



AGENDA

Ordinary Council Meeting

To be held in Council Chambers, Wolfram Street Westonia
Thursday 28th April 2022
Commencing 3.30pm

Dear Councillors,

The next Ordinary Meeting of the Council of the Shire of Westonia will be held on Thursday 28th April 2022 the Council Chambers, Wolfram Street, Westonia.

Lunch – 1.00 pm

Discussion Period – 1.30pm – 2.30 pm

Afternoon Tea – 3.00 pm – 3.30 pm

Council Meeting – 3.30 pm

Rick Wilson, Federal Member for O'Connor – 1.00 pm

Muhammad Siddiqui, New Regional Manager for Main Roads – 1.30pm

BILL PRICE
CHIEF EXECUTIVE OFFICER
22 April 2022



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



**SHIRE OF
WESTONIA**
A vibrant community lifestyle

STRATEGIC COMMUNITY PLAN 2018-2028

SNAPSHOT

CORE DRIVERS

1. Relationships that bring us tangible benefits (to the Shire and our community)
2. Our lifestyle and strong sense of community.
3. We are prepared for opportunities and we are innovative to ensure our relevancy and destiny.

OUR VALUES

Respect – We value people and places and the contribution they make to the Shire.

Inclusiveness – Be receptive, proactive, and responsive.

Fairness and Equity – Provide services for a variety of ages and needs.

Communication – Create opportunities for consultation with the broad community.

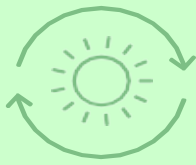
OUR VISION

A vibrant community lifestyle

MISSION

Provide leadership and direction for the community.

ECONOMIC



Support growth and progress, locally and regionally...

Efficient transport connectivity in and around our Shire.

- Continue to utilise our Road Management Plan, which incorporates a road hierarchy, minimum service levels and maintenance policy.
- RAV Ratings and Shire boundaries are consistent across local government boundaries.
- Lobby and build enduring partnerships with key Government Departments to improve Great Eastern Hwy.
- Actively participate in the Secondary Freight Network group.
- Develop and implement a Road Asset Plan highlighting key funder and strategic partnerships to support sustainability.
- Develop a Gravel Reserve Policy which identifies future gravel reserves and recognises cost to local government.
- Educate road users about road safety and driving on gravel roads.
- Optimal and safe use of our plants and equipment assets.
- Ensure that appropriate RAV vehicles traverse correct RAV routes.
- Maintain our airport with a view to improvements to meet commercial and recreational aviation needs.

Facilitate local business retention and growth.

- Council recognises the opportunity of partnering with Westonia Progress Association, works closely and supports them to help achieve their economic development projects and our strategic goals.
- Council continue to have a role in facilitating the presence of a Co-op in our community.
- Enhance local economic activity by supporting the growth of tourism in our Shire and region including applying for funding to improve tourist facilities.
- Improve our online tourism presence.
- We forward plan to improve the economic diversity in our community.
- In partnership with Council, the mine develops long term business plans for current mine assets.
- Investigate options for multipurpose accommodation if vacancies arise in mine accommodation.

SOCIAL



Provide community facilities and promote social Interaction...

Plan for community growth and changing demographics.

- Develop the Town Planning Scheme.
- Plan and develop residential and industrial land.
- Community safety and ease of access around town is a priority.
- Our lifestyle, facilities and sense of community is promoted.
- The CEACA project continues to expand the number of universally designed dwellings in our town.
- We support our emergency services.
- We enable visiting health professionals to our community.
- The Community Resource Centre receives external funding to provide preventative health and community development initiatives to the community.
- We facilitate healthy and active ageing in place
- Our cemetery is well presented.

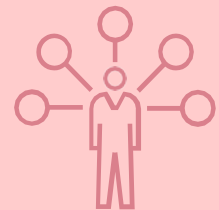
Our community has the opportunity to be active, socialised and connected.

- We collaborate and encourage active engagement in local clubs and community initiatives that support a healthy lifestyle.
- Investigate motor sport opportunities around the Shire.
- Preserve and celebrate our local history.
- Support our volunteers and clubs to remain strong, dynamic, and inclusive.
- Encourage lifelong learning.
- Children and youth have active and social opportunities.
- Continue to provide high standard and accessible shire facilities.
- Retain and expand Westonia's unique tourism experience.

Natural spaces are preserved and bring us value.

- Sustainably manage our reserves and open spaces.
- Participate in best practice waste management.
- Work collaboratively to meet legislative compliance with managing weeds and pests as well as our environmental health standards.
- Investigate renewable energy generation technologies.

GOVERNANCE



Continually enhance the Shire's organisational capacity to service the needs of a growing community...

Be progressive and capture opportunities.

- Be open to local productivity/ best practice and cost saving opportunities locally and regionally.
- Investigate joint resourcing and tendering
- Advocate and develop strong partnerships to benefit our community.
- Be prepared by forward planning our resources and focusing on continuous improvement.
- Identify risks and opportunities after the life of the mine.

The community receives services in a timely manner.

- Meet our legislative and compliance requirements.
- Work towards optimal management of our assets.
- Work to develop Councillor and staff skills and experience to provide career and succession opportunities within the Shire.
- Inside and outside staff are multi skilled to understand the business of local government and provide a seamless service to the community.
- Communicate and engage with our community regularly.

Financial resources meet the ongoing needs of the community.

- Seek external funding for significant capital improvements that deliver upon our strategic objectives.
- Investigate ways to reduce reliance on operational grants given the current State and Federal Government priorities.

**Shire of Westonia: -
A vibrant community lifestyle.**



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1. DECLARATION OF OPENING

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

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillors:

Cr KM Day	President
Cr RM Crees	Deputy President
Cr DL Geier	
Cr WJ Huxtable	
CR RS Corsini	
Cr RA Della Bosca	

Staff:

Mr.AW Price	Chief Executive Officer
Mrs JL Geier	Manager of Corporate Services

Members of the Public:

Apologies:

Approved Leave of Absence: Nil

3. PUBLIC QUESTION TIME

4. APPLICATIONS FOR LEAVE OF ABSENCE

5. CONFIRMATION OF PREVIOUS MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Ordinary Meeting of Council held on 17th March 2022 be confirmed as a true and correct record.

6. RECEIVAL OF MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Eastern Wheatbelt Biosecurity Group general meeting held 17th March 2022 be accepted.

That the minutes of the Sub Regional Road Group meeting held via Zoom video conference Monday 4th February 2022 be accepted.

That the minutes the WEROC inc. CEO Committee Meeting held Wednesday 20th April 2022 via videoconference be accepted.



**Eastern Wheatbelt Biosecurity Group (EWBG) General Meeting held Thursday 17th of March, 2022
at Merredin Community Resource Centre, Conference Room, Merredin.**

Chairperson: Steve Palm.

1. Opening of Meeting: 10.46pm.

2. Attendance and Apologies:

- a. Attendance:** Steve Hunt, Mark Crees, Stuart McEwan, Ross Della Bosca, Peter Barnes, Steve Palm, Gary Guerini, Scott Stirrat, Adrian Chesson, Ron Burro, Romolo Patroni, Len Armstrong, Nathan Richards, Tom Mulcahy, Clinton Mullen, Jim Sullivan, Lisa O'Neill, Lindon Mellor.
- b. Apologies:** Dean Sinclair, Kelly Manning.

Disclosure of Interests:

Jim Sullivan – member of the Sheep and Goat and the Grains and the Grain, Hay and Seeds Industry Funding Scheme (IFS) Committee.

Steve Palm – Chairperson noted that Lisa O'Neill the Executive Officer was a family member.

3. Confirmation of Minutes:

- a.** Meeting held 28th of December 2021, via TEAMS.

Motion:

That the minutes presented from the meeting held on the 28th of December 2021 are accepted as a true and accurate record.

Moved: S. Stirrat. Seconded: M. Crees.

Carried.

4. Business Arising from Previous Minutes:

- a.** Bait Freezer update.

Due to changing business needs, DPIRD now requires use of the shed currently occupied by Eastern Wheatbelt Biosecurity Group at our Southern Cross location. DPIRD can offer some space in the Southern Cross compound should Eastern Wheatbelt Biosecurity Group wish to set up a chiller/s and/or storage unit to store preprepared wild dog baits, frozen meat and other items. Provision of and setting up of this infrastructure, including connection of electricity to Eastern Wheatbelt Biosecurity Group infrastructure will need to be arranged and paid for by Eastern Wheatbelt Biosecurity Group. In addition, DPIRD would require Eastern Wheatbelt Biosecurity Group to install and run a remote temperature monitoring system on the chiller/s to enable remote monitoring of temperature and ensure no decay of the contents.

Action: Letter to DPIRD expressing EWBG's disappointment that the LPMT's are no longer able to use the current bait freezer at DPIRD's depot in Southern Cross and the expense of setting up a new solution.



5. Adoption of Financial Statement:

- a. 2021/22 Financial position presented.

Motion:

That the financials presented to be accepted as true and accurate.

**Moved: G. Guerini. Seconded: M. Crees
Carried.**

6. Correspondence:

- a. Inward/Outward Correspondence

Motion:

That all correspondence presented be considered and accepted.

**Moved: R. Patroni. Seconded: M. Crees.
Carried.**

7. Agenda Items

- a. **Conflict of Interest**

Motion:

That the Eastern Wheatbelt Biosecurity Group will adopt the Declaration of Interest Policy.

**Moved: S. Stirrat. Seconded: L. Armstrong.
Carried.**

b. DBCA Update – Adrian Chesson

- New employee Desmond Lawson on a 6-month contract until July 2022. Desmond has begun getting to know the area and will give Malcolm some time to sort his health concerns.
- Have begun 1080 sign replacement, expect that this will run into next financial year, total of 145 sites to either be removed replaced or upgraded.
- Adrian hoping to meet face to face with DPIRD to discuss extending permits however with the current situation may have to do this remotely.

11.12am Michael Britton entered the meeting via zoom.

c. EWBG LPMT (Dogger) Update as per reports.

d. DPIRD update – Michael Britton.

- The Office of Recognised Biosecurity Groups (ORB) are working on ensuring all 14 RBG's are progressing toward their next DPA Transfer according to new criteria.
- ORBG evaluation of RBGs' proposed 2022/23 Operational Plans.
- The commencement of the Minister's DPR consultation has occurred.



- ProcessWorx WHSMS work to date (EWBG have been on working group but very broad and brief).

e. WHS Update – Lisa O’Neill

Executive Officer met with Process Work, draft WHS Policy and Procedure being updated, working with other Group’s EO’s to finalise this policy.

General Business

L. Armstrong brought to the attention of the group the continued concerns of Wild Dogs in the Lake Magenta region. Currently there are no control practices occurring in the area and it is important that the EWBG continue their awareness of this area.

8. Next Meeting: TBC -Annual General Meeting: 14th of September 2022.

9. Close of Meeting: 11.54pm.



WHEATBELT NORTH-EAST SRRG



Chairperson:

Cr E C'Connell

Secretary:

Mr R Munns

Deputy Chairman:

Cr G Waters

R Munns Engineering Consulting Services

PO Box 516

NARROGIN WA 6312

Ph : 0407 604 164

Unconfirmed Minutes of the Sub Regional Road Group meeting held via Zoom Video Conference on Monday the 4th February 2022 commencing at 9.00 am.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson declared the meeting open at 9.00 am and welcomed everyone in attendance.

2. ATTENDANCE/APOLOGIES

Attendance

Cr Eileen O'Connell	Shire of Nungarin	(Chairperson & Voting Delegate)
Cr Geoff Waters	Shire of Trayning	(Voting Delegate)
Cr Romina Nicoletti	Shire of Mukinbudin	(Voting Delegate)
Cr Karen Day	Shire of Westonia	(Voting Delegate)
Cr Wayne Della Bosca	Shire of Yilgarn	(Voting Delegate)
Cr Tanya Gibson	Shire of Mt Marshall	(Voting Delegate)
Cr Steve Gamble	Shire of Wyalkatchem	(Voting Delegate)
Cr Nick Chandler	Shire of Koorda (joined at 9.02 am)	(Voting Delegate)
Cr Emma Holdsworth	Shire of Wyalkatchem	(Proxy Delegate)
Mr Darren Simmons	CEO – Shire of Koorda	
Mr Nic Warren	CEO – Shire of Yilgarn	
Mr Dirk Sellinger	CEO – Shire of Mukinbudin	
Mr Bill Price	CEO – Shire of Westonia	
Ms Leanne Parola	CEO – Shire of Trayning	
Mr Glen Brig	Manager of Works – Shire of Yilgarn	
Mr Steve Thomson	Manager of Works – Shire of Trayning	
Mr Terry Delane	Manager of Works – Shire of Wyalkatchem	
Mr Darren West	Manager of Works – Shire of Koorda	
Mr Cameron Large	Manager of Works – Shire of Nungarin	
Ms Allison Hunt	Secretary WN RRG – MRWA (joined at 9.04 am)	
Mr Rod Munns	Consulting Engineer - RMECS (Secretary)	

Apologies

Cr Brian Close	Shire of Yilgarn	(Proxy Delegate)
Cr Ash Walker	Shire of Mukinbudin	(Proxy Delegate)
Mr John Nuttall	CEO – Shire of Mt Marshall	
Mr Peter Klein	CEO - Shire of Wyalkatchem	
Mr Leonard Long	CEO – Shire of Nungarin	

3. CONFIRMATION OF MINUTES OF MEETING 7th February 2022

RESOLUTION 1

That the minutes of the WNE SRRG Meeting, held on the 7th February 2022, be confirmed as a true and correct record of proceedings.

Moved Cr K Day

Seconded Cr T Gibson

Carried 8/0

4 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

5 CORRESPONDENCE

5.1 Correspondence In

- a) Shire of Wyalkatchem 20/21 Yr Funding Reallocation Requirements to allow Final Recoup – received via email from Allison Hunt on 8th Feb 2022 (Att 2a – Email ONLY).
- b) Crash Map Training – received via email from Allison Hunt on 21st Feb 2022 (Att 2b – Email ONLY).
- c) Draft Minutes of the WN RRG Technical Committee – received via email from Allison Hunt on 21st Feb 2022 (not attached) and Draft Minutes (Att 2c).
- d) Agenda for WN RRG Meeting to be held 28-2-22 – received via email from Allison Hunt on 23rd Feb 2022 (Att 2d – Email ONLY – attachments not included).
- e) Additional Information for Agenda for WN RRG Meeting to be held 28-2-22 – received via email from Allison Hunt on 25th Feb 2022 (Att 2e – Email ONLY – attachments not included).
- f) WSFN Governance Documents for Perusal and Comment – received via email from Allison Hunt on 11th March 2022 (Att 2f – Email ONLY – attachments not included).
- g) Report on Review of WSFN Project Governance – received via email from Allison Hunt on 15th March 2022 (Att 2g – Email ONLY – attachments not included).
- h) 21/22 Yr WN RRG Recoup Register – received via email from Allison Hunt on 22nd Feb 2022 (Att 2h) and WNE SRRG Part of Recoup Register (Att 3).
- i) 23/24 Yr Virtual Blackspot Presentation – received via email from Allison Hunt on 23rd Feb 2022 (Att 2i).

5.2 Correspondence Out

Nil.

RESOLUTION 2

That the incoming & outgoing correspondence be accepted.

Moved Cr G Waters

Seconded Cr R Nicoletti

Carried 8/0

6 BUSINESS ARISING FROM CORRESPONDENCE

In relation to item 5.1 c), I did not raise at the recent 28th Feb 2022 WN RRG Meeting, the issue of requesting the 25% Population component within the State Road Funds to Local Government Agreement, be removed and all funding to the Rural RRG's be split purely on 100% Asset Preservation Value (APV) – as we discussed and minuted at the 1st Feb 2022 WN RRG Technical Committee Meeting. I advised I would raise this issue at the July 2022 RRG Meeting.

7 GENERAL BUSINESS

7.1 Funding Recoup Items.

The following default items require discussion:

- a) Review of Direct Grant Funding – claims to MRWA by no later than 31 August
- b) All projects – claiming first 40% of approved project funds
- c) Road Project Funding - estimated completion dates and maximising expenditures as at 30 June

The current WN RRG Funding Recoup Register (at 22nd March 2022) is attached for reference (Att 3). This Recoup Register shows that our SRRG has 33% of our 2021/22 Road Program funding unrecouped to date. The amounts of funding unrecouped for each Council within our SRRG is shown as tabulated below:

Council	% of Funding <u>Unrecouped</u>
Koorda	50%
Mt Marshall	18%
Mukinbudin	20%
Nungarin	60%
Trayning	60%
Westonia	0%
Wyalkatchem	65%
Yilgarn	20%
Average Unrecouped Funding for our SRRG	33%

FYI – the other 3 x SRRG's currently have unrecouped funding percentages of (this includes some carryover funding from the previous financial year):

Avon SRRG - 53%
Kellerberrin SRRG - 51%
Moora SRRG - 49%

Representatives from each Council were requested to provide an update on the status of each of their current year projects and advise the approximate expected completion date and / or funding recoup date. The results were as tabulated below.

Minutes of Wheatbelt North East SRRG Meeting 4th April 2022

Council	Road	Original Project SLKs	Original Project Km	Project Description	% Funds Not Recouped	Status (Expected Completion Date)	Expected Recoup Date
Koorda	Burakin / Wialki Rd	19.00 - 20.50	1.50	Reconstruct existing Type 4 failed section to Type 6 sealed pavement - to Minm 12m carriageway width & minm 7.2m primerseal width.	40%	Complete	May-22
Koorda	Cadoux / Koorda Rd	16.80 - 17.50	0.70	Reconstruct existing Type 4 failed section to Type 6 sealed pavement - to Minm 12m carriageway width & minm 8.0m primerseal width.	60%	By 28/4/22	Jun-22
Koorda	Koorda / Dowerin Rd	22.00 - 24.78	2.78	Reconstruct existing Type 4 failed section to Type 6 sealed pavement - to Minm 12m carriageway width & minm 7.2 to 8.0m primerseal width.	60%	Early May	Jun-22
Mt Marshall	Koorda / Bullfinch Rd	16.66 - 17.90	1.24	Reconstruct existing Type 5 failed section to Type 6 sealed pavement - to Minm 10m carriageway width & minm 8.0m primerseal width.	20%	Complete	Apr-22
Mt Marshall	Koorda / Bullfinch Rd	46.16 - 47.16	1.00	Reconstruct existing Type 5 failed section to Type 6 sealed pavement - to Minm 10m carriageway width & minm 8.0m primerseal width.	20%	Complete	Apr-22
Mt Marshall	Burakin / Wialki Rd - East	28.13 - 29.80	1.67	Reseal with a single coat 14mm cutback bitumen seal.	0%	Complete	Complete
Mt Marshall	Burakin / Wialki Rd - East	46.16 - 47.16	1.00	Reseal with a single coat 14mm cutback bitumen seal.	0%	Complete	Complete
Mt Marshall	Bimbijy Rd	7.93 - 11.01	3.08	Reseal with a single coat 14mm cutback bitumen seal.	20%	Complete	Apr-22
Mt Marshall	Scotsmans Rd	15.79 - 19.69	3.90	Construct existing Type 3 (unsealed section) to Type 5 sealed pavement - to Minm 10m carriageway width & minm 7.0m primerseal width.	20%	Complete	Apr-22
Mukinbudin	Kununoppin / Mukinbudin Rd	9.70 - 13.20 13.50 - 14.00	4.00	Reconstruct section to upgraded Type 6 sealed pavement - to Minm 11m wide carriageway width & 7.6m primerseal width.	20%	Complete	Apr-22
Nungarin	Nungarin North Rd	15.75 - 17.25	1.50	Reconstruct section to same Type 5 sealed pavement - to Minm 10m wide carriageway width & 7.0m primerseal width.			
Nungarin	Danberrin Rd	0.8 - 1.6	0.80	Reconstruct section to same Type 6 sealed pavement - to Minm 9m wide carriageway width & seal width (Town St).	60%	End April	May or June 22
Trayning	Kununoppin / Mukinbudin Rd	13.86 - 17.46	3.60	Reconstruct section to upgraded Type 5 sealed pavement - to Minm 10m wide carriageway width & 7.0m primerseal width.	60%	Mid / Late April	May or June 22
Westonia	Warralakin Rd	16.60 - 20.50	3.90	Reconstruct existing Type 4 failed section to Type 6 sealed pavement - to Minm 10m carriageway width & 7.5m primerseal width.	0%	Complete	Complete
Wyalkatchem	Cunderdin / Wyalkatchem Rd	29.05 - 31.05	2.00	Widen shoulders & Reconstruct Pavement to achieve a Type 6 standard sealed pavement - 8.0m seal width and Minm 10.0m wide carriageway.	60%	Start Late April & Finish Late May	Jun-22
Wyalkatchem	Tammin - Wyalkatchem Rd	5.10 - 7.10	2.00	Widen shoulders & Reconstruct Pavement to achieve a Type 6 standard sealed pavement - 8.0m seal width and Minm 10.0m wide carriageway.			
Wyalkatchem	Tammin - Wyalkatchem Rd	10.60 - 17.45 17.45 - 17.78	7.18	Reseal with a single coat 10mm cutback bitumen seal - the 6.85km section from SLK 10.60 - 17.45 & Reconstruct the 0.33km section from SLK 17.45 - 17.78.	20%	Start Late April & Finish Late May	Jun-22
Yilgam	Koolyanobbing Rd	11.00 - 14.00	3.00	PRIORITY 1 - Final Seal - 10mm cutback bitumen seal.	20%	Complete	April or May 22
Yilgam	Koolyanobbing Rd	14.00 - 17.00	3.00	Reconstruct type 4 road & primerseal to achieve 7.0m wide sealed surface and Minm 10m wide carriageway (Type 5 road).	20%	Complete	April or May 22
Yilgam	Moorine South Rd	25.50 - 41.00	15.50	Reseal - 10mm cutback seal.	20%	Complete	April or May 22

Shire of Wyalkatchem Manager of Works & Services, Mr Terry Delane, advised that they have had trouble engaging recycling and bitumen surfacing subcontractors, and are not expected to

commence their two (2) Projects until late April, and are hopeful of completing these Projects before the EOFY.

7.2 Shire of Wyalkatchem 20/21 Yr Funding Allocation for Recoup

The Shire of Wyalkatchem have a carryover funding recoup issue from the 20/21 Yr that requires consideration so they can complete the final recoups for these projects. The Projects were physically completed in the 20/21 Year, but some issues with funding allocations has resulted in some confusion with the final recoup amounts.

Subsequently, Ms Alli Hunt has advised via email on 8/2/22 (refer Att 2a) that the Shire of Wyalkatchem will need to request the funding to be adjusted as follows:

- In 2020/21, a surplus of \$24,641 was transferred from the Wyalkatchem-Koorda Road project (21116610) to Tammin-Wyalkatchem Road (21116847) and Subsequently Tammin-Wyalkatchem Road (21116847) was completed under budget by \$73,877, providing a RRG component surplus of \$49,251
- Cunderdin-Wyalkatchem Road (21116871) completed over budget by \$12,321, request \$8,214 from the RRG surplus (2/3)
- Cunderdin-Wyalkatchem Road (21116846) complete over budget by \$19,233, request \$12,822 from the RRG surplus (2/3)

Consequently, a balance of \$28,215 surplus remains in 21116847 and is to be reallocated as necessary to Projects in the 2021/22 or the 22/23 Yr.

Ms Ali Hunt has provided me with copies of the Certificates of Completion detailing the funding reallocations and what the final claims should be for the Shire to submit once the reallocations have been approved by the Group and they submit their final claims. I advised I would forward them onto the Shire of Wyalkatchem following this meeting.

Shire of Wyalkatchem Manager of Works & Services, Mr Terry Delane advised that the Bitumen Surfacing costs on their two (2) current year Projects they are to commence late April comprise Bitumen Surfacing rates well in excess of Budgeted Cost Rates. Subsequently, he asked if the \$ 28,215 of surplus funding from the 20/21 Yr be allocated to the 21/22 Yr Reconstruction Project on the Cunderdin – Wyalkatchem Rd – to offset these additional Bitumen Surfacing costs.

Resolution 3

That the following funding reallocations within the Shire of Wyalkatchem's 20/21 Yr Road Program Projects be endorsed as follows:

- a) \$ 8,214 from the Tammin-Wyalkatchem Road Project (21116847) to the Cunderdin-Wyalkatchem Road (21116871) Project**
- b) \$ 8,214 from the Tammin-Wyalkatchem Road Project (21116847) to the Cunderdin-Wyalkatchem Road (21116846) Project**
- c) the \$ 28,515 of unspent funding be allocated to the Reconstruction Project on the Cunderdin – Wyalkatchem Rd from SLK 29.05 to 31.05 in the 21/22 Yr.**

Moved Cr G Waters

Seconded W Della Bosca

Carried 8/0

7.3 Update on WSNF Project

Cr O'Connell gave an update on the Wheatbelt Secondary Freight Network Project, and advised:

- a) At the 28th Feb 2022 WN RRG meeting, in relation to the four Motion's from the WSNF:

- i) the Group received the Minutes of WSFN Technical and Steering Committee Meetings since the last meeting
- ii) the Motion requesting approval of the revised Governance Plan, Technical Committee Terms of Reference, Local Government Budget Development and Review Process documents lapsed since there was no mover or seconder.

An alternative motion was moved and seconded and accepted to request a review by WALGA and MRWA of all Governance Documents, and then all 42 Member LGs provide submissions on these documents, all submissions be collated and sent out for further comment and a final review by the WSFN Steering Committee.

- iii) the P1 and P2 Programs for the 22/23 Yr were endorsed.
- b) In his Chairperson's Report in Section 6.1 of the 28th Feb 2022 WN RRG meeting, Cr Gibson stated:
 - *"the was an error in the WSFN Tech Group (the Joint WSFN Technical and Steering Committee Meeting held 21st Feb 2022), the motion to invite R Munns and A Butcher to the Tech Group Meetings requires amending."*
 - *"WSFN Steering Committee should be a long term set up for the network improvement project to run for the next 15-20 years. Processes, Terms of Reference, etc. all need reviewing because all levels of Government will be looking at the model. The Project Governance Plan should be reviewed by all 42 LGs, not just the Steering Committee. The rules need to be robust and compliant."*
 - *"WSFN tech Group is not running as it should. Cr Gibson believes that R Munns and A Butcher need to be reinstated."*
- c) Cr Crute resigned as Chair of the WSFN and WS RRG on the 3rd March 2022.
- d) Garrick Yandle resigned as Project Technical Director of the WSFN last week, to concentrate on his Kulin CEO duties.
- e) Ms Alli Hunt confirmed that currently, Cr Wayne Gibson is acting as WSFN Steering Committee Chair.
- f) One of the outcomes of the initial Governance Review is for all eight (8) SRRG's in the two (2) Wheatbelt Regions are to nominate Elected Members to sit on an expanded WSFN Steering Committee and a Technical Representative to sit on an expanded WSFN Technical Committee. The WSFN Steering Committee were meeting via Zoom Video Conference this afternoon, to hopefully endorse this expanded Steering Committee to assist in carrying out the final review and endorsement of the Governance Documents in the next couple of months.
(Post Meeting Comment – The WSFN Steering Committee did meet via Zoom Conference on the 4th April 2022 and resolved to expand both WSFN Steering and Technical Committee Membership to eight (8) in each – with an invitation to be sent out to request an Elected Member and Technical Representative from each of the eight (8) SRRG's to sit on each Committee respectively).

Wyalkatchem Manager of Works & Services, Terry Delane asked whether the Shire of Wyalkatchem are likely to receive any Priority 2 WSFN Funding on the Cunderdin – Koorda Route roads, as they are planning to receive funding as was indicated by the WSFN staff previously and they had not received any correspondence from the WSFN since with an update on whether they will receive P2 funding, or not. They would like to know, for their 22/23 Yr Budget deliberations, and they are also currently reviewing their 10 Yr Road Program.

Unfortunately, this is where the Zoom video conference timed out, and subsequently, immediately following this meeting I forwarded an email to all Group Members, providing an update on this query. The email advised that *“Apparently, the top 4 P2 Routes have been shortlisted for funding and this was endorsed at the recent WN RRG and WS RRG meetings, and the Cunderdin – Koorda Route is NOT one of these. The totalling of the current P1 program, plus expected increases over the next couple of years, plus the 4 x P2 projects that have had funding allocated to them is likely to be just over \$200 million, so obviously more than what is currently available. However, IF we can get the Governance sorted out and this Program Running properly, then given that it is highly regarded, it is highly likely it will receive future funding. So at best you might see some funding available for this route (which would be very close to being the “next cab of the rank” in say 3 years time and ongoing after that. I would probably plan for this, rather than not at this stage. Alli may be happy to provide further information of clarify this, if it is not 100% correct, but as far as what I have been made aware from Meeting Minutes this is the current Project Funding Status”.*

8 OTHER BUSINESS

Nil.

9 NEXT MEETING DATES

9.1 Next WN RRG Meeting

The next WN RRG meeting is to be held late July 2022 (TBA), at the Shire of Northam's Recreation Centre, at 44 Peel Tce commencing at 10.00am.

9.2 Next WN RRG Technical Committee Meeting

The next WN RRG Technical Committee meeting is TBA.

9.3 Next WNE SRRG Meeting

The next WNE SRRG meeting was tentatively scheduled for Mon the 4th July 2022, and to be conducted via a ZOOM Video Conference.

10 CLOSURE OF MEETING

The Chairman did not get to thank everyone for their attendance, since the Zoom Conference closed by default from timing out.

The Zoom Video Conference closed prematurely at 9.36 am. An email was immediately forwarded to all Group Members explaining the sudden closure and that the Chairperson had declared the meeting closed when the zoom meeting closed.



WEROC Inc. CEO Committee Meeting

Wednesday 20 April 2022

Videoconference
Commencing at 9.30am

MINUTES

WEROC | Wheatbelt East Regional Organisation of Councils

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

A PO Box 5, MECKERING WA 6405

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WEROC Inc.

Wheatbelt East Regional Organisation of Councils Inc.

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

Minutes of the CEO Committee Meeting held via videoconference on Wednesday 20 April 2022 commencing at 9.30am

MINUTES

1. OPENING AND ANNOUNCEMENTS

Mr. Raymond Griffiths as Chair of the WEROC Inc. CEO committee welcomed members and opened the meeting at 9.34am.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Mr Darren Mollenoyux, CEO Shire of Bruce Rock

Mr Nic Warren, CEO Shire of Yilgarn

Mr Raymond Griffiths, CEO Shire of Kellerberrin (Chair)

Ms Lisa Clack, CEO Shire of Merredin

Mr Bill Price, CEO Shire of Westonia

Ms Joanne Soderlund, CEO Shire of Tammin

Ms Rebekah Burges, Executive Officer WEROC Inc.

2.2 Apologies

Nil

2.3 Guests

Nil

3. DECLARATIONS OF INTEREST

Nil

4. MINUTES OF MEETINGS

Attachment 1. WEROC Inc. CEO Committee Meeting Minutes 19042021

The Minutes of the previous WEROC Inc. CEO Committee Meeting held via videoconference on Monday 19 April 2021, were presented at the WEROC Inc. Board Meeting held on 27 April 2021 and confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Peter Clarke

Seconded: Mr. Darren Mollenoyux

That the Minutes of the WEROC Inc. CEO Committee Meeting held on Monday 19 April 2021 be confirmed as a true and correct record.

CARRIED

4.1 Business Arising

Nil

5. **MATTERS FOR CONSIDERATION**

5.1 WEROC Inc. WHS Advisory Services

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 11 April 2022

Attachments: *Attachment 2: Perth Workplace Safety Consultants Quote*
Attachment 3: Safety Solutions WA Statement of Requirement
Attachment 4. Safety Solutions WA Quote
Attachment 5. Safety Solutions WA Staff Qualifications
Attachment 6. Perth WHS Consultancy Quote
Attachment 7. WEROC Inc. WHS Advisory Services Scope of Works

Financial Implications: Unknown

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. Board Meeting held on 1 March 2022, three quotes to provide WEROC Member Councils with workplace health and safety advisory services, were presented for consideration. Below is a summary of the key points of discussion from this meeting:

- The workplace health and safety advisory role needs to work with Chris Gilmore from LGIS and provide a higher level of service than the administrative support Local Governments already receive.
- There is concern that the limited number of contact hours per week proposed by the consultants, will not be sufficient to cover all six Shires.
- It might most cost effective to employ someone locally on a resource sharing basis. This would also enable more on the ground contact hours.
- Any financial contribution toward a shared resource should be scaled in proportion to the size of the Shire as the resource requirements of larger Shires will be greater than smaller Shires such as Tammin.
- The Shire of Merredin already have an additional resource to assist with workplace health and safety, but an in-house model might be preferable.

The Board resolved that the matter should be referred to the WEROC Inc. CEO Committee for further discussion.

Executive Officer Comment:

The Executive Officer suggests that if the quotes received do not meet the requirements of the WEROC Local Governments then the scope of works (refer to Attachment 7) can be amended, and the three respondents approached to revise their quoted services. Alternatively, a shared, locally based resource could be explored. If the latter is deemed the best course of action the CEO's may like to consider and discuss the following:

- What would you deem to be an acceptable cost to deliver the service?
- How will the cost be shared across the six Member Local Governments?
- Where will the position be based?
- What would be the term of employment?

- Who will the position report to?
- What governance arrangements are best suited to this arrangement?

Recommendation:

That the CEO Committee consider the options and discuss next steps.

Comments from the meeting:

- Shire's have met individually with representatives from LGIS to discuss the role of the Regional Risk Coordinator (currently Mr. Chris Gilmour), and the potential to expand the scope of services and support offered through this position.
- There is a general sense that the Regional Risk Coordinator has done a good job in supporting Local Governments with policy and procedures, particularly from a risk management perspective, but there is a need for more on the ground support and a stronger focus on workplace health and safety (WHS).
- Mr. Raymond Griffiths suggested that WEROC write to Mr. Gilmour and ask him to:
 - (a) Clarify the full scope of services and advice he can provide both from a risk management and WHS perspective.
 - (b) Detail what he believes is required above and beyond the support he can provide, in order to achieve best practice and ensure compliance with new legislation.
- Mr. Griffiths recommended that based on Mr. Gilmour's response, WEROC should identify the gaps and then look at developing a more defined scope of works for a potential local/shared resource.
- Ms. Lisa Clack questioned whether LGIS had been canvassed to see if they can put another staff member in the region to provide the extra support required, rather than Local Governments employing a shared resource.
- Mr. Darren Mollenoyux suggested that once there is more clarity on the "gaps" in the service provided by the Regional Risk Coordinator, LGIS could be approached to undertake a trial similar to the CESM model whereby LGIS and the WEROC Shires co-fund a locally based resource.
- There is no appetite to proceed with any of the consultants who responded to the Request for Quote given the lack of on the ground support they can provide.

RESOLUTION:

Moved: Mr. Darren Mollenoyux

Seconded: Mr. Nic Warren

That WEROC Inc. write to Mr. Chris Gilmour, Regional Risk Coordinator, LGIS, and request that he:

- (a) Clarify the full scope of services and advice he can provide; and
- (b) Provide his thoughts on what is required above and beyond the scope of his role, in order to achieve best practice and compliance with legislation, in both risk management and workplace health and safety.

CARRIED

5.2 WEROC Inc. Tourism Projects

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: Nil

Date: 11 April 2022

Attachments: Attachment 8. WEROC Inc. Tourism Audit

Financial Implications: Unknown

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. Board Meeting held on 1 March 2022, the Executive Officer presented a summary of some tourism projects that Member Local Governments are currently working on, have planned or that could be

progressed collaboratively through WEROC. After some discussion the Board resolved that further consideration needs to be given to priorities for tourism development and referred the matter to the WEROC Inc. CEO Committee for further discussion.

The project summary presented at the meeting on 1 March, is provided again below. It should be noted that this is not an exhaustive list and there may be additional projects that Shire's are working toward.

The Shire of Westonia:

Current/recent projects: expansion of the Westonia Caravan Park, new toilets and shelters installed at various tourist sites, in the process of converting the old Westonia Primary School into a 40-room camp facility.

Possible collaborative projects for WEROC:

- Under the theme of nature, parks and reserves would like to explore camp hosting at popular parks and reserves (e.g., Baladjie and Elachbutting).
- Under the theme of Trails would like to include bike trails (e.g., at Baladjie) within the scope of an Eastern Wheatbelt Trails Master Plan.
- Support progressing with actions under the caravan and camping strategy (e.g., develop a caravan and camping strategy, improve digital access to online bookings and visitor information, etc.)

Shire of Tammin:

Current/recent projects: revamping Kadjininy Kep. Initial focus on paving area and getting hydrology models going.

Planned projects: structured camping area, collaborate with DBCA to advocate for upgrade of reserves within the Shire, better signage to sites in the Shire and possibly a developing drive trail.

Possible collaborative projects for WEROC: trails maps, app for trails in the area and an event such as the 'Ord Valley Muster' which goes over 10 days however done as a progressive trail with different events held at different locations in the WEROC Shires.

Shire of Bruce Rock:

Current/recent projects: main street revitalisation project, upgrading facilities at granite outcrops (one has been redeveloped, one has recently received funding and one is in the planning phase), reviewing and improving all directional signage and promotional material

Planned project: planning is underway to develop a trail (the 'Rock Trail') to connect the three granite outcrops and create a larger attraction with more cohesive storytelling. Also planning to develop a Shire of Bruce Rock Trails Master Plan.

Shire of Yilgarn:

Current/recent projects: Developed a new Tourism Strategy for the Yilgarn District and a dedicated tourism website including social media platforms. The Shire have also done a major rebrand.

Shire of Kellerberrin:

Possible collaborative projects for WEROC: Better promotion of existing events and scheduling to ensure events throughout the region do not clash.

Shire of Merredin:

Current/recent projects: Merredin Peak RV site/Njaki Njaki Reserve public toilet refurbishment, trail audit proposed for consideration in the 2022-23 budget to determine additional signage/marker requirements on key walking trails at Merredin Peak.

Planned projects: CBD redevelopment – Stage 1A Pioneer Park redevelopment, Stage 1B Apex Park upgrade.

Executive Officer Comment:

The Executive Officer has been invited to participate in a videoconference led by TRC Tourism on Thursday 21 April to assist in the development of a destination management plan for the Australia's Golden Outback tourism region. The destination management plan will include sub-regional action plans and tourism development strategies for each regional development commission. This plan will influence decision making and future investment by Tourism WA and so it is imperative that Eastern Wheatbelt priorities are identified and included in this planning.

As a reminder, the opportunities identified in the WEROC Tourism Product Audit under the agreed priority areas of caravan and camping, events, nature/parks/reserves, and trails, are as follows:

Events:

- A Regional Events Strategy/Feasibility Study could help to identify opportunities for:
 - New community driven niche events and potentially one "show-stopping" event for the region.
 - Events that can link in a range of experiences and landscapes across the region; and
 - Quirky or different events that can be held in non-traditional venues and which will capture the attention of new visitor markets and drive both peak and off-season visitation.
- Ensure events are integrated into experience and destination marketing initiatives.
- Develop a coordinated regional events program to avoid event clashes and to encourage cross-promotion of events.
- Encourage and provide support for compatible events to be hosted in the Eastern Wheatbelt (e.g., 4WD meets, trail running or cycling events).
- Leverage off events in surrounding regions and neighboring Shires to attract visitors (e.g., the Wave Rock weekender and Kalgoorlie Cup).
- Leverage existing sporting events (e.g., Kellerberrin speedway and harness racing meets) to attract visitors to region and through cross promotion with tourism activities, encourage overnight stays.

Nature, Parks & Reserves:

- Work with the DBCA to identify opportunities for development of new or upgrading of existing facilities at the priority sites identified in Table 4.
- Develop immersive tourism products and experiences at high visitation nature-based attractions.
- Support the implementation of the "Plan for Our Parks" initiative to develop the Helena and Aurora Range National Park within the Shire of Yilgarn and identify opportunities for new nature-based and cultural tourism opportunities building off this initiative.
- Give further consideration to the merits of establishing a Geopark in the Eastern Wheatbelt.
- Improve the self-drive visitor experience through the upgrading of some unsealed roads, road widening and improvements to road related infrastructure such as new or enhanced parking bays and signage.
- Join the Astrotourism WA network and promote the Eastern Wheatbelt as a dark sky region.
- Investigate the potential of the Eastern Wheatbelt or specific locations within the region, becoming a dark sky designated place.

Trails:

- The development of an Eastern Wheatbelt Regional Trails Master Plan will help to:
 - a) Identify and map all trails in the area, categorized in accordance with the classifications on Trails WA (i.e., bushwalking, urban walking trails, cycle trails, 2WD/4WD drive trails, etc.)
 - b) Assess access, signage, interpretation and supporting amenities on trails to identify gaps and areas requiring maintenance and upgrades
 - c) Identify opportunities for new (iconic) trails to be developed and promoted through a staged program of trail development.
- Continue to support cross-promotion of existing trails.
- Identify opportunities for digital trail innovation through:

- The collection of trail-related data to assist planning for future trails development and maintenance (e.g., visitor data collection through QR codes such as those provided through guest track)
- Delivery of trail interpretation through digital sources (e.g., QR codes as used on the Westonia Woodlands & Wildflower Heritage Trail).
- Ensure all trails are entered into the Trails WA database.
- Partner with Trails WA to promote and market Eastern Wheatbelt trails.
- Ensure consistent branding and marketing of Eastern Wheatbelt trails to achieve greater recognition of trails.
- Encourage enthusiast groups (e.g., 4WD clubs, bushwalking groups, etc.) to facilitate events incorporating Eastern Wheatbelt trails.
- Make the Eastern Wheatbelt part of an ongoing journey experience by connecting to other trails.
- Develop and promote a new touring route that connects hero experiences or anchor attractions of the Eastern Wheatbelt.
- Co-operatively promote existing walking trails through a “Best Walks of the Eastern Wheatbelt” campaign.

Caravan and camping:

- Extend the use of RV survey’s (such as that used by the Central Wheatbelt Visitors Centre and Shire of Bruce Rock) to other free camp sites to enable more comprehensive data collection and understanding of self-contained visitor behaviours and expectations.
- Develop and adopt a regional caravan and camping strategy that identifies opportunities to increase the number of self-contained and non-self-contained visitors at free and commercial caravan and camping sites in the region.
- Facilitate greater digital access to bookings (for commercial caravan parks) and visitor information on campsites in the region.
- Improve market awareness of caravan/camping facilities in the region by actively encouraging traveller reviews and referrals.
- Investigate the opportunity to implement the Department of Biodiversity, Conservation and Attractions, Campground Hosting Program in high volume camping locations through the region (e.g., Elachbutting, Kwyolin and Karalee).
- Promote caravan and camping sites in connection with key visitor attractions in the region.

Recommendation:

That the CEO Committee discuss and agree on priority actions for implementation.

Comments from the meeting:

- It is difficult to gain any traction on tourism priorities without a dedicated resource.
- Mr. Raymond Griffiths suggested that the way forward might be to better utilise the shared resource that already exists (i.e., the Central Wheatbelt Visitors Centre) and to get more value for WEROC Shires, this might mean paying a higher fee.
- Ms. Lisa Clack indicated that the Shire of Merredin would be happy to investigate this possibility further and over the coming months will put together a proposal for a different service delivery model for the Visitors Centre.

RESOLUTION:

Moved: Mr. Darren Mollenoyux

Seconded: Ms. Lisa Clack

That the Shire of Merredin will investigate an expanded service offering for the Central Wheatbelt Visitors Centre and present a proposal, inclusive of financial implications, to the WEROC Inc. Board.

CARRIED

6. OTHER MATTERS

6.1 Designated Area Migration Agreement

On Thursday 7 April 2022 the Executive Officer provided an update via email, on progress being made toward a designated area migration agreement (DAMA) for the Wheatbelt. A meeting is scheduled to take place on Wednesday 4 May between RDA Wheatbelt, WEROC, NEWROC, CBH and the Wheatbelt Business Network to agree on the scope of the DAMA, occupations to be included and responsibility for completing the business case, and to discuss which organisation might take on the role of the designated area representative.

Prior to the meeting on 4 May, each party has been tasked with identifying the specific skills shortages and issues businesses are experiencing in attracting and retaining workers in our respective regions. To assist in collating this information for the WEROC region, the Executive Officer has prepared a survey which was included in the email to CEOs on 7 April. If you have not already done so, could you please circulate this survey within your communities and encourage all local businesses to complete it. It would be useful for all Shire's to complete the survey also.

7. FUTURE MEETINGS

The next meeting of the WEROC Inc. Board will take place in Westonia on Monday 2 May 2022. There are no further scheduled meetings of the WEROC Inc. CEO Committee at this time.

8. CLOSURE

There being no further business the Chair declared the meeting closed at 10.04am.

7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

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

8. DECLARATION OF INTEREST

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Financial** interest were made at the Council meeting held on **28th April 2022**.

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

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Closely Association Person And Impartiality** interest were made at the Council meeting held on **28th April 2022**.

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



In accordance with Section 5.60B and 5.65 of the *Local Government Act 1995* the following disclosures of **Proximity** interest were made at the Council meeting held on **28th April 2022**.

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

9. MATTERS REQUIRING A COUNCIL DECISION

9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES

9.1.1 ACCOUNTS FOR PAYMENT

Responsible Officer:	Bill Price, CEO	
Author:	Jasmine Geier, Manager of Corporate Services	
File Reference:	F1.3.3 Monthly Financial Statements	
Disclosure of Interest:	Nil	
Attachments:	Attachment 9.1.1 List of Accounts	
Signature:	Officer	CEO
		

Purpose of the Report

☐ Executive Decision

☒ Legislative Requirement

Background

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

Comment

Attached is a copy of Accounts for Payment for the month of 31st March 2022. The credit card statements currently show: -

CEO

March 2022 \$7,455.23 associated with the purchase of 2x Orbit 4 Station irrigation controller battery operated + 2 Solenoid Valves. 2x Orbit 4 Station irrigation controller battery operated + Solenoid Valve 25mm, Plate Change & Licencing Toyota Prado WT111 - WT02, Application for Septic at Old Westonia Primary School, 100xRAT Tests, Portable TV stand, Microsoft 365 Business Standard Recurring. Sub ID 1038283 22/2/22 - 22/3/22, 14312 - Expendable Tools - Makita set cordless drills and angle grinder for Town crew, 1049451 Cloud Anti Spam Recurring x1, Malwarebytes Endpoint Protection - Workstations, Servers & Anti Spam/Domain Microsoft 365 Business Standard Recurring Sub ID 1049450 & 1049449 15/4/22-14/5/22, 1x Set Top box Jasper St 1x set top box decoder 37 Diorite St 1x set top box decoder 10 Diorite Street 1x set top box decoder Unit 1/17 Pyrites Street, Replacement Bain Marie Trays Replacement Bain Marie Trays, 10.2-inch iPad Wi Fi + Cellular 256GB — Space Grey, Microsoft 365 Business Standard Recurring

Statutory Environment

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

Policy Implications

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

Strategic Implications

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



Financial Implications

Expenditure in accordance with the 2021/2022 Annual Budget.



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That March 2022 accounts submitted to today's meeting on Municipal vouchers numbered from 3983 to 3984, and D/Debits from EFT5469 to EFT5510 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$249,550.88 be passed for payment.

List of Accounts Due & Submitted to Council March 2021/2022

Chq/EFT	Date	Name	Description	Amount	Bank	Type
BS	01/03/2022	WESTNET - WESTNET INTERNET PROVIDER FEE	INTEREST RECEIVED	-66.00	1	FEE
BS	03/03/2022	FEE - BANK FEES	BANK FEES	-264.88	1	FEE
EFT5469	10/03/2022	Avon Waste	Domestic Refuse Collection - February 2022	-1768.18	1	CSH
EFT5470	10/03/2022	Landgate	Valuation Expenses & Title Searches	-356.70	1	CSH
EFT5471	10/03/2022	Toll Transport Pty Ltd	Freight Charges February	-102.12	1	CSH
EFT5472	10/03/2022	Ron Bateman & Co	Parts & Repairs - Freighliner	-142.69	1	CSH
EFT5473	10/03/2022	Two Dogs Home Hardware	Maintenance Gym	-73.29	1	CSH
EFT5474	10/03/2022	Carrabin Roadhouse (Rythdale P/L)	Dr Rooms Expense - Meals & Refreshments	-84.00	1	CSH
EFT5475	10/03/2022	Centek Constructions	Maintenance 20 Diorite Street & Wanderers Stadium	-17340.40	1	CSH
EFT5476	10/03/2022	Merredin Rural Supplies Pty Ltd	Office Equipment Maintenance	-855.00	1	CSH
EFT5477	10/03/2022	Crystal Printing Solutions Pty Ltd	Printing & Stationary - Buisness Cards B Price	-269.00	1	CSH
EFT5478	10/03/2022	Merredin Refrigeration & Air Conditioning	Maintenance Museum	-1070.34	1	CSH
EFT5479	10/03/2022	Shire of Bruce Rock	Roads Constrauction Council - Drainage	-2080.00	1	CSH
EFT5480	10/03/2022	Newtravel INC	Subs - Newtravel	-6400.00	1	CSH
EFT5481	10/03/2022	Twinkarri Pty Ltd	Maintenance - Boodarockin road	-10890.00	1	CSH
EFT5482	10/03/2022	Westonia Community Cooperative Limited	Various Consumable Items	-1229.25	1	CSH
EFT5483	10/03/2022	Brownley's Plumbing & Gas	Standpipe Maintenance	-2966.70	1	CSH
EFT5484	10/03/2022	Mech Tech Diesel Services Pty Ltd	Contract - Lendlease Great Eastern Hwy	-12100.00	1	CSH
EFT5485	10/03/2022	Ramsay Construction Pty Ltd	Contract EHO Expense	-1375.00	1	CSH
EFT5486	10/03/2022	Ancor Electrical	Maintenance Public Conveniences	-241.00	1	CSH
EFT5487	10/03/2022	Australian College Of Training	Training Expense - E Townrow	-65.00	1	CSH
EFT5488	10/03/2022	Wessie Pty Ltd Atf: The Geier Family Trust	Roads Construction Council Maisefield rd & Elsewhere rd	-20457.00	1	CSH
EFT5489	10/03/2022	StrataGreen	Maintenance Westonia Cemetery	-2455.20	1	CSH
EFT5490	10/03/2022	Waynes Design and Drafting	Purchase Land & Building - Ablutions	-385.00	1	CSH
EFT5491	10/03/2022	Tablecloth Kingdom	Administration Office Maintenance	-510.00	1	CSH
DD3399.1	13/03/2022	Aware Super - Accumulation	Payroll deductions	-5110.71	1	CSH
DD3399.2	13/03/2022	C-Bus	Superannuation contributions	-900.53	1	CSH
DD3399.3	13/03/2022	BT Panorama Super	Payroll deductions	-890.47	1	CSH
DD3399.4	13/03/2022	MLC Masterkey	Superannuation contributions	-230.53	1	CSH
DD3399.5	13/03/2022	Wealth Personal Superannuation and Pension Fund	Superannuation contributions	-90.08	1	CSH
DD3399.6	13/03/2022	Colonial Mutual Superannuation Pty Ltd	Superannuation contributions	-225.13	1	CSH
PAYROLL	14/03/2022	PAYROLL	Payroll Liability FE 13/03/2022	-29296.23	1	CSH
3983	18/03/2022	Cash	Petty Cash Recoup 18/03/22	-654.20	1	CSH

3984	23/03/2022	Synergy	Power Usage & service charges - Synergy	-8615.67	1	CSH
EFT5492	23/03/2022	AVN Northam Pty Ltd trading as Merredin Toyota	Vehicle Servicing & Parts - 02WT RAV4	-357.58	1	CSH
EFT5493	23/03/2022	Australian Communications and Media Authority	Maintenance - TV & Rebroadcasting	-45.00	1	CSH
EFT5494	23/03/2022	Winc Australia Pty Ltd	Printing & Stationary Administration	-168.83	1	CSH
EFT5495	23/03/2022	Sheridan's For Badges	Public relations/promotions	-92.40	1	CSH
EFT5496	23/03/2022	Toll Transport Pty Ltd	Freight Charges	-85.87	1	CSH
EFT5497	23/03/2022	Two Dogs Home Hardware	Maintenance - Parks & Reserves, Caravan Park & Depot	-288.43	1	CSH
EFT5498	23/03/2022	Westonia Tavern	Members Donations & Gifts	-542.00	1	CSH
EFT5499	23/03/2022	Liberty Oil rural Pty Ltd	Purchase of Stock Materials - Fuel	-22486.80	1	CSH
EFT5500	23/03/2022	Hersey's Safety Pty Ltd	Protective Cloting - Outside Staff	-391.15	1	CSH
EFT5501	23/03/2022	Wheatbelt Uniforms Signs & Safety	Administration - Staff Uniforms	-305.25	1	CSH
EFT5502	23/03/2022	Great Southern Fuel Supplies	Fuels & Oils Various plant	-1626.99	1	CSH
EFT5503	23/03/2022	A.D. Engineering International	ADEI Quarterly 3G WAN Service	-89.10	1	CSH
EFT5504	23/03/2022	Mech Tech Diesel Services Pty Ltd	Lend Lease Great Eastern Hwy	-14438.26	1	CSH
EFT5505	23/03/2022	Australia Post	Postage charges February 2022	-202.25	1	CSH
EFT5506	23/03/2022	Wattleup Tractors	Plant Parts & Repairs	-858.18	1	CSH
EFT5507	23/03/2022	John Jefferies	Member Sitting Fee	-990.85	1	CSH
EFT5508	23/03/2022	Repco	Consumable Items	-42.76	1	CSH
EFT5509	23/03/2022	WA Contract Ranger Services P/L	Animal Control - Ranger Expense	-374.00	1	CSH
EFT5510	23/03/2022	Transtage Lills Group Pty Ltd	Purchase of Furniture & Equipment - Rec Centre	-6523.00	1	CSH
BS	25/03/2022	2VNET - 2VNET MONTHLY MAINTENANCE FEE	2VNET MONTHLY MAINTENANCE FEE	-578.95	1	FEE
DD3410.1	27/03/2022	Aware Super - Accumulation	Payroll deductions	-4986.17	1	CSH
DD3410.2	27/03/2022	BT Panorama Super	Payroll deductions	-836.70	1	CSH
DD3410.3	27/03/2022	MLC Masterkey	Superannuation contributions	-231.14	1	CSH
DD3410.4	27/03/2022	Colonial Mutual Superannuation Pty Ltd	Superannuation contributions	-225.74	1	CSH
DD3410.5	27/03/2022	C-Bus	Payroll deductions	-902.97	1	CSH
PAYROLL	28/03/2022	PAYROLL	Payroll Liability FE 27/03/2022	-30412.70	1	CSH
EFT5511	29/03/2022	Prompt Settlements Northam	Consultantn Fees	-637.12	1	CSH
DD3336.1	30/03/2022	TELSTRA CORPORATION LIMITED	Telephone Service Charges	-1118.89	1	CSH
BS	31/03/2022	TPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-11592.50	1	FEE
BPAY	31/03/2022	Deputy Commissioner of Tax	BAS Payment - March 2022	-18625.00	1	CSH



-249550.88

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 3983 to 3984, and D/Debits from EFT5469 to EFT5510 Inclusive of Department for Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments totalling \$249550.88 submitted to each member of the Council on Thursday 21 April 2022, have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.

A handwritten signature in black ink, appearing to be 'A. Hill', written in a cursive style.

CHIEF EXECUTIVE OFFICER

9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – MARCH 2022

Responsible Officer:	Bill Price, CEO		
Author:	Jasmine Geier, Manager of Corporate Services		
File Reference:	F1.3.3 Monthly Financial Statements		
Disclosure of Interest:	Nil		
Attachments:	Attachment 9.1.2 Monthly Statement of Financial Activity		
Signature:	Officer	CEO	
			

Purpose of the Report

☐ Executive Decision

☒ Legislative Requirement

Background

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

Comment

The Monthly Statement of Financial Activity for the period ending 31st March 2022 is attached for Councillor information, and consists of:

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

Statutory Environment

General Financial Management of Council
Council 2021/2022 Budget
Local Government (Financial Management) Regulation 34 1996
Local Government Act 1995 section 6.4

Policy Implications

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

Strategic Implications

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

Financial Implications

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

Voting Requirements

☒ Simple Majority

☐ Absolute Majority

OFFICER RECOMMENDATIONS

That Council adopt the Monthly Financial Report for the period ending 31st March 2022 and note any material variances greater than \$10,000 or 15%.

SHIRE OF WESTONIA
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 31 MARCH 2022

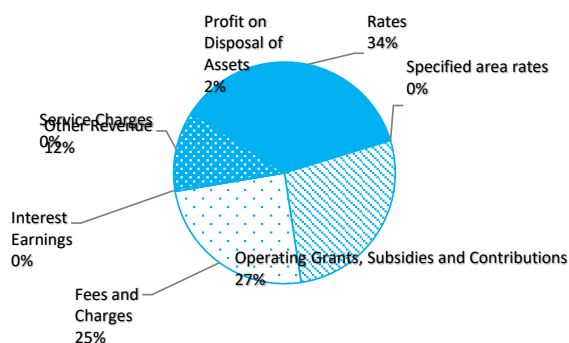
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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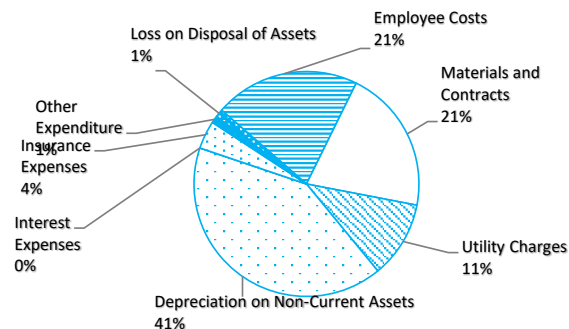
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OPERATING ACTIVITIES

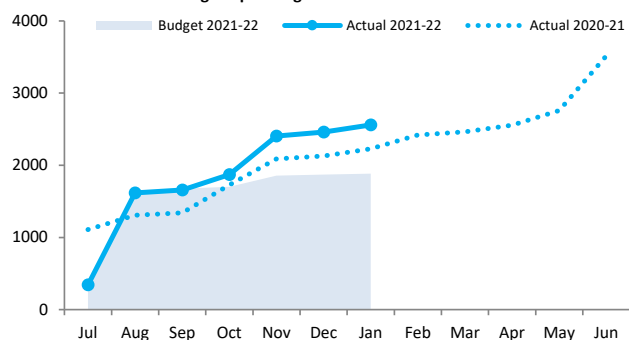
OPERATING REVENUE



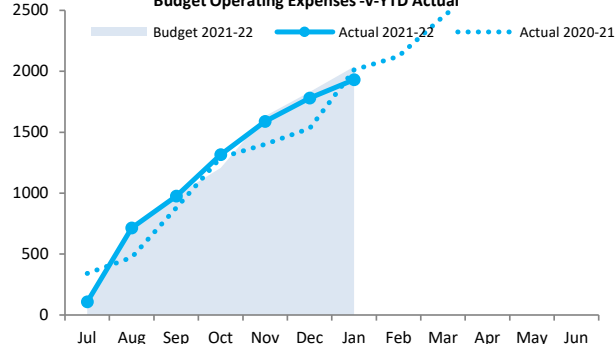
OPERATING EXPENSES



Budget Operating Revenues -v- Actual

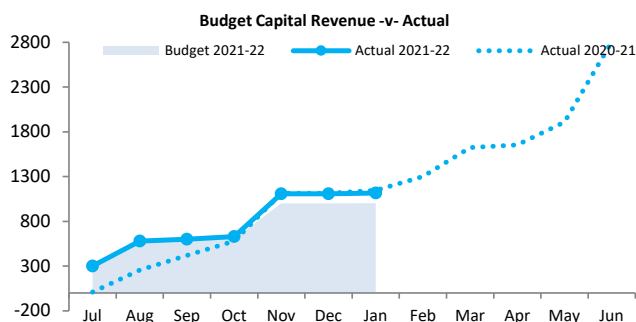


Budget Operating Expenses -v- YTD Actual

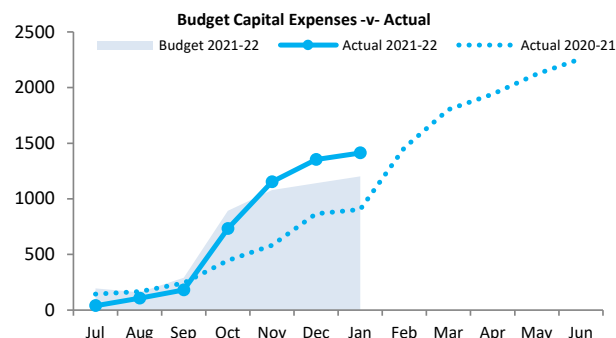


INVESTING ACTIVITIES

CAPITAL REVENUE



CAPITAL EXPENSES

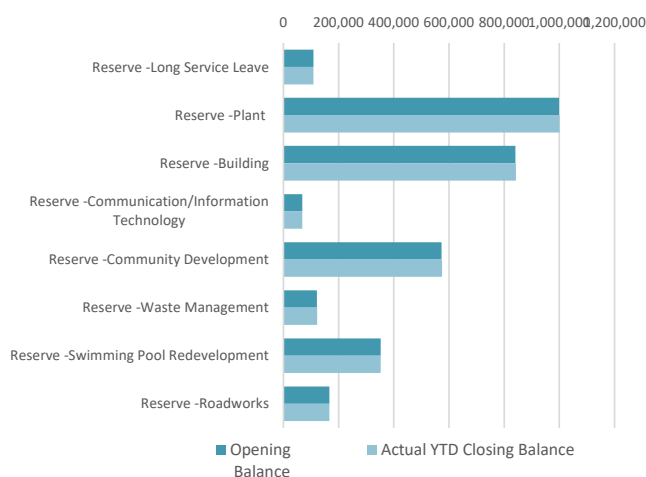


FINANCING ACTIVITIES

BORROWINGS

Shire has
NO current
Borrowings

RESERVES



Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.57 M	\$0.57 M	\$1.70 M	\$1.13 M
Closing	(\$0.84 M)	\$1.43 M	\$1.85 M	\$0.42 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$4.54 M	% of total
Unrestricted Cash	\$1.30 M	28.7%
Restricted Cash	\$3.24 M	71.3%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$0.05 M	% Outstanding
Trade Payables	\$0.01 M	
0 to 30 Days		100.0%
30 to 90 Days		0.0%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$0.49 M	% Collected
Rates Receivable	\$0.02 M	98.4%
Trade Receivable	\$0.47 M	% Outstanding
30 to 90 Days		8.5%
Over 90 Days		39.2%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.21 M	\$0.78 M	\$1.16 M	\$0.38 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$1.07 M	% Variance
YTD Budget	\$1.06 M	0.4%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
YTD Actual	\$0.86 M	% Variance
YTD Budget	\$0.87 M	(1.1%)

Refer to Note 11 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$0.78 M	% Variance
YTD Budget	\$0.26 M	196.2%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.93 M)	(\$0.71 M)	(\$1.00 M)	(\$0.29 M)

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.32 M	%
Adopted Budget	\$0.56 M	(42.6%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$1.97 M	% Spent
Adopted Budget	\$3.44 M	(42.5%)

Refer to Note 8 - Capital Acquisitions

Capital Grants		
YTD Actual	\$0.66 M	% Received
Adopted Budget	\$0.95 M	(30.5%)

Refer to Note 8 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.32 M	\$0.79 M	(\$0.01 M)	(\$0.80 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal	\$0.00 M

Refer to Note 8 - Borrowings

Reserves	
Reserves balance	\$3.24 M
Interest earned	\$0.01 M

Refer to Note 9 - Cash Reserves

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

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

PROGRAM NAME AND OBJECTIVES

ACTIVITIES

GOVERNANCE

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

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

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

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

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

HEALTH

To provide an operational framework for environmental and community health.

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

EDUCATION AND WELFARE

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

Maintenance of senior citizen centre (old school). Provision and maintenance of home and community care programs and youth services.

HOUSING

To help ensure adequate staff, community and

Provision and maintenance of staff, community and aged housing.

COMMUNITY AMENITIES

To provide services required by the community.

Rubbish collection services, operation of rubbish disposal sites, litter control, protection of the environment, cemetery and public conveniences.

RECREATION AND CULTURE

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

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

TRANSPORT

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

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

To help promote the shire and its economic wellbeing.

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

To monitor and control council's overheads operating accounts.

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	568,159	568,159	1,696,184	1,128,025	198.54%	▲
Revenue from operating activities							
Governance		1,150	864	0	(864)	(100.00%)	
General purpose funding - general rates	6	1,062,630	1,062,630	1,066,790	4,160	0.39%	
General purpose funding - other		652,517	648,422	624,295	(24,127)	(3.72%)	
Law, order and public safety		42,400	32,663	31,422	(1,241)	(3.80%)	
Health		2,000	1,800	1,800	0	0.00%	
Education and welfare		8,750	7,580	8,164	584	7.70%	
Housing		164,000	126,634	119,128	(7,506)	(5.93%)	▼
Community amenities		11,200	10,816	10,146	(670)	(6.19%)	
Recreation and culture		128,700	82,251	71,060	(11,191)	(13.61%)	▼
Transport		541,500	126,500	205,787	79,287	62.68%	▲
Economic services		88,500	83,223	336,990	253,767	304.92%	▲
Other property and services		209,000	100,889	670,681	569,792	564.77%	▲
		2,912,347	2,284,272	3,146,263	861,991		
Expenditure from operating activities							
Governance		(336,313)	(257,058)	(304,128)	(47,070)	(18.31%)	▼
General purpose funding		(38,500)	(25,328)	(24,566)	762	3.01%	
Law, order and public safety		(86,130)	(62,647)	(71,907)	(9,260)	(14.78%)	▼
Health		(38,200)	(27,716)	(23,090)	4,626	16.69%	
Education and welfare		(43,050)	(26,605)	(25,862)	743	2.79%	
Housing		(179,096)	(124,251)	(141,446)	(17,195)	(13.84%)	▼
Community amenities		(134,266)	(83,796)	(72,217)	11,579	13.82%	▲
Recreation and culture		(828,148)	(599,868)	(618,258)	(18,390)	(3.07%)	
Transport		(1,551,000)	(1,155,214)	(1,022,751)	132,463	11.47%	▲
Economic services		(382,900)	(281,671)	(479,487)	(197,816)	(70.23%)	▼
Other property and services		(25,000)	54,334	(296,061)	(350,395)	644.89%	
		(3,642,603)	(2,589,820)	(3,079,773)	(489,953)		
Non-cash amounts excluded from operating activities	1(a)	935,340	1,085,059	1,089,860	4,801	0.44%	
Amount attributable to operating activities		205,084	779,511	1,156,350	376,839		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	945,600	548,197	656,766	108,569	19.80%	▲
Proceeds from disposal of assets	7	560,000	255,000	321,570	66,570	26.11%	▲
Payments for property, plant and equipment and infrastructure	8	(3,436,000)	(1,510,940)	(1,974,179)	(463,239)	(30.66%)	▼
		(1,930,400)	(707,743)	(995,843)	(288,100)		
Amount attributable to investing activities		(1,930,400)	(707,743)	(995,843)	(288,100)		
Financing Activities							
Transfer from reserves	9	795,000	795,000	0	(795,000)	(100.00%)	▼
Transfer to reserves	9	(473,500)	(6,479)	(6,479)	0	0.00%	
Amount attributable to financing activities		321,500	788,521	(6,479)	(795,000)		
Closing funding surplus / (deficit)	1(c)	(835,657)	1,428,448	1,850,213	421,764	29.53%	▲

KEY INFORMATION

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

Refer to Note 14 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021-22 year is \$5,000 or 5.00% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 MARCH 2022

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers 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 identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

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.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

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

Shortfall between the value of assets received over the net book value for assets on their disposal.

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, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	568,159	568,159	1,696,184	1,128,025	198.54%	▲
Revenue from operating activities							
Rates	6	1,062,630	1,062,630	1,066,790	4,160	0.39%	
Operating grants, subsidies and contributions	11	924,517	869,011	859,055	(9,956)	(1.15%)	
Fees and charges		310,250	262,694	778,220	515,526	196.25%	▲
Interest earnings		18,750	14,725	10,981	(3,744)	(25.43%)	
Other revenue		36,200	28,546	360,005	331,459	1161.14%	▲
Profit on disposal of assets	7	560,000	46,666	71,211	24,545	52.60%	▲
		2,912,347	2,284,272	3,146,262	861,990		
Expenditure from operating activities							
Employee costs		(1,028,434)	(785,418)	(643,825)	141,593	18.03%	▲
Materials and contracts		(788,056)	(441,548)	(638,477)	(196,929)	(44.60%)	▼
Utility charges		(167,150)	(113,339)	(340,081)	(226,742)	(200.06%)	▼
Depreciation on non-current assets		(1,495,340)	(1,131,725)	(1,266,499)	(134,774)	(11.91%)	▼
Insurance expenses		(117,000)	(99,763)	(124,386)	(24,623)	(24.68%)	▼
Other expenditure		(46,623)	(18,027)	(31,478)	(13,451)	(74.62%)	▼
Loss on disposal of assets	7	0	0	(35,025)	(35,025)	0.00%	▼
		(3,642,603)	(2,589,820)	(3,079,771)	(489,951)		
Non-cash amounts excluded from operating activities	1(a)	935,340	1,085,059	1,089,860	4,801	0.44%	
Amount attributable to operating activities		205,084	779,511	1,156,351	376,840		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	945,600	548,197	656,766	108,569	19.80%	▲
Proceeds from disposal of assets	7	560,000	255,000	321,570	66,570	26.11%	▲
Payments for property, plant and equipment	8	(3,436,000)	(1,510,940)	(1,974,179)	(463,239)	(30.66%)	▼
		(1,930,400)	(707,743)	(995,843)	(288,100)		
Amount attributable to investing activities		(1,930,400)	(707,743)	(995,843)	(288,100)		
Financing Activities							
Transfer from reserves	9	795,000	795,000	0	(795,000)	(100.00%)	▼
Transfer to reserves	9	(473,500)	(6,479)	(6,479)	0	0.00%	
Amount attributable to financing activities		321,500	788,521	(6,479)	(795,000)		
Closing funding surplus / (deficit)	1(c)	(835,657)	1,428,448	1,850,213	421,764	29.53%	▲

KEY INFORMATION

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

Refer to Note 14 for an explanation of the reasons for the variance.

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

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has 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.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

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 financial statements. A separate statement of those monies appears at Note 13 to these financial statements.

SIGNIFICANT ACCOUNTING POLICES

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.

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.

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 07 May 2022

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(560,000)	(46,666)	(71,211)
Movement in inventory (non-current)				(140,453)
Add: Loss on asset disposals	7	0	0	35,025
Add: Depreciation on assets		1,495,340	1,131,725	1,266,499
Total non-cash items excluded from operating activities		935,340	1,085,059	1,089,860

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2021	This Time Last Year 31 March 2021	Year to Date 31 March 2022
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(3,230,514)	(2,808,400)	(3,236,993)
Add: Provisions - employee	10	207,351	100,558	207,351
Total adjustments to net current assets		(3,023,163)	(2,707,842)	(3,029,642)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	4,652,867	4,440,104	4,538,057
Rates receivables	3	20,533	27,471	17,744
Receivables	3	253,788	35,597	470,725
Other current assets	4	92,137	7,864	102,411
Less: Current liabilities				
Payables	5	(92,627)	(16,854)	(45,991)
Provisions	10	(207,351)	(100,558)	(207,351)
Less: Total adjustments to net current assets	1(b)	(3,023,163)	(2,707,842)	(3,029,642)
Closing funding surplus / (deficit)		1,696,184	1,685,782	1,845,954

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. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
PETTY CASH and FLOATS	Cash and cash equivalents	870	0	870	0		NIL	On Hand
MUNCIPAL BANK ACCOUNT	Cash and cash equivalents	1,300,194	0	1,300,194	0	BankWest	Variable	Cheque Acc.
RESERVE FUND	Cash and cash equivalents	0	3,236,993	3,236,993	0	BankWest	Variable	Term Deposit
TRUST FUND CASH AT BANK	Cash and cash equivalents	0	0	0	41,522	BankWest	Variable	Cheque Acc.
Total		1,301,064	3,236,993	4,538,057	41,522			
Comprising								
Cash and cash equivalents		1,301,064	3,236,993	4,538,057	41,522			
		1,301,064	3,236,993	4,538,057	41,522			

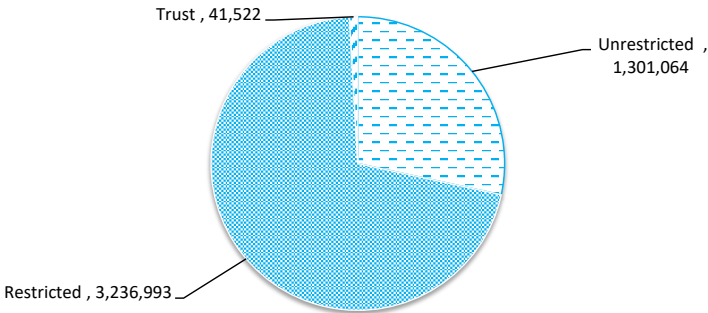
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less 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 net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.

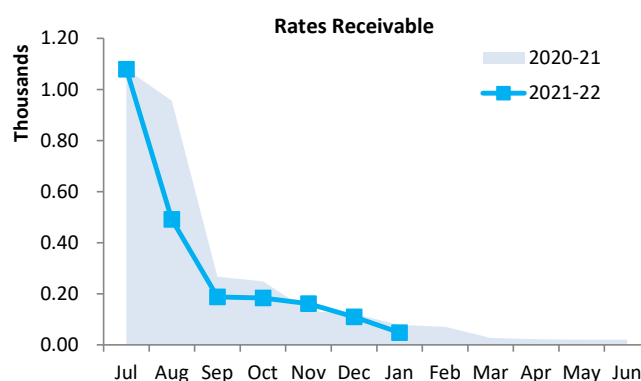


Corporate MasterCard	Transaction Summary	Total Amount	Institution	Interest Rate	Period End Date
		\$			
Card # **** *693	2x Orbit 4 Station irrigation controller battery operated + 2 Solenoid Valves. 2x	692.80	Bankwest	17.99%	31-Mar-22
Price, Arthur W	Plate Change & Licencing Toyota Prado WT111 - WT02	222.25			
	Application for Septic at Old Westonia Primary School	79.00			
	100xRAT Tests	1295.00			
	Portable TV stand	248.95			
	Microsoft 365 Business Standard Recurring. Sub ID 1038283 22/2/22 - 22/3/22	133.21			
	14312 - Expendable Tools - Makita set cordless drills and angle grinder for Tower	1549.00			
	1049451 Cloud Anti Spam Recurring x1	50.00			
	Malwarebytes Endpoint Protection - Workstations, Servers & Anti Spam/Domain	264.99			
	1x Set Top box Jasper St 1x set top box decoder 37 Diorite St 1x set top box decoder	1205.95			
	Replacement Bain Marie Trays Replacement Bain Marie Trays	247.90			
	Microsoft 365 Business Standard Recurring 11/4/22 - 16/5/22 #1038203	30.25			
	Microsoft Office365 Business Standard Recurring 18/4/22 - 17/5/22 #1047021	60.72			
	Microsoft 365 Business Standard Recurring 18/2/22 - 17/3/22 #1038283	133.21			
	300GB Internet Activ8me Sonic Speed Pack 300GB Internet Activ8me Sonic Speed	313.00			
	10.2-inch iPad Wi Fi + Cellular 256GB — Space Grey	929.00			
		7,455.23			

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 June 2021	31 Mar 2022
	\$	\$
Opening arrears previous years	11,466	20,533
Levied this year	1,067,757	1,066,903
Less - collections to date	(1,058,690)	(1,069,692)
Equals current outstanding	20,533	17,744
Net rates collectable	20,533	17,744
% Collected	98.1%	98.4%

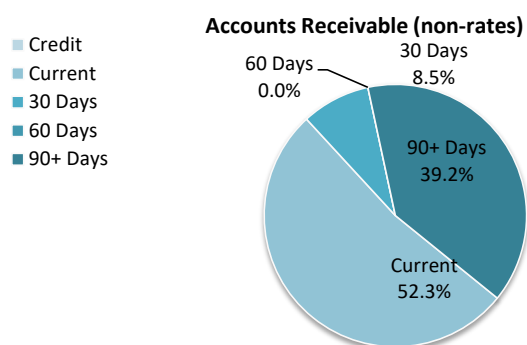


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	246,279	39,927	0	184,519	470,725
Percentage	0.0%	52.3%	8.5%	0%	39.2%	
Balance per trial balance						
Sundry debtors		211,770	39,927	0	184,519	436,216
GST receivable		665	0	0	0	665
Trust		32,222	0	0	0	32,222
Income Received in Advance		1,622	0	0	0	1,622
Total receivables general outstanding						470,725

Amounts shown above include GST (where applicable)

KEY INFORMATION

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 impairment of receivables is raised when there is objective evidence that they will not be collectible.



	Opening Balance 1 July 2021	Asset Increase	Asset Reduction	Closing Balance 31 March 2022
Other current assets	\$	\$	\$	\$
Inventory				
Fuel and materials	7,414	12,244		19,658
Land held for resale - cost	84,723	42,454	(44,424)	82,753
Total other current assets	92,137	54,698	(44,424)	102,411
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

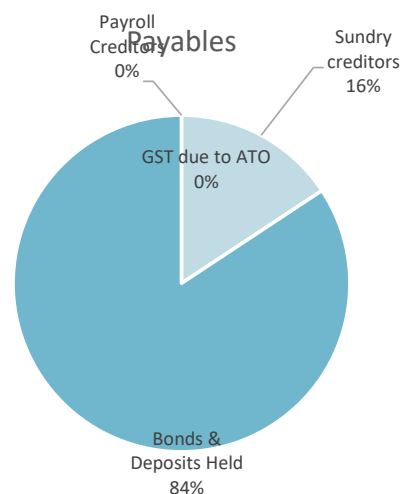
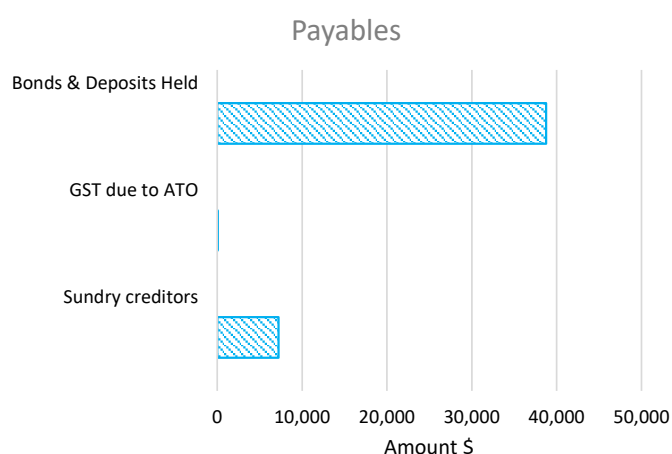
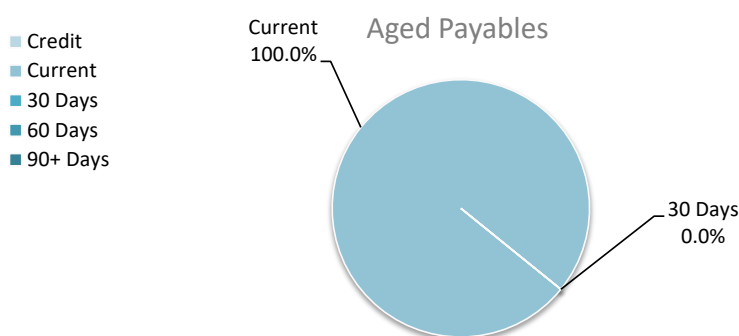
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	45,991	0	0	0	45,991
Percentage	0%	100%	0%	0%	0%	
Balance per trial balance						
Sundry creditors		7,220	0	0	0	7,220
GST due to ATO		5	0	0	0	5
Bonds & Deposits Held		38,766		0	0	38,766
Payroll Creditors		0	0	0	0	0
Total payables general outstanding						45,991

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire 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.



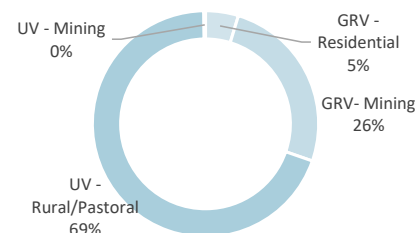
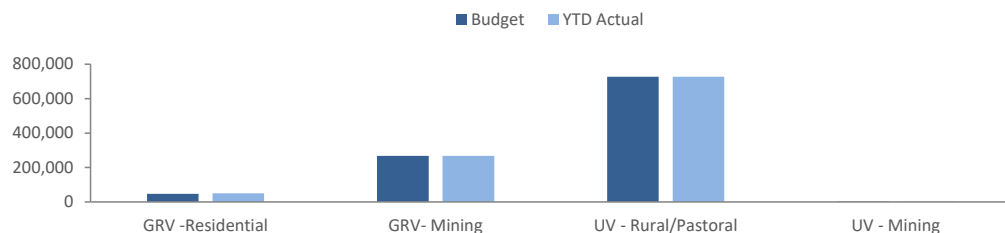
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**OPERATING ACTIVITIES
NOTE 6
RATE REVENUE**

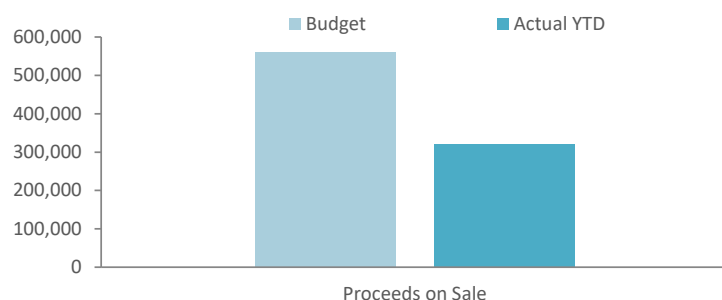
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV -Residential	0.07222	51	650,115	46,950	0	0	46,950	46,950	2,301	0	49,251
GRV- Mining	0.20536	2	1,305,800	268,159	0	0	268,159	268,159	0	0	268,159
Unimproved value											
UV - Rural/Pastoral	0.01626	122	44,721,943	727,000	34	0	727,034	727,034	0	0	727,034
UV - Mining	0.01626	5	140,028	2,276	0	0	2,276	2,276	219	0	2,495
Sub-Total		180	46,817,886	1,044,385	34	0	1,044,419	1,044,419	2,520	0	1,046,939
Minimum payment	Minimum \$										
Gross rental value											
GRV -Residential	355	15	23,507	5,325	0	0	5,325	5,325	0	0	5,325
Unimproved value											
UV - Rural/Pastoral	355	17	107,757	6,035	0	0	6,035	6,035	0	0	6,035
UV - Mining	200	11	26,707	2,200	0	0	2,200	2,200	0	0	2,200
Sub-total		43	157,971	13,560	0	0	13,560	13,560	0	0	13,560
Amount from general rates							1,057,979				1,060,499
Ex-gratia rates							4,650				6,404
Total general rates							1,062,629				1,066,903

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Proceeds	Profit	Net Book		Profit	(Loss)
		Value	(Loss)			Value	(Loss)		
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
A530	Toyota Prado - WT111	60,000	55,000	0	(5,000)			0	0
	Toyota Prado - WT111	60,000	55,000	0	(5,000)			0	0
A475	Canter (P10) WT139	70,000	22,000	0	(48,000)			0	0
A487	Toyota Hilux Dual Cab - 04WT	48,000	28,000	0	(20,000)			0	0
A485	Toyota Hilux - WT06	28,000	13,000	0	(15,000)	13,544	22,251	8,707	0
A132	Multi Tyred Roller	30,000	0	0	(30,000)	3,214	24,496	21,282	0
A348	Grader	410,000	127,000	0	(283,000)	144,577	115,454	0	(29,123)
	Mower/Utility Tractor	35,000	0	0	(35,000)			0	0
A404	DynaPac Roller	80,000	40,000	0	(40,000)	42,458	78,000	35,542	0
A490	Hamm Roller	80,000	75,000	0	(5,000)	87,271	81,369	0	(5,902)
	Other property and services								
A535	Toyota LandCruiser - OWT	50,000	72,500	22,500	0			0	0
	Toyota LandCruiser - OWT	50,000	72,500	22,500	0			0	0
		1,001,000	560,000	45,000	(486,000)	291,064	321,570	65,531	(35,025)



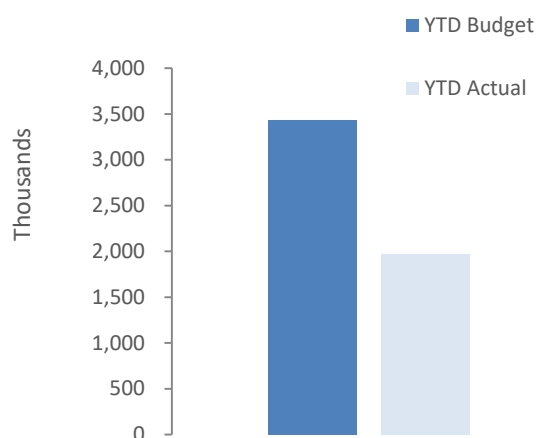
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

	Budget	Adopted YTD Budget	YTD Actual	YTD Actual Variance
Capital acquisitions	\$	\$	\$	\$
Buildings - specialised	822,000	0	10,422	10,422
Furniture and equipment	97,000	52,000	78,053	26,053
Plant and equipment	1,051,000	449,089	727,579	278,490
Infrastructure - roads	1,420,500	964,351	1,086,653	122,302
Other infrastructure - Footpaths	45,500	45,500	71,472	25,972
Payments for Capital Acquisitions	3,436,000	1,510,940	1,974,179	463,239
Total Capital Acquisitions	3,436,000	1,510,940	1,974,179	463,239
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	945,600	548,197	656,766	108,569
Other (disposals & C/Fwd)	560,000	255,000	321,570	66,570
Cash backed reserves				
Reserve -Plant	435,000	0	0	0
Reserve -Building	300,000	0	0	0
Reserve -Community Development	60,000	0	0	0
Contribution - operations	1,135,400	707,743	995,843	288,100
Capital funding total	3,436,000	1,510,940	1,974,179	463,239

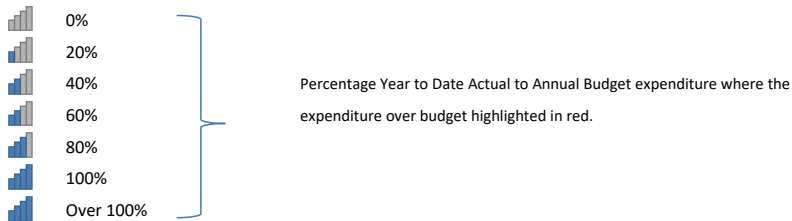
SIGNIFICANT ACCOUNTING POLICIES

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.



Capital expenditure total

Level of completion indicators



Level of completion indicator, please see table at the end of this note for further detail.

		Adopted		YTD Actual	Variance (Under)/Over
Account Description		Budget	YTD Budget		
Land & Building					
08104	Purchase Land & Building - Ablutions	250,000	0	422	422
09127	Purchase Land & Building - Staff Housing	460,000	0	10,000	10,000
12218	Purchase Land & Building - Depot Shed	40,000	0	0	0
13606	Land & Buildings - Wolfram Street Shed & Façade	60,000	0	0	0
14514	Land & Buildings - Admin Entrance (Disabled)	12,000	0	0	0
		822,000	0	10,422	10,422
Furniture & Equipment					
09232	Purchase Furniture & Equipment - Other Housing	12,000	0	3,394	3,394
11607	Purchase Furniture & Equipment - Complex Solar	15,000	0	0	0
11608	Purchase Furniture & Equipment - Stadium Solar	15,000	0	0	0
11609	Purchase Furniture & Equipment - Marquee	13,000	13,000	11,818	(1,182)
11603	Purchase Furniture & Equipment - Walgoolan Wagon	12,000	9,000	4,101	(4,899)
13217	Purchase Furniture & Equipment - Caravan Park	30,000	30,000	58,740	28,740
		97,000	52,000	78,053	26,053
Plant & Equipment					
MOWER	Utility Mower/tractor	35,000	0	0	0
GRADER	Grader	410,000	373,089	373,089	0
CANTER	Canter	70,000	0	0	0
WT06	Dual Cab Ute	48,000	48,000	0	(48,000)
04WT	Single Cab Ute	28,000	28,000	0	(28,000)
14213	Works Supervisor Vehicle - CAPITAL	120,000	0	0	0
MINI	Multi Roller Repairs	30,000	0	0	0
ROLLER	Multi Roller	160,000	0	354,490	354,490
14520	CEO Vehicle - CAPITAL	150,000	0	0	0
		1,051,000	449,089	727,579	278,490
Infrastructure - Roads					
C0083	Baladjie Track Formation & Gravel Sheet	24,000	18,000	1,233	(16,767)
C0008	Goldfields Gravel Resheet	46,000	46,000	51,038	5,038
C0037	Wardell Gravel Resheet	60,000	45,000	205	(44,795)
C0015	Echo Valley Gravel Resheet	47,000	35,244	33,019	(2,225)
C0011	Maxfield Gravel Resheet	67,500	50,625	37,818	(12,807)
C0030	Maisefield Gravel Resheet	67,000	50,247	56,000	5,753
DRAIN	Townsite drainage	30,500	22,878	0	(22,878)
C0035	Webb Gravel Resheet	49,000	36,747	24,733	(12,014)
C0064	Elsewhere Gravel Resheet	67,500	0	48,963	48,963
C0005	Warrachuppin Gravel Resheet	67,000	50,247	4,117	(46,130)
	TBA	82,500	0	0	0
RRG84C	Warralakin Road Reconstruction	487,500	365,625	501,333	135,708
R2R92	Leeman/Begley Intersection	30,500	22,869	30,504	7,635
R2R04	Sth Walgoolan/Goldfields Intersection	30,500	22,869	32,796	9,927
R2R25	Rabbit Proof Fence Rd - Gravel Resheet	76,500	57,375	75,795	18,420
R2R016	Leach Road - Reseal	187,500	140,625	189,100	48,475
		1,420,500	964,351	1,086,653	122,302
Infrastructure - Other					
FP0056	Pyrites Street Footpaths & Drainage	15,000	15,000	21,423	6,423
FP0093	Scheelite Street Footpaths & Drainage	15,000	15,000	29,176	14,176
FP0061	Wolfram Street Footpaths	15,500	15,500	20,873	5,373
		45,500	45,500	71,472	25,972
		3,436,000	1,510,940	1,974,179	463,239

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

OPERATING ACTIVITIES

NOTE 9

CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserve -Long Service Leave	108,703	1,000	218	0	0	0	0	109,703	108,921
Reserve -Plant	998,757	10,000	2,003	250,000	0	(435,000)	0	823,757	1,000,760
Reserve -Building	840,828	5,000	1,686	65,000	0	(300,000)	0	610,828	842,514
Reserve -Communication/Information T	68,579	500	138	500	0	0	0	69,579	68,717
Reserve -Community Development	573,435	3,000	1,150	3,000	0	(60,000)	0	519,435	574,585
Reserve -Waste Management	121,593	500	244	500	0	0	0	122,593	121,837
Reserve -Swimming Pool Redevelopmer	351,980	2,000	706	2,000	0	0	0	355,980	352,686
Reserve -Roadworks	166,639	500	334	130,000	0	0	0	297,139	166,973
	3,230,514	22,500	6,479	451,000	0	(795,000)	0	2,909,014	3,236,993

KEY INFORMATION

	Note	Opening Balance 1 July 2021	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 March 2022
Other current liabilities		\$		\$	\$	\$
Provisions						
Provision for annual leave		129,526	0	0	0	129,526
Provision for long service leave		77,825	0	0	0	77,825
Total Provisions		207,351	0	0	0	207,351
Total other current liabilities		207,351	0	0	0	207,351
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee benefits

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
	1 July 2021	Liability	Liability	31 Mar 2022	Liability	Budget	Budget	Revenue
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Grants Commission Grant Received - General	0	0	0	0	0	397,804	397,804	409,872
Grants Commission Grant Received- Roads	0	0	0	0	0	235,213	235,213	202,202
Law, order, public safety								
FESA Grant - Operating Bush Fire Brigade	0	0	0	0	0	24,000	18,000	15,236
Ramelius Resources MOU Emergency Services	0	0	0	0	0	13,500	10,125	10,227
Income Relating to Fire Prevention	0	0	0	0	0	0	0	835
Recreation and culture								
Income Ramelius MOU Social Contribution 33%	0	0	0	0	0	14,000	13,000	18,692
Income Ramelius MOU WPA Contribution 67%	0	0	0	0	0	28,000	28,000	37,951
Swimming Pool Redevelopment Income	0	0	0	0	0	75,000	30,000	0
Bowling Green Redevelopment - Income	0	0	0	0	0	0	0	0
Ramelius Common Management - Income	0	0	0	0	0	10,000	10,000	10,000
Transport								
Grant - MRWA Direct	0	0	0	0	0	126,500	126,500	134,219
Economic services								
Govt. Grant Funding NRM Rural Service	0	0	0	0	0	0	0	19,820
	0	0	0	0	0	924,017	868,642	859,055
Operating contributions								
Housing								
Income 55 Wolfram St -Ramelius Resources	0	0	0	0	0	500	328	0
	0	0	0	0	0	500	328	0
TOTALS	0	0	0	0	0	924,517	868,970	859,055

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget	YTD	YTD
	1 July 2021		(As revenue)	31 Mar 2022	31 Mar 2022	Revenue	Budget	Revenue
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Education and welfare								
Income Relating to Pre-Schools	0	0	0	0	0	90,500	67,875	0
Housing								
Income R4R - 2x2 Housing - CAPITAL	0	0	0	0	0	160,000	0	0
Recreation and culture								
Income Relating to Libraries	0	0	0	0	0	100	72	0
Transport								
Grant - MRWA Specific	0	0	0	0	0	340,000	236,500	332,351
Grant - Roads to Recovery	0	0	0	0	0	325,000	243,750	324,415
Economic services								
Caravan Park - Capital Income	0	0	0	0	0	30,000	0	0
	0	0	0	0	0	945,600	548,197	656,766

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**NOTE 13
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2021	Received	Paid	31 Mar 2022
	\$	\$	\$	\$
LGMA - Receipts	4,672	0	0	4,672
Westonia Historical Society	19,145	2,000	0	21,145
Cemetery Committee	8,405	7,000	0	15,405
	32,222	9,000	0	41,222

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**



**NOTE 14
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 Actual materially.

The material variance adopted by Council for the 2021-22 year is \$5,000 or 5.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Housing	(7,506)	(5.93%) ▼				09122 Income 11 Quartz - Belinda no Rent Charged, 09124 Income 37 Diorite St - Vacant
Transport	79,287	62.68% ▲	12216 Grant Roads to Recovery - Quarterly Payment Received			
Economic services	253,767	304.92% ▲		13609 Standpipe Water - Charge Received 13105 Gov. Grant Funding - Dept Primary Industries \$19820 Elachbutting		
Other property and services	569,792	564.77% ▲		14100 Private Works Income - Lendlease Income 145250 Admin Reim. - Insurance Claims Reim. Cyclone Seroja		
Expenditure from operating activities						
Governance	(47,070)	(18.31%) ▼	04104 Member Refreshments - Overspend 04106 Subscriptions - Overspend			
Housing	(17,195)	(13.84%) ▼				09203 Maintenance Lifestyle - Repairs Water Damage Insurance Claim
Community amenities	11,579	13.82% ▲	10799 Depreciation - Raised			
Recreation and culture	(18,390)	(3.07%) ▼	11199, 11299 & 11399 Depreciation -Raised			
Transport	132,463	11.47% ▲	12203 Maintenance GRM - Underspend on roadworks 12299 Depreciation - Raised			
Other property and services	(350,395)	644.89%				14102 Private Works - Lendlease Private Works Costs
Investing activities						
Payments for property, plant and equipment and infrastructure	(463,239)	(30.66%) ▼				
Financing activities						
Transfer from reserves	(795,000)	(100.00%) ▼				
KEY INFORMATION	421,764	29.53% ▲				

9.1.3 GST RECONCILIATION REPORT – MARCH 2022

Responsible Officer:	Bill Price, CEO		
Author:	Jasmine Geier, Manager of Corporate Services		
File Reference:	F1.4.4 Audit Report		
Disclosure of Interest:	Nil		
Attachments:	Attachment 9.1.3 GST Report		
Signature:	Officer	CEO	
			

Purpose of the Report

☐ Executive Decision ☒ Legislative Requirement

Background

The Reconciled Balance of the GST Ledger to the General Ledger as reported as at 31st March 2022 provided to Council on a monthly basis as a means of keeping Council informed of its current GST liability.

Comment

The GST Reconciliation Report is attached for Councillor consideration.

Statutory Environment

Nil

Policy Implications

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

Strategic Implications

Nil

Financial Implications

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

Voting Requirements

☒ Simple Majority ☒ Absolute Majority

OFFICER RECOMMENDATIONS

That the GST Reconciliation totaling \$18,625.00 for the period ending 31st March 2022 adopted.

SHIRE OF WESTONIA
BAS EXTRACT - 31 March 2022



ABN:	87 507 505 958
Business Activity Statement:	Mar-22
Period/Year end:	2021/2022



Name	Jasmine Geier
Position	Manager of Corporate Services
Date	19/04/2022

	A	B	C	D	E	F	G
	GST						
Month	On Sales (collected) *1405000	On Purchases (paid) *1304000	Nett GST Payable / (Receivable)	Fuel Tax Credit *1144040.170	PAYG *1406010	FBT Instalment *1142210 & 1145090	Nett Payment /(Refund)
Jul-21	36,238.00	23,671.00	12,567.00	(4,217.00)	17,323.00	0.00	25,673.00
Aug-21	3,196.00	13,356.00	(10,160.00)	(3,025.00)	24,531.00		11,346.00
Sep-21	4,904.00	10,883.00	(5,979.00)	(2,005.00)	15,627.00	5,547.00	13,190.00
Oct-21	16,942.00	66,511.00	(49,569.00)	(4,495.00)	18,209.00		(35,855.00)
Nov-21	43,144.00	69,765.00	(26,621.00)	(3,377.00)	17,926.00		(12,072.00)
Dec-21	2,005.00	21,849.00	(19,844.00)	(2,089.00)	16,360.00	5,547.00	(26.00)
Jan-22	1,305.00	10,435.00	(9,130.00)	(3,504.00)	35,819.00		23,185.00
Feb-22	11,952.00	33,127.00	(21,175.00)	(3,939.00)	16,097.00		(9,017.00)
Mar-22	14,230.00	13,034.00	1,196.00	(4,093.00)	15,975.00	5,547.00	18,625.00
Apr-22			0.00				0.00
May-22			0.00				0.00
Jun-22			0.00				0.00
Total	133,916.00	262,631.00	(128,715.00)	(30,744.00)	177,867.00	16,641.00	35,049.00

A - B = C (Net GST)

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

9.1.4 DEBTOR WRITE-OFFS

Responsible Officer:	Bill Price, CEO	
Author:	Jasmine Geier	
File Reference:	F1.8.3 Debtor write off	
Disclosure of Interest:	Nil	
Attachments:		
Signature:	Officer	CEO
		

Purpose of the Report

☐

Executive Decision

☒

Legislative Requirement

Background

In accordance with S 6.12 (1)(c) of the Local Government Act, Council decision in writing off of some debtors that are unrecoverable is required.

Comment

The following outstanding Debtor amounts requires a motion from Council to have written off for the following reasons

1. Invoice 18/19-619 Mulching Solutions Australia \$6,779.30 (Reimbursement Sand provisions for CEACA Housing raised)

The total amount of debtor write-off amounts to \$ 6,779.30.

Statutory Environment

S 6.12 (1)(c) of the Local Government Act 1995.

Policy Implications

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

Strategic Implications

Effective financial control.

Financial Implications

An adjustment of \$ 6,779.30 of unrecoverable funds from outstanding debtors.

Voting Requirements

☐

Simple Majority

☒


Absolute Majority

OFFICER RECOMMENDATIONS

That Council agrees in accordance with S 6.12 (1)(c) of the Local Government Act, to write-off an amount of \$ 6,779.30 from sundry debtors being unrecoverable or incorrect invoices raised previously.

9.1.5 DIFFERENTIAL RATES

Responsible Officer:	Bill Price, CEO	
Author:	Bill Price, CEO	
File Reference:	R1.1.1 Rates General	
Disclosure of Interest:	Nil	
Attachments:	1. Differential Rates Advert 22/23, 2. Objects & Reasons for Differential Rates, 3. Statement of Rating Information	
Signature:	Officer	CEO



Purpose of the Report



Executive Decision



Legislative Requirement

Summary

Council is requested to support the differential rates in the dollar and minimums proposed for the 2022/2023 financial year and advertise the proposed rates for a 21 day comment period. Council are required to seek Minister approval for proposing to impose a Mining GRV differential rate that is more than twice the lowest rate.

Background

In accordance with sections 1.7 and 6.36 of the Local Government Act 1995, Council is required to give local public notice of the intention of Council to impose differential rates, or a minimum payment under a differential rate category.

Local public notice includes publishing in a newspaper circulating in the district, exhibiting on the notice board of the local government office, and exhibiting on the notice board of the library inviting submissions in respect of the following information, for a minimum of 21 days (after 1st May);

- 1) Details of each rate or minimum payment the local government intends to impose,
- 2) Invitation for submissions to be made in respect of the proposed rate or minimum payment and any related matters.

The Shire recognised that the COVID-19 crisis has had significant financial implications for many ratepayers within the community. In response to this there was an 2% increase in the total rates levied for the 2021/22 financial year (including Differential Rates).

Community / Stakeholder Consultation:

An advertisement on the 4th May 2022 will be included in the public notice section of the Newspaper circulated in the district. The community will have 21 days to make submissions. (26th May 2022)

Comment

The Local Government Act 1995 provides for Councils to levy rates to fund the estimated annual budget deficiency for the forthcoming financial year.

The estimated budget deficit for the 2022/2023 financial year has not yet been finalised, as the detailed budget estimates covering various expense and revenue items are currently being prepared. At present, the amount required from rates to fund the outcomes of the draft budget is an estimated 4% rate increase.

In the past Council has adopted rates that are more than twice the minimum differential rate and must therefore seek Ministerial approval, as required by the provisions of the Local Government Act 1995. The Department of Local Government has been scrutinising Council's differential rating strategy each year and may request modifications to be made, if they are not satisfied that the rating strategy is fair and equitable.

It must be understood the purpose of this Agenda Item is to set an estimated Differential Rate so a request can be sent to the Minister after advertising and seeking submissions from the electorate. Invariable the actual rate amount set may differ from the estimate once the valuations have been received from Landgate for the next financial year. However, the legislation allows these rate in dollar amounts to be adjusted to reflect the actual valuations by making notation in the Shires Adopted Budget and on the Rate Notices sent out. Such notation is to explain the reason for the difference between the advertise Differential Rate and that impose being due to valuation adjustments from Landgate. The actual Rate Revenue raised will not differ significantly.

Due to the COVID-19 pandemic and the resulting economic uncertainties, the 2020/21 financial years rates were not increased on those imposed in 2019/2020 and only a slight 2% increase was raised for 2020/2021. With this in mind it will be proposed that a 4.0% increase in the Rate in the Dollar for the 2022/23 financial year.

The proposed Rates in the dollar for 2022/2023 represent a 4.0% increase over those imposed in 2021/2022.

The recommended Rate in the dollar increase of 4.0% is in line with the WA Local Government Cost Index (WALGCI) forecast for 2021/22 of 5.7% with an anticipated reduction to 2.5% in the 2022/23 year. December 2021 CPI of 5.7%. The WALGCI is similar in principle to the Consumer Price Index (CPI) but is weighted towards expenditure types more relevant to Local Governments. The CPI is based on actual household expenditure data, which is principally derived from the Household Expenditure Survey conducted by the ABS and includes expenditure on areas such as food and non-alcoholic and alcoholic beverages, tobacco products and clothing & footwear; all of which are not expenditure areas for a Local Government. The WALGCI is a combination of certain cost items from the CPI and others from the General Construction Index WA (GCIWA). The WALGCI offers an indication of those changes in the WA economy that relate more closely to the functions of Local Government.

The table below shows the rate categories for 2021/2022 and the rate in cents and minimum amounts; GRV Rate Category:

Category	Rate in the \$	Minimum Rate \$
GRV General	7.222	355.00
GRV Mining	20.536	355.00

The Proposed rates for 2022/2023 are listed below:

Category	Rate in the \$	Minimum Rate \$
GRV General	7.510	370.00
GRV Mining	21.357	370.00

Statutory Environment

Under section 6.36 of the Local Government Act 1995, Council is required to give local public notice of the intention of Council to impose differential rates, or a minimum payment under a differential rate category. Local public notice includes publishing in a newspaper circulating in the district, exhibiting on the notice board of the local government office, and exhibiting on the notice board of the library inviting submissions in respect of the following information, for a minimum of 21 days;

- Details of each rate or minimum payment the local government intends to impose,
- Invitation for submissions to be made in respect of the proposed rate or minimum payment and any related matters.

Policy Implications

Nil

Strategic Implications

Nil

Financial Implications

The Shire's principal source of income is through rates. It is an essential part of the budget process that the Council consider the level of rates that need to be raised in the context of funding the annual budget. It must also be noted that as other income, such as fees and charges are fixed by external legislation, there is very little scope for the Shire to increase this revenue source to keep up with the rising costs of service provision, therefore, these increasing costs must be borne by increases in rates or you will see a reduction in services.

The Shire has until 31 August each year to adopt the Annual Budget, as the Shire is a growing organisation and as such, we are heavily reliant on receiving rates income to fund our operations, including salaries. With this in mind, setting the level of rates for advertising and allowing the adoption of the annual budget in June, after the close of the advertising period, is a very high priority to enable rates notices to be issued. The Shire prepares its cash flow based on starting to receive rate payments in late August each year.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council:

1. Reviews and adopts the statements in relation to
 - a) Objects and Reasons for implementing a Differential Rate 2022-23
 - b) Statement of Rating Information 2022-23
2. Support the following differential rates in the dollar and minimum payments for the GRV and UV rated properties, subject to finalisation of the 2022/2023 draft budget:

Category	Rate in the \$	Minimum Rate \$
GRV General	7.510	370.00
GRV Mining	21.357	370.00

3. Seek the Minister for Local Government's approval to impose differential general rates more than twice the lowest rate; and
4. That Council publicly advertises its intention to impose differential rates, pursuant to section 6.36 (1) of the Local Government Act 1995 and invites public submissions for a period of twenty one days; and
5. That Council consider any submissions in respect of imposition of differential rates as part of the 2022/2023 Budget deliberations.



SHIRE OF WESTONIA

NOTICE OF INTENTION TO LEVY DIFFERENTIAL RATES 2022/2023

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 2022/2023 rating year. This rate is taking into consideration Council's decision at April meeting to impose a 4% rate increase:

RATE IN THE DOLLAR

Category	Rate in the \$	Minimum Rate \$
GRV General	7.510	370.00
GRV Mining	21.357	370.00

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 2022/23 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 4:00pm on Thursday 26th May 2022.

Bill Price
Chief Executive Officer
Shire of Westonia



SHIRE OF WESTONIA 2022/2023 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.

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 Gross Rental Value (GRV) Mining rates to the Gold Mine as the land has an improved classification. The minimum payments proposed for all rate categories have been set at \$370, which are considered to be the maximum for the long term, with the exception of UV Mining which is set at \$200.00.

The following are estimated Differential Rates and Minimum Payments for the Shire of Westonia for the 2022/2023 financial year.

	<i>Rate in the Dollar (Cents)</i>	<i>Minimum \$</i>
GRV – Residential	7.510	\$370.00
GRV - Mining	21.357	\$370.00

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. The minimum payments proposed for all rate categories have been set at \$370, which are considered to be the maximum for the long term. The proposed rate in dollar for GRV Residential is 7.510 cents in the dollar.

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. The minimum payments proposed for all rate categories have been set at \$370, which are considered to be the maximum for the long term. The proposed rate in dollar for GRV Mining is 21.357 cents in the dollar.

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. The minimum payments proposed for all rate categories have been set at \$370, which are considered to be the maximum for the long term. The proposed rate in dollar for UV Rural is 1.691 cents in the dollar.

UV – Mining

The object of the UV Mining rate is to ensure a fair contribution to the revenue requirements of the Shire and to permit the imposition of rates on mining tenements 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. The minimum payments proposed for all rate categories have been set at \$200, *as per section 6.35 (4) of the Local Government Act 1995 and Regulation 53 of the Local Government (Financial Management) Regulations 1996* which are considered to be the maximum for the long term, subject to section 6.33 of the Local Government Act. The proposed rate in dollar for UV Mining is 1.691 cents in the dollar.

GRV Differential Rate - Mining

The Local Government Act 1995 determines 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 within the Shire of Westonia every five years and assigns a GRV. The current valuation is effective from 1 July 2019. Interim valuations are provided monthly to Council by the Valuer General for properties where changes have occurred (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 rates notices.

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

Objects and Reasons for GRV 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.

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 4.00pm on Thursday 26th May 2022.

Bill Price

Chief Executive Officer

Shire of Westonia

5 May 2022



Shire of Westonia

Statement of Rating Information 2022-23

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 2019. 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 4:00pm on Thursday 26th May 2022.

Bill Price
Chief Executive Officer
Shire of Westonia.

9.1.6 NURSE PRACTITIONER PROPOSAL

Responsible Officer:	Bill Price, CEO	
Author:	Bill Price, CEO	
File Reference:	H1.1.2	
Disclosure of Interest:	Nil	
Attachments:	Request for Quotation WAPHA	
Signature:	Officer	CEO



Purpose of the Report



Executive Decision



Legislative Requirement

This report seeks Council's endorsement of the 'Request for Response' submission provided to WA Primary Health Alliance (WAPHA) for the future short-term provision of Nurse Practitioner Services from the Westonia Health Clinic.

Background

WA Primary Health Alliance is seeking a proposal from the Shire of Westonia to provide a clinical Primary Health Nurse Practitioner (PHNP) service to support General Practice under a fixed, short-term contract to 31 December 2022.

The service is intended support and increase the efficiency and effectiveness of nursing practitioner services for patients, particularly those at risk of poor health outcomes, and improve coordination of care to ensure patients receive the right care in the right place at the right time.

During the contract period, the Shire of Westonia together with interested stakeholders, will explore opportunities for alternative arrangements and funding sources for this service post 31 December 2022.

Eligibility and Target Group

Mandatory Criteria

To be eligible to receive Services under the Activity (an Individual), the person must reside within the Shire of Westonia and surrounding communities.

Activities

The Contractor is required to perform the Activity in accordance with the following requirements:

- Provide a qualified and accredited PHNP for 7.5 hours per week to work in the multidisciplinary primary health care service/teams in the Shire of Westonia and surrounding areas.

The role of the PHNP includes but is not limited to the following provide:

- Primary health care services based on the priority need of the Shire of Westonia and surrounding areas;
- Direct advanced clinical care within their scope of practice, and in partnership with General Practice and WA Country Health Service of health promotion and illness prevention; and
- Early detection care coordination and case management including a focus on self-management.

By using PHNPs within a General Practice setting through a collaborative approach better health outcome for people with complex and chronic conditions living in the Shire of Westonia and surrounding communities

The key objectives are:

- Reduction in emergency department presentations, inpatient admissions and length of stay through the services provided by a PHNP to work with people with complex and chronic conditions living in the community of Westonia
- By working collaboratively in the development of a shared care plan with the GP and other providers of the person's care team, people will have better health outcomes through access to treatment;
- By developing a shared care plan with the GP and other providers of the person's care team, services will be integrated and the care experience for people will improve;

- Increased access to health care in the absence of General Practitioners;
- By providing early detection care coordination, case management and self-management strategies for people with chronic and complex care needs with the multidisciplinary team better health outcomes will be achieved;
- To develop PHNP service model which is effective and efficient and integrated with General Practice; and
- Support the workforce related knowledge, skills, abilities, and attributes by mentoring and providing peer support to other health professionals within General Practice and/or the care team within the catchment areas.

Comment

Some issues have arisen with this proposal in that the Nurse Practitioner is not in favour of the 'Collaborative Care Agreement' between general practitioners and nurse practitioners she has to sign as part of this funding proposal.

Also, Council have expressed their disappointment that the contract is only short-term expiring end of December 2022 and that there is a onus on the Council to source alternative funding post this date. It implies that the Health Department are not interested in recognising the service and funding of the position long term.

The completed proposal will be presented to the meeting on Thursday.

Statutory Environment

Local Government Act 1995.

Policy Implications

Council does not have a policy in relation to this matter

Strategic Implications

Social – provide community facilities and promote social interaction.

Financial Implications

This proposal will be a nil cost to Council as the WAPHA contract is intended to cover the cost of the services minus the usual administrative service the Council provides for Health Services.

Voting Requirements



Simple Majority




Absolute Majority

OFFICER RECOMMENDATIONS

That Council endorse the 'Request for Response' submission provided to WA Primary Health Alliance (WAPHA) for the future short-term provision of Nurse Practitioner Services from the Westonia Health Clinic and that the Shire President and CEO be authorised to sign and duly seal any formal documentation associated with the new arrangement.

9.2 COMMUNITY AND REGULATORY SERVICE
9.2.1 APPLICATION FOR EXPLORATION LICENCE 77/2929

Responsible Officer:	Bill Price, CEO	
Author:	Bill Price, CEO	
File Reference:	ES1.6.1 Mining	
Disclosure of Interest:	Nil	
Attachments:	Reference Map of Exploration Licence	
Signature:	Officer	CEO



Purpose of the Report



Executive Decision



Legislative Requirement

Background

The Shire has been advised of an application for an Exploration licence having been lodged by Austwide Mining Title Management on behalf of Phippen Nominees Pty Ltd (E77/2929).

The application relates to land in the Elachbutting area (bordering Rabbit Proof Fence North Road. See Attached)

Comment

Phippen Nominees Pty Ltd is a Financial Services minor company listed in West Perth.

Previous exploration approvals have been granted with the following conditions:

- 1) That dust suppression is carried out so that others are not adversely affected;
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions;
- 3) Any ground water that escapes onto the ground around the drill site is to be bunded so that it does not spread;
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner;
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner;
- 6) A firefighting unit is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram;
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn both mining staff, contractors, and the public/visitors.
- 9) All drill holes are to be capped as soon as possible/practical after drilling;
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, in particular when working between 7:00 p.m. and 7:00 a.m.;
- 11) That the proposed drilling work is advertised in the local newsletter "Westonian" prior to any work commencing to notify the general public of this work; and

- 12) That no drilling is to occur within any Shire gravel pits, and no drilling operation is to affect any part of the Rabbit Proof Fence in any way.

Statutory Environment

The Mining Act prevails in this matter.

Policy Implications

Nil

Strategic Implications

Nil.

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council grants approval to Pippen Nominees Pty Ltd (E77/2929) to carry out drilling along sections of Council controlled road reserves with these respective Exploration Leases as shown on the attached maps with the following conditions:-

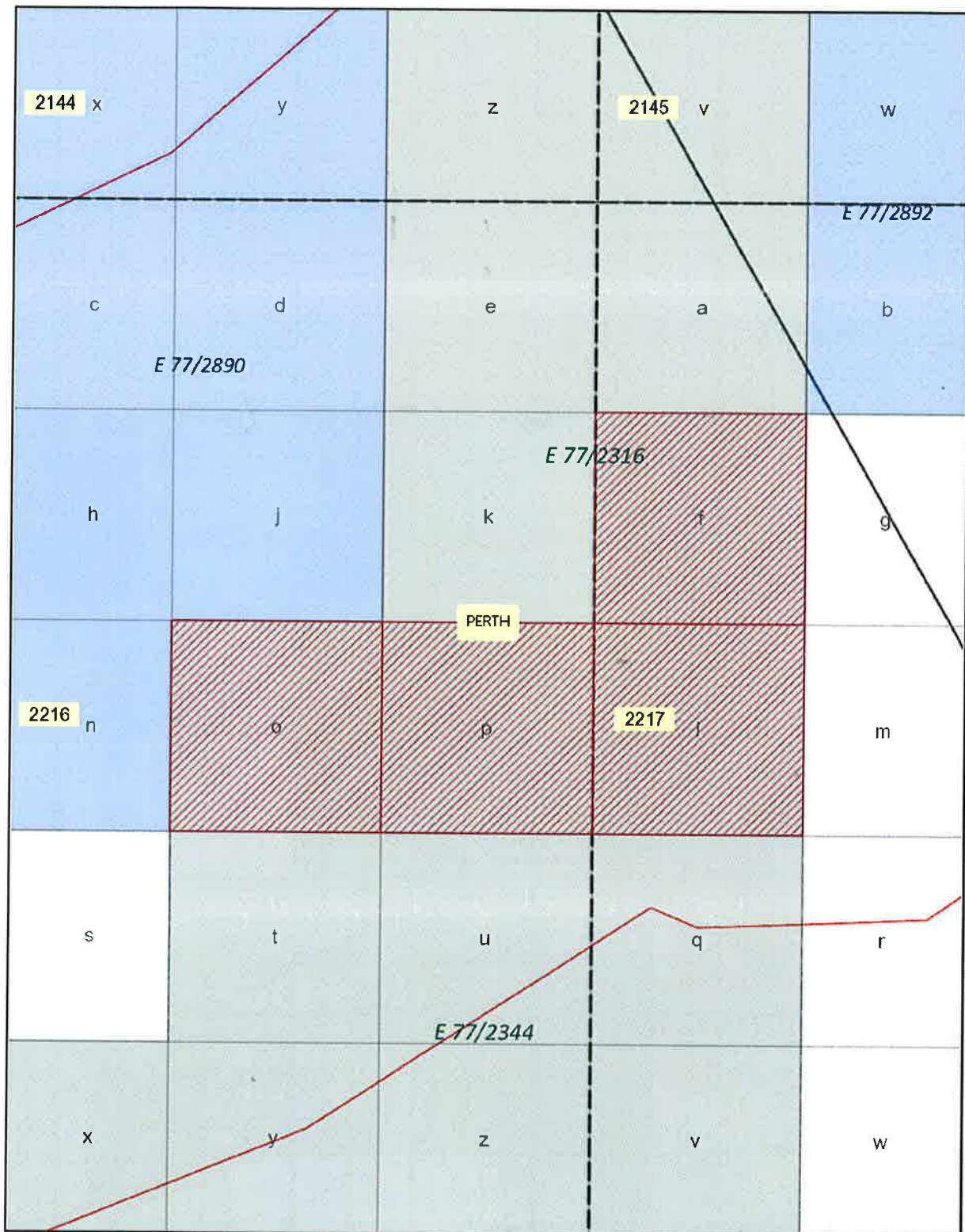
- 1) That dust suppression is carried out so that others are not adversely affected;
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions;
- 3) Any ground water that escapes onto the ground around the drill site is to be bunded so that it does not spread;
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner;
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner;
- 6) A firefighting unit is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram;
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn both mining staff, contractors, and the public/ visitors;
- 9) All drill holes are to be capped as soon as possible/practical after drilling;
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, in particular when working between 7:00 p.m. and 7:00 a.m.;
- 11) That the proposed drilling work is advertised in the local newsletter "Westonian" prior to any work commencing to notify the general public of this work; and
- 12) That no drilling is to occur within any Shire gravel pits, and no drilling operation is to affect any part of the Rabbit Proof Fence in any way.



Mining Act 1978
Sec. 58; Reg. 64

FORM 21 - ATTACHMENT 2
Plan Name(s) - PERTH



Time Officially Received : 22/03/2022 16:07:26
User Id : ex13236



MAP SHOWING BLOCKS APPLIED FOR IN
EXPLORATION LICENCE NO. 77/2929

 Graticular Section Applied For

9.2.2 DISABILITY ACCESS & INCLUSION PLAN ADOPTION

Responsible Officer:	Bill Price, CEO
Author:	Jasmine Geier, MCS
File Reference:	A2.8.4 Policy and Procedure
Disclosure of Interest:	Nil
Attachments:	Attachment
Signature:	Officer  CEO 

Purpose of the Report

☐

Executive Decision

☒

Legislative Requirement

Background

Pursuant to the provisions of the Disability Services Act 2004 local government is required to review the Disability Access and Inclusion Plan.

Comment

In accordance with the Disability Services Act every Disability Access and Inclusion Plan (DAIP) is to be reviewed every 5 years. The Shire of Westonia DAIP is due to be reviewed in 2021 as the current Plan was adopted in 2016.

A notice was published on the Shire Website on Friday, 18th March 2022, Facebook on the 21st March 2022, plus in the local "Westonian" newsletter on 23rd March 2022 advising that the DAIP was to be reviewed and invited interested people to nominate to take part in the review process

The current DAIP, which has been reviewed by management and accepted by Council, subject to change has now been advertised for a period of (4) four weeks. At the time of writing the agenda, there have been no submissions in relation to the Disability Access and Inclusion Plan. The DAIP also requires input from the Disability Services Commission.

The draft DAIP has again been reviewed by Management and will then be recommended for adoption as required by the legislation.

The reviewed DAIP needs to be formally adopted by Council prior to it being forwarded to the Disability Services Commission.

Statutory Environment

It is a requirement of the 2004 Regulations that at a minimum the plan is advertised in a newspaper circulating within the region for a period of not less than 4 weeks (18th April 2022). Advertising may include website access and direct contact with other organisations.

At the completion of the advertising period the DAIP will be presented to Council for consideration and adoption.

Policy Implications

Nil

Strategic Implications

N/A



Financial Implications

A full review and update of the plan was completed internally requiring no external consultation fees, providing a saving to Council.

Advertising cost of approximately \$300 is expected.



Voting Requirements



Simple Majority




Absolute Majority

OFFICER RECOMMENDATIONS

That Council reviews the Disability Access and Inclusion Plan 2022-2027 for the Shire of Westonia and formally adopts the Plan prior to submitting to the Disability Services Commission.

9.2.3 CSRFF GRANT APPLICATIONS – BOWLING GREEN EXPANSION

Responsible Officer:	Bill Price, CEO	
Author:	Bill Price, CEO	
File Reference:	F1.10.2	
Disclosure of Interest:	Nil	
Attachments:	Nil	
Signature:	Officer	CEO



Purpose of the Report



Executive Decision



Legislative Requirement

This report seeks Council's endorsement of the application submitted to the Department of Sport & Recreations CSRFF program with a commitment to Council's financial contribution to the project should the grant be successful.

Background

The purpose of the CSRFF program is to provide financial assistance to community groups and local governments to develop basic infrastructure for sport and recreation. The program aims to maintain or increase participation in sport and recreation with an emphasis on physical activity, through rational development of good quality, well-designed and well utilised facilities.

As recommended at the March Ordinary Council meeting an application was submitted to the CSRFF program for the expansion and new synthetics of the bowling green, but as quotations had not been finalised at that time no financial details were included.

Comment

Since the last meeting quotations have been finalised and the application has been submitted by 31st March with the following details

Total project cost \$ 255,000 (inc GST)

Council Funding \$ 85,000 (inc GST)

Bowling Club Funding \$ 85,000 (inc GST)

CSRFF Funding \$ 85,000 (inc GST)

Council is required, by way of Council resolution, to show a commitment to their financial contribution towards the project.

Statutory Environment

Local Government Act 1995.

Policy Implications

Council does not have a policy in relation to this matter

Strategic Implications

Diorite Street Recreational Precinct revitalisation project.



Financial Implications

Funding commitment to the project to be included in the 2022/23 financial year budget should the CSRFF grant be successful.



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council endorse the application submitted to the Department of Sport & Recreation CSRFF program with a commitment to include an amount of \$ 85,000 (inc GST) in the 2022/23 financial budget.

9.2.4 FUTURE GOVERNANCE – WESTONIA CRC

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	CS1.1.16 CRC
Disclosure of Interest:	Nil
Attachments:	Guide to Delivering Services 2022-27
Signature:	Officer CEO



Purpose of the Report



Executive Decision



Legislative Requirement

This report seeks Council's intention to assume Governance responsibility of the Westonia Community Resource Centre (CRC)

Background

Council would be aware of correspondence received from the Management Committee of the CRC requesting Council consideration to take over the management of the CRC moving forward. The committee believe that with the constantly changing regulatory requirements that they do not have the capacity to continue with the good governance of the organisation.

Community Resource Centres (CRCs) deliver a range of community services for the Department of Primary Industries and Regional Development (DPIRD) which, as part of the Western Australian Community Resource Network (WACRN), contribute towards the Community Level Outcomes for the WACRN program.

These Community Level Outcomes (CLO) are:

- CLO 1 - Development of vibrant and sustainable regional communities.
- CLO 2 - Regional communities have improved access to the state government and community information they need.
- CLO 3 - Regional communities improve their economic health
- CLO 4 - Regional communities improve their social cohesion and capacity.

Each CRC service provider contributes towards these through their work in delivering services tailored to address the Service Level Outcomes for the WACRN. The Service Level Outcomes (SLO) for the WACRN are:

- SLO 1 - Community members are provided with access to state government and community information and services.
- SLO 2 - Local businesses and the workforce have access to activities and initiatives that improve skills and capacity to foster economic growth in the local community.
- SLO 3 - Community members have access to activities and initiatives that create or improve community connectedness and capacity.

I have attached a copy of the Service Delivery Guide for 2022-27 for Councillor information.

Comment

Investigations have been held with the Department of Primary Industries and Regional Development who have advised that they would support the Council accepting the overarching management of the CRC considering that Councils have a greater capacity than volunteer management committees. There are numerous wheatbelt Councils that currently manage their individual CRCs namely Yilgarn, Kellerberrin, Koorda just to mention a few. Council would be required to enter into a new service agreement for a 5 year period.

Also, Council conducted meetings of the 2 separate demographics that mainly utilise the services provided by the CRC on Tuesday 5th April 2022.

Interestingly, the main outcomes of the two meetings were

Seniors Meeting (21 attendees)

- No objection to change of governance structure
- Health services provision main interest including wellbeing activities, coordination of HACC services, telehealth, exercise programs, and transport options for those unable to access services.
- Opportunity to have an activity centre such as a Men's Shed model that generates more activities and social gatherings.

Young Family Generation Meeting (20 attendees)

- No objection to change of governance structure.
- Continuance of community events such as Xmas Markets and Wessy on the Green. There is no issue or barrier of charging higher entry fees etc to help cover costs.
- A creche style service that can free up parents to undertake local activities.
- Explore opportunities to value add on our tourism assets ie wildflower tours etc.
- Joint activity centre modelled on men's shed.
- Continuance of relevant training courses.
- Establish a unique event that sets Westonia apart.

It needs to be acknowledged that taking over the management of the CRC, reinvigorating its service delivery to the community and the anticipated review of staffing and responsibilities will be a difficult task and will add additional workload to the administration of the shire.

Statutory Environment

Local Government Act 1995.

Policy Implications

Council does not have a policy in relation to this matter

Strategic Implications

Social – provide community facilities and promote social interaction.

Financial Implications

Contract arrangements for CRC operations under the DPIRD pays an amount of \$ 107,207 inc GST per annum for the next 5 year period. Financial impact on future Council operations will depend on the future structure arrangements and service delivery Council are prepared to offer.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council

1. assume the future governance responsibility of the Community Resource Centre (CRC),
2. Authorise for the Shire President and CEO to sign and duly seal associated contractual arrangements with the Department of Commerce.



Department of
**Primary Industries and
Regional Development**

*We're working for
Western Australia.*

Guide to Delivering Services

Community Resource Network

This document is to be used by Community Resource Centres contracted to deliver Western Australian Community Resource Network services by the Department of Primary Industries and Regional Development from 1 October 2017.

This version is to be used for 2022-2027 service variation



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1. Background

Community Resource Centres (CRCs) deliver a range of community services for the Department of Primary Industries and Regional Development (DPIRD) which, as part of the Western Australian Community Resource Network (WACRN), contribute towards the Community Level Outcomes for the WACRN program. These Community Level Outcomes (CLO) are:

CLO 1 - Development of vibrant and sustainable regional communities.

CLO 2 - Regional communities have improved access to the state government and community information they need.

CLO 3 - Regional communities improve their economic health

CLO 4 - Regional communities improve their social cohesion and capacity.

Each CRC service provider contributes towards these through their work in delivering services tailored to address the Service Level Outcomes for the WACRN. The Service Level Outcomes (SLO) for the WACRN are:

SLO 1 - Community members are provided with access to state government and community information and services.

SLO 2 - Local businesses and the workforce have access to activities and initiatives that improve skills and capacity to foster economic growth in the local community.

SLO 3 - Community members have access to activities and initiatives that create or improve community connectedness and capacity.

Context for using this document

This Guide to Delivering Services provides an overview of the type of services DPIRD contracts CRCs to deliver as part of the WACRN program. CRCs should use this document to guide their planning and decision making around local service delivery. This guide provides CRCs with an indication of the expected level of quality for service delivery.



2. Service Level Outcome 1

Community members are provided with access to state government and community information and services.

2.1. Core Services

2.1.1. Government and Community Information

CRC will provide and promote a Government and Community Information Access Point as a place for clients to access information about state government services and community information. This service is to be available to the community for an appropriate number of hours based on the CRC identifying community need. This service should provide free internet access to relevant websites and free mono printing of forms and other material.

Government and Community Information Access Point Specifications	
Signage and accessibility	At a minimum, signage identifying the availability of the service is to be prominently displayed and securely fixed, not propped/leant against a wall or similar. The service should be delivered in an accessible and easily located area of the CRC.
Desk/booth	The CRC may choose to have a dedicated area and computer for this service, or to make all public access computers available for this service. Whatever method the CRC adopts to deliver this service, the area should be professionally presented and user friendly.
Computer	The computer/s should be functional and provide reasonable speed of access to online material
Printer	Printing of relevant government forms and other material to a mono printer for no client cost is required.
Noticeboard	A noticeboard, minimum size of 1 metre square is to be used to display government initiative posters and flyers as well as community information. The CRC may choose to include posters related to its own events and services. Posters should be removed when no longer relevant and/or if they are no longer in excellent condition.

DPIRD is primarily interested in community usage of the Government and Community Access Point to access materials related to local community information and state

government services, however other uses of the area may occur at the discretion of the CRC.

CRCs are to manually record the number of uses of the area (options could include a tally on a spread sheet with daily or weekly uses recorded). Patrons should be recorded as having used the Government and Community Access Area if they access information/support in relation to a government service (NOT Services Australia services), a community group (for example a local sporting club), a community service (for example a not-for-profit service provider) or a local government. This access would be in the form of:

- Going online for information/service;
- Taking printed material;
- Talking with a CRC staff member to obtain advice on how to get information/access a service.

If your CRC is funded by another agency to provide access to information and/services (i.e. Department of Veteran's Affairs, Australian Tax Office, Department of Transport) do not include this usage in your data about the use of the service. Note that DPIRD has no expectation that CRCs use the Government and Community Access Area for Service Australia clients, and specifically does not consider that servicing these clients constitutes part of the CRC's contractual requirements with DPIRD, as such these clients are not to be included in the CRC's reporting of usage of this service.

2.1.2. Videoconferencing

Videoconferencing allows users to communicate via live audio and visual connections, across multiple locations in real time using WACRN endorsed platforms made available at the CRC. At a minimum, patrons should be able to access this service using a quality webcam and speaker/earphones/microphone on an appropriate computer/laptop connected to the internet, ideally in private. CRCs are encouraged to charge patrons for the use of this service.

How Videoconferencing Works

CRCs may choose their Videoconferencing provider, or use the videoconferencing provider that is client preferred. Current popular programs include Zoom, Business Skype and Microsoft Teams.

DPIRD provides a grant of \$500 per annum additional funding to assist CRCs to deliver this service.

2.2. Additional Services

CRCs can choose to offer either a Hot Office Service or Hot Desk Service, not both.

2.2.1. Hot Office Service – Government Officer

This Hot Office will be available free of charge to any employee or sitting member of the WA State Government on official business. An allocation of hours per quarter is to be made available with this determined in the CRCs tender offer and agreed to in the Contract Award Letter – bookings greater than this volume should be charged at standard office hire rates. The hours/quarter stipulated by the CRC in their Tender Offer is the total number of hours the CRC need to provide free of charge for all agencies. If a government organisation wishes to make a permanent booking of more than one day per month, the CRC may choose to view this agency as a permanent tenant and begin charging them their standard office hire rates.

The hot office should provide a reasonable level of privacy and be furnished with an office style desk and chair in good condition, with access to power points. Internet access should be available via Ethernet cable or wireless log on and should be charged at the CRC's standard usage rates or as negotiated. The user should be able to print, ideally using a 'plug in and play' style printer, or if this is not feasible, via a shared printer/copier. Pricing for printing should be clearly displayed.

Bookings should be taken on a 'first come, first served' basis. If the Hot Office is already booked by another user, either government or private, the CRC should take reasonable steps to offer an alternative location or if this is not possible, offer an alternative time. A register of bookings is to be maintained for reporting purposes.

2.2.2. Hot Desk Service – Government Officer

This Hot Desk will be available free of charge to any employee or sitting member of the WA State Government on official business. An allocation of hours per quarter is to be made available with this determined in the CRCs tender offer and agreed to in the Contract Award Letter – bookings greater than this volume may be charged at standard hot desk hire rates. The contracted hours per quarter is the total number of hours CRCs need to provide free of charge under the contract for all agencies. If a government organisation wishes to make a permanent booking of more than one day per month, the CRC may choose to view this agency as a permanent tenant and begin charging them their standard hot desk hire rates.

The hot desk may be in a more open or shared space that does not have the level of privacy provided by a dedicated office. The hot desk should be furnished with an office style desk and chair in good condition, with access to power points. Internet access should be available via Ethernet cable or wireless log on and should be charged at the CRC's standard usage rates or as negotiated. The user should be able to print, ideally using a 'plug in and play' style printer, or if this is not feasible, via a shared printer/copier. Pricing for printing should be clearly displayed.

Bookings should be taken on a 'first come, first served' basis. If the Hot Desk is already booked by another user, either government or private, the CRC should take reasonable steps to offer an alternative location or if this is not possible, offer an alternative time. A register of bookings is to be maintained for reporting purposes.



3. Service Level Outcome 2

Local businesses and the workforce have access to activities and initiatives that improve skills and capacity to foster economic growth in the local community.

3.1. Core Services

3.1.1. Referral Organisations

CRCs are to actively develop and maintain positive referral relationships with organisations who seek to support economic and business development. When developing and maintaining these relationships, it is important that the organisation has been directly contacted and that information has been provided to the CRC about what the organisation offers and how the CRC staff could refer potential clients to the organisation.

These referral relationships would involve CRC staff having a good awareness of the services offered by the organisations and being comfortable in identifying when a client may find a referral to one of these organisations beneficial. The CRC staff should be confident in providing the contact information for the organisation. Examples of the types of organisations the CRC could have a referral relationship with could include Small Business Centre service providers, Chambers of Commerce, Wageline and local TAFEs or other RTOs.

CRCs should be aware that when reporting on referral organisations, DPIRD may from time to time, require CRCs provide the details of its referral organisations and what the referral processes are.

When counting the number of referral organisations, CRCs should count the number of organisations which it holds information about, NOT the number of people it connects with these organisations. For privacy reasons CRCs are not required by DPIRD to keep any record of the people which it refers on to these organisations.

3.2. Additional Services

CRCs can choose to offer either a Hot Office Service or Hot Desk Service, not both.

In addition, CRCs must deliver at least one service from Training Workshops; Information Sessions; One on One Tutorials; Local initiatives/projects.

3.2.1. Hot Office Service – Commercial Hire

This office is to be available to businesses and individuals at commercial rates.

The hot office should provide a reasonable level of privacy and be furnished with an office style desk and chair in good condition, with access to power points. Internet access should be available via Ethernet cable or wireless log on and should be charged at the CRC's standard usage rates or as negotiated. The user should be able to print, ideally using a 'plug in and play' style printer, or if this is not feasible, via a shared printer/copier. Pricing for printing should be clearly displayed.

Bookings should be taken on a 'first come, first served' basis. If the Hot Office is already booked by another user, either government or private, the CRC should take reasonable steps to offer an alternative location or if this is not possible, offer an alternative time. A register of bookings is to be maintained for reporting purposes.

3.2.2. Hot Desk Service – Commercial Hire

This hot desk is to be available to businesses and individuals at commercial rates.

The hot desk may be in a more open or shared space that does not have the level of privacy provided by a dedicated office. The hot desk should be furnished with an office style desk and chair in good condition, with access to power points. Internet access should be available via Ethernet cable or wireless log on and should be charged at the CRC's standard usage rates or as negotiated. The user should be able to print, ideally using a 'plug in and play' style printer, or if this is not feasible, via a shared printer/copier. Pricing for printing should be clearly displayed.

Bookings should be taken on a 'first come, first served' basis. If the Hot Desk is already booked by another user, either government or private, the CRC should take reasonable steps to offer an alternative location or if this is not possible, offer an alternative time. A register of bookings is to be maintained for reporting purposes.

3.2.3. Training/Workshops – business development focus

Where a CRC identifies it will be providing training/workshops with a business development focus, it would be expected that the CRC has investigated the local need and demand for the service and has tailored the offering accordingly.

Any training/workshop is to have clear learning outcomes that improve the capacity of the participants to engage in activities related to their business and/or place of employment or be related to obtaining or improving employment prospects. The type of service that is expected in this area is Series or Stand-alone Workshops delivered by a suitable qualified/experienced employee of the CRC or third party provider

It is anticipated that CRCs would charge participants to attend any workshops at an appropriate market rate (for example, comparable with metro area pricing). It would be anticipated that the support provided by the DPIRD service agreement payment would assist the CRC with the additional costs associated in delivering the service in a regional area. Where the training is to assist the unemployed or underemployed the CRC may seek grants or funding from other sources to assist in the cost of delivering the training. This could include partnering with other service providers to share the cost of service delivery.

Where CRCs offer this service it is expected that the CRC is the lead organisation managing the service. They may 'buy in' expertise to deliver the service, however they would be responsible for, at a minimum, planning, promoting, managing and evaluating the service.

3.2.4. Information Sessions – business development focus

Where a CRC identifies it will be providing information sessions with a business development focus, it is expected that the CRC has investigated the local need and demand for the service and has tailored the offering accordingly.

Any information session is to have clear learning outcomes that improve the knowledge of the participants related to a business matter or to improve their ability to gain or improve their employment prospects. The type of service that is expected in this area include:

- Presentation (in person or online) with opportunity for Q&A delivered by a suitably qualified/experienced employee of the CRC or third party provider; or
- Structured business networking activity with opportunity for presentation of information about a relevant business topic or sharing about a local business.

It is anticipated that CRCs would charge participants to attend any information sessions at an appropriate market rate where the type of information session would normally attract a participant fee (for example, comparable with metro area pricing). It would be anticipated that the support provided by the DPIRD service agreement payment would assist the CRC with the additional costs associated in delivering the service in a regional area. Where a CRC is assisting a third party to deliver information sessions to the community, the CRC may negotiate a fee/arrangement with the third party and the session is free of charge to the participant.

Where CRCs offer this service it would be expected that the CRC was the lead organisation managing the service. They may 'buy in' expertise to deliver the service, however they would be responsible, at a minimum, for planning, promoting, managing and evaluating the service.

3.2.5. One on One tutorials – business or workforce development focus

Where a CRC identifies it will be providing one on one tutorials with a business or workforce development focus, it is expected that the CRC has investigated the local need and demand for the service and has tailored the offering accordingly.

One on one tutorials are to build the capacity of the user of the service. CRC staff provide a short session to show someone "how" to do a task. An example would be assisting a person to create an email account and walking them through the steps, not creating an email account for them. One on one tutorials would normally be less than 20 minutes per tutorial.

One on one tutorials can include the following:

- A fee schedule, or;
- be offered free of charge.

One on one tutorials can be scheduled in any of the following ways and should be clearly advertised as to how this service is provided:

- Scheduled appointment times;
- Walk in appointments available at all times the CRC has customer contact hours
- A scheduled walk in time advertised to the community

The CRC should keep a register of the type of one on one tutorials it offers the community, and have a plan of how staff are to maintain and build technical knowledge to offer this service. The plan could be incorporated into the CRCs professional development and learning plan for staff and volunteers.

3.2.6. Local initiatives/projects – economic development focus

CRCs working in this area would identify relevant initiatives or projects that have an intended outcome of economic development in their local area. Initiatives/projects would be longer term projects and would involve the CRC working on strategic activities designed to build and/support economic opportunities for the local community. It is anticipated that the budget provided by DPIRD would equip CRCs electing to work in this space with the resources to plan and manage the initiatives/projects but that they would need to leverage additional funding and/or grants for implementation, materials/equipment, and specialist services to complete the project.

The examples of the type of projects/initiatives that could be offered include:

- Planning, design and implementation of a 'shop local' campaign (with financial contribution from local businesses or business association to assist with implementation);
- Planning, design and implementation of a tourism strategy for the local area (with financial contribution from local businesses, business association, local government and/or grant to assist with implementation);
- Significant involvement with the planning, design and implementation of a large community event with significant business opportunities for local enterprises (for example Agricultural Show) with financial contribution from local businesses, business association, local government, grant or ticket sales to assist with implementation.
- Hosting of Work for the Dole participants, School Based Trainee or work experience students for a specified number of days per year and providing appropriate work experience opportunities.



4. Service Level Outcome 3

Community members have access to activities and initiatives that create or improve community connectedness and capacity.

4.1. Core Services

4.1.1. Referral Organisations

CRCs are to actively develop and maintain positive referral relationships with organisations who seek to build social capacity and offer support for social welfare and wellbeing. When developing and maintaining these relationships, it is important that the organisation has been directly contacted and that information has been provided to the CRC about what the organisation offers and how the CRC staff could refer potential clients to the organisation.

These referral relationships would involve CRC staff having a good awareness of the services offered by the organisations and being comfortable in identifying when a client may find a referral to one of these organisations beneficial. The CRC staff should be confident in providing the contact information for the organisation. Examples of the types of organisations the CRC could have a referral relationship with could include local or regional health providers and allied health services, financial counselling services, emergency relief providers and training providers.

CRCs should be aware that when reporting on referral relationships, DPIRD may from time to time, require CRCs provide the details of its referral relationships and what the referral processes are.

When counting the number of referral relationships, CRCs should count the number of organisations which it holds information about, NOT the number of people it connects with these organisations. For privacy reasons, CRCs are not required by DPIRD to keep any record of the people which it refers on to these service providers.

4.2. Additional Services

CRCs must deliver at least one of the following services.

4.2.1. Community Training/Workshops

Where a CRC identifies it will be providing training/workshops with a community development focus, it would be expected that the CRC has investigated the local need and demand for the service and has tailored the offering accordingly.

Any training/workshop is to have clear learning outcomes that improve the capacity of participants in terms of their individual skills, abilities and/or social engagement. The type of service that is expected in this area would be:

- Series or Stand-alone Workshops delivered by a suitable qualified/experienced employee of the CRC or third party provider; or
- One-on-One or small group training delivered by a suitable qualified/experienced employee of the CRC or third party provider.

Examples of the types of areas where a CRC may choose to focus the community training/workshops include:

- personal skills development;
- leisure skills development;
- youth support/engagement;
- seniors support/engagement;
- aboriginal community support/engagement; and
- migrant/ESL support/engagement.

It is anticipated that CRCs would charge participants to attend at an appropriate market rate where the type of workshop would normally attract a participant fee (for example, comparable with metro area pricing). It is anticipated that the support provided by the DPIRD service agreement payment would assist the CRC with the additional costs associated in delivering the service in a regional area. CRCs may choose to offer discounted rates to individuals or groups with need for the service but who may experience challenges in paying the full fee, or offer alternative payment methods such as volunteer labour in exchange for learning opportunities.

Where CRCs offer this service it is expected that the CRC was the lead organisation managing the service. They may 'buy in' expertise to deliver the service, however they would be responsible, at a minimum, for planning, promoting, managing and evaluating the service.

4.2.2. Information sessions – community development focus

Where a CRC identifies it will be providing information sessions with a community development focus, it is expected that the CRC has investigated the local need and demand for the service and has tailored the offering accordingly.

Any information sessions are to have clear learning outcomes that improve the knowledge of the participants related to a community development outcome. The type of service that is expected in this area include:

- Presentation (in person or online) with opportunity for Q&A delivered by a suitable qualified/experienced employee of the CRC or third party provider; or

- Structured social networking activity with opportunity for presentation of information about a relevant community development topic or sharing about a community action or initiative.

It is anticipated that CRCs would charge participants to attend at an appropriate market rate where the type of information session would normally attract a participant fee (for example, comparable with metro area pricing). It is anticipated that the support provided by the DPIRD service agreement payment would assist the CRC with the additional costs associated in delivering the service in a regional area. Where CRCs wish to provide information sessions below cost they are encouraged to seek further funding through sponsorship or grant opportunities.

Where CRCs offer this service it would be expected that the CRC is the lead organisation managing the service. They may 'buy in' expertise to deliver the service, however they would be responsible, at a minimum, for planning, promoting, managing and evaluating the service.

4.2.3. One on One tutorials – community development focus

Where a CRC identifies it will be providing one on one tutorials with a community development focus, it is expected that the CRC has investigated the local need and demand for the service and has tailored the offering accordingly.

One on one tutorials are to build the capacity of the user of the service. CRC staff provide a short session to show someone "how" to do a task. An example would be assisting a person to create an email account or download an application and walking them through the steps, not creating an email account for them. One on one tutorials would normally be less than 20 minutes per tutorial.

One on one tutorials can include the following:

- A fee schedule, or;
- be offered free of charge.

One on one tutorials can be scheduled in any of the following ways and should be clearly advertised as to how this service is provided:

- Scheduled appointment times;
- Walk in appointments available at all times the CRC has customer contact hours
- A scheduled walk in time advertised to the community

The CRC should keep a register of the type of one on one tutorials it offers the community, and have a plan of how staff are to maintain and build technical knowledge to offer this service. The plan could be incorporated into the CRCs professional development and learning plan for staff and volunteers.

4.2.4. Local initiatives/projects – community development focus

CRCs working in this area would identify relevant initiatives or projects that have an intended outcome of community development in their local area. Initiatives/projects would be longer term projects and would involve the CRC working on strategic activities designed to build and/support community opportunities for the local community. It is anticipated that the budget provided by DPIRD would equip CRCs electing to work in this space with the resources to plan and manage the initiatives/projects but that they would

need to leverage additional funding and/or grants for implementation, materials/equipment, and specialist services to complete the project.

The examples of the type of projects/initiatives that could be offered include:

- Planning, design and implementation of a health promotion campaign (with financial contribution and technical expertise from local health providers to assist with implementation);
- Planning, design and implementation of a youth engagement strategy for the local area (with financial contribution and technical expertise from local government, relevant youth organisations and/or grant to assist with implementation);
- Significant involvement with the planning, design and implementation of a large community event with significant social engagement opportunities for local people (for example Arts Festival) with financial contribution from local business, businesses, business association, local government, grant or ticket sales to assist with implementation.

4.2.5. Support to volunteering (previously Associations Support)

Where a CRC identifies it will be providing volunteer support, it would be expected that the CRC has investigated the local need and demand for the service and has tailored the offering accordingly.

Volunteer support is about building the capacity of the community volunteers or the communities ability to engage volunteers. The types of support that a CRC may provide for this service include:

- Series or Stand-alone Workshops delivered by a suitable qualified/experienced employee of the CRC or third party provider; or
- One-on-One or small group training delivered by a suitable qualified/experienced employee of the CRC or third party provider.
- Provision of templates for use by not for profit organisations with assistance to tailor these to the use of the organisation.
- Maintaining a register of local volunteers and their skill sets to match volunteers with organisations.
- Provide an opportunity for people in the community to gain skills to become volunteers.

DPIRD does not consider that undertaking executive roles on behalf of management committees would form part of this service (for example, the CRC undertaking the role of secretary for a local sports club). CRCs looking to undertake this type of work are welcome to do so in a fee for service arrangement with any local organisations seeking this service.

It is anticipated that CRCs will charge participants to attend any workshops at an appropriate market rate (for example, comparable with metro area pricing) where the service that is being offered would normally incur a fee. It is anticipated that the support provided by the DPIRD service agreement payment would assist the CRC with the additional costs associated in delivering the service in a regional area. CRCs may choose to offer discounted rates to individuals or groups with need for the service but who may experience challenges in paying the full fee, or offer alternative payment methods such as volunteer labour in exchange for learning opportunities. Where CRCs offer this

service it is expected that the CRC was the lead organisation managing the service. They may 'buy in' expertise to deliver the service, however they would be responsible, at a minimum, for planning, promoting, managing and evaluating the service.



5. Record Keeping

CRCs are required to maintain and retain records of services delivered on behalf of DPIRD. Depending on what services an individual CRC is contracted to deliver, there should be the following records available for viewing by DPIRD on request:

- Register of number of people accessing Government and Community Information;
- List of organisations (including contact information and primary services offered) which the CRC has referral relationships with;
- Record of hot office bookings (at a minimum, organisation and date booked);
- Record of use of video conferencing service (at a minimum, organisation or individual and date booked);
- Other services (event or initiative-based services) should have evidence of delivery of the service. This could include, but is not limited to:
 - Planning documents; and/or
 - Promotional material; and/or
 - Records or registration of participants; and/or
 - Photographs of the event; and/or
 - Print or digital articles about the event; and/or
 - Evaluation of the event (by CRC staff for continuous improvement).



6. Governance, Operations & Stakeholder Engagement Essentials

Good governance and operational practices and a commitment to continuous improvement on the part of CRCs are considered essential by DPIRD. CRCs are required to ensure the following governance and operations related policies and processes are in place and regularly reviewed to support good practice and minimise the governance risks to individual CRCs as well as the WACRN as a whole.

CRCs are to take responsibility for ensuring internally that they are compliant with these governance requirements. DPIRD may undertake onsite checks to confirm compliance and to identify areas where CRCs may require support to improve practices. DPIRD may also require CRCs to undertake a self-assessment in relation to these requirements and report findings and planned actions to remedy any gaps to DPIRD.

These essentials are not to be considered an exhaustive list of requirements for a CRC to operate effectively and efficiently. It is the responsibility of each CRC to identify any further requirements for their individual situation.

6.1. Governance Essentials

CRCs will ensure the following governance essentials are addressed within their organisation. Items with an * are not required where the CRC is managed by their Local Government Authority.

- A register of CRC association members and their contact details are maintained*;
- Sufficient board members to meet constitutional requirements* (refer to CRC individual constitution and relevant legislation);
- Succession Plan is in place that encompasses staff (and committee where governed by *Association Incorporation Act*);
- Agendas and minutes of committee meetings are well documented and stored appropriately*;
- Delegation chart which clearly shows the level of authority given to staff to act on behalf of the committee/Shire; and
- Financial audit for previous financial year has been completed.

6.2. Operations Essentials

CRCs are required to ensure that the following operations essentials have been met within their organisation.

- CRC has a Business Plan which underpins their organisational decision making;

- CRC has a Finance Policy which guides decisions and activities related to financial matters;
- CRC has a HR Policy which guides decisions and activities related to employment matters;
- CRC has an IT Plan which guides decisions and activities related to IT infrastructure management;
- CRC has a current operations manual that provides guidance on day-to-day operations of the CRC;
- All CRC staff have written employment contracts and job descriptions covering responsibilities and duties;
- All CRC staff are engaged in a formal performance review on an annual basis and documentation is maintained;
- A clear process for dealing with unsatisfactory performance is in place;
- Time sheets for all staff are maintained;
- A leave booking process is in place; and
- CRC has branding and signage that clearly identifies that it is part of the WACRN and the presentation and approach of the CRC enhances the WACRN brand. The CRC Style guide is a reference tool for CRCs to meet this requirement.
- Activities and initiatives that are delivered as part of this service agreement will be acknowledged in marketing, advertising and promotional material using the DPIRD logo and the wording “proudly supported by”.

6.3. Stakeholder Engagement Essentials

Strong stakeholder engagement is critical to the success of CRCs. It is expected that CRCs proactively engage with stakeholders to ensure the services delivered are appropriate and responsive to community need. This stakeholder engagement should also build relationships and partnerships that strengthen the CRC and, where appropriate, the wider WACRN. Potential activities that CRCs may engage in to manage stakeholder relationships include:

- Involvement in meetings, networking and forums with local and regional service providers, businesses and government agencies (for example, interagency meetings, inter-CRC meetings, one-on-one meetings with service providers);
- Participation in local and regional planning activities (for example, with local government, other service providers, other CRCs);
- One and two way communication with service users about services offered and emerging needs (for example, print and e-news publications, Facebook, Twitter, Instagram);
- Community engagement activities (for example, CRC Open Days, needs analysis, promotional market stall, focus groups); and
- Liaison and engagement with key funders and major clients to build strong relationships and work effectively together (for example, regular meetings and phone contacts, collaborative service planning, sharing success stories).



7. Planning

It is DPIRD's expectation that each CRC will plan the services they are contracted to deliver on an annual or biannual basis, with sufficient detail to allow the effective delivery, with minimisation of the risk that the service is not able to be delivered in the event that a key staff member leaves the organisation. The CRC will be expected to have a basic plan of actions that they will deliver for each financial year of the contracted service period. In the event that a CRC has challenges in terms of service delivery, DPIRD may include the provision of an Action Plan for approval as part of a management strategy with the CRC.

8. Evaluation and Reporting

CRCs will provide quantitative data on a six monthly basis via an online submission tool. This data will reflect the individual targets identified by the CRC and outlined in their service agreement.

CRCs will provide an Annual Report, including audited financials by 30 November each year. The Annual Report is to provide an overview of the services the CRC has provided and highlight the impact the CRC has had on their local community. The Annual report should be viewed as an opportunity for the CRC to market their organisation to high level stakeholders, and show the scope of services and influence the CRC has in its community.

CRCs will undertake a deeper, qualitative evaluation of one service every 6 months. The evaluation will be from Service Level Outcome 2 or from Service Level Outcome 3. CRCs will use Most Significant Change¹ (MSC) to develop one case study each 6 months. The strategies for evaluating the MSC will be determined by the CRC. DPIRD will provide support and resources to CRCs to assist them work through the MSC process, should the CRC wish to access it.

CRCs will lodge a self assessment Health Check each year that will review the organisations policies and processes.

CRCs will provide a copy of the organisations insurance certificates of currency each year for Public Liability and Workers Compensation Insurance.

¹ The Most Significant Change (MSC) technique is a form of participatory monitoring and evaluation. It involves the collection and selection of stories of change, produced by programme or project stakeholders. MSC provides CRCs the ability to report on quality outcomes through stories. There is less reliance on written reports and more on participative discussion and collaboration by CRC Staff and Committee members.

9. Glossary of Terms for Reporting Purposes

This piece of work is currently being developed by the CRC/DPIRD Reporting Working Group and the draft will be available for comment early 2022.


Important disclaimer

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9.3 WORKS AND SERVICE

9.3.1 TENDER - ROADTRAIN SIDETIPPER TRAILERS AND DOLLY

Responsible Officer:	Bill Price, CEO		
Author:	Bill Price, CEO		
File Reference:	T2.1.2 Plant General		
Disclosure of Interest:	Nil		
Attachments:	Plant Replacement Program		
Signature:	Officer	CEO	

Purpose of the Report



Executive Decision



Legislative Requirement

The purpose of this item is for Council to consider calling tenders for the replacement of the GTE sidetipper road train trailers and dolly.

Background

Council's Plant replacement Program shows that the JD Loader is scheduled to be replaced in the 2022/23 financial year with the trailers scheduled for the following financial year 2023/24. The loader has only done @ 3850hrs and is currently very good condition as apart from the trailers which requires some significant work. It is recommended that the 2 x items of plant be swapped around on the Plant Replacement Program.

Council would be aware of the lengthy timeframes for, in particular, the delivery of plant items. The GTE trailers are 1999 vintage and are starting to show signs of wear and tear and will require a significant investment on the running gear should Council decide to retain them for a longer period of time.

Comment

With the points raised above it is recommended that Council undertake the tender process for the replacement trailers as it is expected the delivery timeframe will be in the middle of the next financial year at best.

Statutory Environment

Local Government Act 1995, section 3.57 – Tenders for providing goods or services.

Policy Implications

Council does not have a policy in relation to this matter

Strategic Implications

Nil

Financial Implications

An allocation will need to be allowed for in the 2022/23 financial budget for the purchase of a Road train Sidetipper Trailers and Dolly as per the Plant Replacement Program.



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council invite tenders for the replacement of the GTE road train sidetippers and dolly.

PROPOSED PLANT REPLACEMENT PROGRAM
2021/22-2040/41

ITEM	CYCLE	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034	2034/2035	2035/2036	2036/2037	2037/2038	2038/2039	2039/2040	2040/2041
GRADERS Cat 12m 2016 John Deere 770G 2013 TRUCKS Frieghtliner Coronado 2019 Frieghtliner Coronado 2014 GTE Tandem Axle Dolly 1999 Howard Porter Sidetippers (2) 2020 GTE Road Train Side Tipper 1999 Howard Porter Drop Deck 2014 Semi Tanker 2019 LOADERS John Deere 624K Loader 2017 John Deere 5100m 2012 Hitachi Mini Excavator 2016 JCB Telehandler 2016 ROLLER HAMM Roller 2017 Multi Pac VP2400 2002 Dynapac DA4000 2013 OTHER CEO Vehicle 2021 Admin Vehicle 2020 W/S Vehicle 2020 Maintenance Ute 2017 Gardeners Ute 2007 Dual Cab Ute 2017 Mitsubishi Canter 2016 Tree Planter	10 Years 10 Years 10 Years 10 Years 20 Years 20 Years 20Years 20Years 6 Years 10 Years 10 Years 7 Years 10 Years 10 Years Annually 5 Years Annually 5 Years 5 Years 5 Years 20 Years																					

EXPLANATORY NOTES

The anticipated total net investment over the 20 year period is \$ 6,486,000.

The figures illustrated in red is the anticipated expenditure on plant purchases for the individual year.

The figures illustrated in blue is the annual commitment of Council required from the Munical Fund to maintain the Plant Replacement program. (slight increases over the program)

For example in year 2025/26 it is anticipated that Council spends \$70,000 on actual plant purchases from the Municipal Fund, but it is critical to the integrity of the program that the balance of \$ 180,000 (difference from the \$250k annual commitment) be transferred to the Plant Reserve Fund

Fire Fighting Appliances are not included in this program as they are subject to the ESL Capital Grant Program

Small Items of plant such as mowers, trailers etc are not included and can be purchased when required.

Figures are based on 2021 prices (ie net after trade exc GST) with slight inflation on larger items in latter years

Excludes any interest earned on Plant Reserve Fund which will assist in compensating for underinflation of future anticipated figures

Figure illustrated in green are adjustments made to current program

9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES

9.4.1 LAND ACQUISITION PORTION LOTS 132 & 133 DIORITE STREET WESTONIA

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	D2.1.2 Subdivision Applications
Disclosure of Interest:	Bill Price, Owner of the Land
Attachments:	Nil

Signature:	Officer	CEO
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Purpose of the Report

☐ Executive Decision

☒ Legislative Requirement

This report requests Council consideration to acquire portions of land from Lots 132 & 133 Diorite Street from Bill Price so that the land can be incorporated into the Diorite Street Recreational Precinct.

Background

As Council can determine from the google illustration below the Southern boundary of Lot 132 is extremely close to the existing kiosk and ablution facilities of the pool and the subsequent landscaping and asphalt footpath has encroached onto the privately owned land. The proposed redevelopment of the site as part of the Diorite Street Recreational Precinct Masterplan also proposes that this small portion of land will compliment the proposed turnaround drop-off area and landscaping.



The landowner has indicated that he is prepared to gift the portion of land to the Council so that it can be used for the redevelopment purposes, subject to the WAPC subdivision processes and the Southern and Western boundary fence being the responsibility of the Council.

The WAPC subdivisional costs will be as follows

Preparation of subdivision plan, preparation of Form 1A (WAPC subdivision application) and lodgement with WAPC.

\$700

Perusal of WAPC approval and advising on condition requirements. **\$150**

Preparation of deposited plan, CSD file and lodgement with Landgate **\$850**

Obtaining clearance certificates from relevant authorities and lodgement with WAPC (Form 1c). **\$250**

Lodgement Fees (as at April 2022)

WAPC amalgamation application fee **\$2,448**

WAPC deposited plan approval fee **\$568**

Landgate deposited plan lodgement fee **\$369**

Total (ex GST) **\$ 5,335**

Comment

Council manages the neighboring land (Lot 415 Reserve 36173) designated for recreational/housing purposes. As this subdivision adjoins this Lot it can be incorporated into the larger area for future requirements. Council can also determine the style of fencing on the Southern boundary that will suit the new kiosk redevelopment.

Statutory Environment

Local Government Act 3.54 Reserves under control of a Local Government

Land Administration Act 1997

Policy Implications

Nil

Strategic Implications

Accountable and effective leaders

High quality corporate governance, accountability, and compliance

Effective management of infrastructure, heritage and environment

Facilitating urban and rural planning and development

Supporting and encouraging local and regional tourism

Financial Implications

There will not be a purchase price involved in this transaction but there is a liability involved with the WAPC planning process, settlement and fencing which can be incorporated into the Capital project involving the Kiosk ablutions.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council:

- 1) supports the acquisition and land transfer of portions of Lots 132 & 133 Diorite Street to the Shire of Westonia as per the attached draft plan;**
- 2) authorises the President and Chief Executive Officer to sign all necessary documents on behalf of Council; and**
- 3) advises the WA Planning Commission that it has no objections to the potential subdivision**

9.4.2 WEROC SWMP DRAFT REPORT

Responsible Officer:	Bill Price, CEO	
Author:	Bill Price, CEO	
File Reference:	A1.15.4 WEROC	
Disclosure of Interest:	Nil	
Attachments:	A1.15.4 WEROC SWMP Draft Report	
Signature:	Officer	CEO



Purpose of the Report



Executive Decision



Legislative Requirement

This report recommends that Council receives the recommendations and outcomes of the WEROC SWMP Draft report undertaken by ASK Waste Management on behalf of WEROC.

Background

ASK Waste Management (ASK) had been engaged by the Wheatbelt East Regional Organisation of Councils (WEROC) to produce a Strategic Waste Management Plan (SWMP). The purpose of the plan is to provide strategies and actions to strengthen regional collaboration and cooperation in the delivery of waste management services and improve waste management practices across the region consistent with the State's Waste Strategy

Comment

ASK has completed the economic modelling and assessment of the options. The 'winner' is Option 2 (Two regional landfills - Establish two regional landfills, one at Merredin and the other at Southern Cross. All the other landfills would be converted to transfer stations and those that are current unstaffed would be fitted with remote access systems. Bruce Rock would continue landfilling until their landfill was full, and then start to transfer waste to Merredin). The Southern Cross landfill would most likely only receive waste from the Shire's other four waste facilities.

At this stage the report is incomplete, but the consultants are asking for any feedback from member Council's on the recommendations.

Statutory Environment

Local Government Act 1995.

Policy Implications

Council does not have a policy in relation to this matter

Strategic Implications

Ensure future facility management of the Waste site is appropriate.

Financial Implications

There is no financial commitment to the Council at this stage.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council receives the recommendations and outcomes of the WEROC SWMP Draft report undertaken by ASK Waste Management on behalf of WEROC.

Strategic Waste Management Plan

WEROC IMPORTANT

This version of the report is a draft for the first four sections of the SWMP.

Sections 5 – 7 will be updated and completed once WEROC feedback about the Actions in Section 4 is received

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Acknowledgements

ASK Waste Management acknowledges the Traditional Owners of the land in which we work and live, and pays respects to Elders past, present, and emerging.

ASK also gratefully acknowledge the cooperation of the WEROC Member Council staff that provided information and assistance in the development of this report.

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EXECUTIVE SUMMARY

<To be completed following the review of the
Action Plan by WEROC>

1 INTRODUCTION

ASK Waste Management (ASK) has been engaged by the Wheatbelt East Regional Organisation of Councils (WEROC) to produce a Strategic Waste Management Plan (SWMP). The purpose of the plan is to provide strategies and actions to strengthen regional collaboration and cooperation in the delivery of waste management services and improve waste management practices across the region consistent with the State's Waste Strategy.

1.1 WEROC

WEROC consists of six member councils with two representatives from each, namely the Shire President and the Chief Executive Officer (CEO). The WEROC member councils include Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia, and Yilgarn.

The group was formed in 2004 and decided to transition to an incorporated association in 2013. WEROC's mission is to work together to enhance the region's sustainability through investment and innovation, enabling the Wheatbelt East to grow and prosper. WEROC values collaboration between member councils and will work together as a united group to prioritise and address important issues impacting the region.

The *Annual Report 2019-20* (WEROC, 2020) has identified five strategic priorities which will guide the action and activities of the organisation. These are listed below:

- Regional Waste Management
- Tourism Product Development
- Strengthening our economy through local business development
- Digital Connectivity
- Ranger and Regulatory Services Solution.

1.2 PROJECT CONTEXT

The isolation of the Shires along with the significant costs associated with the transport of waste and recycling materials, and the relatively small populations paying rates in each of these Shires, pose significant challenges for maintaining the current number of landfills across the WEROC group.

Many of the Shires' landfills across the region were developed before best practice standards were introduced and are not ideally situated to minimise the environmental impacts of waste disposal. Furthermore, several key facilities have limited disposal capacity remaining.

Given the time required to identify, gain approval and develop a landfill site, some of the Shires are nearing a critical situation for their waste disposal capacity to ensure the delivery of this infrastructure within time and budget constraints.

This lack of landfill disposal capacity also places the region in a compromised position, if a natural disaster impacted these communities (e.g. flood, bush fire, animal disease outbreak) a decade's worth of waste can be generated by a single event. This would overwhelm the current facilities, fill all the remaining airspace at the landfills and impact on the longer-term municipal disposal needs.

Such an event occurred with Tropical Cyclone Seroja in April 2021, as the neighbouring Shire of Koorda experienced an influx of waste from damaged houses and fallen trees. This wasn't enough to reach the capacity of the landfill but demonstrates what is possible.

All six Shires across the region are at different stages of evolution regarding waste management which does present some challenges in terms of consistency of waste goals and objectives across the region.

The WEROC Strategic Waste Management Plan aims to focus on regional actions that can address the Shire's current waste management issues.

1.3 PURPOSE OF THE STRATEGIC WASTE MANAGEMENT PLAN

The purpose of this Strategic Waste Management Plan is to:

- Confirm current waste infrastructure and levels of service;
- Identify priority actions to strengthen regional collaboration and cooperation in the delivery of waste management services and initiatives;
- Identify priority actions to improve waste management operations across the region and increase the rate of resource recovery; and
- Assign actions, costs and timelines for the implementation of the strategy's actions and objectives.

1.4 OBJECTIVES

The overarching objectives of the SWMP are:

- Facilitate cooperation and collaboration between the six Shires in the Wheatbelt with regard to waste management;
- Achieve regional outcomes and efficiencies regarding waste management;
- Ensure waste is managed in a strategic, sustainable manner and regulatory compliant;
- Increased community awareness of the impact of waste issues on the environment; and
- Minimise the region's direct and indirect environmental impact of waste on the environment.

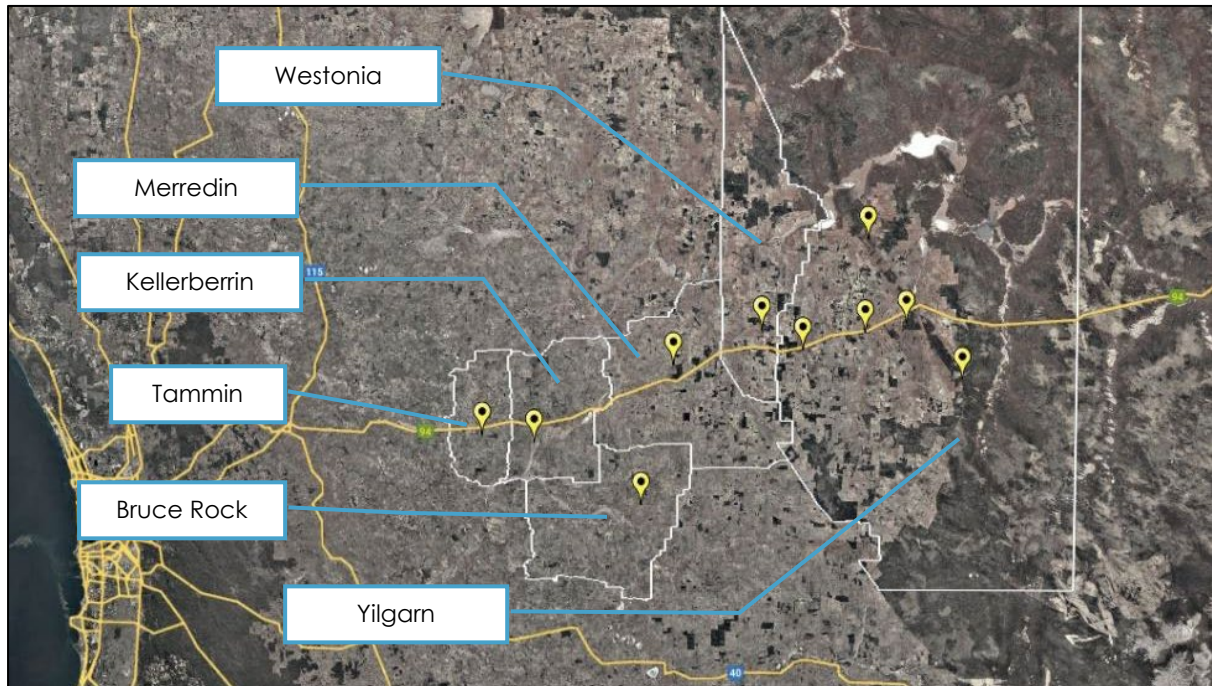
1.5 REGIONAL PROFILE

The WEROC group comprises of six Shires in the Wheatbelt and covers a geographical area of approximately 43,136 square kilometres (km²). This is quite central to the Wheatbelt region overall, which encompasses a total of 154,862 km².

The member councils span west to east along the Great Eastern Highway which serves as the major transport route between Perth and Kalgoorlie. The closest Shire to Perth is Tammin, situated 187km to the east. The Shire of Yilgarn is the most easterly with its largest town Southern Cross, being situated 369km east of Perth and 226km west of Kalgoorlie. The Great Eastern Highway is a major transport route servicing mining, agriculture, and interstate transport.

The region's major economic contributors are the mining and agricultural sectors. WEROC is home to both Marvel Loch and Edna May gold mines, placing mining as the largest value-add industry at an estimated \$673 million. WEROC has numerous farms producing primarily wheat, canola and sheep with agriculture accounting for 44% of registered businesses across the region.

Figure 1.1 - WEROC Shire boundaries and waste facility locations

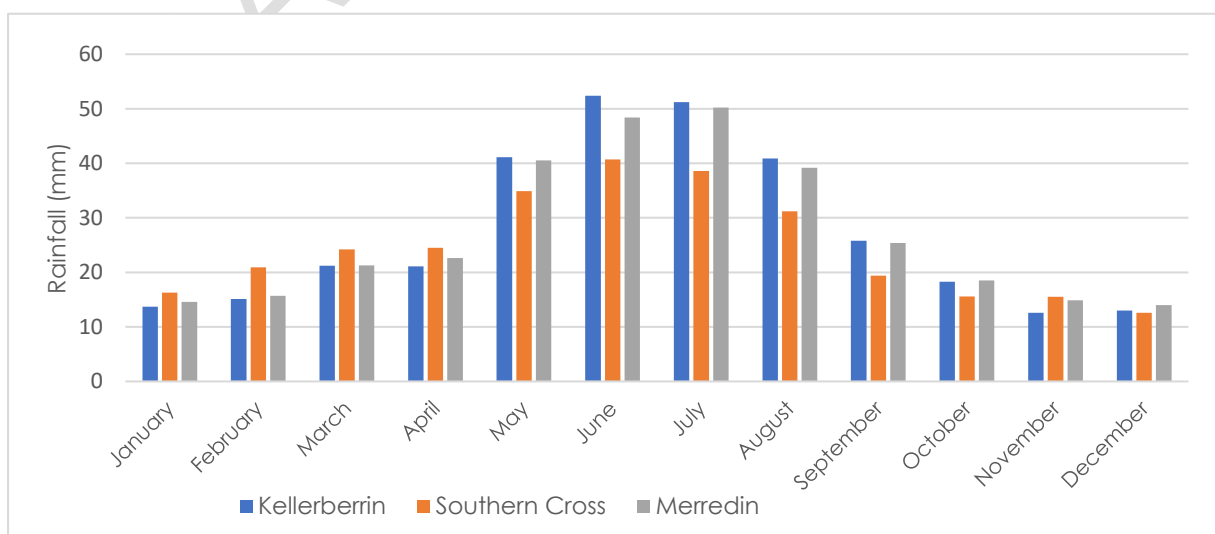


The Wheatbelt has undergone rapid clearing of natural vegetation over the past 70 years causing the water table to rise substantially and ultimately resulting in high levels of salinity. The salinity is widespread and impacts the groundwater across the entire region, largely rendering groundwater unsuitable for industrial, agricultural, and domestic purposes. The region's water supply is therefore piped out from the southwest of the state through the Goldfields Agricultural Water Supply Scheme.

Despite widespread clearing, endemic flora and fauna species can still be found in nature reserves and amongst the region's open eucalypt woodlands, granite outcrops, sand plain country and extensive salt lake systems. Spectacular seasonal wildflower displays continue to draw tourists to the region each spring.

The WEROC Shires have a comparative climate across the board with mean annual rainfall ranging between 290mm and 360mm, making it a low rainfall region. Most of the rainfall is received between May and August, during the winter period. The monthly rainfall for Kellerberrin, Southern Cross and Merredin is demonstrated in **Figure 1.2**.

Figure 1.2 - Mean Monthly Rainfall (1914-2012)



1.5.1 Shire of Tammin



The Shire of Tammin has a total population of 450 and is located 184km east of Perth on the Great Eastern Highway. It covers an area of 1,087 km², bounded by the Shires of Kellerberrin, Quairading, Cunderdin and Wyalkatchem.

The town of Tammin was settled in 1893 and its population grew as the Goldfields Water Supply and Kalgoorlie railway line was completed. Other localities within the Shire include Bungulla and Yorkrakine. The primary economic driver for the Shire is agriculture.

1.5.2 Shire of Kellerberrin



The Shire of Kellerberrin is located 202km East of Perth on the Great Eastern Highway and covers an area of 1,917 km². The largest locality is Kellerberrin with the Shire also encompassing Doodlakine, Baandee and North Baandee. There is a population of 1,224 across the Shire which has remained relatively stable over the last 20 years. Kellerberrin celebrated its centenary year in 2008 and is considered the beginning of Outback Wildflower Country.

1.5.3 Shire of Bruce Rock



The Shire of Bruce Rock is the southernmost Shire in the WEROC region, located 245km east of Perth and covering an area of 2,727 km². It consists of the main town of Bruce Rock and the localities of Ardath, Babakin, Beika, Erikin, Kwolyin and Shackleton, with a combined population of 930 people.

Bruce Rock was originally known as Nunagin, but confusion with other towns in the area led to the change to its present name. The town's name originates from a low granite outcrop, which lies to the east of the town, named after sandalwood cutter John Rufus Bruce who set up his camp near a soak at the base of the rock. Agriculture is the primary industry in the Shire, producing large amounts of wheat and canola.

1.5.4 Shire of Merredin



The Shire of Merredin is located 260km east of Perth along the Great Eastern Highway. It spans an area of 3,300 km² and has the largest population of the WEROC group with 3,350 people. The main locality is Merredin but also includes Booraan, Burracoppin, Hines Hill, Muntadgin and Nangeenan.

The region is known for agriculture with approximately 40% of WA's wheat production coming from within a 100km radius of the Merredin township. Sheep farming and the production of grains other than wheat are also widespread.

1.5.5 Shire of Westonia



The Shire of Westonia is located 315km east of Perth along the Great Eastern Highway. Covering an area of 3,268 km², it is home to the towns of Westonia, Boodarockin, Carrabin, Walgoolan, Warrachuppin and Warralakin with 304 people residing across them.

Edna May Gold Mine sits only 500m to the north of the main township and is the largest economic contributor to the Shire. The remaining industry comprises of farming and heavy transport.

1.5.6 Shire of Yilgarn



The Shire of Yilgarn is the easternmost WEROC member, located about 200km west of Kalgoorlie with a population of around 1,400 people. It is the largest geographical Shire, covering a sizable 30,720 km². Southern Cross is the major town centre but other townsites include Bodallin, Bullfinch, Ghooli, Koolyanobbing, Marvel Loch, Moorine Rock and Yellowdine.

The two major industries in the area are mining and rural. Gold, gypsum, salt and iron are mined, while grain, wool, sheep, cattle and pigs are the focus of the rural industry. The co-existence of mining and agriculture has balanced the Yilgarn economy, with the two activities supplementing and complementing each other through their respective boom and bust cycles.

2 DRIVERS AND INFLUENCERS

An important role of this SWMP is to interpret and incorporate relevant legislation and policy impacting waste management within the region. The following section discusses the relevant State and regional policy frameworks and issues that may impact waste management within the region during the timeframe of the plan.

2.1.1 Waste Authority, Waste Strategy 2030

The Waste Avoidance and Resource Recovery Strategy 2030 (Waste Authority 2019) was released in October 2019. Building on the first Western Australian Waste Strategy: Creating the Right Environment published in 2012, this updated strategy introduces significant transformations aimed at Western Australia (WA) becoming a circular economy, with a greater focus on avoidance as well as moving toward targets for material recovery and environmental protection in addition to landfill diversion.

This strategy includes three objectives to guide the Western Australian community and enable the development of a sustainable, low-waste and circular economy. These objectives frame the priorities and strategies that will contribute to delivering the vision and are outlined in **Figure 2.1**.

Figure 2.1 - Objectives and state targets (Waste Strategy 2030)

OBJECTIVES	Avoid Western Australians generate less waste.	Recover Western Australians recover more value and resources from waste.	Protect Western Australians protect the environment by managing waste responsibly.
TARGETS	<ul style="list-style-type: none"> 2025 – 10% reduction in waste generation per capita 2030 – 20% reduction in waste generation per capita 	<ul style="list-style-type: none"> 2025 – Increase material recovery to 70% 2030 – Increase material recovery to 75% From 2020 – Recover energy only from residual waste 	<ul style="list-style-type: none"> 2030 – No more than 15% of waste generated in Perth and Peel regions is landfilled. 2030 – All waste is managed and/or disposed to better practice facilities

To achieve this strategy's objectives and targets, a model of shared responsibility and action is proposed to be adopted. This includes State Government working collaboratively with all stakeholders to guide and develop collective policies and solutions. For local governments and industry, the collective partnership approach will mean adopting best practice approaches to waste minimisation, resource recovery and appropriate waste management.

The strategy also identifies focus materials that will guide an emphasis on actions and measurement going forward. These materials include construction and demolition waste, organics (food and garden organics), metals, paper and cardboard, glass, plastics, textiles, and hazardous waste.

If the targets apply to the whole State, it is essential that strategy descriptions are framed in such a way that the resulting initiatives accommodate the differences between the metropolitan and regional/remote areas. In particular, the targets in the Strategy relate to the management of all waste using better practice approaches and the adoption of resource recovery better practice by all waste facilities.

This has significant implications for regional and remote Local Governments with limited resources available to implement new approaches. These approaches need to be developed in consultation with the sector and it will be essential to provide funding assistance to transition to any new 'Better Practice' approach. However, there is only one strategy description that specifically refers to funding for areas of the State outside the definition of Perth, Peel and Regional Centres.

2.1.2 *China National Sword Policy*

The viability of recycling packaging materials from households and businesses in Australia has been impacted by the more stringent contamination thresholds recently introduced by China for the importing of recycled materials.

Most separated recycling material previously sent from Australia to China does not meet the new contamination thresholds, and therefore this material is flowing to alternative markets and has led to a significant reduction in the value of recycled packaging materials. The reduced value of the materials is negatively impacting the viability of recycling programs offered by local governments. This impact is greatest in regions such as the Wheatbelt where these services, where they currently exist, already face higher unit costs than metropolitan areas.

This measure introduced by China has highlighted the need to develop processing capacity and markets for the packaging materials within Australia.

To avoid a repeat of the impacts of the China Sword policy, measures to increase diversion from landfill in the Wheatbelt should focus on reprocessing material streams that have local markets, rather than relying on the costly transport to distant markets where local governments have little or no control over the value and risk.

2.1.3 *Container Deposit Scheme*

The container deposit scheme (CDS) commenced in October 2020. The container deposit scheme allows consumers to take empty beverage containers covered by the scheme to a refund point to receive a refund of 10 cents which provides an incentive to return these containers. Beverage containers make up 35.2 per cent by volume of the litter stream in Western Australia based on the results from the 2015-16 National Litter Index and are manufactured from readily recyclable materials such as glass, plastic, aluminium and cardboard.

The CDS is an example of an extended producer responsibility scheme where producers take responsibility for post-consumer management of product waste. In the existing and proposed Australian schemes, the majority of small additional costs paid by consumers for the scheme can be recouped through a refund. The balance of costs pays for the container collection system that can be reasonably accessed by all users of beverage containers.

Beverage containers accepted in the Western Australian CDS comprise containers between 150 millilitres and three litres in volume and include such items as soft drink cans and bottles, bottled water containers, flavoured milk drinks, beer and cider bottles, and sports drinks. It excludes containers generally consumed at home such as wine bottles and milk containers.

The CDS requires a network of collection points to refund ten cents for containers returned by the public. A vital part of designing the CDS and its collection network is balancing the convenience and cost of the collection network. Full-time refund points reflect full-time business operations, with smaller collection points relying on volunteers who maintain reduced opening hours.

2.1.4 *Opportunities for Regional Funding*

Numerous funding sources may become available over the life of the SWMP that could assist participating Local Governments in achieving better practice waste management outcomes for their communities and the region.

The Australian Government's Building Better Regions Fund (BBRF) supports the Government's commitment to create jobs, drive economic growth and build stronger regional communities into the future. The Government is providing \$1.04 billion over 6 years and invests in projects located in or benefiting eligible areas outside the major capital cities.

Grant funding includes an infrastructure Projects Stream that supports projects that involve the construction of new infrastructure, or the upgrade or extension of existing infrastructure. Round Three of the BBRF closed in early 2021, however it was announced by the Deputy Prime Minister that a further \$250 million has been set aside for Round Six, with applications due to open sometime in March 2022.

The Western Australian Waste Authority also provide funded programs and grant schemes for local governments. These programs are limited-term schemes that specifically address waste issues for the relevant target groups. They reflect priority areas of the Waste Authority and are managed by DWER on behalf of the Authority.

Many of these funded programs and grants, however, currently only have limited applicability outside the metropolitan area. The implementation of the Waste Strategy will create demand for new funding streams to assist Local Governments in meeting the requirements of the Strategy.

3 EXISTING SERVICES AND INFRASTRUCTURE

There are a range of measures that local governments can use to avoid waste generation, increase recovery, and protect human health and the environment from the impacts of waste. DWER Waste Plan requirements are structured around these measures and include:

- Integrated planning and reporting
- Waste services
- Waste infrastructure
- Policies and procurement (contracts, local laws and policies, land use planning instruments and sustainable procurement)
- Behaviour change programs and initiatives
- Data collection
- Regional waste management
- Better practice approaches.

The following section provides an overview of baseline waste data for the WEROC Shires and outlines the current waste management services provided in line with the DWER waste plan requirements.

3.1 WASTE QUANTITIES

Waste stream data has been compiled into the following categories:

- **Municipal Solid Waste (MSW)** - Classified as household domestic waste that is set aside for kerbside collection or delivered to a waste facility through a drop-off programme. MSW also includes other types of waste such as bulky household waste (e.g. appliances, furniture and residential garden waste), household hazardous waste or local LGA generated waste (e.g. waste from street sweeping, litter bins and parks).
- **Commercial and Industrial Waste (C&I)** - Solid waste arising from the activities within commercial and industrial sites, including but not limited to offices, retail outlets, restaurants, factories, and institutions.
- **Construction and Demolitions Waste (C&D)** - Solid waste that is created through activities associated with the construction, repair and demolition of buildings, structures and pavements or highways. Including, but not limited to concrete, brick, rubble, metals (ferrous and nonferrous), timber, glass, asbestos, and sand.

The region contains a range of industries, but there are no individual companies that dispose of a significant volume of waste within the Shires' landfill facilities. However, there are some private waste collection companies that dispose of waste at the Shires' landfill facilities.

3.1.1 Population data

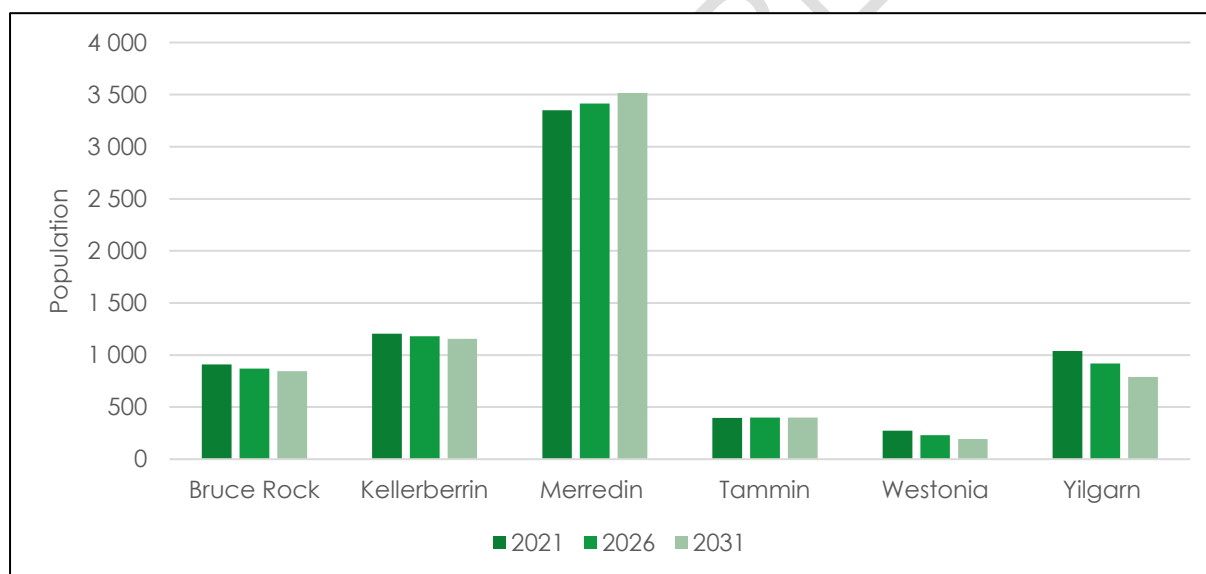
A breakdown of population by local government area across the region is provided in **Table 3.1**.

Table 3.1 - Population of WEROC Shires and Town Centres (ABS, 2016)

Shire	Shire Population		Town Centre Population	
	No.	%	No.	%
Tammin	402	5%	202	4%
Kellerberrin	1,224	17%	875	17%
Bruce Rock	930	13%	531	10%
Merredin	3,350	45%	2,636	50%
Westonia	302	4%	199	4%
Yilgarn	1,169	16%	795	15%
WEROC Total	7,377		5,238	

The WA Tomorrow Population Report No. 11 (DPLH, 2019) models the population projections for WA from 2016-2031. The median projections (Band C) have been used for modelling the future waste receipt data across the group and are shown for each Shire in **Figure 3.1**. Merredin is the only Shire that has predicted population growth in this model, the remaining Shires are all in decline.

Figure 3.1 – WEROC Shire Population Projections for Band C (WA Tomorrow, 2019)



3.1.2 Data availability

Data availability for waste quantities landfilled and recovered in the region are largely limited to tonnages of refuse and recycling collected from kerbside bin services, and volumetric estimates of waste received at staffed landfills and transfer stations.

As none of the Shires currently have a weighbridge, all waste quantity data from the Shires is limited to a volumetric assessment of waste loads by gatehouse staff. Volumetric estimates of waste are inherently variable depending on each operator's interpretation and estimation of load size, leading to inaccuracies in waste data. Any volumetric data must be converted to tonnes to standardise numbers and compare to state and national averages.

As many of the WEROC waste sites are unstaffed, volumetric gatehouse data was only available for the Southern Cross, Merredin, and Tammin landfills. Data from these sites was analysed and used to extrapolate waste generation rates across the WEROC Shires as detailed in **Section 3.1.3**.

3.1.3 Waste generation

Waste collection and gatehouse data from Tammin, Southern Cross and Merredin for the 2019-20 and 2020-21 financial years was used to estimate per capita waste generation rates for MSW, C&I, and C&D waste¹. As Tammin's data was only suitable for determining total waste generation, the sector source breakdown was extrapolated from the Southern Cross and Merredin average.

Per capita waste generation was calculated using Shire population data from the *WA Tomorrow Population Report No. 11* (DPLH, 2019) for Tammin and Merredin. As the Shire of Yilgarn is serviced by five landfills with only Southern Cross having gatehouse data, the population catchment for determining per capita waste generation was limited to Southern Cross with a population of 638, as reported during the 2016 Annual Census. Kerbside waste collected from the Yilgarn townsites of Moorine Rock, Marvel Loch and Bodallin that is disposed of at Southern Cross was not included in the total waste generation estimate to maintain a representative population catchment.

The waste generation per capita rates calculated for Tammin, Merredin, and Southern Cross (Yilgarn) are detailed in **Table 3.2** below, along with the average rates that are to be extrapolated to the other Shires.

Table 3.2 – Waste generation estimates (kg/capita, rounded to nearest 10)

Population Catchment	MSW	C&I	C&D	Total
Southern Cross (Yilgarn)	960	330	520	1,810
Shire of Merredin	1,130	190	1,130	2,450
Shire of Tammin	990	260	750	2,000
Average	1,030	260	800	2,090

As a point of comparison waste, generation per capita rates for WA (ASK, 2019) from 2018-19 are presented in **Table 3.3**. Whilst the estimated total waste generation rates for WEROC are comparable with the non-metropolitan WA average, the WEROC MSW rates are significantly higher, and the C&I rate is significantly lower. It is hypothesized that this may be a result of commercial waste being incorrectly declared or reported at gatehouses as domestic (MSW) waste.

Table 3.3 – WA waste generation per capita in 2018-19 (ASK, 2019)

Population Catchment	MSW	C&I	C&D	Total
Perth Metropolitan Region	520	467	728	1,715
Non-metro WA	635	970	670	2,275
WA average	548	590	714	1,852

The per capita waste generation rates in **Table 3.2** were multiplied by each Shire's forecast population to provide estimates of waste generation by source sector as shown in **Table 3.4**. The data shaded green indicates that it was extrapolated from the average per capita values from **Table 3.2**. Approximately 16,300 tonnes of waste were estimated to be generated in 2021, with 50% of this attributable to the Shire of Merredin.

¹ The waste generation estimates in this section do not include liquid waste, or any wastes that were generated and managed directly by industry (e.g. mine sites and farms).

Table 3.4 – Estimated 2021 waste generation by Shire (tonnes, rounded to nearest 10)

Shire	MSW	C&I	C&D	Total
Yilgarn	1,000	340	550	1,880
Merredin	3,800	630	3,780	8,210
Tammin	390	70	780	1,240
Kellerberrin	1,240	300	960	2,510
Bruce Rock	940	230	730	1,890
Westonia	280	70	220	570
Total	7,640	1,640	7,020	16,300

Figure 3.2 shows the changes in the total waste generation between 2021 and 2031 based on the region's forecasted population growth (DPLH, 2019). By 2031, total waste generation is predicted to have fallen for all Shires except for Merredin. These waste generation predictions indicate that the WEROC Shires do not need to plan waste services and infrastructure to accommodate for population growth and increased waste generation over the next decade.

Figure 3.2 – Forecast total waste generation (2021 – 2031)



3.1.4 Resource recovery

Resource recovery activities within WEROC are largely limited to kerbside recycling in the Shires of Bruce Rock, Merredin, and Yilgarn. Other material streams collected through drop-off facilities throughout the region include scrap metal, batteries, used oil, chemical drums (DrumMuster) and beverage containers (Containers for Change).

Data on the quantities of waste recovered is only available for scrap metal quantities at Merredin and Tammin, and packaging recycling services (cardboard, paper, plastic containers, cans etc) provided by Avon Waste. Scrap metal recovery rates were extrapolated from Merredin and Tammin across the WEROC region on a per capita basis.

Table 3.5 outlines the tonnes of waste estimated to have been recycled in the 2020-21 financial year by each Shire. The total quantity recycled in the region was estimated to be approximately 1,400 tonnes.

Table 3.5 - Estimated tonnes of waste recycled² by Shire and waste stream (2020-21)

Shire	MSW	C&I	C&D	Total
Yilgarn	210	20	0	230
Merredin	610	70	0	680
Tammin	50	10	0	60
Kellerberrin	130	30	0	160
Bruce Rock	180	20	0	200
Westonia	40	10	0	50
Total	1,200	200	0	1,400

Resource recovery rates for each waste stream (**Table 3.6**) have been calculated by dividing the estimated quantities recovered (**Table 3.5**) by the estimated quantities generated (**Table 3.4**).

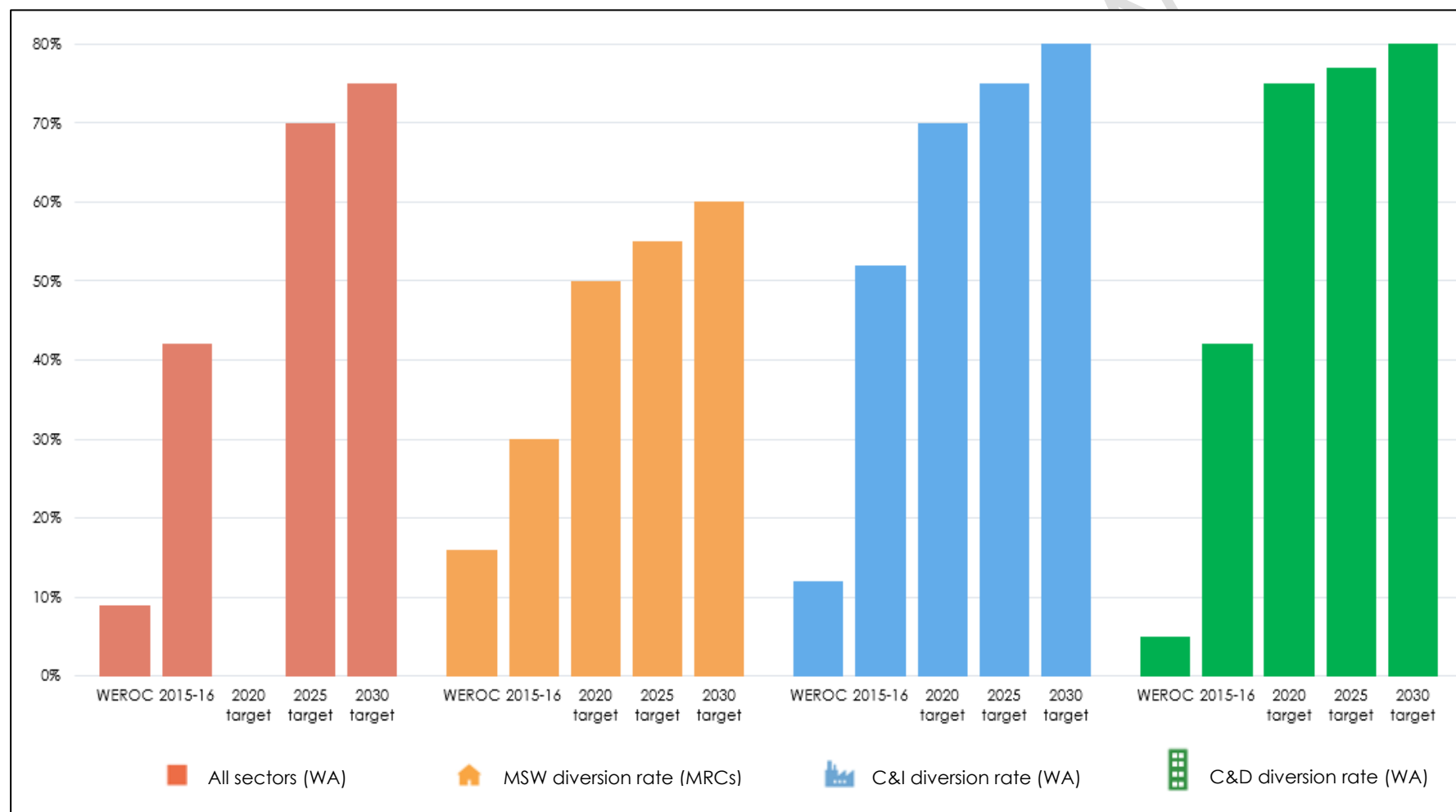
On a regional basis, the MSW waste stream has the highest rate of waste diversion at 16%. The C&I waste stream has an estimated resource recovery rate of 12%, whilst the C&D recovery rate is estimated as zero. The lack of C&D resource recovery is likely a result of the narrow dataset and in reality, a portion of the scrap metal recovery would be associated with the C&D waste stream.

Table 3.6 - Estimated resource recovery as a percentage of waste generation (2020-21)

Shire	MSW	C&I	C&D	Total
Yilgarn	21%	6%	0%	12%
Merredin	16%	11%	0%	8%
Tammin	13%	14%	0%	5%
Kellerberrin	10%	10%	0%	6%
Bruce Rock	19%	9%	0%	11%
Westonia	14%	14%	0%	9%
Total	16%	12%	0%	9%

The Waste Strategy includes a range of resource recovery targets for the MSW, C&I and C&D waste streams. These targets are presented in **Figure 3.3** alongside WEROC's relevant recovery rates, and the WA average for 2015-16 as presented in the Waste Strategy. Although the WEROC recovery rates are far below the Waste Strategy targets, it should be noted that none of these targets apply to rural Shires outside of major regional centres.

² Does not include waste oil, Containers for Change, and DrumMuster as this data was unavailable. Total quantities of these materials recovered is likely to be between 10 and 15 tonnes for the WEROC region.

Figure 3.3 - Waste strategy state targets comparison³

³ These targets do not apply to rural Shires outside of major regional centres, such as the Shires within WEROC.

3.2 WASTE SERVICES

Waste services provided by the WEROC Shires include kerbside collections, drop-off facilities and public place bins together with the management of waste created by local government service provision. These services can avoid waste generation, recover materials from waste, and protect human health and the environment from the impacts of waste. Maximising the efficiency of these services also ensures they are delivered with minimal impacts on Shire funding reserves.

The following subsections summarise the waste services provided in each of the WEROC Shires.

3.2.1 Shire of Tammin

Details and information regarding the Shire of Tammin's waste services are provided in **Table 3.7** below.

Table 3.7 - Shire of Tammin waste services detail

Service	Type	Details	Notes/information/observations
Kerbside collections	Waste	<ul style="list-style-type: none"> 240L MGB weekly kerbside waste collection service Bin collection includes domestic and public place bins Provided under contract 	<ul style="list-style-type: none"> Bins are property of the Shire Services only provided in town centre Waste is disposed of at the Tammin facility Approx.1.5 – 2 tonnes collected per run.
	Recycling	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Nil
	FOGO	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Key headline target of WARR Strategy for metropolitan area
	Bulk waste	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Bulk waste can be disposed of for free at the Tammin waste facilities
Drop off (Tammin Landfill)	Reuse and Recycle area	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> No formal area for items to be left for reuse
	Mixed waste	<ul style="list-style-type: none"> Landfill cell provided at Tammin for bulky mixed waste 	<ul style="list-style-type: none"> Mixed waste disposed directly into the cell
	Construction and demolition	<ul style="list-style-type: none"> The licence has a provision to allow crushing of concrete on site 	<ul style="list-style-type: none"> This was run by a previous attendant and seems to have stagnated since they left
	Cardboard	<ul style="list-style-type: none"> Front lift bins provided for residents at the landfill 	<ul style="list-style-type: none"> Nil
	Car batteries	<ul style="list-style-type: none"> Drop off point provided for car batteries at landfill 	<ul style="list-style-type: none"> Not sure who removes them from the site once stockpiled

Service	Type	Details	Notes/information/observations
	E-waste	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Waste Oil	<ul style="list-style-type: none"> Facility provided at landfill 	<ul style="list-style-type: none"> Waste oil is collected by oil recycling company Wren Oil
	Scrap metal	<ul style="list-style-type: none"> Collection area for residential and commercial sources provided 	<ul style="list-style-type: none"> Collection seldom due to lack of interest from recycling companies
	Tyres	<ul style="list-style-type: none"> Some separated tyres stockpiled but most landfilled within general waste 	<ul style="list-style-type: none"> Lack of interest from recycling companies for collection
	Greenwaste	<ul style="list-style-type: none"> A collection point for clean greenwaste (branches, leaves) 	<ul style="list-style-type: none"> Greenwaste burnt periodically
	Aluminium cans	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Did not qualify for Containers for Change deposit scheme
	HHW	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Fluorescent tubes	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Mobile phones		
	Printer cartridges		
	AAA & AA batteries		
	Type 1&2 plastics	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Glass	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Whitegoods	<ul style="list-style-type: none"> Collection point for whitegoods provided within scrap metal piles 	<ul style="list-style-type: none"> Nil
	DrumMUSTER	<ul style="list-style-type: none"> Drop off point provided for eligible agricultural and veterinary chemical containers 	<ul style="list-style-type: none"> Initiated in 2018
Public Place	Waste	<ul style="list-style-type: none"> 120L waste bins are provided in strategic locations within the Shire 	<ul style="list-style-type: none"> Bins serviced by kerbside contractor
	Recycling	<ul style="list-style-type: none"> Communal mixed recycling and cardboard bins are located in the centre of town 	<ul style="list-style-type: none"> Bins serviced by Avon Waste
	Litter and illegal dumping	<ul style="list-style-type: none"> Shire is responsible for investigation, clean up and enforcement of littering 	<ul style="list-style-type: none"> Litter, illegal dumping, and amenity maintenance not identified as an issue of significance within the Shire.

Service	Type	Details	Notes/information/observations
		and illegal dumping incidents on Shire owned/managed public reserves, vacant lots and roadside verges	
Local government waste	Greenwaste Inert waste	<ul style="list-style-type: none"> Waste generated from Shire operations and services 	<ul style="list-style-type: none"> Inert waste disposed to landfill Greenwaste stockpiled and burnt periodically

3.2.2 Shire of Kellerberrin

Details and information regarding the Shire of Kellerberrin's waste services are provided in **Table 3.8** below.

Table 3.8 - Shire of Kellerberrin waste services detail

Service	Type	Details	Notes/information/observations
Kerbside collections	Waste	<ul style="list-style-type: none"> 240L MGB weekly kerbside waste collection service Bin collection includes domestic and public place bins Provided under contract 	<ul style="list-style-type: none"> Services only provided in town centre Waste is transported and disposed of at Northam
	Recycling	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Nil
	FOGO	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Key headline target of WARR Strategy for metropolitan area
	Bulk waste	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Bulk waste can be disposed of for free at the Kellerberrin waste facilities
Drop off (Kellerberrin Transfer Station)	Reuse and Recycle area	<ul style="list-style-type: none"> Segregated areas for bicycles and gardening equipment are located at the transfer station 	<ul style="list-style-type: none"> These aren't signposted but there is obvious delineation between each area
	Mixed waste	<ul style="list-style-type: none"> Front lift bins located at the edge of a concrete hardstand 	<ul style="list-style-type: none"> Mixed waste disposed directly into the bins over the lip of the hardstand area
	Construction and demolition	<ul style="list-style-type: none"> Avon Waste operate a 12m³ hook lift bin that is reserved for Construction/Demolition waste 	<ul style="list-style-type: none"> Located at the bottom of a 3m drop which poses a potential OHS risk
	Cardboard	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Nil

Service	Type	Details	Notes/information/observations
	Car batteries	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Nil
	E-waste	<ul style="list-style-type: none"> A separated pile of E-waste is present 	<ul style="list-style-type: none"> Disposed within general waste
	Waste Oil	<ul style="list-style-type: none"> Facility provided at landfill 	<ul style="list-style-type: none"> Waste oil is collected by oil recycling company Wren Oil
	Scrap metal	<ul style="list-style-type: none"> Collection area for residential and commercial sources provided 	<ul style="list-style-type: none"> Collection periodically throughout the year, approximately 2-3 times a year
	Tyres	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Tyres are not accepted onto the site
	Greenwaste	<ul style="list-style-type: none"> A collection point for clean greenwaste (branches, leaves) 	<ul style="list-style-type: none"> Greenwaste burnt periodically
	Aluminium cans	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Nil
	HHW	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Fluorescent tubes	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Mobile phones		
	Printer cartridges		
	AAA & AA batteries		
	Type 1&2 plastics	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Glass	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Whitegoods	<ul style="list-style-type: none"> Collection point for whitegoods provided 	<ul style="list-style-type: none"> Nil
	DrumMUSTER	<ul style="list-style-type: none"> Drop off point provided for eligible agricultural and veterinary chemical containers 	<ul style="list-style-type: none"> Initiated in 2000
Public Place	Waste	<ul style="list-style-type: none"> 120L waste bins are provided in strategic locations within the Shire 	<ul style="list-style-type: none"> Bins serviced by Avon Waste
	Recycling	<ul style="list-style-type: none"> Communal mixed recycling and cardboard bins are located in the centre of town Containers for Change drop off point located in town 	<ul style="list-style-type: none"> Bins serviced by Avon Waste The local Men's shed operates the Containers for Change depot

Service	Type	Details	Notes/information/observations
	Litter and illegal dumping	<ul style="list-style-type: none"> Shire is responsible for investigation, clean up and enforcement of littering and illegal dumping incidents on Shire owned/managed public reserves, vacant lots and roadside verges 	<ul style="list-style-type: none"> Litter, illegal dumping, and amenity maintenance not identified as an issue of significance within the Shire
Local government waste	Greenwaste Inert waste	<ul style="list-style-type: none"> Waste generated from Shire operations and services 	<ul style="list-style-type: none"> Inert waste disposed to transfer station Greenwaste stockpiled and burnt periodically

3.2.3 Shire of Bruce Rock

Details and information regarding the Shire of Bruce Rock's waste services are provided in **Table 3.9** below.

Table 3.9 - Shire of Bruce Rock waste services detail

Service	Type	Details	Notes/information/observations
Kerbside collections	Waste	<ul style="list-style-type: none"> 240L MGB weekly kerbside waste collection service Bin collection includes domestic and public place bins Provided under contract 	<ul style="list-style-type: none"> Bins are property of the Shire Services only provided in town centre Waste is disposed of at Bruce Rock depot Approx. 5 tonnes collected per run
	Recycling	<ul style="list-style-type: none"> 240L MGB fortnightly kerbside waste collection service Bin collection includes domestic and public place bins Provided under contract 	<ul style="list-style-type: none"> Bins are property of Avon Waste Services only provided in town centre Recycling is transported to depot outside of Shire Approx. 1.5 tonnes collected per run
	FOGO	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Key headline target of WARR Strategy for metropolitan area
	Bulk waste	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Bulk waste can be disposed for free at the Bruce Rock waste facilities
Drop off (Bruce Rock Landfill)	Reuse and Recycle area	<ul style="list-style-type: none"> Recycling front lift bins are located in the public access area of the landfill 	<ul style="list-style-type: none"> These are accessible next to the push pit
	Mixed waste	<ul style="list-style-type: none"> Landfill cell provided for bulky mixed waste 	<ul style="list-style-type: none"> Mixed waste disposed into a push pit, access to tipping face restricted for residents

Service	Type	Details	Notes/information/observations
	Construction and demolition	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Any commercial waste is organised by the individual to be transported from their premises, nothing is accepted at the depot
	Cardboard	<ul style="list-style-type: none"> Front lift bins provided for residents at the landfill 	<ul style="list-style-type: none"> Nil
	Car batteries	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Nil
	E-waste	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Waste Oil	<ul style="list-style-type: none"> Facility provided at landfill 	<ul style="list-style-type: none"> Waste oil is collected by oil recycling company Wren Oil
	Scrap metal	<ul style="list-style-type: none"> Collection area for residential and commercial sources provided 	<ul style="list-style-type: none"> Collection occurs 1-2 times a year
	Tyres	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Receival of tyres is refused onto premises
	Greenwaste	<ul style="list-style-type: none"> A collection point for clean greenwaste (branches, leaves) 	<ul style="list-style-type: none"> Drop off bay is signposted in the push pit area Greenwaste burnt periodically
	Aluminium cans	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Nil
	HHW	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Fluorescent tubes	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Mobile phones		
	Printer cartridges		
	AAA & AA batteries		
	Type 1&2 plastics	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Glass	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Whitegoods	<ul style="list-style-type: none"> Collection point for whitegoods provided within scrap metal piles 	<ul style="list-style-type: none"> Nil
	DrumMUSTER	<ul style="list-style-type: none"> Drop off point provided for eligible agricultural and veterinary chemical containers 	<ul style="list-style-type: none"> Initiated in 2000
Public Place	Waste	<ul style="list-style-type: none"> 120L waste bins are provided in strategic locations within the Shire 	<ul style="list-style-type: none"> Bins serviced by kerbside contractor

Service	Type	Details	Notes/information/observations
	Recycling	<ul style="list-style-type: none"> Containers for Change drop off point accepts any containers applicable to the CDS 	<ul style="list-style-type: none"> The depot is located on Johnson St in town
	Litter and illegal dumping	<ul style="list-style-type: none"> Shire is responsible for investigation, clean up and enforcement of littering and illegal dumping incidents on Shire owned/managed public reserves, vacant lots and roadside verges 	<ul style="list-style-type: none"> Litter, illegal dumping, and amenity maintenance not identified as an issue of significance within the Shire
Local government waste	Greenwaste Inert waste	<ul style="list-style-type: none"> Waste generated from Shire operations and services 	<ul style="list-style-type: none"> Inert waste disposed to landfill Greenwaste stockpiled and burnt periodically

3.2.4 Shire of Merredin

Details and information regarding the Shire of Merredin's waste services are provided in **Table 3.10** below.

Table 3.10 - Shire of Merredin waste services detail

Service	Type	Details	Notes/information/observations
Kerbside collections	Waste	<ul style="list-style-type: none"> 240L MGB weekly kerbside waste collection service Bin collection includes domestic and public place bins Provided under contract 	<ul style="list-style-type: none"> Bins are property of the Shire Services only provided in town centre Waste is disposed of at Merredin facility Approx. 15 tonnes collected per run
	Recycling	<ul style="list-style-type: none"> 240L MGB fortnightly kerbside waste collection service Bin collection includes domestic and public place bins Provided under contract 	<ul style="list-style-type: none"> Bins are property of the Shire Services only provided in town centre Recycling is transported to depot outside of Shire Approx. 9 tonnes collected per run
	FOGO	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Key headline target of WARR Strategy for metropolitan area
	Bulk waste	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Bulk waste can be disposed for free at the Merredin waste facilities

Service	Type	Details	Notes/information/observations
Drop off (Merredin Landfill)	Reuse and Recycle area	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> No formal area for items to be left for reuse
	Mixed waste	<ul style="list-style-type: none"> Landfill cell provided at Merredin for bulky mixed waste 	<ul style="list-style-type: none"> Mixed waste disposed directly into the cell
	Construction and demolition	<ul style="list-style-type: none"> Waste is stockpiled in various areas on site 	<ul style="list-style-type: none"> Nil
	Cardboard	<ul style="list-style-type: none"> Front lift bins provided for residents at the landfill 	<ul style="list-style-type: none"> Nil
	Car batteries	<ul style="list-style-type: none"> Drop off point provided for car batteries at landfill 	<ul style="list-style-type: none"> Not sure who removes them from the site once stockpiled
	E-waste	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Waste Oil	<ul style="list-style-type: none"> Facility provided at landfill 	<ul style="list-style-type: none"> Waste oil is collected by oil recycling company Wren Oil
	Scrap metal	<ul style="list-style-type: none"> Collection area for residential and commercial sources provided 	<ul style="list-style-type: none"> Collection seldom due to lack of interest from recycling companies
	Tyres	<ul style="list-style-type: none"> Some separated tyres stockpiled but most landfilled within general waste 	<ul style="list-style-type: none"> Lack of interest from recycling companies for collection
	Greenwaste	<ul style="list-style-type: none"> A collection point for clean greenwaste (branches, leaves) 	<ul style="list-style-type: none"> Greenwaste burnt periodically
	Aluminium cans	<ul style="list-style-type: none"> Open top cages are utilised next to the gatehouse 	<ul style="list-style-type: none"> These appear to have been collecting here for a long time, not sure whether anything is in place for removing off-site
	HHW	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Fluorescent tubes	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Mobile phones		
	Printer cartridges		
	AAA & AA batteries		
	Type 1&2 plastics	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Glass	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste

Service	Type	Details	Notes/information/observations
	Whitegoods	<ul style="list-style-type: none"> Collection point for whitegoods provided within scrap metal piles 	<ul style="list-style-type: none"> Nil
	DrumMUSTER	<ul style="list-style-type: none"> Drop off point provided for eligible agricultural and veterinary chemical containers 	<ul style="list-style-type: none"> Initiated in 2000
Public Place	Waste	<ul style="list-style-type: none"> 120L waste bins are provided in strategic locations within the Shire 	<ul style="list-style-type: none"> Bins serviced by kerbside contractor
	Recycling	<ul style="list-style-type: none"> Containers for Change drop off point accepts any containers applicable to the CDS 	<ul style="list-style-type: none"> The Wheatbelt Cash for Containers depot is located on Benson Rd in town
	Litter and illegal dumping	<ul style="list-style-type: none"> Shire is responsible for investigation, clean up and enforcement of littering and illegal dumping incidents on Shire owned/managed public reserves, vacant lots and roadside verges 	<ul style="list-style-type: none"> Litter, illegal dumping, and amenity maintenance not identified as an issue of significance within the Shire
Local government waste	Greenwaste Inert waste	<ul style="list-style-type: none"> Waste generated from Shire operations and services 	<ul style="list-style-type: none"> Inert waste disposed to landfill Greenwaste stockpiled and burnt periodically

3.2.5 Shire of Westonia

Details and information regarding the Shire of Westonia's waste services are provided in **Table 3.11** below.

Table 3.11 - Shire of Westonia waste services detail

Service	Type	Details	Notes/information/observations
Kerbside collections	Waste	<ul style="list-style-type: none"> 240L MGB weekly kerbside waste collection service Bin collection includes domestic and public place bins Provided under contract 	<ul style="list-style-type: none"> Bins are property of the Avon Waste Services only provided in town centre Waste is disposed of at Westonia facility Approx. 1 tonne collected per run
	Recycling	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Nil

Service	Type	Details	Notes/information/observations
	FOGO	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Key headline target of WARR Strategy for metropolitan area
	Bulk waste	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Bulk waste can be disposed of for free at the Westonia landfill
Drop off (Westonia Landfill)	Reuse and Recycle area	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> No formal area for items to be left for reuse
	Mixed waste	<ul style="list-style-type: none"> Landfill trench provided at Westonia for bulky mixed waste 	<ul style="list-style-type: none"> Mixed waste disposed directly into the cell
	Construction and demolition	<ul style="list-style-type: none"> A secured area is provided for drop-offs by appointment only 	<ul style="list-style-type: none"> This is located at a separate site on Carrabin-Westonia Road
	Cardboard	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Nil
	Car batteries	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Not sure who removes them from the site once stockpiled
	E-waste	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Waste Oil	<ul style="list-style-type: none"> Facility provided at landfill 	<ul style="list-style-type: none"> Waste oil is collected by oil recycling company Wren Oil
	Scrap metal	<ul style="list-style-type: none"> Collection area for residential and commercial sources provided 	<ul style="list-style-type: none"> Collection seldom due to lack of interest from recycling companies
	Tyres	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Refused receipt into facility
	Greenwaste	<ul style="list-style-type: none"> A collection point for clean greenwaste (branches, leaves) 	<ul style="list-style-type: none"> This site is separate to the landfill and is located on Carrabin-Westonia Road Greenwaste burnt periodically
	Aluminium cans	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Nil
	HHW	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Fluorescent tubes	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Mobile phones		
	Printer cartridges		
	AAA & AA batteries		
	Type 1&2 plastics	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Glass	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste

Service	Type	Details	Notes/information/observations
	Whitegoods	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> The signage states that no whitegoods are to be accepted but due to unrestricted access and lack of security they are still being dumped on site
	DrumMUSTER	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Nil
Public Place	Waste	<ul style="list-style-type: none"> 120L waste bins are provided in strategic locations within the Shire 	<ul style="list-style-type: none"> Bins serviced by kerbside contractor
	Recycling	<ul style="list-style-type: none"> Communal bins are placed behind the Shire depot for commingled recycling Containers for Change drop off point accepts any containers applicable to the CDS 	<ul style="list-style-type: none"> Recycling bins are collected by Avon Waste and transported to a depot outside of the Shire The Wheatbelt Cash for Containers operates a drop off point next to the communal recycling and takes the containers back to Merredin periodically
	Litter and illegal dumping	<ul style="list-style-type: none"> Shire is responsible for investigation, clean up and enforcement of littering and illegal dumping incidents on Shire owned/managed public reserves, vacant lots and roadside verges 	<ul style="list-style-type: none"> Due to the limited remaining capacity of the landfill the issue of illegal dumping needs to be addressed. The site would need to restrict access to assist in curbing this behaviour.
Local government waste	Greenwaste Inert waste	<ul style="list-style-type: none"> Waste generated from Shire operations and services 	<ul style="list-style-type: none"> Inert waste disposed of at landfill Greenwaste stockpiled and burnt periodically

3.2.6 Shire of Yilgarn

Details and information regarding the Shire of Yilgarn's waste services are provided in **Table 3.12** below.

Table 3.12 - Shire of Yilgarn waste services detail

Service	Type	Details	Notes/information/observations
Kerbside collections	Waste	<ul style="list-style-type: none"> 240L MGB weekly kerbside waste collection service (except Bullfinch) Bin collection includes domestic and public place bins Provided under contract 	<ul style="list-style-type: none"> Bins are property of Avon Waste Services only provided in town centre Waste is disposed of at Southern Cross and Marvel Loch facility Approx. 7 tonnes collected per run

Service	Type	Details	Notes/information/observations
	Recycling	<ul style="list-style-type: none"> 240L MGB fortnightly kerbside waste collection service (except Bullfinch) Bin collection includes domestic and public place bins Provided under contract 	<ul style="list-style-type: none"> Bins are property of Avon Waste Services only provided in town centre Recycling is transported to depot outside of Shire Approx. 3 tonnes collected per run
	FOGO	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Key headline target of WARR Strategy for metropolitan area
	Bulk waste	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Bulk waste can be disposed of for free at all of the waste facilities
Drop off (Southern Cross, Bodallin, Moorine Rock, Bullfinch, Marvel Loch Landfills)	Reuse and Recycle area	<ul style="list-style-type: none"> Reuse shop located at Southern Cross landfill Communal recycling bins at Southern Cross landfill 	<ul style="list-style-type: none"> All items recovered from going to landfill are kept in a shed that is open for inspection during opening hours of the site Recycling bins collected monthly by Avon Waste
	Mixed waste	<ul style="list-style-type: none"> Landfill cell provided at Southern Cross for bulky mixed waste 	<ul style="list-style-type: none"> Mixed waste disposed directly into the cell
	Construction and demolition	<ul style="list-style-type: none"> Designated cells are reserved for construction and demolition waste at Southern Cross 	<ul style="list-style-type: none"> Since Southern Cross was opened for the public to dump at, an effort has been made to keep trucks and light vehicles separated
	Cardboard	<ul style="list-style-type: none"> Front lift bins provided for residents at the landfill 	<ul style="list-style-type: none"> Nil
	Car batteries	<ul style="list-style-type: none"> Drop off point provided for car batteries at landfill 	<ul style="list-style-type: none"> Nil
	E-waste	<ul style="list-style-type: none"> Collection bins are provided next to the gatehouse 	<ul style="list-style-type: none"> The IBCs are collected by a contractor periodically
	Waste Oil	<ul style="list-style-type: none"> Facility provided at landfill 	<ul style="list-style-type: none"> Waste oil is collected by oil recycling company Wren Oil
	Scrap metal	<ul style="list-style-type: none"> Collection area for residential and commercial sources provided 	<ul style="list-style-type: none"> Collection seldom due to lack of interest from recycling companies
	Tyres	<ul style="list-style-type: none"> Some separated tyres stockpiled but most landfilled within general waste 	<ul style="list-style-type: none"> Not many tyres
	Greenwaste	<ul style="list-style-type: none"> A collection point for clean greenwaste (branches, leaves) provided at Southern Cross 	<ul style="list-style-type: none"> Greenwaste burnt periodically

Service	Type	Details	Notes/information/observations
	Aluminium cans	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Nil
	HHW	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Fluorescent tubes	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Mobile phones		
	Printer cartridges		
	AAA & AA batteries		
	Type 1&2 plastics	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Glass	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Disposed within general waste
	Whitegoods	<ul style="list-style-type: none"> Collection point for whitegoods provided within scrap metal piles 	<ul style="list-style-type: none"> Nil
	DrumMUSTER	<ul style="list-style-type: none"> Drop off point provided for eligible agricultural and veterinary chemical containers 	<ul style="list-style-type: none"> Initiated in 2002
Public Place	Waste	<ul style="list-style-type: none"> 120L waste bins are provided in strategic locations within the Shire 	<ul style="list-style-type: none"> Bins serviced by kerbside contractor
	Recycling	<ul style="list-style-type: none"> Containers for Change drop off point accepts any containers applicable to the CDS 	<ul style="list-style-type: none"> The Wheatbelt Cash for Containers operates a bag drop on Achenar St in Southern Cross
	Litter and illegal dumping	<ul style="list-style-type: none"> Shire is responsible for investigation, clean up and enforcement of littering and illegal dumping incidents on Shire owned/managed public reserves, vacant lots and roadside verges 	<ul style="list-style-type: none"> Due to the lack of security and unrestricted access outside of Southern Cross, the smaller landfills in the Shire are targets for illegal dumping. Their proximity to the Great Eastern Highway also makes them attractive to people avoiding gate fees elsewhere
Local government waste	Greenwaste Inert waste	<ul style="list-style-type: none"> Waste generated from Shire operations and services 	<ul style="list-style-type: none"> Inert waste disposed to landfill Greenwaste stockpiled and burnt periodically at Southern Cross

3.3 WASTE MANAGEMENT FACILITIES

There are ten local government municipal landfills in the region. A summary of each facility is provided in **Table 3.13** and **Table 3.14**. Of these ten landfills only Tammin, Kellerberrin, Merredin and Southern Cross are licenced. The remaining six landfills are registered as Category 89 sites.

Table 3.13 - Local Government waste infrastructure in the region (Excluding Yilgarn)

Shire	Tammin	Kellerberrin	Bruce Rock	Merredin	Westonia
Facility	Tammin	Kellerberrin	Bruce Rock	Merredin	Westonia
Licence #	L6896/1997/10	L8496/2010/2	R2421/2016/1	L8513/2010/2	R1564/2003/1
Facility Address	Crown Reserve 13163 Hunt Road Tammin WA 6409	Crown Reserve 32086 Inverarity Road, Kellerberrin WA 6410	Crown Reserve 16007 Depot Rd Bruce Rock WA 6418	Lot 500 on Plan 66111 Chandler Road Merredin	Leach Rd, 2km West of Westonia, Westonia WA 6423
Operator	Shire of Tammin	Shire of Kellerberrin	Shire of Bruce Rock	Shire of Merredin	Shire of Westonia
Key operations	Landfill disposal Resource recovery	Transfer Station Resource recovery	Landfill disposal Resource recovery	Landfill disposal Resource recovery Liquid waste facility	Landfill disposal Resource recovery
Class type & approved throughput	Cat 13 – Crushing of building material (1,000 tpa) Cat 64 – Class II putrescible landfill site (5,000 tpa)	Cat 62 – Solid waste depot (500 tpa)	Not Licenced	Category 61 - Liquid waste facility (100 tpa) Cat 62 – Solid waste depot (500 tpa) Cat 64 - Class II putrescible landfill site (10,000 tpa)	Not Licenced
Years remaining	<3	NA	>20	~15	<3
Site size	15.7 Ha	4.7 Ha	10.5 Ha	21.4 Ha	0.6 Ha
Staffing	Staffed during opening hours	Staffed during opening hours	Staffed during opening hours	Staffed during opening hours	Not Staffed

Table 3.14 – Shire of Yilgarn waste infrastructure

Shire	Yilgarn				
Facility	Bodallin	Moorine Rock	Bullfinch	Southern Cross	Marvel Loch
Licence #	R1486/2003/1	R1488/2003/1	R1487/2003/1	L8603/2011/2	Not Registered
Facility Address	Ivey Rd Reserve 19674, Bodallin WA 6424	Great Eastern Hwy Moorine Rock WA 6425	Bullfinch-Southern Cross Rd, Bullfinch, WA 6484	Reserve 37892 South Road Southern Cross WA 6426	Marvel Loch- Forrestania Rd Marvel Loch WA 6426
Operator	Shire of Yilgarn	Shire of Yilgarn	Shire of Yilgarn	Shire of Yilgarn	Shire of Yilgarn
Key operations	Landfill disposal	Landfill disposal	Landfill disposal	Landfill disposal Resource recovery Liquid waste facility	Landfill disposal
Class type & approved throughput	Not Licenced	Not Licenced	Not Licenced	Category 61 - Liquid waste facility (250 tpa) Cat 64 - Class II putrescible landfill site (5,000 tpa)	Not Licenced
Years remaining	10+	<5	10+	10-20	<5
Site size	8.7 Ha	3.4 Ha	1.5 Ha	12.8 Ha	10 Ha
Staffing	Not Staffed	Not Staffed	Not Staffed	Staffed during opening hours	Not Staffed

3.3.1 Tammin

The Tammin landfill facility is located 2km south of town along Hunt Road and is open Thursday and Saturday from 9 am – 1 pm. This facility is free but only available for residents of Tammin. The kerbside refuse is collected by Avon Waste on a Friday, and recycling is collected at communal drop off points throughout town and in selected bins at the facility.

Figure 3.4 - Landfill trench and cardboard bins



The gatehouse attendants are only present eight hours a week during opening times and only deal with the incoming waste from residents. Any earthworks required is carried out by other staff and is conducted at a minimum of weekly intervals in order to comply with the licence requirements.

The landfill has been in operation for approximately 50 years and is fast approaching its capacity. The site has a large footprint for the size of the town's population and will require extensive rehabilitation to finalise its eventual closure. There is currently limited capacity on the existing site with no option to expand as it borders onto a reserve. It is estimated that there is less than three years of remaining capacity.

Figure 3.5 - Tammin Landfill Aerial Image (July 2020)



Table 3.15 - Tammin site details

Address	Crown Reserve 13163 Hunt Road, Tammin WA 6409
Period of use	Landfilling commenced after 1980
Site Area	15.7 hectares
Site security	Perimeter fence that is locked outside of opening hours
Opening hours	Thursday and Saturday from 9 am – 1 pm
Waste types accepted	Greenwaste, Commercial Bulk Waste/Builders Demolition Waste, Asbestos, Commercial/General Putrescible Waste
Infrastructure on site	Gatehouse office, waste oil disposal facility, Drummuster compound
Cell construction	Below ground trenches
Remaining capacity	The majority of the site has already been used for below-ground landfilling. There is a reserve adjacent to the site so it is unable to expand beyond its current boundary
Roads	Gravel roads
Equipment	None stored on-site, however, has access to earthworks machinery to perform weekly cover
Utilities	No mains water supply or electricity connection

Post Closure Management Plan	Nothing has been developed
Residential receptors	Closest residence is 1.5km north of the site

3.3.2 Kellerberrin

The Kellerberrin waste transfer station is located 6km south of town along Inverarity Road and is open from Friday to Monday from 8 am – 12 pm then 12:30 pm – 5 pm. The kerbside refuse is collected on Fridays from both Kellerberrin and Doodlakine. Recycling can be deposited into the bulk mixed recycling bins in the car park off the main street in town.

Figure 3.6 - Waste oil disposal and front lift bins



The transfer station will only accept household rubbish, green waste, private use engine oil or domestic items. Some building materials may be accepted with prior approval from the Manager Works and Services (charges may apply). The transfer station will not accept tyres, concrete slabs, car batteries, fibre cement, rubber and asbestos or industrial/commercial rubbish.

The site was converted to a transfer station approximately 10 years ago and currently sends its waste to Northam or York with Avon Waste. This arrangement is working well for the Shire and they can continue to do this for years to come.

Figure 3.7 - Kellerberrin Transfer Station Aerial Image (July 2020)



Table 3.16 - Kellerberrin site details

Address	Crown Reserve 32086 Inverarity Road, Kellerberrin WA 6410
Period of use	Landfilling ceased circa 2010, becoming a transfer station
Site Area	3.7 hectares
Site security	Perimeter fence that is locked outside of opening hours
Opening hours	Friday to Monday, 8 am – 12 pm then 12:30 pm – 5 pm
Waste types accepted	Greenwaste, Bulk Waste/Builders Demolition Waste, General Putrescible Waste
Infrastructure on site	Supervisor office, waste oil disposal facility, concrete hardstand for drop off, diesel generator
Cell construction	No longer an active landfill, previously used below ground cells
Remaining capacity	There is limited capacity left but can continue to run as a transfer station indefinitely
Roads	Gravel roads
Equipment	None stored on-site, can be sourced from the Shire when required periodically
Utilities	No mains water supply or electricity connection, generator for electricity
Post Closure Management Plan	Nothing has been developed
Residential receptors	Closest residence is 6km north of the site

3.3.3 Bruce Rock

The Bruce Rock landfill is located 3.5km south of town on Depot Road and is open Friday to Monday from 8 am – 4 pm. Kerbside refuse is collected weekly on a Monday and recycling is picked up fortnightly on a Monday by Avon Waste. The kerbside household waste contract is operated by a local contractor and is the only WEROC Shire that doesn't engage Avon Waste for this service.

Figure 3.8 - Current landfill trench and rubbish compactor



The tipping face has restricted access with residents disposing of their waste into a simple push pit when they drop off any refuse. Any materials that can be recovered are placed into their corresponding areas. Bruce Rock is the only Shire that is utilising a compactor at their landfill, which is demonstrated by their superior compaction of their waste.

Waste from previous landfill cells is being covered at 1-2m in depth, in line with the rehabilitation plan which has been approved by the Auditor-General. With the current management practices being employed Bruce Rock will likely obtain another 10-15 years of landfilling at this site.

Figure 3.9 - Bruce Rock Landfill Aerial Image (November 2020)



Table 3.17 - Bruce Rock site details

Address	Crown Reserve 16007 Depot Rd Bruce Rock WA 6418
Period of use	40+ years
Site Area	15.3 hectares
Site security	Perimeter fence that is locked outside of opening hours
Opening hours	Friday to Monday, 8 am – 4 pm
Waste types accepted	Greenwaste, Bulk Waste/Builders Demolition Waste, General Putrescible Waste, Liquid Waste
Infrastructure on site	Storage Shed, waste oil disposal facility, concrete push pit for drop off
Cell construction	Below ground cells
Remaining capacity	There is sufficient capacity to continue landfilling for approximately 10-15 years
Roads	Gravel roads
Equipment	Komatsu WA250 Loader, Grader, Vibromax Compactor
Utilities	No mains water supply or electricity connection
Post Closure Management Plan	Rehabilitation plan has been submitted to Auditor General
Residential receptors	Closest residence is 2.5km northwest of the site

3.3.4 Merredin

The Merredin landfill is located 6km northeast of town along Chandler Road. The site is open daily with access being granted Monday to Friday 7:30 am – 3:30 pm and 10 am – 3 pm on the weekend. Merredin, Burracoppin, Nangeenan and Hines Hill all have their household refuse collected on a Thursday, with Muntadgin being collected on Monday. The kerbside recycling collection is also on a Thursday for all localities except Burracoppin, which is on a Friday.

Figure 3.10 - Gatehouse entrance and greenwaste



There is only one staff member at the site, who is tasked with recording incoming waste and making use of intermittent earthmoving equipment on-site to carry out any earthworks required. The Shire has been notified by DWER that if the receival rates increase beyond their current load then a weighbridge will need to be installed at the gatehouse. However, this is an unusual requirement by DWER and suggests overreach by the department.

The site sprawls across a large area, which leads to both increased safety risks for one person to manage and increased costs when it comes to rehabilitation. The remaining land at the Shire's disposal is being used quite quickly, if a compactor or above-ground landfill cells were implemented this could be

extended. If the current practices are maintained the Shire can expect approximately 15-20 years of remaining operations.

Figure 3.11 - Merredin Landfill Aerial Image (November 2018)



Table 3.18 - Merredin site details

Address	Lot 500 on Plan 66111 Chandler Road Merredin
Period of use	45+ years
Site Area	31.5 hectares
Site security	Perimeter fence that is locked outside of opening hours
Opening hours	Monday to Friday 7:30am – 3pm, Saturday/Sunday 10am – 3pm
Waste types accepted	Greenwaste, Bulk Waste/Builders Demolition Waste, General/Commercial Putrescible Waste, Liquid Waste
Infrastructure on site	Gatehouse office, Storage shed, waste oil disposal facility, signage
Cell construction	Below ground cells
Remaining capacity	There is approximately 7.5 Ha of unused space but the below-ground cells can't be dug very deep. With current landfilling practices, there are about 15-20 years of landfilling remaining
Roads	Gravel roads
Equipment	Komatsu WA200PZ Loader on site intermittently
Utilities	No mains water supply or electricity connection, diesel generator used to power office
Post Closure Management Plan	Nothing has been produced
Residential receptors	Closest residence is 3km southwest of the site

3.3.5 Westonia

The Westonia landfill is located 2km west of town heading along Leach Road with residents being granted unrestricted access. The weekly household refuse collection is carried out by Avon Waste on a Thursday. There is a recycling depot in town, behind the Shire office, which contains cardboard and comingled recycling bins.

Figure 3.12 - Waste oil disposal and current landfill trench



The landfill site includes a waste oil disposal facility, and recycling cages for number one plastics, number two plastics and aluminium cans. There is also a nearby site on Carrabin-Westonia Road which accepts green waste and a locked site across the road which accepts commercial and hazardous waste by appointment.

The landfill site has little remaining capacity, making it a priority to explore other options for future waste disposal. The transition towards a transfer station makes sense as the fencing infrastructure is already in place. The Shire may wish to follow a model similar to Kellerberrin, transporting their waste to Northam, or it may be able to find an option closer to where they are.

Figure 3.13 - Westonia Commercial/Industrial Landfill Aerial Image (October 2017)



Figure 3.14 - Westonia Landfill Aerial Image (October 2017)



Table 3.19 - Westonia site details

Address	Leach Rd, Westonia WA 6423
Period of use	35+ years
Site Area	0.6 hectares
Site security	Perimeter fence that isn't capable of being secured
Opening hours	Unrestricted
Waste types accepted	Bulk Waste, General Putrescible Waste, Commercial/Industrial Waste (separate site), Greenwaste (separate site)
Infrastructure on site	Waste oil disposal facility, signage
Cell construction	Below ground trenches
Remaining capacity	Very little remaining capacity with no real option to expand, will be out of space in 2-3 years
Roads	Gravel roads
Equipment	Nothing on site but has limited access from the Shire when required
Utilities	No mains water supply or electricity connection
Post Closure Management Plan	Nothing has been produced
Residential receptors	Closest residence is 1.5km east of the site

3.3.6 Bodallin

The Bodallin landfill is located 500m southwest of the roadhouse along Ivey Road, allowing residents unrestricted access. The kerbside rubbish bin collection is carried out weekly in Bodallin by Avon Waste on a Thursday. They also have a recycling bin which is collected every second Friday.

Figure 3.15 - Entrance sign and current landfill trench



There is sufficient space at the site to continue landfilling but this will likely increase the eventual rehabilitation costs in the future. With the lack of signage and the access track not coming directly off the highway, there is a reduced risk of illegal dumping taking place there.

With a small population, approximately 53 residents, it's hard to justify the continued operation of the landfill as the Southern Cross facility is only 45km to the east.

Figure 3.16 - Bodallin Landfill Aerial Image (May 2020)



Table 3.20 - Bodallin site details

Address	Ivey Rd Reserve 19674, Bodallin WA 6424
Period of use	30+ years
Site Area	8.7 hectares
Site security	Unsecured
Opening hours	Unrestricted
Waste types accepted	Greenwaste, Bulk Waste/Builders Demolition Waste, General/Commercial Putrescible Waste
Infrastructure on site	N/A
Cell construction	Below ground trenches
Remaining capacity	There is remaining space to continue trench landfilling for approximately 15-20 years
Roads	Gravel roads
Equipment	Nothing permanent, Loader is floated to the site on a weekly basis
Utilities	No mains water supply or electricity connection
Post Closure Management Plan	Nothing has been produced
Residential receptors	Closest residence is 500m northeast of the site

3.3.7 Moorine Rock

Moorine Rock landfill is located 1.5km to the west of town along the Great Eastern Highway. It has unrestricted access and is intended for residents' use only. Household refuse is collected each Thursday and the recycling bin is removed fortnightly on Friday.

Figure 3.17 - Current landfill and scrap metal



The site is reaching capacity, making it another candidate for rationalisation. This site maintains even closer proximity to Southern Cross if it was to transport waste there. Suspected illegal dumping was observed during the site visit conducted by ASK, with a large pile of tyres recently dumped into the current landfill cell at the time.

Under current practices, there are likely less than 5 years of operation left at Moorine Rock landfill, less again if illegal dumping continues to happen.

Figure 3.18 - Moorine Rock Landfill Aerial Image (May 2020)



Table 3.21 - Moorine Rock site details

Address	Great Eastern Hwy, Moorine Rock WA 6425
Period of use	30+ years
Site Area	3.9 hectares
Site security	Unsecured
Opening hours	Unrestricted

Waste types accepted	Greenwaste, Bulk Waste/Builders Demolition Waste, General/Commercial Putrescible Waste
Infrastructure on site	N/A
Cell construction	Below ground trenches
Remaining capacity	Limited space remains, approximately 5-10 years of current practices
Roads	Gravel roads
Equipment	Nothing permanent, Loader is floated to the site on a weekly basis
Utilities	No mains water supply or electricity connection
Post Closure Management Plan	Nothing has been produced
Residential receptors	Closest residence is 1.2km southeast of the site

3.3.8 Southern Cross

Southern Cross landfill facility is located 7km southwest of town, heading west off Southern Cross Road. The opening hours consist of Monday, Tuesday and Friday from 1 pm – 4 pm and 10 am – 4 pm on weekends. Avon Waste collects the township's rubbish bins weekly on a Friday with the recycling bins also being taken on Friday, albeit fortnightly.

Figure 3.19 - Reuse shop and communal recycling



The site was opened up to the public in 2017, which has led to the commercial and residential tipping faces being segregated from each other. This makes it more difficult to achieve optimal compaction rates, due to the lack of compaction in household waste and the increased void space in the commercial and construction waste. The sullage pond has reached capacity, so no further liquid waste or grease traps are being dumped at the facility.

An increased capacity could be achieved with the relatively simple construction of above-ground landfill cells. The depth of the landfill cells is also becoming increasingly shallow, due to the geological makeup of the earth. This only adds to the reasons for building waste cells above ground. Large gaps are being left between cells, as this was specified in early designs sent to DWER, which will also facilitate a shorter lifespan of the facility.

Figure 3.20 - Southern Cross Landfill Aerial Image (December 2018)



Table 3.22 - Southern Cross site details

Address	Reserve 37892 South Road, Southern Cross WA 6426
Period of use	Commenced circa 2012, opened to the public in 2017
Site Area	12.8 hectares
Site security	Perimeter fence that is locked outside of opening hours, self-powered CCTV camera at the front gate
Opening hours	Monday, Tuesday and Friday 1 pm – 4 pm, Saturday/Sunday 10 am – 4 pm
Waste types accepted	Greenwaste, Bulk Waste/Builders Demolition Waste, General/Commercial Putrescible Waste, Liquid Waste
Infrastructure on site	Gatehouse office/sea container, Storage shed, waste oil disposal facility, signage, Reuse shed, 8000L water tank, diesel generator
Cell construction	Below ground cells
Remaining capacity	There is sufficient airspace to continue landfilling for 15-20 years under current practice, but this could be extended if operational management changes
Roads	Gravel roads
Equipment	CAT Loader, Fire tender trailer
Utilities	No mains water supply or electricity connection, diesel generator used to power office/air conditioner
Post Closure Management Plan	Nothing has been produced
Residential receptors	Closest residence is 3km southwest of the site

3.3.9 Bullfinch

The Bullfinch landfill is located 1km south of the town along Bullfinch Road, providing unrestricted access to residents. Being an unsecured site also opens it up to potential illegal dumping. There is no kerbside collection service for Bullfinch.

Figure 3.21 - Mixed waste and current landfill trench



The town has a very small population of approximately 24 people, but with limited space being an issue it can't continue to operate for too much longer. Contaminated waste streams are being received at the site, likely due to a lack of signage and supervision.

Figure 3.22 - Bullfinch Landfill Aerial Image (May 2020)



Table 3.23 - Bullfinch site details

Address	Bullfinch-Southern Cross Rd, Bullfinch WA 6484
Period of use	30+ years
Site Area	1.5 hectares
Site security	Unsecured
Opening hours	Unrestricted
Waste types accepted	Greenwaste, Bulk Waste/Builders Demolition Waste, General/Commercial Putrescible Waste
Infrastructure on site	N/A
Cell construction	Below-ground trenches
Remaining capacity	Limited space remains, approximately 5-10 years of current practices

Roads	Gravel roads
Equipment	Nothing permanent, Loader is floated to the site on a weekly basis
Utilities	No mains water supply or electricity connection
Post Closure Management Plan	Nothing has been produced
Residential receptors	Closest residence is 800m northwest of the site

3.3.10 Marvel Loch

Marvel Loch is located 3.5km to the southeast of town along the Marvel Loch-Forrestania Road. It is an unsecured site, allowing unrestricted access to residents. Avon Waste conducts weekly collection of kerbside rubbish and fortnightly collection of kerbside recycling.

Figure 3.23 - Clean fill stockpile and current landfill



This is currently an unregistered site, with DWER seemingly unaware that it is in operation. Upon inspection of the site, it was difficult to tell how much of the site has previously been utilised for landfilling purposes. The soil is suitable for digging deep landfill trenches, but more information regarding the remaining capacity is required in order to map out a lifespan for the site. This facility is in proximity to the Marvel Loch gold mine, which utilises the landfill for their commercial waste.

Figure 3.24 - Marvel Loch Landfill Aerial Image (October 2015)



Table 3.24 - Marvel Loch site details

Address	Marvel Loch-Forrestania Rd, Marvel Loch WA 6426
Period of use	20+ years
Site Area	10 hectares
Site security	Unsecured
Opening hours	Unrestricted
Waste types accepted	Greenwaste, Bulk Waste/Builders Demolition Waste, General/Commercial Putrescible Waste
Infrastructure on site	N/A
Cell construction	Below ground trenches
Remaining capacity	Difficult to determine how much space remains as it wasn't obvious where waste has already been buried. An estimation of 5-10 years if current practices continue.
Roads	Gravel roads
Equipment	Nothing permanent, Loader is floated to the site on a weekly basis
Utilities	No mains water supply or electricity connection
Post Closure Management Plan	Nothing has been produced
Residential receptors	Closest residence is 1.3km south of the site

4 ACTION PLAN

1 INTRODUCTION

This submission has been prepared in response to the Wheatbelt East Regional Organisation of Councils (WERO) request for quotations to:

- Review and update the existing WERO Strategic Waste Management Plan (SWMP) and incorporate the Shire of Tammin;
- Review:
 - Existing waste management services and infrastructure and their capacity to meet current and future demand;
 - Recycling activities and capabilities;
 - Contract arrangements; and
 - Cost of delivering waste management services/infrastructure.
- Complete a feasibility study for the establishment of a regional landfill site

ASK understands the objectives of this project is to provide the WERO with support to grow and develop the Eastern Wheatbelt's waste management strategy to include:

- Opportunities for joint tendering;
- Shared waste management equipment/infrastructure;
- Additional recycling facilities/activities;
- Introduction of new waste management technology; and
- A reduction in the cost of waste management service delivery for all WERO Local Governments.

This Strategic Waste Management Plan (SWMP)

A number of key findings have been identified during the site visit, review of the waste management plan and consultation with the WERO Shires. The key findings aim to address the observations highlighted in the previous sections of the report and provide a series of actions and tasks that support the achievement of the group's aims and objectives (**Section 1.4**). The action plan has been developed with consideration of the group's resources and is appropriate for a rural area with a small population.

These findings have been divided into five categories and address the following:

- Findings: A brief description of the findings discovered during the development of the SWMP.
- Issues: The implications that are brought about by the findings.
- Implementation: Key activities required to implement the task.
- Cost: Estimated cost to implement the task and potential funding sources.
- Target: A measurable time-bound target that will be obtained through the implementation of the task
- Priority: Prioritised as either high (one-two years), medium (three-five years) or long term (five years+).
- Link to WARR Strategy 2030; Link to the key outcomes of Avoid, Protect, Recover.

The five categories are listed and defined below.

Data and information

Data and economic information provide the key foundation for effective planning, monitoring, management and decision making in relation to waste management and resource recovery. Actions include:

- Improve waste data collection in a consistent format
- Quantify and fund operational costs and future closure liabilities
- Implement regional waste education
- Quantify community opinions.

Waste infrastructure and operations

To protect the environment, waste infrastructure and operations need to be managed to comply with better practice standards, DWER licence conditions and the Rural Landfill Regulations. The use of better practice will assist in minimising the risk of environmental damage or pollution, extending the life of facilities and reducing costs. Actions include:

- Conversion of smaller landfills to transfer stations
- Establishing regional landfills at Merredin and Southern Cross
- Develop Operational Management Plans
- Produce Landfill Closure Management Plans
- Infrastructure implications of Waste Strategy 2030.

Strategic and Infrastructure Planning

To ensure appropriate, aligned, and cost-effective forward planning in the region, the Shires must determine their future waste strategic and infrastructure needs. This section highlights any gaps identified in their strategic and infrastructure planning considerations and any external factors that could significantly impact waste operations and planning. These recommendations will assist the Shires in preparing for and managing the associated issues and risks for both short- and long-term waste service delivery. Actions include:

- Developing an Emergency Waste Management Plan
- Aligning the SWMP with Strategic and Operational Business Plans.

Regional Efficiencies

Strategies and actions to strengthen regional collaboration and cooperation in the delivery of waste management services and improve waste management practices across the region. Actions include:

- Assess feasibility of a WEROC waste team
- Assess desirability of a WEROC waste coordinator
- Regional procurement.

Waste Minimisation

Strategies to reduce waste generation and divert waste from landfill will assist in extending the operational life of facilities, maximising the recycling of resources, and minimising the risk of environmental impact. However, each potential measure must be comprehensively assessed to ensure it is financially viable and sustainable in the long term. Actions include:

- Drivers and assessment of waste diversion measures
- Local markets for recovered materials
- Metals – Regional solution
- Low volume highly polluting waste diversion.

4.1 DATA AND INFORMATION

Data and information provide the key foundation for effective planning and decision making. The collection of accurate and consistent waste-related data and information is essential to effectively plan, manage and monitor the operations of the region's waste facilities. The information is required to assess the feasibility of any potential projects, define their specification and estimate the cost.

Data categories and collection are inconsistent across the group, significantly limiting the ability to collate usable data that can be used to accurately assess the feasibility of options, and then monitor their effectiveness.

4.1.1 Introduce consistent waste data collection

TARGET: The Shire has appropriate systems to improve waste data collection by July 2023. Priority: HIGH Link to WARR Strategy 2030: Recover, Protect				
Findings	Issues	Recommendations	Implementation	Cost
<p>Waste data collection is inconsistent across the region.</p> <p>It also does not fully meet recording and reporting requirements (such as annual Local Government Waste Census and Annual Environmental Reporting for Licenced waste facilities). Although due to the population size of the Shires this is not required for most of the group.</p> <p>There is no data collection at some sites.</p>	<p>A lack of data on incoming waste types and producers creates difficulty in analysing waste volumes, types and flows needed to underpin site development and landfill airspace consumption, the feasibility of recycling initiatives and to set, monitor and manage costs for waste services provided.</p> <p>With no material type data, the actual tonnage that could be diverted and processed is unknown.</p> <p>The lack of accurate waste data makes comparison and collation of the region's data problematic and creates difficulty in analysing the data needed to underpin any regional initiatives, including the infrastructure needs and transport cost estimated for a regional landfill.</p>	<p>All Shires should implement standardised recording procedures based on a uniform classification system that records the data required for:</p> <ul style="list-style-type: none"> • Invoicing (gate fee categories, unique to each Shire) • Standard data for mandatory annual reporting • Standard data for strategic planning and operational management (material and waste type) • Improve kerbside contract provisions to include the requirement for waste loads to be routinely weighed and tonnages reported to the Shire. 	<ul style="list-style-type: none"> • Investigate options for electronic recording of waste data from waste sites (e.g., excel spreadsheet or other waste software systems) • Implement chosen option • Collect data at all staffed sites and assess to determine more accurate costs for waste transfer to a regional landfill(s) • Include provisions within new kerbside contracts for weighing of loads at an interval as determined appropriate by the Shire. 	<p>Internal staff time will be involved in developing this action.</p> <p>Costs associated with the recording of waste loads will be covered as part of site staffing costs.</p> <p>Subscription to an electronic data system. Costs vary between available systems.</p>

4.1.2 Quantify and fund existing operational costs and future closure liabilities

TARGET Define existing and future closure liability cost. Establish and fund the closure reserve Priority: HIGH Link to WARR Strategy 2030: Avoid, Protect, Recover				
Findings	Issues	Recommendations	Implementation	Cost
<p>The whole of life operational cost of the landfills (i.e. waste disposal cost per tonne) have not been calculated for any of the landfills.</p> <p>Some Shires have not calculated the closure cost of sites, nor allocated funding. These costs are significant.</p>	<p>If the whole of life costs (previously calculated for other small landfills at \$55-\$150 per tonne) are not covered by the gate fees and do not have a waste reserve fund established, it is likely that full cost recovery is not occurring.</p> <p>Furthermore, the Shires will incur a significant financial burden when landfills close and rehabilitation is required.</p>	<p>The Shires should aim to ensure all waste management costs relating to both domestic and commercial wastes are received from gate fees, or alternative revenue streams secured for any shortfalls quantified.</p> <p>Establish a waste reserve to ensure adequate capital funds for future infrastructure replacement and management and site closure.</p>	<p>The income from gate fees should cover the whole of life costs, however, for social or political reasons alternative funding sources (e.g. additional rates) can be used to subsidise the facilities. Waste facility fees should be determined for the next five years and communicated to customers, allowing them time to adapt their waste management practices.</p> <p>Waste reserve funds should be established by each Shire (either based on a levy per m³ of waste disposed or a flat rate as allowed in s66 of WARR Act) that will accrue sufficient funds for planned new infrastructure, site rehabilitation and to purchase strategic capital items.</p> <p>The closure and post-closure costs for each facility will be estimated in the LCMPs (see Section 4.2.4</p> <p>Produce Landfill Management Closure Plans).</p> <p>The fund values and future costs should be monitored regularly to ensure all future liabilities will be covered.</p>	<p>The process can be completed in-house, so costs relate to the time required by staff to develop a fee structure.</p>

4.1.3 Implement an education and awareness program

TARGET The Shire implements ongoing waste engagement and education Priority: MEDIUM Link to WARR Strategy 2030: Avoid, Protect, Recover				
Findings	Issues	Recommendations	Implementation	Cost
<p>Waste education within the region is implemented on an ad hoc basis in response to problems and issues encountered. There is no specific education program or resources to undertake this task. The region's recovery rates are low.</p>	<p>There is a need to educate and involve the community (residential and commercial) about waste management and resource recovery in line with the WA Waste Strategy 2030 objectives and outcomes. The group should focus on communicating the risks, challenges and opportunities of waste management in the region, and how the local community can play a role in sustainably managing waste.</p> <p>Unless the community understand the reasons for their actions and can see genuine and attainable results, there is little motivation for changes in behaviour.</p> <p>Waste generators also play a significant role in determining resource recovery rates achieved. This will be influenced through the participation in recycling services provided and the amount of contamination within collected materials. Education, engagement, and positive promotion of services will play a key role in influencing the group and individual Shire's performance.</p>	<p>Develop and implement a method suitable to the group to enable ongoing engagement and education with the community on waste and recycling.</p> <p>An education levy added to kerbside service fees could provide a specific fund for education and awareness activities.</p>	<p>The Waste Authority is identified within the WA Waste Strategy 2030 as responsible for developing and implementing strategies and programs to improve communication, engagement and education on waste avoidance behaviours and resource recovery state-wide. Some of these measures could be used in the Shire including the 'Own your impact' program and the 'WasteSorted' toolkit.</p>	<p>Staff time and resources to provide ongoing engagement and education to the extent determined appropriate by the group.</p> <p>An education levy could be used to offset the costs associated with this action.</p>

4.1.4 Quantify community opinion

TARGET Gain an understanding of the community's views on Waste Management Priority: HIGH Link to WARR Strategy 2030: Avoid, Protect, Recover				
Findings	Issues	Recommendations	Implementation	Cost
There is little information about the communities' attitudes or opinions about how they want their waste managed within the region.	<p>The attitudes of the community (commercial and residential) relating to current and future waste management services need to be determined.</p> <p>The information should be considered for the development of waste management strategies, plans and resource recovery measures for the group.</p> <p>With regular surveys, changes in attitudes can be tracked.</p>	<p>Develop and implement (on a regional basis) a market research programme to establish and monitor community attitudes about the current services they receive and how the future services and activities should be developed.</p> <p>Complete the survey on an annual basis to monitor any changes. Additional one-off questions can be added for topical issues.</p>	<p>Develop a simple survey that can be completed via telephone, the Shires' websites, online, one-to-one surveys or post.</p> <p>Areas to be covered include the satisfaction of current services, attitude to recycling, desire to increase/introduce recycling, cost of services, use of landfill, etc.</p> <p>Once the questions have been established, a representative cross-section of the region's community should be surveyed annually.</p> <p>This can be included as a section within existing or planned Shire surveys about other services.</p> <p>Face to face surveys could be completed by voluntary groups (e.g. Rotary) at community markets or public events to ensure all the communities' opinions are gathered.</p>	<p>\$15k - \$20k to develop a survey and analyse the responses.</p> <p>Internal staff time to send and collect surveys.</p>

4.2 WASTE INFRASTRUCTURE AND OPERATIONS

To protect the environment, waste infrastructure and operations need to be managed to comply with DWER licence conditions, the Rural Landfill Regulations and better practice guidance. The use of better practice for the waste management activities assists in minimising the risk of environmental damage or pollution, extending the life of the waste facilities and reducing the costs associated with the facilities. The Waste Avoidance and Resource Recovery Strategy 2030 requires all waste facilities to adopt better practice and environmental protection better practice approaches by 2030. These approaches are yet to be defined by DWER.

4.2.1 Conversion of landfills to transfer stations

TARGET: To Implement Priority: Medium Link to WARR Strategy 2030: Recover, Protect				
Findings	Issues	Recommendations	Implementation	Cost
<p>There are a range of non-compliance at several of the landfills, including unrestricted access at unstaffed facilities leading to uncontrolled waste disposal.</p> <p>Some sites have large areas of exposed waste.</p> <p>The provision of uncontrolled unstaffed facilities present a significant OHS liability.</p> <p>The landfills are considered to be Contaminated Sites (CS), and are likely to require remediation works to comply with the CS Act.</p>	<p>The cost per tonne to operate a small landfill in line with the Regulations is very high.</p> <p>Non-compliant landfills are likely to require more costly rehabilitation works in the future due to the disposal of wastes that should not be accepted.</p> <p>The risk of injury to the public and unstaffed landfills is higher.</p> <p>The rehabilitation requirements for rural landfills will become more stringent in the future, resulting in higher capping and closure cost.</p>	<p>ASK completed a Landfill Consolidation project for WEROC (ASK, 2022) and assessed a range of scenario for the group. The optimal scenario was for two regional landfills to be established, and unstaffed landfills are to be converted to transfer stations with remote access, and staff landfills to be converted to staffed transfer stations.</p> <p>Please see the Landfill Consolidation report for detail about the process and timescale for these actions.</p> <p>The closure of the smaller landfills and introduction of controlled access will reduce the environmental impact and minimise the OHS risks to the community.</p> <p>This will also allow landfills to be capped and closed under the current Rural Landfill Regulations.</p>	<p>Please see the WEROC Landfill Consolidation report (ASK, 2022) for detail about the proposed implementation of landfill closures and transfer station establishment.</p>	<p>See Landfill Consolidation report for detailed cost estimates</p>

4.2.2 Establishment of regional landfills at Southern Cross and Merredin

TARGET: To Implement Priority: HIGH Link to WARR Strategy 2030: Recover, Protect				
Findings	Issues	Recommendations	Implementation	Cost
<p>There are a range of non-compliance at several of the landfills, including unrestricted access at unstaffed facilities leading to uncontrolled waste disposal.</p> <p>Some sites have large areas of exposed waste.</p> <p>The provision of uncontrolled unstaffed facilities present a significant OHS liability.</p> <p>The landfills are considered to be Contaminated Sites (CS), and are likely to require remediation works to comply with the CS Act.</p>	<p>The cost per tonne to operate a small landfill in line with the Regulations is very high.</p> <p>There is no cost recovery (gatefees) for commercial waste dropped at unstaffed landfills.</p> <p>Non-compliant landfills are likely to require more costly rehabilitation works in the future due to the disposal of wastes that should not be accepted.</p> <p>The risk of injury to the public and unstaffed landfills is higher.</p> <p>The rehabilitation requirements for rural landfills will become more stringent in the future, resulting in higher capping and closure cost.</p>	<p>ASK completed a Landfill Consolidation project for WEROC (ASK, 2022) and assessed a range of scenario for the group. The optimal scenario was for two regional landfills to be established, one at Merredin to service most of the Shires and a second regional landfill at Southern Cross to receive waste from the four additional facilities in the Shire of Yilgarn</p> <p>The regional landfills will achieve improved economies of scale and operate in line with licence conditions and regulations more easily with appropriate staffing and guidance to ensure efficient operations and financial management.</p>	<p>Please see the WEROC Landfill Consolidation report (ASK, 2022) for detail about the proposed upgrade of the required infrastructure, plant and staffing to become regional facilities.</p> <p>To ensure efficient operations and long term financial planning, both facilities should have the following documentation produced:</p> <ul style="list-style-type: none"> • Operational Management Plan (Section 4.2.3) • Master Layout Plans • Landfill Closure Management Plan (Section 4.2.4) 	<p>See Landfill Consolidation report for detailed cost estimates</p>

4.2.3 Develop Operational Management Plans

TARGET: Operational practices and requirements for site management are documented by July 2024. Priority: MEDIUM Link to WARR Strategy 2030: Recover, Protect				
Findings	Issues	Recommendations	Implementation	Cost
<p>There was a lack of a documented Operational Management Plans (OMP) and roles and responsibilities for staff at the waste sites.</p> <p>The EP Rural Landfill Regulations require documented processes for:</p> <ul style="list-style-type: none"> • Greenwaste burning • Asbestos disposal • Fire management 	<p>Inefficient operations result in an increase in time and costs.</p> <p>The operational staff require a clear plan to work towards relating to waste operations.</p> <p>Documented plans and procedures ensure business continuity if key staff leave the organisation.</p> <p>Site management plans are effectively the 'rule book' governing all activities at the site. They are 'living' documents that are essential to ensure the safety of people and the environment, and the profitability of the operation (whether expressed in financial or other terms). They should be accessible and known to all staff and be reviewed on a regular basis to ensure that they remain relevant and effective.</p>	<p>The Landfills and Transfer Stations in the region should have operational plans that are updated every five years. The detail required should be appropriate to the size and complexity of each site.</p> <p>The OMP will facilitate the safe and efficient operation of the Facility and ensure that the environment and the surrounding community are safeguarded from pollution and off-site effects. It will describe the level of operational performance expected and practices for managing and operating the Facility. An OMP can address the following:</p> <ul style="list-style-type: none"> • Compliance requirements; • Acceptable waste types and quantities; • Waste acceptance procedures • Facility design and site layout; • Landfill operational requirements; • Cell locations and fill sequence planning; • Recycling and resource recovery measures and procedures • Environmental management measures; • Environmental monitoring program; • Occupational Health and Safety; • Site closure and rehabilitation; • Emergency management and response procedures; • Record keeping and reporting procedures (internally and externally). 	<p>A review of the current operations should be undertaken to produce an accurate operational plan for each facility's waste management operations.</p> <p>The plan will provide an operational roadmap for the future requirements that will enable each Shire to proactively manage the site effectively and efficiently.</p> <p>Operational plans should be updated every five years to reflect changes in the site, legislation, and environmental and social factors.</p>	<p>The production of an Operational Management would be \$10K - \$20K (depending upon the complexity of the site) by a consultant or alternatively, produced in-house.</p> <p>There would be efficiencies by producing a number of OMPs at the same time.</p>

4.2.4 Produce Landfill Management Closure Plans

TARGET: To produce LCMPs for all registered sites and start funding closure reserve by July 2023 Priority: Medium Link to WARR Strategy 2030: Recover, Protect				
Findings	Issues	Recommendations	Implementation	Cost
<p>None of the landfills have Landfill Closure Management Plans (LCMP). It is a requirement of the Rural Landfill Regulations that sites have approved LCMPs within 18 months of opening/registration. Many of the sites have large areas of uncapped waste, which presents a significant cost.</p>	<p>Without an LCMP in place, a site: Is in breach of the regulations Has no final landform to work towards (footprint, height, batters, etc) Has no approved capping design to be established Has no cost estimate for capping works and post-closure monitoring Further, as environmental regulations become more stringent, new regulations may require a higher standard of capping and therefore a higher cost. Therefore, sites should be progressively capped as soon as possible.</p>	<p>All the landfills should be surveyed to determine the current landform, this will be required to produce the LCMPs.</p>	<p>To ensure lower costs per site, WEROC should engage a surveyor to complete a topographic survey of every site, including the area approximately 30m beyond the site boundary.</p>	<p>The cost for a site survey is between \$2K - \$4K per site.</p>
		<p>Produce LCMPs for all the registered landfills as required under the Rural Landfill Regulations. Once capped and closed, the environmental risk and liability of these sites will be minimised.</p>	<p>WEROC should engage a consultant to produce LCMPs for every registered landfill operated by the Shires. If produced together there should be savings as some of the content of the LCMPs would be common for the sites and mobilisation costs for site assessments would be shared. The LCMPs will provide each Shire with the final landform of their landfills, estimated closure costs and a staged filling plan for the remaining operational life of the landfills. The production of the LCMPs would ensure the Shires meet that requirement of the regulations. Appropriate funds should be allocated to a landfill closure reserve (see Section 4.1.2 Quantify and fund existing operational costs and future closure liabilities).</p>	<p>The production of an LCMP would be between \$12K - \$20K per site.</p>

4.2.5 Infrastructure implications of Waste Strategy 2030

TARGET: To review services provided with better practice approaches/guidelines within 12 months of release. Priority: LOW Link to WARR Strategy 2030: Recover, Protect				
Findings	Issues	Recommendations	Implementation	Cost
<p>A drop-off service for recovered material (metal, waste oil, drummuster) is currently provided at most of the region's landfills.</p> <p>The tonnage of material collected through the drop-off services is minimal, contributing to the groups low recovery rate.</p> <p>Waste Authority better practice drop-off guidelines were due to be released in 2021 and should be expected within 2022.</p>	<p>Low recovery rates for materials contribute to increased consumption of landfill airspace.</p> <p>Disposal of recyclable material negates the environmental benefits that can be gained from the use of recyclable material over virgin sources.</p> <p>The Waste Strategy 2030 requires: <i>all waste to be managed and/or disposed using better practice approaches by 2030.</i></p>	<p>Review and align services provided with better practice guidelines once released.</p> <p>WEROC could coordinate a standardisation of drop-off services, facility layout and appropriate containment infrastructure across the group.</p>	<p>Unknown at this time given the better practice guidelines are yet to be released.</p> <p>WEROC review current drop-off facilities and work with Shire's to harmonise service, layout and containment.</p>	<p>Unknown at this time given the better practice guidelines are yet to be released.</p>
<p>The WARR Action plan (Action 1.11) indicates that <i>'in consultation with relevant State Government agencies, local government and communities, develop pragmatic guidelines for the design, maintenance and management of waste services and infrastructure in regional/remote communities, including Aboriginal communities.'</i></p>	<p>This will impact on the region's waste facilities operations and management.</p>	<p>Review and align services provided with better practice guidelines once released.</p> <p>Should there be significant increases in minimum requirements for landfills the 'tipping point' for closure of the landfill and transfer of waste to Katanning landfill should be revisited.</p>		

4.3 STRATEGIC PLANNING

This section highlights any gaps identified in the Shire's strategic planning considerations and any external factors that could significantly impact waste operations and planning. These recommendations will assist the Shires in preparing for and managing the associated issues and risks for both short and long-term waste service delivery.

4.3.1 Develop an emergency waste management plan

Findings	Issues	Recommendation	Implementation	Cost
TARGET: Increased level of regional preparedness for emergency waste management Priority: MEDIUM Link to WARR Strategy 2030: Recover, Protect				
<p>WEROC Shires do not have documented plans for waste disposal in the event of an emergency or disaster.</p> <p>The level of preparedness for emergencies and disasters is challenged through a lack of documented plans for waste disposal following an emergency or disaster.</p>	<p>Natural disaster impacts can generate significant quantities of waste. Emergency waste issues can have significant environmental and public health impacts, place an additional financial strain on those tasked with recovery, and can impede community recovery.</p> <p>Before communities can rebuild after emergencies, they must first safely remove and dispose of waste generated from the incidents.</p> <p>Clean-up and disposal of this waste could easily overwhelm the operational capabilities of the group or individual Shires, consume significant amounts of airspace at the landfills and impact on longer-term waste disposal needs for the community.</p> <p>There is little time for assessment and planning, after a disaster or emergency, so pre-planning is very important.</p> <p>The lack of planning can lead to costly and slow recovery and increase health and safety risks.</p>	<p>As part of emergency and recovery planning, an emergency waste management sub-plan should be developed, including consideration of the type and risk of likely emergencies within the region, estimates of types and amounts of waste, and detailing locally and regionally available disposal, recycling and storage capacity, and identifying locations for temporary waste storage and drop-off facilities.</p> <p>Planning for emergency waste is extremely beneficial as it allows a coordinated and considered response when an emergency occurs. Having a sound EWM plan will accelerate the removal of waste generated from the event—an important sign of recovery that residents will see. This will reduce public health and environmental risks and personal injury, enable prioritisation of resources, and aid in reducing costs.</p> <p>Taking the time to formulate a detailed waste management plan before an emergency strikes helps to identify and resolve potential issues that might arise ahead of time, without the pressure and time constraints that would be faced in the immediate aftermath of an emergency. Furthermore, if an emergency does occur, having a carefully developed plan to follow minimises response times and maximises recovery efforts.</p>	<p>WALGA provide a template for Local Government to incorporate waste management into existing emergency management arrangements to assist Local Government to plan better for emergency waste. This will allow local governments to undertake the development of plans in-house using internal resources.</p> <p>Alternatively, a consultant can be used to develop a tailored plan to local circumstances in close liaison with WEROC.</p>	<p>The emergency waste management plan can be completed in-house or outsourced to a consultant (\$20k - \$30k).</p>

4.3.1 Align SWMP with Strategic Community Plans and operational business plans and budgets

Findings	Issues	Recommendations	Implementation	Cost
TARGET: Vertical alignment of operational activities, financial planning and strategic goals within the group in relation to waste services. Priority: HIGH Link to WARR Strategy 2030: Avoid, Recover, Protect				
<p>Waste plans fit within the local government integrated planning framework as an issue-specific informing strategy.</p> <p>As such the WEROC Strategic Waste Management Plan (SWMP) will need to be linked to each Shire's Strategic Community Plans (SCP) and annual Corporate Business Plans (CBP)/Operational plans.</p>	<p>There is a risk that without inclusion actions required within the plan will not be progressed, funded or have resources allocated to achieve the outcomes required.</p>	<p>The SWMP is endorsed by each Council to inform relevant Shire strategic community planning goals and annual corporate and operational plans.</p>	<p>The Plans are presented to each Council for adoption and include likely risks and constraints for achieving the recommended actions and allocate appropriate resources/funding to assist officers in implementing the plan.</p> <p>Upon adoption by each Council, it should be linked to Shire's strategic community planning goals and included in annual corporate and operational plans.</p> <p>The actions and measures can be implemented by WEROC.</p>	<p>Internal staff time in preparing Council reports</p>

4.4 REGIONAL EFFICIENCIES

The concept of regionalisation is well recognised to deliver successful waste management services. The group are members of WEROC and already participates in some regional collaboration measures and programs. Regional waste projects can create better efficiencies and economies of scale. Regionalisation is then seen as the key determining factor for the viability of the overall resource recovery services for the region.

4.4.1 Feasibility of a regional waste team

Findings	Issues	Recommendation	Implementation	Cost
TARGET: To assess the feasibility of a regional waste team. Priority: MEDIUM Link to WARR Strategy 2030: Avoid, Recover, Protect				
Individual Shire officers responsible for waste management are not dedicated waste professionals but are also responsible for a wide range of other duties.	<p>Most of the officers are only able to devote a relatively small portion of their time to waste. This is problematic considering the industry's tightening environmental regulation and increasing community expectations for waste management. Demands on staff time for waste management activities will continue to grow as the expectation and need to provide more environmentally responsible waste management solutions increases.</p>	<p>The establishment of a regional waste management team through WEROC would provide the economies of scale to have a dedicated waste management officer in the region to oversee facility operations, maximise regional efficiencies, monitor compliance and complete reporting to the group and regulators. A regional waste team could improve efficiency, collaboration and the delivery of waste services across the region. This is an opportunity that, if actioned, could assist in reducing capital expenditure and increase the economic feasibility of waste management and recycling programs in the region. Building the group's dedicated waste knowledge would reduce WEROC reliance on waste management consultants for technical advice.</p>	<p>Complete a feasibility study into the creation of a regional waste team within WEROC to provide management, facility operations and collection/transport. The study would assess the regional waste team undertaking such measures as:</p> <ul style="list-style-type: none"> • Planning regional waste management goods and services procurement • Management and operations of the groups waste facilities • Implementing regional waste education and engagement opportunities • The collection of kerbside waste • The transport of waste from the region's proposed transfer stations to the proposed regional landfill(s). <p>Community opinion and political factors must be considered in the assessment.</p>	Can be undertaken internally or by consultant approx. costs \$15K - \$25K.

4.4.2 Feasibility of a regional waste coordinator

Findings	Issues	Recommendation	Implementation	Cost
TARGET: To assess the feasibility of a regional waste coordinator. Priority: HIGH Link to WARR Strategy 2030: Avoid, Recover, Protect				
<p>Most Shire officers responsible for waste management are not dedicated waste professionals but are also responsible for a wide range of other duties.</p> <p>Existing Shire staff are very busy and attracting staff can be problematic in some areas of the region.</p>	<p>Most of the officers are only able to devote a relatively small portion of their time to waste.</p> <p>This is problematic considering the industry's tightening environmental regulation and increasing community expectations for waste management.</p> <p>Demands on staff time for waste management activities will continue to grow as the expectation and need to provide more environmentally responsible waste management solutions increases.</p>	<p>The engagement of a regional waste coordinator (or manager through the regional waste team) would provide the resources to facilitate the implementation of this plan and other regional waste and recycling initiatives that are identified. Duties could involve:</p> <ul style="list-style-type: none"> • Project management of regional initiatives and the SWMP • Procurement of regional waste and recycling services (e.g. metal, tyres, oil etc) • Regional waste education and survey (Section 4.1.3 and Section 4.1.4) • Presenting regional initiative updates to each Council • Undertaking and project managing funding applications • Development of project plans (and associated MOUs) • Data collection and analysis • Organising groundwater monitoring and annual reporting 	<p>Assess the viability of a regional waste coordinator as either a stand-alone position or as the waste management office of a regional waste team.</p> <p>Consider a position description, conditions of appointment and length of the contract.</p> <p>Define an appropriate agreement or memorandum of understanding with the Shires and WEROC that could underpin the funding of the coordinator.</p> <p>Engage an appropriate person or organisation.</p>	<p>Can be undertaken internally or by consultant approx. costs \$15K - \$25K.</p>

4.4.3 Regional procurement

Findings	Issues	Recommendations	Implementation	Cost
TARGET: To maximises economies of scale through regional procurement. Priority: HIGH Link to WARR Strategy 2030: Avoid, Recover, Protect				
Small population sizes make the unit cost of many waste management initiatives prohibitive.	Individual Shires often lack the economies of scale necessary to make many waste management initiatives viable. More remote facilities struggle to have recyclable materials collected (e.g. scrap metal).	<p>WEROC should implement actions to take advantage of the economy of scale offered by regional procurement.</p> <p>Regional procurement does not require a single contract to be signed by all Shires, rather it involves similar services being advertised as part of the same package with a request made to tender applicants that they also provide pricing based on being awarded contracts for all Councils.</p> <p>Services that can potentially be procured on a regional basis include:</p> <ul style="list-style-type: none"> • Kerbside collections • Waste site infrastructure, plant and equipment • Landfill management • Groundwater monitoring and reporting • Scrap metal collection • Concrete reprocessing/greenwaste processing • Training and professional development • Technical and specialist advice 	<p>Implementation of an ongoing regional procurement process should include the following:</p> <ul style="list-style-type: none"> • WEROC agendas focus on regional waste management procurement opportunities. • Advertising for the collection of recyclable material (e.g. scrap metal) on a regional basis, as this will allow for more cost-effective collection and ensure materials are collected from all facilities in the region (see Section 4.5.3). • Aligning contract commencement and completion dates across the region (this should commence by developing a document that lists the start and completion dates of all waste management related contracts across the region). • Utilising WEROC and the potential Regional waste team to manage and/or undertake the procurement process. 	<p>The majority of the initial costs would relate to internal administration and liaison via WEROC.</p> <p>However, the ongoing savings relating to cost and efficiency from procuring services and materials at a regional level will be significant.</p>

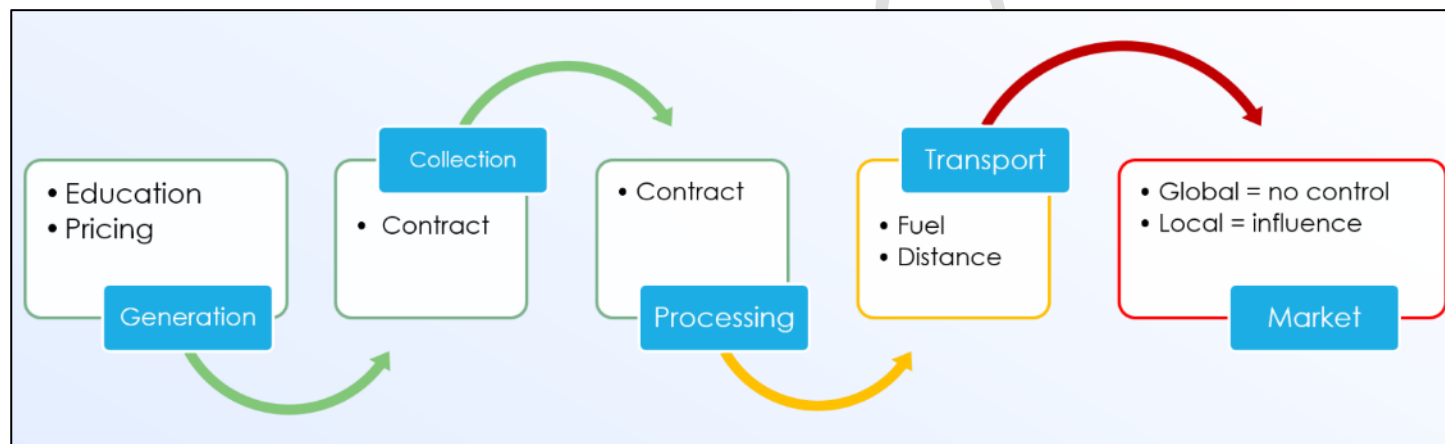
4.5 WASTE MINIMISATION

The minimisation of waste disposal provides a number of benefits to the region and the community. Reducing the quantity of waste landfilled preserves available airspace and increases the operational life of the landfills. It also reduces the pollution risk from the facilities, while the recycling of materials preserves resources and is aligned with targets in the State's Waste Strategy. However, given the region's distance from material collectors and reprocessors, recycling activities in the region should focus on materials that demonstrate one or more of the various qualities:

- have a local market demand (crushed inert waste, greenwaste)
- are of high value (metals) that can off-set the transportation cost
- are hazardous and produce significant impacts if disposed of in unlined landfills (HHW, car batteries, e-waste etc.)
- are problematic to dispose of and consume significant quantities of airspace (tyres etc.)

Many factors must be considered before a program is introduced to divert materials from landfill to ensure the program has long term viability. The factors to assess include a material's full supply chain, including the end market for the material. **Figure 4.1** shows a summary of a material supply chain, while the colours indicate the degree of 'control and influence' a local government typically has on each stage. Reduced control and influence leads to higher risk for a program, for example, the China Sword policy has significantly reduced the market for packaging materials and thus the economic viability of this recycling service.

Figure 4.1 - Local Government control of the waste and recycling supply chain



4.5.1 Drivers for resource recovery and decision making

Findings	Issues	Recommendations	Implementation	Cost
TARGET: To ensure a thorough assessment the feasibility of any waste diversion measure is completed Priority: HIGH Link to WARR Strategy 2030: Avoid, Recover, Protect				
<p>It is difficult to assess the feasibility of resource recovery initiatives when the true cost of waste disposal is unknown.</p> <p>There is little understanding of the community's attitude to waste management and recycling.</p> <p>The markets for the local use of materials has not been quantified.</p> <p>The State waste strategy has staged targets for a reduction in waste generation and increased material recovery across the State.</p> <p>There is little or no economic incentive for waste producers to bring separated loads of waste to some of the waste facilities.</p>	<p>Without an understanding of the drivers to divert wastes from landfill, together with the economics and markets for the diverted/reprocessed materials, informed decisions cannot be made.</p> <p>There is little point in separating and processing a material stream if there is no viable end market for the product.</p>	<p>Accurate information is required to make informed decisions that will impact on operational costs for decades.</p> <p>See Section 4.1.1 for waste data</p> <p>See Section 4.1.2 for financial data</p> <p>See Section 4.1.4 for community opinion</p> <p>A detailed supply chain and market assessment must be completed for each potential material stream that could be diverted from landfill (e.g. concrete processed to produce recycled aggregate).</p>	<p>Much of the data and information required would be produced from the recommendation in Section 4.1 Data and Information.</p> <p>However, the supply chain for each potential material to be diverted must be assessed to determine:</p> <ul style="list-style-type: none"> • The method to ensure a separated uncontaminated material stream can be obtained • The processing required and associated cost to produce a marketable 'product' that meets any required specifications • The existing size and value of the market for the 'product' that will be generated, together with the potential impact on that market (and other local suppliers) • The long term security and stability of the market to accept the 'product' in the future. • The impact on local employment and job creation 	<p>The process can be completed in-house, so costs relate to the time required by staff to complete the assessment and analysis.</p> <p>Or using a specialist consultant, \$15k - \$30k per material stream to analyse the data and complete a market assessment.</p> <p>Potential to attract Waste Authority funding to complete feasibility studies for the program that will assist with State targets.</p>
	<p>Without an economic incentive for separated loads of waste, the Shires will have to bear the cost of separating materials for diversion or continue to landfill them.</p>	<p>The gate fees need to be structured to maximise the financial drivers.</p> <p>This means structuring prices so that mixed wastes are charged higher fees than separated recyclable materials.</p> <p>Information from the recommendation in Section 4.1.2 will provide some of the financial data needed to calculate the gate fee structure.</p>	<p>Gate fee pricing structure should encourage the delivery of separated material that can be viably diverted from landfill. Ultimately, the gate fees should provide income to recover all costs associated with commercial wastes.</p> <p>The structure of the gate fees needs to allow for:</p> <ul style="list-style-type: none"> • The free or very low-cost drop-off of hazardous or recyclable material. • Full cost recovery for all disposal and recycling operations relating to commercial wastes from gate fees charged. • Higher than cost recovery fees for problematic wastes requiring specific processing prior to disposal. 	<p>The process can be completed in-house, so costs relate to the time required by staff to develop a fee structure.</p>

4.5.2 Local markets for recovered materials

Findings	Issues	Recommendations	Implementation	Cost
TARGET: To maximise the local procurement of recycled materials when feasible Priority: HIGH Link to WARR Strategy 2030: Avoid, Recover, Protect				
<p>Local Governments have the capacity to influence end markets for recycled products within their communities.</p> <p>Processing and using recycled products within the community creates local employment and economic opportunities.</p>	<p>When recovered materials are 'exported' from the area to distant markets the 'value' of the material is lost from the local economy.</p> <p>Local Government has little or no control over the value or stability of distant markets. For example, the China Sword policy has led to a collapse in the value of packaging recyclables.</p> <p>Low value – high volume materials such as concrete and organics require local markets, as the transport cost is too high in relation to the product's value.</p>	<p>When viable, (see Section 4.5.1) low value – high volume materials such as recycled concrete and organics should be diverted to local markets where the Shires can control or influence the market value and demand.</p> <p>For example, the Shires will be a user of aggregate for their projects, so can specify the use of recycled aggregate, thus creating a stable market for the recovered materials.</p> <p>Each Shire is likely to also require composted organics in their works, so if these materials are diverted and processed, the Shires should specify their use.</p>	<p>Assuming the feasibility and market assessment for the processing of materials has shown long term viability and are price competitive with 'virgin' materials, the Shires should specify the use of recovered/recycled materials in their works and contracted civil projects.</p> <p>This will ensure a stable end market for the products and lead to waste diversion and employment creation in the local economy.</p>	<p>Nil, as the recycled products would be cost-competitive with 'virgin' or imported materials.</p>

4.5.3 Metals – Regional solution

Findings	Issues	Recommendations	Implementation	Cost
TARGET: To maximise the recycling and revenue from scrap metal in the region Priority: HIGH Link to WARR Strategy 2030: Avoid, Recover, Protect				
Scrap metal values are currently high with metropolitan facilities receiving in excess of \$180 per tonne from metal recyclers. However, rural Shires often experience difficulty securing a contractor to collect scrap metal from some sites.	Scrap metal is a valuable material for recycling and should be recovered wherever possible. Metal recycling contractors are less likely to collect scrap metal from smaller more distant facilities, due to the extra transport cost and lower tonnage of material.	WEROC to take on the management of scrap metal collections and develop a regional solution that ensures scrap metal is collected from all facilities for recycling on a 'milk run'. By collaborating, the tonnage to be collected would be larger and allow a contractor to provide a coordinated service across the region, thus minimising the mobilisation and therefore collection costs.	Development and awarding of a contract for the collection of scrap metal throughout the region. This would be undertaken and managed by WEROC, with assistance from each Shire to define the quantity of material to be collected from each site.	This process is already completed by each Shire, so organising it regionally should minimise management time, ensuring all scrap is collected and may result in a higher price per tonne of the material collected.

4.5.4 Low volume – highly polluting wastes

Findings	Issues	Recommendations	Implementation	Cost
TARGET: To assess feasibility of low volume – highly polluting waste diversion measures for the region Priority: MEDIUM Link to WARR Strategy 2030: Avoid, Recover, Protect				
The majority of e-waste and household hazardous waste (HHW) received at the region's sites is landfilled. None of the landfills in the region have lined cells or leachate management systems, so these materials will impact on the underlying soils and groundwater.	Low volume, highly polluting (LVHP) waste is problematic for landfills as it can have disproportionately high environmental, health and safety impacts when managed inappropriately. Such wastes include household hazardous waste (HHW), agricultural chemicals and electronic waste (e-waste).	Assess solutions to reduce the volume of LVHP waste being disposed of to landfill. Lobby the Waste Authority to extend their funded HHW collection scheme to regional areas. Determine if the National Television and Computer Recycling Scheme (NTRCS) can provide a collection service for the region.	Research and assess the viability of the LVHP waste collection schemes available for the region. For any programs that could be utilised, establish collection points across the region. Any funded schemes may need all the Shires' support to aggregate the wastes in a single location, such as the regional landfills ready for transport by a funded scheme to Perth. The Shires should lobby WALGA and the Waste Authority to extend the funding of the HHW collection scheme to include regional areas, where due to the lack of lined landfills, the environmental impacts are greater than in the Perth area.	Assessment of options: in-house staff time or \$15k - \$20k if outsourced to a consultant. Cost of collection/diversion options: yet to be defined but target funded schemes.

5 IMPACTS OF THE REGIONAL WASTE MANAGEMENT PLAN

<THE REMAINING SECTIONS OF THE REPORT WILL BE UPDATED AND FINALISED AFTER WEROC FEEDBACK ABOUT THE ACTIONS IN SECTION 4 ARE RECEIVED, AS ANY CHANGES TO THE ACTION PLAN WILL IMPACT THE CONTENT OF SECTION 5 – 7>

The successful implementation of the WEROC Strategic Waste Management Plan will provide the following outcomes for the region.

5.1 DATA AND INFORMATION

- Improved data collection practices and stronger understanding of waste generation characteristics
- Reduced time demands on Shire staff to comply with external reporting requirements (DWER mandatory reporting, etc.)
- Improved baseline data enabling the Shires and region to more effectively plan and deliver waste services to the community
- Improved economic management of waste facilities and services
- Improved understanding of community attitudes on waste management issues
- Community support for the implementation of new initiatives.

5.2 WASTE INFRASTRUCTURE AND OPERATIONS

- Reduced environmental impacts and liabilities from smaller landfills
- Appropriate, aligned and cost-effective operations
- Sustainable long term financial planning
- Sustainable service delivery
- Improved community confidence.

5.3 STRATEGIC PLANNING

- Vertical alignment of operational activities, financial planning and strategic goals in relation to waste services
- Increased level of community preparedness for emergency waste management
- Improved decision making and long term financial planning.

5.4 REGIONAL EFFICIENCIES

- Improved regional delivery and technical knowledge for waste management initiatives
- Enhanced capacity to implement regional projects
- An integrated and regional approach to waste management
- Reduced capital expenditure and improved operational efficiencies
- Increased economic feasibility of recycling and recovery programs in the region.

5.5 WASTE MINIMISATION

- Reduced waste to landfill in line with State and National waste policy
- Preservation of available airspace and increased operational life of the proposed regional landfills
- Preservation of natural resources
- Reduced environmental impacts from waste disposal
- Informed, robust and sustainable decision making through an understanding and assessment of key drivers for resource recovery within the region
- Additional employment and economic opportunities for the region.

6 IMPLEMENTATION, MONITORING AND REVIEW

<THE REMAINING SECTIONS OF THE REPORT WILL BE UPDATED AND FINALISED AFTER WEROC FEEDBACK ABOUT THE ACTIONS IN SECTION 4 ARE RECEIVED, AS ANY CHANGES TO THE ACTION PLAN WILL IMPACT THE CONTENT OF SECTION 5 – 7>

6.1 IMPLEMENTATION

The WEROC implementation strategy is focused on the next five years, with the initial focus to develop strategies to maximise efficient collaboration with the region and progress towards landfill consolidation. A summary of the recommended actions is contained in **Table 6.1**. This table provides a basic implementation schedule and estimated costs to provide relevant input into annual operational business planning and budget processes.

The schedule should be expanded and modified by WEROC in liaison with the Shires, particularly as the more complex recommendations will require individual project plans.

6.2 MONITORING AND REVIEW

Ideally, the progression of regional waste management initiatives should form part of the individual Shire's Strategic Community Plans, with actions being incorporated into annual Corporate Business Plans and reported annually to the community. This however will require the member Shires to commit in the short term to resourcing and funding above current commitments in order to achieve the longer-term benefits provided by an integrated and regional approach to waste management in the region. This is an opportunity that, if actioned, could assist in reducing capital expenditure and increase the economic feasibility of recycling and recovery programs in the region.

In addition to monitoring initiatives, the SWMP should be treated as a dynamic document that is reviewed and amended periodically to ensure that it remains contemporary and relevant to emerging waste management issues and legislation. WEROC should complete updates of the SWMP on a five-yearly basis, or more frequently if required.

Table 6.1 – Summary of five-year actions and associated costs <To be completed once feedback on draft Action Plan is received from WEROC>

Task Title	Year 1	Year 2	Year 3	Year 4	Year 5	Approximate cost
Data and Information						
Consistent waste data collection						
Quantify existing and future costs						
Education and awareness						
Community Survey						
Waste Infrastructure and Operations						
Conversion of landfills to transfer stations						
Establishment of regional landfills at Southern Cross and Merredin						
Develop Operational Management Plans						
Produce Landfill Management Closure Plans						
Infrastructure implications of Waste Strategy 2030						
Strategic Planning						
Develop an emergency waste management plan						
Align SWMP with Strategic Community Plans and operational business plans						
Regional Efficiencies						
Feasibility of a regional waste team						
Feasibility of a regional waste coordinator						
Regional procurement						
Waste Minimisation						
Drivers for resource recovery and decision making						
Local markets for recovered materials						
Metals – Regional solution						
Low volume – highly polluting wastes						

7 RISK ASSESSMENT

<THE REMAINING SECTIONS OF THE REPORT WILL BE UPDATED AND FINALISED AFTER WEROC FEEDBACK ABOUT THE ACTIONS IN SECTION 4 ARE RECEIVED. AS ANY CHANGES TO THE ACTION PLAN WILL IMPACT THE CONTENT OF SECTION 5 – 7>

An assessment of the potential risks to the implementation of the plan has been undertaken in accordance with AS/NZ ISO 31000 Risk Management – Principles and Guidelines.

7.1 LIKELIHOOD

The following definitions have been used as a guide for determining the likelihood of identified risks.

Table 7.1 - Likelihood table

Score	Rating	Criteria
1	Rare	May only occur in exceptional circumstances
2	Unlikely	The risk event could occur at some time during the period of the Plan
3	Possible	Might happen at some time; occurrence would not be unusual
4	Likely	Will probably occur in most circumstances
5	Almost certain	Is expected to occur in most circumstances

7.2 CONSEQUENCE

The following table has been used in determining the consequence of identified risks.

Table 7.2 - Consequence table

Score	Rating	Criteria
1	Insignificant	Little impact
2	Minor	Inconvenient delays
3	Moderate	Material delays; marginal under-achievement of target performance
4	Major	Significant delays; performance significantly under target
5	Extreme	Non-achievement of objective/ outcome; performance failure

7.3 RISK MATRIX

The following risk matrix has been used to rate risks associated with the implementation of the SWMP.

Table 7.3 – Risk matrix

	CONSEQUENCE				
LIKELIHOOD	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Extreme (5)
Rare (1)	Low	Low	Low	Low	Low
Unlikely (2)	Low	Low	Low	Medium	Medium
Possible (3)	Low	Low	Medium	Medium	Medium
Likely (4)	Low	Medium	Medium	High	High
Almost certain (5)	Low	Medium	Medium	High	Extreme

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7.4 RISK ASSESSMENT TABLE < TO BE COMPLETED ONCE FEEDBACK ON DRAFT ACTION PLAN IS RECEIVED FROM WEROC >

Table 7.4 outlines the key risks that have been identified as potentially impacting on the implementation of the SWMP, along with recommended mitigation measures and residual risks ratings.

Table 7.4 – Risk assessment

Identified Risk	Likelihood	Consequence	Risk Rating	Mitigation Measures	Residual likelihood	Residual Consequence	Residual Risk Rating
			low				low
			medium				medium
			high				high
			extreme				extreme

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Department of Planning, Lands and Heritage (DPLH) (2019). **WA Tomorrow Population Report No. 11**. Available at <https://www.wa.gov.au/government/document-collections/western-australia-tomorrow-population-forecasts#summary-report>

WA Waste Authority (2018). **Waste Strategy2030**. Available online at <http://www.wasteauthority.wa.gov.au/>

WA Waste Authority (2018). **Waste Avoidance and Resource Recovery (WARR) 2030 Action Plan**. Available online at <http://www.wasteauthority.wa.gov.au/>

APPENDIX A - ??

DRAFT FOR REVIEW

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

11.DATE AND TIME OF NEXT MEETING

The next ordinary meeting of Council will be held on 19th May 2022 commencing at 3.30pm

12.MEETING CLOSURE

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