)	43,747	58%	▲
Transfer to Reserves	7	(1,098,200)	(1,098,200)	(4,664)	1,093,536	100%	▲
Amount attributable to financing activities		(1,554,008)	(874,008)	(36,725)			
Closing Funding Surplus (Deficit)	3	3,283,829	1,319,525	1,341,857	22,333	2%	

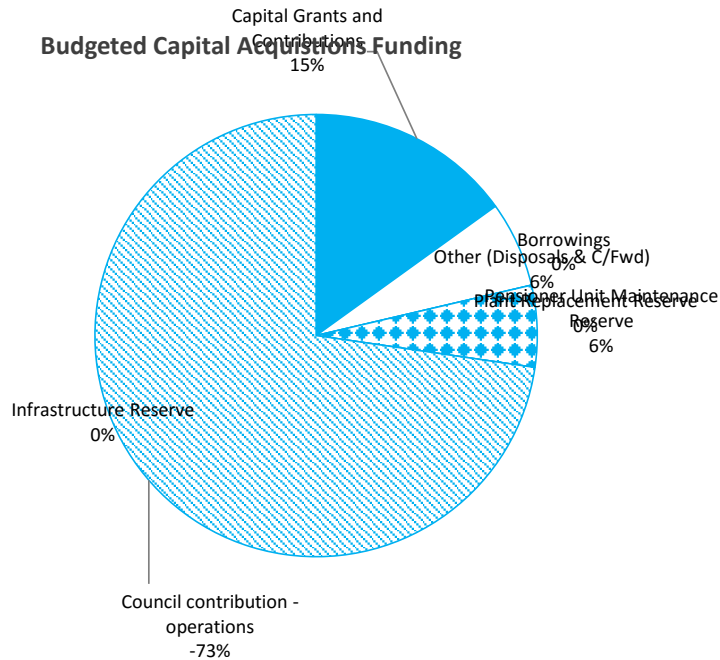
Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

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 30 November 2019

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	58,197	0	(49,171)	(173,808)	(58,197)	(9,027)
Infrastructure Assets - Roads	13	674,541	0	(581,144)	(1,099,626)	(674,541)	(93,397)
Infrastructure Assets - Footpaths	13	0	0	0	(25,000)	0	0
Plant and Equipment	13	63,473	492,324	(144,935)	(587,840)	(555,798)	(410,863)
Furniture and Equipment	13	23,910	0	(6,665)	(15,000)	(23,910)	(17,245)
Capital Expenditure Totals		820,122	492,324	(781,915)	(1,901,274)	(1,312,446)	(530,532)
Capital acquisitions funded by:							
Capital Grants and Contributions				105,426	630,678	264,767	
Borrowings				0	0	0	
Other (Disposals & C/Fwd)				0	263,100	246,500	
Council contribution - Cash Backed Reserves							
Infrastructure Reserve				0	0	0	
Pensioner Unit Maintenance Reserve				0	250,000	0	
Plant Replacement Reserve				0	0	0	
Council contribution - operations				(887,340)	(3,045,052)	(1,823,713)	
Capital Funding Total				(781,915)	(1,901,274)	(1,312,446)	



SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2019

Note 1: Significant Accounting Policies

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

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

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(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 30 November 2019

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 30 November 2019

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 30 November 2019

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 30 November 2019

Note 2: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2019/20 year is \$10,000 or 15% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(500)	(100%)		Timing	
General Purpose Funding - Rates	(391,843)	(27%)		Timing	
General Purpose Funding - Other	(229,847)	(40%)	▼	Timing	
Law, Order and Public Safety	(20,993)	(54%)	▼	Timing	
Health	(960)	(52%)			
Education and Welfare	1,376	26%		Timing	08105 - Reimbursements - Long term caravan rents
Housing	(19,666)	(21%)	▼	Timing	
Community Amenities	4,114	95%		Timing	
Recreation and Culture	(10,486)	(48%)	▼	Timing	
Transport	201,319	181%	▲	Timing	12211 - RRG inc - Recoup early - timing
Economic Services	(4,026)	(10%)		Timing	13202 - Caravan Park - Tourist season - timing
Other Property and Services	(36,333)	(35%)	▼	Timing	
Operating Expense					
Governance	154,166	50%	▲	Timing	04105 - Insurance needs internal adjustment
				Timing	
General Purpose Funding	19,123	54%	▲	Permanent	03107 - Various Property Adjustments
Law, Order and Public Safety	28,003	43%	▲	Timing	05104 - Insurance slightly higher - Timing issue only
Health	18,007	59%	▲	Timing	07601 - Medical rooms - Revamp - timing only
Education and Welfare	21,302	58%	▲	Timing	08603 - Old School - Previous years funding
Housing	49,070	48%	▲	Timing	
Community Amenities	15,927	29%	▲	Timing	
Recreation and Culture	9,087	3%		Timing	11105 - Gym - New equipment - timing
				Timing	11307 - Playground - Yearly purchases, Mulch plants
Transport	(44,084)	(9%)	▼	Timing	12103 - RRG roads - Mine works priority - timing
Economic Services	(3,848)	(3%)		Timing	13612 - Standpipes - increased prices - timing
Other Property and Services	61,899	222%	▲	Timing	14102 - P/works - Mine P/Wks - timing
					14216 - Insurance - needs internal adjustment
					14303 - Fuels - increase price - timing (may change)
					14704 - Land Dev - Increased costs approved by Council
Capital Revenues					
Grants, Subsidies and Contributions	(70,115)	(25%)	▼	Timing	
Proceeds from Disposal of Assets	246,500		▲	Timing	
Capital Expenses					
Land and Buildings	(9,027)	(18%)	▼	Timing	
Infrastructure - Roads	(93,397)	(16%)	▼	Timing	
Infrastructure - Public Facilities	0				
Infrastructure - Footpaths	0				
Infrastructure - Drainage	0				
Heritage Assets	0				
Plant and Equipment	(410,863)	(283%)	▼	Timing	12302 - Plant - purchased early in year - timing
Furniture and Equipment	(17,245)	(259%)	▼	Timing	14514 - Furniture & Equip - Genset purch - timing
Financing					
Loan Principal	43,747	58%	▲	Timing	

General Comments

ABC Costings, Depn & Oheads Allocations need raising

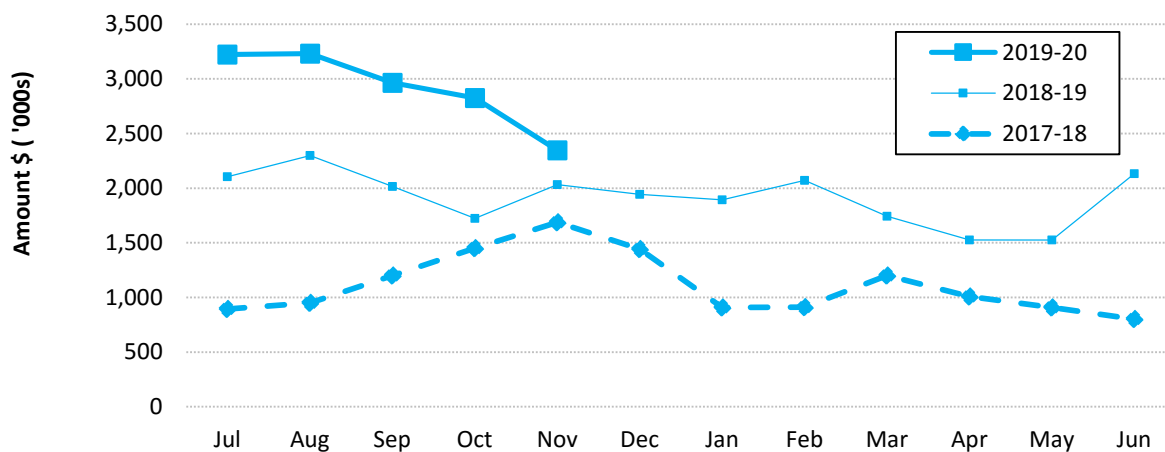
SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2019

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2018	30 Nov 2018	30 Nov 2019
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	1,372,432	1,461,444	2,160,705
Cash Restricted - Conditions over Grants	11	0	0	0
Cash Restricted	4	615,082	618,719	880,613
Receivables - Rates	6	10,377	162,884	138,213
Receivables - Other	6	71,093	348,918	11,075
Interest / ATO Receivable/Trust		(147)	1,160	0
Inventories		7,964	7,964	139,424
		2,076,801	2,601,089	3,330,030
Less: Current Liabilities				
Payables		(9,023)	(7,923)	(7,923)
Provisions		(76,070)	(76,070)	(94,293)
		(85,093)	(83,993)	(102,216)
Less: Cash Reserves	7	(875,949)	(618,719)	(880,613)
Net Current Funding Position		1,115,759	1,898,377	2,347,201

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 30 November 2019

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	2,160,705			2,160,705	BankWest	0.10%	At Call
Trust Bank Account			76,476	76,476	BankWest	0.10%	At Call
Cash On Hand				0	N/A	Nil	On Hand
(b) Term Deposits							
Municipal Gold		880,613		880,613	BankWest	3.00%	23-Jun-19
Total	2,160,705	880,613	76,476	3,117,794			

Corporate MasterCard

Transaction Summary	Total Amount	Institution	Interest Rate	Reporting Period End Date
	\$			
Card # **** *270				
Criddle, Jameon C		Bankwest	17.99%	30-Nov-19
Activ8inet Housing & Office	469.50			
Email Exchange Platform	78.65			
L/C Licence	443.85			
Sublime Refreshments	32.80			
Uniforms	331.55			
Accommodation Fee LG Pro	55.66			
LG Pro Meals	426.05			
Kay Retirement Present	500.00			
Parts Road Sweeper	150.36			
Purchase Interest	99.53			
Card # **** *693				
Price, Arthur W		Bankwest	17.99%	30-Nov-19
Pardo Licence	471.55			
StoneStar licence	51.70			
Fuel	30.02			
Western Power	497.92			
Wipper Snipper & PVC Pipe	396.08			
Synthetic Turf	1,150.00			
Phone Charger	19.99			
Plate Change	16.75			
Alcolizer Tech	125.40			
	5,347.36			

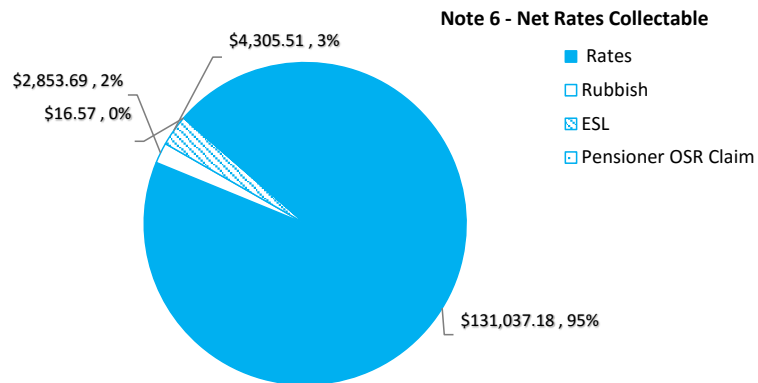
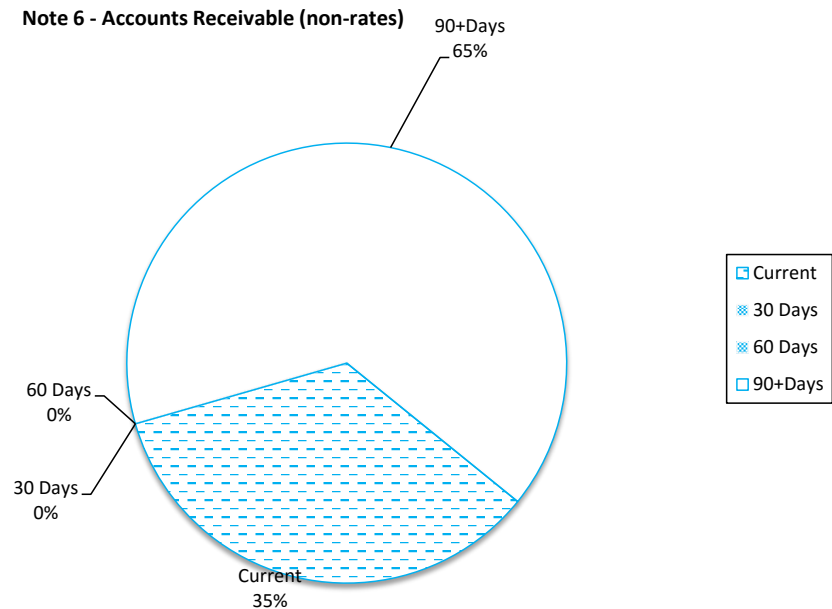
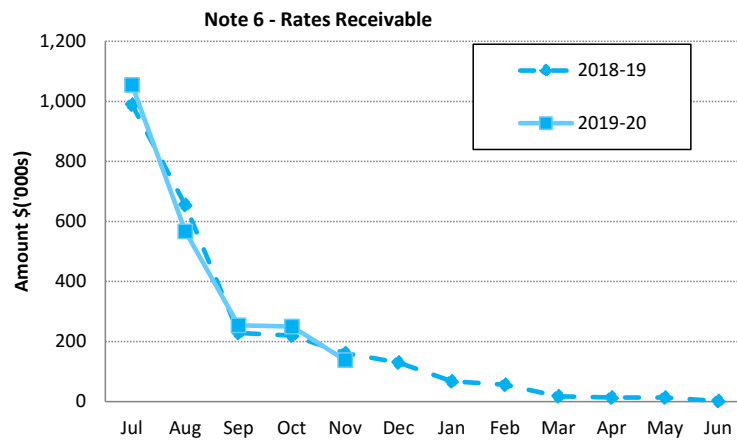
SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2019

Note 6: Receivables

Receivables - Rates Receivable	30 Nov 2019	30 June 2018
	\$	\$
Opening Arrears Previous Years	13,046	9,166
Levied this year	1,042,818	998,882
Less Collections to date	(917,652)	(995,002)
Equals Current Outstanding	138,213	13,046
Net Rates Collectable	138,213	13,046
% Collected	86.91%	98.71%

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	3,845	0	0	7,230
Balance per Trial Balance				
Sundry Debtors				11,075
Receivables - Other				
Total Receivables General Outstanding				11,075

Amounts shown above include GST (where applicable)

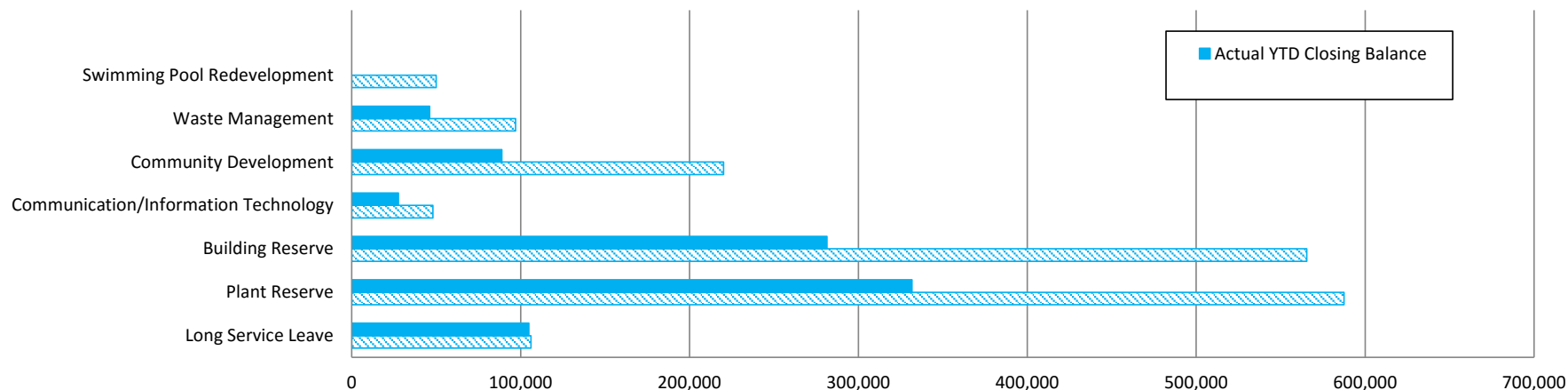


SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2019

Note 7: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave	104,283	1,800	555	0	0	0	0	106,083	104,838
Plant Reserve	329,939	7,500	1,757	500,000	0	(250,000)	0	587,439	331,696
Building Reserve	279,864	285,500	1,490	0	0	0	0	565,364	281,354
Communication/Information Technology	27,542	20,600	147	0	0	0	0	48,142	27,689
Community Development	88,360	1,800	470	180,000	0	(50,000)	0	220,160	88,830
Waste Management	45,961	51,000	245	0	0	0	0	96,961	46,206
Swimming Pool Redevelopment	0	50,000	0	0	0	0	0	50,000	0
	875,949	418,200	4,664	680,000	0	(300,000)	0	1,674,149	880,613

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 30 November 2019

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	
	Transport								
A489	Work Supervisors Vehicle	55,962	57,000	1,038		54,000	52,000	(2,000)	
	Work Supervisors Vehicle	51,193	54,500	3,307		54,000	52,000	(2,000)	
	Prime Mover	71,339	55,000		(16,339)	240,000	0	(240,000)	
	Ransome Mower	5,620	3,500		(2,120)				
	Digger 2500mm Bucket Broom Mower	6,500	0		(6,500)	15,000	2,000	(13,000)	
	Other Property & Services								
	Toyota Landcruiser GXL	72,136	76,500	4,364		68,920	71,600	2,680	
	Toyota Landcruiser GXL					68,920	71,000	2,080	
	Toyota Rav 4					31,000	14,500	(16,500)	
		262,749	246,500	8,709	(24,959)	531,840	263,100	4,760	(273,500)

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2019

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	7.207300	48	614,339	44,277	0	0	44,278	44,279	0	0	44,280
GRV - Mining	20.495300	2	1,305,800	267,628	0	0	267,628	267,628	0	0	267,628
UV	1.592200	130	44,851,498	714,126	0	0	714,126	714,126	0	0	714,126
UV- Mining	1.592200	6	167,877	2,673	0	0	2,673	2,673	0	0	2,673
Sub-Totals		186	46,939,514	1,028,703	0	0	1,028,704	1,028,705	0	0	1,028,706
Minimum Payment	Minimum										
	\$										
GRV	355.00	16	23,722	5,680	0	0	5,680	5,680	0	0	5,680
UV	355.00	17	136,402	6,035	0	0	6,035	6,035	0	0	6,035
UV - Mining	200.00	12	48,866	2,400	0	0	2,400	2,400	0	0	2,400
Sub-Totals		45	208,990	14,115	0	0	14,115	14,115	0	0	14,115
		231	47,148,504	1,042,818	0	0	1,042,819	1,042,820	0	0	1,042,821
Concession							0				0
Amount from General Rates							1,042,819				1,042,821
Ex-Gratia Rates							4,522				4,530
Specified Area Rates											
Totals							1,047,341				1,047,351

Comments - Rating Information

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2019

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2019	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
			\$	\$	\$	\$	\$	\$
Loan 5 - Lifestyle Village	60,061		32,061	66,061	60,061		2,062	3,108
Loan 6 - School Bus *	20,244		0	9,747	20,244		0	1,092
	20,244	0	32,061	75,808	80,305	0	2,062	4,200

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 30 November 2019

Note 11: Grants and Contributions

	Grant Provider	Type	Opening	Amended Budget		YTD	Annual	Post	Expected	YTD Actual		Unspent
			Balance	Operating	Capital	Budget	Budget	Variations		Revenue	(Expended)	Grant
			(a)	\$	\$	\$	(d)	(e)	(d)+(e)	\$	(c)	(a)+(b)+(c)
General Purpose Funding												
Grants Commission - General	WALGGC	Operating	0	397,804	0	66,301	397,804		397,804	221,542	(221,542)	0
Grants Commission - Roads	WALGGC	Operating	0	235,213	0	39,202	235,213		235,213	119,810	(119,810)	0
Law, Order and Public Safety												
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating	0	24,000	0	4,000	24,000		24,000	12,363	(12,363)	0
Evolution MOU Emergency Services	Evolution Mining	Operating	0	13,500	0	2,250	13,500		13,500	3,409	(3,409)	0
Recreation and Culture												
Contributions/Rembursements	Contributions/Rembursements	Operating	0	8,750	0	1,458	8,750		8,750	6,582	(6,582)	0
Transport												
MRWA Direct	Main Roads WA	Operating	0	116,000	0	19,333	116,000		116,000	123,457	(123,457)	0
MRWA Specific	Main Roads WA	Non-operating	0		308,140	51,357	308,140		308,140	0	0	0
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0		324,415	54,069	324,415		324,415	80,000	(80,000)	0
Ramelius Resources Boodarockin Rd	Ramelius Resources	Non-operating	0	0	0	0	0		0	184,767	(184,767)	0
Ramelius Resources Warrachuppin Rd	Ramelius Resources	Non-operating	0	0	0	0	0		0	0	0	0
Economic Services												
Evolution MOU 33%	Ramelius Resources	Operating	0	14,000	0	2,333	14,000		14,000	3,671	(3,671)	0
Evolution MOU WAP 67%	Ramelius Resources	Operating	0	28,000	0	4,667	28,000		28,000	7,453	(7,453)	0
Govt. Grant Funding	NRM	Operating	0	20,000	0	3,333	20,000		20,000	0	0	0
TOTALS			0	857,267	632,555	248,304	1,489,822	0	1,489,822	763,053	(763,053)	0
SUMMARY												
Operating	Operating Grants, Subsidies and Contributions		0	857,267	0	142,878	857,267	0	857,267	498,286	(498,286)	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	0	0	0	0	0	0	0	0	0
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	630,700	105,426	630,678	0	630,678	264,767	(264,767)	0
TOTALS			0	857,267	630,700	248,304	1,487,945	0	1,487,945	763,053	(763,053)	0

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2019

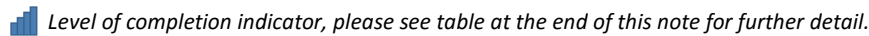














Note 12: Trust Fund

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

Description	Opening Balance 01 Jul 2019	Amount Received	Amount Paid	Closing Balance 30 Nov 2019
	\$	\$	\$	\$
Police Licensing	1,467	66,701	-65,600	2,568
BCITF Training Levy - Now CTF Levy	0	381	0	381
BRB Building Levy - Now BSL Levy	0	267	-262	5
Nomination Deposits	0	240	-240	0
Bonds	1,981	160	0	2,141
George Rd Water Extensions	0	1	0	1
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	0	0	0	0
Warralakin Hall	1,700	0	0	1,700
Social Club	4,412	1,080	0	5,492
Walgoolan History Group	0	1	0	1
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	4,962	804	-984	4,781
Donations J Townrow	0	0	0	0
Rates Incentive Prize	0	150	0	150
Rent Pre Payment	835	0	0	835
Westonia Historical Society	9,292	2,000	0	11,292
Cemetry Committee	9,151	1	-2,811	6,341
	48,549	71,786	(69,896)	50,438



















SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2019

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
								
Buildings								
Housing								
 Solar Panels 37 Diorite & 7 Quartz	9232	11,636	0	11,636	12,000	5,000	6,636	
 Carport 37 Diorite	9128	0	0	0	7,000	2,915	(2,915)	
 Principal Loan #5	16114	32,061	0	32,061	66,061	33,031	(969)	
Housing Total		43,697	0	43,697	85,061	40,946	2,752	
Education & Welfare								
 Old School -Solar	8203	0	0	0	10,000	4,165	(4,165)	
Economic Services Total		0	0	0	10,000	4,165	(4,165)	
Economic Services								
 Old Club Hotel Museum	13216	14,500	0	14,500	37,000	0	14,500	
 Standpipe Controllers	13606	0	0	0	32,000	0	0	
 Principal Loan #6	16115	0	0	0	9,747	4,060	(4,060)	
Economic Total		14,500	0	14,500	78,747	4,060	10,440	
 Buildings Total		58,197	0	58,197	173,808	49,171	9,027	
Furniture & Office Equip.								
Governance								
 Admin Generator	14514	23,910	0	23,910	10,000	4,165	19,745	
 Reserves Infrastructure	11603	0	0	0	5,000	2,500	(2,500)	
Governance Total		23,910	0	23,910	15,000	6,665	17,245	
 Furniture & Office Equip. Total		23,910	0	23,910	15,000	6,665	17,245	
Plant , Equip. & Vehicles								
Governance								
 CEO Vehicle Replacement	14520	0	75,500	75,500	137,840	57,435	18,065	
 Land Development Scheelite Subdivision	14704	63,473	0	63,473	50,000	20,835	42,638	
 Administration Vehicle	14523	0	0	0	31,000	12,915	(12,915)	
Governance Total		63,473	75,500	138,974	218,840	91,185	47,789	











SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2019

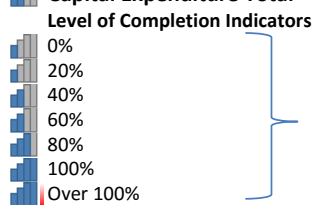
Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Plant , Equip. & Vehicles Cont.								
Transport								
 Works Supervisor Vehicle Replacement x2	14213	0	108,560	108,560	108,000	45,000	63,560	
 StoneStar Water Cart	PLTRAI	0	74,000	74,000	0	0	74,000	
 2005 Karcher ICCIS Street Sweeper	MINI	0	10,000	10,000	0	0	10,000	
 Depot Storage Shed Gates	SSHEL	0	0	0	6,000	2,500	(2,500)	
 Mower	MOWER	0	13,636	13,636	15,000	6,250	7,386	
 New Prime Mover	12308	0	210,628	210,628	240,000	0	210,628	
Transport Total		0	416,824	416,824	369,000	53,750	363,074	
 Plant , Equip. & Vehicles Total		63,473	492,324	555,798	587,840	144,935	410,863	
Roads (Council Funded)								
Transport								
 Boodarockin Road Polycom - CAPITAL	C0032	30,082	0	30,082	36,000	39,165	(9,083)	
 Boodarockin Road - RAMELIUS	C0007R	488,620	0	488,620	0	0	488,620	
 Warrachuppin Road - RAMELIUS	C0005R	5,798	0	5,798	0	0	5,798	
 4 Mile Gate Rd Floodway - CAPITAL	C0019	0	0	0	52,000	26,000	(26,000)	
 Goldfields Road Floodway - CAPITAL	C0008	0	0	0	68,000	34,000	(34,000)	
 Warrachuppin Road - CAPITAL	C0005	21,632	0	21,632	60,000	30,000	(8,368)	
 Della Bosca Road - CAPITAL	C0080	0	0	0	39,000	19,500	(19,500)	
Transport Total		576,214	0	576,214	313,000	187,830	388,384	
 Roads (Council Funded) Total		576,214	0	576,214	313,000	187,830	388,384	
Roads (MRWA)								
Transport								
 Koorda-Southern Cross Rd (M40) Reconstruction	RRG91C	19,000	0	19,000	283,710	141,856	(122,856)	
 Koorda-Southern Cross Rd (M40) Reseals	RRG91R	0	0	0	178,500	89,250	(89,250)	
Transport Total		19,000	0	19,000	462,210	231,106	(212,106)	
 Roads (MRWA) Total		19,000	0	19,000	462,210	231,106	(212,106)	

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2019



Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Streetscapes								
Footpaths								
 Jasper Street Footpaths & Drainage	FP0054	0	0	0	2,500	0	0	
 Kaolin Street Footpaths & Drainage	FP0058	0	0	0	7,500	0	0	
 Wolfram Street Footpaths & Drainage	FP0061	0	0	0	10,000	0	0	
 Pyrites Street Footpaths & Drainage	FP0056	0	0	0	5,000	0	0	
Footpaths Total		0	0	0	25,000	0	0	
 Footpaths Total		0	0	0	25,000	0	0	
Town (R2R)								
Transport								
 Boodarockin Rd - R2R	R2R07	53,323	0	53,323	80,000	40,000	13,323	
 Maxfield Road -R2R	R2R11	2,410	0	2,410	65,116	32,558	(30,148)	
 Morrison Rd - R2R	R2R50	23,594	0	23,594	48,000	24,000	(406)	
 Walgoolan South Rd- R2R	R2R04	0	0	0	131,300	65,650	(65,650)	
Transport Total		79,327	0	79,327	324,416	162,208	(82,881)	
 Town (R2R) Total		79,327	0	79,327	324,416	162,208	(82,881)	
Capital Expenditure Total		820,122	492,324	1,312,446	1,901,274	781,915	530,532	



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

9.1.3 GST RECONCILIATION REPORT –NOVEMBER 2019

Responsible Officer:	Jamie Criddle, CEO		
Author:	Jasmine Geier, Manager of Corporate Services		
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 30th November 2019 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 regard 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(Refund \$17,072.00) for the period ending 30th November 2019 adopted.

Attachment 9.1.2

Shire of Westonia

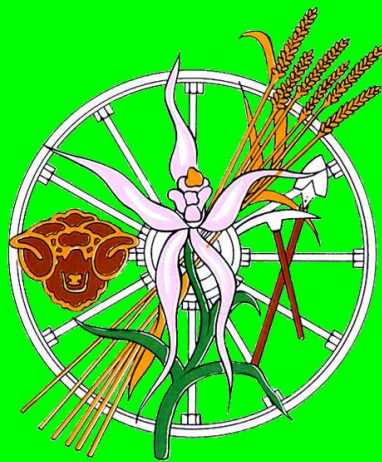


Monthly Statement of Financial Activity

for period ending
30th November 2019

Attachment 9.1.3

Shire of Westonia



GST Reconciliation Report

for period ending
30th November 2019

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



ABN:	87 507 505 958
Business Activity Statement:	Nov-19
Period/Year end:	2019/2020

Name	Jasmine Geier
Position	Manager of Coporate Services
Date	10/12/2019


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-19	15,772.00	14,117.00	1,655.00	(4,098.00)	21,367.00	0.00	18,924.00
Aug-19	3,523.00	20,316.00	(16,793.00)	(4,766.00)	17,945.00	0.00	(3,614.00)
Sep-19	1,161.00	10,904.00	(9,743.00)	(3,030.00)	27,101.00	4,489.00	18,817.00
Oct-19	23,306.00	30,313.00	(7,007.00)	(3,996.00)	19,539.00	0.00	8,536.00
Nov-19	2,040.00	32,227.00	(30,187.00)	(8,942.00)	22,057.00	0.00	(17,072.00)
Dec-19			0.00			0.00	0.00
Jan-20			0.00			0.00	0.00
Feb-20			0.00			0.00	0.00
Mar-20			0.00			0.00	0.00
Apr-20			0.00			0.00	0.00
May-20			0.00			0.00	0.00
Jun-20			0.00			0.00	0.00
Total	45,802.00	107,877.00	(62,075.00)	(24,832.00)	108,009.00	4,489.00	25,591.00

A - B = C (Net GST)

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

9.1.4 BELINDA MCMURDO

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



Purpose of the Report

Executive Decision Legislative Requirement

Background

As Councillors may be aware, Council’s Gardener, Belinda McMurdo recently suffered a stroke back in May 2018 and after an extended period in hospital, she has been released and has moved back to Westonia to the Council owned house she resides in. Council have completed extensive renovations to the house to enable Belinda to navigate the house with limited obstructions, such as installing rails in the toilet and shower and an access ramp at the entrance to the house. Council have also arranged to have the Ramelius ‘exercise physiologist’ visit Belinda several times a week.

Comment

Council resolved at the June 2018 Ordinary meeting to offer the following assistance to Ms McMurdo:

RESOLUTION

Moved: Cr Geier Seconded: Cr Della Bosca
14/06-18

That Council endorses the actions of the Chief Executive Officer and President in approving the following assistance to employee, Belinda McMurdo during her period of illness:

- Council are committed to ensure that your position as Town Gardener with the Shire of Westonia is secure for at least the next six (6) months, where it will be reviewed. Once your entitlements expire, you will be placed on leave without pay;
- Council has agreed to waive any rental fees owed to Council for at least the next six (6) months, where it will also be reviewed.
- Staff will arrange for a copy of your last payslip which outline your current entitlements;
- Council staff will also provide assistance where they can to ensure that you receive any additional entitlements via superannuation or other means

CARRIED 5/0

The six month period from June to December 2019 resulted in Council subsidising the rental of Ms McMurdo to the value of \$1,040.00

Council now need to determine if they wish to continue to current offer to Ms. McMurdo or look at alternative arrangements. Ms McMurdo’s family have indicated that she is looking to move back to New Zealand during the summer of 2020 (November 2020)

Statutory Environment

Nil

Policy Implications

Nil



Strategic Implications

Nil



Financial Implications

No rent will be budgeted for in the 2019/20 financial year at a cost to Council of \$2,080.00. \$1,040.00 per six months



Voting Requirements



Simple Majority



Absolute Majority


OFFICER RECOMMENDATIONS

That Council renew its existing commitment Belinda McMurdo and commit to the following:

- The position as Town Gardener with the Shire of Westonia is secure for at least the next six (6) months, where it will be reviewed (June 2020).
- Agreed to waive any rental fees owed to Council for at least the next six (6) months, where it will also be reviewed (June 2020).

9.1.5 CEACA COMMITMENT

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



Purpose of the Report



Executive Decision



Legislative Requirement

Background

During a Wheatbelt forum Aged Care was discussed and as a result eleven (11) Local Governments, Wheatbelt Development Commission and Regional Development Australia agreed to form an alliance with the view to provide a needs study and solutions to the issues surrounding Aged Care within the Central Wheatbelt with each Council contributing \$5,000 to undertake this work.

Out of this alliance a report was compiled to identify solutions for the gaps and issues pertaining to the region being the Central East Aged Care Regional Solutions as listed below;

CENTRAL EAST AGED CARE REGIONAL SOLUTION/S (CEACRS)

Developed by Wheatbelt Development Commission

Aged Care was identified as a regional priority for Local Governments in a series of Wheatbelt forums for the development of the Towards a Wheatbelt Infrastructure Plan (2010/11/12). As a result of the regional forums, the Wheatbelt Development Commission (WDC) has been working closely with Regional Development Australia: Wheatbelt (RDAW), and 11 Wheatbelt Local Governments who committed to working towards improving aged care services, infrastructure and governance structures in their respective areas.

The 11 LGAs, the WDC and RDAW formed an alliance in February 2012 known as the Central East Aged Care Alliance, to address the issues affecting Aged Care in the Central Eastern Wheatbelt. Recognising the importance of undertaking this planning from a community perspective, each LGA invested \$5,000 towards the project. This was supplemented by cash and in kind support from WDC and in kind support from RDAW.

In March 2012 RDAW advertised a tender to employ a consultant to undertake the Central East Aged Care Regional Solution/s (CEACRS) project. Melbourne based consulting firm Verso was awarded the tender and commenced work on the project in April 2012.

WHO'S INVOLVED IN THE CENTRAL EAST AGED CARE ALLIANCE (CEACA)?

The CEACA is a partnership between the 11 LGAs which consist of the Shires of Bruce Rock, Kellerberrin, Koorda, Merredin, Mount Marshall, Mukinbudin, Nungarin, Yilgarn, Trayning, Westonia, Wyalkatchem, the WDC and RDAW.

After the scope of the project had been finalised by the CEACA, it was agreed that several other key stakeholders should be invited to attend future meetings as observers. These included:

Southern Inland Health Initiative - Tim Shackleton – Community Engagement Officer

Medicare Local - Michelle McClure – Wheatbelt Area Manager

Western Australia Country Health Services Wheatbelt - Caroline Langston – Regional Director.

THE PROCESS

The Wheatbelt Central East Aged Care Regional Solution/s (CEACRS) has been a proactive process that aimed to:

1. Identify aged care service, accommodation and governance models for a highly dispersed regional/rural population setting;
2. Build on the assets that exist in communities;

3. Provide solutions that guide sound investment in SIHI, especially Stream 2b Primary Health Care Program, Stream 3 – Primary Health Demonstration Site Program, and Stream 6 – Residential Aged and Dementia Investment Program
4. Identify services that enable locals to age ‘in place’ as outlined in the new National Aged Care Package Reform.

The Alliance adopted eight guiding principles for the CEACRS:

- Principal 1- The Importance of Place
- Principal 2- Community Life
- Principal 3- Community sense of ownership
- Principal 4- Focus on the Person
- Principal 5- Choice
- Principal 6- Equitable access
- Principal 7- Practicality
- Principal 8- Viability

These principals were a key focus while developing the CEACRS and undertaking the following elements of the project:

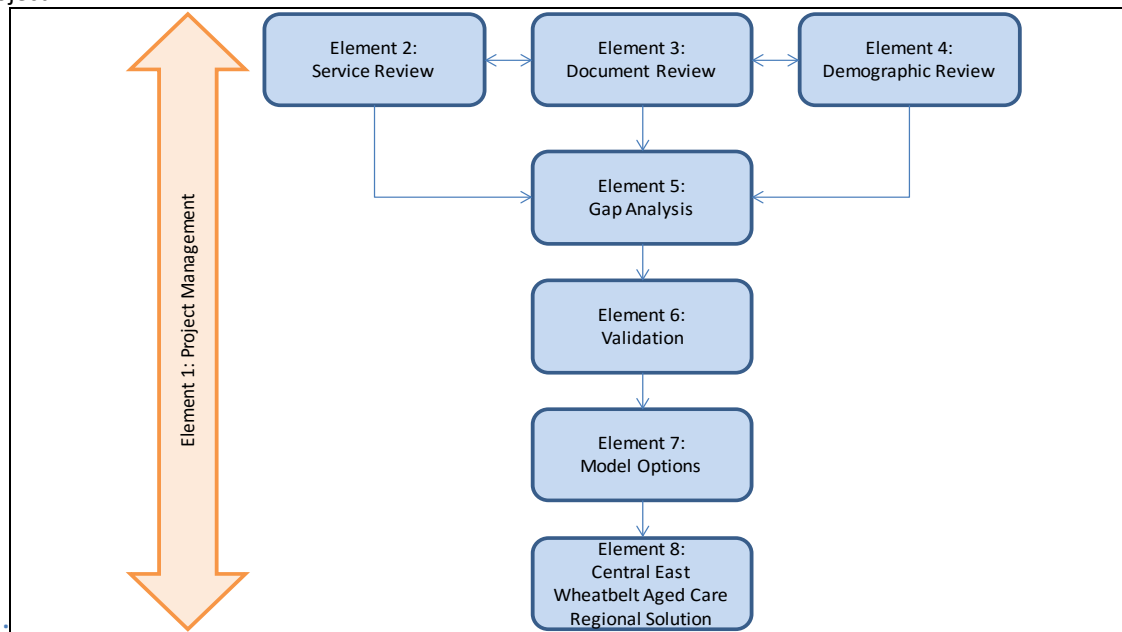


Figure 1:

The planning process has heavily involved each community with sharing of existing local publications and documentation as well as clarification of desktop analysis compared to actual service delivery. A total of 14 community consultations were conducted across the 11 LGA’s involved in the CEACA, involving nearly 200 participants.

Forming part of the gap analysis and validation elements of the project, the community consultations provided the opportunity to validate Verso’s statistical findings at a ground level. Members of the community, health and aged care providers as well as Shire representatives were invited to attend the sessions.

With the completion of elements 2-6 each LGA has been provided with a Needs Study report specific to their individual Shire as well as a Central East Needs Study for the sub region. The Needs Studies include demographic characteristics of the CEACA LGAs, the emerging policy context, the findings from community forums and consultations, aged care services levels, planning & analysis of aged care levels and aged care solutions from literature collected.

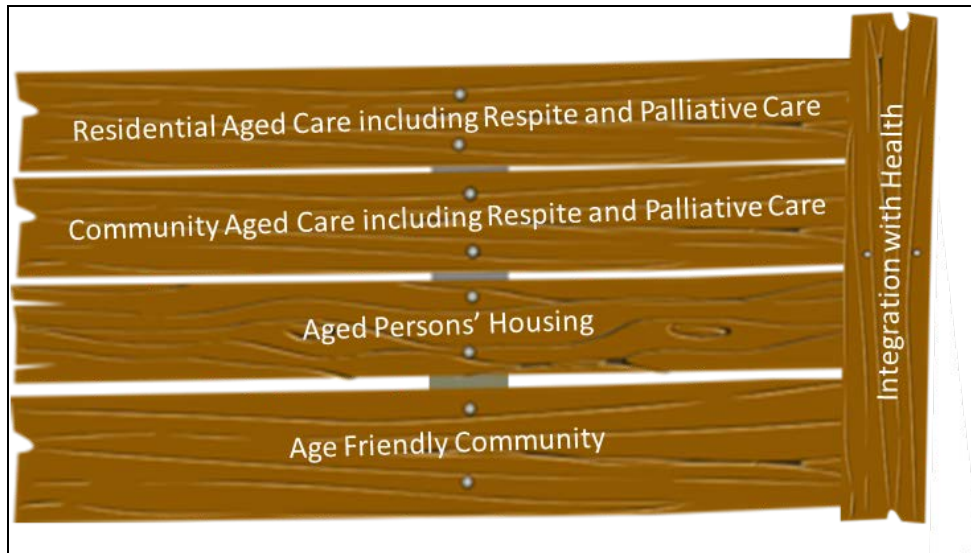
The final element, element 8, saw the development of the Central East Aged Care Regional Solution/s Report which outlines the context of the project, the findings and implications, the recommendations and action plan.

RECOMMENDATIONS

The Central East Aged Care Regional Solution provides a clear direction to develop and implement infrastructure and service level solutions to address the urgent need for aged care accommodation, services and facilities in the Central Eastern Wheatbelt.

The Model (Figure 2) consists of the following elements required to deliver an integrated solution:

Figure 2



Aged Friendly Community is the main responsibility of LGAs in auditing and ensuring their community has addressed all the elements required to achieve an Aged Friendly Community. This includes making sure structures and services are accessible to and inclusive of older people with varying needs and capabilities such as;

- Walking and Cycling Routes
- Streets
- Local Destinations
- Open Space
- Public and Other Transport
- Supporting Infrastructure
- Fostering Community Spirit
- Strategy

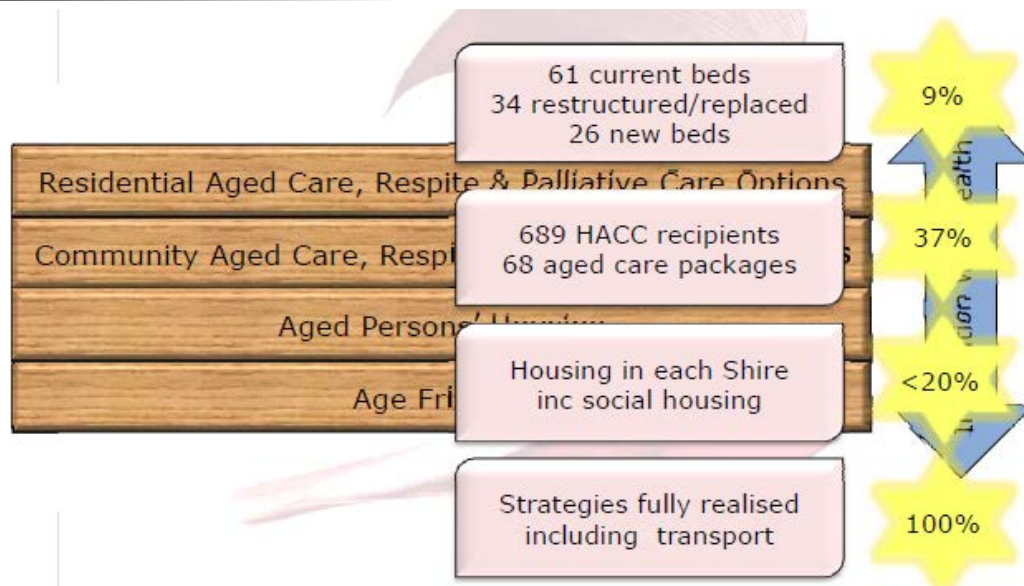
Aged Persons' Housing is seen as a coordinated responsibility of the CEACA, LGAs and potential housing providers to see how current stock meets requirements, the development of a coordinated approach to common development, ownership, design and integration. However land and capital needs are seen as a primary concern for LGAs, with the possible assistance of funding from peak bodies.

Community Aged Care including Respite and Palliative Care has been identified as the responsibility of health care funders and providers such as Department of Health and Ageing (DoHA), WA Country Health Service (WACHS), HACC and other Aged Care providers. Community Aged Care is a relatively new concept to communities in the Central East but is one that will become more prominent in the future with policy changes around the sector. This element is seen as a longer term project and not something that will be addressed in the short term; however it will require a strong advocacy role from the CEACA and LGAs.

Residential Aged Care including Respite and Palliative Care has also been considered as a longer term strategy, with the main responsibility residing with DoHA, WACHS and other Aged Care providers. Again, this element will require a strong advocacy role from the CEACA and LGAs.

Figure 2 presents a clear picture of the strategies and the importance they will play in communities in relation to the rate older community members will be impacted, if the CEACRS is implemented correctly.

The pale boxes identify current and future needs, and the yellow stars indicate the percentage of population over 75 years impacted by this element of the model.



WHERE TO FROM HERE?

- Step 1: It has been recommended that the Central East Aged Care Alliance continue to operate to ensure the successful implementation of the Central East Aged Care Regional Solution/s.
- Step 2: All Shire Councils of the Central East Aged Care Alliance to formally adopt the CEACRS and Needs Studies relating to the sub region and their individual Shires.
- Step 3: The boards of WDC and RDAW formally accept the reports.
- Step 4: The CEACA sends the reports to the following stakeholders and requests a formal response. DoHA, WACHS, HACC, Department of Housing
- Step 5: WDC and RDAW coordinate responses from the above key stakeholders on behalf of the CEACA.
- Step 6: The CEACRS is publicly released with a launch, political presentations to all parties and awareness of the report recommendations through such things as presentations at conferences.

RECOMMENDATIONS FOR LOCAL GOVERNMENTS

That the six steps for adoption and implementation of the two CEACA Reports be endorsed; and specifically:
That Council adopt the CEAC Needs Study and Central East Wheatbelt Aged Support and Care Regional Solution/s Reports.
Each of the CEACA Councils make provision of up to \$5000 in their 2013/14 budgets to fund ongoing advocacy and research in order to implement the recommendations of the CEACRS Report.
That endorsement of the Report is sought from the respective ROC's with a view to seeking funding to implement the recommendations of the CEACS Report on a regional basis.

Comment

The CEACA Councils adopted the recommendations listed above and worked together to progress the Aged Persons Housing platform as this was seen the easiest platform that Local Government had the capacity to influence.

CEACA is now in a position wherein it has completed the construction of seventy one (71) units within the eleven (11) Councils being located at;

Locality	Local Government	Number of Units
Bruce Rock	Bruce Rock	8
Kellerberrin	Kellerberrin	13
Koorda	Koorda	4
Merredin	Merredin	27
Bencubbin	Mount Marshall	1
Beacon	Mount Marshall	2
Nungarin	Nungarin	2
Mukinbudin	Mukinbudin	4
Kununoppin	Traying	2
Westonia	Westonia	2

Wyalkatchem	Wyalkatchem	4
Yilgarn	Yilgarn	2
TOTAL	TOTAL	71

In the construction of new Independent Living Units and retaining/attracting aged members to our communities there are additional requirements on the community to ensure these members are cared for appropriately. This may include Community Care Packages, access to transport, hospital, doctor and ambulance services and possibly Residential Care all of which are platforms of the VERSO report that haven't been researched nor explored for improvement by CEACA.

It has been requested by CEACA that each individual Council as a member review the VERSO report to familiarise themselves with the recommendations.

From the report and the abovementioned information consider Councils appetite to progress researching/actioning the platforms of the report through the CEACA or if Council want to progress this individually through their own communities and Councils.

It is always viewed by both State and Federal Governments that a Regional solution is always seen in a positive light rather than individual piecemeal approaches, however this is a decision of each Council.



Statutory Environment

Local Government Act 1995 (as amended)

6.2. Local government to prepare annual budget

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

** Absolute majority required.*

- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —
 - (a) the expenditure by the local government;
 - (b) the revenue and income, independent of general rates, of the local government; and
 - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate —
 - (a) particulars of the estimated expenditure proposed to be incurred by the local government;
 - (b) detailed information relating to the rates and service charges which will apply to land within the district including —
 - (i) the amount it is estimated will be yielded by the general rate; and
 - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
 - (c) the fees and charges proposed to be imposed by the local government;
 - (d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government;
 - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used;

- (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
 - (g) such other matters as are prescribed.
- (5) Regulations may provide for —
- (a) the form of the annual budget;
 - (b) the contents of the annual budget; and
 - (c) the information to be contained in or to accompany the annual budget.

[Section 6.2 amended by No. 49 of 2004 s. 42(8) and 56.]

 **Policy Implications**

Nil

 **Strategic Implications**

Nil

 **Financial Implications**

Should Council's wish to progress with the continuation of CEACA researching and progressing the other platforms and solutions through the VERSO report it is suggested in the first year to leave the current \$20,000 levy as is.

This is to ensure funds are available to undertake work and progress forward, however should the funds exceed the requirements going forward the opportunity is then to review this and possible reduce the fee going forward.

Should member Councils not wish to progress the VERSO report there is no figure provided as an Annual Fee for being a member of CEACA at this point in time. This discussion will take place after Council have reviewed this item and made a definite position on where they see themselves progressing.

 **Consultation**

CEACA
CEACA Delegates
Chief Executive Officer.

 **Voting Requirements**



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council:

- A) Commits to CEACA's progression of the VERSO report to review;**
- I. Community Care Packages**
 - II. Transport**
 - III. Residential Aged Care**

OR


- B) That Council declines the opportunity to progress the VERSO report however remains a member of CEACA.**

OR

- C) That Council declines the opportunity to progress the VERSO report and wishes to withdraw from CEACA.**

9.1.6 ANNUAL FINANCIAL REPORT & FINANCIAL STATEMENTS

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:	CA1.3.2.	
Disclosure of Interest:	Nil	
Attachments:	Nil	
Signature:	Officer	CEO



Purpose of the Report

Executive Decision Legislative Requirement

Background

Council adoption of the Annual Report for the 2018/19 financial year is required as per recommendation from the Audit Committee.

The Shire of Westonia auditors have completed the Annual Audit for the financial year ending 30th June 2019 as per the Local Government Act 1995 as amended and the Local Government (Financial Management) Regulations 1996.

The auditors attended Council's offices on the 14th to 16th October 2019 to complete their final audit.

Comment

All councilors will be presented with a copy of the Annual Report for the 2018/19 Financial year prior to the meeting. The Audit Report & Management Letter will be finalised on Monday and will be emailed when received. Members of the Audit Committee were also requested to attend the exit meeting with Auditors, Butler Settineri and the Auditor General on Thursday 12th December 2019.

In accordance with section 6.4 of the Local Government Act 1995 a local government is required to prepare an annual financial report for the preceding financial year and submit it to its auditor before 30th September each year.

Following acceptance of the Annual Report by Council, Council is required to hold a general meeting of electors within 56 days. At least 14 days local public notice must be given of an electors meeting. The Annual Electors Meeting must be held prior to Thursday 13th February 2020, noting that the February Council meeting is not until the following week (20th February 2020).

Statutory Environment

Local Government Act 1995 (As Amended)

5.27. Electors' general meetings

A general meeting of the electors of a district is to be held once every financial year.

- (1) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.
- (2) The matters to be discussed at general electors' meetings are to be those prescribed.

5.54. Acceptance of annual reports

- (1) Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.

* Absolute majority required.

- (2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

[Section 5.54 amended by No. 49 of 2004 s. 49.]

5.55. Notice of annual reports

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

Division 4 — General

7.12A. Duties of local government with respect to audits

- (1) A local government is to do everything in its power to —

- (a) assist the auditor of the local government to conduct an audit and carry out his or her other duties under this Act in respect of the local government; and
- (b) ensure that audits are conducted successfully and expeditiously.

- (2) Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.

- (3) A local government is to examine the report of the auditor prepared under section 7.9(1), and any report prepared under section 7.9(3) forwarded to it, and is to —

- (a) determine if any matters raised by the report, or reports, require action to be taken by the local government; and
- (b) ensure that appropriate action is taken in respect of those matters.

- (4) A local government is to —

- (a) prepare a report on any actions under subsection (3) in respect of an audit conducted in respect of a financial year; and
- (b) forward a copy of that report to the Minister,

by the end of the next financial year, or 6 months after the last report prepared under section 7.9 is received by the local government, whichever is the latest in time.

[Section 7.12A inserted by No. 49 of 2004 s. 8.]

Local Government (Financial Management) Regulations 1996

51. Completion of financial report

- (1) After the annual financial report has been audited in accordance with the Act the CEO is to sign and append to the report a declaration in the form of Form 1.
- (2) A copy of the annual financial report of a local government is to be submitted to the Departmental CEO within 30 days of the receipt by the local government's CEO of the auditor's report on that financial report.

[Regulation 51 amended in Gazette 18 Jun 1999 p. 2639; 20 Jun 2008 p. 2726.]



Policy Implications

Council does not have a policy in relation to this matter.



Strategic Implications

Nil



Financial Implications

Nil



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS


That Council accepts the recommendation from the Audit Committee, therefore:

- 1. Adopts the Annual Financial Report for the Financial Year 2018/19;**
- 2. Adopts the Audit Report for 2018/19 Financial Year;**
- 3. Adopts the Management Report for the 2018/19 Financial Year;**
- 4. Adopts the Annual Report for the 2018/19 Financial Year inclusive of the above as presented; and**
- 5. Advertises Annual Elector's Meeting be held on (insert date), commencing at (insert time) pm in the Old Miner Hall**

9.2 COMMUNITY AND REGULATORY SERVICE

9.2.1 WATER CORPORATION – STANDPIPE AGREEMENTS

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:	CA4.3.3	
Disclosure of Interest:	Nil	
Attachments:	Nil	
Signature:	Officer	CEO



Purpose of the Report



Executive Decision



Legislative Requirement

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

Background

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

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

As a result, Council at their June 2019 meeting resolved the following:

RESOLUTION

Moved: Cr Geier

Seconded: Cr Corsini

07/06-19 That Council completes the Standpipe Action Plan, including the rationalising of standpipes as required and advising of the size of outlet require for each as requested by the WA Water Corporation prior to implementation of the new pricing structure on the 1 July 2019 as per list below:

Meter number	Meter Size	Standpipe Type
BC0702036 George/Boodarockin	20	Community 20mm
BK0158493 George/Warrachuppin	20	Community 20mm
BK0037297 M40/Boodarockin	20	Community 20mm
FK1650131 Walgoolan TS	50	Commercial 50mm
EK1000537 Westonia TS	40	Commercial 40mm
FK0510078 Carrabin TS	50	Commercial 50mm
WED9750725 Cranleigh	40	Commercial 40mm
FK0900022 McPharlin	50	Community 25mm
BC0775141 Begley	20	Disconnect
FK0600229 Warralakin East	50	Commercial 50mm
FK0900162 Warralakin O/H Tank	50	Fire Fighting 50mm

CARRIED 6/0

WC have commenced installation on the new 25mm meters, as per Councils decision.

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

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

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

Option 2 –Water Quality with Conditions

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

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

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

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

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

WC responded as follows to the above request:

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

Comment

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

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

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

Proposed correspondence attached.

Statutory Environment

Water Corporations Act 1995

Policy Implications

Nil

Strategic Implications

Nil

Financial Implications

Nil

Voting Requirements



Simple Majority



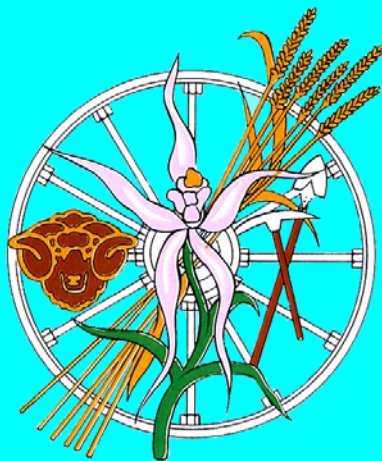
Absolute Majority

OFFICER RECOMMENDATIONS

That Council endorse withholding the signing of Standpipe Water Supply Agreements, provided by Water Corporation, for the Shire of Westonia operated standpipes until further investigation has been made by the Chief Executive Officer into the water classifications stipulated by the Water Corporation and for this to be referred back to Council's February 2020 Ordinary meeting for further consideration; and in the meantime Council writes to the Minister for Water, raising the Shire of Westonia's concerns on the Standpipe Water Supply Agreements as provided by the Water Corporation, citing the misleading nature of the water quality classification applied to Shire standpipes and the potential liability placed onto the Shire of Westonia over water quality issues out of the pipe.

Attachment 9.2.1

Shire of Westonia



WATER CORPORATION – STANDPIPE AGREEMENTS

AGREEMENT FOR A REGIONAL FIXED STANDPIPE WATER SUPPLY SERVICE

This Agreement is made on 07/11/2019 between:

Shire of Westonia

of

Address:

41 Wolfram Street, Westonia, Western Australia, 6423

(Local Government Authority)

and

Water Corporation

A statutory body created by the *Water Corporations Act 1995*, of 629 Newcastle Street, Leederville, Western Australia, 6007 (**Corporation**)

(together the **parties**)

The parties agree that the Standpipe Service will be provided by the Corporation subject to the following terms and conditions:

1 Definitions

Act means any Commonwealth or State legislation or delegated legislation and includes any code of practice, guideline, order or proclamation issued under it;

Agreement means this agreement for a Regional Fixed Standpipe Water Supply Service;

Australian Drinking Water Guidelines means the water quality requirements for drinking water as specified in the operating licence;

Authorisation means a licence or approval from a Government Agency;

Corporation's Obligations means the obligations of the Corporation under this Agreement, or imposed by law, in relation to, or connected with, the supply of Water to the Local Government Authority;

Day means a period of 24 hours commencing at 12 am on any day and ending at 12 am on the following day;

Delivery Point means the Service Location described in clause 3 of this agreement;

Department of Health Guidelines for the Bulk Cartage of Drinking Water means the guidelines published on the department of Health website for individuals and organisations who intend to transport and supply drinking water from a licensed drinking water provider to either a domestic or commercial consumer via a dedicated vehicle or tanker arrangement;

DoH means the Department of Health;

Force Majeure means an act of God, fire, lightning, explosions, flood, subsidence, insurrection or civil disorder or military operations, government or quasi-government restraint, expropriation, prohibition, intervention, direction or embargo, inability or delay in obtaining governmental or quasi-governmental approvals, consents, permits, licenses

or authorities, strikes, locks-outs or other industrial disputes of any kind, civil injunction, inability to source raw materials, and any other cause whether similar or not to the foregoing, outside the Corporation's reasonable control;

Government Agency means any government or any governmental, statutory, municipal or other similar body, authority or entity;

kL means kilolitre or kilolitres as the case requires;

Local Government Authority's Obligations means the obligations of the Local Government Authority under this Agreement or imposed by law;

Ombudsman Scheme means the water services ombudsman scheme established under the Water Services Act 2012;

Operating Licence means the operating licence granted to Corporation under the Water Services Act 2012, and includes any alterations, extensions, renewals or replacements of it from time to time;

Regulation Rate means the charge for the supply of water by the Corporation to the Local Government Authority for the purposes of this Agreement as consolidated, amended, re-enacted or replaced from time to time in the Water Services (Water Corporations Charges) Regulations 2014.

Supply means any supply of water, goods, services or other things under this Agreement;

Standpipe Service means the supply of Water by the Corporation under the terms and conditions of this Agreement to a standpipe which is controlled by the Local Government Authority in the location specified in clause 3 of this Agreement;

State means the State of Western Australia;

Water means water of a quality specified in clause 5 of this Agreement.

2 Number and Size of Meter

One (1) x 50mm nominal size meter.

3 Service Location

The service will be located at 5L EVENS ST WARRALAKIN LOT 5.

4 Commencement Date

07/11/2019.

5 Quality of Water

(tick applicable quality):

Option 1- Potable Water

- a) The Corporation will provide Water at the Delivery Point for the purposes of this Agreement that complies with the quality requirements for drinking water as specified in the Operating Licence.
- b) The Local Government Authority acknowledges and agrees that:
 - (i) the Water will be potable at the Delivery Point and will meet the

microbiological and chemical provisions of the Australian Drinking Water Guidelines;

- (ii) the quality of the Water cannot be guaranteed if the Water is carted from the Delivery Point;
- (iii) the Local Government Authority must inform any third party taking Water from the Delivery Point of the Department of Health Guidelines for the Bulk Cartage of Drinking Water;
- (iv) the Corporation will not be liable under any circumstances whatsoever or howsoever arising for any loss or claim which the Local Government Authority may suffer or incur, and the Local Government Authority will have no right to make any claim for any loss or inconvenience caused to, or sustained by it, on account of any of the matters set out above for any reason whatsoever.

Option 2 –Water Quality with Conditions

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

Option 3 – Non Potable Water:

- a) The Corporation will provide Water for the purposes of this Agreement that is non potable.
- b) The Local Government Authority acknowledges and agrees that:
 - (i) the Water is non potable and does not meet the microbiological and chemical provisions of the Australian Drinking Water Guidelines and is not capable of being treated to a potable standard to meet the Australian Drinking Water Guidelines;
 - (ii) the Local Government Authority must inform any third party of the quality of the Water and not permit or allow the Water to be used for domestic purposes, including drinking, making beverages, ice or food preparation, bathing, showering or for any other purpose which may result in the potential for the water to be consumed or inhaled. The Water may not be suitable for animal consumption;
 - (iii) the Corporation will not be liable under any circumstances whatsoever or howsoever arising for any loss or claim which the Local Government Authority may suffer or incur, and the Local Government Authority will have no right to make any claim for any loss or inconvenience caused to, or sustained by it, on account of any of the matters set out above for any reason whatsoever.

6 Fees and Charges

(tick applicable standpipe category):

Option 1 – Local Authority Standpipe (Shire use only):

- (i) no service charge will be applied to this Agreement; and
- (ii) the cost of Water is \$2.597 per kilolitre of Water based on the Non-Residential Step/Class 1 Tariff, which aligns to the applicable charge under Schedule 3, item 37 of the *Water Services (Water Corporations Charges) Regulations 2014* as that Item and those Regulations may be consolidated, amended, re-enacted or replaced from time to time.

Option 2 – Community Use Standpipe (low flow):

- (i) A service charge of \$272.05 based on a 20mm meter size will apply under Schedule 3, item 2 of the *Water Services (Water Corporations Charges) Regulations 2014* as that Item and those Regulations may be consolidated, amended, re-enacted or replaced from time to time; and

- (ii) the cost of Water is \$2.597 per kilolitre of Water as aligned to the Non-Residential Step/Class 1 Tariff under Schedule 3, item 24 of the *Water Services (Water Corporations Charges) Regulations 2014* as that Item and those Regulations may be consolidated, amended, re-enacted or replaced from time to time.

Option 3 – Commercial Standpipe (high flow):

- (i) a service charge of \$1700.40 based on the 50mm meter size and applicable charge under Schedule 3, item 2 of the *Water Services (Water Corporations Charges) Regulations 2014* as that Item and those Regulations may be consolidated, amended, re-enacted or replaced from time to time; and
- (ii) the cost of Water is \$5.136 based on the Non-Residential Town-Based Class consumption charges set out in Schedule 3, item 24 of the *Water Services (Water Corporations Charges) Regulations 2014* as that Item and those Regulations may be consolidated, amended, re-enacted or replaced from time to time.

Option 4 – Fire Standpipe (no public access):

- (i) no service charge will be applied to this Agreement; and
- (ii) no water use charge will be applied to this Agreement.

7 Sale of Water to third parties

- a) The Corporation permits the Local Government Authority to sell or supply to a party or a person not a party to this Agreement, any Water supplied to the Local Government Authority by the Corporation pursuant to this Agreement.
- b) The Local Government Authority agrees to:
 - (i) duly and punctually effect and maintain all Authorisations the Local Government Authority may be required to effect and maintain in respect of any such sale or supply of Water;
 - (ii) duly and punctually comply with the requirements of all Acts in respect of any such sale or supply of Water;
 - (iii) inform any third party supplied with the Water of any information relevant to the quality of the Water as specified in clause 5; and
 - (iv) indemnify and keep the Corporation indemnified from and against any loss or claim by any person not a party to this Agreement to whom the Local Government Authority may sell or supply the Water once it has passed the Delivery Point, including any use that

may be made of it, either by the Local Government Authority or any other person.

8 Calculation of usage volumes:

The Corporation will:

- (a) take meter readings at the intervals determined by the Corporation, in its sole and absolute discretion, to assess the quantity of Water supplied to the Local Government Authority at the Service Location for the billing period; and
- (b) at the end of every billing period, invoice the Local Government Authority for all Water supplied, or deemed to have been supplied, to the Local Government Authority in that billing period by sending the invoice to the Local Government Authority's address.

9 Security of Service Location

The Local Government Authority:

- a) must take all steps necessary to maintain the security of, and will be solely responsible for, the Meter and the Service Location;
- b) must pay for all Water (if any) delivered at the Service Location notwithstanding that that Water may be used by other parties, spilled or otherwise lost;
- c) must pay to the Corporation on demand any costs the Corporation may suffer or incur arising out of or in any way connected with any damage to or loss of the Meter or the Service Location, including costs of repair or replacement; and
- d) must indemnify and keep the Corporation indemnified from and against all losses and damage the Corporation may suffer or incur arising out of or in any way connected with the failure by the Local Government Authority to duly and diligently comply with any of its obligations under sub-clauses (a) to (c) inclusive, except, and strictly limited to, the extent that any loss or damage is caused by any negligence on the part of the Corporation that is established.

10 Backflow Prevention

The Local Government Authority must:

- (a) take all measures the Corporation requires and approves, in any manner the Corporation requires, to prevent backflow of Water from its service into the Corporation's water reticulation main; and
- (b) install, at the Local Government Authority's cost, high rated backflow prevention to meet the requirements under the *Water Service Regulations 2013* and AS3500.1
- (c) All backflow prevention devices installed in accordance with 9(b) must be tested annually and certified in accordance with AS2845.3. The test must be reported to the Corporation within 5 days of the test being carried out.

11 Insurances

The Local Government Authority must effect and maintain throughout the term of this Agreement public liability insurance for each and every occurrence for an amount not less than \$20 million, with insurers approved by the Corporation and on provisions (including without limitation level of cover and excess), acceptable to the Corporation. The Local Government Authority must, upon the Corporation's request from time to time, provide the Corporation with evidence that those insurances the Corporation has required are in full force and effect.

12 Liability Limit

\$10,000.00

13 No claim

The Local Government Authority agrees that the Local Government Authority will have no claim against the Corporation, or any of the Corporation's servants, agents and employees for any loss or damage of any nature whatsoever and howsoever caused, arising out of, related to or connected with any interruptions to, or suspensions or terminations of, any Water supplied or to be supplied to the Local Government Authority:

- (a) except, and strictly limited to, the extent that any loss or damage may be caused by any negligence on the part of the Corporation that is established; and
- (b) subject always to the provisions of clause 28 of this Agreement.

14 The Corporation's Right of Entry

Without limiting any of the Corporation's statutory rights, the Corporation may and the Local Government Authority must ensure that the Corporation may, from time to time, promptly enter in or upon any land owned or occupied by the Local Government Authority or any other person to inspect the Meter or the Service Location, and/or the Local Government Authority's compliance with its obligations under this Agreement, and for any other purposes that the Corporation may reasonably require in connection with this Agreement or the supply of Water to the Local Government Authority. The Corporation's right of access is subject to the Corporation complying with Local Government Authority's reasonable safety directions and the Local Government Authority agrees to use its best endeavours to assist the Corporation when the Corporation does access under this clause.

15 Delivery Point

The Local Government Authority acknowledges and agrees with the Corporation that the Local Government Authority will be solely responsible and liable for:

- a) any losses of Water occurring after the Delivery Point, no matter what the cause, and must pay for all Water supplied at the Delivery Point notwithstanding that there may be losses of Water after the Delivery Point;
- b) any variations to the state, quality or characteristics of the Water occurring after the Delivery Point for any reason whatsoever; and

- c) the Local Government Authority must indemnify and keep the Corporation indemnified from and against any losses or damages that the Corporation may pay, suffer or incur and any claims (whether in tort or otherwise) that may be made against the Corporation arising out of or in any way connected with the Water once it has passed the Delivery Point, including any use that may be made of it, either by the Local Government Authority or any other person.

16 Temporary Interruption to Supply

- (a) The Local Government Authority acknowledges and agrees that the Corporation may subject to the requirements of all relevant legislation and of the Operating Licence (if applicable to this Agreement) interrupt the supply of Water to the Local Government Authority for such period of time as the Corporation considers reasonably necessary for the purpose of repair or maintenance of the water supply scheme from which the Water is supplied or any part thereof or for any other reason, but the Corporation (except in circumstances of emergency repairs or maintenance) must give the Local Government Authority reasonable notice of the intended interruption setting out its likely duration and its likely effect in terms of the quantity of Water that may or may not be supplied at the Delivery Point while the interruption continues.
- (b) The Corporation will not be liable for any loss suffered by the Local Government Authority, nor will the Local Government Authority have any claim against the Corporation, as a result of any limitation, interruption, cut-off, or termination of the supply of Water to the Local Government Authority under this clause except in circumstances where negligence has been established against the Corporation.

17 Payment of invoices and Other Money

- (a) The Local Government Authority must pay the full amount set out in each invoice, and of any other money that the Local Government Authority may from time to time owe to the Corporation (**Other Money**), without deduction or set-off of any kind, by either electronic funds transfer or cheque to the Corporation's Address, within 21 days of the date of the invoice or, in the case of any Other Money, on the due date specified in any demand.
- (b) If the Local Government Authority fails to pay the full amount set out in any invoice, or any Other Money, by the due date then without prejudice to any other rights that the Corporation may have, the Corporation may charge interest on the unpaid amount from the due date for payment until the date on which the Local Government Authority pays the amount in full, at the interest rate specified in the regulations made from time to time under section 124 (2)(n) of the *Water Services Act 2012* in respect of late payments of charges.

18 Metering accuracy

Without prejudice to the Corporation's rights under section 79 of the *Water Services Act 2012* and the *Water Services Regulations 2013*, the Local Government Authority agrees that if the Meter is found to be out of action or reading incorrectly, the Corporation may determine the quantity of Water deemed to have been supplied to the Local Government Authority by either:

- (a) taking a daily average of the quantity of Water actually supplied during a comparable period; or
- (b) where a Meter test conducted by or at the request of the Corporation has shown that the Meter is not registering the correct consumption, by adjusting the consumption for the period according to the degree of error found.

19 Acknowledgments

The Local Government Authority acknowledges and agrees that:

- (a) the Corporation will not be liable for any failure whatsoever to, or for any loss or damage of any kind paid, suffered or incurred by the Local Government Authority due, directly or indirectly, to:
 - (i) supply any water to the Local Government Authority in any quantity or not; or
 - (ii) assure a continuous and uniform supply of water to the Local Government Authority, or to supply the Local Government Authority with water, for any reason whatsoever, except, and strictly limited to, the extent that any loss or damage is caused by any negligence on the part of the Corporation that is established;

20 Indemnity

The Local Government Authority must indemnify and keep indemnified the Corporation and the Corporation's officers, employees, agents and contractors against any loss or damage they or any of them may pay, suffer or incur and claim by any person against them or any of them, of any nature whatsoever and howsoever, arising out of, related to or connected with:

- (a) this Agreement or any supply of, or failure to supply water by the Corporation; or
- (b) any failure by the Local Government Authority to duly and punctually comply with any of the Local Government Authority's Obligations

except, and strictly limited to, the extent that any loss or damage is caused by any negligence on the part of the Corporation that is established.

21 Termination

- (a) If the Local Government Authority fails to duly and punctually comply with any of the Local Government Authority's Obligations, the Corporation may, without prejudice to its other rights under this Agreement or at law, or in equity, terminate this Agreement and/or the water supply to the Local Government Authority upon giving the Local Government Authority at least

14 days' notice in writing of its intention to do so.

- (b) The Local Government Authority agrees that:
- (i) the Agreement is conditional upon the Corporation obtaining and maintaining any Authorisation required by the Corporation to supply water under this Agreement or to otherwise comply with the Corporation's Obligations;
 - (ii) the Corporation will cease water supply to the Local Government Authority upon that date which is the earlier of the date of termination, suspension or non-renewal of any Authorisation required by the Corporation under sub-clause 21(b)(i), or a date determined by the Corporation; and
 - (iii) thereafter, the Corporation will be under no obligation to supply any Water to the Local Government Authority.
- (c) The Corporation may also terminate this Agreement by written notice to the Local Government Authority in the event that any of the Corporation's entitlements to water, or any other rights or privileges that the Corporation has or may have, are reduced or altered in any manner that prevents, or may prevent, the Corporation supplying the whole or any part of the water or otherwise complying with any of the Corporation's Obligations.
- (d) The expiry or termination of this Agreement does not affect any of the Corporation's rights against the Local Government Authority in respect of any act, omission, matter, or thing occurring, or under this Agreement prior to that expiry or termination.

22 Rights to limit or interrupt supply

- (a) Without limiting the rights of the Corporation under clause 21, the Corporation may limit or withdraw the supply of Water to the Local Government Authority as set out in the *Water Services Code of Conduct (Customer Service Standards) 2013*.
- (b) If the *Water Services Code of Conduct (Customer Service Standards) 2013* does not deal with the issue of limiting or withdrawing the supply of water or does not apply to this Agreement, then without prejudice to any of its other rights under the Agreement, or at law or in equity, if the Local Government Authority:
- (i) fails to pay any amount due by it under the Agreement within 14 days of the due date for payment;
 - (ii) in the reasonable opinion of the Corporation, has failed to comply with any of the Local Government Authority's Obligations; or
 - (iii) if the Local Government Authority commits or permits any breach of the *Water Services Act 2012* or any regulations made under it,

the Corporation may, in its sole and absolute discretion, limit, suspend, reduce, cut off or

terminate the supply of Water to the Local Government Authority.

- (c) If the Corporation limits, suspends, cuts off, reduces or terminates the supply of Water to the Local Government Authority, this will not relieve the Local Government Authority of any of the Local Government Authority's Obligations and will not entitle the Local Government Authority to any rebate or other allowance.
- (d) If Corporation has limited, suspended, reduced, cut-off or terminated the supply of Water to the Local Government Authority, the Corporation may, before restoring the Water supply:
- (i) require the Local Government Authority to pay that amount as the Corporation considers approximates the costs of limiting, suspending, reducing, cutting off or terminating that supply and its restoration; or
 - (ii) require the Local Government Authority to make arrangements satisfactory to the Corporation for the payment of those costs.

23 Exclusion of warranties

Except for:

- (a) the express terms and warranties set out in this Agreement; and
- (b) those implied terms or warranties that are imposed by any Act that are mandatory and cannot be excluded,

the Corporation gives no warranties regarding the Water, or any other goods, services or other things supplied or to be supplied by the Corporation, whether relating to defects in quality or characteristics, or otherwise, and all other conditions, warranties, stipulations or other statements whatsoever, whether express or implied, by Act, at common law, or otherwise howsoever, are, to the maximum extent permitted by law, expressly excluded.

24 GST

Where applicable, the Corporation may recover from the Local Government Authority the amount of the GST in addition to and at the same time and in the same manner as the Local Government Authority is obliged to pay for that Supply.

25 Force majeure

The Corporation will not be liable to the Local Government Authority for any loss or damage that the Local Government Authority may pay, suffer or incur if the Corporation fails to comply with any of the Corporation's Obligations, if that failure is occasioned by Force Majeure.

26 Confidentiality

The parties agree that:

- (a) they will keep this Agreement and all information in it confidential; and
- (b) they will:
 - (i) not disclose, or permit or allow to be disclosed this Agreement, or any information in it to any person; and

- (ii) indemnify and keep the other party indemnified from and against any losses or damage that the other party may pay, suffer or incur, whether directly or indirectly, arising out of, or in any way connected with, any disclosure in breach of paragraph 29(b)(i), including any special or consequential losses or damages.

27 Duty

The Local Government Authority must promptly pay any duty payable on this Agreement and all copies of it to the Corporation or as the Corporation may direct on demand.

28 Limitation of liability

- (a) Subject to sub-clause 28(b), if, notwithstanding the other provisions of this Agreement excluding the Corporation's liability, the Corporation is liable to the Local Government Authority for any reason, the total liability of the Corporation to the Local Government Authority for any losses, damages or claims by reason of any breach of the Agreement, negligence, or otherwise arising out of or in connection with the Agreement, is, if it cannot be excluded by the other provisions of this Agreement, limited in the aggregate to the Liability Limit or any amount recovered from insurance, whichever is greater.
- (b) Notwithstanding any other provision of this Agreement, the Corporation will not be liable to the Local Government Authority for any special, indirect or consequential damages the Local Government Authority may pay, suffer or incur, including but not limited to loss of production, loss of revenue, loss of profit or anticipated profit, whether caused by the Corporation's failure to comply with the Corporation's Obligations, negligence or otherwise.

29 Assignment

The Local Government Authority must not, without the Corporation's prior written consent, transfer, assign, mortgage, charge, encumber or part with possession of this Agreement or any part of it or any right, benefit, moneys or interest under this Agreement, nor attempt to do so.

30 Severance

If any provision or part of this Agreement is or becomes invalid or unenforceable, then that provision or part will be severed from this Agreement without affecting the remainder of this Agreement that will continue to be valid and enforceable.

31 Statutory powers add to express powers

The powers conferred on the Corporation by any statute or other subordinate legislation are in addition to the Corporation's powers under this Agreement.

32 Dispute resolution

- (a) The Local Government Authority may elect to have any dispute resolved:

- (i) under the Ombudsman Scheme but only if the dispute in question is within the scope of the Ombudsman Scheme; or

- (ii) under the succeeding provisions of this clause 32;

and

- (iii) if the Local Government Authority gives to the Corporation notice of any dispute that notice must be in writing specifying whether the Local Government Authority elects to have the dispute resolved in accordance with clause 32(a)(i) or clause 32(a)(ii) and, if it fails to do so, the dispute will be resolved in accordance with clause 32(a)(i) if the dispute in question is within the scope of the Ombudsman Scheme and otherwise in accordance with clause 32(a)(ii); and

- (iv) if the Corporation gives the Local Government Authority a written notice of any dispute, the Local Government Authority must, within 10 Business Days of receiving or being deemed to have received that notice, give to the Corporation a written notice specifying whether the Local Government Authority elects to have the dispute resolved in accordance with clause 32(a)(i) or clause 32(a)(ii) and, if it fails to do so, the dispute will be resolved in accordance with clause 32(a)(i) if the dispute in question is within the scope of the Ombudsman Scheme and otherwise in accordance with clause 32(a)(ii).

- (b) A dispute that arises during the performance of this Agreement will be resolved, wherever possible, at the level where the dispute initially arises.

- (c) If, within 15 Business Days of a dispute arising, it has not been resolved, the dispute will be referred to the Local Government Authority's representative (as nominated by the Local Government Authority), and to the Corporation's representative (as nominated by the Corporation).

- (d) The representatives referred to in the preceding clause must meet within 5 Business Days after the dispute is referred to them, and attempt to resolve the dispute. If they resolve the dispute, the parties will adhere to their resolution.

- (e) If the representatives cannot resolve the dispute within 10 Business Days of their first meeting, the dispute will be taken to a mediation process. If the parties agree, they will appoint, by Agreement, an independent mediator, or, if they fail to agree on an independent mediator within 15 Business Days of their first meeting, the President of the Law Society of Western Australia (Inc) for the time being, or the President's nominee, may, at the request of either party, appoint an independent mediator, and the

costs of that mediator will be borne equally by the Corporation and the Local Government Authority. Except to the extent inconsistent with this clause, the mediation will be conducted in accordance with the then current mediation rules of the Law Society of Western Australia.

- (f) The parties will hold the mediation in Perth, Western Australia and, subject to clause 32(h), must comply with any resolution facilitated between them by the independent mediator.
- (g) Each party must continue to perform their obligations under this Agreement, notwithstanding any dispute, or the commencement of any legal proceedings, under this clause 32.
- (h) If a party is dissatisfied with proceedings before the mediator, it may take that action as it considers appropriate, including commencing legal proceedings. For the avoidance of doubt, the right referred to in this clause 32(h) is not in any way dependent on or conditional upon the initiation or completion of the proceedings before the mediator.

33 Entire agreement

This Agreement supersedes all prior agreements in respect of its subject matter that will be deemed to be terminated on and from the Commencement Date and embodies the entire agreement between the parties in relation to the supply of Water to the Local Government Authority.

To confirm the Local Government Authority's acceptance of the provisions contained in this Agreement, please arrange for an authorised signatory of the Local Government Authority to sign and return the attached duplicate of this Agreement.



..... 06/11/2019.

Name: Wendy Mathews
POSITION: SPECIALIST – CUSTOMER AND STAKEHOLDER
(Project Manager for Regional Fixed Standpipe Review)

For and on behalf of the
WATER CORPORATION

The provisions contained in this Agreement for a regional fixed standpipe water supply service are accepted for and on behalf of the Local Government Authority by its duly authorised representative who warrants by signing that he or she has full power and authority to sign this Agreement on the Local Government Authority's behalf and to render this Agreement valid and binding on the Local Government Authority.

...../...../2019.

Name:

POSITION:

For and on behalf of the
Shire of Westonia

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 20th February 2020 commencing at 3.30pm

13 MEETING CLOSURE

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