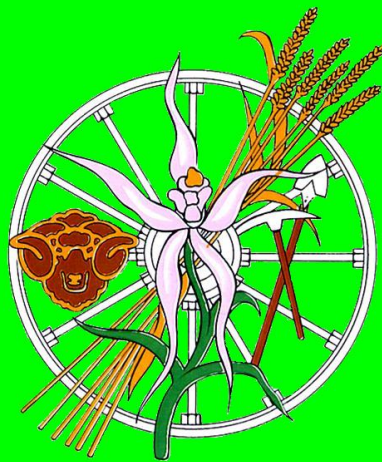


Shire of Westonia



RECEIVAL OF MINUTES



WALGA

**GREAT EASTERN COUNTRY
ZONE**

Minutes

**Thursday 1 March 2018
In-Person Meeting**

**Kellerberrin Recreation
and Leisure Centre**

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Minutes

Great Eastern Country Zone of WALGA

Thursday 1 March 2018

1.0 OPENING AND WELCOME

The Zone President, Cr Cole, opened the meeting at 9.31am welcoming all in attendance.

2.0 ATTENDANCE AND APOLOGIES

Attendance

Cr Rhonda Cole (Chair)	President, Shire of Narembeen
Cr Stephen Strange	President, Shire of Bruce Rock
Mr Darren Mollenoyux	CEO, Shire of Bruce Rock
Cr Alison Harris	Councillor, Shire of Cunderdin (left the meeting at 12.04pm)
Mr Neville Hale	Joint CEO, Shires of Cunderdin and Tammin (left the meeting at 1.27pm)
Cr Rod Forsyth	President Shire of Kellerberrin
Mr Sean Silby	D/CEO Shire of Kellerberrin
Mr David Burton	CEO, Shire of Koorda
Mr John Read	CEO, Shire of Kondinin (entered the meeting at 10.04am)
Cr Ken Hooper	President, Shire of Merredin
Cr Mal Willis	Deputy President, Shire of Merredin
Cr Julie Flockart	Councillor, Shire of Merredin (entered the meeting at 10.02am)
Mr Greg Powell	CEO, Shire of Merredin
Cr Tony Sachse	President, Shire of Mt Marshall
Mr John Nuttall	CEO, Shire of Mt Marshall
Cr Gary Shadbolt	President, Shire of Mukinbudin
Cr Eileen O'Connell	President, Shire of Nungarin
Cr Jim Taylor	Councillor, Shire of Nungarin
Cr Glenice Batchelor	Councillor, Shire of Tammin (left the meeting 1.27pm)
Cr Geoff Waters	Deputy President, Shire of Trayning
Mr Graham Merrick	CEO, Shire of Trayning
Cr Heather Metcalfe	Councillor, Shire of Wyalkatchem
Mr Ian McCabe	CEO, Shire of Wyalkatchem
Cr Onida Truran	President, Shire of Yilgarn
Mr Pascoe Durtanovich	A/CEO, Shire of Yilgarn

Ms Helen Westcott, Joint Executive Officer

WALGA Representatives

Ms Dana Mason, Policy Manager Economics (entered the meeting at 9.40am)
Ms Rebecca Brown, Manager Waste and Recycling (entered the meeting at 9.40am)

Guests

Mr Rob Dickie, Government and Industry Relations Advisor CBH
Mr Peter Hoare, Chief Operations Officer LGIS

Mr Rob Barnsley, A/Regional Manager Wheatbelt Region, Main Roads WA (left the meeting at 11.55am)

Mr Sam Foster, Project Manager, Main Roads WA (left the meeting at 11.55am)

Apologies

Cr Ram Rajagopalan, Deputy President Shire of Bruce Rock

Ms Andrea Selvey, CEO Shire of Dowerin

Cr Dennis Whisson, President Shire of Cunderdin

Mr Raymond Griffiths CEO Shire of Kellerberrin

Cr Ricky Storer, President Shire of Koorda

Cr Nick Gillett, Deputy President Shire of Mt Marshall

Mr Dirk Sellenger, CEO Shire of Mukinbudin

Cr Kellie Mortimer, Deputy President Shire of Narembeen

Mr Chris Jackson, CEO Shire of Narembeen

Mr Bill Fensome, CEO Shire of Nungarin

Cr Melanie Brown, President Shire of Trayning

Cr Quentin Davies, President Shire of Wyalkatchem

Mr Bill Fensome, CEO, Shire of Nungarin

Shire of Westonia

Department of Local Government, Sport and Cultural Industries

Ms Pam l'Anson, Regional Director Central Region Department of Primary Industries and Ms

Sharon Broad Regional Manager Goldfields and Agricultural Region Water Corporation

Ms Wendy Newman, CEO Wheatbelt Development Commission

Department of Local Government, Sport and Cultural Industries

RDA Wheatbelt

Ms Melissa Price MP, Member for Durack

Senator Dean Smith

Mr Sheldon Mumby, Electoral Officer for Senator Dean Smith

Hon Mia Davies MLA, Member for Central Wheatbelt

Ms Kath Brown, Electoral Officer for Hon Mia Davies MLA

Hon Martin Aldridge MLC, Member for Agricultural Region

Hon Colin De Grussa MLC, Member for Agricultural Region

Hon Laurie Graham MLC, Member for Agricultural Region

Mr Bruce Wittber, Joint Executive Officer

3.0 DECLARATION OF INTEREST

Cr Cole with respect to Agenda Item 8.4. Cr Cole is an employee of WACHS Wheatbelt.

4.0 ANNOUNCEMENTS AND ELECTION OF STATE COUNCIL REPRESENTATIVE

4.1 Delegates and Deputy Delegates to Zone

Reporting Officer: Helen Westcott, Executive Officer/Returning Officer

Disclosure of Interest: No interest to disclose

Date: 19 February 2018

Attachments: Nil

Following the biennial local government elections Member Councils are to appoint delegates and deputy delegate(s) to the Zone.

At the time of writing the meeting agenda Member Councils had advised their delegates and deputy delegates to the Zone as follows:

Council	Delegates	Deputy Delegates
Shire of Bruce Rock	Cr Stephen Strange Cr Ram Rajagopalan	Mr Darren Mollenoyux, CEO
Shire of Cunderdin	Cr Dennis Whisson Cr Alison Harris	CEO
Shire of Dowerin	Cr Darrel Hudson Cr Brenton Walsh	Ms Andrea Selvey, CEO
Shire of Kellerberrin	Cr Rod Forsyth Cr Scott O'Neill	Mr Raymond Griffiths, CEO
Shire of Kondinin	Cr Kent Mouritz	Mr John Read, CEO
Shire of Koorda	Cr Ricky Storer Cr Pamela McWha	Mr David Burton, CEO
Shire of Merredin	Cr Ken Hooper Cr Mal Willis	Cr Julie Flockart
Shire of Mt Marshall	Cr Tony Sachse Cr Nick Gillett	Mr John Nuttall, CEO
Shire of Mukinbudin	Cr Gary Shadbolt Cr Sandra Ventris	Mr Dirk Sellenger, CEO
Shire of Narembeen	Cr Rhonda Cole Cr Kellie Mortimer	All other Councilors
Shire of Nungarin	Cr Eileen O'Connell Cr Jim Taylor	Cr Gary Coumbe
Shire of Tammin	Cr Tania Daniels Cr Glenice Batchelor	CEO
Shire of Trayning	Cr Melanie Brown Cr Geoff Waters	Cr Marlon Hudson
Shire of Westonia	Cr Karin Day Cr Bill Huxtable	Mr Jamie Criddle, CEO
Shire of Wyalkatchem	Cr Quentin Davies Cr Owen Garner	All other Councilors and CEO if no Councillor available
Shire of Yilgarn	Cr Onida Truran Cr Wayne Della Bosca	CEO

The above details are for information purposes only.

No decision required.

4.2 Election of Zone Representatives to the Local Government Agricultural Freight Group

Reporting Officer: Helen Westcott, Executive Officer/Returning Officer

Disclosure of Interest: No interest to disclose

Date: 19 February 2018

Attachments: Nil

Background:

The Zone is represented on a number of committees, including the Local Government Agricultural Freight Group (LGAFG).

At the meeting of the Great Eastern Country Zone (GECZ) held Thursday 30 November 2017 Cr Stephen Strange, President Shire of Bruce Rock, was elected the Zone's delegate to the LGAFG, with Cr Rod Forsyth, President Shire of Kellerberrin, elected the Zone's deputy delegate.

Cr Strange has advised that due to his increasing responsibilities on WALGA State Council he is unable to continue in his role as the Zone's delegate to the LGAFG.

Cr Forsyth has indicated his willingness to become the Zone's delegate to the LGAFG.

Notwithstanding Cr Forsyth's willingness to represent the Zone, it is appropriate for nominations to be called for the positions of Delegate and Deputy Delegate. Nominations will be invited by the Zone President from the floor of the meeting.

The following process will be followed in regard to the election of delegates to the various organisations:

- President will invite nominations from the floor for the one position;
- Should a ballot be required the following process will be followed:
 - Prior to the ballot nominees for the position will be extended the opportunity to provide a two (2) minute election bid to delegates;
 - The ballot will be conducted as a secret ballot;
 - Each voting delegate to the Great Eastern Country Zone will be entitled to cast one (1) vote in the ballot process, with the "first past the post" method of election being used; and
 - The candidates with the greater number of votes will be elected with the result being announced to the meeting.

In the event of a tie between two candidates for either the election a second ballot will be conducted immediately between those two candidates.

In the event that Cr Forsyth is elected as the delegate to the LGAFG it will be necessary to conduct an election for the deputy delegate, which will follow the same process as for the election of the delegate.

Refer also to Agenda Item 8.2.

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

That Cr Forsyth be elected the Great Eastern Country Zones representative to the Local Government Agricultural Freight Group.

CARRIED

RESOLUTION **Moved: Cr Waters** **Seconded: Cr Forsyth**

That Cr Strange be elected the Great Eastern Country Zones deputy representative to the Local Government Agricultural Freight Group.

CARRIED

4.3 Election of Zone Deputy Representative to the Wheatbelt District Emergency Management Committee

Reporting Officer: Helen Westcott, Executive Officer/Returning Officer

Disclosure of Interest: No interest to disclose

Date: 19 February 2018

Attachments: Nil

Background:

The Zone is represented on a number of committees, including the Wheatbelt District Emergency Management Committee (Wheatbelt DEMC).

At the meeting of the Great Eastern Country Zone (GECZ) held Thursday 30 November 2017 Cr Tony Sachse, President Shire of Mt Marshall, was elected the Zone's delegate to the Wheatbelt DEMC.

A deputy delegate was not appointed at this time.

Since the November 2017 meeting of the GECZ, Cr Sachse has advised the Zone's President, Cr Cole, that the Shire of Mt Marshall's Regulatory Officer, Jack Walker, had expressed interest in filling this position (of Deputy Delegate). Mr Walker has considerable experience in emergency management issues, with the Shire's CEO happy for Mr Walker to be the Zone's deputy delegate on the DEMC.

Cr Sachse has indicated that he is happy to nominate Mr Walker to the position.

Given that there were no nominations received for the position of deputy delegate it would seem appropriate for Mr Walker's nomination to be accepted.

If, however, another member of the Zone wanted to stand for the position an election would be required.

The following process will be followed should that be the case.

- President will invite nominations from the floor for the one position;
- Should a ballot be required the following process will be followed:
 - Prior to the ballot nominees for the position will be extended the opportunity to provide a two (2) minute election bid to delegates;
 - The ballot will be conducted as a secret ballot;
 - Each voting delegate to the Great Eastern Country Zone will be entitled to cast one (1) vote in the ballot process, with the "first past the post" method of election being used; and
 - The candidates with the greater number of votes will be elected with the result being announced to the meeting.

In the event of a tie between two candidates for the election a second ballot will be conducted immediately between those two candidates.

RESOLUTION **Moved: Cr Sachse** **Seconded: Cr Metcalfe**

That Mr Jack Walker, Regulatory Officer Shire of Mt Marshall, be elected the Great Eastern Country Zones deputy representative to the Wheatbelt District Emergency Management Committee.

CARRIED

5.0 GUEST SPEAKERS / DEPUTATIONS

5.1 Incorporation of Waste Management into Emergency Event Planning and Recovery

There have been a number of situations in Western Australia where recovery efforts have been hampered by challenges associated with waste management. Ineffective waste management has the potential to significantly delay recovery efforts, present a considerable risk to human health and the environment and increase the costs of recovery.

Through the Office of Emergency Management, WALGA has received funding to work on embedding waste management considerations within local emergency management planning and response mechanisms.

Ms Rebecca Brown, WALGA's Manager Waste and Recycling, will provide an outline of the project to date and allow discussion regarding specific Local Governments waste management/emergency management considerations.

She will also provide Zone delegates with an update on the progress of the development of the Container Deposit Scheme and State Waste Strategy Review.

5.2 Presentation by LGIS

Late last year LGIS approached the Executive Officer with a request to present at a meeting of the Great Eastern Country Zone (GECZ).

The GECZ Executive Committee considered this request when it met on Thursday 8 February 2018, agreeing that a presentation would be of benefit and interest to the Zone's Member Councils.

Peter Hoare, LGIS' Chief Operating Officer, will be attending the meeting. Whilst a particular topic has not been selected for the meeting, possible topics for discussion include:

- **Reg. 17 requirements – risk management benefits**
Session Aim - To ensure that elected members and Officers understand Audit Regulations 17 key learnings and the importance of ensuring local government has appropriate risk management frameworks in place.
- **Protecting your most important assets – people and property**
Session Aim - By highlighting the risks to the scheme associated with people and property, this session aims to show the importance of implementing emergency management in accordance with AS3745 Managing Emergencies in Facilities.
- **Contract Risk Mitigation – allocating the right risk**
Session Aim - To raise awareness of the importance of appropriate risk allocation in contracts and the risk exposed to local government if not managed properly
- **Workers compensation – targeting key areas of risk**
Session Aim - To equip attendees with the understanding of the workers comp system in WA, scheme trends and patterns and most importantly risk management strategies that can be targeted to improve workers comp performance.

5.3 Presentation by CBH

An invitation to CBH's CEO, Mr Jimmy Wilson to attend the March meeting of the Great Eastern Country Zone (GECZ) was recently extended by the Zone's President, Cr Cole.

Unfortunately, Mr Wilson is unable to attend. Mr Rob Dickie, CBH's Government and Industry Relations Advisor, will attend on his behalf.

Mr Dickie will provide the meeting with an update on CBH's Network Strategy and respond to questions on matters of interest to the meeting.

6.0 MINUTES

6.1 Confirmation of Minutes from the Great Eastern Country Zone Meeting held Thursday 30 November 2017 (Attachment)

The Minutes of the Great Eastern Country Zone Meeting held Thursday 30 November 2017 have previously been circulated to Member Councils.

RECOMMENDATION:

That the Minutes of the Meeting of the Great Eastern Country Zone held Thursday 30 November 2017 confirmed as a true and accurate record of the proceedings.

RESOLUTION: **Moved: Cr Hooper** **Seconded: Cr O'Connell**

That the Minutes of the Meeting of the Great Eastern Country Zone held Thursday 30 November 2017 confirmed as a true and accurate record of the proceedings.

CARRIED

6.2 Business Arising from the Minutes of the Great Eastern Country Zone Meeting Thursday 30 November 2017 (Attachment)

7.4 Reduction of Direct Grant Road Funding to Local Government

RESOLUTION: *Moved: Cr Sachse* *Seconded: Cr Forsyth*

That:

- 1. The Great Eastern Country Zone write to WALGA expressing its support for its efforts in advocating the WALGA policy position that current local road funding arrangements remain in place, that is local road funding from the State be a fixed percentage of Vehicle Licence Fee revenue; and*
- 2. Copies of the letter be forwarded to all the Zone's Parliamentary representatives.*

CARRIED

Correspondence to the WALGA CEO, Ricky Burges, has been prepared. A copy of the response to the Zone's letter forms an attachment to meeting agenda.

The letter has also been forwarded to all the Zone's Parliamentary representatives.

6.3 Minutes from the Great Eastern Country Zone Executive Committee Meeting held Thursday 8 February 2018 (Attachment)

Presenting the Minutes from the Great Eastern Country Zone Executive Committee Meeting held Thursday 8 February 2018

RECOMMENDATION:

That the Minutes of the Meeting of the Great Eastern Country Zone Committee Meeting held Thursday 8 February 2018 be received.

RESOLUTION: **Moved: Cr Truran** **Seconded: Cr Waters**

That the Minutes of the Meeting of the Great Eastern Country Zone Committee Meeting held Thursday 8 February 2018 be received.

CARRIED

6.4 Minutes from the Great Eastern Country Zone Executive Committee Meeting held Thursday 1 March 2018

The Chair, Cr Cole advised that the Zone's Executive Committee had met ahead of the Zone Meeting to discuss the work required to develop and advertise for expressions of interest for executive services to the Zone. As had been previously explained, with the current contract for executive support services ending 30 June 2018, it had been agreed that expressions of interest for the position would be sought.

Cr Cole advised that the Zone's Executive Committee had resolved as shown below:

RESOLUTION: *Moved: Cr Truran* *Seconded: Cr Strange*

That:

1. *The Great Eastern Country Zone (the GECZ) advertise for expressions of interest for executive services, with the Shire of Bruce Rock to administer and the GECZ to reimburse; any costs incurred; and*
2. *The GECZ's Executive Committee make a recommendation to the April meeting of the GECZ for the engagement of an entity to provide executive services to the GECZ.*

CARRIED

6.5 Matters for Noting (Attachment)

- Office of Bushfire Risk Management Update – December 2017;
- Office of Bushfire Risk Management Update – January 2018;
- Special edition of the Office of Bushfire Risk Management Update – *Summary of 2016-17 Fuel Reduction Activities in Western Australia*; and
- Training for Country Councillors - An additional phase of the Department of Local Government, Sport and Cultural Industries and WALGA's subsidised training, funded by the State Government through the Royalties for Regions and Country Local Government Fund program, has just been released for completion by 30 June 2018.

A range of training courses were selected by DLGSC, with input from WALGA resulting in a schedule which considered what courses had already recently been delivered in each Zone for Elected Members.

WALGA has liaised with the selected Host Council's with the program below to be delivered to the Great Eastern Zone at a subsidised cost of only \$50 per course per Elected Member.

Whilst being marketed directly to Councils to ensure that this training opportunity reaches the maximum number of Elected Members effectively and efficiently, WALGA has also requested that the matter be drawn to the attention of these attending the March Meeting of the Greta Eastern Country Zone.

Details on the courses being offered are detailed below.

Training Course	Understanding Financial Reports and Budgets
Host Council	Kellerberrin
Date	Thursday 12 April 2018

Training Course	Effective Community Leadership
Host Council	Kellerberrin
Date	Friday 13 April 2018

Training Course	Integrated Strategic Planning – the Essentials
Host Council	Kellerberrin
Date	Thursday 21 June 2018

Training Course	Integrated Strategic Planning – Advanced
Host Council	Kellerberrin
Date	Friday 22 June 2018

RECOMMENDATION:

That the matters detailed in Item 6.5 be noted.

RESOLUTION: **Moved: Cr Harris** **Seconded: Cr Sachse**

That the matters detailed in Item 6.5 be noted.

CARRIED

7.0 ZONE BUSINESS

7.1 Review of *Local Government Act 1995*

Reporting Officer: Helen Westcott, Executive Officer

Disclosure of Interest: Nil

Date: 19 February 2018

Attachments: Nil

Background:

On Wednesday 8 November 2017 the Minister for Local Government, Hon David Templeman MLA, launched the Government's review of the *Local Government Act 1995* with the release of a consultation paper at the Local Government Professionals Australia Annual Conference. In releasing the consultation paper, the Minister called on local governments, residents, community organisations and businesses to make a submission.

The Minister's Discussion Paper was considered at the Meeting of the Greta Eastern Country Zone held Thursday 30 November 2017 at which time it was resolved as shown below:

RESOLUTION: *Moved: Cr Strange* *Seconded: Cr Truran*

That:

- 1. The release of a Discussion Paper Phase One, on 8 November 2017, by Minister for Local Government, Hon David Templeman, be noted.*
- 2. The Zone defer consideration of the Local Government Act Review issues outlined in the Minister's Discussion Paper, until the Zone Meeting on Thursday 1 March 2018, subject to the Minister granting the request from WALGA for an extension of time.*
- 3. In the event the Minister does not grant an extension of time the Zone President be authorised to call a Special Zone Meeting to enable the Zone Submission to be submitted within the time frame.*

CARRIED

Executive Officer Comment:

As Member Councils are aware, the Minister for Local Government extended the public consultation period to 9 March 2018. This extension of time has allowed WALGA to address all the issues raised in the Minister's Discussion Paper in its draft submission which will be considered at the WALGA State Council Meeting to be held Wednesday 7 March 2018.

As such the draft submission will be discussed by the Zone as part of considerations around the meeting's review of the WALGA State Council Agenda.

No further comment required.

RECOMMENDATION:

That the matter be noted.

Noted

7.2 Wheatbelt Conference 2018 – Progress Report

Reporting Officer: Helen Westcott, Executive Officer
Kevin Poynton, BHW Consulting

Disclosure of Interest: BHW Consulting is involved in the organisation of the Wheatbelt Conference 2018

Date: 20 February 2018

Attachments: Nil

Background:

Previous approval has been given by the participating Zones for the Conference Organising Committee comprising of the Executive Officers for the Avon Midland, Central and Great Eastern Country Zones to plan and conduct the 2018 Wheatbelt Conference.

The 2018 Wheatbelt Conference will be held on 5-6 April 2018 in Jurien Bay.

Executive Officer Comment:

The Executive Officer will provide a verbal update to the meeting.

RECOMMENDATION:

That the Executive Officer's report be noted.

RESOLUTION: **Moved: Cr O'Connell** **Seconded: Cr Forsyth**

That the Executive Officer's report be noted.

CARRIED

7.3 Education Department Spending Cuts

Reporting Officer:	Helen Westcott, Executive Officer
Disclosure of Interest:	Nil
Date:	20 February 2018
Attachments:	Hon Sue Ellery Media Statement 13 December 2017 Hon Mark McGowan and Hon Sue Ellery Media Statement 11 January 2018

Background:

At Zone President Cr Cole's request this matter was discussed at the Great Eastern Country Zone Executive Committee Meeting held Thursday 8 February 2018.

On 13 December 2017 Minister for Education Hon Sue Ellery announced a range of budget measures in an "effort to fix the State's finances". A copy of the Minister's media statement forms an attachment to the meeting agenda.

On 11 January 2018 the Premier Hon Mark McGowan and Minister for Education issued a further media statement reversing some of the decisions made in respect to the cuts. A copy of that media statement also forms an attachment to this agenda.

The matter was discussed at the GECZ Executive Committee Meeting held Thursday 8 February 2018 with the meeting agreeing that the matter be listed for discussion by the Zone.

Executive Officer Comment:

The expenditure cuts contained a number of important programs and whilst some high-profile cuts, such as School of the Air, have received considerable media attention and were the subject of being reversed it is not totally clear, from the media statements, what the full extent of the impact the education cuts (as amended) may have on the Wheatbelt region.

In view of the uncertainty of what cuts are included in the amended expenditure costs of \$41 million there is a need for the Zone to obtain greater understanding of the extent of the cuts and what if any impact these cuts will have on communities across the Zone. This is certainly the case with the loss of programs such as camp schools and the closure of the Moora Residential College. It may therefore be appropriate to invite the Regional Director for the Wheatbelt Education Region to the next Zone Meeting to discuss any concerns.

The Executive Officer understands this issue has been raised with WALGA and they are undertaking advocacy on behalf of the sector. WALGA's representatives to the Zone meeting may be able to provide additional comment.

RECOMMENDATION:

That the Great Eastern Country Zone invite the Regional Director of Education to the next Zone Meeting to discuss the impact of all education cuts on the Wheatbelt Region.

RESOLUTION: **Moved: Cr Sachse** **Seconded: Cr Harris**

That the Great Eastern Country Zone:

- 1. Write to both the Premier and the Minister for Education to express concern regarding the impact of cuts to education expenditure on the Wheatbelt Region; and**
- 2. Invite the Regional Director of Education to the next Zone Meeting to discuss the impact of all education cuts on the Wheatbelt Region.**

CARRIED

7.4 Restructure Department of Fire and Emergency Services

Reporting Officer: Helen Westcott, Executive Officer

Disclosure of Interest: Nil

Date: 16 February 2018

Attachments: Media Statement Minister for Emergency Services Hon Francis Logan - *Department restructure to benefit State's emergency services*

Background:

On Wednesday 14 February 2018 the Minister for Emergency Services, Hon Francis Logan MLA, announced (the Minister's media statement forms an attachment to the meeting agenda) a restructure of the Department of Fire and Emergency Services (DFES) which sees the Office of Emergency Management integrated into a "new command structure".

Executive Officer Comment:

The Executive Officer has noted in the Report on Key Activities, Infrastructure in the WALGA State Council Agenda, an item on Western Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA) and the fact that the Office of Emergency Management is proposing to engage with Local Governments over the coming six months to develop and communicate details of the new arrangements. WALGA will support and provide advice to this process.

It is fair to say that there have been some concerns raised about the effectiveness and timeliness of WANDRRA in responding to incidents of flood and storm damage. The Executive Officer has recently met with the Office of Emergency Management, State Recovery Coordinator, Mr Steve Joske, and it is understood that some Wheatbelt local governments have been able to seek more timely response to WANDRRA issues.

Recognising that progress has been made the Executive Officer is "concerned" that the inclusion of the Office of Emergency Management within the DFES structure and the reduction of the senior executive staff by three may be detrimental to the operations of the recovery effort after an incident.

Whilst the Minister's media statement highlights the positives and cost savings from the restructure it is difficult to comprehend that there will be no change to effectiveness and interaction with local government in regard to recovery issues.

RECOMMENDATION:

That the Media statement by the Minister for Emergency Services, Hon Francis Logan MLA, in relation to the restructure of the Department of Fire and Emergency Services (DFES) including the integration of the Office of Emergency Management into a "new command structure" be noted and WALGA be asked to monitor any impact on the local government sector of the changes once implemented.

RESOLUTION: **Moved: Cr Sachse** **Seconded: Cr Truran**

That the Media statement by the Minister for Emergency Services, Hon Francis Logan MLA, in relation to the restructure of the Department of Fire and Emergency Services (DFES) including the integration of the Office of Emergency Management into a "new command structure" be noted and WALGA be asked to monitor any impact on the local government sector of the changes once implemented.

CARRIED

8.0 ZONE REPORTS

8.1 Zone President Report

Cr Rhonda Cole

8.2 Local Government Agricultural Freight Group (Attachments)

Cr Stephen Strange
Cr Rod Forsyth

Refer also to Agenda Item 4.2

Presenting the minutes from a meeting of the Local Government Agricultural Freight Group (LGAFG) held Monday 5 February 2018.

A number of attachments accompany the minutes. These are also attached for Member Councils information and include:

- Harvest Mass Management Scheme: A Guide to Safe Road Access During Harvest 2016/17;
- Harvest Mass Management Scheme: A Guide to Safe Road Access During 2017-18 Harvest Season; and
- Restricted Access Vehicle Agricultural Machine Operational Guidelines. December 2017

Cr Ken Seymour, President Shire of Moora, has been elected Chairperson of the LGAFG.

In providing the minutes from the meeting the LGAFG's Executive Officer has requested that the GECZ give consideration to providing feedback on the issues detailed below.

- **Movement of Agricultural Machinery**
 - The LGAFG seeks comment from Zones on the Heavy Vehicle Agricultural Pilot Authorisation 2017. The authorisation does not apply to the movement of agricultural vehicles exceeding 6 metres in width or 40 metres in length. In these instances, an accredited Heavy Vehicle Pilot would be required. As many agricultural implements now exceed 6 metres in width the LGAFG has recommended that an abbreviated Heavy Vehicle Pilot License training course be established for agricultural pilots accompanying agricultural vehicles exceeding 6 metres in width or 40 metres in length.
 - The LGAFG has resolved to requested clarification as to the requirements regarding the movement of agricultural vehicles in convoy. The current Agriculture Machine Operational Guidelines state that "A maximum of two Agricultural Machines may travel in convoy with one another when accompanied by pilot vehicles, unless otherwise specified on the permit". To assist in discussions comments from Zones on these requirements.
- **Harvest Mass Management Scheme**
 - For the last two harvests special arrangements have been in place under the Harvest Mass Management Scheme to allow access by RAV combinations to paddocks on roads that have not been approved on the respective RAV networks. The LGAFG has resolved to invite representatives from Main Roads Heavy Vehicle Services to its next meeting to discuss arrangements for the Harvest Mass Management Scheme for the 2018/2019 harvest and review of the Scheme. In preparing for the meeting the LGAFG invites comments from the Zones on the operation of the Harvest Mass Management Scheme in their respective region and on the special access arrangements approved for the 2016/2017 and 2017/2018 harvests.
- **Road User Cost Recovery**
 - The LGAFG has requested that attention is drawn to WALGA's Road User Charging Policy.
 - Current concessional loading (AMMS) access requires each transport operator to obtain, from each local government they travel through, a local road access letter. It has been pointed out that this arrangement is cumbersome, that few operators actually request the letter and that it does not address the issue of recouping maintenance costs associated

with AMMS access. To assist in formulating approaches to government on this issue feedback the LGAFG seeks feedback for the Zones.

Meeting Comment:

Crs Forsyth and Strange provided the meeting with a verbal report on the meeting held Monday 5 February 2018, and in particular around the information requested by the LGAFG and detailed above.

RECOMMENDATION:

That the Minutes of the Local Government Agricultural Freight Group Meeting held Monday 5 February 2018 be received and the following feedback be provided in respect to the identified issues:

- _____;
- _____.

RESOLUTION: **Moved: Cr Truran** **Seconded: Cr Waters**

That the Minutes of the Local Government Agricultural Freight Group Meeting held Monday 5 February 2018 be received.

CARRIED

8.3 Wheatbelt District Emergency Management Committee (Wheatbelt DEMC)

Cr Tony Sachse

Refer also to Agenda Item 4.3

Presenting the minutes from a meeting of the Wheatbelt DEMC Meeting held Thursday 16 November 2017.

It should be noted that a further meeting of the Wheatbelt DEMC was held on Friday 15 February 2018

The issue of back-up power issues with local telecommunications remain unresolved in both the Shires of Wyalkatchem and Bruce Rock. The matter was raised again at the most recent Wheatbelt DEMC Meeting. Cr Sachse has advised that it seems as though there is no immediate solution from Telstra but at least the Wheatbelt DEMC is aware of the issue. Cr Sachse may wish to add further comment.

In seeking information on this matter, the Executive Officer was provided with the following information from Cr Sachse. To quote from his email:

In Item 4.2 Business arising from the previous minutes it was identified that action item for Telstra back up batteries (before a generator) has been a long running issue. It has also been identified that both Wyalkatchem and Bruce Rock have very poor battery backup. Unfortunately, it seems that this is unlikely to be fixed in the short term. Telstra alone are able to deploy generators for their phone network. It also appears there is no possibility of being exactly sure of when phone coverage will cease due to battery failure in the event of an emergency. So Local Government planning needs to take this into account.

On a positive note Wyalkatchem did very well with their LEMA framework and were singled out for praise during the presentation by Richard Pieper from the OEM. One of the main themes of Richard's address was the change in culture of the population with greater dependence from Emergency Services in an natural disaster. However it was mentioned that rural people generally showed more ability to deal with issues especially in relation to personal property damage etc. The old adage of "Can you do the Seventy Two?" meaning have you sufficient supplies to last three days is really important still. A reliance on electronic payment instead of cash can also present problems in an emergency and the recovery phase. This is due to power outages and the inability of business to conduct electronic transactions.

There were some other matters raised within more common emergencies, but the big items seem to be a large biosecurity breach (which could have a very serious impact on our Zone),

or a human pandemic which would also have major implications. I believe this will be discussed further at the workshop "working together" to be held in Dowerin this Friday.

Cr Sachse may wish to add further comment.

The Executive Officer has also been working on this matter and was hoping to meet with officers within the Office of Emergency Management to find a solution to this matter.

RECOMMENDATION:

That the Minutes of the Wheatbelt DEMC Meeting held Thursday 16 November 2017 be received.

RESOLUTION: **Moved: Cr Sachse** **Seconded: Cr O'Connell**

That the Minutes of the Wheatbelt DEMC Meeting held Thursday 16 November 2017 be received.
CARRIED

8.4 Healthy Wheatbelt

Cr Rhonda Cole
Cr Ram Rajagopalan
Cr Eileen O'Connell (Deputy)

No meetings held during the period.

Meeting Comment:

Cr Cole declared an interest prior to discussion on this agenda item as she is an employee of WACHS Wheatbelt.

Meeting delegates expressed concern over a number of health-related issues. In particular, the Shires of Bruce Rock and Cunderdin, expressed concern over the withdrawal of services or closure of facilities within their communities. Concern was also expressed by Member Councils about the lack of sufficient mental health services across the Wheatbelt.

It was agreed that Healthy Wheatbelt should be reactivated and look to advocate on the Zone's behalf. The Executive Officer was requested to arrange a meeting of Health Wheatbelt as soon as practicable.

It was also agreed that Member Councils would provide the Executive Officer with any issues of concern so that they can be discussed by Healthy Wheatbelt when it meets.

8.5 Wheatbelt North Regional Road Group (Attachment)

Cr Ricky Storer

Whilst no formal report was available for the meeting, Cr Storer provided a copy of the February 2018 Wheatbelt Secondary Freight Routes Update for Member Councils information. The update forms an attachment to the minutes of the meeting.

8.6 Wheatbelt South Regional Road Group (WDRRG)

Mr Chris Jackson, CEO Shire of Narembeen

The Shire of Narembeen has offered to provide Member Councils with a report on work undertaken by the WSRRG.

Nil report

9.0 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS

Zone delegates to consider the Matters for Decision contained in the WA Local Government Association State Council Agenda and put forward resolutions to Zone Representatives on State Council

9.1 State Councillor Report

Cr Stephen Strange

Cr Strange provided a verbal report to the meeting on the December 2017 State Council Meeting. Points highlighted in his report included:

- The need for identification on fire trucks ("sticker id) - WALGA have been alerted to this problem and are working on its resolution;
- Issues around the renewal of licencing services contracts with the Department of Transport;
- State Council has 11 new members – Cr Strange has been elected to the WALGA Executive;
- Election of the WALGA President and Deputy President will take place at the March State Council Meeting. For the position of President there are two candidates – Cr Lyn Craigie (current WALGA President) and Cr Paul Kelly. For the position of Deputy State President there are three candidates – Mayor Tracey Roberts (current WALGA Deputy President, Mayor Carol Adams and Cr Doug Thompson);
- A review of the Zone structure is to be undertaken – Cr Strange believes that the numbers elected to State Council should be reduced. Cr O'Connell echoed this view;
- The establishment of two programs recently established by WALGA – the Members First Program and the Members Advisory Program.

The Members First Program has been established to recognise the need for information for newly elected Councillors (the election in October last year saw many new councillors elected to Councils across the State).

WALGA has also introduced the Members Advisory Program. A trial program, it has been established following requests for Councils across the State to have experienced Councillors attend their Council Meetings. The reason for establishing the program (which will be trialled until the end of June when the program will be reviewed) is an attempt to address issues before they become serious.

The Minister for Local Government is fully supportive of the program.

Cr Strange is one of four State Councillors assisting with the Program. The others involved are:

- Mayor Carol Adams (City of Kwinana);
- Cr Paul Omodei (President Shire of Manjimup); and
- Cr Karen Chapple (President Shire of Morawa).

9.2 WALGA Status Report Attachment

From Executive Officer

BACKGROUND:

Presenting the Status Report for February 2018 which contains WALGA's responses to the resolutions of previous Zone Meetings

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.

With respect to the first item covered in the Status Report, refer also to Agenda Item 8.3.

RECOMMENDATION:

That the Great Eastern Country Zone notes both the State Councillor and WALGA Status Reports.

RESOLUTION: **Moved: Cr O'Connell** **Seconded: Cr Shadbolt**

That the Great Eastern Country Zone notes both the State Councillor and WALGA Status Reports.
CARRIED

9.3 Review of WALGA State Council Agenda - Matters for Decision

From Executive Officer

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

5.1 Local Government Act 1995 Review (05-034-01-001 TB)

WALGA Recommendation

That WALGA:

1. Endorse the responses to the Department of Local Government, Sport and Cultural Industries consultation paper provided in this report;
2. Forward the WALGA policy positions endorsed at the December 2017 State Council meeting to the Department as part of this submission for the Act review process;
3. Request that the Department of Local Government, Sport and Cultural Industries ensure that representation from WALGA and the Local Government Professionals WA is included in any legislative drafting process as a result of the Local Government Act review; and
4. Support the continuance of the Department of Local Government as a direct service provider of compliance and recommend the Department service its capacity building role through the utilisation of third party service providers.

EXECUTIVE OFFICER COMMENT:

The Great Eastern Country Zone (GECZ) has considered the matter of the review of the *Local Government Act 1995* (the Act) on a number of occasions over the past six months. Initial discussions centred around the discussion paper prepared by WALGA, with the GECZ considering the Discussion Paper at the Zone Meeting held Thursday 28 September 2017.

Whilst a formal decision on how a submission should be prepared was not made at this time, WALGA was made aware of the GECZ's views by way of the minutes from that meeting. A copy of these minutes forms an attachment to the meeting agenda.

At the GECZ Meeting held Thursday 30 November 2017 the Minister for Local Government's Discussion Paper was considered, with the meeting resolving as shown below:

RESOLUTION: *Moved: Cr Strange* *Seconded: Cr Truran*

That:

1. *The release of a Discussion Paper Phase One, on 8 November 2017, by Minister for Local Government, Hon David Templeman, be noted.*
2. *The Zone defer consideration of the Local Government Act Review issues outlined in the Minister's Discussion Paper, until the Zone Meeting on Thursday 1 March 2018, subject to the Minister granting the request from WALGA for an extension of time.*
3. *In the event the Minister does not grant an extension of time the Zone President be authorised to call a Special Zone Meeting to enable the Zone Submission to be submitted within the time frame.*

CARRIED

An extension of the public consultation period to 9 March 2018 has been granted.

Following the Minister's decision to commence a review of the Act, WALGA determined to consult with the sector on all potential Act amendment issues. To assist with this process WALGA produced a Discussion Paper that was structured around each section of the Act.

The GECZ needs to determine whether there are any aspects of the WALGA submission it has concerns with or whether the submission as presented broadly addresses all its concerns raised previously.

It should be noted that the Zone Status Report covers concern's issues raised by the Zone with respect to potential changes to the Act (refer to Agenda Item 9.2).

Other than possibly the issue detailed below, the Executive Officer believes the WALGA submission is one that should be supported.

In formulating its submission on the WALGA Discussion Paper the GECZ also provided comment on a number of topics outside the scope of the Discussion Paper. To quote from the minutes of the GECZ Meeting held Thursday 28 September 2017:

The Great Eastern Country Zone in working through the WALGA Discussion Paper developed positions on a number of issues that fell outside the paper's remit. These matters included the following:

- *Review of the Department of Local Government, Sport and Cultural Industries (DLGSC) – the Great Eastern Country Zone believes that a comprehensive review of the DLGSC should be undertaken in parallel with the review of the Local Government Act 1995;*
- *Review of Financial Management Legislation – the Great Eastern Country Zone is aware that within the sector there is support for a comprehensive review of this part of the legislation and supports a review being instigated; and*
- *Compliance – the Great Eastern Country Zone supports the investigation of a tiered compliance regime for Local Government;*

The GECZ's view with respect to a Review of the Department of Local Government, Sport and Cultural Industries (DLGSC) is apparently shared by other WALGA Zones because the role of the Department of Local Government is considered within WALGA's submission to the Minister. This view is articulated in the WALGA State Council Agenda, with the following an extract from the WALGA State Council Agenda.

Role of the Department of Local Government

State Council, at its 6 December 2017 meeting, resolved for information pertaining to the role of the Department of Local Government to be considered in this report.

Further, a number of Local Governments participating in the review process have raised the issue of the role of the Department. The general consensus is that the Department has for some time focused on compliance and policing with very little focus on supporting Local Governments and looking at ways to assist the sector. The capacity building role, which was a valued function of the Department's operations in the first decade from the commencement of the Local Government Act in 1996, should again become an important focus.

During WALGA's Systemic Sustainability Study consultation in 2006, there was commentary on the conflict of the Department of Local Government having a dual role as a regulator for compliance on one hand and a capacity builder on the other hand. At the time there was anecdotal evidence of Local Governments requesting capacity building assistance only to later receive a notification from the compliance section. In recent years the Department has focused predominantly on compliance and WALGA has stepped in and provided an advice and support service in the governance area to fill the apparent gap in capacity building. Notwithstanding, the government has effectively acknowledged a responsibility to contribute to capacity building in the sector, largely by providing funding of appropriate activities such as elected member training.

There is a need for a clear definition from the Department on their role, so that Local Governments are aware of the framework they are operating in. The clear message from the sector is that the role of the Department should be as an enabler for the Local Government sector assisting where possible and in a way that does not compromise its compliance and regulatory responsibilities.

The Department has a core role in compliance and an important role to play in capacity building. As the regulator, the Department must necessarily focus on compliance from a legislative and regulatory point of view and therefore be a direct service provider.

Capacity building should remain a responsibility of the Department in ensuring the improvement of the Local Government sector, however in line with recent practice, this would best be facilitated by funding external or third party service providers to deliver targeted activities, thereby eliminating the potential for conflict with their compliance requirements.

The GECZ needs to determine whether the WALGA position is sufficiently strong.

It should be noted that the comment around a review of financial management legislation is covered in WALGA State Council Agenda Item 5.2.

The matter of investigating a tiered compliance regime for Local Government is raised within WALGA's submission. In a conversation with the Department of Local Government, Sport and Cultural Industries this matter is not within Phase 1 of the Act's review but will be considered during the second phase.

At the GECZ Meeting held 30 November 2017 the Shire of Kondinin raised the need to review the Basis of Rates section (6.28) of the Act. At that time WALGA advised all rating provisions will be considered in stage 2 of the Act review. Notwithstanding this advice the GECZ resolved as shown below:

RESOLUTION: Moved: Mr Read Seconded: Cr Truran

That the WALGA Great Eastern Country Zone recommends to the current Local Government Act review panel that "Unimproved Valuations" for the purpose of local government rating for both agricultural land and mining tenements be altered so as to have an Unimproved Valuation for Rural areas only, to be known as "Agricultural Values" and a separate value for mining tenement areas to be known as "Mining Tenement Values".

CARRIED

Whilst the matter will be covered within the second stage of the Government's review of the Act, The Zone may wish to consider the matter again as the current WALGA submission does not provide comment on rating.

ZONE COMMENT:

Zone support

At 11.45am consideration of the WALGA State Council was suspended to all the various presentations to commence. The presentations were presented in the following order:

- **Main Roads WA;**
- **LGIS; and**
- **CBH**

The meeting adjourned for lunch at 12.36pm, resuming at 1.00pm

5.2 Local Government Act – Audit and Financial Management Regulations Amendment – (05-034-01-001 LF)

WALGA Recommendation

That WALGA endorse the following response to the Department of Local Government, Sport and Cultural Industries, regarding proposed regulatory amendments to facilitate introduction of Local Government auditing by the Auditor General:

- (1) *Local Government (Audit) Regulations 1996* proposed amendments are supported, subject to the following:
 - (a) Proposed amendment of Regulation 9 – supported subject to:
 - (i) The definition of Australian Accounting Standards being consistent between this Regulation and Financial Management Regulation 3.

- (b) Proposed new Regulation 9A – Not Supported:
- (i) Section 7.10 of the Act already sufficiently provides for the Auditor’s right of access to documents.
 - (ii) If proposed new Regulation 9A is retained, then subject to:
 - Changing requirement for CEO to provide documentation from 14-days to 30-days; or alternatively,
 - Ensuring audit planning under Audit Regulation 7 includes identification and agreement on documentation required to be provided.
 - Re-sequencing the definitions for Strategic Community Plan and Corporate Business Plan to align with the sequence of Sub-regulations 9(A)(1)(a) and (b).
- (c) Proposed amendment of Regulation 13 – supported subject to:
- (i) Consideration of changing the Compliance Return period from a calendar year to a financial year to be consistent with other audits. Noting that this change would require consequential changes to Audit Reg.15.
- (d) Proposed amendment of Regulation 16 - Supported subject to:
- (i) Sub-regulation 16(a) being deleted as Audit Committee involvement in ‘guiding and assisting’ Local Government to prepare budgets, financial reports, rates, etc. compromises the Committee’s objectivity / impartiality when undertaking the audit role.
 - (ii) Redrafting Sub-regulation 16(d) to prescribe the Audit Committee’s function as being ‘to monitor and advise the CEO in regard to the outcome of any review undertaken in accordance with Audit Regulation 17(1) and Financial Management Regulation 5(2)(c)’. The redraft is proposed to avoid any confusion between the Audit Committee function and the CEO’s responsibilities for the administration of the Local Government.
 - (iii) Amendment of Sub-regulation 16(d) to include a requirement for the Audit Committee to report to Council.
- (2) *Local Government (Financial Management) Regulations 1996* proposed amendments are supported, subject to the following:
- (a) Proposed amendment of Regulation 5 - supported subject to:
- (i) Including a requirement for the outcome of a review to be reported to Council via the Audit Committee, consistent with other similar reporting requirements.
- (b) Proposed amendment of Regulation 17A – supported subject to:
- (i) Resolution of the conflict between the proposed 3-5 year review cycle and AASB 116 clause 34 which requires annual review of asset valuations in some circumstances.
 - (ii) Deletion of Sub-regulation 17A(4) as it replicates the requirements of AASB 116 clause 34 and may become inconsistent with the AAS should the AAS be amended in future.
 - (iii) Redrafting of Sub-regulation 17A(6) to enable Local Governments to determine the \$value threshold through their accounting policy, enabling Local Governments to apply an effective size and scale regime.

- (iv) Inserting a new sub-regulation excluding Local Governments from compliance with AASB 166, clause 36, so to avoid requirements for revaluation of a whole class of assets, on the basis that revaluation within the 3-5 year cycle is sufficient.
- (c) Regulation 17B is not supported on the basis that:
 - (i) Regulation 17B is contrary to the intent of Regulation 17A which expenses assets valued less than \$5000.
 - (ii) “Attractive” assets is not defined.
 - (iii) Regulation 17B’s purpose is unclear if the asset is written off and therefore active audit is not required.
 - (iv) Theft of portable assets is not considered a widespread problem and where concerns arise regarding theft Local Governments will address those risks, therefore additional red-tape should not be created for the whole sector.
 - (v) If Regulation 17B is proposed to retained, then its retention should be justified by a cost benefit analysis evidencing that sector wide benefit will be achieved i.e. the actual cost of implementing proposed Regulation 17B versus the actual cost of ‘lost’ portable assets. If no such benefit is evidenced, then Regulation 17B should not be implemented.

EXECUTIVE OFFICER COMMENT:

In considering this recommendation it should be noted that due to the time frame local governments only had a limited time to respond to WALGA over the Christmas/New Year period.

The draft amendments to *Local Government (Audit) Regulations 1996 and Local Government (Financial Management) Regulations 1996* were circulated to the sector for comment in an Infopage dated 23 January 2018 requesting Local Government’s comments to be provided to WALGA by 9 February.

This timeframe was structured to enable this report to the March 2018 State Council meeting and enable further consideration through the Zone meetings. WALGA’s comment on behalf of Local Government is due to the Department of Local Government, Sport and Cultural Industries (DLGSC) by 29 March 2018.

As the reported provided in the State Council Agenda notes, WALGA received comment from a number of Councils.

The Executive Officer is unaware if any of the GECZ’s Member Councils provided feedback to WALGA on the DLGSC’s proposed amendments. The matter of financial regulations is one considered by the GECZ at a Zone meeting held in September last year.

The WALGA recommendation has regard for the concerns raised by Councils who responded to the Infopage on the proposed amendments and unless there are additional concerns that Member Councils wish to be raised the Executive Officer believes the WALGA recommendation be supported as presented.

Notwithstanding the above, the changes proposed by the amendment to the Audit and Financial Management Regulations could be seen to have significant consequential change to the manner in which the audit and management of assets is undertaken.

For example, currently the compliance audits are carried out on a calendar year basis and the regulations propose that this would continue. However, WALGA is proposing that the compliance audit be aligned with the financial year.

The meeting may wish to review this proposal to enable Member Councils to express any views contrary to the WALGA recommendation.

ZONE COMMENT:

Zone support

5.3 Interim Submission - Review of the State Industrial Relations System (05-034-01-001 KP)

WALGA Recommendation

That the interim submission in response to the Review of the State Industrial Relations System be endorsed.

ZONE COMMENT:

Zone support

5.4 Interim Submission – State Planning Policy 5.4 Road and Rail Noise – Residential Subdivision (05-036-03-0060 CH)

WALGA Recommendation

That the interim submission to the WA Planning Commission on State Planning Policy 5.4 Road and Rail Noise be endorsed.

ZONE COMMENT:

Zone support

5.5 Interim Submission – Planned or Managed Retreat Guidelines (05-01-0703-0002 CH)

WALGA Recommendation

That the interim submission to the WA Planning Commission on the Planned or Managed Retreat Guidelines be endorsed.

ZONE COMMENT:

Zone support

5.6 Clearance of subdivision conditions relating to Bushfire Management Plans (05-024-02-0056 VJ)

WALGA Recommendation

That WALGA request that the State Government formally consult with the sector in regard to: -

1. The Department of Fire and Emergency Services' (DFES) transferring of responsibility to the Local Government sector for the clearance of a subdivision condition for Bush Fire Management Plans, when the condition has been requested by DFES.
2. Any possible review of the model subdivision condition relating to clearance of Bush Fire Management Plans.

EXECUTIVE OFFICER COMMENT:

The Executive Officer believes the ad hoc and incremental transferring of responsibility to the Local Government sector, such as for the clearance of a subdivision condition for Bush Fire Management Plans, when the condition has been requested by the Department of Fire and Emergency Services (DFES), is one that should be viewed with concern.

It is essential that the State Government formally discuss this issue with the Local Government sector, to ensure that the roles and responsibilities between DFES, Department of Planning and Local Government are formally discussed. It is also important that the Local Government sector be consulted in any possible review of the model subdivision condition relating to Bush Fire Management Plans.

On the information available it would appear that DFES has unilaterally determined to change a process seemingly without any effective consultation and to then deal with the issue on a Council by Council basis rather than through the appropriate channel of WALGA.

In addition to the cost shifting this transfer of policy will have, many local governments will not have the necessary staff resources to effectively manage this process. Whilst recognising the Partnership Agreement currently in place between WALGA and LG Professionals WA, the Executive Officer believes WALGA should voice its concern more strongly and apply “pushback” with regard to this decision to demonstrate that this is an unacceptable process.

In broad terms, if DFES is not challenged on this then it is possible other agencies will follow which will place even more pressure on local governments.

This concern is clearly outlined in the WALGA State Council report which reads in part as follows:

If all referral agencies, including Local Governments followed this DFES approach, the entire subdivision referral process would be severely undermined and result in an inefficient subdivision process, with the WAPC having to clear all subdivision conditions rather than relying on the technical advisors within each of the referral agencies.

In practice it should be the responsibility of the “referral” agency to be responsible for clearing any subdivisional conditions that it may include on an approval process.

ZONE COMMENT:

The Zone may wish to provide further comment. An alternate recommendation to the WALGA recommendation is provided for the Zone’s consideration.

RECOMMENDATION:

That WALGA advise the State Government the Local Government sector:

1. will not agree to the Department of Fire and Emergency Services’ (DFES) transferring of responsibility to the Local Government sector for the clearance of a subdivision condition for Bush Fire Management Plans, when the condition has been requested by DFES;
2. requires adequate and effective consultation on any review of the model subdivision condition relating to clearance, including relating to Bush Fire Management Plans that would result in the transfer of responsibility from any agency for the clearance of a subdivision condition, when that condition has been requested by that agency.

RESOLUTION: **Moved: Cr Truran** **Seconded: Cr Sachse**

That WALGA advise the State Government the Local Government sector:

1. **will not agree to the Department of Fire and Emergency Services’ (DFES) transferring of responsibility to the Local Government sector for the clearance of a subdivision condition for Bush Fire Management Plans, when the condition has been requested by DFES;**
2. **requires adequate and effective consultation on any review of the model subdivision condition relating to clearance, including relating to Bush Fire Management Plans that would result in the transfer of responsibility from any agency for the clearance of a subdivision condition, when that condition has been requested by that agency.**

CARRIED

5.7 Review of the Administrative Road Classification Methodology (05-001-03-0033 MM)

WALGA Recommendation

That WALGA supports the revised Administrative Road Classification methodology used to designate whether a road should be managed by Main Roads WA or Local Governments.

ZONE COMMENT:

Zone support

5.8 Interim Submission - Inquiry into Progress under the National Road Safety Strategy 2011-2020 (05-009-03-0014 TAP)

WALGA Recommendation

That the Interim Submission to the Inquiry into progress under the National Road Safety Strategy 2011-2020 be endorsed.

ZONE COMMENT:

Zone support

5.9 Interim Submission - Proposed listing of the 'Tuart Woodlands and Forests of the Swan Coastal Plain' as a Threatened Ecological Community (05-038-01-001MD)

WALGA Recommendation

That the Interim Submission to the Department of the Environment and Energy supporting the listing of the 'Tuart (*Eucalyptus gomphocephala*) Woodlands and Forests of the Swan Coastal Plain' as a Threatened Ecological Community be endorsed.

ZONE COMMENT:

Zone support

RECOMMENDATION:

That the Great Eastern Country Zone endorses all recommendations being matters contained in the WALGA State Council Agenda other than those recommendations separately considered.

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

That the Great Eastern Country Zone endorses all recommendations being matters contained in the WALGA State Council Agenda other than those recommendations separately considered.
CARRIED

9.4 Review of WALGA State Council Agenda - Matters for Noting/Information

- 6.1 Heritage Bill 2017 (05-036-03-022 NH)**
- 6.2 2016-17 Fuel Reduction Activities in Western Australia (05-024-03-0035 MP)**
- 6.3 Proposed State Road Funds to Local Government Agreement 2017/18 - 2022/23 (05-001-03-0001 MB)**
- 6.4 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB)**
- 6.5 Replacement agreements for Local Governments in regional and remote areas to provide licensing services under the Road Traffic (Administration) Act 2008 (05-001-03-0004 MS)**

Item 6.5 was not included in the State Council Agenda supplied to all Councils but provided as a late item by WALGA to all Zone Executive Officers. It is provided below in order that Member Councils are across the issue.

The information is presented as provided by WALGA.

In Brief

- From 1 January 2008 under the provisions of the *Road Traffic Act 1974*, the (then) Director General of the Department of Planning and Infrastructure entered into agreements with 71 Local

Governments in regional and remote areas to provide licensing services prescribed in the *Road Traffic Act 1974*. This agreement expired on 31 December 2017.

- The Department of Transport now seeks to have those same Local Governments continue to provide licensing services and has granted a three month extension for the expired agreement to the end of March 2018.
- The Department of Transport has provided and invited the affected Local Governments to sign replacement agreements so they can continue to provide licensing services. The replacement agreements are for a three year or five year term. The different terms of the agreements are based on transaction volumes.
- The circumstances of the replacement agreements was raised as an emerging issue at State Council at its December 2017 meeting.
- On 8 January 2018 WALGA met with senior representatives of the Department of Transport who provided specific advice addressing the matters raised about the replacement agreements.

Background

From 1 January 2008 under the provisions of section 6B of the *Road Traffic Act 1974*, the (then) Director General of the Department for Planning and Infrastructure entered into agreements with 71 Local Governments to provide licensing services prescribed in the *Road Traffic Act 1974*. This agreement expired on 31 December 2017.

Knowing the agreement with Local Governments was to expire in December 2017 and on the basis the Department of Transport (the Department) desired regional and remote Local Governments to continue to provide licensing services, in June 2017 the Department surveyed the CEOs of affected Local Governments seeking the following advice:

- Did the Local Government want to continue to provide licensing services?
- What are the issues encountered with the current agreement?
- What suggested improvements could be incorporated into the new agreements?

The Department received 56 (of 71) responses from affected Local Governments and all but one indicated a willingness to continue to provide licensing services. The common issues raised included:

- Commission payments did not cover the cost of providing the service.
- Merchant fee costs to the Local Government had increased.
- There was an increase in complex transactions compared to simple payment processing.
- There was a need for more training.

According to the Department the replacement agreements were drafted to incorporate feedback from affected Local Governments and the changes to the agreements are minimal.

The Department advises that a restructure of the *Road Traffic Act 1974* has necessitated that two replacement agreements be offered to Local Governments:

1. A main agreement known as the Road Law Agreement.
This agreement covers driver and vehicle licensing transactions under legislation that includes the *Road Traffic (Authorisation to Drive) Act 2008* and *Road Traffic Act 1974*.
2. A subsidiary agreement known as the Non-Road Law Agreement.
This agreement covers transactions under legislation that includes the licensing of vessels (*WA Marine Act 1982*), photo cards (*WA Photo Card Act 2014*), motor vehicle driving instructor fees (*Motor Vehicles Drivers Instructors Act 1963*), and licensing and renewal of licenses for off road vehicles (*Control of Vehicles (Off Road Areas) Act 1978*).

The two replacement agreements contain no services additional to those in the expired agreement.

Under the provisions of section 11 of the *Road Traffic (Administration) Act 2008* in late 2017 the Department provided affected Local Governments with the replacement agreements for signing. In response some Local Governments raised the following matters:

- The timeframe for signing and returning the agreements to the Department did not allow sufficient time for them to be formally put to Councils for consideration.

- Local Governments were offered agreements for either a three year or five year term rather than a ten year term as was done previously.
- There was no remarkable increase in commission payment rates except for CPI increase; and generally it is a cost burden for Local Governments to provide the services.

This matter was considered as an emerging issue at the WALGA State Council meeting in December 2017 resulting in a resolution that WALGA engage with the Department of Transport to further investigate the issue of vehicle licencing contracts.

Comment

WALGA met with senior Department of Transport representatives who provided the following advice in relation to the matters raised by some affected Local Governments.

Review of expired agreement

The Department reviewed the ten year agreement prior to its expiration with the aim to more clearly detail service provision requirements and levels; and process requirements. The replacement agreements were drafted to incorporate feedback from affected Local Governments. Key changes are summarized in Attachment 1.

Timeframe for signing replacement agreements

The current ten year agreement for Local Governments to provide licensing services expired on 31 December 2017. A restructure of the *Road Traffic Act 1974* necessitated that two replacement agreements be drafted, which were offered to Local Governments for signing in late 2017. The timeframe nominated by the Department to sign and return the agreements did not allow sufficient time for Local Government CEOs to put them to their Councils for consideration. Acknowledging the timeframe was insufficient, the Department granted a three month extension of the expired agreement to the end of March 2018.

Three year or five year replacement agreements

In line with community demands the Department is actively seeking to shift transaction processing to on-line methods. A number of transactions can now be processed and/or paid via on-line modes. Over the coming years the Department plans to implement additional on-line transactions and other initiatives such as e-billing and direct debits that will accelerate the shift from face-to-face processing to on-line processing. These initiatives will have consequences for Local Government as simple transactions will move on-line leaving more complex and time consuming transactions to be processed face-to-face.

Sixty three percent (63%) of the Department's payments are currently processed online (representing 4.6 million payments) compared with 46% in 2013-2014 (3.4 million transactions).

Transactions processed at Local Governments have fallen 12% since 2011-2012 with a significant portion of the reduction occurring in the last two years. The reduction is due to the shift to on-line payment processing; changed economic conditions; and a move by the WA Police Force to process firearm transactions on-line through its website.

Local Governments were offered replacement agreements for terms of either three or five years. The terms were determined by the Department changing its business practices and processes, the general shift to on-line processing, external factors including current economic conditions, and face-to-face transaction volumes. These factors combined could create situations in the future where it is uneconomical for a Local Government to continue providing the services; therefore the Department considered a ten year agreement term too long to afford sufficient flexibility for effective management by both parties. Shorter agreement terms will allow for regular review of the economic viability and service quality. As a consequence:

- Three year terms were offered to Local Governments with low transaction volumes located in close proximity (less than 50 kilometres) to other Local Governments providing the services.
- Five year terms were offered to Local Governments with higher transaction volumes; and Local Governments in remote areas.

Fees and costs

The fees and costs incurred by Driver and Vehicle Services (Department of Transport) are reflected in the fees and charges to customers. The Department advised it has an obligation to promote and support lower cost delivery methods because supporting more expensive service delivery methods comes at a cost to customers.

The Department acknowledged that feedback from the June 2017 survey of CEOs indicated commission payments do not fully meet the costs incurred by their Local Governments to provide licensing services. Contributing factors included increased merchant fees, increasing volume of complex transactions, and processing variations of the same transaction requiring additional time investment by staff.

According to the Department, the expired agreement provided for an increase in commission values paid to Local Governments based on CPI increases and became effective from 1 July each year. The replacement agreements continue this practice.

The Department has scheduled a commission increase of 3% effective from 1 January 2018. The cost is expected to be offset by falling transaction volumes. The Department also made a decision to provide additional funding to support Local Governments processing higher volumes of transactions above 3,000 per annum (12 per work day).

Executive Officer Comment:

Member Councils may wish to discuss this matter before voting on the recommendation provided by WALGA.

RECOMMENDATION:

That the Great Eastern Country Zone note the advice provided by the Department of Transport on the two replacement agreements being offered to Local Governments in regional and remote areas to continue to provide licensing services under the *Road Traffic (Administration) Act 2008*.

RESOLUTION: **Moved: Cr Metcalfe** **Seconded: Cr Willis**

**That the Great Eastern Country Zone note the advice provided by the Department of Transport on the two replacement agreements being offered to Local Governments in regional and remote areas to continue to provide licensing services under the *Road Traffic (Administration) Act 2008*.
CARRIED**

Attachment 1 to WALGA State Council Agenda Item 6.5

Summary of key changes to replacement agreements as provided by the Department of Transport

Clause change	Reason
Definition of "Database"	Clarify that the agreement relates to DoTs vehicle and driver licensing databases.
Definition of "KPI" removed	KPI considered outdated and replaced by a compliance concept that focusses on no errors and correction if errors are identified during daily audit. Further <i>please explain</i> if errors continue or are significant – see amended Schedule H.
Definition of "PCIDSS Annual Statement" removed	Not required from Shires.
Definition of "Physical stock point" (h)	Referenced to Schedule M for clarity.
Definition of "Principal's Property"	Expanded to include physical stock and equipment provided by the Principal.
Event of Default (g) - wording change	Amended to clarify Principal to be advised and may give consent if Agents personnel have a criminal history. Otherwise it is a default event.
6.3 Agents undertakings	Now includes returning plates through approved couriers.
6.5 Conflict of interest	Better define the Department's understanding of the term.
7.1 Supply by Principal	Remove EFTPOS from (b) (i) - Shires use own systems to process payments.
8.1 Training	(e) Added to recoup taxi fares to and from training - evidence/receipts required.
8.3 Telecommunications	Ongoing rental not covered - originally introduced in infancy of the internet, now all business have internet connection, and DoT upload traffic is small.
10.3 Use of the Principal's Systems and Database	(b) Amended to provide for the Principal to request signing of a confidentiality agreement on demand - providing greater flexibility to ensure Agent personnel are aware of their responsibility. (d) Require personnel to log off when not using the PC so as not to enable unauthorized staff to access data to reduce unauthorized access and release of personal customer information.

10.5 Return of Confidential information	(b) Provide for more regular return of paperwork or other confidential information to the Department.
15.1 Audit and Review and 15.2 Performance and Compliance review meetings	Include the concept of compliance with business rules (error reduction) as well as performance which relates to quality of service.
16 Disputes	(b) Clarify that the Agents and Principals representatives must resolve disputes.
Schedule A	Minor wording changes: - Definition – Transport Service Centre - Scope of Services – now Road Law due to restructure of legislation - Physical Stock Requirements (c) - Timeliness of Service – (i), (iii) and (b)(iii) - Quality of Service (b) - Auditing by Transport Service Centres
Schedule B	Increased by 3% for selected sites performing over 3,000 transactions per annum. Non driver or vehicle transactions (maritime, photo card and taxi) removed and placed in the Non Road Rules Agreement
Schedule E	Changes to allow for directives to be issued by email.
Schedule F	Wording changes to reflect changes to DoT operations.
Schedule H	Changes to focus on error correction and prevention.
Schedule L	Removal of term from main contract to this schedule for flexibility. Contracts either for 3 or 5 years depending on volumes.

9.5 Review of WALGA State Council Agenda - Organisational Reports

7.1 Key Activity Reports

7.1.1 Report on Key Activities, Environment and Waste Unit (01-006-03-0017 MJB)

7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB)

7.1.3 Report on Key Activities, Infrastructure (05-001-02-0003 ID)

7.1.4 Report on Key Activities, People and Place (01-006-03-0014 JB)

9.6 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 Freight Policy Forum

9.7 WALGA President's Report (Attachment)

Presenting the WALGA President's Report

RECOMMENDATION:

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.

RESOLUTION: Moved: Cr Waters Seconded: Cr Forsyth

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

10.0 AGENCY REPORTS

10.1 Department of Primary Industries

Nil report

10.2 Main Roads WA

Mr Rob Barnsley, A/Regional Manager Wheatbelt Region, Main Roads WA
Mr Sam Foster, Project Manager, Main Roads WA

10.2 Regional Development Australia (RDA) Wheatbelt

Nil report

10.3 Water Corporation

Nil report

10.4 Wheatbelt Development Commission

Nil report

10.5 Department of Local Government, Sport and Cultural Industries

Nil report

11.0 MEMBERS OF PARLIAMENT

Nil

12.0 EMERGING ISSUES

Cr Cole invited Member Councils to provide comment on any emerging issues that their respective Councils might be facing.

David Burton, CEO Shire of Koorda advised the meeting that his Council had received approval for the establishment of a new tip site.

He also suggested that the Zone should investigate the opportunity for some meetings to be conducted through the use of video conferencing. Many CRCs have video conference facilities and using these facilities would be provide one way for Councils within the Zone to show their support for CRCs across the Zone's 16 Councils.

John Read, CEO Shire of Kondinin, agreed that where possible CRCs should be supported.

It was agreed that the Executive Officer would prepare a report on the potential use of video conferencing for Zone meetings.

13.0 URGENT BUSINESS as permitted by the Zone President

Nil

14.0 DATE, TIME AND PLACE OF NEXT MEETINGS

Thursday 12 April 2018	Teleconference meeting of the Great Eastern Country Zone Executive
Thursday 26 April 2018	In-person meeting of the Great Eastern Country Zone in Merredin
Thursday 7 June 2018	Teleconference meeting of the Great Eastern Country Zone Executive

Thursday 28 June 2018 In-person meeting of the Great Eastern Country Zone in Kellerberrin
Thursday 2 August 2018 In-person meeting of the Great Eastern Country Zone Executive in Perth
Thursday 23 August 2018 In-person meeting of the Great Eastern Country Zone in Merredin
Thursday 8 November 2018 Teleconference meeting of the Great Eastern Country Zone Executive
Thursday 29 November 2018 In-person meeting of the Great Eastern Country Zone in Kellerberrin

15.0 CLOSURE

Before closing the meeting Cr Cole also acknowledged Cr Julie Flockart who has recently been appointed to the Wheatbelt Development Commission (WDC).

Cr Flockart noted that the times ahead would be challenging for the WDC with little funding available to assist in its work but that the WDC's Board and staff were up to the challenge.

Cr Cole also acknowledged the service to Local Government of two of the Zone's CEOs who would shortly retiring – John Read from Kondinin and Bill Fensome from Nungarin. On behalf of the Zone, Cr Cole wished both men a safe and happy retirement.

There being no further business the Chair declared the meeting closed at 1.29pm.

DECLARATION

These minutes were confirmed by the Great Eastern Country Zone at the meeting held on Thursday 26 April 2018.

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

WHEATBELT COMMUNITIES INC

Meeting of Wheatbelt Communities Inc

Wednesday 28 February 2018

Council Chambers Shire of Bruce Rock

MINUTES



Shire of Bruce Rock



Shire of Kellerberrin



Shire of Merredin



Shire of Westonia



Shire of Yilgarn

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Wheatbelt Communities Inc

An In-person Meeting of Wheatbelt Communities Inc

MINUTES

1. OPENING AND ANNOUNCEMENTS

The Chair, Onida Truran opened the meeting at 12.53pm welcoming all in attendance.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Ms Onida Truran, Chair
Mr Jamie Criddle, Treasurer
Mr Raymond Griffiths, Secretary
Mr Pascoe Durtanovich, Member
Mr Rod Forsyth, Member
Mr Darren Mollenoyux, Member
Mr Ken Hooper, Member
Mr Greg Powell, Member
Mr Stephen Strange, Member

Ms Helen Westcott, Executive Officer

2.2 Apologies

Ms Karin Day, Member

3. DECLARATION OF INTEREST

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

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

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

Nil

4. PRESENTATIONS

Nil

5. MINUTES OF MEETINGS

5.1 Minutes from the Wheatbelt Communities Inc Meeting held Wednesday 27 September 2017 (Attachment)

Minutes of the Wheatbelt Communities Inc Meeting held Wednesday 27 September 2017 have previously been circulated.

RECOMMENDATION:

That the Minutes of the Meeting of Wheatbelt Communities Inc held Wednesday 27 September 2017 be confirmed as a true and accurate record of the meeting.

RESOLUTION: **Moved: Rod Forsyth** **Seconded: Raymond Griffiths**

That the Minutes of the Meeting of Wheatbelt Communities Inc held Wednesday 27 September 2017 be confirmed as a true and accurate record of the meeting.

CARRIED

5.2 Business Arising from Meetings of Wheatbelt Communities Inc held Wednesday 27 September 2017

Nil

6. MATTERS FOR NOTING

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

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

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

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

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

These records are available for inspection at this meeting of Wheatbelt Communities.

No action is required.

Noted

7. MATTERS FOR DECISION

7.1 Wheatbelt Communities Inc Finance Report (Attachment)

Author: Helen Westcott, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 21 February 2018

Attachments: Statement of Receipts and Payments for the period ending 31 January 2018

Background:

Presenting the Wheatbelt Communities Inc (Wheatbelt Communities) Statement of Receipts and Payments for the period ending 31 January 2018.

Executive Officer Comment:

No further comment.

Financial Implications:

Wheatbelt Communities adopted a Budget for 2017/2018.

Voting Requirement: Simple majority

RECOMMENDATION:

That the Wheatbelt Communities Financial Report for the period ending 31 January 2018 be received.

RESOLUTION: **Moved: Jamie Criddle** **Seconded: Stephen Strange**

That the Wheatbelt Communities Financial Report for the period ending 31 January 2018 be received.

CARRIED

7.2 List of Accounts Paid**Author:** Helen Westcott, Executive Officer**Disclosure of Interest:** No interest to disclose**Date:** 21 February 2018**Attachments:** Nil**Executive Officer Comment:**

Accounts paid during the period 1 September 2017 to 31 January 2018

Accounts Paid:

Cheque/EFT	Date	Payee	For	Amount incl GST
11	120917	Up to Date Accounting	Accounting Services July 2017	105.60
12	031017	Wheatbelt Uniforms Signs & Safety	WE-ROC App Marketing – 200 stickers	314.60
13	011117	Up to Date Accounting	Accounting Services August 2017	132.00
14	031017	PK Print	WE-ROC App Marketing – Business cards WE-ROC App Marketing – DL brochures	383.00
15	011117	ATO	September Quarter BAS	181.00
16	081117	Up to Date Accounting	Accounting Services September 2017	79.20
17	271217	BHW Consulting	Reimbursement of Accounting Services October and November 2017 Reimbursement of Wheatbelt Communities 2016/2017 Audit Fee	761.20
				\$1,956.60

RECOMMENDATION:

That the Accounts Paid for the period 1 September 2017 to 31 January 2018 totalling \$1,956.60 be approved.

RESOLUTION: Moved: Greg Powell Seconded: Ken Hooper**That the Accounts Paid for the period 1 September 2017 to 31 January 2018 totalling \$1,956.60 be approved.****CARRIED**

7.3 Future of Wheatbelt Communities Inc

Author: Helen Westcott, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 25 February 2018

Attachments: Nil

Background:

With work around preparing budgets for both WE-ROC and Wheatbelt Communities the Executive Officer believes it timely for Members to consider the future of Wheatbelt Communities Inc.

Executive Officer Comment:

No further comment.

The matter is presented for discussion and decision.

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

That the matter of Wheatbelt Communities Inc be deferred until the next meeting.

CARRIED

8. OTHER MATTERS

Nil

9. FUTURE MEETINGS

To be determined

10. CLOSURE

There being no further business the Chair closed the meeting at 12.57pm

DECLARATION

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

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

WE-ROC

WHEATBELT EAST REGIONAL ORGANISATION OF COUNCILS

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

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Council Meeting

Wednesday 28 February 2018

Council Chambers, Shire of Bruce Rock

MINUTES



Shire of Bruce Rock



Shire of Kellerberrin



Shire of Merredin



Shire of Westonia



Shire of Yilgarn

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WE-ROC

Wheatbelt East Regional Organisation of Councils

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

MINUTES

1. OPENING AND ANNOUNCEMENTS

The Chair, Cr Truran opened the meet at 10.00am welcoming all in attendance.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Cr Onida Truran (Chair)	President, Shire of Yilgarn
Cr Stephen Strange (Deputy Chair)	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 Ken Hooper	President, Shire of Merredin
Cr Julie Flockart	Councillor Shire of Merredin (left the meeting at approximately 11.50am)
Mr Greg Powell	CEO, Shire of Merredin
Mr Jamie Criddle	CEO, Shire of Westonia
Mr Pascoe Durtanovich	A/CEO, Shire of Yilgarn
Ms Helen Westcott	Joint Executive Officer (left the meeting at 11.45am, returning to the meeting at 12.07pm)

2.2 Apologies

Cr Karin Day, President, Shire of Westonia

Mr Bruce Wittber, Joint Executive Officer

Ms Wendy Newman, CEO Wheatbelt Development Commission

2.3 Guests

Mr Leigh Ballard, South Western Wireless (left the meeting at 10.50am)

Mr Grant Arthur, Director Regional Services, Wheatbelt Development Commission (entered the meeting at 12.07pm)

3. PRESENTATIONS/MEETINGS

3.1 Discussions with representatives from South Western Wireless (10.00am)

As Member Councils are aware, NEWROC was successful in attracting \$700,000 of Building Better Regions Funding (BBRF) for a project that aims to reduce the cost of internet services, improve reliability and vastly increase upload and download speeds so that residents and businesses could have “super fast internet”.

Each NEWROC Member Council has committed \$18,000 towards the solution, with the Bendigo Bank contributing \$2,000 and the Federal Government committing just over \$700,000.

South Western Wireless WA are working with NEWROC to provide a tailored solution to each of its Member Shires.

The Shire of Merredin is also a participant in this project. The Executive Officer, however, is unaware of the extent of this participation.

The scheme is an opt-in one, meaning people can choose to stay with their current SkyMuster retail service provider or Telstra service. It is envisaged that the telecommunications solution will add value to the existing NBN service that some NEWROC residents and businesses receive but more importantly will provide an improved service to those who can't access the NBN or whose service is currently too slow for their needs.

The Executive Officer understands that Mr Leigh Ballard, one of South Western Wireless representatives has met with a number of WE-ROC's Member Councils.

In his meeting with the Kellerberrin Council, the Shire's CEO extended an invitation to Mr Ballard to attend the February meeting of WE-ROC Council to discuss the potential for South Western Wireless to work with WE-ROC in submitting an application to the State Government for funding to develop a similar service as to the one being developed in NEWROC.

Meeting Comment:

Following the presentation by Leigh Ballard, Member Councils considered the merits of participating in the project as detailed during the presentation.

At the time of the WE-ROC presentation, other than the Shire of Merredin who is involved in the NEWROC telecommunications project, only the Shire of Kellerberrin had any knowledge of the project and funds required to participate.

The Shire of Bruce Rock will meet with South Western Wireless representatives at its March Council Meeting.

Funding to install towers is available from the State Government but applications for funding close on 8 April 2018.

The Shires of Westonia and Yilgarn are yet to consider the potential for involvement in the project, with Cr Truran noting that she believed her Council would be at the outer limits of range for the towers when installed.

Cr Strange noted that there was also potential for communities to "tap into" work being undertaken by CBH, though full details on how CBH's network would operate were as yet unknown.

RESOLUTION:

Moved: Mr Powell

Seconded: Cr Forsyth

That WE-ROC express an interest to South Western Wireless in participating in its project which aims to reduce the cost of internet services and improve reliability and speed of the internet to its users, with Councils to be provided with specifications by South Western Wireless for consideration at their respective Council Meetings given the significant cost to participate in the project.

CARRIED

3.2 Discussions with the Wheatbelt Development Commission (WDC) (12.00noon)

Late last year WE-ROC invited the WDC's CEO, Wendy Newman to attend a WE-ROC Council Meeting.

Wendy Newman was scheduled to meet WE-ROC Council at its first meeting for 2018. Unfortunately, due to rescheduling of a WDC Board meeting on the 26/27 February in Lancelin, she is no longer able to meet with WE-ROC Council.

In her place, Grant Arthur will be representing the WDC.

Cr Truran introduced Cr Flockart to the meeting, noting that Cr Flockart had been recently elected to the Board of the WDC.

4. MINUTES OF MEETINGS

4.1 Minutes from the Council Meeting held Wednesday 25 October 2017 (Attachment)

Minutes of the Council Meeting held Wednesday 25 October 2017 have previously been circulated to Member Councils.

RECOMMENDATION:

That the Minutes of the Council Meeting held Wednesday 25 October 2017 be confirmed as a true and correct record.

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

That the Minutes of the Council Meeting held Wednesday 25 October 2017 be confirmed as a true and correct record.

CARRIED

4.2 Business Arising – Status Report for February 2018

Council Meeting Wednesday 25 October 2017

7.3 WE-ROC Strategic Planning – Development of a Strategic Plan

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

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

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

CARRIED

The Executive Officer seeks direction from WE-ROC Councils as to what work they wish to be undertaken with respect to dot point 1 in the above resolution.

Dot point 1 is covered in part in Agenda Item 6.2.

The matter will also be listed for discussion at the first We-ROC Executive Meeting for 2018, for which a date has still to be determined.

7.4 Meeting with the Wheatbelt Business Network

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

That an invitation be extended to representatives from the Wheatbelt Business Network to meet with the WE-ROC Council at a mutually convenient date.

CARRIED

A meeting date has yet to be arranged.

It was agreed that an invitation to the Wheatbelt Business Network should be extended for the meeting of the WE-ROC Council.

4.3 Matters for Noting (Attachments)

- Minutes from a meeting of the Wheatbelt Medical Student Immersion Program Planning Group held Thursday 7 September 2017;
- Minutes from a meeting of the Wheatbelt Medical Student Immersion Program Planning Group held Thursday 2 November 2017;

- Minutes from a meeting of the Wheatbelt Medical Student Immersion Program Planning Group held Thursday 21 December 2017;
- Minutes from a meeting of the Wheatbelt Medical Student Immersion Program Planning Group held Thursday 1 February 2018;
- Correspondence from Marcus Falconer, CEO Australia's Golden Outback re the 2018 Australia's Golden Outback Holiday Planner; and
- Notes from the WE-ROC App and Website Stakeholders Meeting Thursday 8th February – 10:30am Shire of Merredin Council Chambers (the next meeting of the group is scheduled for Wednesday 11 April 2018).

RECOMMENDATION:

That the papers listed in Agenda Item 4.3 be noted.

RESOLUTION:

Moved: Cr Strange

Seconded: Mr Criddle

That the papers listed in Agenda Item 4.3 be noted.

CARRIED

5. WE-ROC FINANCE

5.1 WE-ROC Finance Report (Attachment)

File Reference:	042-2
Author:	Helen Westcott, Executive Officer
Disclosure of Interest:	No interest to disclose
Date:	21 February 2018
Attachments:	Financial Report for the period ending 31 January 2018

Background:

Presenting the WE-ROC Statement of Receipts and Payments for the period ending 31 January 2018.

Executive Officer Comment:

The Statement has a notes column added as per a request from Member Councils. An explanation for each of the notes is provided below.

Note 1: The annual subscriptions have all been paid.

Note 2: All general consultancy subscriptions have been paid.

Note 3: WE-ROC interest to date.

Note 4: Transfer of Wheatbelt Development Commission Grant Allocation from Roe Tourism to WE-ROC.

Note 5: This allocation covers the expenditure on Executive Services.

Note 6: This allocation covers the expenditure on Financial Services including the annual audit.

Note 7: Cost of undertaking the final acquittal of the 2012/2013 CLGF Housing Project, Contribution to Eastern Wheatbelt Cooperative Self Drive and App Project Management costs.

It should also be noted that since the 1 July 2017 the financial records have been transferred to Xero Accounting to enable the WE-ROC financial records to be compatible with the need to complete the taxable payments annual report in August 2018.

Financial Implications:

WE-ROC adopted Budget for 2017/2018

Policy Implications:

Wheatbelt East Regional Organisation of Councils (WE-ROC) – Memorandum of Understanding

- clause 6.1 Annual or Capital Contributions: *Participants are required to make an annual financial contribution towards the operations of WE-ROC as determined by WE-ROC, the contributions to be in equal shares, and may also be requested to contribute towards specific projects or initiatives of WE-ROC.*

- clause 6.2 Manner of Payment : *the contributions referred to in clauses 6.1 shall be paid by each participant to WE-ROC in the manner determined by WE-ROC.*

Statutory Implications: Nil

Voting Requirement: Simple majority

RECOMMENDATION:

That the WE-ROC Financial Report for the period ending 31 January 2018 be received.

RESOLUTION:

Moved: Mr Powell

Seconded: Mr Criddle

That the WE-ROC Financial Report for the period ending 31 January 2018 be received.

CARRIED

5.2 List of Accounts Paid

File Reference: 042-2

Author: Helen Westcott, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 21 February 2018

Attachments: Nil

Executive Officer Comment:

Accounts paid during the period 17 October 2017 to 20 February 2018

The list of accounts paid is submitted to each WE-ROC Council Meeting.

Accounts Paid:

Cheque/EFT	Date	Payee	For	Amount incl GST
EFT	231017	Up to Date Accounting	Accounting Services September 2017	382.80
EFT	241017	BHW Consulting	Professional Services EO Services Adjustment of Increase in Hourly Rate	222.99
EFT	311017	ATO	Quarterly BAS	3,829.00
EFT	221117	AMD Chartered Accountants	WE-ROC 2016/2017 Audit	2,618.00
EFT	221117	Up to Date Accounting	Accounting Services October 2017	290.40
EFT	221117	Shire of Kellerberrin	Catering for Meeting	135.00
EFT	221117	Shire of Yilgarn	Advertising Caravan and Camping WA Guide	693.00
EFT	221117	Australian Golden Outback	Wheatbelt Self Drive Page 2018 Holiday Planner	1,330.00
EFT	2311177	Go2Guides	Ongoing Annual Technology administration and Maintenance Fee Website Composition	11,511.50
EFT	241117	BHW Consulting	Professional Services October 2017	5,183.33
EFT	131217	Up to Date Accounting	Accounting Services November 2017	132.00
EFT	131217	Shire of Merredin	Reimbursement Catering LGIS Risk Workshop and Postage Distribution Regional Brochures	494.60
EFT	141217	BHW Consulting	Professional Services November 2017	5,183.33
EFT	141217	Michelle Marks	Reformatting WE-ROC Advertisement	40.00
EFT	130218	BHW Consulting	Professional Services December 2017 and January 2018	8,599.76
Total				\$40,645.71

RECOMMENDATION:

That the Accounts Paid for the period 17 October 2017 to 20 February 2018 totalling \$40,645.71 be approved.

RESOLUTION: **Moved: Cr Hooper** **Seconded: Cr Strange**

That the Accounts Paid for the period 17 October 2017 to 20 February 2018 totalling \$40,645.71 be approved.

CARRIED

6. MATTERS FOR DECISION

6.1 Future Presentations by Representatives from LGIS

File Reference:	042-2 Finance Audit and Compliance
Author:	Helen Westcott, Executive Officer
Portfolio:	CEO/Governance (Shire of Westonia)
Disclosure of Interest:	Nil
Date:	18 December 2017
Attachments:	Nil

Background:

The last WE-ROC Executive meeting for 2017 was devoted to a training session by representatives from LGIS.

Following this training session, Jordan Reid, LGIS' Strategic Development Manager, emailed the Executive Officer to offer WE-ROC the opportunity to have guest speakers for each of its 2018 meetings. These presentations can be tailored to meet time constraints of meetings or can be held with the groups on separate occasions if required.

The topics LGIS will be offering in 2018 are:

- Contract Risk Mitigation;
- Regulation 17 Obligations and Outsourcing;
- Strategic Risk Management;
- Risk Frameworks;
- Business Continuity Planning;
- Executive leadership team development;
- HR Needs Analysis and workplace behaviours;
- Employee Engagement Survey;
- Manual task risk management program introduction; and
- Benefits of job dictionaries (recruitment, work, design, return to work).

Executive Officer Comment:

The offer of free training is one the Executive Officer believes WE-ROC should look to accept.

There may be topics of interest to WE-ROC Council as well as the WE-ROC Executive. Given that the presentations can be tailored to suit a meeting's time constraints this would allow for shorter presentations to be provided for WE-ROC Council with longer more "training" like sessions given to the WE-ROC Executive.

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

RECOMMENDATION:

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

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

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

CARRIED

6.2 Amendments to the Local Government (Financial Management) Regulations 1996 and the Local Government (Audit) Regulations 1996

File Reference:	042-2 Finance Audit and Compliance
Author:	Helen Westcott, Executive Officer
Portfolio:	CEO/Governance (Shire of Westonia)
Disclosure of Interest:	Nil
Date:	23 January 2018
Attachments:	Departmental Circular 16-2017 Guide to Local Government Auditing A guide to Local Government Auditing Reforms' Copies of the regulations with the proposed amendments shown in 'mark-up' form

Background:

On 24 August 2017, amendments to the *Local Government Act 1995* were passed by State Parliament enabling the Auditor General to audit local government finances and performance. The Act received Royal Assent on 1 September 2017.

The amendments to the Act will be supported by changes to the *Local Government (Financial Management) Regulations 1996* and the *Local Government (Audit) Regulations 1996*.

On 19 September 2017, the proposed reforms to the regulations were outlined in the document 'A guide to Local Government Auditing Reforms' which was distributed with Departmental Circular 16-2017.

A copy of the regulations with the proposed amendments shown in 'mark-up' forms an attachment to the meeting agenda.

The consultation period closes on 29 March 2018.

Executive Officer Comment:

Whilst the matter forms part of the Great Eastern Country Zone agenda meeting to be held Thursday 1 March 2018 the Executive Officer believes WE-ROC should give consideration to making a submission on the proposed reforms. The Information provided by WALGA in the State Council Agenda could be used as a basis for tis submission.

Preparing a submission would be in line with WE-ROC Council's decision last year with respect to discussions around the need for a strategic plan. At the WE-ROC Council held 25 October 2017 it was resolved as follows:

RESOLUTION: Moved: Mr Mollenoyux Seconded: Cr Day

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

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

CARRIED

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

RECOMMENDATION:

That:

1. WE-ROC submit comment to the Department of Local Government, Sport and Cultural Industries on changes proposed to the *Local Government (Financial Management) Regulations 1996* and the *Local Government (Audit) Regulations 1996*; and
2. The WE-ROC Executive be given delegated authority to prepare a submission for lodgement by the close of the consultation period on 29 March 2018.

RESOLUTION:

Moved: Mr Griffiths

Seconded: Mr Powell

That the WE-ROC CEOs meet in Merredin on Monday 26 March 2018 to prepare a submission on changes proposed to the *Local Government (Financial Management) Regulations 1996* and the *Local Government (Audit) Regulations 1996*

CARRIED

6.3 WE-ROC App – Proposal for the Central Wheatbelt Visitor Centre to continue as Maintenance Manager of the WE-ROC App (Attachments)

File Reference:	013-2 Strategic and Future Planning 132-1 WE-ROC Tourism 132-3 Central Wheatbelt Visitor Centre 135-5 Economic Sustainability
Author:	Helen Westcott, Executive Officer
Portfolio:	Shared Function (Economic Development through Wheatbelt Communities Inc)
Disclosure of Interest:	Nil
Date:	21 February 2018
Attachments:	Proposal and costing from the Central Visitor Wheatbelt Centre Proposal and costing from the Wheatbelt Business Network

Background:

In early 2016 WE-ROC embarked on a project to develop a mobile app, engaging Go2EVENTS/Peacock Digital to assist in its endeavours. At a meeting held Wednesday 27 April 2016 WE-ROC Council resolved as follows:

RESOLUTION: *Moved: Cr Hooper* *Seconded: Cr Forsyth*

That:

- 1. WE-ROC accept the quote provided by Go2EVENTS/Peacock Digital to develop a mobile application for WE-ROC that will provide information to both residents and visitors to the communities across WE-ROC;*
- 2. Development of the mobile application be done as a Wheatbelt Communities Inc project with funding through the WE-ROC project account; and*
- 3. The annual maintenance be met by WE-ROC should funding for maintenance of the application not be met by way of subscriptions.*

CARRIED

It was further resolved at a Wheatbelt Communities Inc meeting held Wednesday 29 March 2017 as shown below:

RESOLUTION: *Moved: Jamie Criddle* *Seconded: Darren Mollenoyux*

That:

- *The report on the development of the WE-ROC mobile app be noted;*
- *Wheatbelt Communities' Member Councils have responsibility for the management of their "local" content for a period of six months at which time a review will be undertaken to determine whether or not the management of the app should be outsourced;*
- *Training on managing the app be arranged as soon as possible for those officers across Wheatbelt Communities given the responsibility of managing content within their respective communities;*
- *The Executive Officer approach both Go2EVENTS/Peacock Digital and the Wheatbelt Business Network for a costing for managing app content, listings etc on the app; and*
- *The Executive Officer prepare a draft charging policy for users of the app.*

CARRIED

Further discussion resulted in Wheatbelt Communities Inc Meeting resolving on Wednesday 15 May 2017 as follows:

By consensus it was agreed that the Central Wheatbelt Visitors Centre would be approached to manage the content of the WE-ROC app.

Since that time Central Wheatbelt Visitors Centre (CWVC) has taken on the role of manager of the App.

Work associated with the completion of the WE-ROC App was further discussed at the WE-ROC Council Meeting held 28 June 2017 when it resolved as follows:

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

1. *That WE-ROC accept the proposal and costing to complete work associated with the development of the WE-ROC App, with the funds totalling \$25,126 excl GST to be paid from its Consultancy and Project Reserve. The funds allowing for the completion of the development of the WEROCK app, WEROCK website and its associated booking platform will be made available subject to the following conditions:*
 - a) *That go2Guides provide definitive costings associated with:*
 - *Annual Maintenance (Stage 2);*
 - *Annual Domain Hosting (Stage 2);*
 - *Booking Platform (Stage 3); and*
 - *Membership/Access to the Australian Tourism Data Warehouse (Stage 3).*
 - b) *That go2Guides confirm maintenance fees associated with Stages 1 and 2 of the costing presented by the Shire of Merredin will not be applied until both Stages 1 and 2 are completed and fully operational.*
 - c) *Clarification on the figures provided in the agenda.*
2. *That WE-ROC review the take up of the WEROCK App and its financial performance after it has been fully operational for six months.*

CARRIED

A properly costed proposal was provided, agreed to by WE-ROC with the work completed by Go2Guides.

Executive Officer Comment:

The CWVC has been working with Member Councils to improve the uptake of the App and its application (refer to the notes listed in Agenda Item 4.3).

The group discussed the potential of partnering with the Wheatbelt Business Network (WBN) to assist in the gaining support from local businesses to “sign up” to the App.

The Executive Officer considers the support of local business crucial to the success of the WE-ROC App as Member Councils can only do so much to assist. Businesses must also work to make the App work.

Consideration as to the ongoing maintenance and improvement of the App is required, with the CWVC only funded until the end of this financial year.

A proposal and costing has been prepared by the CWVC for WE-ROC’s consideration. The proposal presented also takes into consideration the engagement of the WBN to assist the CWVC in its role as manager of the WE-ROC App.

Copies of the proposals from both the CWVC and the WBN form attachments to the meeting agenda.

Whilst the WE-ROC Executive will consider the issue of funding as part of its preparing the 2018/2019 for WE-ROC Council’s consideration at its next meeting, Member Councils need to give consideration to a number of matters in relation to the WE-ROC App. Issues that need discussion include:

- Given that WE-ROC have determined that the App is a tool that will benefit its residents and businesses it by association has accepted the need to contribute financially to the “upkeep’ and further development of the App. WE-ROC Council therefore needs to determine how best it can manage these considerations from a budgetary perspective (both from the perspective of WE-ROC and its Member Councils who provide financial support for its operations). Consideration could be given to entering into a two-year contract with the CWVC for the maintenance of the WE-ROC App.
- Does WE-ROC wish to engage the WBN to work with local businesses across the region to register their businesses with the App?
The Executive Officer believes that the WBN’s proposal should be considered as it has far greater interaction and rapport with local businesses established across WE-ROC. It is worth noting that not all businesses are members of the WBN (for example the WBN currently has no members in the Shire of Yilgarn). The WBN’s involvement in the WE-ROC App also has the

potential to garner support from businesses outside WE-ROC's boundaries. This is something that WE-ROC had considered in its earliest discussions on how to fund the App. Financial support external to the WE-ROC can only be viewed as a positive.

If WE-ROC agrees to working in partnership with the WBN any contract developed should be between WE-ROC and the WBN. In developing a contract with the WBN, WE-ROC would seek comment from the CWVC to ensure their interests were protected.

- How is WE-ROC going to garner financial support from within its communities? As flagged by the Shire of Yilgarn at the stakeholders meeting on 8 February, there is the real possibility that businesses will not want to pay for having their business registered on the App. Whilst a "honeymoon period" where costs are waived is fine in the initial stages of the App's life this is not a sustainable way for the App to be funded. WE-ROC can't be expected to bear the full costs of the App's maintenance and future development. How is the expectation of local business that the service should be provided free of charge to be managed?

Direction needs to be provided to the WE-ROC Executive on how WE-ROC Council wishes to fund the WE-ROC App, both in 2018-2109 and in future years.

RECOMMENDATION:

That:

1. WE-ROC agree to continue providing financial support for the WE-ROC App;
2. WE-ROC look to fund the Central Wheatbelt Visitors Centre for a two-period commencing on 1 July 2018 and concluding on 30 June 2020, with a review of the contract during the first quarter of the 2019/2020 financial year;
3. WE-ROC enter into negotiations with the Wheatbelt Business Network to assist with the future development of the WE-ROC App, particularly in the area of promoting and encouraging business to register on the WE-ROC App;
4. In developing the WE-ROC Budget for 2018/2019, for WE-ROC Council's consideration, the WE-ROC Executive develop a financial plan for the management and future development of the WE-ROC App.

RESOLUTION:

Moved: Cr Forsyth

Seconded: Cr Hooper

That:

1. **WE-ROC agree to continue providing financial support for the WE-ROC App;**
2. **WE-ROC look to fund the Central Wheatbelt Visitors Centre for a two-period commencing on 1 July 2018 and concluding on 30 June 2020, with a review of the contract during the first quarter of the 2019/2020 financial year;**
3. **WE-ROC enter into negotiations with the Wheatbelt Business Network to assist with the future development of the WE-ROC App, particularly in the area of promoting and encouraging business to register on the WE-ROC App;**
4. **In developing the WE-ROC Budget for 2018/2019, for WE-ROC Council's consideration, the WE-ROC Executive develop a financial plan for the management and future development of the WE-ROC App.**

CARRIED

6.4 Digital Economy Enablement Strategy (Attachment)

File Reference:	013-2 Strategic and Future Planning 132-1 WE-ROC Tourism 132-3 Central Wheatbelt Visitor Centre 135-5 Economic Sustainability
Author:	Helen Westcott, Executive Officer
Portfolio:	Shared Function (Economic Development through Wheatbelt Communities Inc)
Disclosure of Interest:	Nil
Date:	16 February 2018
Attachments:	Digital Economy Enablement Strategy – Discussion Paper prepared by go2Guides

Background:

The development of the WE-ROC App has created a means of showcasing businesses and attractions (both social and environmental) to an audience far greater than just the residents and businesses within the WE-ROC region. It provides a mechanism for WE-ROC and the communities it represents to lift the region's economic footprint through becoming more digitally enabled.

Given the discussions with South Western Wireless around the potential for it to work with WE-ROC in submitting an application to the State Government for funding to develop solutions that will provide greater digital connectivity, it is timely to discuss ways in which digital enablement can be attained.

Executive Officer Comment:

As part of its further development of the WE-ROC App in conjunction with WE-ROC, go2Guides has prepared a discussion paper on developing a strategy that will enable WE-ROC to have greater digital enablement.

A copy of the discussion paper forms an attachment to the meeting agenda.

Whilst not necessarily suggesting any funds should be allocated to this work in the next financial year, the Executive Officer believes that the discussion paper should be considered within the overall context of WE-ROC's commitment to the WE-ROC App and its future development. As such, the Executive Officer believes the WE-ROC Executive should consider the go2Guides discussion paper as it prepares a draft WE-ROC Budget for 2018/2019 for the WE-ROC Council's consideration.

RECOMMENDATION:

That the WE-ROC Executive use the discussion paper, "Digital Economy Enablement Strategy", prepared by go2Guides in its discussions when preparing the draft WE-ROC Budget for 2018/2019.

RESOLUTION: **Moved: Cr Strange** **Seconded: Mr Griffiths**

That the WE-ROC Executive use the discussion paper, "Digital Economy Enablement Strategy", prepared by go2Guides in its discussions when preparing the draft WE-ROC Budget for 2018/2019.

CARRIED

6.5 Wheatbelt Medical Student Immersion Program

File Reference:	075-1 Local Hospitals 013-2 Strategic and Future Planning
Author:	Helen Westcott, Executive Officer
Portfolio:	Social (Shire of Bruce Rock)
Disclosure of Interest:	Nil
Date:	23 February 2018
Attachments:	Nil

Background:

At the 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

Work began on reintroducing the program across the WE-ROC communities. This work has borne fruit with a partnership between the following groups working to bring medical students to the region in March this year. Agencies involved in the program, known as the "Wheatbelt Medical Student Immersion Program" included:

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

Rural Health West chairs the Steering Group overseeing the program.

The Executive Officer has attended all meetings of the Steering Group, which are held in Perth.

WE-ROC's contribution to the program was determined to be through various forms of in-kind support as agreed to the WE-ROC Council Meeting held Wednesday 29 March 2017, with Member Councils resolving as shown below:

RESOLUTION: Moved: Cr Forsyth Seconded: Cr Strange

That WE-ROC:

1. *Note the draft minutes from the meeting of the Wheatbelt Medical Students Immersion Program Steering Group held on Wednesday 1 March 2017; and*
2. *Respond to correspondence received from the Chair of the Wheatbelt Medical Students Immersion Program Steering Group advising of its agreement to participate in the medical students immersion program, and offering to provide the following support to the program:*
 - *Transport for students and staff participating in the program;*
 - *Arranging accommodation (billeting with families) of staff and students across each of the WE-ROC communities participating in the program;*
 - *Social activities for staff, students and others involved in the program; and*
 - *Venue hire where required.*

CARRIED

Executive Officer Comment:

Over the past 12 months considerable time and effort has been given to arranging the first visit by medical students in a number of years.

With the arrival of students only a couple of weeks away final arrangements with billet families, participating Shires; schools etc are underway.

A total of 164 first year medical students from Curtin University and Notre Dame University Australia (Fremantle) will travel to the Wheatbelt on Tuesday 13 March and stay in various communities until Friday 16 March.

Students will be travelling to the following communities:

- Bruce Rock;
- Cunderdin/Tammin;
- Kellerberrin;
- Merredin;
- Narrogin;
- Westonia; and
- Southern Cross

The students will be accompanied by both academic and administrative support staff.

The Executive Officer will be providing administrative support to the academics and students travelling to Bruce Rock.

Final programs and schedules will be available in the next week, with a final meeting of the Steering Group scheduled for Thursday 9 March 2018.

Consultation: Nil

Financial Implications: As yet unknown

Voting Requirement: Simple Majority

RECOMMENDATION:

That the Executive Officer's report be noted.

RESOLUTION: Moved: Cr Forsyth Seconded: Mr Criddle
That the Executive Officer's report be noted.

CARRIED

6.6 WE-ROC Meeting Dates in 2018

File Reference:	012 Council Meetings 022 Executive Meetings
Reporting Officer:	Helen Westcott, Executive Officer
Portfolio:	CEO/Governance (Shire of Westonia)
Disclosure of Interest:	No interest to disclose
Date:	23 February 2018
Attachments:	Nil

Background:

WE-ROC must give consideration to adopting a meeting schedule for the remainder of 2018.

Executive Officer Comment:

The Executive Officer has prepared meeting schedules for both the WE-ROC Council and its Executive. Shown below.

Both sets of meeting dates they take into account the following events/meetings:

- The Great Eastern Country Zone's meeting requirements;
- The Ordinary Council Meeting dates for WE-ROC's Member Councils;
- The CEACA Committee's meeting requirements;
- WALGA elected member training sessions;
- The Dowerin Field Day;
- The WALGA Local Government Convention;
- LGMA State Conference (based on 2017 conference dates);
- Public Holidays; and
- School Holidays in WA.

WE-ROC Council 2017 Meeting Dates

- Wednesday 2 May 2018 in Kellerberrin
- Wednesday 27 June 2018 in Merredin
- Wednesday 22 August 2018 in Westonia
- Wednesday 24 October 2018 in Yilgarn (Southern Cross)
- Wednesday 27 February 2018 in Bruce Rock

WE-ROC Executive 2017 Meeting Dates

- Wednesday 28 March 2018 in Bruce Rock
- Wednesday 30 May 2018 in Kellerberrin
- Wednesday 25 July 2018 in Merredin
- Wednesday 26 September 2018 in Westonia
- Wednesday 28 November 2018 in Yilgarn (Southern Cross)
- Wednesday 6 February 2019 in Bruce Rock

It should be noted that the WE-ROC Council meeting scheduled for Wednesday 24 August 2018 meeting clashes with the LGMA National Congress to be held in Canberra on 20-24 August 2018.

The meeting has been set at this date because the Dowerin Field Day is the following week.

Consultation:	Nil
Financial Implications:	Nil
Voting Requirement:	Simple Majority

RECOMMENDATION:

That WE-ROC adopt the following meeting schedules for 2018 and for the first meetings of 2019:

WE-ROC Council 2018 Meeting Dates

- Wednesday 2 May 2018 in Kellerberrin
- Wednesday 27 June 2018 in Merredin
- Wednesday 22 August 2018 in Westonia
- Wednesday 24 October 2018 in Yilgarn (Southern Cross)
- Wednesday 27 February 2019 in Bruce Rock

WE-ROC Executive 2018 Meeting Dates

- Wednesday 28 March 2018 in Bruce Rock
- Wednesday 30 May 2018 in Kellerberrin
- Wednesday 25 July 2018 in Merredin
- Wednesday 26 September 2018 in Westonia
- Wednesday 28 November 2018 in Yilgarn (Southern Cross)
- Wednesday 6 February 2019 in Bruce Rock

RESOLUTION:

Moved: Cr Hooper

Seconded: Cr Strange

That WE-ROC adopt the following meeting schedules for 2018 and for the first meetings of 2019:

WE-ROC Council 2018 Meeting Dates

- **Wednesday 2 May 2018 in Kellerberrin**
- **Wednesday 27 June 2018 in Merredin**
- **Wednesday 22 August 2018 in Westonia**
- **Wednesday 24 October 2018 in Yilgarn (Southern Cross)**
- **Wednesday 27 February 2019 in Bruce Rock**

WE-ROC Executive 2018 Meeting Dates

- **Wednesday 28 March 2018 in Bruce Rock**
- **Wednesday 30 May 2018 in Kellerberrin**
- **Wednesday 25 July 2018 in Merredin**
- **Wednesday 26 September 2018 in Westonia**
- **Wednesday 28 November 2018 in Yilgarn (Southern Cross)**
- **Wednesday 6 February 2019 in Bruce Rock**

CARRIED

Helen Westcott returned to the meeting at 12.07pm

Grant Arthur entered the meeting at 12.07am

7. EMERGING ISSUES

Nil

8. OTHER MATTERS

Nil

9. FUTURE MEETINGS

WE-ROC Executive Wednesday 28 March 2018 in Bruce Rock

WE-ROC Council Wednesday 2 May 2018 in Kellerberrin

10. CLOSURE

There being no further business the Chair closed the meeting at 12.30pm.

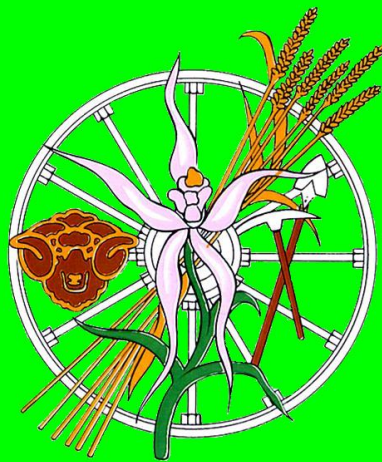
DECLARATION

These minutes were confirmed by the WE-ROC Council at the meeting held Wednesday 2 May 2018

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

Attachment 9.1.1

Shire of Westonia



Accounts for Payment

for period ending
31st March 2018

List of Accounts Due & Submitted to Council March 2017/18

Chq/EFT	Date	Name	Description	Amount	Bank
B/S	01/03/2018	FEE - BANK FEES	BANK FEES	-294.41	1
B/S	02/03/2018	Westnet	Internet provider fee	-66.00	1
DD1987.1	04/03/2018	WASUPER	Payroll deductions	-5680.15	1
DD1987.2	04/03/2018	MLC Masterkey	Superannuation contributions	-192.65	1
DD1987.3	04/03/2018	Australian Catholic Superannuation Retirement Fund	Superannuation contributions	-199.37	1
DD1987.4	04/03/2018	Sunsuper	Superannuation contributions	-70.97	1
B/S	06/03/2018	Payroll	Payroll Liability 04.03.2018	-27718.83	1
B/S	06/03/2018	Social Club	Payroll Liability 04.03.2018	-110.00	1
EFT2924	06/03/2018	Fleet Partners	Novated Lease Payment	-3193.46	1
B/S	12/03/2018	Bankwest Corporate Mastercard	Various Purchases	-1584.69	1
EFT2925	13/03/2018	Avon Waste	82 domestic bins, Cardboard & Mingle bins	-1201.22	1
EFT2926	13/03/2018	Copier Support	Meter Read Office printer	-1699.82	1
EFT2927	13/03/2018	Toll Ipec	Water test	-10.44	1
EFT2928	13/03/2018	Wheatbelt Country Supplies	Strainer posts, Wire, Struts, Roundup, Pipe, Hessian bags	-2121.45	1
EFT2929	13/03/2018	Ron Bateman & Co	Builders adhesive, fibre glass & retic fittings	-269.46	1
EFT2930	13/03/2018	Two Dogs Home Hardware	2 plastic lawn rakes	-26.98	1
EFT2931	13/03/2018	Tyreright Merredin	Puncture repair of light truck tyre & Strip, fit and dispose of 2 truck tyres	-104.50	1
EFT2932	13/03/2018	Merredin Refrigeration & Air Conditioning	Repairs to Fridge	-308.02	1
EFT2933	13/03/2018	Covs Parts	Wiper blade assembly kit x 2	-62.52	1
EFT2934	13/03/2018	Mukinbudin Plumbing & Gas Services	Annual testing of Standpipes and Repairs to Walgoolan Standpipe	-2172.71	1
EFT2935	13/03/2018	Liberty Oil rural Pty Ltd	8000lts Sulphur Diesel	-9832.00	1
EFT2936	13/03/2018	Ross's Diesel Service	Air filter, Air pressure switch and Radiator plug	-959.55	1
EFT2937	13/03/2018	Eastern Districts Panel Beaters	Sikatack window sealant	-22.00	1
EFT2938	13/03/2018	Westrac Pty Ltd	RHS Rear view mirror	-133.56	1
EFT2939	13/03/2018	Signs Etc	5 Shire work shirts	-232.93	1
EFT2940	13/03/2018	Mining Rehabilitation Services	Mobilisation and Wet Hire of Dozer Henderson Rd & Mobilisation Jefferys Pit	-9861.50	1
EFT2941	13/03/2018	Dylan Copeland	Provision of NRM and Vegetation Survey	-2040.08	1

Chq/EFT	Date	Name	Description	Amount	Bank
EFT2942	13/03/2018	Great Southern Fuel Supplies	Fuel Card Purchase	-157.75	1
EFT2943	13/03/2018	A.D. Engineering International	Quarterly 3G service	-89.10	1
EFT2944	13/03/2018	Westonia Co - operative	Admin refreshments, papers, cleaning, gas, batteries & Dr's Lunch	-1149.20	1
EFT2945	13/03/2018	IXOM Operations Pty Ltd	Packaging Chlorine	-253.71	1
EFT2946	13/03/2018	Moore Stephens	Financial Management - Manual Purchase	-1430.00	1
EFT2947	13/03/2018	Ampac Debit Recovery	Fees associated with debt recovery	-769.58	1
EFT2948	13/03/2018	Merredin Auto Electrics & Air Conditioning	1 x Century Battery	-341.00	1
EFT2949	13/03/2018	Department of Primary Industries and Regional Development	Restricted Chemical Permit	-38.50	1
3632	13/03/2018	TELSTRA CORPORATION LIMITED	Various Telstra accounts	-704.27	1
3633	13/03/2018	Synergy	Various buildings Power use	-10529.65	1
B/S	15/03/2018	TPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-1852.60	1
DD1996.1	18/03/2018	WASUPER	Payroll deductions	-5679.89	1
DD1996.2	18/03/2018	MLC Masterkey	Superannuation contributions	-192.07	1
DD1996.3	18/03/2018	Australian Catholic Superannuation Retirement Fund	Superannuation contributions	-199.37	1
DD1996.4	18/03/2018	Sunsuper	Superannuation contributions	-88.84	1
B/S	18/03/2018	Payroll	Payroll Liability 18.03.2018	-29144.56	1
B/S	18/03/2018	Social Club	Payroll Liability 18.03.2018	-110.00	1
EFT2950	22/03/2018	WALGA	WALGA Salary and Workforce Survey 2017-18	-1089.00	1
EFT2951	22/03/2018	AVN Northam Pty Ltd trading as Merredin Toyota	10,000km Service WTCOMMV	-288.00	1
EFT2952	22/03/2018	Ron Bateman & Co	Hose Fittings, O'Ring & Kleen Detergent	-537.57	1
EFT2953	22/03/2018	Two Dogs Home Hardware	Tripod Basic Center Point	-67.49	1
EFT2954	22/03/2018	Centek Constructions	Roof Maintance CEO House and School Doors	-6786.45	1
EFT2955	22/03/2018	Hutton and Northey Sales	Truck Batteries, Brake Booster Valve	-548.46	1
EFT2956	22/03/2018	Westonia Bowling/tennis Club's Bar Account	DRINKS MEDICAL STUDENTS COMMUNITY NIGHT	-665.50	1
EFT2957	22/03/2018	Great Southern Fuel Supplies	Premium Heavy Duty Grease	-253.97	1
EFT2958	22/03/2018	WCS Concrete Pty Ltd	Class 4 Concrete Pipes, Headwalls, Liner Extentions & Double Pipe Headwalls	-6565.90	1
EFT2959	22/03/2018	Howson Management	M40 TMP	-522.50	1
EFT2960	22/03/2018	Fairfax Media Publications Pty Limited	Merredin Directory	-726.00	1
3634	22/03/2018	Water Corporation	Water Charges	-41.85	1
3635	22/03/2018	TELSTRA CORPORATION LIMITED	Telstra phone Usage	-907.41	1

Chq/EFT	Date	Name	Description	Amount	Bank
755	27/03/2018	TSPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-11282.45	1
B/S	27/03/2018	2V Net it Solutions	Monthly Maintenance Monitoring	-578.95	1
BPAY	06/03/2018	ATO	BAS Liability February 2018	-6876.00	1
				<u>-\$ 160,636.86</u>	

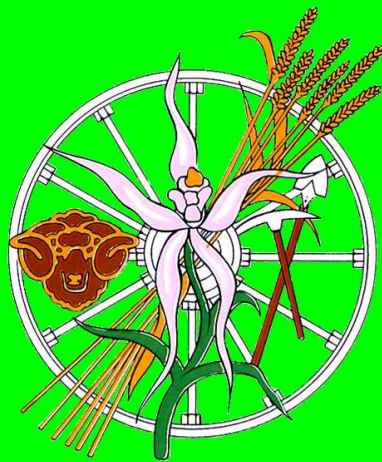
The above list of accounts has been paid under delegation, by the Chief Executive Officer, since the previous list of accounts. Municipal vouchers numbered from 3632 to 3635, and D/Debits from EFT2924 to EFT2960 (inclusive of Department for Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$160,636.86 submitted to each member of the Council on Thursday 19th April 2018, have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.



CHIEF EXECUTIVE OFFICER

Attachment 9.1.2

Shire of Westonia



Monthly Statement of Financial Activity

for period ending
31st March 2018

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

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

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

Key Information

Report Purpose

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

Overview

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

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 March 2018 of \$1,824,254.

Items of Significance

The material variance adopted by the Shire of Westonia for the 2016/17 year is \$10,000 or 15% whichever is the

Capital Expenditure

Infrastructure - Roads ▲ \$ 397,633 Construction jobs commencing,

Capital Revenue

Grants, Subsidies and Contributions ▲ \$308,399 1/12th timing - Road Grants
Proceeds from Disposal of Assets ▲ \$66,098 journals required

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
Buildings	-56%	-\$ 89,903	\$ 69,425	\$ 50,349
Furniture & Office Equip.	-60%	-\$ 7,500	\$ 7,500	\$ 4,482
Plant, Equip. & Vehicles	-24%	-\$ 518,500	\$ 138,744	\$ 126,233
Streetscapes	#DIV/0!	\$ -	\$ -	\$ -
Transport	-30%	-\$ 1,171,000	\$ 746,952	\$ 349,319
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	77%	\$ 728,177	\$ 485,451	\$ 562,486
Non-operating Grants, Subsidies and Contributions	63%	\$ 850,124	\$ 723,479	\$ 531,887
	69%	\$ 1,578,301	\$ 1,208,930	\$ 1,094,373
Rates Levied	100%	\$ 897,920	\$ 897,920	\$ 896,966

% Compares current ytd actuals to annual budget

Financial Position		This Time Last	
		Year 30 Mar 2017	Current 31 Mar 2018
Adjusted Net Current Assets	210%	\$ 573,138	\$ 1,201,872
Cash and Equivalent - Unrestricted	232%	\$ 487,006	\$ 1,130,334
Cash and Equivalent - Restricted	84%	\$ 666,156	\$ 561,753
Receivables - Rates	63%	\$ 17,825	\$ 11,214
Receivables - Other	12%	\$ 163,194	\$ 19,819
Payables	37%	\$ 22,480	\$ 8,373

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

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

Preparation

Prepared by: Kay Geier



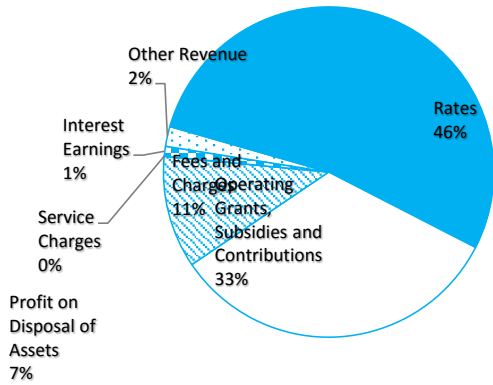
Reviewed by: Jamie Criddle



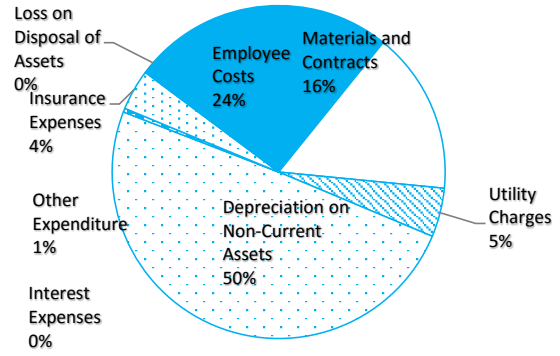
Date prepared:

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

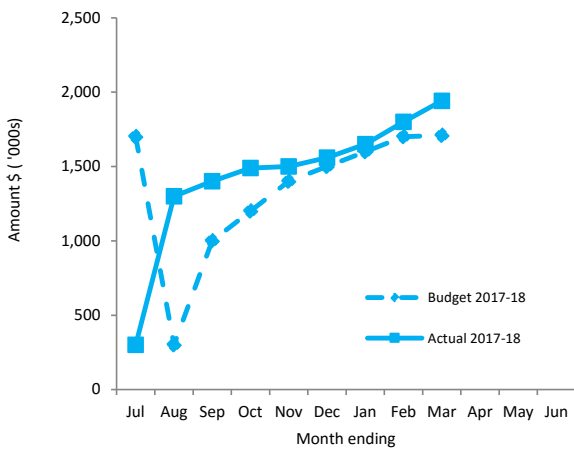
Operating Revenue



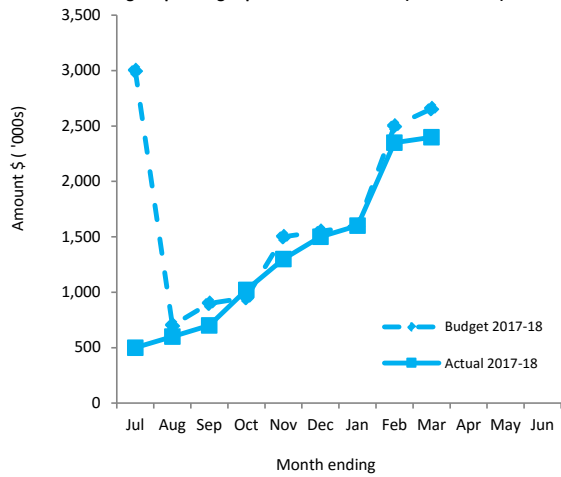
Operating Expenditure



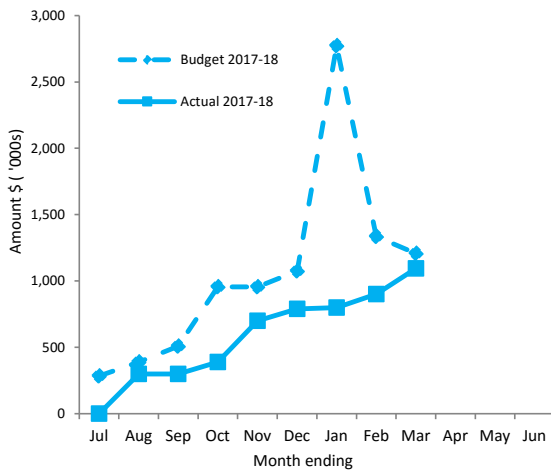
Budget Operating Revenues -v- Actual (Refer Note 2)



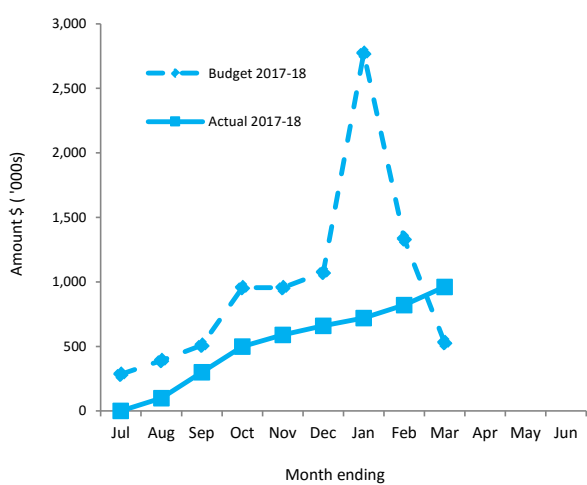
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



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 31 March 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	881,536	881,536	881,536	0	0%	
Revenue from operating activities							
Governance		2,150	1,614	2,013	399	25%	
General Purpose Funding - Rates	9	892,294	897,920	896,966	(955)	(0%)	
General Purpose Funding - Other		1,206,256	445,856	458,370	12,514	3%	
Law, Order and Public Safety		38,450	26,114	37,401	11,287	43%	▲
Health		2,000	1,500	1,400	(100)	(7%)	
Education and Welfare		0	369	21,231	20,862	5654%	▲
Housing		192,980	128,412	114,670	(13,742)	(11%)	▼
Community Amenities		9,900	9,525	8,412	(1,113)	(12%)	
Recreation and Culture		41,800	42,335	70,020	27,685	65%	▲
Transport		115,109	68,000	172,528	104,528	154%	▲
Economic Services		50,117	40,095	60,246	20,151	50%	▲
Other Property and Services		62,100	47,601	99,613	52,012	109%	▲
		2,613,156	1,709,341	1,942,869			
Expenditure from operating activities							
Governance		(316,113)	(231,265)	(199,820)	31,445	14%	▲
General Purpose Funding		(42,500)	(30,177)	(28,211)	1,966	7%	▲
Law, Order and Public Safety		(49,610)	(45,549)	(66,302)	(20,753)	(46%)	▼
Health		(27,440)	(25,134)	(18,946)	6,188	25%	▲
Education and Welfare		(37,943)	(27,077)	(26,514)	563	2%	
Housing		(180,162)	(121,040)	(90,462)	30,578	25%	▲
Community Amenities		(105,912)	(65,628)	(69,490)	(3,862)	(6%)	
Recreation and Culture		(575,286)	(510,004)	(518,051)	(8,047)	(2%)	
Transport		(3,093,873)	(1,345,710)	(1,160,931)	184,779	14%	▲
Economic Services		(305,666)	(244,614)	(235,711)	8,903	4%	
Other Property and Services		(53,850)	(9,928)	15,886	25,814	260%	▲
		(4,788,355)	(2,656,126)	(2,398,552)			
Operating activities excluded from budget							
Add back Depreciation		2,998,140	1,387,605	1,188,953	(198,652)	(14%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	(152,200)	0	134,982	134,982		▲
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		670,741	440,820	868,252			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	1,057,083	223,488	531,887	308,399	138%	▲
Proceeds from Disposal of Assets	8	322,000	0	66,098	66,098		▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(89,903)	(69,425)	(50,349)	19,076	27%	▲
Infrastructure Assets - Roads	13	(1,171,000)	(746,952)	(349,319)	397,633	53%	▲
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(518,500)	(138,744)	(126,233)	12,511	9%	▲
Furniture and Equipment	13	(7,500)	(7,500)	(4,482)	3,018	40%	▲
Amount attributable to investing activities		(407,820)	(739,133)	67,601			
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	(50,000)	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(67,896)	(67,896)	(48,914)	18,982	28%	▲
Transfer to Reserves	7	(65,100)	(65,100)	55,779	120,879	186%	▲
Amount attributable to financing activities		(182,996)	(132,996)	6,865			
Closing Funding Surplus(Deficit)	3	961,461	450,227	1,824,254			

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

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

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

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	881,536	881,536	881,536	0	0%	
Revenue from operating activities							
Rates	9	897,920	897,920	896,966	(955)	(0%)	
Operating Grants, Subsidies and Contributions	11	1,398,609	557,486	640,712	83,226	15%	▲
Fees and Charges		264,730	200,793	213,588	12,795	6%	▲
Service Charges		0	0	0	0		
Interest Earnings		24,400	18,800	18,896	96	1%	
Other Revenue		45,958	34,342	37,724	3,382	10%	
Profit on Disposal of Assets	8	0	0	134,982			
		2,631,617	1,709,341	1,942,868			
Expenditure from operating activities							
Employee Costs		(680,450)	(682,863)	(585,717)	97,146	14%	▲
Materials and Contracts		(639,181)	(346,889)	(377,711)	(30,822)	(9%)	▼
Utility Charges		(145,990)	(107,524)	(113,969)	(6,445)	(6%)	▼
Depreciation on Non-Current Assets		(2,998,140)	(1,387,605)	(1,188,953)	198,652	14%	▲
Interest Expenses		(19,993)	(12,398)	(8,926)	3,472	28%	▲
Insurance Expenses		(102,028)	(87,972)	(95,044)	(7,072)	(8%)	▼
Other Expenditure		(50,373)	(30,875)	(28,230)	2,645	9%	▲
Loss on Disposal of Assets	8	(152,200)	0	0			
		(4,788,355)	(2,656,126)	(2,398,551)			
Operating activities excluded from budget							
Add back Depreciation		2,998,140	1,387,605	1,188,953	(198,652)	(14%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	(152,200)	0	134,982	134,982		▲
Adjust Provisions and Accruals			0	0	0		
Amount attributable to operating activities		689,202	440,820	868,252			
Investing activities							
Non-operating Grants, Subsidies and Contributions	11	1,057,083	223,488	531,887	308,399	138%	▲
Proceeds from Disposal of Assets	8	322,000		66,098	66,098		▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(89,903)	(69,425)	(50,349)	19,076	27%	▲
Infrastructure Assets - Roads	13	(1,171,000)	(746,952)	(349,319)	397,633	53%	▲
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(518,500)	(138,744)	(126,233)	12,511	9%	▲
Furniture and Equipment	13	(7,500)	(7,500)	(4,482)	3,018	40%	▲
Amount attributable to investing activities		(407,820)	(739,133)	67,601			
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	(50,000)	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(67,896)	(67,896)	(48,914)	18,982	28%	▲
Transfer to Reserves	7	(65,100)	(65,100)	55,779	120,879	186%	▲
Amount attributable to financing activities		(182,996)	(132,996)	6,865			
Closing Funding Surplus (Deficit)	3	979,922	450,227	1,824,254	1,374,027	305%	▲

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

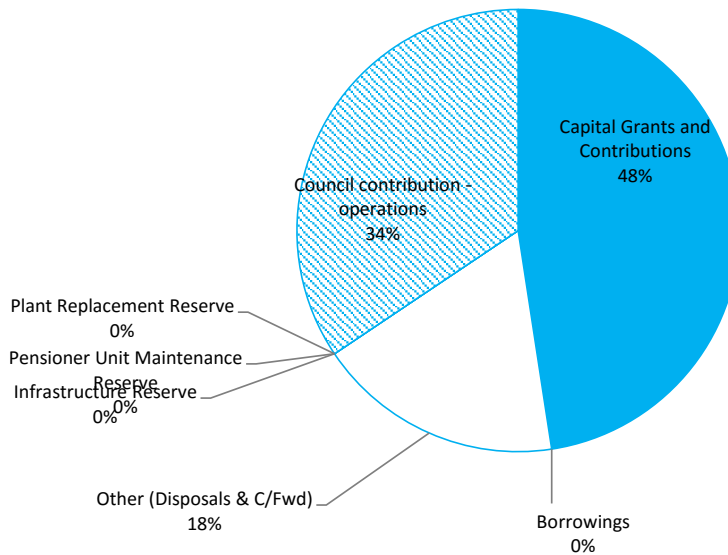
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

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

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	50,349	0	(69,425)	89,903	(50,349)	19,076
Infrastructure Assets - Roads	13	349,319	0	(746,952)	1,171,000	(349,319)	397,633
Infrastructure Assets - Footpaths	13	0	0	0	0	0	0
Plant and Equipment	13	10,980	115,253	(138,744)	518,500	(126,233)	12,511
Furniture and Equipment	13	4,482	0	(7,500)	7,500	(4,482)	3,018
Capital Expenditure Totals		415,131	115,253	(962,621)	1,786,903	(530,384)	432,237
Capital acquisitions funded by:							
Capital Grants and Contributions				723,479	850,102	531,887	
Borrowings				0	0	0	
Other (Disposals & C/Fwd)				0	322,000	66,098	
Council contribution - Cash Backed Reserves							
Infrastructure Reserve				0	0	0	
Pensioner Unit Maintenance Reserve				0	0	0	
Plant Replacement Reserve				0	0	0	
Council contribution - operations				(1,686,100)	614,801	(1,128,369)	
Capital Funding Total				(962,621)	1,786,903	(530,384)	

Budgeted Capital Acquisitions Funding



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

Note 1: Significant Accounting Policies

(a) Basis of Accounting

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

Critical Accounting Estimates

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

(b) The Local Government Reporting Entity

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

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

(g) Trade and Other Receivables

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

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

(h) Inventories

General

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

Land Held for Resale

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

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

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

Note 1: Significant Accounting Policies

(j) Depreciation of Non-Current Assets

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

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

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

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

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

Borrowing Costs

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

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

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

Note 1: Significant Accounting Policies

(o) Current and Non-Current Classification

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

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

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

Note 1: Significant Accounting Policies

(r) Program Classifications (Function/Activity)

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE

Objective:

To provide a decision making process for the efficient allocation of scarce resources.

Activities:

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

Objective:

To collect revenue to allow for the provision of services.

Activities:

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Objective:

To provide services to help ensure a safer and environmentally conscious community.

Activities:

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

Objective:

To provide an operational framework for environmental and community health.

Activities:

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

EDUCATION AND WELFARE

Objective:

To provide services to disadvantaged persons, the elderly, children and youth.

Activities:

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

HOUSING

Objective:

To provide and maintain elderly residents housing.

Activities:

Provision and maintenance of elderly residents housing.

COMMUNITY AMENITIES

Objective:

To provide services required by the community.

Activities:

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

RECREATION AND CULTURE

Objective:

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

Activities:

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

TRANSPORT

Objective:

To provide safe, effective and efficient transport services to the community.

Activities:

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

ECONOMIC SERVICES

Objective:

To help promote the shire and its economic wellbeing.

Activities:

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.

OTHER PROPERTY AND SERVICES

Objective:

To monitor and control Shire overheads operating accounts.

Activities:

Private works operation, plant repair and operation costs and engineering operation costs.

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

Note 2: Explanation of Material Variances

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

The material variance adopted by Council for the 2016/17 year is \$10,000 or 15% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	399	25%		Timing	N/a
Housing	(13,742)	(11%)	▼	Timing	Rents over due to timing, see general comments
Community Amenities	(1,113)	(12%)		Timing	see general comments
Recreation and Culture	27,685	65%	▲	Timing	S/Pool subsidy Received - yet to be sent to reserve
Transport	104,528	154%	▲	Timing	1/12th timing Grant Income recoups done in advance
Economic Services	20,151	50%	▲	Timing	increase in Caravan Pk charges, received grant for school
Other Property and Services	52,012	109%	▲	Timing	Increased Diesel Fuel rebate, incorrectly calc 15/16 Increased Private Works
Operating Expense					
General Purpose Funding	1,966	7%	▲	Timing	Depn, valuations at end of year, see general comments
Law, Order and Public Safety	(20,753)	(46%)	▼	Timing	underspend in bushfire to date, see general comments
Health	6,188	25%	▲	Timing	No exp to EHO, see general comments
Housing	30,578	25%	▲	Timing	Underspend staff housing, timing, see general comments
Community Amenities	(3,862)	(6%)		Timing	No Seniors activities yet, underspend @ school
Recreation and Culture	(8,047)	(2%)		Timing	Underspend complex, oval, parks, WPA payment required, See General comments
Transport	184,779	14%	▲	Timing	Underspend on roadworks , Blackspot not commenced, timing, see general Comments
Economic Services	8,903	4%		Timing	Underspend NRM, see general comments
Other Property and Services	25,814	260%	▲	Timing	timing - Oheads, POC , Admin Alloc over Allocated, Insurance in advance, Parts - Iveco, see general comments
Capital Revenues					
Grants, Subsidies and Contributions	308,399	138%	▲	Timing	1/12th timing - Road Grants require recouping
Proceeds from Disposal of Assets	66,098		▲	Permanent	journals required
Capital Expenses					
Land and Buildings	19,076	27%	▲	Timing	Projects Not started, CEACA Exp not required yet
Infrastructure - Roads	397,633	53%	▲	Timing	Construction jobs commencing, Will catch up
Infrastructure - Public Facilities	0			Timing	N/a
Infrastructure - Footpaths	0			Timing	N/a
Infrastructure - Drainage	0			Timing	N/a
Heritage Assets	0			Timing	N/a
Plant and Equipment	12,511	9%	▲	Timing	Plant not Purchased yet
Furniture and Equipment	3,018	40%	▲	Timing	F & E not purchased yet
Financing					
Loan Principal	18,982	28%	▲	Timing	Loan payment effected in subsequent month
General Comments					ABC allocation not done for Sept,Oct, Nov Depreciation not applied for 16/17 due to EOY sorting O'heads, POC rates need adjusting - over allocated

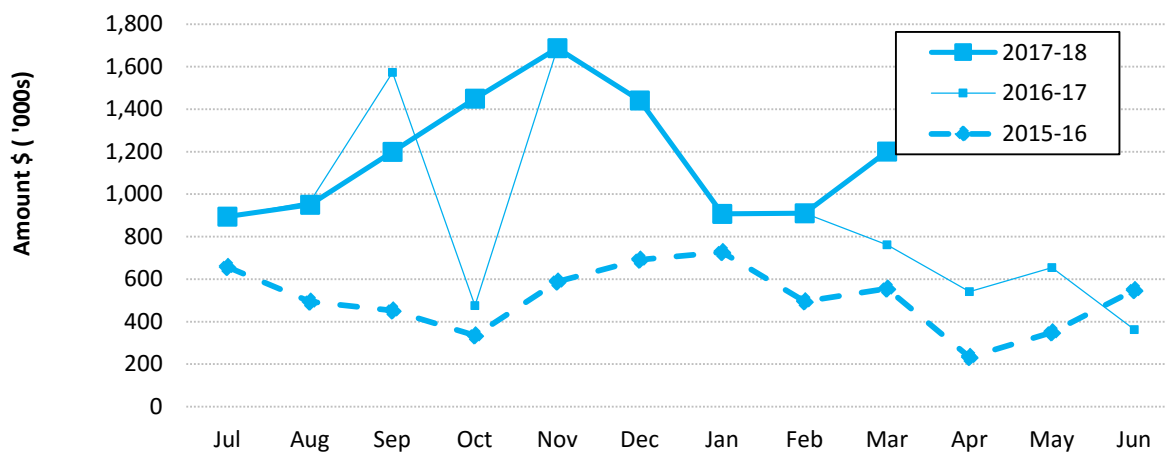
SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2017	30 Mar 2017	31 Mar 2018
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	879,310	487,006	1,130,334
Cash Restricted - Conditions over Grants	11	0	0	0
Cash Restricted	4	617,534	666,156	561,753
Receivables - Rates	6	13,241	17,825	11,214
Receivables - Other	6	95,217	163,194	19,819
Interest / ATO Receivable/Trust		(1,172)	(1,341)	0
Inventories		7,964	18,125	139,424
		1,612,094	1,350,965	1,862,544
Less: Current Liabilities				
Payables		(22,480)	(3,950)	(8,373)
Provisions		(90,546)	(107,721)	(90,546)
		(113,026)	(111,671)	(98,919)
Less: Cash Reserves	7	(617,532)	(666,156)	(561,753)
Net Current Funding Position		881,536	573,138	1,201,872

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

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

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	1,130,334			1,130,334	BankWest	0.10%	At Call
Trust Bank Account			73,769	73,769	Westpac	0.10%	At Call
Cash On Hand				0	N/A	Nil	On Hand
(b) Term Deposits							
Municipal Gold		561,753		561,753	CBA	3.00%	23-Jun-18
Total	1,130,334	561,753	73,769	1,765,856			

Corporate MasterCard

Transaction Summary	Total Amount	Institution	Interest Rate	Reporting Period End Date
	\$			
Card # **** *270				
Criddle, Jameon C		Bankwest	17.99%	31-Mar-18
Activ8 Data office	156.50			
Activ8 Data Staff houses	313.00			
Kettle for Office	97.50			
150m Auger	104.00			
Stihl Carbureta	89.97			
Death notice, B Barnett	100.20			
Cookware set complex	149.00			
Appartus Licence Renewal ACMA	199.00			
Supa IGA requirements school	84.85			
Flowers, Stacey	68.50			
Card # **** *693				
Price, Arthur W		Bankwest	17.99%	31-Mar-18
Diesel Purchases	146.62			
BBQ Gas Knobs	15.60			
Panasonic Phone	59.95			
	1,584.69			

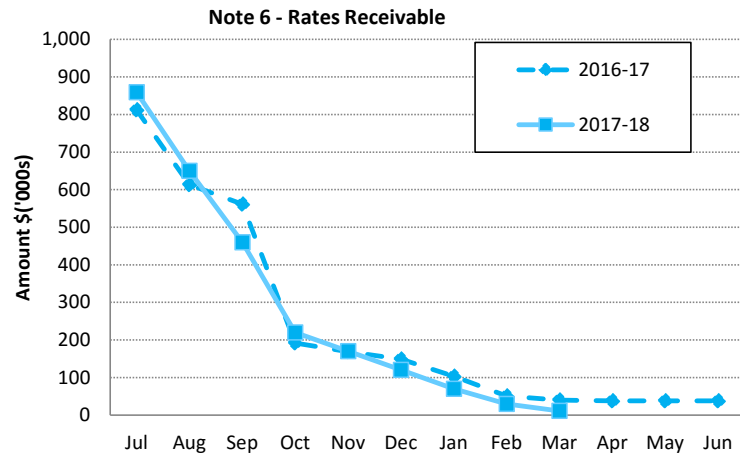
SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 6: Receivables

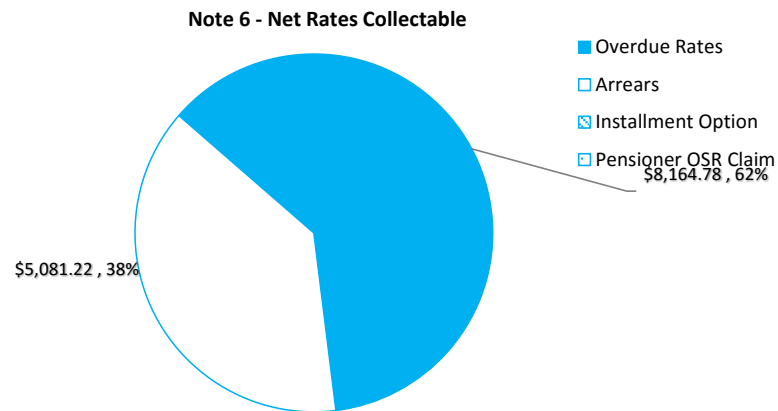
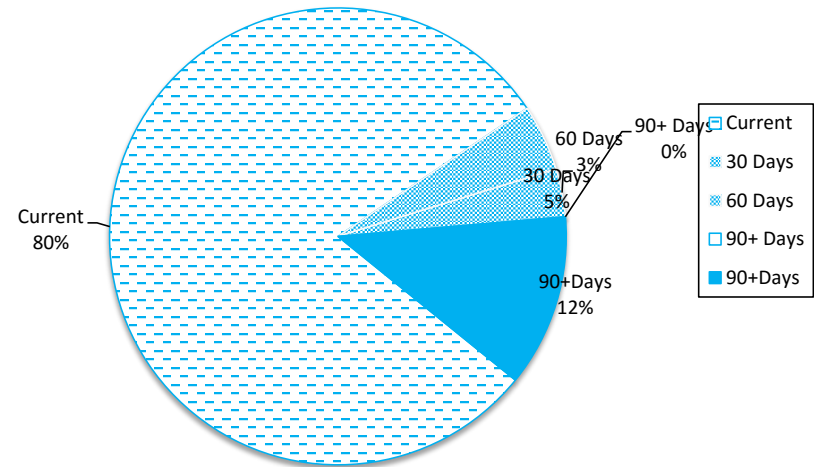
Receivables - Rates Receivable	31 Mar 2018	30 June 2017
	\$	\$
Opening Arrears Previous Years	12,031	37,862
Levied this year	892,294	850,200
<u>Less</u> Collections to date	(893,111)	(876,031)
Equals Current Outstanding	11,214	12,031
Net Rates Collectable	11,214	12,031
% Collected	98.76%	98.65%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	15,795	932	673		2,419
Balance per Trial Balance					
Sundry Debtors					19,819
Receivables - Other					
Total Receivables General Outstanding					19,819

Amounts shown above include GST (where applicable)



Note 6 - Accounts Receivable (non-rates)

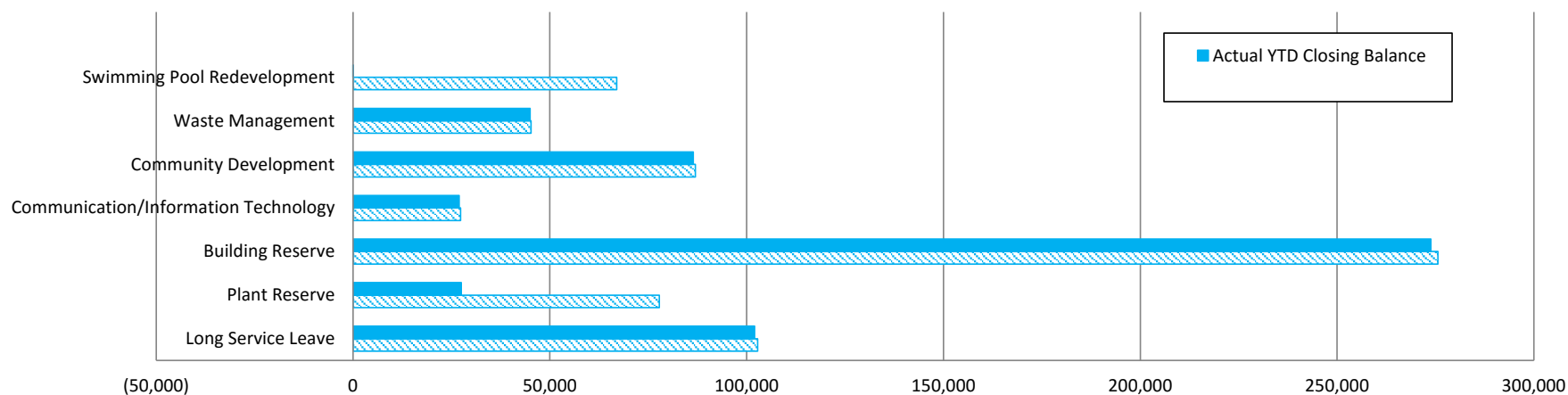


SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 7: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave	100,285	2,500	1,752	0	0	0	0	102,785	102,037
Plant Reserve	27,015	800	486	50,000	0	0	0	77,815	27,501
Building Reserve	269,114	6,500	4,724	0	0	0	0	275,614	273,838
Communication/Information Technology	26,487	800	462	0	0	0	0	27,287	26,949
Community Development	84,971	2,000	1,486	0	0	0	0	86,971	86,457
Waste Management	44,205	1,000	772	0	0	0	0	45,205	44,977
Swimming Pool Redevelopment	65,455	1,500	(65,461)	0	0	0	0	66,955	(6)
	617,532	15,100	(55,779)	50,000	0	0	0	682,632	561,753

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



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

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Transport								
452	Work Supervisors Vehicle	49,994	50,644	650		54,000	52,000		(2,000)
471	Work Supervisors Vehicle					54,000	52,000		(2,000)
	Hoyota Hilux Dual Cab -04WT					42,000	28,000		(14,000)
455	Gardners Ute	21,733	15,454		(6,279)	26,000	13,000		(13,000)
	Plant Trailer					9,000	0		(9,000)
	Roller					164,000	15,000		(149,000)
	Other Property & Services								
	Toyota Landcruiser GXL					68,500	71,000	2,500	
	Toyota Landcruiser GXL					68,500	71,000	2,500	
	Toyota RAV4 -02WT					32,500	20,000		(12,500)
		71,727	66,098	650	(6,279)	518,500	322,000	5,000	(201,500)

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

Note 9: Rating Information

RATE TYPE	Rate in	Number of Properties	Rateable Value	YTD Actual			Amended Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	6.0690	47	678,535	41,180	0	0	41,181	36,427	0	0	36,428
GRV - Mining	15.2548	2	1,591,500	242,780	0	0	242,780	231,178	0	0	231,178
UV	1.4049	132	42,200,440	592,874	0	0	592,874	563,880	0	0	563,880
UV- Mining	1.4049	4	102,057	1,434	0	0	1,434	2,159	0	0	2,159
Sub-Totals		185	44,572,532	878,268	0	0	878,269	833,644	0	0	833,645
Minimum Payment	\$										
GRV	355.00	17	33,057	6,035	0	0	6,035	8,165	0	0	8,165
UV	355.00	18	211,260	6,390	0	0	6,390	6,390	0	0	6,390
UV - Mining	200.00	8	35,468	1,600	0	0	1,600	2,000	0	0	2,000
Sub-Totals		43	279,785	14,025	0	0	14,025	16,555	0	0	16,555
		228	44,852,317	892,293	0	0	892,294	850,199	0	0	850,200
Concession							0				0
Amount from General Rates							892,294				850,200
Ex-Gratia Rates							0				4,850
Specified Area Rates											
Totals							892,294				855,050

Comments - Rating Information

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

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2017	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
			\$	\$	\$	\$	\$	\$
Loan 5 - Lifestyle Village	183,482		28,304	43,128	183,482		5,819	10,742
Loan 4 - Depot	24,398		11,979	18,297	24,398		899	0
Loan 6 - School Bus *	37,908		8,631	6,471	37,908		2,208	1,656
	62,306	0	48,914	67,896	245,788	0	8,926	12,398

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

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

Note 11: Grants and Contributions

	Grant Provider	Type	Opening	Amended Budget		YTD	Annual	Post	Expected	YTD Actual		Unspent
			Balance	Operating	Capital	Budget	Variations	(d)+(e)		Revenue	(Expended)	Grant
			(a)	\$	\$	\$	(d)	(e)			(a)+(b)+(c)	
									\$	\$	\$	
General Purpose Funding												
Grants Commission - General	WALGGC	Operating	0	346,853	0	231,235	346,853		346,853	266,733	0	0
Grants Commission - Roads	WALGGC	Operating	0	212,824	0	141,883	212,824		212,824	171,354	0	0
Law, Order and Public Safety												
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating	0	25,000	0	16,667	25,000		25,000	11,660	0	0
Evolution MOU Emergency Services	Evolution Mining	Operating	0	13,500	0	9,000	13,500		13,500	6,818	0	0
Recreation and Culture												
Contributions/Rembursements	Contributions/Rembursements	Operating	0	2,000	0	1,333	2,000		2,000	2,013	0	0
Transport												
MRWA Direct	Main Roads WA	Operating	0	68,000	0	45,333	68,000		68,000	67,546	0	0
MRWA Specific	Main Roads WA	Non-operating	0	0	278,000	185,333	278,000		278,000	111,200	(111,200)	0
MRWA Blackspot	Main Roads WA	Non-operating	0	0	107,500	71,667	107,500		107,500	0	0	0
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	466,479	466,479	466,479		466,479	420,687	(420,687)	0
Economic Services												
Evolution MOU 33%	Evolution Mining	Operating	0	20,000	0	13,333	20,000		20,000	12,000	0	0
Evolution MOU WAP 67%	Evolution Mining	Operating	0	40,000	0	26,667	40,000		40,000	24,363	0	0
TOTALS			0	728,177	851,979	1,208,930	1,580,156	0	1,580,156	1,094,373	(531,887)	0
SUMMARY												
Operating	Operating Grants, Subsidies and Contributions		0	728,177	0	485,451	728,177	0	728,177	562,486	0	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	850,124	723,479	850,102	0	850,102	531,887	(531,887)	0
TOTALS			0	728,177	850,124	1,208,930	1,578,279	0	1,578,279	1,094,373	(531,887)	0

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










Note 12: Trust Fund

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

Description	Opening Balance 01 Jul 2017	Amount Received	Amount Paid	Closing Balance 31 Mar 2018
	\$	\$	\$	\$
Police Licensing	1,604	102,894	-109,047	(4,549)
BCITF Training Levy - Now CTF Levy	1,319	0	0	1,319
BRB Building Levy - Now BSL Levy	937	123	-427	633
Nomination Deposits	0	320	-320	0
Bonds	2,420	0	0	2,420
George Rd Water Extensions	20,545	0	0	20,545
St John's Westonia	2,047	0	0	2,047
Westonia Sports Council	122	0	0	122
Westonia Progress Association	3,135	0	0	3,135
Accommodation Units	2,900	0	0	2,900
WEIRA - Booderockin Water Scheme	646	0	0	646
Warralakin Hall	1,700	0	0	1,700
Social Club	10,921	1,930	-10,529	2,322
Walgoolan History Group	12,065	0	0	12,065
Community Project	1,000	0	0	1,000
Rural Youth	4,636	0	0	4,636
Westonia P & C	909	0	0	909
LGMA - Receipts	5,382	0	0	5,382
Donations J Townrow	0	6,542	-6,539	3
Rates Incentive Prize	1,050	200	-750	500
Rent Pre Payment	835	0	0	835
Westonia Historical Society	5,784	2,000	0	7,784
Cemetery Committee	3,000	16,150	-8,349	10,801
	82,957	130,159	(135,961)	77,155
















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

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 <i>Level of completion indicator, please see table at the end of this note for further detail.</i>								
Buildings								
Housing								
	Solar	09232	10,066	0	10,066	(8,000)	8,000	2,066
	Principal Loan #5	16114	28,304	0	28,304	(57,504)	43,128	(14,824)
	Housing Total		38,370	0	38,370	(65,504)	51,128	(12,758)
Transport								
	Principal Loan #4	16113	11,979	0	11,979	(24,399)	18,297	(6,318)
	Transport Total		11,979	0	11,979	(24,399)	18,297	(6,318)
	Buildings Total		50,349	0	50,349	(89,903)	69,425	(19,076)
Furniture & Office Equip.								
Governance								
	School Building	08203	4,482	0	4,482	(7,500)	7,500	(3,018)
	Governance Total		4,482	0	4,482	(7,500)	7,500	(3,018)
	Furniture & Office Equip. Total		4,482	0	4,482	(7,500)	7,500	(3,018)
Plant , Equip. & Vehicles								
Governance								
	CEO Vehicle Replacement	14520	0	0	0	(137,000)	0	0
	Administration Vehicle	14523	0	0	0	(32,500)	0	0
	Governance Total		0	0	0	(169,500)	0	0














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

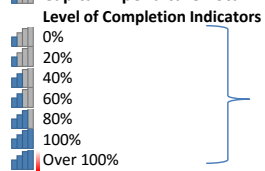
Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment	
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance		
		\$	\$	\$	\$	\$	\$		
Plant , Equip. & Vehicles Cont.									
Transport									
	Works Supervisor Vehicle Replacement	14213	0	52,645	52,645	(108,000)	81,000	(28,355)	
	Trailer Plant	PLTRAI	10,980	10,980	21,960	(9,000)	6,750	15,210	
	Muli Tyred Roller	MINI	0	0	0	(164,000)	0	0	
	CrewCab Ute	04WT	0	41,865	41,865	(42,000)	31,500	10,365	
	Hilux Gardner Ute	WT06	0	9,763	9,763	(26,000)	19,494	(9,731)	
	Transport Total		10,980	115,253	126,233	(349,000)	138,744	(12,511)	
	Plant , Equip. & Vehicles Total		10,980	115,253	126,233	(518,500)	138,744	(12,511)	
Roads (Council Funded)									
Transport									
	Leach Road Shoulders -CAPITAL	C0022	0	0	0	(37,000)	0	0	
	Warralakin Road - CAPITAL	C0084	8,280	0	8,280	(31,000)	23,247	(14,967)	
	Morrison Rd - CAPITAL	C0050	35,202	0	35,202	(41,000)	30,750	4,452	
	Townsite Drainage - CAPITAL	DRAIN	0	0	0	(10,000)	7,497	(7,497)	
	Begley Rd Floodway - CAPITAL	C0010	25,729	0	25,729	(16,000)	11,997	13,732	
	Transport Total		69,212	0	69,212	(135,000)	73,491	(4,279)	
	Roads (Council Funded) Total		69,212	0	69,212	(135,000)	73,491	(4,279)	
Roads (MRWA)									
Transport									
	Korrda-Southern Cross Rd (M40) Reconstruction	RRG91C	65,764	0	65,764	(263,000)	197,244	(131,480)	
	Korrda-Southern Cross Rd (M40) Reseals	RRG91R	0	0	0	(154,000)	115,497	(115,497)	
	Transport Total		65,764	0	65,764	(417,000)	312,741	(246,977)	
	Roads (MRWA) Total		65,764	0	65,764	(417,000)	312,741	(246,977)	

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

Note 13: Capital Acquisitions

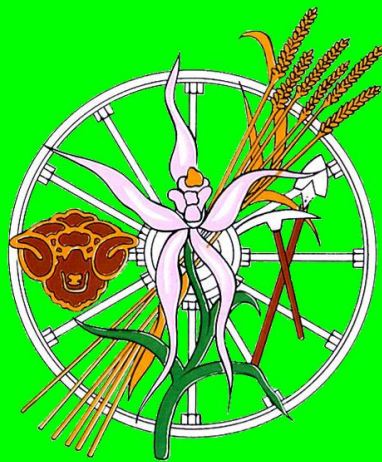
Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Roads (Blackspot)								
Transport								
	Carrabin Siding Road Stage 2	BSPLM	0	0	0	(160,000)	119,997	(119,997)
	Transport Total		0	0	0	(160,000)	119,997	(119,997)
	Roads (Blackspot) Total		0	0	0	(160,000)	119,997	(119,997)
Town (R2R)								
Transport								
	Warrachpin Rd	R2R005	67,551	0	67,551	(64,000)	47,997	19,554
	Henderson Rd	R2R22	35,162	0	35,162	(95,000)	71,244	(36,082)
	Farinia Rd	R2R34	47,183	0	47,183	(45,000)	33,750	13,433
	Logan Rd	R2R41	44,954	0	44,954	(43,000)	32,247	12,707
	Carrabin South Rd	R2R2	0	0	0	(46,000)	0	0
	6 Mile Gate Rd	R2R08	0	0	0	(23,000)	17,244	(17,244)
	M40 Shoulders	R2R21	0	0	0	(92,000)	0	0
	Daddow Rd	R2R12	0	0	0	(32,000)	23,994	(23,994)
	Begley Rd	R2R10	19,495	0	19,495	(19,000)	14,247	5,248
	Transport Total		214,344	0	214,344	(459,000)	240,723	(26,379)
	Town (R2R) Total		214,344	0	214,344	(459,000)	240,723	(26,379)
	Capital Expenditure Total		415,131	115,253	530,384	(1,786,903)	962,621	(432,237)



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

Attachment 9.1.3

Shire of Westonia



GST Reconciliation Report

for period ending
31st April 2018

SHIRE OF WESTONIA BAS EXTRACT - 30 JUNE 2018



ABN:	87 507 505 958
Business Activity Statement:	Mar-18
Period/Year end:	2017/2018

Name	Kay Geier
Position	Senior Finance Officer
Date	13/04/2018

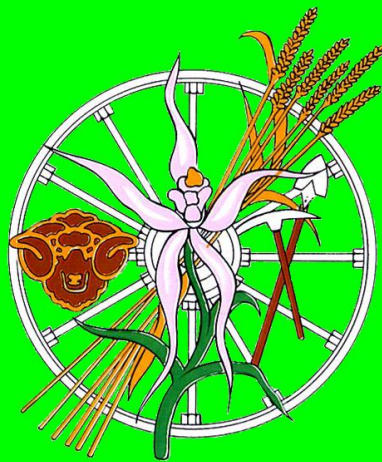
Month	GST			Fuel Tax Credit <i>*1144040.170</i>	PAYG <i>*1406010</i>	FBT Instalment <i>*1142210 & 1145090</i>	Nett Payment /(Refund)
	On Sales (collected) <i>*1405000</i>	On Purchases (paid) <i>*1304000</i>	Nett GST Payable / (Receivable)				
Jul-17	1,782.00	382.00	1,400.00	(1,523.00)	14,805.00	0.00	14,682.00
Aug-17	13,430.00	20,347.00	(6,917.00)	(3,261.00)	15,672.00	0.00	5,494.00
Sep-17	2,317.00	12,462.00	(10,145.00)	(2,898.00)	14,953.00	4,349.00	6,259.00
Oct-17	4,014.00	13,753.00	(9,739.00)	(2,645.00)	22,625.00	0.00	10,241.00
Nov-17	1,868.00	26,023.00	(24,155.00)	(2,275.00)	15,218.00	0.00	(11,212.00)
Dec-17	3,375.00	12,507.00	(9,132.00)	(2,033.00)	16,420.00	4,271.00	9,526.00
Jan-18	3,294.00	3,964.00	(670.00)	(693.00)	15,368.00	0.00	14,005.00
Feb-18	4,178.00	9,812.00	(5,634.00)	(2,322.00)	14,832.00	0.00	6,876.00
Mar-18	1,763.00	8,110.00	(6,347.00)	(1,332.00)	16,108.00	4,271.00	12,700.00
Apr-18			0.00			0.00	0.00
May-18			0.00			0.00	0.00
Jun-18			0.00			0.00	0.00
Total	36,021.00	107,360.00	(71,339.00)	(18,982.00)	146,001.00	12,891.00	68,571.00

A - B = C (Net GST)

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

Attachment 9.1.5

Shire of Westonia



WALGA AGM VOTING DELEGATES

WA LOCAL GOVERNMENT CONVENTION 2018

WEDNESDAY, 1 AUGUST TO FRIDAY, 3 AUGUST

**READY &
RELEVANT**

The Convention will be held at the Perth Convention and Exhibition Centre (PCEC)
from Wednesday, 1 August to Friday, 3 August 2018

Under the theme **Ready and Relevant**, the 2018 WA Local Government Convention will once again bring together several hundred senior Local Government Council representatives from across the State.

Wednesday, 1 August

9:30am - 12:30pm State and Local Government Forum

1:30pm - 5:00pm AGM

5:00pm - 6:30pm Opening Welcome Reception

Thursday, 2 August

9:00am - 5:00pm Conference Sessions

7:00pm - 10:30pm Gala Dinner

Friday, 3 August

8:00am - 9:15am Convention Breakfast

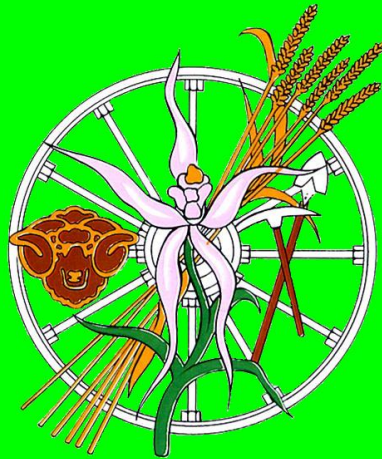
9:30am - 3:30pm Conference Sessions

Entries in the Banners in the Terrace Competition will be displayed along St Georges and Adelaide Terraces from Sunday, 22 July – Saturday, 4 August.

For further information, please contact Ulla Prill, Marketing and Events Officer on (08) 9213 2043 or email uprill@walga.asn.au.

Attachment 9.1.6

Shire of Westonia



CHIEF EXECUTIVE OFFICER REVIEW PROCESS



Shire of Westonia

EVALUATING THE PERFORMANCE OF THE CHIEF EXECUTIVE OFFICER

As per the requirements of section 5.38 of the Local Government Act 1995 and condition 5.2.1 of the employment contract of the Chief Executive Officer, a performance review is required to review the performance of the CEO at least once each year.

Councillors have agreed on a set of criteria which are taken from the Key Result Area's (KRA) as listed in appendix 2 the Chief Executive Officer's Contract and involve the following:

- Leadership
- Councillor Relations
- External Relations, including customers and stakeholders
- Organisation Management
- Planning
- Financial Management.

Conducting the Evaluation

Individual Councillors to complete the evaluation form, by circling the appropriate number which best reflects the mean score of the Chief Executive Officer's performance on the individuals requirements under each topic.

1	2	3	4	5
Does not meet expectations		Meets expectations		Exceeds expectations

This will then be completed by the CEO and Councillors, with a summary to be presented to Council for consideration.

The Evaluation Document will contain the following:

Overall comments on Officers performance:

The performance of the CEO on the Targets set out in the Key Result Area's.

Recommendations to the CEO:

Any recommendations from Council to the CEO.

Salary Review:

Any recommendations to alter the current employment conditions.

1. Quality, accurate, clarity and timeliness of reports to Council and the value of information made available so that informed decisions can be made.

1	2	3	4	5
---	---	---	---	---

2. Communication effectiveness and quality of interpersonal relationships with Council, residents, and the public.

1	2	3	4	5
---	---	---	---	---

3. Innovative and visionary leadership.

1	2	3	4	5
---	---	---	---	---

4. Quality of representation to other spheres of government.

1	2	3	4	5
---	---	---	---	---

5. Establishment and implementation of effective working relationships with members of staff, including the development and implementation of appropriate staff appraisal systems and staff skills development and encourages them to perform at a high level.

1	2	3	4	5
---	---	---	---	---

6. Effective and accountable application of financial and physical resources.

1	2	3	4	5
---	---	---	---	---

7. Quality of the day to day operations of Council.

1	2	3	4	5
---	---	---	---	---

8. Development, implementation of and review of Council policies and procedures.

1	2	3	4	5
---	---	---	---	---

9. Quality and level of service provided by the Council to residents and the public.

1	2	3	4	5
---	---	---	---	---

10. Quality and value of development and implementation of long term planning.

1	2	3	4	5
---	---	---	---	---

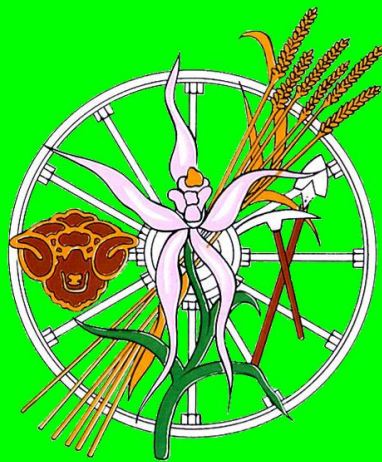
CEO Comments: _____

Signature: _____

Review Date: _____

Attachment 9.1.7

Shire of Westonia



DIFFERENTIAL RATES



SHIRE OF WESTONIA

NOTICE OF INTENTION TO LEVY DIFFERENTIAL RATES 2018/2019

Pursuant to Section 6.33 and 6.36 of the Local Government Act 1995, notice is hereby given to ratepayers of the intention of the Shire of Westonia to impose the following differential and minimum rates for the 2018/2019 rating year:

RATE IN THE DOLLAR

Category	Rate in the Dollar (cents)	Minimum \$
GRV – General	5.9533	\$355.00
GRV - Mining	16.0175	\$355.00

The proposed rates-in-the-dollar and minimum payments are based on estimates at the time of giving public notice and may change as part of Council’s 2018/19 budget consideration. The object and reasons for each proposed rate may be inspected at the Shire Office, Wolfram Street, Westonia during normal business hours or by visiting our web site www.westonia.wa.gov.au. All submissions in writing with reference to the proposed differential rates or minimum payments should be forwarded to the Shire of Westonia no later than 5:00pm on Wednesday 16th May 2018.

Jamie Criddle
Chief Executive Officer
Shire of Westonia



SHIRE OF WESTONIA 2018/2019 DIFFERENTIAL RATE MODEL STATEMENT OF OBJECTS AND REASONS

Objects and Reasons for implementing a Differential Rate

In accordance with Section 6.36 of the Local Government Act 1995 and the Council's "Notice of Intention to impose Differential Rates", the following information details the objectives and reasons for those proposals.

What are Rates?

The raising of rates is the primary source of revenue for all Councils throughout Australia. The purpose of levying rates is to meet Council's proposed budget requirements each year in a manner that is fair and equitable to the ratepayers of the community.

In Western Australia land is valued by Landgate Valuation Services (Valuer General's Office - a state government agency) and those values are forwarded to each Local Government.

Two types of values are calculated:

- Gross Rental Value (GRV) for urban areas; and
- Unimproved Value (UV) for rural land.

To calculate the rate account, councils multiply a rate in the dollar by the supplied value. The rate in the dollar is determined by the level of revenue the council wishes to raise and is dependent on their proposed budget.

Apart from the need to ensure sufficient revenue to meet its expenditure needs Council must be mindful of the impact and affordability of rates to the community.

The following are estimated Differential Rates and Minimum Payments for the Shire of Westonia for the 2017/2018 financial year.

	<i>Rate in the Dollar (Cents)</i>	<i>Minimum \$</i>
GRV – General	5.9533	\$355.00
GRV - Mining	16.0175	\$355.00

Differential Rating

Local Governments, under section 6.33 of the Local Government Act, have the power to implement differential rating in order to take into account certain characteristics of the rateable land. These characteristics include:

- ◆ The purpose for which the land is zoned under the town planning scheme in force;
- ◆ The predominant use for which the land is held or used as determined by the local government; and

Differential rates may be applied according to any, or a combination of the above characteristics. However, local governments are constrained in the range of differential rates that they may impose. That is, a local government may not impose a differential rate which is more than twice the lowest differential rate applied by that local government unless approval from the Minister is sought.

The Shire of Westonia proposes to differentially rate all Unimproved Valued land and apply Gross Rental Value differential rates to the Gold Mine as the land has an improved classification. The minimum payments proposed for all rate categories have been set at \$355, which are considered to be the maximum for the long term, with the exception of UV Mining which is set at \$200.00.

GRV – Residential

The object of the GRV rates and minimum payments is to ensure a fair contribution to the revenue requirements of the Shire, while not imposing additional financial pressure on town residents.

GRV – Mining

The object of the GRV rates associated with the Gold Mine is to ensure the mine contributes to the maintenance of the Shire's assets and services to the extent that the mining operators and their connections use them. The population of the 160 man mining camp situated in the Westonia townsite almost triples that of the general population of the town and creates a massive burden on the Council's resources.

UV – Rural

The object of the UV Rural rate is to permit the imposition of rates on Rural Properties that is reasonably proportional to the financial resources of those who will bear the burden of the rates and striking a reasonable balance between the capacity to pay and the fairness of the requirement.

UV – Mining

Similar objects and reasons to the GRV – Mining apply. The object of the UV Mining rates is to ensure that mining contributes to the maintenance of the Shire's assets and services to the extent that the mining operators and their connections use them. While every effort is made to establish rates and minimum payments at the fairest possible levels, it is considered that the mining sector has the capacity to pay the proposed rates at the levels estimated.

Submissions are invited from any Elector or Ratepayer with respect to the proposed differential rate within 21 days of the date of the notice of intent.

All submissions in writing should be forwarded to the Shire of Westonia no later than 5.00pm on Wednesday 16th May 2018.

UV Differential Rate - Mining

The Local Government Act provides for rural use properties used for mining, exploration or prospecting purposes are assigned an Unimproved Value supplied and reviewed by the Valuer General. It refers to all land for which a mining tenement has been issued by the Department of Mines and Petroleum (DMP), and valued as such by the Valuer General's Office.

The valuation determined by the Valuer General for mining tenements is calculated by multiplying the following factors.

- Rental cost of the tenement type (mining lease, prospecting lease, exploration license, petroleum producing licence etc);
- UV basis as determined by the DMP, and
- Tenement/license area

The valuation of mining tenements is not reviewed each year, as occurs with other UV properties and only changes when the tenement rental is amended.

Objects and Reasons for UV Mining Differential Rate

Land used for Mining is rated higher than the UV-Rural differential rate to improve fairness and equity outcomes by:

- Ensuring mining rates payable are no less than the average rates payable, per property, in

Policy Area C (General Farming), in part to;

- compensate for the different method and comparatively lower valuation level;
 - to recognise the often short term tenure of mining projects in the region; and
 - to maintain comparability with other commercial operations in the rural sector.
- Applying a percentage premium above the average rates payable, per property, in Policy

Area C (General Farming), at a level determined by the Council, to reflect the following:

- the impacts of higher road infrastructure maintenance costs to Council as a result of frequent very heavy vehicle use over extensive lengths of roads throughout the year;
- additional emergency service arrangements that have to be put in place;
- the monitoring of environmental impacts of clearing, noise, dust and smell;
- planning, building and health assessment cost; and
- additional costs of amenities and services provided to cater for the employees of the mining operations, such as recreation, parking and law, order and public safety.

Minimum Payments

The setting of general minimum payment level within all rating categories is an important method of ensuring all properties contribute an equitable rate amount to non-exclusive services.

Jamie Criddle
Chief Executive Officer
Shire of Westonia

12 April 2018



Shire of Westonia

Statement of Rating Information 2018-19

Including Objects and Reasons for the Current Rating Structure

This Statement is published by the Shire of Westonia in accordance with Section 6.36 of the Local Government Act 1995 to advise the public of its objectives and reasons for implementing differential rates.

The purpose of levying of rates is to meet Council's budget requirements in each financial year in order to deliver services, facilities and community infrastructure. Property valuations provided by the Valuer General are used as the basis for the calculation of rates each year. Section 6.36 of the Local Government Act provides the ability to differentially rate properties based on zoning and/or land use as determined by the Shire of Westonia. The application of differential rating maintains equity in the rating of properties across the Shire, enabling the Council to provide facilities, services and infrastructure to the entire community and visitors to the area.

Gross Rental Values (GRV)

The Local Government Act 1995 provides that properties of a Non-Rural purpose be rated using the Gross Rental Valuation (GRV) as the basis for the calculation of annual rates. The Valuer General determines the GRV for all properties with a non-rural purpose within the Shire of Westonia approximately every five years and provides a GRV. The current valuation is effective from 1 July 2013. Interim valuations are provided regularly to Council by the Valuer General for properties where changes have occurred during the year (i.e. subdivisions or strata title of property, amalgamations, building constructions, demolition, additions and/or property rezoning). In such instances Council recalculates the rates for the affected properties and issues interim rate notices.

GRV – General Rate

All land within the Shire used for non-rural purposes (GRV) is rated using a uniform GRV Rate. The uniform rate is calculated and adopted after the consideration of many factors such as current economic conditions, increases to land valuations as assessed by the Valuer General's Office, the infrastructure and service improvement proposals contained in the Budget, as well as other factors. The rate in the dollar set for the GRV-General category forms the basis for calculating all other GRV differential rates.

Unimproved Values (UV)

The Local Government Act 1995, provides that properties predominantly used for a rural purpose are assigned an Unimproved Value as supplied and reviewed by the Valuer General on an annual basis. The unimproved value of land refers to the market value of the land in its natural state without improvements such as buildings, fences, dams etc. Interim valuations are provided regularly to Council by the Valuer General for properties where changes have occurred during the year (i.e. subdivisions of property, amalgamations, and/or property rezoning). In such instances Council recalculates the rates for the affected properties and issues interim rate notices. It is considered that for this financial year the valuations imposed by the Valuer General provides the capacity for the additional rate contributions that may be required from different zoning/land use and therefore the need for a differential rate is not deemed necessary.

GRV Differential Rate - Mining

The Local Government Act provides for rural use properties used for mining, exploration or prospecting purposes are assigned a Gross Rental Value supplied and reviewed by the Valuer General. It refers to all land for which a mining tenement has been issued by the Department of Mines and Petroleum (DMP), and valued as such by the Valuer General's Office.

The valuation determined by the Valuer General for mining tenements is calculated by multiplying the following factors.

- Rental cost of the tenement type (mining lease, prospecting lease, exploration license, petroleum producing licence etc);
- GRV basis as determined by the DMP, and
- Tenement/license area

The valuation of mining tenements is not reviewed each year, as occurs with other UV properties and only changes when the tenement rental is amended.

Objects and Reasons for GRV Mining Differential Rate

Land used for Mining is rated higher than the GRV-General rate to improve fairness and equity outcomes by:

- Ensuring mining rates payable are no less than the average rates payable, per property, in part to;
 - compensate for the different method and comparatively lower valuation level;
 - to recognise the often short term tenure of mining projects in the region; and
 - to maintain comparability with other commercial operations in the rural sector.
- Applying a percentage premium above the average rates payable, per property, at a level determined by the Council, to reflect the following:
 - the impacts of higher road infrastructure maintenance costs to Council as a result of frequent very heavy vehicle use over extensive lengths of roads throughout the year;
 - additional emergency service arrangements that have to be put in place;
 - the monitoring of environmental impacts of clearing, noise, dust and smell;
 - planning, building and health assessment cost; and
 - additional costs of amenities and services provided to cater for the employees of the mining operations, such as recreation, parking and law, order and public safety due to the increased population of the 160 man mining camp situated in the Westonia townsite which almost triples the population of the town and creates a massive burden on Council's resources.

Minimum Payments

The setting of general minimum payment level within all rating categories is an important method of ensuring all properties contribute an equitable rate amount to non-exclusive services.

Objections & Appeals

Objections to valuations must be lodged with the Valuer General's Office within 60 days after issue of the rates notice. Rates are still required to be paid if an objection is lodged with a refund paid if the objection is successful. Forms are available from the Shire Office or on our web site.

Under the provisions of the Local Government Act 1995, a property owner is able to lodge an objection to the rates imposed by a Council on the following grounds:

- There is an error on the rate assessment, either in respect to the owners or property details; or
- The characteristics of the land differ from that used in the differential rating system. The objection is to be received within 60 days of the issue of the rate notice.

Please contact Shire Staff if you would like to discuss this matter further.

Pensioner's Discount

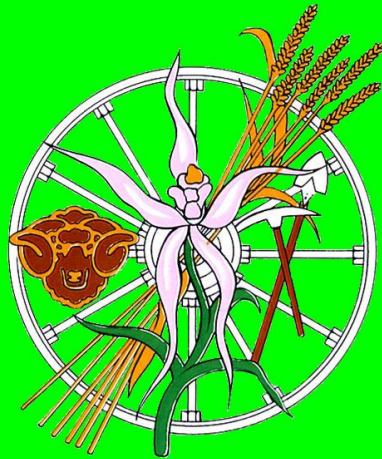
Eligible Pensioners are entitled to receive a discount on their rates. Council shall determine the nature and extent of entitlement from details as at 1 July, in relation to ownership and occupation. Also a pro-rata rebate amount will be paid if a person becomes the holder of an eligible card type during the financial year which is effective from the date of registration. A deferral arrangement is also possible. If the circumstances of a Pensioner, who is already claiming the rebate, have changed during the previous year, they will need to update their details (ie. card number, etc) with Council.

Submissions are invited from any Elector or Ratepayer with respect to the proposed differential rate within 21 days of the date of the notice of intent.

All submissions in writing should be forwarded to the Shire of Westonia no later than 12:00pm on Thursday 15th June 2017.

Attachment 9.1.8

Shire of Westonia



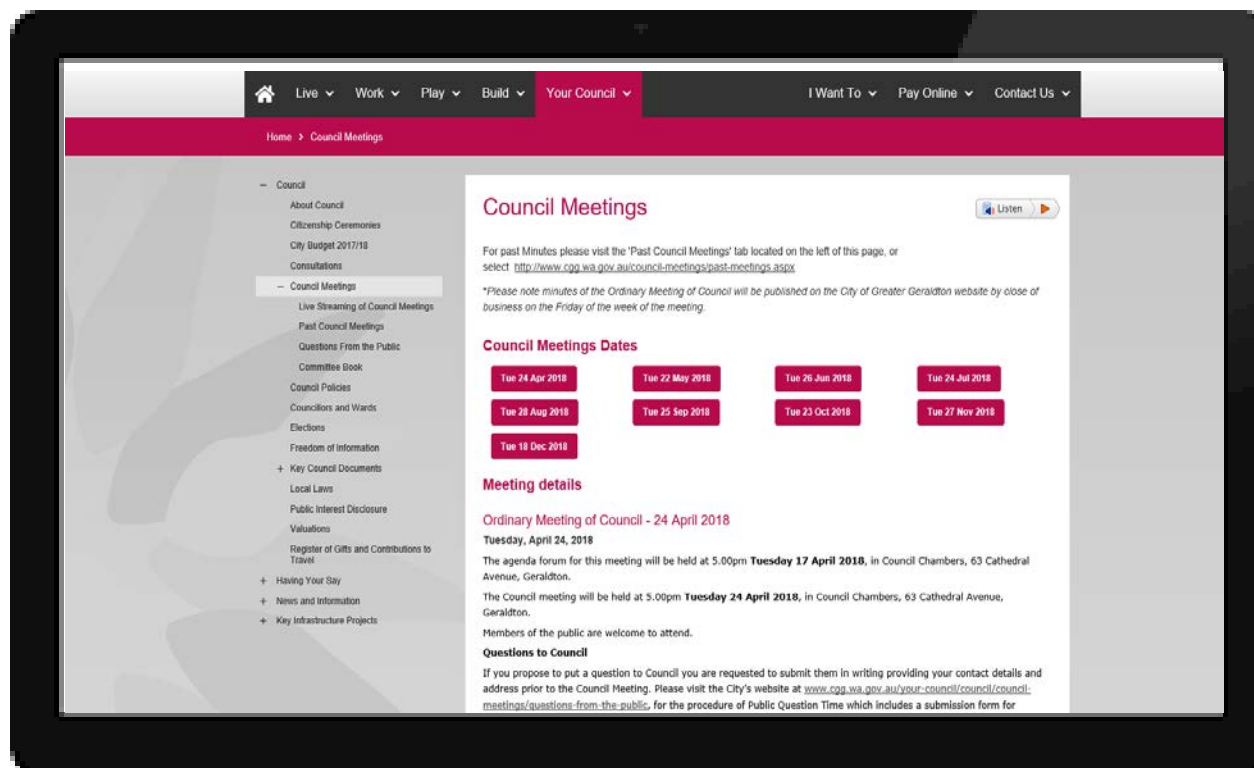
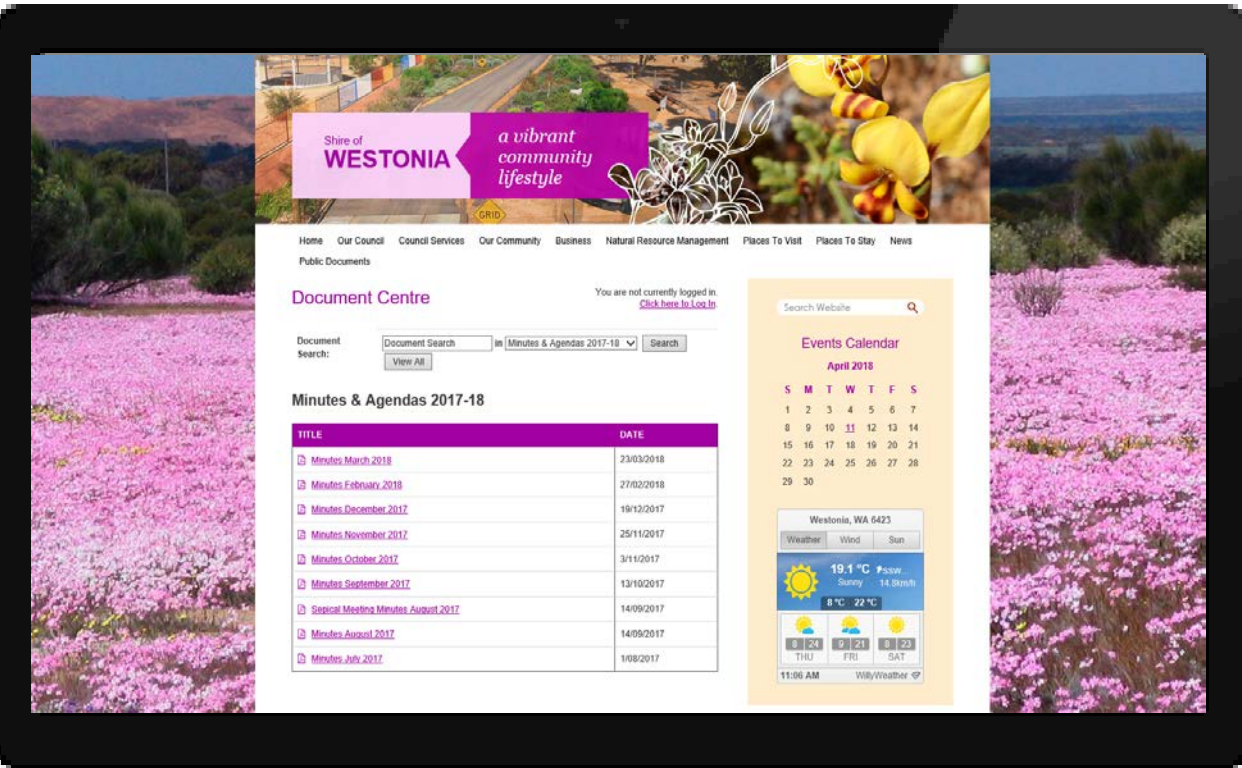
COUNCIL CONNECT WEBSITE RECOMMENDATIONS 2018

Council Meetings

The Council Meeting Module was developed specifically to help Local Government Authorities manage the promotion and publication of council meetings and the associated documentation online. Add and edit meetings, descriptions, upload minutes and attachments and have your meetings display automatically in an interactive, easy to navigate view

In a Nutshell

- Manage your council meetings within your website
- Attach documents to your meetings, such as minutes

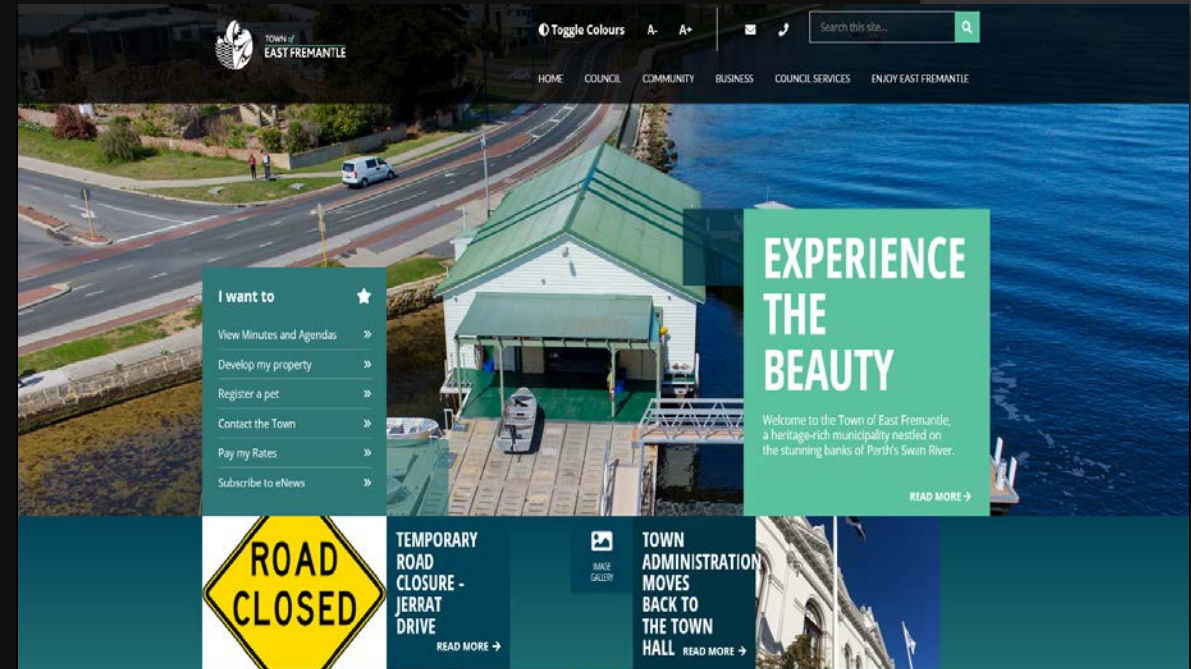
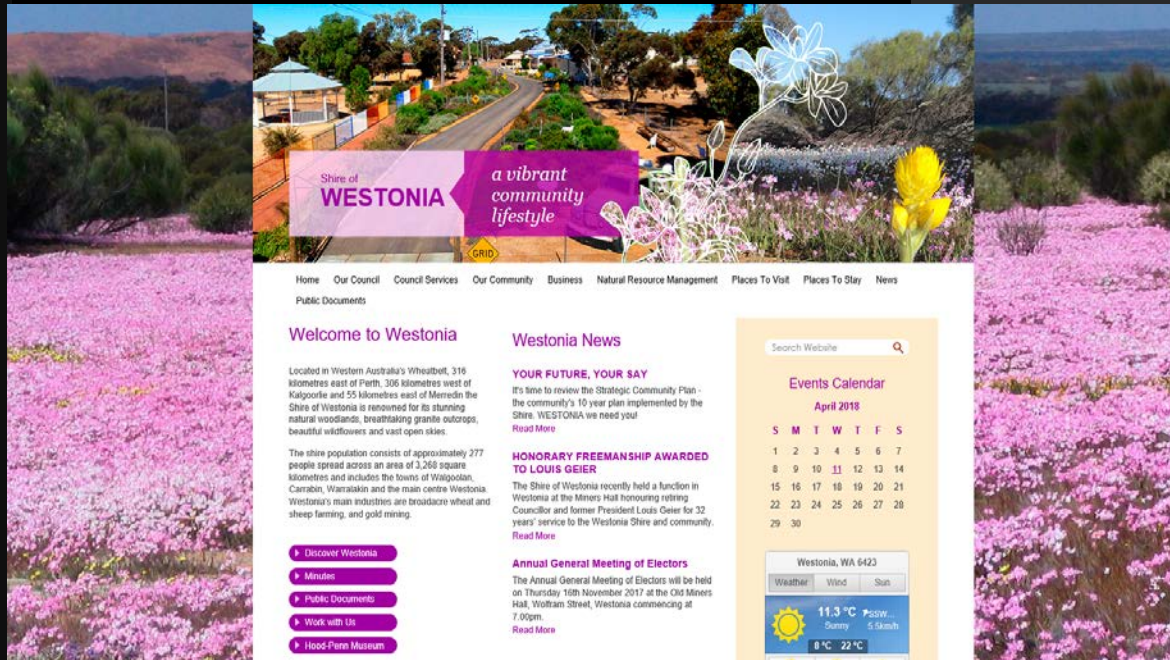


Disability Access Inclusion Plan Implementation

This module facilitates Disability Access and Inclusion Plan Implementation (DAIPI). Your website users will have all the tools to ensure all information, services and facilities on your website are accessible to those with visual impairment, including the ability to re-size fonts and increase colour contrast.

In a Nutshell

- Increases/decreases font size and colour contrasts
- Provides people with disabilities greater accessibility



Mega Menu

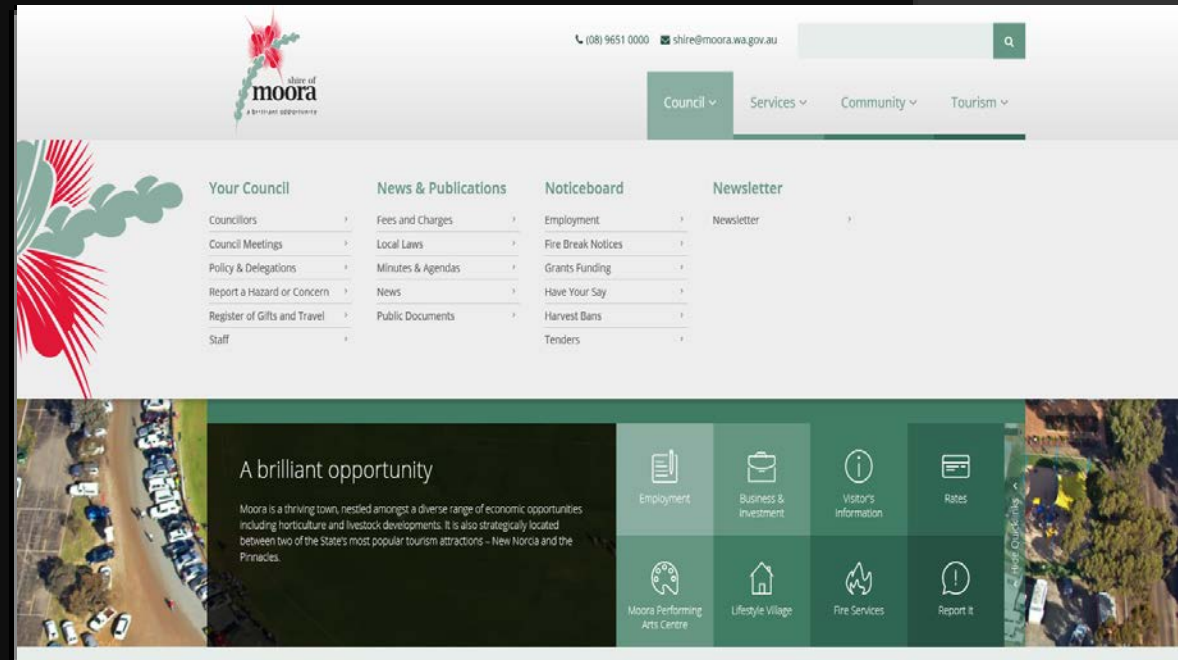
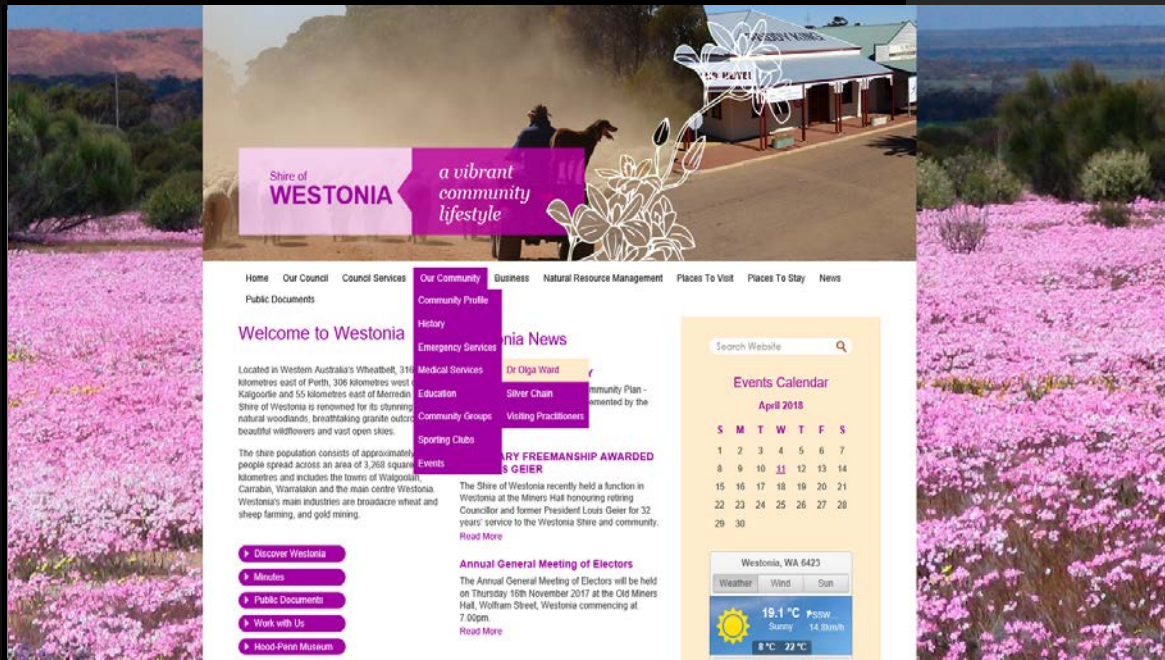
This menu provides advanced menu functionality. It allows a full width, subtitled menu layout, making it faster and easier for users to navigate a complex site.

Your menu will be custom designed and will display in a column-based layout. The key advantage of the Mega Menu is that two levels of navigation can be quickly scanned by users without the need to hover over multiple drop-downs.

The Mega Menu is a smart addition for content-rich, information-driven sites with at least three levels of menu items.

In a Nutshell

- An easier and faster way for users to navigate content-rich websites
- Displays menu items in a column-based layout
- Third-tier menu items always visible

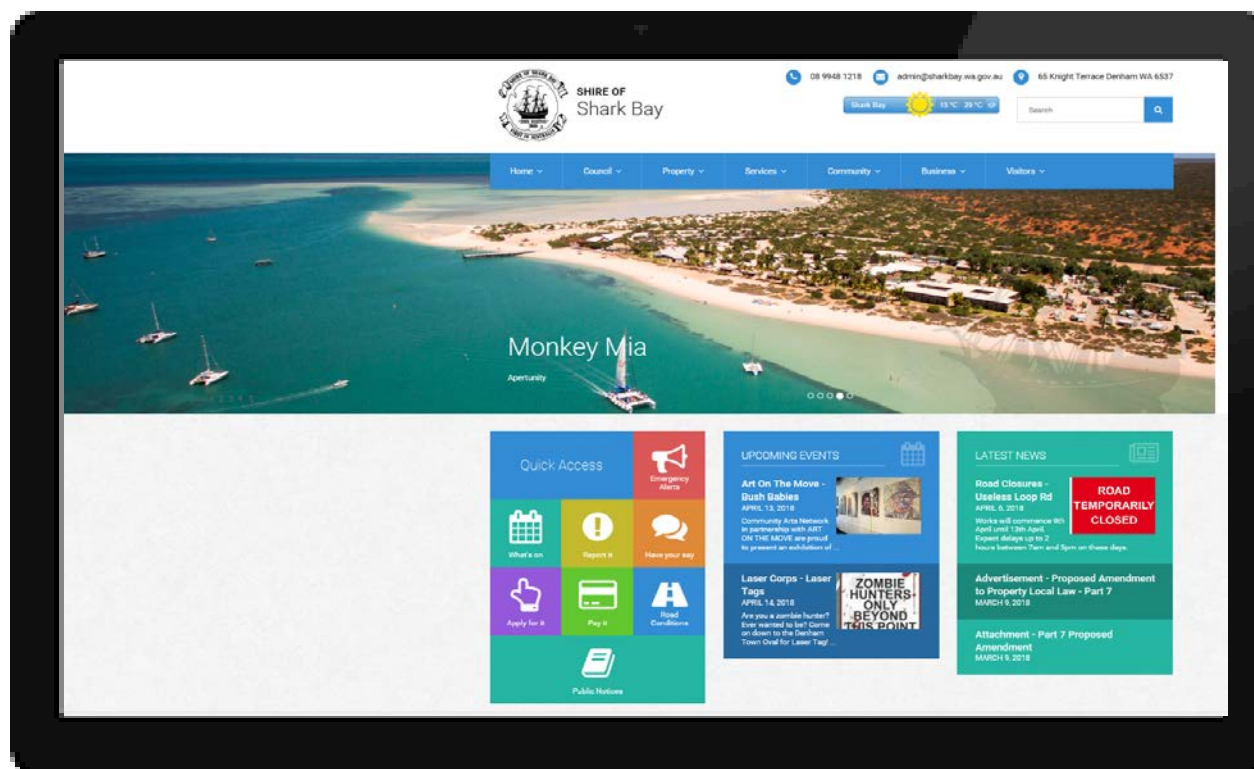
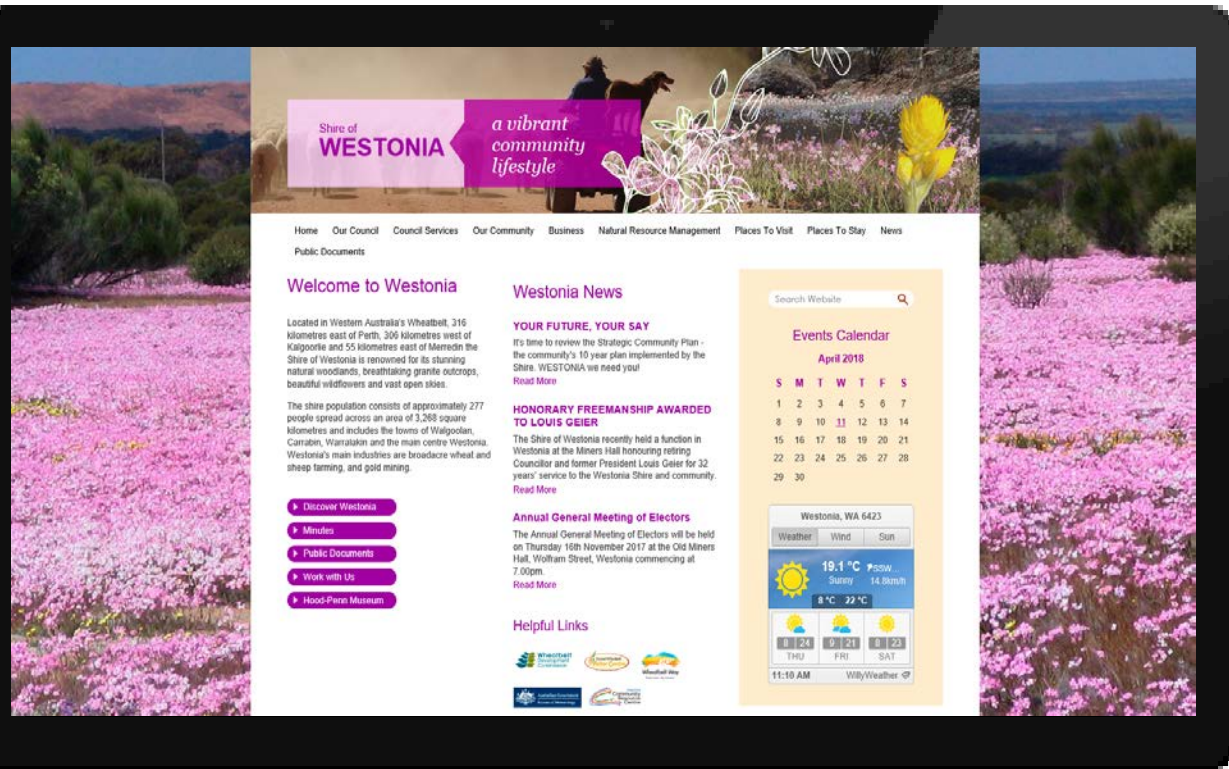


Quick Link Manager

Provide your website visitors with fast access to your most important content with the Quick Link Manager. Your quick links will be custom designed as part of your home page and can even include icons. Remove, add or edit quick links by choosing from an automatically generated list of links to different CMS content throughout your website.

In a Nutshell

- Used as secondary navigation
- Provides a great user-experience



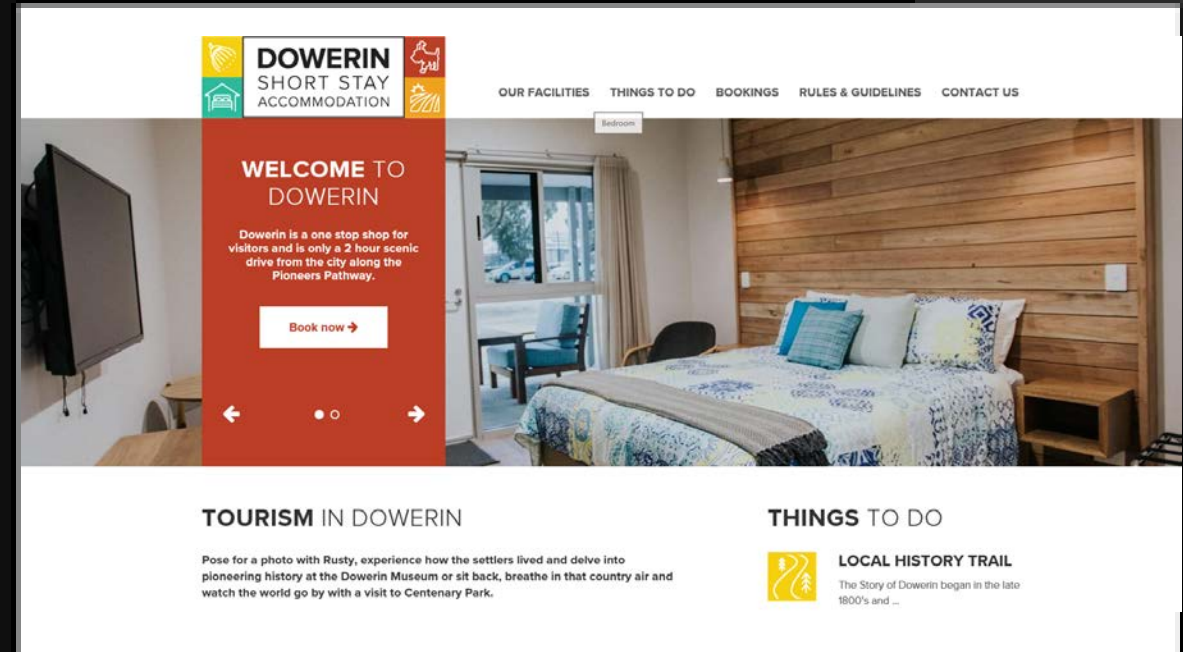
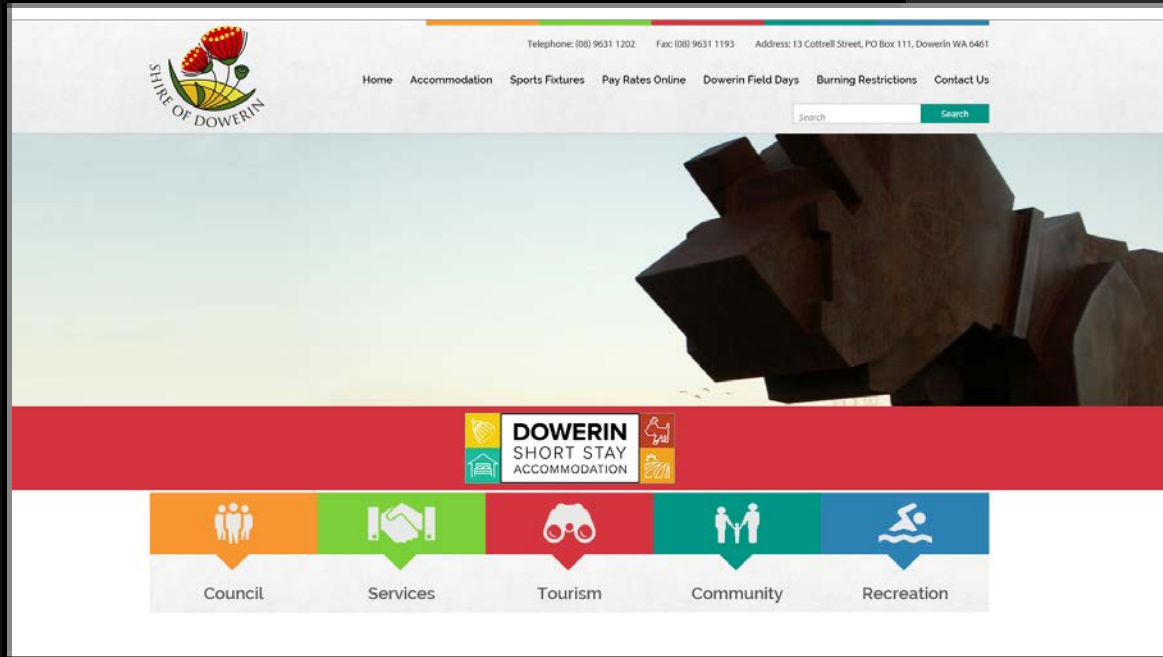
BookEasy Integration

Provides integration of the BookEasy tourism solution into your website.

Integration allows users to view and book accommodation within the BookEasy Solution without leaving the main website

In a Nutshell

- Popular tourism solution
- Users can plan and book their stay





CLIENT AUTHORISATION FORM

**Shire of Westonia
Proposal # BJ89 CouncilConnect Website Recommendations 2018**

Please indicate your authorisation to proceed with the following with a tick:

Website Design Refresh	\$4,862
Create new website design, mobile design	
Review and update of site navigation – new menu structure and site map (Mega Menu module required)	\$715
Recommended Modules	
<input type="checkbox"/> Book Easy or Room Manager Integration	\$1,200
<input type="checkbox"/> Council Meeting Module	\$1,100
<input type="checkbox"/> Disability Access Inclusion Plan Implementation	\$500
<input type="checkbox"/> Mega Menu	\$600
<input type="checkbox"/> Quick Link Manager	\$600
Other Recommendations	
<input type="checkbox"/> SSL Certificate	\$231
<input type="checkbox"/> Transfer of Content into new site map	
<input type="checkbox"/> Utilisation of support hours	Support hours
TOTAL	\$9,808

Prices are inclusive of GST.

Name of Authorised Personnel: _____

Position: _____

Price: \$ _____

Purchase Order No _____

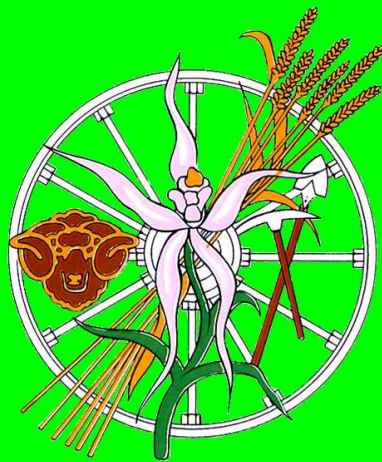
Signature: _____

Please sign and return the Client Authorisation form and purchase order to Market Creations - mc@marketcreations.com.au. Please raise the purchase order to WALGA.



Attachment 9.1.10

Shire of Westonia



WALGA HONOURS PROGRAM

2017 WA Local Government Convention

Wednesday 2 - Friday 4
August 2017

Perth Convention and Exhibition Centre
21 Mounts Bay Road, Perth



Honours
Recipients

Members *first*

PRESENTED BY



WALGA

WORKING FOR LOCAL GOVERNMENT

FOUNDING CORPORATE PARTNER



Local Government Honours 2017



There are so many people in our community who are incredibly generous with their personal time and who dedicate their lives to improving the lives of others.

People who become involved in Local Governments epitomise these community volunteers, and while many of our Councillors may only have been involved in civic life for a handful of years, they have been volunteering in their local communities for decades.

The WA Local Government Honours Program is a small but very important way for us to recognise some of these dedicated community members who always strive to improve our way of life and the communities in which we live.

It's also wonderful to see many of those who are acknowledged in our 2017 Local Government Honours program have also been acknowledged with State, regional and local awards.

This year, our Honour's Program recognises the significant contribution of 48 individuals, who between them, have spent thousands and thousands of hours improving the services, facilities, and opportunities in communities right across the State.

Eight Elected Members are receiving the very prestigious Eminent Service Award, including Louis Geier and Christine Thompson, who have both been Councillors for over 30 years – an outstanding contribution by any measure.

We also recognise Elected Members Tania Jackson and Gordon Davidson, both of whom have been exceptional community leaders during serious bushfire tragedies.

Phil Marks, Logan Howlett, Giovanni Italiano and Robert Nixon are exemplars of respected community leaders who use their personal time to engage with ratepayers and really understand the issues that are important to our communities.

This year, we acknowledge three incredibly dedicated Local Government Officers, in Stuart Cole, Greg Hadlow and Alan Leeson who have all had long and dedicated careers in Western Australian Local Governments, and who have shown strong, committed leadership in their respective communities.

As always, we acknowledge those Councillors elected to regional, rural and remote Local Governments, who must spend considerable time on the road attending Council and community meetings and functions. All these Elected Members go above and beyond the call of duty, ensuring their communities receive the best representation possible, despite the tyranny of distance.

It is my great pleasure to present the 2017 Local Government Honours Awards and I congratulate all 48 recipients on their achievements.

Cr Lynne Craigie

President





Honours recipients 2017

Eminent Service Award

Gordon Davidson JP	Shire of Dumbleyung
Louis Geier	Shire of Westonia
Logan K. Howlett	City of Cockburn
Giovanni Italiano JP	City of Stirling
Tania Jackson	Shire of Harvey
Phil Marks	City of Belmont
Robert Nixon	Shire of Dalwallinu
Christine Thompson JP	Shire of Murray

Local Government Merit Award

Sue Bilich	Shire of Kalamunda
Valda Knott	Shire of Trayning
Wallace Knott	Shire of Trayning
David Lavell	Shire of Mundaring
Kaye McGlew	Shire of Dandaragan
Carol Reeve-Fowkes	City of Cockburn
Jennifer Scott	Shire of Capel
Mike Sheppard	Shire of Dandaragan
Freda Tarr	Shire of Trayning
Pace Vernon	Shire of Trayning
Andrew Woodfield	Shire of Trayning

Local Government Distinguished Officers Award

Stuart Cole	City Of Belmont
Greg Hadlow	Shire of Kulin
Alan Leeson	Shire of Moora

Long and Loyal Service Award

Jacki Ball	Shire of Dumbleyung
Barry Bell	Shire of Capel
Guenter Best	City of Armadale
Susan Bruse	Shire of Wyalkatchem
Ruth Butterfield	City of Armadale
Lynn Daubney	Shire of Manjimup
John Daw	Shire of Mundaring
Regina DeLuis	Shire of Narembeen
Chris Elliott	City of Rockingham
Clive Gibsone JP	Shire of Cunderdin
Paul Gillett	Shire of Mt Marshall
Deborah Hamblin	City of Rockingham
Denise Jenkins	Shire of Manjimup
Richard Johnstone	Shire of Williams
Shirley Lange	Shire of Pingelly
Leigh Liley	City of Rockingham
Tony Pratico	Shire of Bridgetown-Greenbushes
Patricia Phelan	City of Melville
Janet Powell	City of Belmont
Trevor Prout	Shire of Broomehill-Tambellup
Graeme Reid	Shire of Perenjori
Robert J. Rossi JP	City of Belmont
Jim Stewart	City of Armadale
Ricky Storer	Shire of Koorda
James Sullivan	Shire of Kulin
Robert Taylor	Shire of Manjimup

Eminent Service Award

Recognises personal commitment, eminent service and contribution to the Association as a President, Executive Member or Serving Officer, of the Association or Member Council.



Gordon Davidson JP – Shire of Dumbleyung

President of the Shire of Dumbleyung since 2001, Gordon Davidson is an outstanding community leader who has dedicated himself to the Dumbleyung community since his election to Council in 1991. A Justice of the Peace, Gordon has received a 2001 Australia Day Citizenship Award for his contribution to the community, and was made an Honorary Freeman of the Shire in 2015.

Gordon has led the Council and the community through many challenges throughout his time as President, including a major community bushfire in 2005, the re-opening of the police station, and the community fight to save the hospital from closing. Gordon has been the Shire of Dumbleyung delegate to WALGA's Central Country Zone since 2003 and was the representative to the Country Shire Councils' Association from 1993 until 1995, and then again from 1998 until 2003. He has been the Lakes Sub-Regional Road Group representative from 2001 and was Chairman of the Wheatbelt South Regional Road Group from 2001 until 2007. He has also been the Local Government representative to the South West Catchment Council.

He has served on the Works and Engineering Committee, the Bush Fire Advisory Committee, the Aged Care Advisory Group, the Local Government Grain Freight Group, Local Emergency Management Committee, the Dumbleyung Hospital Watch Committee and the Dumbleyung Land Conservation District Committee, to name just a few.

He is a Life Member of the WA Country Football Association, and has received a Merit Award for Service to Country Football, and an Outstanding Service Award to the WA Country Football League State Team and Country Championships. Gordon has also been a bush fire volunteer for over 50 years, and was awarded a National Medal for Long Service to a Bush Fire organisation.



Louis Geier – Shire of Westonia

The third longest serving Councillor with the Shire of Westonia, Louis Geier had dedicated 32 years to the Westonia community, including 12 years as President of the Shire until his retirement in 2015. Passionate about the wheatbelt, Louis has been a highly regarded community leader, and a strong advocate for many progressive projects such as the realignment of the Great Eastern Highway, the release of townsite land, the progression of gold mining operations in the Shire, improved mobile phone coverage within the region and the new rail platform at the Carrabin siding.

Louis was a representative on the Wheatbelt East Regional Organisation of Councils since its inception, and was Council's representative on WALGA's Great Eastern Country Zone from 2000 until 2015. He has represented the Shire on the Central East Aged Care Alliance, which was recently awarded \$20 million to improve aged care facilities and resources in the region.

A volunteer with the local Bush Fire brigade for over 30 years, Louis is also involved with numerous community groups, such as the Hood-Penn Museum and St John Ambulance. He was a founding member of the Westonia Tidy Towns Committee, which received several regional titles, including the State Award in 2010. Louis has previously been awarded a WA Local Government Association Merit Award, a Long and Loyal Service Award, and was the recipient of an Australia Day Citizenship Award in 2013 for his service to the Westonia community.

Honours Program

Policy



2018

WALGA recognises service to Local Government by the award of the following Honours:

- Local Government Medal
- Life Membership
- Eminent Service Award (previously Certificate of Appreciation)
- Long and Loyal Service Award
- Merit Award (previously Distinguished Service Award)
- Local Government Distinguished Officers Award

LOCAL GOVERNMENT MEDAL

FOR OUTSTANDING ACHIEVEMENT AND CONTRIBUTION TO THE LOCAL GOVERNMENT SECTOR / WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION

ELIGIBILITY:

- President of the Association
- As a State Councillor
- As an Elected Member

PRESENTED IN RECOGNITION OF:

- Exceptional service which advances the goals of WALGA and / or the Local Government sector;
- Exemplary character and ongoing championing of the Local Government sector;
- The personal contribution given in pursuit of benefits for the community within the concept of Local Government;
- Outstanding achievements and/or significant contributions, both professionally and personally, in the advancement of the position and value of the Western Australian Local Government Association and/or Local Government within the wider community; and,

These key factors form the basis for the selection of recipients and will be applied in the nomination and selection process.

PRIVILEGES

- Local Government Medal, Certificate and Lapel Pin
- Complimentary registration at Association Conferences, but not including travelling, accommodation, meals or functions
- Automatic nomination for Australian Honours/Western Australia Week Awards

LIFE MEMBERSHIP

FOR LONG AND OUTSTANDING SERVICE TO THE ASSOCIATION AND TO THE LOCAL GOVERNMENT SECTOR

ELIGIBILITY:

- As a State Councillor
- Years of service to the Association and to Local Government for a minimum of two election terms (i.e. 8 years).
- As an employee of the Association or a Member Local Government for a minimum of 15 years.

CONTACTS

PRESENTED IN RECOGNITION OF:

- For long and outstanding service to the Association and to the Local Government sector.
- For significant achievement and/or active involvement in intergovernmental relations as a State Councillor.

PRIVILEGES

- Certificate of Life Membership and Lapel Pin
- Complimentary registration at Association Conference, but not including travelling, accommodation, meals or functions
- Complimentary subscription to Local Government News and Western Councillor.

EMINENT SERVICE AWARD

FOR PERSONAL COMMITMENT, EMINENT SERVICE AND CONTRIBUTION TO THE LOCAL GOVERNMENT SECTOR OR THE ASSOCIATION:

ELIGIBILITY:

- As a President or Mayor
- As a State Councillor
- As an Elected Member or employee of the Association or a Member Local Government
- As an employee of a Government Agency

PRESENTED IN RECOGNITION OF:

- Notable contribution to the Association and/or the Local Government sector.

PRIVILEGES

- Eminent Service Award - certificate

LONG AND LOYAL SERVICE AWARD

FOR LONG SERVICE OF A HIGH DEGREE TO LOCAL GOVERNMENT, THE LOCAL GOVERNMENT SECTOR OR THE ASSOCIATION:

ELIGIBILITY:

- As a State Councillor for 8 or more years
- As an Elected Member for 12 or more years

PRESENTED IN RECOGNITION OF:

- Outstanding service to the Association, Local Government, and/or the Local Government sector.
- Long and loyal service to the Association, Local Government, and/or the Local Government sector.

NB: This award is for outstanding long and loyal service from Elected Members that have at least served 12 years.

PRIVILEGES

- Long and Loyal Service Award – certificate

MERIT AWARD

FOR DISTINGUISHED SERVICE TO THE COMMUNITY THROUGH THE LOCAL GOVERNMENT OF THE CITY/SHIRE/TOWN OF _____

ELIGIBILITY:

- As an Elected Member

CONTACTS

- Must have served for 4 years or more

PRESENTED IN RECOGNITION OF:

- Committed and dedicated to the pursuit of achievement for the community of a Local Government.

PRIVILEGES

- Local Government Merit Award – certificate

LOCAL GOVERNMENT DISTINGUISHED OFFICER AWARD

FOR OUTSTANDING CONTRIBUTIONS MADE EMPLOYEES OF MEMBER LOCAL GOVERNMENTS TO THE LOCAL GOVERNMENT SECTOR:

PRESENTED IN RECOGNITION OF:

- Demonstrating outstanding contributions to the Local Government sector.
- Leading by example, sustainable performance and highlights best practice operations for the sector
- Outstanding achievements, both professionally and personally, in the advancement of the Local Government sector.

PRIVILEGES

- Local Government Officer Award - Certificate

State Councillors, Zones and Member Local Governments are eligible to nominate officers for this category.

WHO CAN NOMINATE FOR AWARDS?

Nominations for awards within the WALGA Honours program can be made by the following nominators:

- **Local Government Medal** - Available for nomination by State Council Members and Member Local Governments with a co-sign by a State Councillor.
- **Life Membership** - Available for nomination by State Council Members and Member Local Governments
- **Eminent Service Award** - Available for nomination by State Council Members and Member Local Governments
- **Long and Loyal Service Award** - Available for nomination by State Council Members and Member Local Governments
- **Merit Award** - Available for nomination by State Council Members and Member Local Governments
- **Local Government Distinguished Officer Award** - Available for nomination by State Council Members and Member Local Governments

PLEASE NOTE:

State Council Members are those individuals elected to the State Council of WALGA and that nominations submitted by State Council Members do not require supporting signatures.

Eligibility to nominate persons for Honours varies between award categories. Reference should be made to the nominating authority section of the 2017 nomination forms to ensure that an eligible nominator has been identified to support the nomination.

Nominations by Member Local Governments require that the Local Government is a Member of the WA Local Government Association (WALGA). The support of the nominator (who must be an Elected Member) plus two other Elected Members is required and the nomination must be forwarded through the Chief Executive Officer of the Local Government for sign-off prior to submission to the Association.

In the case of the Local Government Distinguished Officer Award the final sign-off should be performed by the Mayor or President of the Local Government.

WHO CAN BE NOMINATED FOR AN AWARD?

Nominations will not be accepted for persons who have retired or ceased working for Local Government before 1 July 2015.

CONTACTS

NOMINATION PROCESS

Nominations will be invited during February/March and will close in May/June of each year.

Additional copies of Nomination forms are available by visiting; <http://www.walga.asn.au/Policy-Advice-and-Advocacy/Governance-and-Strategy/Local-Government-Honours.aspx>

The Nomination form, and any attachments, should be submitted to the Association's Secretariat either by hand, post, email or facsimile. **EMAILED NOMINATIONS MUST BE DATED AND DIGITALLY SIGNED.**

The WA Local Government Association Honours Panel will meet after the closing date for nominations and undertake to adjudicate in the selection of recipients.

Successful Honours nominees will be notified of their nomination, and arrangements will be made as appropriate in respect of the award presentation.

Nominating bodies will be advised of any unsuccessful nominations in due course.

FURTHER ENQUIRIES

Executive Officer Governance
WALGA
Phone: (08) 9213 2013

CONTACTS