



AGENDA

ORDINARY MEETING OF COUNCIL

25 JUNE 2024



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Alternative formats are also available upon request.

SHIRE OF WAGIN

NOTICE OF MEETING

Dear President and Councillors,

The next Ordinary Meeting of Council will be held

ON: Tuesday, 25 June 2024

WHERE: Council Chambers, Shire Office

AT: 7:00pm

Dr Kenneth Parker
CHIEF EXECUTIVE OFFICER



DISCLAIMER

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

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

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

In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Wagin during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Wagin

The Shire of Wagin advises that anyone who has any application lodged with the Shire of Wagin shall 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 Wagin in respect of the application.

Dr Kenneth Parker
CHIEF EXECUTIVE OFFICER



Community Strategic Vision

Wagin is a community where individuals, families and businesses can invest and prosper, preserving the safe, affordable and inclusive country lifestyle and ensuring that Wagin is a place people like to live in and visit.

Council's Mission and Philosophy

The Shire of Wagin is a focussed Local Government providing progressive and innovative leadership that builds a sustainable future while supporting a vibrant, healthy and caring community.

Council's Guiding Values

- Governance and Leadership
- Honesty and Integrity
- Innovation and Creativity
- Community Focused
- Environmentally Aware

Shire of Wagin Strategic Community Plan 2020 - 2030



SHIRE OF WAGIN

Agenda for the Ordinary Meeting of Council to be held in the Council Chambers, Wagin on Tuesday 25 June 2024 commencing at 7pm

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1 OFFICIAL OPENING

1.1 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

2 PUBLIC QUESTION TIME

Shire of Wagin Standing Orders Local Law 2001, Clause 3.3 Public Question Time

(1) A member of the public who raises a question during question time is to state his or her name and address.

(2) A question may be taken on notice by the Council or committee for later response.

(3) When a question is taken on notice under sub-clause (2) a response is to be given to the member of the public in writing by the CEO, and a copy is to be included in the agenda of the next meeting of the Council or committee as the case requires.

2.1 RESPONSES TO PREVIOUS QUESTIONS TAKEN ON NOTICE

2.2 PUBLIC QUESTIONS

3 APPLICATION FOR LEAVE OF ABSENCE

4 PETITIONS AND DEPUTATIONS

Mrs Wendy Pederick will be presenting to Council about the Aged Care Cooperative, Wagin.

5 DISCLOSURE OF INTERESTS

Item 6.2 The Chief Executive Officer has declared a financial interest as the CEO is an employee of Council whose probationary review is being considered by the Local Government. (nature and extent)

6 CONFIRMATION OF PREVIOUS MEETING MINUTES

6.1 MINUTES FROM THE ORDINARY MEETING OF COUNCIL 28 MAY 2024

OFFICER RECOMMENDATION

That the Unconfirmed Minutes of the Ordinary Meeting of Council held on Tuesday 28 May 2024 be confirmed.



6.2 MINUTES FROM THE CEO REVIEW COMMITTEE 11 JUNE 2024

COMMITTEE RECOMMENDATION

That Council **ACCEPT** the Unconfirmed Minutes of the CEO Review Committee Meeting held on Tuesday 11 June 2024.

That Council **ADOPT** the committee recommendation to:

1. **NOTES** the CEO's statement against the criteria and comments received from elected members
2. Having reviewed the CEO's performance in accordance with section 5.38 of the Local Government Act 1995, **RESOLVES** that the Chief Executive Officer has successfully completed the probationary period set in clause 2.3 of the CEO contract of employment
3. **REQUESTS** that the Shire President write to the Chief Executive Officer of Council's resolution

7 ANNOUNCEMENTS OF PRESIDENT AND COUNCILLORS



8 REPORTS TO COUNCIL

8.1 CHIEF EXECUTIVE OFFICER

8.1.1 FINANCIAL REPORTS – MAY 2024

AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	FM.FI.1
ATTACHMENTS:	Attachment 1 - Monthly Financial Report

OFFICER RECOMMENDATION

That Council RECEIVE the Financial Report for the period ending 31 May 2024 as contained in Attachment 1.

BRIEF SUMMARY

The May 2024 Monthly Financial Report is attached for Council to review and receive.

BACKGROUND/COMMENT

In accordance with the *Local Government (Financial Management) Regulations 1996* Regulation 34, a local government is to prepare a monthly statement of Financial Activity for presentation to Council.

The monthly financial report has been compiled to present the financial information in a format compliant with the Model Financial Reporting templates developed by the Department of Local Government, and to ensure compliance with Accounting Standards and Financial Regulations.

Under the regulations we are only required to present the Statement of Financial Activity by Nature, however we have chosen to include it by Program as well.

The Shire of Wagin started 2023/24 in a strong financial position with early payment of the Financial Assistance Grants on 30 June 2023, forming a major part of the carried forward balance from 2022/23.

The closing surplus as at the 31 May 2024 is \$1,091,321.00.

Total rates outstanding at the end of May 2024 are \$164,415.00. Payments to the end of May 2024 were \$3,071,326.00, which equates to 94.9% of net rates collected. Approximately 17% of ratepayers elected to pay by instalment, taking up either the 2 or 4 instalments option. Those who have not made a payment arrangement have been issued with final demand letters or forwarded to our collection agent for recovery action to be taken.



The Shire has a total of \$4,088,005.00 invested in interest bearing accounts which are currently earning interest of 4.30% on Treasury OCDF (\$782,610) and 4.36% on Treasury Reserve Term Deposit (\$3,244,881) and 1.35% Telnet Saver (\$60,514).

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1996.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS⁴

All expenditure has been approved via adoption of the 2023/24 Annual Budget or resulting from a Council Motion for a budget amendment.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority



SHIRE OF WAGIN

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)
FOR THE PERIOD ENDED 31 MAY 2024

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF WAGIN
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2024

BY NATURE

	Ref	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance \$	Variance % ((c) - (b))/(b)	Var.
	Note	(a)		(b)	(c)	(c) - (b)	(b)/(b)	
		\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
General Rates		2,618,623	2,618,623	2,618,112	2,604,426	(13,686)	(0.52%)	
Rates (excluding general rate)		0	0	0	15,420	15,420	0.00%	
Grants, subsidies and contributions		768,281	883,568	835,715	918,864	83,149	9.95%	▲
Fees and charges		822,908	837,908	801,768	728,018	(73,750)	(9.20%)	▼
Interest Revenue		128,682	128,682	101,015	170,803	69,788	69.09%	▲
Other revenue		364,315	364,215	342,041	429,569	87,528	25.59%	▲
Profit on asset disposals		90,919	149,797	149,797	152,177	2,380	1.59%	
		4,793,728	4,982,793	4,848,448	5,019,275	170,827	3.52%	
Expenditure from operating activities								
Employee costs		(2,873,551)	(2,947,196)	(2,718,961)	(2,643,456)	75,505	2.78%	▲
Materials and contracts		(1,723,292)	(1,757,447)	(1,623,496)	(1,551,621)	71,875	4.43%	▲
Utility charges		(359,668)	(359,668)	(329,450)	(330,973)	(1,523)	(0.46%)	
Depreciation		(3,351,231)	(3,351,231)	(3,071,761)	(3,101,705)	(29,944)	(0.97%)	▼
Finance Costs		(20,785)	(20,785)	(18,839)	(20,911)	(2,072)	(11.00%)	
Insurance		(202,713)	(202,713)	(192,098)	(209,294)	(6,581)	(8.95%)	
Other expenditure		(342,798)	(322,798)	(297,503)	(227,427)	70,076	23.55%	▲
Loss on asset disposals		(5,396)	(5,396)	(4,000)	(5,118)	(1,118)	(27.95%)	
		(8,879,434)	(8,967,234)	(8,256,108)	(8,090,505)	165,603	(2.01%)	
Non-cash amounts excluded from operating activities	(b)	3,265,708	3,206,830	2,925,964	3,027,729	101,765	3.48%	▲
Amount attributable to operating activities		(819,998)	(777,611)	(481,696)	(43,501)	438,195	(90.97%)	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions		974,682	974,682	813,065	711,588	(101,477)	(12.48%)	▼
Proceeds from disposal of assets		275,453	366,980	124,254	345,864	221,610	178.35%	▲
Proceeds from financial assets at amortised cost - self supporting loans		22,560	22,560	10,582	11,794	1,212	11.45%	
		1,272,695	1,364,222	947,901	1,069,246	121,345	12.80%	
Outflows from investing activities								
Payments for financial assets at amortised cost - self supporting loans		(60,000)	(60,000)	(60,000)	(60,000)	0	0.00%	
Payments for property, plant and equipment		(1,051,819)	(1,057,027)	(1,056,001)	(971,833)	84,168	7.97%	
Payments for construction of infrastructure		(1,987,470)	(2,003,120)	(1,937,593)	(1,434,166)	503,427	25.98%	▲
		(3,099,289)	(3,120,147)	(3,053,594)	(2,465,999)	587,595	(19.24%)	
Non-cash amounts excluded from investing activities	(c)	0	0	0	0	0	0.00%	
Amount attributable to investing activities		(1,826,594)	(1,755,925)	(2,105,693)	(1,396,753)	708,940	(33.67%)	
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from new loans		60,000	60,000	60,000	60,000	0	0.00%	
Transfer from reserves		143,957	152,066	70,090	137,209	67,119	95.76%	▲
		203,957	212,066	130,090	197,209	67,119	51.59%	
Outflows from financing activities								
Repayment of borrowings		(67,881)	(67,881)	(65,086)	(66,033)	(947)	(1.46%)	
Transfer to reserves		(312,405)	(382,608)	(135,066)	(370,783)	(235,717)	(174.52%)	▼
		(380,286)	(450,489)	(200,152)	(436,817)	(236,665)	(118.24%)	
Amount attributable to financing activities		(176,329)	(238,423)	(70,062)	(239,607)	(169,545)	241.99%	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year		2,827,597	2,771,183	2,771,183	2,771,183	0	0.00%	
Amount attributable to operating activities		(819,998)	(777,611)	(481,696)	(43,501)	438,195	(90.97%)	
Amount attributable to investing activities		(1,826,594)	(1,755,925)	(2,105,693)	(1,396,753)	708,940	(33.67%)	
Amount attributable to financing activities		(176,329)	(238,423)	(70,062)	(239,607)	(169,545)	241.99%	
Surplus or deficit after imposition of general rates	(a)	4,676	(776)	113,732	1,091,321	977,590	(859.56%)	

KEY INFORMATION

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

Refer to Note 3 for an explanation of the reasons for the variance.

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

SHIRE OF WAGIN
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2024

BY PROGRAM

	Note	Adopted Annual Budget	Amended Annual Budget (d)	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. ▲▼
		\$	\$	\$	\$	\$	
OPERATING ACTIVITIES							
Revenue from operating activities							
Governance		37,977	40,250	39,576	48,819	9,243	▲
General Purpose Funding - Rates	6	2,618,623	2,618,623	2,618,112	2,604,426	(13,686)	▼
General Purpose Funding - Other		317,889	398,394	367,875	433,369	65,494	▲
Law, Order and Public Safety		112,016	89,543	87,901	112,595	24,694	▲
Health		8,834	8,834	6,710	5,007	(1,703)	▼
Education and Welfare		650,108	693,108	638,190	654,305	16,115	▲
Community Amenities		402,876	402,876	397,779	393,851	(3,928)	▼
Recreation and Culture		84,513	113,668	107,824	96,801	(11,023)	▼
Transport		265,779	322,384	314,046	327,455	13,409	▲
Economic Services		185,653	185,653	170,148	190,909	20,761	▲
Other Property and Services		109,460	109,460	100,287	151,737	51,450	▲
		4,793,728	4,982,793	4,848,448	5,019,275		
Expenditure from operating activities							
Governance		(550,132)	(517,132)	(476,566)	(339,897)	136,669	▲
General Purpose Funding		(366,067)	(366,067)	(348,858)	(351,060)	(2,202)	▼
Law, Order and Public Safety		(434,114)	(434,114)	(398,512)	(406,297)	(7,785)	▼
Health		(193,204)	(193,204)	(168,694)	(169,447)	(753)	▼
Education and Welfare		(730,432)	(793,432)	(734,226)	(772,742)	(38,516)	▼
Community Amenities		(739,335)	(739,335)	(677,823)	(630,779)	47,044	▲
Recreation and Culture		(2,165,203)	(2,217,358)	(2,040,404)	(2,015,001)	25,403	▲
Transport		(2,714,983)	(2,710,983)	(2,488,389)	(2,454,477)	33,912	▲
Economic Services		(488,248)	(488,248)	(448,305)	(427,592)	20,713	▲
Other Property and Services		(497,716)	(507,361)	(474,331)	(523,212)	(48,881)	▼
		(8,879,434)	(8,967,234)	(8,256,108)	(8,090,505)		
Non-cash amounts excluded from operating activities	(b)	3,265,708	3,206,830	2,925,964	3,027,729	101,765	▲
Amount attributable to operating activities		(819,998)	(777,611)	(481,696)	(43,501)	438,195	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions		974,682	974,682	813,065	711,588	(101,477)	▼
Proceeds from disposal of assets		275,453	366,980	124,254	345,864	221,610	▲
Proceeds from financial assets at amortised cost - self supporting loans		22,560	22,560	10,582	11,794	1,212	▲
		1,272,695	1,364,222	947,901	1,069,246	121,345	
Outflows from investing activities							
Payments for financial assets at amortised cost - self		(60,000)	(60,000)	(60,000)	(60,000)	0	
Payments for property, plant and equipment	S	(1,051,819)	(1,057,027)	(1,056,001)	(971,833)	84,168	▲
Payments for construction of infrastructure		(1,987,470)	(2,003,120)	(1,937,593)	(1,434,166)	503,427	▲
		(3,099,289)	(3,120,147)	(3,053,594)	(2,465,999)	587,595	
Non-cash amounts excluded from investing activities	2(b)	0	0	0	0	0	
Amount attributable to investing activities		(1,826,594)	(1,755,925)	(2,105,693)	(1,396,753)	708,940	
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from new loans		60,000	60,000	60,000	60,000	0	
Transfer from Reserves		143,957	152,066	70,090	137,209	67,119	▲
		203,957	212,066	130,090	197,209	67,119	
Outflows from financing activities							
Repayment of borrowings		(67,881)	(67,881)	(65,086)	(66,033)	(947)	▼
Transfer to Reserves		(312,405)	(382,608)	(135,066)	(370,783)	(235,717)	▼
		(380,286)	(450,489)	(200,152)	(436,817)	(236,665)	
Amount attributable to financing activities		(176,329)	(238,423)	(70,062)	(239,607)	(169,545)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		2,827,597	2,771,183	2,771,183	2,771,183		
Amount attributable to operating activities		(819,998)	(777,611)	(481,696)	(43,501)		
Amount attributable to investing activities		(1,826,594)	(1,755,925)	(2,105,693)	(1,396,753)		
Amount attributable to financing activities		(176,329)	(238,423)	(70,062)	(239,607)		
Surplus or deficit after imposition of general rates	1	4,676	(776)	113,732	1,091,321		

KEY INFORMATION

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

Refer to Note 3 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2023/24 year is \$20,000

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

**SHIRE OF WAGIN
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MAY 2024**

		Supplementary	
	Informati	30 June 2024	31 May 2024
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	6,043,307	4,176,777
Trade and other receivables	7	203,918	332,983
Other financial assets	8	21,164	10,662
Inventories	8	63,263	63,263
Contract assets	8	25,534	25,534
Other assets	8	10,175	0
TOTAL CURRENT ASSETS		6,367,362	4,609,218
NON-CURRENT ASSETS			
Trade and other receivables		69,937	69,937
Other financial assets		137,280	195,989
Investment in associate		0	0
Property, plant and equipment		20,446,427	19,876,252
Infrastructure		128,965,345	128,641,009
TOTAL NON-CURRENT ASSETS		149,618,990	148,783,187
TOTAL ASSETS		155,986,351	153,392,405
CURRENT LIABILITIES			
Trade and other payables	9	178,723	85,419
Other liabilities	12	278,098	143,131
Borrowings	11	66,486	1,744
Employee related provisions	12	524,736	524,736
TOTAL CURRENT LIABILITIES		1,048,042	755,029
NON-CURRENT LIABILITIES			
Borrowings	11	336,047	394,755
Employee related provisions		33,047	33,047
TOTAL NON-CURRENT LIABILITIES		369,094	427,802
TOTAL LIABILITIES		1,417,136	1,182,831
NET ASSETS		154,569,215	152,209,574
EQUITY			
Retained surplus		33,608,012	31,014,796
Reserve accounts	4	3,071,820	3,305,394
Revaluation surplus		117,889,383	117,889,383
TOTAL EQUITY		154,569,215	152,209,574

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

SHIRE OF WAGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2024

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for 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.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

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.

All monies held in the Trust Fund are excluded from the financial statements.

Judgements and 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 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.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 January 2024

SHIRE OF WAGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2024

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

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

	Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 May 2024
Current assets			
Cash and cash equivalents	3,272,420	6,043,307	4,176,777
Financial assets at amortised cost	22,560	0	0
Rates receivables	0	37,369	96,685
Receivables	143,235	166,548	236,298
Other current assets	63,263	120,137	99,459
	3,501,478	6,367,362	4,609,218
Less: Current liabilities			
Payables	(203,523)	(178,723)	(85,419)
Borrowings	0	(66,486)	(1,744)
Contract liabilities	(58,605)	(278,098)	(143,131)
Provisions	(494,156)	(524,736)	(524,736)
	(756,284)	(1,048,042)	(755,029)
Net Current Assets	2,745,194	5,319,319	3,854,189
Less: Total adjustments to net current assets	(c) (2,745,194)	(2,548,137)	(2,762,868)
Closing funding surplus / (deficit)	0	2,771,183	1,091,321

(b) Non-cash amounts 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	(90,919)	(149,797)	(152,177)
Less: Movement in liabilities associated with restricted cash	0	0	73,083
Add: Loss on asset disposals	5,396	4,000	5,118
Add: Depreciation on assets	3,351,231	3,071,761	3,101,705
Total non-cash items excluded from operating activities	3,265,708	2,925,964	3,027,729

(c) Current assets and liabilities excluded from budgeted deficiency

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.

	Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 May 2024
Adjustments to net current assets			
Less: Reserves - restricted cash	(3,234,677)	(3,071,820)	(3,305,394)
Less: - Financial assets at amortised cost - self supporting loans	(21,164)	(21,164)	(10,662)
Less: Rates Receivable	(42,115)		
Add: Borrowings	58,605	66,486	1,744
Add: Provisions employee related provisions	494,157	478,362	551,445
Total adjustments to net current assets	(2,745,194)	(2,548,137)	(2,762,868)

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.

SHIRE OF WAGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2024

3 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 2023-24 year is \$20,000

Nature or type	Var. \$	Explanation of variances	
		Timing	Permanent
Grants, subsidies and contributions	83,149	▲ HCP grant received prior to expectation (\$24k)	NDIS Contributions (\$38K), Underspend budget amendment BFB Grant (\$18K), Community Garden Grant (10K)
Fees and charges	(73,750)	▼ CHSP Fee for Service (\$46K), Caravan Park Fees (\$5K)	Swimming Pool Admissions (\$9K), Admin Rental Fees - Homecare (\$12K), Cemetery Fees (\$4K)
Interest Revenue	69,788	▲	Overnight Cash Facility and Term deposit interest above budget expectation
Other revenue	87,528	▲	Key items include an unbudgeted Works Comp income (\$43K) and insurance reimbursements (\$27K), Cancellation of old Gym Bonds (\$3K) Paid Parental Leave (9K)
Depreciation	(29,944)	▼ Above YTD budget on various incl Buildings (\$12k), Plant & Equipment (\$6k), Furniture & Equipment (\$8K), Other Infrastructure (3K), Roads (\$1k) - mainly due to 2022/2023 revaluation	
Other expenditure	70,076	▲ Below YTD budget on various items incl, Members Expenses (\$44K), Staff Training (\$3K), 4WD Resource Sharing Group (\$6K), Chemical Drum Disposal (\$5K) and Historic Village Subsidy (\$8K), Community Donations (\$2K)	
Non-cash amounts excluded from operating activities	101,765	▲	Unbudgeted movement in leave reserve (\$70k), Depreciation also over budget (\$29k)
Proceeds from capital grants, subsidies and contributions	(101,477)	▼ Grant income totalling \$115k held as liability until expended. This amount plus grant income of \$712k is in line with predicted total income.	
Proceeds from disposal of assets	221,610	▲ Timing of disposal of plant prior to budget expectation. Sale proceeds also above budget.	
Payments for construction of infrastructure	503,427	▲ Timing of projects as detailed in 'Capital Acq Details' sheet	Sportsground Precinct Redevelopment on hold (\$98K)

SHIRE OF WAGIN
SUPPLEMENTARY INFORMATION
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**SHIRE OF WAGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2024**

1 KEY INFORMATION

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2,827,597	\$2,771,183	\$2,771,183	\$0
Closing	\$4,676	\$113,732	\$1,091,321	\$977,590

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$4,176,777	% of total
Unrestricted Cash	\$853,431	20.4%
Restricted Cash	\$3,323,346	79.6%

Refer to Note 3 - Cash and Financial Assets

Payables		
	\$0	% Outstanding
Trade Payables	\$0	
0 to 30 Days		0.0%
Over 30 Days		0.0%
Over 90 Days		0%

Refer to Note 9 - Payables

Receivables		
	\$236,298	% Collected
Rates Receivable	\$164,415	94.9%
Trade Receivable	\$236,298	% Outstanding
Over 30 Days		13.9%
Over 90 Days		7.9%

Refer to Note 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$819,998)	-\$481,696	-\$43,501	\$438,195

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$2,619,846	% Variance
YTD Budget	\$2,618,112	0.1%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
YTD Actual	\$918,864	% Variance
YTD Budget	\$835,715	9.9%

Refer to Note 13 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$728,018	% Variance
YTD Budget	\$801,768	(9.2%)

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)
(\$1,826,594)	(\$2,105,693)	(\$1,396,753)	\$708,940

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$345,864	%
Adopted Budget	\$366,980	(5.8%)

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$2,405,999	% Spent
Adopted Budget	\$3,039,289	(20.8%)

Refer to Note 5 - Capital Acquisitions

Capital Grants		
YTD Actual	\$711,588	% Received
Adopted Budget	\$974,682	(27.0%)

Refer to Note 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$176,329)	(\$70,062)	(\$239,607)	(\$169,545)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$66,033
Interest expense	\$20,911
Principal due	\$396,499

Refer to Note 11 - Borrowings

Reserves	
Reserves balance	\$3,305,394
Interest earned	\$77,264

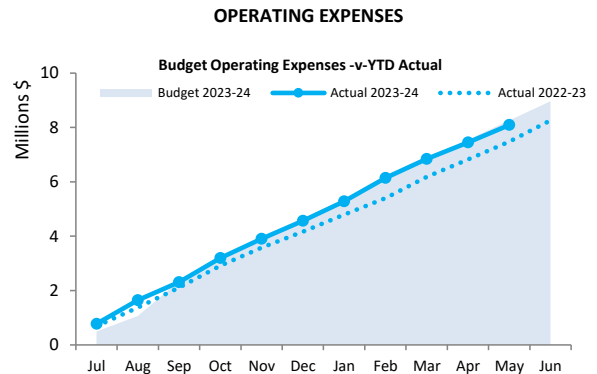
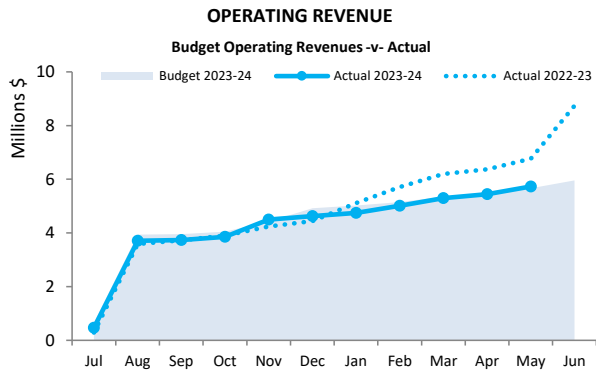
Refer to Note 4 - Cash Reserves

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

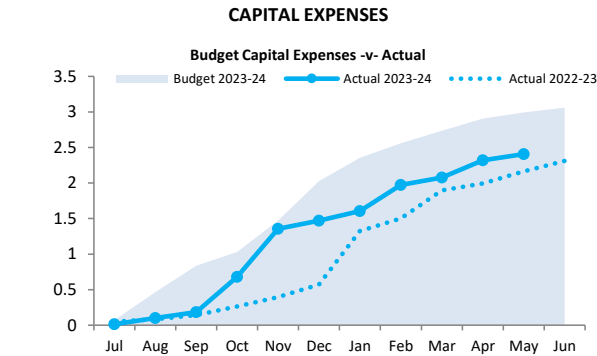
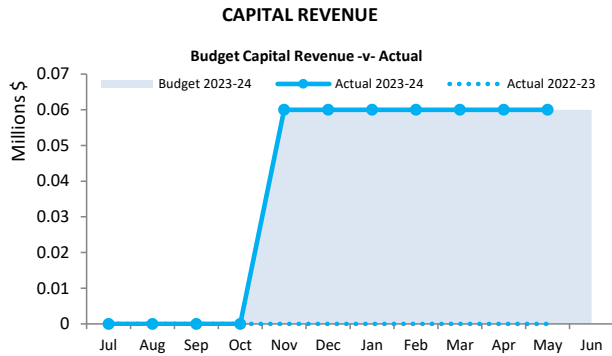
SHIRE OF WAGIN
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 31 MAY 2024

2 KEY INFORMATION - GRAPHICAL

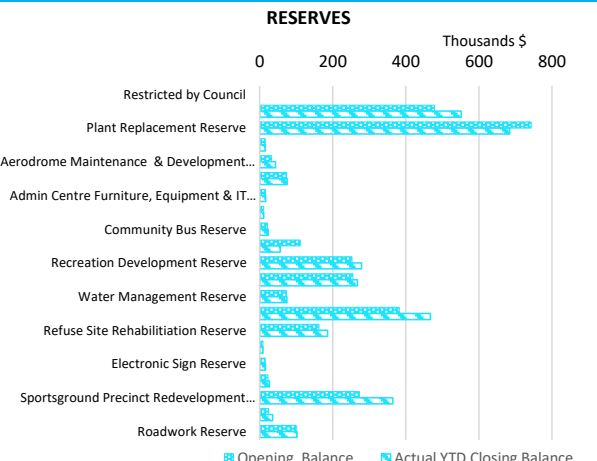
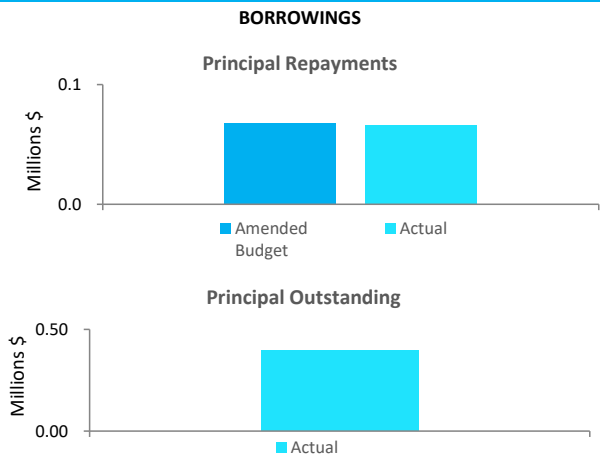
OPERATING ACTIVITIES



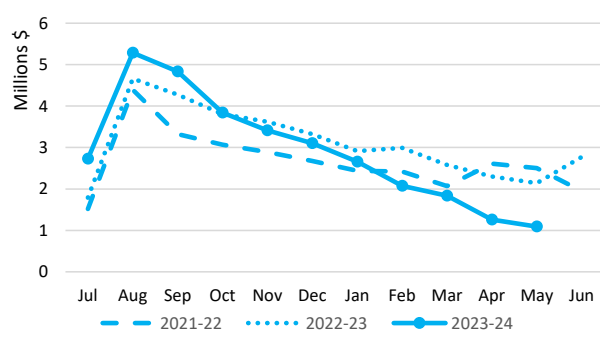
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



SHIRE OF WAGIN
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 31 MAY 2024

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Petty Cash	Cash and cash equivalents	1,250	0	1,250		N/A	NIL	On hand
Municipal Cash at Bank	Cash and cash equivalents	69,571	0	69,571		Bankwest	NIL	On hand
At Call Deposits								
Treasury Overnight Cash Deposit Facility	Cash and cash equivalents	782,610	0	782,610		WATC	4.30%	N/A
Restricted Funds Account	Cash and cash equivalents	0	17,951	17,951		Bankwest	0.00%	N/A
Reserve Cash at Bank	Cash and cash equivalents	0	60,514	60,514		Bankwest	1.35%	N/A
Term Deposits								
Reserve Investment Account 1	Cash and cash equivalents	0	1,098,684	1,098,684		WATC	4.36%	12/06/24
Reserve Investment Account 2 - WA Treasury	Cash and cash equivalents	0	2,146,197	2,146,197		WATC	4.36%	12/06/24
Total		853,431	3,323,346	4,176,777	0			
Comprising								
Cash and cash equivalents		853,431	3,323,346	4,176,777	0			
		853,431	3,323,346	4,176,777	0			

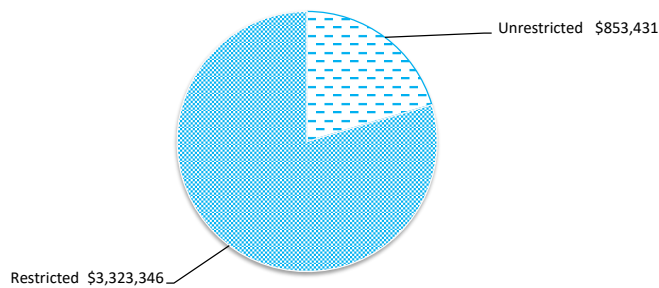
KEY INFORMATION

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. 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 8 - Other assets.



SHIRE OF WAGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2024

4 RESERVE ACCOUNTS

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
Restricted by Council									
Leave reserve	478,362	12,146	12,993	60,090	60,090	0	0	550,598	551,445
Plant Replacement Reserve	742,860	22,269	18,626	0	0	(59,501)	(77,119)	705,628	684,368
Recreation Centre Reserve	15,113	453	380	0	0	0	0	15,566	15,493
Aerodrome Maintenance & Developme	32,715	984	821	9,767	9,767	0	0	43,466	43,303
Municipal Buildings Reserve	73,666	2,207	1,852	0	0	0	0	75,873	75,518
Admin Centre Furniture, Equipment & I	15,940	478	401	0	0	0	0	16,418	16,341
Land Development Reserve	11,038	331	278	0	0	0	0	11,369	11,316
Community Bus Reserve	21,121	583	531	1,500	1,500	0	0	23,204	23,151
Homecare Reserve	110,711	3,317	1,804	3,660	3,660	(70,090)	(60,090)	47,598	56,085
Recreation Development Reserve	252,506	7,566	6,346	20,000	20,000	0	0	280,072	278,851
Refuse Waste Management Reserve	255,411	7,307	6,415	5,514	5,514	0	0	268,232	267,340
Water Management Reserve	72,961	2,186	1,835	0	0	0	0	75,147	74,796
Staff Housing Reserve	382,358	11,459	9,600	75,000	75,000	0	0	468,817	466,958
Refuse Site Rehabilitation Reserve	162,179	4,860	4,074	20,000	20,000	0	0	187,039	186,253
Community Events Reserve	9,239	277	232	0	0	0	0	9,516	9,471
Electronic Sign Reserve	15,248	457	383	0	0	0	0	15,705	15,631
Community Gym Reserve	22,960	665	577	2,875	2,875	0	0	26,500	26,411
Sportsground Precinct Redevelopment I	272,707	8,174	6,838	85,000	85,000	0	0	365,881	364,545
Emergency/Bushfire Control Reserve	24,727	370	784	10,113	10,113	(22,475)	0	12,735	35,625
Roadwork Reserve	100,000	3,000	2,495	0	0	0	0	103,000	102,495
	3,071,820	89,089	77,264	293,519	293,519	(152,066)	(137,209)	3,302,362	3,305,394

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted	Amended		YTD Actual	YTD Actual Variance
	Budget	Budget	YTD Budget		
	\$	\$	\$	\$	\$
Land - vested in and under the control of Council	0	12,120	11,110	6,625	(4,485)
Buildings	278,088	298,705	298,693	240,143	(58,550)
Furniture and equipment	36,500	38,900	38,900	17,966	(20,934)
Plant and equipment	737,231	707,302	707,298	707,099	(199)
Infrastructure - roads	1,474,292	1,474,292	1,436,324	1,164,711	(271,613)
Infrastructure - other	513,178	528,828	501,269	269,455	(231,814)
Payments for Capital Acquisitions	3,039,289	3,060,147	2,993,594	2,405,999	(587,595)
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	974,682	974,682	813,065	711,588	(101,477)
Borrowings	60,000	60,000	60,000	60,000	0
Other (disposals & C/Fwd)	275,453	366,980	124,254	345,864	221,610
Cash backed reserves					
Homecare Reserve	0	70,090	60,090	60,090	0
Plant Replacement Reserve	59,501	59,501	0	0	0
Contribution - operations	1,669,653	1,506,419	1,859,066	1,151,337	(707,728)
Capital funding total	3,039,289	3,060,147	2,993,594	2,405,999	(587,595)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

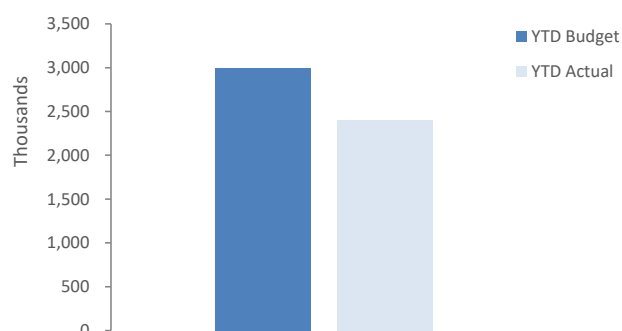
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

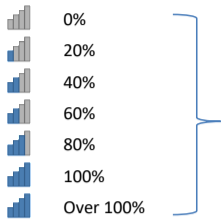
Payments for Capital Acquisitions



5 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

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

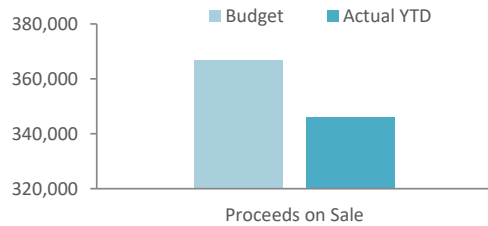
Account Number	Job Number	Sheet Category	Account/Job Description	Adopted		Amended		YTD Actual	Variance (Under)/Over
				Budget	Budget	YTD Budget	YTD Actual		
				\$	\$	\$	\$	\$	
Land									
Economic Services									
E167465		515	Creation of Lot 429 Tudhoe Street	0	(12,120)	(11,110)	(6,625)	4,485	
Total - Economic Services				0	(12,120)	(11,110)	(6,625)	4,485	
Total - Land				0	(12,120)	(11,110)	(6,625)	4,485	
Buildings									
Governance									
E167744	B2406	521	Marks Court Solar HWS (CEO Residence)	0	(6,154)	(6,154)	(6,154)	0	
Total - Governance				0	(6,154)	(6,154)	(6,154)	0	
Health									
E167702	B2403	521	Air-Con - Dentist Rooms	0	(7,746)	(7,746)	(7,746)	0	
E167702	B2405	521	Air-Con Medical Centre	0	(6,717)	(6,717)	(6,717)	0	
Total - Health				0	(14,463)	(14,463)	(14,463)	0	
Education & Welfare									
E167790	B2302	521	Relocation to Wagin Town Hall	0	(45,000)	(45,000)	(42,802)	2,198	
Total - Education & Welfare				0	(45,000)	(45,000)	(42,802)	2,198	
Recreation And Culture									
E167784	B2201	521	Court House Upgrades	(157,338)	(102,338)	(102,328)	(92,091)	10,237	
E167784	B2203	521	NAB Building	(6,000)	(16,000)	(15,998)	(5,743)	10,255	
E167780	B2401	521	Upgrade toilet at sportsground - Disable Access	(35,000)	(35,000)	(35,000)	0	35,000	
E167780	B2402	521	Change Rooms - Shower Updates - Home & Away	(15,000)	(15,000)	(15,000)	(13,636)	1,364	
Total - Recreation And Culture				(213,338)	(168,338)	(168,326)	(111,470)	56,856	
Economic Services									
E167787	B2301	521	New Roof - Caravan Park Ablution Block	(64,750)	(64,750)	(64,750)	(65,254)	(504)	
Total - Economic Services				(64,750)	(64,750)	(64,750)	(65,254)	(504)	
Total - Buildings				(278,088)	(298,705)	(298,693)	(240,143)	58,550	
Plant & Equipment									
Governance									
E167746	PE2404	525	CEO - Camry Hybrid	(46,672)	0	0	0	0	
E167746	PE2405	525	DCEO - Isuzu MUX	0	(54,561)	(54,561)	(54,561)	0	
Total - Governance				(46,672)	(54,561)	(54,561)	(54,561)	0	
Law, Order & Public Safety									
E167111	P96	525	Water Tanker Trailer	(17,820)	(17,820)	(17,816)	(17,617)	199	
Total - Law, Order & Public Safety				(17,820)	(17,820)	(17,816)	(17,617)	199	
Transport									
E167761	PE2301	525	Isuzu Truck - FRR 107-210 6T	(89,590)	(89,590)	(89,590)	(89,590)	0	
E167761	PE2302	525	Isuzu Crew Cab - NPR 190-65	(77,430)	(78,060)	(78,060)	(78,060)	0	
E167761	PE2305	525	Isuzu Side-Tipper FVZ 1400 W1015	(211,424)	(212,424)	(212,424)	(212,424)	0	
E167761	PE2401	525	MOW - New Ute	(58,102)	(48,036)	(48,036)	(48,036)	0	
E167761	PE2402	525	Multi Tyre Roller	(205,000)	(173,186)	(173,186)	(173,186)	0	
E167761	PE2403	525	Isuzu D-Max - Gardener	(31,193)	(33,625)	(33,625)	(33,625)	(0)	
Total - Transport				(672,739)	(634,921)	(634,921)	(634,921)	(0)	
Total - Plant & Equipment				(737,231)	(707,302)	(707,298)	(707,099)	199	
Furniture & Equipment									
Governance									
E167742	FE2401	523	New Server - Administration	(18,000)	(18,000)	(18,000)	0	18,000	
Total - Governance				(18,000)	(18,000)	(18,000)	0	18,000	
Other Health									
Recreation & Culture									
E167284	FE2402	523	100 x New Chairs	(18,500)	(18,500)	(18,500)	(17,966)	534	
E167756	FE2404	523	Sports Ground - PA System - Contribution	0	(2,400)	(2,400)	0	2,400	
Total - Recreation & Culture				(18,500)	(20,900)	(20,900)	(17,966)	2,934	
Total - Furniture & Equipment				(36,500)	(38,900)	(38,900)	(17,966)	20,934	
Infrastructure - Roads									
Transport									
E167103	CP152	541	2022/23 RRG Dongolocking Road - Reconstruct Seal Widen	(282,804)	(282,804)	(282,800)	(285,063)	(2,263)	
E167103	CP344	541	2023/24 - R2R - Bullocks Hill Road	(92,821)	(92,821)	(77,332)	(93,130)	(15,798)	
E167103	CP345	541	2023/24 - R2R - Beaufort Road	(114,637)	(114,637)	(95,516)	(117,787)	(22,271)	
E167103	CP346	541	2023/24 - Shire - Dwelyerdine Road	(55,000)	(55,000)	(55,000)	(36,301)	18,699	
E167103	CP347	541	2023/24 - R2R - Hyde Road	(44,542)	(44,542)	(44,536)	(44,818)	(282)	
E167103	CP348	541	2023/24 - RRG - Ballagin Road (Piesseville - Tarwonga)	(150,682)	(150,682)	(150,680)	(21,934)	128,746	
E167103	CP349	541	2023/24 - Shire - Heights Road	(42,000)	(42,000)	(42,000)	(32,392)	9,608	
E167103	CP350	541	2023/24 - Shire - Angwins Road	(48,975)	(48,975)	(48,974)	(41,741)	7,233	
E167103	CP351	541	2023/24 - Shire - Etelowie Street	(30,453)	(30,453)	(30,453)	(13,395)	17,058	
E167103	CP352	541	2023/24 - Shire - Theta Street	(11,325)	(11,325)	(11,325)	(5,842)	5,483	
E167103	CP353	541	2023/24 - Shire - Vine Street	(18,222)	(18,222)	(18,222)	(13,427)	4,795	
E167103	CP357	541	2023/24 - Shire - Main Drain/Padbury Lane	(20,000)	(20,000)	(16,657)	0	16,657	
E167103	CP358	541	2023/24 - RRG - Dongolocking Road	(395,186)	(395,186)	(395,184)	(342,243)	52,941	
E167103	CP359	541	2023/24 - Shire - Morgan Road	(30,000)	(30,000)	(30,000)	(26,936)	3,064	
E167103	CP360	541	2023/24 - R2R - Behn-ord Road	(31,000)	(31,000)	(31,000)	(31,109)	(109)	
E167103	CP361	541	2023/24 - R2R - Delyanine North Road	(29,145)	(29,145)	(29,145)	(29,176)	(31)	
E167103	CP362	541	2023/24 - Shire - Culverts - Various - Extend	(20,000)	(20,000)	(20,000)	(8,396)	11,604	
E167103	CP363	541	2023/24 - Shire - Tarbet Street - Kerbing Tudhoe to Thornton	(15,000)	(15,000)	(15,000)	(4,713)	10,287	
E167103	CP364	541	2023/24 - Shire - Leonora Street - Kerbing Both Sides	(22,500)	(22,500)	(22,500)	(12,571)	9,929	
E167103	CP365	541	2023/24 - Shire - Ware Street - Kerbing Both Sides	(20,000)	(20,000)	(20,000)	(3,739)	16,261	
Total - Transport				(1,474,292)	(1,474,292)	(1,436,324)	(1,164,711)	271,613	
Total - Infrastructure - Roads				(1,474,292)	(1,474,292)	(1,436,324)	(1,164,711)	271,613	

5 CAPITAL ACQUISITIONS - DETAILED

Account Number	Job Number	Balance Sheet Category	Account/Job Description	Budget	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
				\$	\$	\$	\$	\$
Infrastructure - Other								
Law, Order & Public Safety								
E167112	IO028	543	250,000L Emergency Water Tank - Wagin Airfield	(11,740)	(11,740)	(11,732)	0	11,732
E167112	IO029	543	Pump & Emergency Water Connection - Dams via wier	0	0	0	0	0
Total - Law, Order & Public Safety				(11,740)	(11,740)	(11,732)	0	11,732
Recreation & Culture								
E167757	IO2402	543	Paint Pool Gutters and Lining	(88,150)	(88,150)	(88,150)	(84,685)	3,465
E167758	IO2403	543	Goal Posts	0	(8,650)	(8,650)	(8,830)	(180)
E167758	IO2204	543	Sportsground Precinct Redevelopment	(150,000)	(150,000)	(124,995)	(1,561)	123,434
E167757	IO2404	543	Swimming Pool Shade Sail	0	(7,000)	(7,000)	0	7,000
E167758	IO2301	543	Wetlands Park BBQ Shelters	(5,288)	(5,288)	(5,288)	(103)	5,185
Total - Recreation & Culture				(243,438)	(259,088)	(234,083)	(95,178)	138,905
Transport								
E167136	IO2401	543	Townscape	(30,000)	(30,000)	(27,478)	(1,836)	25,642
Total - Transport				(30,000)	(30,000)	(27,478)	(1,836)	25,642
Total - Infrastructure - Other				(285,178)	(300,828)	(273,293)	(97,015)	176,278
Infrastructure - Footpaths								
Transport								
E167124	CP254	543	2022/23 - Shire Tarbet Street - Footpath Trimdon to Tudhoe	(40,000)	(40,000)	(40,000)	(39,821)	179
E167124	CP255	543	2022/23 - Shire Upland Street - Footpath Tudor To Strickland	(40,000)	(40,000)	(39,992)	(37,881)	2,111
E167124	CP354	543	2023/24 - Shire - Ware Street (Arnott to Khedive)	(48,000)	(48,000)	(47,996)	(28,374)	19,622
E167124	CP355	543	2023/24 - Shire - Arthur Road - Wetlands Horseshoe to Bridge	(65,000)	(65,000)	(64,988)	(40,129)	24,859
E167124	CP356	543	2023/24 - Shire - Lukin Street (Tudhoe to Trenton)	(35,000)	(35,000)	(35,000)	(26,235)	8,765
Total - Infrastructure - Footpaths				(228,000)	(228,000)	(227,976)	(172,440)	55,536
Total - Infrastructure - Footpaths				(228,000)	(228,000)	(227,976)	(172,440)	55,536
Grand Total				(3,039,289)	(3,060,147)	(2,993,594)	(2,405,999)	587,595

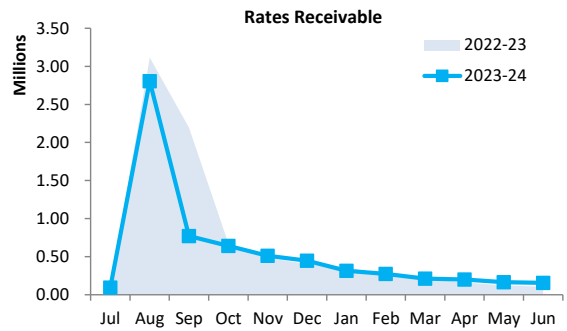
6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Amended Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land								
LA20B	Lot 220 Vernal Street	19,000	15,000		(4,000)	19,000	15,000	0	(4,000)
	Lot 429 Tudhoe Street		22,000			0	0	0	0
	Plant and equipment								
	Governance								
P02Y19	DCEO Vehicle	0	35,000	35,000	0	0	35,000	35,000	0
	Transport								
				0	0			0	0
				0	0			0	0
P04Y21	Toyota Hilux (MOW)	34,001	41,818	7,817	0	34,001	41,818	7,817	0
P15	2007 Bomag Roller	20,396	19,000	0	(1,396)	20,118	19,000	0	(1,118)
P16Y17	Isuzu Truck	35,723	68,403	32,680	0	35,171	70,409	35,238	0
P21Y17	Isuzu Crew Cab	27,480	42,078	14,598	0	27,055	43,409	16,354	0
P42	Isuzu Side-tipper	54,510	103,681	49,171	0	54,124	106,591	52,467	0
P50	Toyota Hilux (Gardener)	9,469	20,000	10,531	0	9,335	14,636	5,301	0
		200,579	366,980	149,797	(5,396)	198,805	345,864	152,177	(5,118)



7 RECEIVABLES

Rates receivable	30 June 2023	31 May 2024
	\$	\$
Opening arrears previous years	105,957	105,099
Levied this year	3,010,794	3,130,642
Less - collections to date	(3,011,652)	(3,071,326)
Gross rates collectable	105,099	164,415
Net rates collectable	105,099	164,415
% Collected	96.6%	94.9%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(636)	187,663	3,936	9,242	17,260	217,465
Percentage	(0.3%)	86.3%	1.8%	4.2%	7.9%	
Balance per trial balance						
Sundry receivable						217,465
Other Receivables						(4,090)
LSL Receivables (Current)						10,682
Total receivables general outstanding						236,298

Amounts shown above include GST (where applicable)

KEY INFORMATION

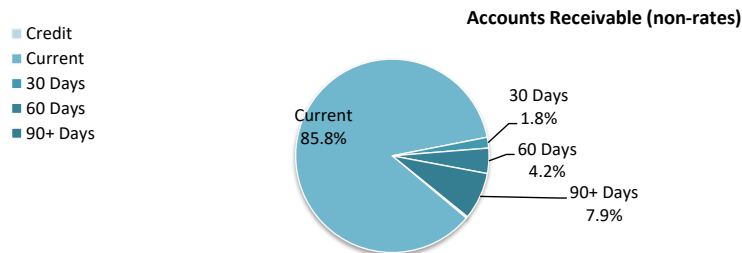
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



8 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 31 May 2024
	\$	\$	\$	\$
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	21,164	0	(10,502)	10,662
Inventory				
Fuel and materials (including gravel)	63,263	0	0	63,263
Accrued income	10,175	0	(10,175)	0
Contract assets				
Contract assets	25,534	0	0	25,534
Total other current assets	120,137	0	(20,678)	99,459

Amounts shown above include GST (where applicable)

KEY INFORMATION

Other financial assets at amortised cost

The Shire 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.

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.

Contract assets

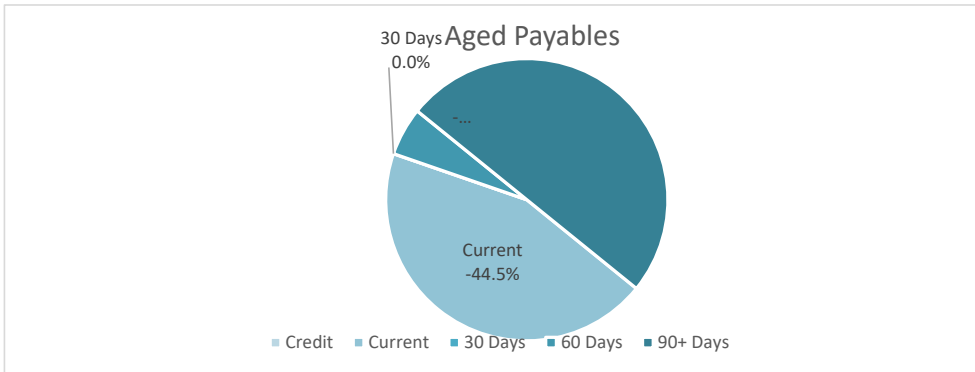
A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	(494)	0	(62)	556	0
Percentage	0%	0%	0%	0%	0%	
Balance per trial balance						
Accrued interest on borrowings						1,989
Bonds and deposits held						17,999

Total payables general outstanding
 Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period 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. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



10 RATE REVENUE

General rate revenue

RATE TYPE	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
				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
Non-commercial	0.089977	678	8,752,637	787,536	3,000	1,000	791,536	787,536	664	158	788,358
Commercial	0.119453	65	1,592,995	190,288	0	0	190,288	190,288	210	0	190,497
Unimproved value									0		
UV	0.004803	296	327,083,073	1,570,980	2,000	0	1,572,980	1,570,980	714	204	1,571,898
Sub-Total		1,039	337,428,705	2,548,804	5,000	1,000	2,554,804	2,548,803	1,587	362	2,550,753
Minimum payment	Minimum \$										
Gross rental value											
Non-commercial	650	134	200,950	87,100	0	0	87,100	87,100	0	0	87,100
Commercial	650	14	37,764	9,100	0	0	9,100	9,100	0	0	9,100
Unimproved value											
UV	650	88	7,337,166	57,200	0	0	57,200	57,200	0	0	57,200
Sub-total		236	7,575,880	153,400	0	0	153,400	153,400	0	0	153,400
		1,275	345,004,585	2,702,204	5,000	1,000	2,708,204	2,702,203	1,587	362	2,704,153
Discount							(100,000)				(99,698)
Amount from general rates							2,608,204				2,604,454
Rates Written Off							(5,000)				(29)
Ex-gratia rates CBH							15,419	15,420	0	0	15,420
Total general rates							2,618,623				2,619,846
Total		1,275					2,618,623				2,619,846

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 2023 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.

Repayments - borrowings

Information on borrowings	Loan No.	1 July 2023	New Loans			Principal Repayments			Principal Outstanding		Interest Repaymen	
			Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Actual	Adopted Budget
Particulars		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Recreation and culture												
Swimming Pool Redevelopment	139	172,539	0	0	0	(15,514)	(15,514)	(15,514)	157,025	157,025	(8,523)	(8,523)
Other property and services												
Staff Housing	137	111,043	0	0	0	(15,237)	(16,664)	(16,664)	95,806	94,379	(5,749)	(6,230)
Doctor Housing	138	41,996	0	0	0	(13,144)	(13,144)	(13,144)	28,852	28,852	(2,430)	(2,430)
		325,577	0	0	0	(43,895)	(45,322)	(45,322)	281,683	280,256	(16,702)	(17,183)
Self supporting loans												
Recreation and culture												
Wagin Ag Society	141	76,955	0	0	0	(20,848)	(21,164)	(21,164)	56,108	55,791	(2,497)	(2,180)
Wagin Bowls Club	142	0	60,000	60,000	60,000	-1,291	(1,395)	(1,395)	58,709	58,605	(1,712)	(1,422)
		76,955	60,000	60,000	60,000	(22,139)	(22,560)	(22,560)	114,817	114,396	(4,209)	(3,602)
Hide												
#### Total		402,532	60,000	60,000	60,000	(66,033)	(67,881)	(67,881)	396,499	394,652	(20,911)	(20,785)
Current borrowings		66,486							1,744			
Non-current borrowings		336,047							394,755			
		402,533							396,499			

All debenture repayments were financed by general purpose revenue.
 Self supporting loans are financed by repayments from third parties.

New borrowings 2023-24

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used) Budget
	Actual	Budget						
	\$	\$				\$	%	\$
	60,000	60,000	Wagin Bowls Club	Debenture	15	30,108	5.71	60,000
	60,000	60,000				30,108		60,000

The Shire has no unspent debenture funds as at 30th June 2023, nor is it expected to have unspent funds as at 30th June 2024.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 May 2024
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Contract liabilities		17,885	0	129,164	(118,417)	28,631
- Capital grant/contribution liabilities		260,213	0	565,875	(711,588)	114,499
Total other liabilities		278,098	0	695,039	(830,006)	143,131
Employee Related Provisions						
Annual leave		194,417	0	0	0	194,417
Long service leave		272,389	0	0	0	272,389
Total Employee Related Provisions		466,805	0	0	0	466,805
Other Provisions						
Provision for LSL On-costs (Current)		31,683	0	0	0	31,683
Provision for Annual Leave On-costs (Current)		26,248	0	0	0	26,248
Total Other Provisions		57,931	0	0	0	57,931
Total other current assets		802,833	0	695,039	(830,006)	667,866
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note and

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 Related Provisions

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 employee related 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.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF WAGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2024
13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

OPERATING ACTIVITIES

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue			
	Liability	Increase	Liability	Liability	Current	Adopted	Amended	Amended	YTD
	1 July 2023	in Liability	Reduction (As revenue)	31 May 2024	Liability 31 May 2024	Budget Revenue	YTD Budget	Annual Budget	Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies									
General purpose funding									
Grants Commission - General (WALGGC)	0	0	0	0	0	0	49,675	49,675	49,675
Grants Commission - Roads (WALGGC)	0	0	0	0	0	0	30,830	30,830	30,830
Law, order, public safety									
DFES Grant - Operating Bush Fire Brigade	1,387	63,732	(65,119)	0	0	64,242	46,725	46,725	65,119
DFES Grant - ESL Admin Contribution		0	0	0	0	0	0	0	4,000
DFES Grant -Operating SES	1,367	28,103	(28,056)	1,414	1,414	29,074	24,118	24,118	28,056
Education and welfare									
Homecare - CHSP Operating Grant	0	0	0	0	0	408,771	377,255	408,771	377,218
Homecare - HCP Operating Grant	0	0	0	0	0	108,000	124,663	136,000	148,760
Homecare - Donations	0	0	0	0	0	0	0	0	500
Homecare - NDIS Contributions	0	0	0	0	0	0	0	0	37,980
Developmental Disability WA	0	0	0	0	0	0	0	0	500
Recreation and culture									
State Library Grant	0	0	0	0	0	0	15,000	15,000	0
SLWA - Library Technology Grant	0	4,155	(4,155)	0	0	0	4,255	4,255	4,155
Lotterywest - Christmas Street Carnival	0	23,174	(11,087)	12,087	12,087	0	0	0	11,087
Youth Engagement Grant	10,000	0	(10,000)	0	0	0	0	0	0
Heritage Review Grant	5,130	0	0	5,130	5,130	0	0	0	0
DOC - Community Garden Grant	0	10,000	0	10,000	10,000	0	10,000	10,000	0
Transport									
Direct Grant (MRWA)	0	0	0	0	0	151,694	151,694	151,694	151,694
	17,885	129,164	(118,417)	28,631	28,631	761,781	834,215	877,068	909,575
Operating contributions									
Recreation and culture									
Rec Centre Equipment Contributions	0	0	0	0	0	1,500	1,500	1,500	1,800
Transport									
Contribution to Street Lighting	0	0	0	0	0	5,000	0	5,000	7,488
	0	0	0	0	0	6,500	1,500	6,500	9,288
TOTALS	17,885	129,164	(118,417)	28,631	28,631	768,281	835,715	883,568	918,864

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue			
	Liability 1 July 2023	Increase in Liability	Liability Reduction (As revenue)	Liability 31 May 2024	Current Liability 31 May 2024	Adopted Budget Revenue	Amended YTD Budget	Amended Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies									
Law, order, public safety									
Community Water Supply Project	0	0	0	0	0	7,856	7,856	7,856	0
Transport									
R2R -2023/24 Bullocks Hill Road	0	45,481	(45,481)	0	0	92,821	92,819	92,821	45,481
R2R - 2023/24 Beaufort Road	0	114,637	(114,637)	0	0	114,637	114,636	114,637	114,637
R2R - 2023/24 Hyde Road	0	44,542	(44,542)	0	0	44,542	44,540	44,542	44,542
R2R -2023/24 Behn-ord Road	0	31,000	(31,000)	0	0	31,000	31,000	31,000	31,000
R2R - 2023/24 Delyanine North Road	0	29,145	(29,145)	0	0	29,145	29,143	29,145	29,145
RRG - 2023/24 Ballagin Road	0	40,182	(21,934)	18,248	18,248	100,455	80,364	100,455	21,934
RRG - 2023/24 Dongolocking Road	0	210,766	(210,766)	0	0	263,457	210,764	263,457	210,766
RRG - 2022/23 Dongolocking Road	139,640	48,902	(188,542)	0	0	188,536	150,828	188,536	188,542
Bridge Funding from 2018-2019	74,251	(74,251)	0	0	74,251	0	0	0	0
LRCIP -Phase 2	0	0	0	0	0	25,536	12,767	25,536	0
LRCIP -Phase 3	24,322	1,220	(25,542)	0	0	76,697	38,348	76,697	25,542
Economic services									
Sale of Land - Raymond Edward	22,000	0	0	22,000	22,000	0	0	0	0
	260,213	491,624	(711,588)	40,248	114,499	974,682	813,065	974,682	711,588
TOTALS	260,213	491,624	(711,588)	40,248	114,499	974,682	813,065	974,682	711,588

SHIRE OF WAGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2024

15 BONDS AND DEPOSITS

In previous years, bonds and deposits were held as trust monies. They are still reported in this Note but also included in Restricted Cash - Bonds and Deposits and as a current liability in the books of Council.

Description	Opening Balance 1 July 2023	Amount Received	Amount Paid	Closing Balance 31 May 2024
	\$	\$	\$	\$
Restricted Cash - Bonds and Deposits				
Deposits - Town Hall	1,400	1,700	(2,800)	300
Deposits - Community Bus	750	1,650	(1,650)	750
Deposits - Rec Centre & EFP	4,200	7,200	(10,200)	1,200
Deposits - Animal Trap	75	250	(250)	75
BCITF	0	3,994	(3,914)	80
Building Services Levy	390	3,010	(2,949)	452
Nomination Deposits	0	400	(400)	0
Other Deposits	7,419	900	(2,050)	6,269
Unclaimed Monies	2,147	0	(2,147)	0
Deposit - Refuse Site Key	20	0	0	20
Deposit - Community Gym Key	6,750	3,470	(1,400)	8,820
Sub-Total	23,152	22,575	(27,760)	17,966
Trust Funds				
Nil				
Sub-Total	0	0	0	0
	23,152	22,575	(27,760)	17,966

**SHIRE OF WAGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2024**

16 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash	Increase in	Decrease in	Amended Budget Running Balance
				Adjustment	Cash	Available Cash	
				\$	\$	\$	\$
Budget adoption - correction to budget balance					4,676		4,676
	Year end adjustments and correction to employee leave provision calcu		Opening Surplus(Deficit)			(56,414)	(51,739)
	Variations						(51,739)
I032005	FAG - General Grant		Operating Revenue		49,675		(2,064)
I032010	FAG - Road Grant		Operating Expenses		30,830		28,766
I02403	Goal Posts	5046	Capital Expenses			(8,650)	20,116
B2201 / E167784	Court House	5074	Capital Expenses		55,000		75,116
B2302	Homecare relocation to Town Hall	5074	Capital Expenses			(55,000)	20,116
FE2404	Wagin Trotting Club - PA System	5078	Capital Expenses			(2,400)	17,716
E116010	Woolorama Costs & Maintenance	5150	Operating Expenses			(31,000)	(13,284)
I02404 / E167757	Swimming Pool Shade Sail	5150	Capital Expenses			(7,000)	(20,284)
B2403	Purchase Buildings - Other Health	5150	Capital Expenses			(7,746)	(28,030)
B2405	Purchase Buildings - Other Health	5150	Capital Expenses			(6,717)	(34,747)
CEI026 / I119031	Australia Day Grant (NADC)	5150	Operating Revenue		15,000		(19,747)
CE028 / E116055	Australia Day Grant (NADC) - Expenditure	5150	Operating Expenses			(15,000)	(34,747)
CEI027 / I115010	State Library Grant (SLWA)	5150	Operating Revenue		4,155		(30,592)
CEO37 / E115030	State Library Grant (SLWA) - Expenditure (IT)	5150	Operating Expenses			(4,155)	(34,747)
PE2404 / E167746	CEO Camry Hybrid	5150	Capital Revenue		46,672		11,925
PE2405 / E167746	DCEO - Isuzu MUX	5150	Capital Expenses			(54,561)	(42,636)
B2406 / E167744	Marks Court HWS (CEO Residence)	5150	Capital Expenses			(6,154)	(48,790)
E167465	Creation of Lot 429 Tudhoe Street	5150	Capital Expenses			(12,120)	(60,910)
E147075	Employee Assistance	5150	Operating Expenses			(3,645)	(64,555)
E082083	Homecare Computer Equipment and Support	5150	Operating Expenses			(20,000)	(84,555)
B2302 / E167790	Relocation To Wagin Town Hall	5150	Capital Expenses		10,000		(74,555)
I019001	Transfer from Homecare Reserve	5150	Capital Revenue		10,000		(64,555)
I147200	Proceeds on Disposal of Lot 7 Vernal Street	5150	Capital Revenue		15,000		(49,555)
E147105	Cost to Sell Council Property (Vernal Street)	5150	Operating Expenses			(2,000)	(51,555)
E041025	Election Expenses	5150	Operating Expenses		20,000		(31,555)
E042160	DCEO/CEO Recruitment	5150	Operating Expenses		13,000		(18,555)
E113005	Sportsground Mtce	5150	Operating Expenses		8,000		(10,555)
I122175	Proceeds on Disposal of Assets	5150	Capital Revenue		54,527		43,972
E167761	Purchase Plant & Equipment - Road Plant Purcha	5150	Capital Expenses		37,818		81,790
I019001	Transfer from Reserves	5150	Capital Revenue			(24,366)	57,424
I142010	Sale of Land	5150	Capital Revenue		22,000		79,424
E019001	Transfer to Reserves	5150	Capital Expenses			(70,203)	9,221
I019001	Transfer from Reserves	5150	Capital Revenue		22,475		31,696
BFBI01 / I051010	BFB Operating Grant	5150	Operating Revenue			(17,517)	14,179
SESI01 / I051075	SES Operating Grant	5150	Operating Revenue			(4,956)	9,223
E082015	Homecare Maintenance & Gardening Salaries	5150	Operating Expenses			(20,000)	(10,777)
E082025	Care Workers Salaries	5150	Operating Expenses			(27,000)	(37,777)
E082095	HCP Expenses	5150	Operating Expenses			(5,000)	(42,777)
E082075	Homecare Office Accommodation	5150	Operating Expenses		9,000		(33,777)
I082020	CHSP Fee for Service	5150	Operating Revenue		15,000		(18,777)
I082045	HCP Government Funds	5150	Operating Revenue		28,000		9,223
B2203	NAB Building	5145	Capital Expenses			(10,000)	(777)
E147140	Loss on Sale of Ssset - Unclassified	5150	Operating Expenses	(4,000)			(777)
I042030	Profit on Sale of Asset - Governance	5150	Operating Revenue	2,273			(777)
I122100	Profit on Sale of Asset - Road Plant	5150	Operating Revenue	56,605			(777)
CEI031 / I1190310	CWA Community Garden Grant (DOC)	5192	Operating Revenue		10,000		9,223
CE031 / E1160550	CWA Community Garden Grant (DOC) Expenditu	5192	Operating Expenses			(10,000)	(777)
					480,828	(481,604)	(776)

SHIRE OF WAGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2024

17 CHART OF ACCOUNTS

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
General Purpose Funding						
Rate Revenue						
I031005	GRV	Inc	977,824	977,824	977,824	977,823
I031010	GRV Minimums	Inc	96,200	96,200	96,200	96,200
I031015	UV	Inc	1,570,980	1,570,980	1,570,980	1,570,980
I031020	UV Minimums	Inc	57,200	57,200	57,200	57,200
I031025	GRV Interim Rates	Inc	3,000	3,000	2,750	(2,713)
I031030	UV Interim Rates	Inc	2,000	2,000	1,826	4,300
I031035	Back Rates	Inc	1,000	1,000	913	362
I031040	Ex-Gratia Rates (CBH)	Inc	15,419	15,419	15,419	15,420
I031045	Discount Allowed	Inc	(100,000)	(100,000)	(100,000)	(99,698)
I031050	Instalment Admin Charge	Inc	5,000	5,000	5,000	4,897
I031055	Account Enquiry Fee	Inc	4,000	4,000	3,663	3,692
I031060	(Rate & Sdry Debtor Write Offs)	Inc	(5,000)	(5,000)	(5,000)	(29)
I031065	Penalty Interest	Inc	6,000	6,000	5,500	10,271
I031070	Emergency Services Levy	Inc	126,700	126,700	126,700	131,113
I031075	ESL Penalty Interest	Inc	500	500	451	634
I031080	Instalment Interest	Inc	4,000	4,000	4,000	4,368
I031090	Rate Legal Charges	Inc	20,000	20,000	18,326	4,527
			2,784,823	2,784,823	2,781,752	2,779,347
E031005	Valuation Expenses	Exp	(9,000)	(9,000)	(8,250)	(8,926)
E031010	Legal Costs/Expenses	Exp	(500)	(500)	(451)	(658)
E031015	Title Searches	Exp	(600)	(600)	(550)	0
E031020	Rate Recovery Expenses	Exp	(10,000)	(10,000)	(9,163)	(6,214)
E031025	Printing Stationery Postage	Exp	(2,000)	(2,000)	(2,000)	(1,784)
E031030	Emergency Services Levy	Exp	(126,700)	(126,700)	(126,700)	(130,660)
E031040	Rate Refunds	Exp	(1,000)	(1,000)	(1,000)	0
E031041	Rates & Rubbish Waivers/Concessions	Exp	(2,689)	(2,689)	(2,689)	(2,611)
E031100	Administration Allocated	Exp	(91,347)	(91,347)	(83,732)	(83,732)
			(243,836)	(243,836)	(234,535)	(234,585)
Other General Purpose Funding						
I032005	Grants Commission General	Inc	0	49,675	49,675	49,675
I032010	Grants Commission Roads	Inc	0	30,830	30,830	30,830
I032020	Administration Rental	Inc	36,000	36,000	33,000	21,000
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,000	1,000	913	1,007
I032030	Reimbursements	Inc	100	100	88	0
I032035	SS Loans Interest & GFee Reimb.	Inc	0	0	0	0
I032040	Bank Interest	Inc	25,000	25,000	22,913	80,768
I032045	Reserves Interest	Inc	89,089	89,089	66,816	71,880
I032055	Commissions & Recoups	Inc	500	500	0	0
I032080	Other General Purpose Income	Inc	0	0	0	3,288
I032190	WALGA House Units	Inc	0	0	0	0
			151,689	232,194	204,235	258,448
E032005	Bank Fees and Charges	Exp	(10,000)	(10,000)	(9,163)	(9,764)
E032015	Interest on Loans	Exp	0	0	0	0
E032030	Audit Fees & Other Services	Exp	(27,500)	(27,500)	(27,500)	(29,040)
E032035	Administration Allocated	Exp	(84,731)	(84,731)	(77,660)	(77,671)
			(122,231)	(122,231)	(114,323)	(116,475)
Total General Purpose Income			2,936,512	3,017,017	2,985,987	3,037,795
Total General Purpose Expenditure			(366,067)	(366,067)	(348,858)	(351,060)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Governance						
Members of Council						
I041020	Other Income Relating to Members	Inc	250	250	0	0
			250	250	0	0
E041005	Sitting Fees	Exp	(26,999)	(26,999)	(20,247)	(14,675)
E041010	Training	Exp	(7,000)	(7,000)	(5,250)	(22)
E041015	Members Travelling	Exp	(750)	(750)	(561)	(171)
E041020	Communication Allowance	Exp	(5,545)	(5,545)	(4,158)	(3,640)
E041025	Election Expenses	Exp	(20,000)	0	0	0
E041030	Other Expenses	Exp	(19,400)	(19,400)	(17,776)	(7,224)
E041035	Conference Expenses	Exp	(10,000)	(10,000)	(10,000)	(4,117)
E041040	Presidents Allowance	Exp	(15,656)	(15,656)	(11,742)	(7,828)
E041045	Deputy Presidents Allowance	Exp	(3,918)	(3,918)	(2,937)	(1,959)
E041055	Refreshments and Receptions	Exp	(12,000)	(12,000)	(11,000)	(8,318)
E041060	Presentations	Exp	(2,500)	(2,500)	(2,288)	(592)
E041065	Insurance	Exp	(14,007)	(14,007)	(14,006)	(14,007)
E041070	Public Relations	Exp	(2,000)	(2,000)	(1,826)	(30)
E041075	Subscriptions	Exp	(36,000)	(36,000)	(36,000)	(37,438)
E041100	Administration Allocated	Exp	(129,268)	(129,268)	(118,492)	(118,492)
			(305,043)	(285,043)	(256,283)	(218,513)
Other Governance						
I042030	Profit on Sale of Asset	Inc	32,727	35,000	35,000	35,000
I042045	Admin Reimbursements	Inc	5,000	5,000	4,576	4,992
			37,727	40,000	39,576	48,820
E042005	Administration Salaries	Exp	(887,906)	(887,906)	(819,600)	(771,497)
E042008	Admin Leave/Wages Liability	Exp	0	0	0	(7,768)
E042010	Administration Superannuation	Exp	(112,735)	(112,735)	(104,053)	(92,203)
E042011	Loyalty Allowance	Exp	(10,072)	(10,072)	(9,290)	(5,590)
E042012	Housing Allowance Admin	Exp	(13,582)	(13,582)	(12,530)	(11,558)
E042015	Insurance	Exp	(28,537)	(28,537)	(28,536)	(31,194)
E042020	Staff Training	Exp	(10,000)	(10,000)	(9,163)	(13,940)
E042025	Removal Expenses	Exp	(10,000)	(10,000)	(10,000)	(9,499)
E042030	Printing & Stationery	Exp	(25,000)	(25,000)	(22,913)	(20,302)
E042035	Phone, Fax & Modem	Exp	(7,000)	(7,000)	(6,413)	(3,750)
E042040	Office Maintenance	Exp	(65,290)	(65,290)	(59,796)	(54,012)
E042045	Advertising	Exp	(15,000)	(15,000)	(13,750)	(4,054)
E042050	Office Equipment Maintenance	Exp	(3,000)	(3,000)	(2,739)	(2,552)
E042055	Postage & Freight	Exp	(4,000)	(4,000)	(3,663)	(4,195)
E042060	Vehicle Running Expenses	Exp	(16,000)	(16,000)	(14,652)	(17,949)
E042065	Legal Expenses	Exp	(10,000)	(10,000)	(9,163)	(1,200)
E042070	Garden Expenses	Exp	(12,000)	(12,000)	(10,978)	(13,197)
E042075	Conference & Training	Exp	(10,000)	(10,000)	(9,163)	(2,083)
E042080	Computer Support	Exp	(168,000)	(168,000)	(154,000)	(142,072)
E042085	Other Expenses	Exp	(3,000)	(3,000)	(2,750)	(4,039)
E042090	Administration Allocated	Exp	(245,486)	(245,486)	(225,027)	(225,027)
E042095	Fringe Benefits Tax	Exp	(15,000)	(15,000)	(11,250)	(12,074)
E042100	Staff Uniforms	Exp	(5,000)	(5,000)	(5,000)	(1,598)
E042120	Depreciation - Other Governance	Exp	(125,149)	(125,149)	(114,709)	(107,996)
E042125	Less Administration Allocated	Exp	1,581,669	1,581,669	1,449,855	1,449,866
E042160	DCEO/CEO Recruitment	Exp	(25,000)	(12,000)	(11,000)	(11,902)
E042165	Paid Parental Leave	Exp	0	0	0	0
			(245,089)	(232,089)	(220,283)	(121,384)
Total Governance Income			37,977	40,250	39,576	48,820
Total Governance Expenditure			(550,132)	(517,132)	(476,566)	(339,897)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Law, Order & Public Safety						
Fire Prevention						
I051010	BFB Operating Grant	Inc	64,242	46,725	46,725	65,119
I051015	Sale of Fire Maps	Inc	50	50	44	23
I051020	Town Block Burn Fees	Inc	0	0	0	545
I051025	Reimbursements	Inc	1,000	1,000	0	416
I051030	Bush Fire Infringements	Inc	2,000	2,000	2,000	455
I051035	ESL Admin Fee	Inc	4,000	4,000	4,000	4,000
I051050	SES Other Income	Inc	0	0	0	0
I051075	SES Operating Grant	Inc	29,074	24,118	24,118	28,056
			100,366	77,893	76,887	98,614
E051005	BFB Operation Expenditure	Exp	(64,242)	(64,242)	(58,861)	(70,359)
E051010	Communication Mtce	Exp	(4,000)	(4,000)	(3,663)	(3,761)
E051015	Advertising & Other Expenses	Exp	(2,500)	(2,500)	(2,500)	(2,051)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(14,000)	(14,000)	(12,793)	(5,263)
E051025	Town Block Burn Off	Exp	(6,000)	(6,000)	(6,000)	(9,589)
E051040	Other Bushfire Expenditure	Exp	(18,500)	(18,500)	(16,951)	(1,801)
E051045	Mt Latham & Condonning Repeats	Exp	(500)	(500)	(451)	(743)
E051060	SES Operation Expenditure	Exp	(29,074)	(29,074)	(26,642)	(28,056)
E051100	Administration Allocated	Exp	(85,915)	(85,915)	(78,749)	(78,760)
E051190	Depreciation - Fire Prevention	Exp	(75,871)	(75,871)	(69,526)	(69,635)
			(300,602)	(300,602)	(276,136)	(270,018)
Animal Control						
I052005	Dog Fines and Fees	Inc	5,000	5,000	4,576	9,822
I052006	Cat Fines and Fees	Inc	300	300	275	261
I052010	Hire of Animal Traps	Inc	100	100	88	109
I052015	Dog Registration	Inc	5,000	5,000	5,000	3,089
I052016	Cat Registration	Inc	700	700	700	700
I052020	Reimbursements	Inc	500	500	375	0
			11,600	11,600	11,014	13,981
E052005	Ranger Salary	Exp	(11,000)	(11,000)	(10,141)	(13,113)
E052007	Ranger Telephone	Exp	(1,000)	(1,000)	(913)	(360)
E052010	Pound Maintenance	Exp	(2,969)	(2,969)	(2,706)	(6,188)
E052015	Dog Control Insurance	Exp	(166)	(166)	(164)	(166)
E052020	Legal Fees	Exp	0	0	0	0
E052025	Training & Conference	Exp	(500)	(500)	(451)	(45)
E052030	Ranger Services Other	Exp	(25,000)	(25,000)	(22,902)	(26,607)
E052035	Administration Allocated	Exp	(78,950)	(78,950)	(72,369)	(72,369)
E052190	Depreciation - Animal Control	Exp	(2,998)	(2,998)	(2,741)	(2,752)
			(122,583)	(122,583)	(112,387)	(121,600)
Other Law, Order & Public Safety						
I053005	Abandoned Vehicles/Fines	Inc	50	50	0	0
I053040	Safer Wagin Income	Inc	0	0	0	0
I053055	Reimbursements	Inc	0	0	0	0
I053060	Other law, Order & Public Safety Grants	Inc	7,856	7,856	7,856	0
I053075	Covert Cameras for CCTV System	Inc	0	0	0	0
			7,906	7,906	7,856	0
E053005	Abandoned Vehicles	Exp	0	0	0	(288)
E053010	Emergency Services	Exp	0	0	0	0
E053040	Safer Wagin Expenditure	Exp	(500)	(500)	(451)	0
E053045	CCTV & Security	Exp	(1,500)	(1,500)	(1,375)	(7,957)
E053055	Mosquito Control	Exp	(5,000)	(5,000)	(4,565)	(2,357)
E053056	Community Water Supply Programme	Exp	0	0	0	(350)
E053090	Depreciation - Other Law, Order & Public Safety	Exp	(3,929)	(3,929)	(3,598)	(3,726)
			(10,929)	(10,929)	(9,989)	(14,678)
Total Law, Order & Public Safety Income			119,872	97,399	95,757	112,595

Total Law, Order & Public Safety Expenditure			(434,114)	(434,114)	(398,512)	(406,296)
COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Health						
Maternal & Infant Health						
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(8,420)	(8,420)	(7,678)	(7,003)
			(8,420)	(8,420)	(7,678)	(7,003)
Preventative Services - Admin & Inspections						
I074005	Food Licences & Fees	Inc	500	500	451	102
I074015	Contrib. Regional Health Scheme	Inc	0	0	0	0
I074020	Reimbursements	Inc	0	0	0	0
			500	500	451	102
E074005	EHO Salary	Exp	(10,000)	(10,000)	(9,163)	(4,800)
E074008	EHO Leave/Wages Liability	Exp	0	0	0	0
E074010	EHO Superannuation	Exp	(550)	(550)	(495)	(528)
E074015	Other Control Expenses	Exp	(7,000)	(7,000)	(6,402)	(829)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	0	0	0	0
E074030	Conferences & Training	Exp	0	0	0	0
E074035	Loss on Sale of Asset	Exp	0	0	0	0
E074100	Administration Allocated	Exp	(48,449)	(48,449)	(44,407)	(44,407)
E074190	Depreciation - Prevent Services	Exp	0	0	0	0
			(65,999)	(65,999)	(60,467)	(50,564)
Other Health						
I076010	Rent - Medical Centre-Dentist	Inc	4,334	4,334	3,971	3,970
I076015	Reimbursements - Medical Practice	Inc	2,500	2,500	2,288	626
I076020	Meeting Room Fees	Inc	0	0	0	0
I076025	Sale of Doctor's Vehicle	Inc	0	0	0	0
I076040	Reimbursements - Dr Norris	Inc	1,500	1,500	0	309
			8,334	8,334	6,259	4,905
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(16,384)	(16,384)	(14,993)	(16,543)
E076025	Depreciation - Other Health	Exp	(46,902)	(46,902)	(42,980)	(50,371)
E076030	Doctors Vehicle Mtce	Exp	(5,000)	(5,000)	(4,576)	(2,837)
E076035	Loss on Sale of Asset	Exp	0	0	0	0
E076040	St Lukes Medical Services	Exp	(50,000)	(50,000)	(37,500)	(41,667)
E076055	Doctor Retention & Relocation	Exp	0	0	0	0
E076060	Assets under \$5k	Exp	0	0	0	0
			(118,285)	(118,285)	(100,049)	(111,418)
Health - Preventative Services						
E077010	Analytical Expenses	Exp	(500)	(500)	(500)	(463)
			(500)	(500)	(500)	(463)
Total Health Income			8,834	8,834	6,710	5,007
Total Health Expenditure			(193,204)	(193,204)	(168,694)	(169,448)
Education & Welfare						
Pre Schools						
I083035	Day Care Lease	Exp	9,205	9,205	8,437	8,495
I083036	Day Care Reimbursements	Exp	5,500	5,500	4,580	6,495
			14,705	14,705	13,017	14,990
E080010	Kindegarten Maintenance (Daycare)	Exp	(15,081)	(15,081)	(13,783)	(12,701)
E080190	Depreciation - Pre-Schools	Exp	(25,918)	(25,918)	(23,751)	(23,788)
			(40,999)	(40,999)	(37,534)	(36,489)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Other Education						
E081020	School Oval Mtce	Exp	0	0	0	(1,060)
E081030	Contribution - Wagin Youthcare Chaplaincy Program	Exp	(2,600)	(2,600)	(2,600)	(2,600)
			(2,600)	(2,600)	(2,600)	(3,660)
Homecare Program						
I082010	CHSP Grant	Inc	408,771	408,771	377,255	377,218
I082015	Meals on Wheels	Inc	2,500	2,500	2,288	943
I082020	CHSP Fee for Service	Inc	87,000	102,000	93,500	47,208
I082025	Donations	Inc	0	0	0	500
I082030	Government Pay Reimbursement	Inc	0	0	0	0
I082031	Homecare - Other Income	Inc	0	0	0	0
I082040	HCP Client Daily Fee	Inc	19,980	19,980	18,315	17,554
I082045	HCP Government Funds	Inc	108,000	136,000	124,663	148,760
I082050	NDIS Contribution	Inc	0	0	0	37,980
			626,251	669,251	616,021	630,163
E082010	Homecare Salaries	Exp	(139,624)	(139,624)	(128,880)	(126,931)
E082013	Homecare Leave/Wages Liability GEN	Exp	0	0	0	(235)
E082015	Maintenance & Gardening	Exp	(34,752)	(54,752)	(50,193)	(61,068)
E082020	Nursing Salaries	Exp	(35,963)	(35,963)	(33,192)	(36,698)
E082025	Care Workers Salaries	Exp	(255,596)	(282,596)	(259,050)	(272,287)
E082030	Superannuation	Exp	(51,733)	(51,733)	(47,749)	(46,928)
E082035	Other Expenses	Exp	(5,000)	(5,000)	(4,565)	(7,613)
E082040	Travelling - Mileage	Exp	(25,000)	(25,000)	(22,913)	(23,642)
E082045	Staff Training	Exp	(1,800)	(1,800)	(1,650)	(1,063)
E082050	Staff Training Salaries	Exp	(3,500)	(3,500)	(3,201)	(3,729)
E082055	Subscriptions	Exp	(5,900)	(5,900)	(5,401)	(9,833)
E082060	Telephone & Postage	Exp	(1,400)	(1,400)	(1,276)	(5,178)
E082065	Advertising & Stationery	Exp	(1,200)	(1,200)	(1,100)	(1,312)
E082070	Insurance	Exp	(8,281)	(8,281)	(8,280)	(8,241)
E082075	Office Accommodation	Exp	(36,000)	(27,000)	(27,000)	(21,000)
E082080	Plant & Equipment Mtce	Exp	(20,000)	(20,000)	(18,315)	(13,016)
E082083	Computer Equipment and Support	Exp	0	(20,000)	(20,000)	(21,152)
E082085	Consumable Supplies	Exp	(4,500)	(4,500)	(4,125)	(3,212)
E082090	Homecare Equipment and Catering Supplies	Exp	(1,500)	(1,500)	(1,375)	(705)
E082095	HCP Expenses	Exp	(6,000)	(11,000)	(10,087)	(24,224)
E082100	Administration Allocated	Exp	(17,788)	(17,788)	(16,302)	(16,302)
E082110	Meals on Wheels Expenditure	Exp	(2,500)	(2,500)	(2,288)	(1,044)
E082190	Depreciation - Homecare	Exp	(19,644)	(19,644)	(17,998)	(18,029)
			(677,681)	(740,681)	(684,940)	(723,442)
Other Welfare						
I083010	Wagin Frail Aged Reimb	Inc	9,152	9,152	9,152	9,152
I083040	Seniors Xmas Lunch Income	Inc	0	0	0	0
			9,152	9,152	9,152	9,152
E083010	Wagin Frail Aged Exp	Exp	(9,152)	(9,152)	(9,152)	(9,152)
E083020	Seniors Xmas Lunch	Exp	0	0	0	0
E083050	Other Welfare Exp	Exp	0	0	0	0
			(9,152)	(9,152)	(9,152)	(9,152)
Total Education & Welfare Income			650,108	693,108	638,190	654,305
Total Education & Welfare Expenditure			(730,432)	(793,432)	(734,226)	(772,743)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Community Amenities						
Sanitation - Household Refuse						
I101005	Domestic Collection	Inc	269,216	269,216	269,216	269,116
I102020	Refuse Site Fees	Inc	18,000	18,000	16,500	18,763
			287,216	287,216	285,716	287,879
E101005	Domestic Refuse Collection	Exp	(55,401)	(55,401)	(50,776)	(45,715)
E101006	Green Waste Collection	Exp	(27,227)	(27,227)	(24,948)	(23,163)
E101010	Recycling Residential	Exp	(65,294)	(65,294)	(59,851)	(52,536)
E101015	Refuse Site Mtce	Exp	(152,614)	(152,614)	(139,865)	(140,522)
E101025	Refuse Site Attendant	Exp	0	0	0	0
			(300,536)	(300,536)	(275,440)	(261,936)
Sanitation - Other						
I102002	Commercial Collection Charges	Inc	68,760	68,760	68,760	68,040
I102005	Reimbursement Drummuster	Inc	4,000	4,000	4,000	1,039
I102010	Charges Bulk Rubbish	Inc	17,400	17,400	15,950	14,320
			90,160	90,160	88,710	83,399
E102005	Commercial Collection	Exp	(16,089)	(16,089)	(14,740)	(13,545)
E102010	Bulk Cardboard Collection	Exp	(18,500)	(18,500)	(16,951)	(14,760)
E102020	Recycling Commercial	Exp	(15,187)	(15,187)	(13,915)	(10,880)
E101020	Chemical Drum Disposal Costs	Exp	(4,500)	(4,500)	(4,500)	0
E102190	Depreciation - Sanitation	Exp	(15,695)	(15,695)	(14,370)	(14,405)
			(69,971)	(69,971)	(64,476)	(53,590)
Sewerage						
I104005	Septic Tank Fees	Inc	500	500	451	0
			500	500	451	0
E104005	Sewerage Treatment Plant	Exp	(500)	(500)	(410)	(37)
			(500)	(500)	(410)	(37)
Town Planning						
I106005	Planning Fees	Inc	5,000	5,000	4,576	4,723
			5,000	5,000	4,576	4,723
E106005	Town Planning Expenses	Exp	(15,000)	(15,000)	(13,750)	0
E106100	Administration Allocated	Exp	(109,547)	(109,547)	(100,408)	(100,419)
			(124,547)	(124,547)	(114,158)	(100,419)
Other Community Amenities						
I107005	Cemetery Fees	Inc	15,000	15,000	13,750	15,795
I107010	Community Bus Income	Inc	5,000	5,000	4,576	2,055
I107025	Other Community Amenities Contributions	Inc	0	0	0	0
			20,000	20,000	18,326	17,850
E107005	Cemetery Mtce	Exp	(40,000)	(40,000)	(36,630)	(40,637)
E107010	Public Convenience Mtce	Exp	(56,196)	(56,196)	(51,480)	(50,817)
E107015	Community Bus Operating	Exp	(4,000)	(4,000)	(3,641)	(4,282)
E107100	Administration Allocated	Exp	(92,733)	(92,733)	(84,997)	(85,008)
E107190	Depreciation - Other Comm Amenities	Exp	(50,851)	(50,851)	(46,591)	(34,052)
			(243,781)	(243,781)	(223,339)	(214,796)
Total Community Amenities Income			402,876	402,876	397,779	393,851
Total Community Amenities Expenditure			(739,335)	(739,335)	(677,823)	(630,778)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Recreation & Culture						
Public Halls & Civic Centres						
I111005	Town Hall Hire	Inc	4,000	4,000	3,663	1,351
I111010	Reimbursements	Inc	100	100	88	0
I111015	Town Hall Lease -L Piesse	Inc	0	0	0	741
			4,100	4,100	3,751	2,092
E111005	Town Hall Mtce	Exp	(30,413)	(30,413)	(27,852)	(41,865)
E111010	Other Halls Mtce	Exp	(11,602)	(11,602)	(10,615)	(4,561)
E111190	Depreciation - Public Halls	Exp	(202,711)	(202,711)	(185,813)	(186,050)
			(244,727)	(244,727)	(224,280)	(232,476)
Swimming Pool						
I112010	Swimming Pool Admission	Inc	30,000	30,000	30,000	20,544
I112015	Swimming Pool Miscellaneous Income	Inc	0	0	0	0
I112020	Reimbursements	Inc	500	500	500	0
I112025	CSRFF Grant - Swim Pool Stage 2	Inc	0	0	0	0
			30,500	30,500	30,500	20,544
E112005	Pool Staff Salary	Exp	(122,579)	(122,579)	(113,147)	(110,610)
E112008	Pool Leave/Wages Liability	exp	0	0	0	0
E112010	Superannuation	Exp	(12,383)	(12,383)	(11,424)	(5,423)
E112015	Swimming Pool Maintenance	Exp	(119,242)	(119,242)	(109,274)	(111,535)
E112020	Swimming Pool Other Expenses	Exp	(7,088)	(7,088)	(6,490)	(3,716)
E113076	Interest on Loan 139 - Swimming Pool	Exp	(8,523)	(8,523)	(8,520)	(8,523)
E112190	Depreciation - Swimming Pools	Exp	(221,266)	(221,266)	(202,811)	(204,831)
			(491,081)	(491,081)	(451,666)	(444,638)
Other Recreation & Sport						
I113005	Sportsground Rental	Inc	8,795	8,795	8,794	7,995
I113010	Sportsground Reimbursements	Inc	0	0	0	16,827
I113015	Power Reimbursements	Inc	5,000	5,000	4,576	4,498
I113020	Recreation Centre Hire	Inc	5,000	5,000	4,576	2,093
I113025	Reimbursements Other	Inc	1,000	1,000	1,000	218
I113030	Rec Centre Equipment Contributions	Inc	1,500	1,500	1,500	1,800
I113035	Sporting Club Leases	Inc	2,000	2,000	2,000	2,050
I113040	Other Recreation & Sport Contributions	Inc	0	0	0	0
I113055	Eric Farrow Pavillion Hire	Inc	5,000	5,000	4,576	6,168
I113065	Community Gym Membership	Inc	14,375	14,375	13,167	11,600
I113079	SS Loan 142 - Interest & Gtee Fee Revenue	Inc	1,422	1,422	0	1,712
			44,092	44,092	40,189	54,961
E113005	Sportsground Mtce	Exp	(123,057)	(115,057)	(105,428)	(104,968)
E113010	Sportsground Building Mtce	Exp	(24,662)	(24,662)	(22,550)	(37,240)
E113015	Wetlands Park Mtce	Exp	(77,953)	(77,953)	(71,434)	(63,112)
E113020	Parks & Gardens Mtce	Exp	(67,359)	(67,359)	(61,710)	(66,212)
E113025	Puntapin Rock Mtce	Exp	(2,706)	(2,706)	(2,464)	(269)
E113030	Recreation Centre Mtce	Exp	(63,759)	(63,759)	(58,399)	(54,086)
E113035	Rec Staff Salaries	Exp	(18,000)	(18,000)	(16,608)	(2,808)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0	0
E113040	Superannuation	Exp	(1,980)	(1,980)	(1,824)	(3,383)
E113045	Other Expenses	Exp	(3,200)	(3,200)	(2,926)	(283)
E113050	Norring Lake Mtce	Exp	(3,400)	(3,400)	(3,091)	(6,307)
E113065	Eric Farrow Pavilion Mtce	Exp	(23,220)	(23,220)	(21,263)	(26,217)
E113070	Rec Centre Sports Equipment	Exp	(2,000)	(2,000)	(1,826)	(778)
E113075	Interest on Loan 131 - Rec Centre	Exp	0	0	0	0
E113078	Interest on Loan 142 - SSL Bowls Club	Exp	(1,422)	(1,422)	0	(1,712)
E113095	Community Gym Expenditure	Exp	(11,500)	(11,500)	(10,505)	(6,470)
E113115	Bowls Club Financial Assistance	Exp	(60,000)	(60,000)	(60,000)	(60,000)
E113100	Administration Allocated	Exp	(203,037)	(203,037)	(186,109)	(186,120)
E113190	Depreciation - Other Rec & Sport	Exp	(388,286)	(388,286)	(355,918)	(356,584)
			(1,075,541)	(1,067,541)	(982,055)	(976,549)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Library						
I115005	Lost Books	Inc	50	50	44	0
I115010	Reimbursements & Grants	Inc	100	4,255	4,255	4,155
			150	4,305	4,299	4,155
E115005	Library Staff Salaries	Exp	(50,969)	(50,969)	(47,031)	(53,901)
E115008	Library Leave/Wages Liability	Exp	0	0	0	0
E115015	Court House (Library) Maintenance	Exp	(11,347)	(11,347)	(10,362)	(11,613)
E115020	Library Other Expenses	Exp	(7,917)	(7,917)	(7,227)	(4,213)
E115030	Library IT	Exp	(12,800)	(16,955)	(16,955)	(5,895)
E115190	Depreciation - Libraries	Exp	(16,210)	(16,210)	(14,851)	(14,877)
			(99,242)	(103,397)	(96,426)	(90,499)
Other Culture						
I116035	Long Table Experience Income	Inc	0	0	0	0
I116065	Electronic Sign Advertising Income	Inc	3,000	3,000	2,750	1,591
I119015	Contribution to Woolorama	Inc	0	0	0	0
I119020	Reimbursements	Inc	0	0	0	1,200
I119030	Community Events Income	Inc	0	0	0	11,087
I119031	Other Culture Grant Funds	Inc	0	25,000	25,000	0
I113078	SS Loan 141 - Interest & Gtee Fee Reimbursement	Inc	2,671	2,671	1,335	1,170
			5,671	30,671	29,085	15,048
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	(500)	(500)
E116010	Woolorama Costs & Maintenance	Exp	(68,634)	(99,634)	(93,876)	(97,351)
E113077	Interest on Loan 141 - SSL Wagin Ag	Exp	(2,180)	(2,180)	(2,180)	(2,497)
E116015	Community Centre Mtce	Exp	(16,449)	(16,449)	(15,048)	(8,694)
E116020	Historical Village	Exp	(2,930)	(2,930)	(2,662)	(2,585)
E116025	Heritage Review	Exp	(12,130)	(12,130)	(12,128)	0
E116035	Long Table Experience Expenditure	Exp	0	0	0	0
E116045	Community Development Events	Exp	(14,000)	(14,000)	(12,500)	(16,812)
E116046	Community Development Equipment Maintenance	Exp	0	0	0	0
E116055	Other Culture Grant Funds Exp	Exp	(11,000)	(36,000)	(31,000)	(15,315)
E116060	Betty Terry Theatre Expenditure	Exp	(6,485)	(6,485)	(5,907)	(3,552)
E116065	Electronic Sign Maintenance	Exp	(4,500)	(4,500)	(4,114)	(3,828)
E116070	Court House Maintenance (Now use E115015 Instead)	Exp	(6,059)	(6,059)	(5,500)	(4,919)
E116075	NAB Building Maintenance	Exp	(10,554)	(10,554)	(9,636)	(16,248)
E116190	Depreciation - Other Culture	Exp	(99,193)	(99,193)	(90,926)	(98,539)
			(254,613)	(310,613)	(285,977)	(270,840)
Total Recreation & Culture Income			84,513	113,668	107,824	96,800
Total Recreation & Culture Expenditure			(2,165,203)	(2,217,358)	(2,040,404)	(2,015,002)
Transport						
Streets Roads Bridges & Depot Construction						
I121005	Direct Road Grants	Inc	151,694	151,694	151,694	151,694
I121010	Road Project Grants	Inc	552,448	552,448	441,956	421,242
I121015	Roads to Recovery Grant	Inc	312,145	312,145	312,138	264,805
I121020	Reimbursements	Inc	0	0	0	0
I121025	Contribution - Street Lighting	Inc	5,000	5,000	0	7,488
I121070	Main Roads Bridge Grant	Inc	0	0	0	0
I121076	LRCIP Funding	Inc	102,233	102,233	51,115	25,542
I147125	Storm Damage Reimbursements	Inc	0	0	0	0
			1,123,520	1,123,520	956,903	870,771

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Streets Roads Bridges & Depot Maintenance						
1122055	Diesel Fuel Rebate Income	Inc	40,000	40,000	36,663	40,872
			40,000	40,000	36,663	40,872
E122005	Road Maintenance	Exp	(130,000)	(130,000)	(119,141)	(89,494)
E122006	Maintenance Grading	Exp	(180,000)	(180,000)	(164,978)	(146,982)
E122007	Rural Tree Pruning	Exp	(65,000)	(65,000)	(59,554)	(60,568)
E122008	Rural Spraying	Exp	(10,000)	(10,000)	(9,163)	(5,329)
E122009	Town Site Spraying	Exp	(20,000)	(20,000)	(18,304)	(16,472)
E122010	Depot Mtce	Exp	(21,444)	(21,444)	(19,602)	(18,902)
E122011	Town Reserve & Verge Mtce	Exp	(10,000)	(10,000)	(9,152)	(6,891)
E122012	Bridge & Drainage Mtce	Exp	(22,500)	(22,500)	(20,603)	(12,462)
E122015	Rural Numbering	Exp	0	0	0	0
E122020	Footpath Mtce	Exp	(5,000)	(5,000)	(4,554)	(1,608)
E122025	Street Cleaning	Exp	(45,000)	(45,000)	(41,228)	(44,345)
E122030	Street Trees	Exp	(50,000)	(50,000)	(45,815)	(55,055)
E122035	Traffic & Street Signs Mtce	Exp	(4,000)	(4,000)	(3,652)	(3,975)
E122045	Townscape	Exp	(70,000)	(70,000)	(68,304)	(61,917)
E122050	Crossovers	Exp	(500)	(500)	(440)	(160)
E122055	RAMM Roads Database	Exp	(10,000)	(10,000)	(10,000)	(8,711)
E122060	Street Lighting	Exp	(70,000)	(70,000)	(64,163)	(58,888)
E122090	Graffiti Removal	Exp	0	0	0	0
E122100	Administration Allocated	Exp	(83,169)	(83,169)	(76,230)	(76,241)
E122105	Loss on Sale of Asset	Exp	0	0	0	0
E122190	Depreciation - Roads	Exp	(1,853,148)	(1,853,148)	(1,698,691)	(1,726,877)
E147120	Storm Damage - Not Claimable	Exp	0	0	0	(2,365)
			(2,649,761)	(2,649,761)	(2,433,574)	(2,397,242)
Road Plant Purchases						
1122100	Profit on Sale of Asset	Inc	58,192	114,797	114,797	117,177
			58,192	114,797	114,797	117,177
E123010	Loss on Sale of Asset	Exp	(5,396)	(1,396)	0	(1,118)
			(5,396)	(1,396)	0	(1,118)
Aerodrome						
1126015	Aerodrome Reimbursements/Grants	Inc	0	0	0	0
1126020	Aerodrome Hangar Lease	Inc	10,893	10,893	10,892	10,224
			10,893	10,893	10,892	10,224
E126005	Aerodrome Maintenance	Exp	(12,714)	(12,714)	(11,638)	(12,879)
E126190	Depreciation - Aerodromes	Exp	(47,112)	(47,112)	(43,177)	(43,240)
			(59,826)	(59,826)	(54,815)	(56,119)
Total Transport Income			1,232,605	1,289,210	1,119,255	1,039,044
Total Transport Expenditure			(2,714,983)	(2,710,983)	(2,488,389)	(2,454,479)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Economic Services						
Rural Services						
I131020	Landcare Reimbursements	Inc	79,653	79,653	73,007	74,764
			79,653	79,653	73,007	74,764
E131020	Landcare	Exp	(115,000)	(115,000)	(105,391)	(98,018)
E131030	Rural Towns Program	Exp	(18,000)	(18,000)	(16,478)	(6,474)
E131100	Administration Allocated	Exp	(29,060)	(29,060)	(26,631)	(26,642)
E131140	Water Management Plan / Harvesting	Exp	(10,000)	(10,000)	(9,130)	(11,711)
E131190	Depreciation - Rural Services	Exp	0	0	0	0
			(172,060)	(172,060)	(157,630)	(142,845)
Tourism & Area Promotion						
I132005	Caravan Park Fees	Inc	70,000	70,000	64,163	58,709
I132010	Reimbursements	Inc	1,000	1,000	913	909
I132015	RV Area Fees	Inc	10,000	10,000	9,163	6,036
I132035	Tourism Income	Inc	0	0	0	0
			81,000	81,000	74,239	65,654
E132010	Wagin Tourism Committee	Exp	0	0	0	0
E132015	Caravan Park Manager Salary	Exp	(35,238)	(35,238)	(32,518)	(35,005)
E132020	Caravan Park Mtce	Exp	(55,039)	(55,039)	(50,424)	(31,007)
E132023	Caravan Leave/Wages Liability	Exp	0	0	0	0
E132025	Subsidy Historic Village	Exp	(8,500)	(8,500)	(8,500)	0
E132035	RV Area Maintenance	Exp	(10,000)	(10,000)	(9,152)	(11,931)
E132040	Tourism Promotion & Subscripts	Exp	(14,500)	(14,500)	(13,277)	(5,257)
E132050	Administration Allocated	Exp	(148,525)	(148,525)	(136,147)	(136,147)
E132190	Depreciation - Tourism	Exp	(17,334)	(17,334)	(15,885)	(18,183)
			(289,136)	(289,136)	(265,903)	(237,530)
Building Control						
I133005	Building Licenses	Inc	5,000	5,000	4,576	5,606
I133010	Swimming Pool Inspection Fees	Inc	0	0	0	0
I142010	Sale of Land	Inc	0	0	0	0
			5,000	5,000	4,576	5,606
Other Economic Services						
I134005	Water Sales	Inc	20,000	20,000	18,326	44,885
			20,000	20,000	18,326	44,885
E134005	Water Supply - Standpipes	Exp	(25,000)	(25,000)	(22,891)	(45,213)
E134020	Land Sale Costs	Exp	0	0	0	(120)
E134190	Depreciation - Other Economic Services	Exp	(2,052)	(2,052)	(1,881)	(1,883)
			(27,052)	(27,052)	(24,772)	(47,216)
	Total Economic Services Income		185,653	185,653	170,148	190,909
	Total Economic Services Expenditure		(488,248)	(488,248)	(448,305)	(427,591)
Other Property & Services						
Private Works						
I141005	Private Works Income	Inc	20,000	20,000	18,326	24,579
			20,000	20,000	18,326	24,579
E141005	Private Works	Exp	(15,000)	(15,000)	(13,739)	(17,442)
E141100	Administration Allocated	Exp	(3,428)	(3,428)	(3,135)	(3,146)
			(18,428)	(18,428)	(16,874)	(20,588)

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Public Works Overheads						
I143020	Reimbursements	Inc	11,000	11,000	10,076	1,169
I143040	Workers Compensation	Inc	0	0	0	43,242
			11,000	11,000	10,076	44,411
E143005	Engineering Salaries	Exp	(118,891)	(118,891)	(109,741)	(97,996)
E143007	Engineering Administration Salaries	Exp	(64,406)	(64,406)	(59,448)	(68,976)
E143008	Works Leave/Wages Liability	Exp	0	0	0	0
E143009	Housing Allowance Works	Exp	(17,031)	(17,031)	(15,720)	(17,518)
E143015	CEO's Salary Allocation	Exp	(58,688)	(58,688)	(54,168)	(52,024)
E143020	Engineering Superannuation	Exp	(123,644)	(123,644)	(114,131)	(103,326)
E143025	Engineering - Other Expenses	Exp	(5,000)	(5,000)	(4,565)	(5,199)
E143030	Sick Holiday & Allowances Pay	Exp	(165,000)	(165,000)	(151,250)	(183,717)
E143040	Workers Compensation	Exp	0	0	0	(52,112)
E143045	Insurance on Works	Exp	(37,752)	(37,752)	(37,752)	(38,051)
E143050	Protective Clothing	Exp	(8,000)	(8,000)	(7,326)	(3,748)
E143055	Fringe Benefits	Exp	(500)	(500)	(500)	(214)
E143060	CEO's Vehicle Allocation	Exp	(1,000)	(1,000)	(913)	(2,130)
E143065	MOW - Vehicle Expenses	Exp	(8,000)	(8,000)	(7,315)	(5,901)
E143075	Telephone Expenses	Exp	(1,500)	(1,500)	(1,375)	(1,555)
E143080	Staff Licenses	Exp	(500)	(500)	(451)	(188)
E143085	Safety Equipment & Meetings	Exp	(4,000)	(4,000)	(3,652)	(5,036)
E143090	Conferences & Courses	Exp	(1,500)	(1,500)	(1,375)	0
E143095	Staff Training	Exp	(15,000)	(15,000)	(13,728)	(1,386)
E143105	Administration Allocated	Exp	0	0	0	0
E143200	LESS PWOH ALLOCATED	Exp	630,412	630,412	577,874	569,317
			0	0	(5,536)	(69,760)
Plant Operation Costs						
I144005	Sale of Scrap	Inc	500	500	451	0
I144010	Reimbursements	Inc	500	500	451	2,985
			1,000	1,000	902	2,985
E144010	Fuel & Oils	Exp	(180,000)	(180,000)	(164,989)	(142,297)
E144020	Tyres & Tubes	Exp	(20,000)	(20,000)	(18,326)	(16,470)
E144030	Parts & Repairs	Exp	(85,000)	(85,000)	(77,902)	(47,863)
E144040	Plant Repair - Wages	Exp	(30,000)	(30,000)	(27,489)	(25,987)
E144050	Insurance and Licences	Exp	(37,500)	(37,500)	(37,498)	(35,585)
E144060	Minor Tools and Consumables	Exp	(10,000)	(10,000)	(9,163)	(2,355)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	(1,000)	(913)	0
E144075	Minor Plant & Equipment <\$5000	Exp	(8,000)	(8,000)	(7,326)	(3,843)
E144200	LESS POC ALLOCATED-PROJECTS	Exp	371,500	371,500	340,538	249,654
			0	0	(3,068)	(24,746)
Salaries & Wages						
E146010	Gross Salaries, Allowances & Super	Exp	(2,849,974)	(2,849,974)	(2,630,738)	(2,670,625)
E146200	Less Sal , Allow, Super Allocated	Exp	2,849,974	2,849,974	2,630,738	2,670,625
			0	0	0	0
COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Unclassified						
I147005	Commission - Vehicle Licensing	Inc	50,000	50,000	45,826	48,039
I147006	Commission - TransWA	Inc	500	500	451	158
I147007	Reimbursement - OHS	Inc	0	0	0	0
I147035	Banking errors	Inc	0	0	0	96
I147050	Council Staff Housing Rental	Inc	18,200	18,200	16,676	9,800
I147065	Insurance Reimbursement	Inc	0	0	0	10,400
I147070	Council Housing Reimbursements	Inc	0	0	0	3,864
I147085	NAB Buiding Rent	Inc	8,400	8,400	7,700	7,406
I147120	Charge on Private use of Shire Vehicle	Inc	360	360	330	0
I147121	Reimbursement - Community Requests	Inc	0	0	0	0
			77,460	77,460	70,983	79,763

E147015	Community Requests & Events - CEO Allocation	Exp	(3,000)	(3,000)	(2,750)	(500)
E147035	Banking Errors	Exp	0	0	0	0
E147050	Council Housing Maintenance	Exp	(95,000)	(95,000)	(86,801)	(66,961)
E147051	Interest on Loan 137 - Staff Housing	Exp	(6,230)	(6,230)	(5,709)	(5,749)
E147052	Interest on Loan 138 - Doctor Housing	Exp	(2,430)	(2,430)	(2,430)	(2,430)
E147055	Consultants	Exp	(55,000)	(55,000)	(50,413)	(38,081)
E147070	4WD Resource Sharing Group	Exp	(7,500)	(7,500)	(6,875)	(7,036)
E147075	Employee Assistance	Exp	0	(3,645)	(3,645)	0
E147090	Building Maintenance	Exp	(5,000)	(5,000)	(4,554)	(2,289)
E147100	Administration Allocated	Exp	(130,236)	(130,236)	(119,383)	(119,383)
E147105	Cost to Sell Council Property	Exp	0	(2,000)	(2,000)	(7,924)
E147115	Occupational Health & Safety (OHS)	Exp	(10,000)	(10,000)	(9,163)	(2,153)
E147130	Depreciation - Unclassified	Exp	(136,963)	(136,963)	(125,544)	(125,886)
E147140	Loss on Sale of Asset	Exp	0	(4,000)	(4,000)	(4,000)
E147150	Community Requests Budget	Exp	(24,430)	(24,430)	(22,385)	(24,170)
E147151	Community Donations/Sponsorship	Exp	(3,500)	(3,500)	(3,201)	(1,553)
			(479,289)	(488,934)	(448,853)	(408,115)
Total Other Property & Services Income			109,460	109,460	100,287	151,738
Total Other Property & Services Expenditure			(497,716)	(507,361)	(474,331)	(523,209)
Total Income			5,768,410	5,957,475	5,661,513	5,730,864
Total Expenditure			(8,879,434)	(8,967,234)	(8,256,108)	(8,090,503)
Net Deficit (Surplus)			(3,111,024)	(3,009,759)	(2,594,595)	(2,359,639)

8.1.2 SCHEDULE OF ACCOUNTS PAYMENTS – MAY 2024

AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	FM.FI.1
ATTACHMENTS:	Attachment 1 - Payments List May 2024

OFFICER RECOMMENDATION

That Council **RECEIVE** the list of accounts paid by the Chief Executive Officer under delegated authority, during May 2024: -

- **EFT Payments EFT14778 – EFT14814, EFT14820 – EFT14821, EFT14825 – EFT14867, EFT14869 – EFT14905, EFT14908– EFT14909, Cheque Payments 236 – 239 and Direct Debit Payments DD5630.1– DD5666.30 from the Municipal Account totalling \$606,618.66.**
- **EFT Payments EFT14815 – 14819 and EFT14868 from the Restricted Funds Account totalling \$1,000.00.**
- **Credit card Payments totalling \$1,343.01.**

BRIEF SUMMARY

This item presents the schedule of payments made during May 2024 for Council approval in accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996.

BACKGROUND/COMMENT

The Local Government has delegated authority to the CEO to make payments from the municipal fund or the restricted fund as required. A list of all the payments is to be prepared each month showing all accounts paid since the last list was prepared.

All accounts paid have been fully checked and are supported by purchase orders and certified as to the receipt of goods and/or services and compliant with the Shire of Wagin purchasing policy.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Local Government (Financial Management) Regulations 1996

Regulation 13

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared
 - (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- 2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name;
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under subregulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

All expenditure has been approved via adoption of the 2023/24 Annual Budget or resulting from a Council Motion for a budget amendment.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

SHIRE OF WAGIN
STATEMENT OF PAYMENTS
For the Period Ended 31 May 2024

Municipal Funds Account - List of Payments

Chq/EFT	Date	Name	Description	Amount
Cheque Payments				
236	02/05/2024	Department Of Transport	Vehicle Registration - Fire Trailer (DFES03)	(25.30)
237	16/05/2024	Kleenheat Gas	Gas Bottle - Equipment Service Charge - 14 Gordon Street	(100.10)
238	21/05/2024	C29 Metals Limited	Rates Refund	(603.66)
239	30/05/2024	Department Of Transport	Vehicle Registration - Fire Tender (P97)	(419.15)
Cheque Payments Total				(1,148.21)
EFT Payments				
EFT14778	02/05/2024	3e Advantage Pty Limited	Photocopier Charges - April 2024	(1,131.63)
EFT14779	02/05/2024	Alexander Galt And Co Pty Ltd	Gas bottles - Caravan Park / Star Pickets - 14 Gordon St / Valve - Pound / Stormwater Fittings -Sportsground	(602.80)
EFT14780	02/05/2024	Australia Post	Postage - April 2024	(578.85)
EFT14781	02/05/2024	B L Woodhouse	Repair Air Con - Sportsground Building - Install Gazebo Over Seating - Chellew, Bojanning and Wetlands Parks	(3,123.60)
EFT14782	02/05/2024	BP Australia Pty Ltd	Monthly Card Fee - Wedgecarrup, Piesseville and Town Bushfire Trucks	(8.85)
EFT14783	02/05/2024	Bitumen Distributors Pty Ltd	Emulsion -Dongolocking Road - Reconstruct Seal Widen	(880.00)
EFT14784	02/05/2024	City Of Albany	Migration Fee - Regional WA Library Consortium	(3,912.70)
EFT14785	02/05/2024	Command A Com	Shire Administration Office, Works Depot, Rec Centre and Library - Phone and Fax Service - April 2024	(152.17)
EFT14786	02/05/2024	Cutting Edges	Grader Blades - Dongolocking Road	(3,781.80)
EFT14787	02/05/2024	Florals By Londa	ANZAC Day Wreath	(100.00)
EFT14788	02/05/2024	Fuel Distributors Of WA Pty Ltd	Diesel - Fire Tender (P84)	(100.04)
EFT14789	02/05/2024	Fulton Hogan Industries Pty Ltd	2 Coat Seal - Dongolocking Road	(115,859.19)
EFT14790	02/05/2024	G and M Detergents and Hygiene Services Albany	Cleaning Supplies - Shire Managed Buildings	(189.70)
EFT14791	02/05/2024	Goodyear Autocare Wagin	Replacement Tyres -Caterpillar Backhoe (P47) / Battery - Forklift / Replace Tyre and Balance - MOW Vehicle	(3,690.50)
EFT14792	02/05/2024	Grilllex Pty Ltd	Eco Drinking Fountain - Parks and Gardens	(2,139.50)
EFT14793	02/05/2024	Guardian Safety Pendants	Annual Monitoring Fee and Sim Card - Medi Watch - Homecare	(924.00)
EFT14794	02/05/2024	Hersey's Safety Pty Ltd	Fan Rakes -Minor Plant and Equipment	(148.50)
EFT14795	02/05/2024	Wagin IGA X-press	Toilet Rolls - Public Toilets	(698.61)
EFT14796	02/05/2024	ICtouch Pty Ltd	NBN Services -June 2024 - Medical Centre	(540.00)
EFT14797	02/05/2024	Larry Stanbridge	Staff Reimbursement - Gun Licence Renewal 2024 - Ranger	(75.00)
EFT14798	02/05/2024	Liberty Oil Australia Pty Ltd	Diesel - Stock	(9,394.00)
EFT14799	02/05/2024	Property Supervision Services	Gardener Hours - Homecare	(2,570.00)
EFT14800	02/05/2024	Public Transport Authority	PTAWA Commission - Transwa	(12.02)
EFT14801	02/05/2024	Rachel Birstow	Staff Reimbursement - LIWA Seminar, Membership and Polo	(300.00)
EFT14802	02/05/2024	Ray Ford Signs (Powerhouse Signs)	Signage - Australia Day / Update and Install Citizen of the Year Honour Boards - Admin Office	(262.68)
EFT14803	02/05/2024	Robyn-Anne Flett	Staff Reimbursement - Batteries	(28.00)
EFT14804	02/05/2024	Security And Key Distributors	Padlock - Wetlands Park / New Lock and Spare Keys - Admin Office Rear Doors	(612.94)
EFT14805	02/05/2024	Stabilised Pavements Of Australia	Cement Stabilising -Dongolocking Road	(79,220.24)
EFT14806	02/05/2024	Synergy	Synergy Accounts - Various	(19,736.04)
EFT14807	02/05/2024	Team Global Express Pty Ltd	Freight Costs	(67.49)
EFT14808	02/05/2024	Telstra	Telstra Accounts - Various	(94.70)
EFT14809	02/05/2024	WA Contract Ranger Services Pty Ltd	Ranger Services - April 2024	(1,306.25)
EFT14810	02/05/2024	Wagin Mechanical Repairs	Repairs, New Exhaust and Muffler - Forklift (P51) / Vehicle Service -	(3,084.30)
EFT14811	02/05/2024	Wagin State Emergency Service	Wagin SES 3rd Quarter Payment	(6,658.28)
EFT14812	02/05/2024	Wallis Computer Solutions	Additional Adobe Pro Licence - Homecare / NBN and Fusion Internet - May 2024	(923.62)
EFT14813	02/05/2024	Wangling Nominees Pty Ltd	Supply of Gravel - Beaufort and Hyde Roads	(3,712.50)
EFT14814	02/05/2024	Westrac Equipment	Parts for Plant Maintenance - Caterpillar Grader (P10)	(427.92)
EFT14820	09/05/2024	Australian Services Union	Payroll Deductions	(26.50)
EFT14821	09/05/2024	Wagin Woodanilling Landcare Zone	Payroll Deductions	(42.00)
EFT14825	16/05/2024	Afgri Equipment Australia Pty Ltd	Parts for Plant Maintenance -John Deere Mower (P22)	(164.03)
EFT14826	16/05/2024	Alexander Galt And Co Pty Ltd	Batteries - Homecare and Admin / Hand cleaner - Admin / Stormwater Pipe and Fittings - Ware St / Tap Fitting - Caravan Park	(266.95)
EFT14827	16/05/2024	Ampac Debt Recovery	Debt Recovery Costs - Rates	(4,162.23)
EFT14828	16/05/2024	Art Hanging System	Art Hanging System - Library	(338.58)
EFT14829	16/05/2024	Australian Communications Authority	License Renewal - Mt Latham Telstra Radio Terminal	(115.00)
EFT14830	16/05/2024	Benara Nurseries	Seedlings - Townscape	(549.34)
EFT14831	16/05/2024	C.E.S. Midland	Tuscan Solar Lights - RV Area	(534.37)
EFT14832	16/05/2024	Chefmaster Australia	120L bin liners - Street Cleaning	(730.00)
EFT14833	16/05/2024	Corsign WA Pty Ltd	Curved Road Left Signs - Dongolocking Road	(298.10)
EFT14834	16/05/2024	Doms Delicatessen Of Wagin	Catering - Bushfire Volunteers - Mt Latham fire	(187.50)
EFT14835	16/05/2024	Edwards Isuzu Ute	Replace Windscreen and Repair Front Bumper -Isuzu D-Max 4x2 (P50)	(1,515.05)
EFT14836	16/05/2024	Elders Rural Services Australia Limited	Galvanised Strainer and Strut - Dongolocking Road	(159.00)
EFT14837	16/05/2024	Elite Pool Covers	Blanket Buddy Batteries and Speed Controller - Swimming Pool	(885.50)
EFT14838	16/05/2024	Fuel Distributors Of WA Pty Ltd	Unleaded Fuel - Homecare Managers Vehicle (P80)	(66.40)
EFT14839	16/05/2024	Goodyear Autocare Wagin	Replacement Tyres -Toyota Hilux Workmate Ute (P85) and Kubota Mower (P18)	(920.00)
EFT14840	16/05/2024	Great Southern Fuel Supply	Unleaded Fuel - Darkan Homecare Vehicle (P86)	(403.42)
EFT14841	16/05/2024	Great Southern Waste Disposal	Management of Waste Facility and Refuse Collection - April 2024	(28,663.36)
EFT14842	16/05/2024	Liberty Oil Australia Pty Ltd	Diesel - Stock	(8,825.00)
EFT14843	16/05/2024	Marleys Diesel and Ag	Oil -Road Maintenance	(120.45)
EFT14844	16/05/2024	MCG Fire Services	Installation and Signage - 4.5kg DCP Fire Extinguisher - Youth Centre	(176.56)

Chq/EFT	Date	Name	Description	Amount
EFT14845	16/05/2024	Narrogin Carpet Court	Floor Rug Adhesive - Library	(60.00)
EFT14846	16/05/2024	Officeworks	Stationary Order - Homecare and Admin Office	(1,210.57)
EFT14847	16/05/2024	Origin	Gas Bottle - Equipment Service Charge - 2 Ballagin Street	(83.00)
EFT14848	16/05/2024	Property Supervision Services	Gardener Hours - Homecare	(2,573.00)
EFT14849	16/05/2024	Shire Of Narrogin	Contribution to CATS Vehicle Purchase Program	(1,000.00)
EFT14850	16/05/2024	St Luke's Family Practice Management Trust	Management Fee for Wagin Practice - April 2024	(4,583.33)
EFT14851	16/05/2024	Synergy	Synergy Accounts - Various	(1,800.69)
EFT14852	16/05/2024	Talis Consultants	Consultancy Fees - Valuation of Drainage Assets (Inspection)	(8,501.97)
EFT14853	16/05/2024	Team Global Express Pty Ltd	Freight Costs	(104.53)
EFT14854	16/05/2024	Telstra	Telstra Accounts - Various	(1,141.94)
EFT14855	16/05/2024	Tommisso Mangalavite	Supply of Gravel - Dongolocking Road	(3,894.00)
EFT14856	16/05/2024	WA Contract Ranger Services Pty Ltd	Ranger Services - May 2024	(1,463.00)
EFT14857	16/05/2024	WA Library Supplies	Single Sided Shelving - Library	(1,481.58)
EFT14858	16/05/2024	Wagin Agri Services	Fertiliser - Sportsground Oval	(352.00)
EFT14859	16/05/2024	Wagin District Farmers Co-operative	Kitchen Refreshments and Cleaning Supplies - Library, Admin Office, Meetings, Works Depot and Homecare	(411.82)
EFT14860	16/05/2024	Wagin Gas Electrics	Pump Issue - Nalder St / Inspect RCDs - Depot / Repair Security Light - Caravan Park	(969.50)
EFT14861	16/05/2024	Wagin IGA X-press	Kitchen Refreshments - April 2024	(260.75)
EFT14862	16/05/2024	Wagin Meats	Happy Days Luncheon Supplies	(23.40)
EFT14863	16/05/2024	Wagin Mechanical Repairs	Vehicle Service - CEO vehicle (P01)	(488.70)
EFT14864	16/05/2024	Wagin Netball Club	Everlastings Seeds - Parks and Gardens	(200.00)
EFT14865	16/05/2024	Wagin State Emergency Service	Wagin SES 4th Quarter Payment	(7,774.25)
EFT14866	16/05/2024	Wagin Truck Centre	Parts for Plant Maintenance - Small Plant (P30 and P32)	(94.90)
EFT14867	16/05/2024	Water Corporation	Water Accounts - Various	(3,823.85)
EFT14869	21/05/2024	Australian Taxation Office	BAS - April 2024	(16,259.00)
EFT14870	23/05/2024	Australian Services Union	Payroll Deductions	(26.50)
EFT14871	23/05/2024	Wagin Woodanilling Landcare Zone	Payroll Deductions	(42.00)
EFT14872	30/05/2024	3e Advantage Pty Limited	Photocopier Charges - May 2024	(1,290.58)
EFT14873	30/05/2024	Alexander Galt And Co Pty Ltd	Drill Bits - Shire Culverts / Light Globes - Arnott St / PVC Fittings - Swimming Pool / Repair Supplies - Homecare / Key - Depot	(304.40)
EFT14874	30/05/2024	Apps Plumbing and Gas Wagin	Repairs to Valve - Piesseville Standpipe / Water Supply Level Issue - Hockey Club / New HWS - Medical Centre	(3,370.40)
EFT14875	30/05/2024	B L Woodhouse	Repairs to Brick Wall - Sportsground Buildings / Replace Fence - 14 Gordon St	(1,159.00)
EFT14876	30/05/2024	BKS Electrical Pty Ltd	Address Issue - CCTV Fault	(407.00)
EFT14877	30/05/2024	Cresswells	Bo Ho Chair - Library	(425.00)
EFT14878	30/05/2024	D J Turner Pty Ltd	Inspection and Report - NAB Building Verandah	(660.00)
EFT14879	30/05/2024	Department Of Fire and Emergency Services	2023/2024 ESL Quarter 4	(13,096.65)
EFT14880	30/05/2024	Goodyear Autocare Wagin	Repair Tyre - Caterpillar Graders (P10 and P12) / Battery - John Deere Mower (P22)	(786.80)
EFT14881	30/05/2024	Independence Australia	HCP Purchases	(655.20)
EFT14882	30/05/2024	Landgate - Midland	Rural UV General Revaluation 2023/2024 / Valuations - Mining Tenements / Interims - GRV	(8,346.93)
EFT14883	30/05/2024	Michael Tito	High Risk Work License - Staff	(44.00)
EFT14884	30/05/2024	Midalia Steel Pty Ltd	Tempcore Reo Bar - Shire Culverts	(34.18)
EFT14885	30/05/2024	Minding Auto Electrics	Repairs to Backhoe (P47)	(2,537.68)
EFT14886	30/05/2024	MBJ Industries	Box Culverts - Shire Culverts	(2,318.54)
EFT14887	30/05/2024	Narrogin Gasworx	HCP Expenses	(5,870.00)
EFT14888	30/05/2024	Natasha Madden	Purchase of Local Author Books - Library	(130.00)
EFT14889	30/05/2024	Officeworks	Stationary Order - Admin and Homecare Office	(288.89)
EFT14890	30/05/2024	Palace Hotel	Refreshments - Council Chambers	(190.96)
EFT14891	30/05/2024	Property Supervision Services	Gardener Hours - Homecare	(2,662.00)
EFT14892	30/05/2024	Public Transport Authority	PTAWA Commission - Transwa	(270.06)
EFT14893	30/05/2024	RJ and CA Scardetta	Installation of Shower Cubicles - Change Rooms	(15,000.00)
EFT14894	30/05/2024	St Luke's Family Practice Wagin	Pre-Employment Medical - Staff	(180.00)
EFT14895	30/05/2024	Sunny Brushware Suppliers	Tractor Broom	(1,266.43)
EFT14896	30/05/2024	Synergy	Synergy Accounts - Various	(9,882.38)
EFT14897	30/05/2024	Team Global Express Pty Ltd	Freight Costs	(332.35)
EFT14898	30/05/2024	Telstra	Telstra Accounts - Various	(79.70)
EFT14899	30/05/2024	WA Contract Ranger Services Pty Ltd	Ranger Services - May 2024	(1,463.00)
EFT14900	30/05/2024	Wagin Community Resource Centre	Renewal - Wagin CRC Business/Community Group Membership 2024/2025	(80.00)
EFT14901	30/05/2024	Wagin Gas Electrics	Lighting Repairs - RV Toilet Block / Installation of RCD's -Commentator Box / Repair Light Switch - Recreation Centre	(872.35)
EFT14902	30/05/2024	Wagin Panel and Paint	Insurance Claim Excess -Toyota Hilux Workmate Ute (P85)	(300.00)
EFT14903	30/05/2024	Wagin Truck Centre	Parts for Plant Maintenance	(66.40)
EFT14904	30/05/2024	Wallis Computer Solutions	Attendance to Assist with Emergency Generator Processes Testing / Development of Associated Procedures	(1,347.00)
EFT14905	30/05/2024	Water Corporation	Water Accounts - Various	(26,567.55)
EFT14908	31/05/2024	Construction Training Fund	BCITF - May 2024	(2,015.50)
EFT14909	31/05/2024	Department Of Mines, Industry Regulation And Safety	BSL - May 2024	(1,438.57)
EFT Payments Total				(480,561.54)
Direct Debit Payments				
DD5630.1	09/05/2024	Aware Super	Superannuation contributions	(7,629.33)
DD5630.2	09/05/2024	BT Panorama	Superannuation contributions	(167.28)
DD5630.3	09/05/2024	Netwealth Superannuation	Superannuation contributions	(328.44)
DD5630.4	09/05/2024	R E I Super	Superannuation contributions	(206.10)
DD5630.5	09/05/2024	The Trustee for Trojan Self Managed Super Fund	Superannuation contributions	(527.13)
DD5630.6	09/05/2024	Rest Administration	Superannuation contributions	(997.11)
DD5630.7	09/05/2024	Hesta Super Fund	Superannuation contributions	(731.05)

Chq/EFT	Date	Name	Description	Amount
DD5630.8	09/05/2024	Australian Super Administration	Superannuation contributions	(1,665.23)
DD5630.9	09/05/2024	Hostplus	Superannuation contributions	(246.23)
DD5639.1	01/05/2024	Department Of Transport	Daily Licensing Takings 29/04/2024	(3,165.85)
DD5639.2	02/05/2024	Department Of Transport	Daily Licensing Takings 30/04/2024	(2,217.70)
DD5641.1	27/05/2024	Bankwest	Mastercard to 7 May 2024	(2,650.51)
DD5653.1	23/05/2024	Aware Super	Superannuation contributions	(6,851.23)
DD5653.2	23/05/2024	BT Panorama	Superannuation contributions	(208.49)
DD5653.3	23/05/2024	Netwealth Superannuation	Superannuation contributions	(328.44)
DD5653.4	23/05/2024	R E I Super	Superannuation contributions	(206.10)
DD5653.5	23/05/2024	The Trustee for Trojan Self Managed Super Fund	Superannuation contributions	(582.17)
DD5653.6	23/05/2024	Hesta Super Fund	Superannuation contributions	(698.51)
DD5653.7	23/05/2024	Rest Administration	Superannuation contributions	(982.82)
DD5653.8	23/05/2024	Australian Super Administration	Superannuation contributions	(1,674.59)
DD5653.9	23/05/2024	Hostplus	Superannuation contributions	(193.14)
DD5666.1	10/05/2024	Department Of Transport	Daily Licensing Takings 08/05/2024	(2,015.40)
DD5666.2	13/05/2024	Department Of Transport	Daily Licensing Takings 09/05/2024	(941.10)
DD5666.3	13/05/2024	Western Australian Treasury Corporation	Loan Repayment - 139 May 2024	(6,009.05)
DD5666.4	14/05/2024	Department Of Transport	Daily Licensing Takings 10/05/2024	(1,391.80)
DD5666.5	15/05/2024	Department Of Transport	Daily Licensing Takings 13/05/2024	(4,450.35)
DD5666.6	15/05/2024	Sandwai Pty Ltd	May Monthly Fee for Sandwai	(457.60)
DD5666.7	15/05/2024	Sheriff's Office Perth	Fines Enforcement Lodgement Fee	(334.00)
DD5666.8	16/05/2024	Department Of Transport	Daily Licensing Takings 14/05/2024	(1,863.10)
DD5666.9	17/05/2024	Department Of Transport	Daily Licensing Takings 14/05/2024	(1,591.55)
DD5626.22	03/05/2024	Bankwest	Merchant Fees - April 2024	(335.58)
DD5630.10	09/05/2024	North Personal Superannuation	Superannuation contributions	(296.93)
DD5630.11	09/05/2024	Prime Super	Superannuation contributions	(289.94)
DD5630.12	09/05/2024	Smartmonday Prime	Superannuation contributions	(136.34)
DD5630.13	09/05/2024	Hub24 Super Fund	Superannuation contributions	(259.64)
DD5653.10	23/05/2024	North Personal Superannuation	Superannuation contributions	(296.93)
DD5653.11	23/05/2024	Prime Super	Superannuation contributions	(284.91)
DD5653.12	23/05/2024	Smartmonday Prime	Superannuation contributions	(167.18)
DD5653.13	23/05/2024	Hub24 Super Fund	Superannuation contributions	(259.64)
DD5666.10	17/05/2024	Aussie Broadband Pty Ltd	Broadband May 2024	(330.00)
DD5666.11	20/05/2024	Department Of Transport	Daily Licensing Takings 16/05/2024	(865.00)
DD5666.12	21/05/2024	Department Of Transport	Daily Licensing Takings 17/05/2024	(1,133.95)
DD5666.13	22/05/2024	Department Of Transport	Daily Licensing Takings 20/05/2024	(2,033.85)
DD5666.14	23/05/2024	Department Of Transport	Daily Licensing Takings 21/05/2024	(3,224.70)
DD5666.15	24/05/2024	Department Of Transport	Daily Licensing Takings 24/05/2024	(12,120.45)
DD5666.16	24/05/2024	Western Australian Treasury Corporation	Loan Repayment 137 - May 2024	(1,907.86)
DD5666.17	27/05/2024	Department Of Transport	Daily Licensing Takings 27/05/2024	(3,853.65)
DD5666.18	02/05/2024	Western Australian Treasury Corporation	Loan Repayment 142 - May 2024	(3,003.59)
DD5666.19	29/05/2024	Department Of Transport	Daily Licensing Takings 28/05/2024	(8,872.20)
DD5666.20	30/05/2024	Department Of Transport	Daily Licensing Takings 29/05/2024	(3,316.50)
DD5666.21	31/05/2024	Western Australian Treasury Corporation	Loan Repayment 141 - May 2024	(11,672.13)
DD5666.25	03/05/2024	Department Of Transport	Daily Licensing Takings 01/05/2024	(1,699.30)
DD5666.26	06/05/2024	Department Of Transport	Daily Licensing Takings 02/05/2024	(2,775.05)
DD5666.27	03/05/2024	Payrix	Synergy Online Transaction Fee	(12.79)
DD5666.28	07/05/2024	Department Of Transport	Daily Licensing Takings 03/05/2024	(7,818.80)
DD5666.29	08/05/2024	Department Of Transport	Daily Licensing Takings 06/05/2024	(4,828.40)
DD5666.30	09/05/2024	Department Of Transport	Daily Licensing Takings 07/05/2024	(1,802.20)
Direct Debit Payments Total				(124,908.91)
Municipal Account - Payments Total				(606,618.66)
Restricted Funds Account - List of Payments				
EFT Payments				
EFT14868	16/05/2024	Tia Mcguffie	Bond Refund - Gym Fob	(50.00)
EFT14815	02/05/2024	Donna Marie George	Bond Refund - Equipment Hire	(150.00)
EFT14816	02/05/2024	Emily Stephens	Bond Refund - Venue Hire	(300.00)
EFT14817	02/05/2024	Jill Harling	Bond Refund - Gym Fob	(50.00)
EFT14818	02/05/2024	Tanya Patricia-gaye Wheeler	Bond Refund - Venue Hire	(300.00)
EFT14819	02/05/2024	Wagin Communita Hub	Bond Refund - Community Bus	(150.00)
EFT Payments Total				(1,000.00)
Restricted Funds Account - Payments Total				(1,000.00)



8.1.3 CHIEF EXECUTIVE OFFICERS ACTIVITY REPORT

AUTHOR OF REPORT:	Chief Executive Officer
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	CM.CO.1
ATTACHMENTS:	NIL

OFFICER RECOMMENDATION

That Council NOTES the Chief Executive Officer's Report.

BRIEF SUMMARY

The following report details activities within the CEO portfolio.

BACKGROUND/COMMENT

Advocacy for live sheep export

Following the Commonwealth Government's announcement of the introduction of legislation to ban the export of live sheep, Officers have been working on a number of initiatives to call for a reversal of the decision.

On 21 May 2024, Officers assisted the Shire President write to 227 members of the Commonwealth Parliament inviting them to the Wagin to see the contribution that the sheep industry makes to the community. This correspondence urges Commonwealth MPs to visit while there is still an industry and community to see and for those in Government to overturn the decision.

At the time of writing, Officers had received 16 responses with a few indicating interest in attending later in the year and holding discussions with the Shire President. On 14 June 2024 the Shire welcomed Senator Pauline Hanson to Wagin who had accepted the Shire's invitation to visit Wagin and hear about the importance of the sheep industry to the community.



The district's iconic Ram statue has been decorated with banners with displaying the 'Keep the Sheep' message. While Officers were not responsible for the installation of the banners, Officers did not oppose the initiative and supports its message.



On 14 June 2024, the Shire President presented to the House of Representatives Standing Committee on Agriculture, *Export Control Amendment (Ending Live Sheep Exports by Sea) Bill 2024* public hearing at Muresk.

This was a significant event with the Committee comprising Federal MPs and attended by farmers from across WA. The Shire President was joined by representatives from the Shire of Katanning and Northam as well as the North Eastern Wheatbelt Regional Organisation of Councils.

The Shire is also exploring opportunities to strengthen ties with the Goulburn Mulwaree Council which is home to Australia's other Giant Ram statue. The two local governments signed a partnership agreement in 2017 and the current situation involving live exports represents an opportunity for partnership.

Concrete Spill

Officers responded to an unusual emergency event on Thursday, 30 May 2024 when a concrete mixer left a trail of concrete of approximately four kilometres in length through town.

The concrete mixer, which was bound for Main Roads bridge works some 20km out of town, was carrying 5 cubic metres of concrete before the incident.

Impromptu traffic control had to be established while Officers cleared the gravel and concrete mix initially by shovel and later with the assistance of Fulton Hogan with a bobcat. Manpower was tested as the Shire's civils team was deployed elsewhere on the Shire completing time sensitive road works before the scheduled weekend wet weather.

Street sweeping on Saturday morning conducted with the cooperation of businesses and residents who avoided parking on the northside of the street cleared most of the concrete. The following week pressure cleaning of the pedestrian part of main street occurred but the residue is unlikely to be shifted.



The CEO has attended the following meetings / events for the period since the last report

Date	Meeting Attended
21 May	Wheatbelt Development Commission regarding Southern Wheatbelt Regional Drought Resilience Plan and Regional Housing projects
21 May	Works and Services Advisory Committee
23 May	Wagin Agricultural Society
24 May	Ratepayer
27 May	Wagin Historical Village
28 May	Peter Rundle MLA
28 May	Ordinary Council Meeting
29 May	Wagin Trotting Club
29 May	St Lukes Doctors
4 June	Ratepayer
4 June	Internal budget workshop
5 June	Scale Aerobatics WA
6 June	LGIS
11 June	CEO Review Committee
12 June	Wagin Woodanilling Landcare Zone
13 June	4WDL Meeting
13 June	Teleconference with CEO Goulburn Mulwaree Council
13 June	Visit by Cr Andrew Banfield Goulburn Mulwaree Council
13 June	Feathered Nest Gallery Opening
14 June	WALGA Zone at Quairading
14 June	House of Representatives Standing Committee on Agriculture, <i>Export Control Amendment (Ending Live Sheep Exports by Sea) Bill 2024</i> public hearing

Register of, and records relevant to, delegations to CEO and employees.

Under Section 5.46 of the *Local Government Act 1995* the CEO must keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

Below is the register of the Delegations undertaken:

Delegation	Exercised by	Date	Matter
16	CEO	5-Jun-24	Firewood collection permit
31	CEO	4-Jun-24	Food Truck Permit - Fee waived
20	CEO	6-Jun-24	Creditor Payment- payroll
20	CEO	13-Jun-24	Creditor Payment

CONSULTATION/COMMUNICATION

As detailed above

STATUTORY/LEGAL IMPLICATIONS

Nil.



POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil.

VOTING REQUIREMENTS

Simple Majority.

8.1.4 REVIEW OF DELEGATIONS

AUTHOR OF REPORT:	Chief Executive Officer
PREVIOUS REPORT(S):	5028 – August 2023
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	LE.PO.1
ATTACHMENTS:	Attachment 1 - Register of Delegation – track changes Attachment 2 – Proposed Register of Delegations and Authorisations for consideration and adoption

OFFICER RECOMMENDATION

That Council

- 1) Pursuant to section 5.46 of the *Local Government Act 1995* **REVIEWS and ADOPTS the Register of Delegations and Authorisations as contained within Attachment 2**
- 2) **DELETE policy F2 – Instalment payment of rates**
- 3) **DELETE policy W16 – Road Closure**
- 4) **DELETE policy H21 – Authority to Deal with Applications for Planning Approval**
- 5) **DELETE policy H4 – Approval/Refusal of Building Application**

BRIEF SUMMARY

Delegation is a technical legislative instrument that enables an entity to exercise the legislative powers of another entity. Legislation provides a range of discretionary powers to the 'local government' meaning the 'Council' which are commonly delegated to the Chief Executive Officer to enable the local government conduct its day to day business.

This paper proposes amendments to the Shire's delegations register to ensure currency and accuracy of the register.

BACKGROUND/COMMENT

Delegation is a formal means of empowering one entity to perform functions and duties that are otherwise reserved in legislation for another entity. Delegation is a tool used in government at all levels to enable the efficient and effective delivery of services while ensuring clarity regarding who is permitted to perform specific discretionary functions under legislation.

The appointment of authorised persons is a similar but distinct concept. Legislation occasionally enables a decision-making body or source of authority to appoint persons to perform specific tasks on their behalf. In this case, the authorising entity

does not have the power themselves to perform the task and can only authorise others to do so.

Legislative provisions related to enforcement often employ the appointment of authorised persons. Local government exercises many of its functions through a combination of delegated powers and authorisations. This includes functions under the Act but also legislation related to planning, dogs, cats, health, building, bush fire prevention and management and food safety.

Both delegations and authorisations must be in writing.

In line with the principles of good governance, delegations and authorisations should be regularly reviewed. Section 5.46 of the *Local Government Act 1995* requires that delegations made under the Act must be reviewed every financial year.

The last review of delegations occurred in August 2023. Accordingly, the Shire has met its legislative obligation to review delegations in the 2023-24 financial year.

However, as part of the Shire's journey of continuous improvement, Officers are of the view that the delegations register would benefit from an overhaul to ensure currency and compliance with good governance and legislative compliance.

The review of delegations has considered the thirty current delegations and made comparison with Shire of Serpentine Jarrahdale's register which similarly was overhauled in 2020 and the Shire of Narrogin to cross reference with a neighbouring local government.

The primary observation from Officers is that many of the current delegations seeking to provide authority for the administration to undertake activities where there is no formal legislative power to be delegated or could reasonably fit within the CEO's functions under 5.41 to manage the day to day operations of the local government. Council's role in such circumstances is to set policies which provides the parameters to cause Council decisions to be implemented in line with policy. An example of this is the delegation related to accepting dumped grain.

In other cases, some powers under legislation have not been delegated to the CEO where Officers are of the view that they could reasonably done so conditionally. A primary example being the power to waive or grant a concession on a fee. Without delegation, any application to waive or grant a concession on a fee, for example, the occasional use of a facility can only be approved by Council. Officers would suggest that a conditional power to the CEO in such circumstances would be appropriate.

The systematic review of each delegation is shown in the table below:

Delegation #	Delegation Name	Summary of proposed amendment
1	Abandoned vehicles	Add powers under 3.42 and 3.44 to ensure that the all the required powers are delegated being those relating to impoundment of vehicles, impoundment of non-perishable goods contained in the vehicle and giving notice per legislative requirements.
2	Previously deleted	-
3	Agreement to Payment of Rates and Service Chargers	Amend to add condition that agreement must be in writing. Delete policy F2 as the policy duplicates the Delegation
4	Previously deleted	-
5	Approval/Refusal Building Applications	Delegation needs to be expanded to cover the full range of powers in the <i>Building Act 2011</i> . It is also recommended to delete policy H4 Approval/Refusal of Building Application because this policy both duplicates and contradicts the delegation. The appropriate legislative instrument is a delegation with conditions.
6	Authorised Officers	AMEND to be an authorisation to the CEO. Power is not a delegation. Section 3.24 states the local government can appoint officers to exercise the powers under section 3.25 to give notice to an land owner to do the matters in schedule 3.1 which relate to maintaining public safety and convenience.
7	Authorised Officer Caravan Park & Camping Ground	DELETE - The powers under the Caravan Parks and Camping Grounds Act are not a delegation but instead an authorisation administered by the CEO in accordance with s9.10 of the Act. An additional CEO Authorisation is proposed.
8	Authorised Officers Dog Act	Remove WA Contract Ranger Services as delegations under the LG Act can only be to employees not contracted services. WA Contract Ranger Services act through the instruction of Officers
9	Authorisation of Officers to exercise certain provisions about land	DELETE – this delegation is covered in delegation 6
10	Bushfire policies	Amend to incorporate the broader powers in the <i>Bush Fire Act 1954</i> . In respect to the three named powers in current delegation Amend A) Prohibited and restricted variations s17 and s18 as this must be Shire President and Chief Bush Fire Control Officer jointly

Delegation #	Delegation Name	Summary of proposed amendment
		<p>Delete B) Council delegates its powers and authority of council equipment as this is an operational matter and cannot be delegated</p> <p>Retain c) Infringement notices</p> <p>Add a delegated power for s33 related to Firebreaks</p>
11	Clearing of rural road intersections & fence lines on road reserves	DELETE – no delegation required. This is not a legislative for Council to delegate and occurs through the functions of the CEO to manage the day to day operations of the local government
12	Closure of thoroughfares	Add reference to sections 3.50A and s3.51
13	Declared Noxious Weed Control	<p>Rename to be reserves under control of local government as this power goes beyond weed control– add Deputy Chief Executive Officer and covers</p> <p>(a) fence in or otherwise enclose, clear, level, drain, plant, and form walks and carriage drives through and over the land, or any part thereof; and</p> <p>(b) construct dams and reservoirs for the retention and formation of sheets of water thereon; and (c) otherwise improve or ornament the land, and do all such things as are calculated to adapt the land to the purposes of public recreation, health, and enjoyment; and</p> <p>(d) establish and maintain zoological gardens therein; and</p> <p>(e) grant licences for the depasturing of animals on the land, and take for the same such fees as the Board may, by any by-law, from time to time appoint; and</p> <p>(f) grant licences for the removal of any sand, gravel, or other earth or mineral, and for cutting and removing wood under such restrictions, and at such reasonable price, or such weekly, monthly, or yearly sum as the Board may think fit</p>
14	Donation requests	DELETE – not a legislative power than can be delegated. Provision of donation would be a payment from the municipal trust which is covered by Delegation 20. Acceptable donations should be covered in a policy framework
15	Dumping of grain	DELETE – not a legislative power than can be delegated. This is better dealt with by a Council policy framework

Delegation #	Delegation Name	Summary of proposed amendment
16	Firewood collection on road reserve	DELETE – not a legislative power than can be delegated. This is better dealt with by a Council policy framework
17	Investments	Amend to remove Manager of Finance
18	Legal representation – costs indemnification	DELETE – not a legislative power than can be delegated. This is better dealt with by a Council policy framework
19	Previously deleted	-
20	Payment of accounts	Amend to remove reference to Shire President as delegation to an elected member is not permitted as an elected member is not an employee
21	Planning applications	Amend to add condition that delegation may only be used when planning application does not receive objections. Remove the Shire Planner as delegate as power can technically only be delegated to an employee of the local government. It is also proposed to delete Council Policy H21 Authority to deal with applications for planning approval as this policy both duplicates and contradicts the delegation. The appropriate legislative instrument is a delegation with conditions.
22	Power and Duties – Food Act 2008	Broaden powers to ensure coverage of sections beyond appointment of authorised officers
23	Registration Officers Dog Act	Amend to reflect that most powers in the <i>Dog Act 1976</i> are conducted through an authorised registration officer
24	Road Train Permits	DELETE – there is no legislative power to delegate
25	Septic tanks approval	DELETE and replace with a power to delete section 24 of the <i>Public Health Act 2016</i> to appoint authorised officers
26	Swimming pool inspections	DELETE. Power to be covered in modified delegation 5
27	Townscape Painting Subsidies	DELETE – not a legislative power than can be delegated. This is better dealt with by a Council policy framework
28	Use of Common Seal	DELETE – not a legislative power than can be delegated. This is better dealt with by a Council policy framework
29	Permission to keep more than two dogs	DELETE – this will be covered in amended delegation 23
30	Tendering for Goods and Services	Unchanged
31	<i>Local Government (Uniform Local Law Provisions) Regulations 1996</i>	New Delegation – this delegation gives effect to powers to manage local government land and direct landowners to take action where

Delegation #	Delegation Name	Summary of proposed amendment
		activities impact local government land, including thoroughfares such as fallen trees.
32	Defer, Waive or Write off Debts and Fees	<p>New Delegation – delegates power under 6.12 to waive fees. Currently, any request to waive fees or write off debts is required to be considered by Council. It is proposed that a delegation be held in reserve for exceptional circumstances. The conditions would be similar to those at the Shire of Narrogin which stipulate</p> <p>The CEO is delegated power to approve reduction in fees and charges – a) the request is from a local community, charitable or not-for-profit organisation; b) the event is for the specific benefit of the local community; c) each request of the organisation does not exceed \$500 ex GST.</p>
33	Recovery of Rates or Service Charges	New delegation – commence proceedings to recover unpaid rates or service charges. This can give effect to Policy F14 Rate Recovery
34	Cat Act 2011	New delegation – powers under the <i>Cat Act 2011</i> related to registration and infringements
35	Graffiti Vandalism Act 2016	New delegation – authority to give notices to ensure graffiti is obliterated and to obliterate graffiti without consent

New Authorisations

Authorisation #	Authorisation type	Rationale
1	<i>Local Government Act 1995</i> – Appoint Authorised Persons	Add a CEO authorisation under section 9.10 to appoint authorised persons under the Local Government Act 1995, Caravan Parks and Camping Grounds Act, Building Regulations Cat and Dog legislation and Miscellaneous Provisions Act
2	<i>Dog Act 1976</i> – Authorised Registration Officers	Appoint registration officers to register dogs
3	<i>Local Government Act 1995</i> – s3.24 – Authorised persons directions relating to land	<p>Appoint authorised persons to exercise powers of a local government such as prevent water from dripping or running from a building on the land onto any other land.</p> <p>Place in a prominent position on the land a number to indicate the address; Modify or repair, in the interests of the convenience or safety of the public, anything constructed as mentioned in Schedule 9.1, clause 8, or repair any damage caused to the public thoroughfare or other public place mentioned</p>

Authorisation #	Authorisation type	Rationale
		in that clause, etc
4	<i>Public Health Act 2016 – Appointment of Environmental Health Officer</i>	Appointment of Environmental Health Officer as designate to administer the Public Health Act 2016
5	Shire of Wagin Local Laws	Prior to a fulsome review into the currency of local laws an overarching authorisation for the CEO to administer the local laws and exercise the powers of an authorised person is proposed.
6	Building Regulations 2012 – Inspection of barrier to private swimming pool	Head of power is to appoint an authorised person not to delegate.

The register of delegations in mark-up is contained in attachment 1. Attachment 2 contains the proposed register of delegations and authorisations for adoption.

CONSULTATION/COMMUNICATION

Nil.

STATUTORY/LEGAL IMPLICATIONS

The proposed changes align with legislative requirements.

POLICY IMPLICATIONS

Policies F2 and W16 Instalment payment of rates and Road Closure are proposed to be deleted because these policies duplicate the delegation without addition

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Council leadership

VOTING REQUIREMENTS

Absolute Majority



DELEGATIONS and AUTHORISATIONS REGISTER

As presented to Council 22 August 2023

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INTRODUCTION

Purpose of Delegating Authority

The aim of delegated authority is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the Shire of Wagin's commitment to a strong customer service focus.

The Delegated Authority Register details the head of power for each delegation, including legislation and Council policies, to enable easier cross-referencing. The Register will be reviewed on an annual basis in accordance with the requirements of s. 5.46 (2) of the *Local Government Act 1995*, with the coordination of the review to be performed by the Chief Executive Officer.

Legislation

The *Local Government Act 1995* allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the *Local Government Act 1995*, except for those listed in s. 5.43.

All delegations made by the Council must be by Absolute Majority [s. 5.42(1)].

Apart from the *Local Government Act 1995*, its regulations and the Shire of Wagin local laws created under the Act, a number of other pieces of legislation.

DELEGATED AUTHORITY REGISTER

Delegation by the Chief Executive Officer

Legislation (including the *Local Government Act 1995*) can provide for delegation of authority by Council to the Chief Executive Officer and also allow the Chief Executive Officer to further delegate a particular power or powers to another employee.

Sub-delegation this delegation must be made in writing, and must include any conditions or limitations placed by Council on the original delegation.

The Chief Executive Officer may also delegate the exercise of any power, or the discharge of any duty granted under the *Local Government Act 1995* by right of his or her position as Chief Executive Officer, other than the power of delegation itself [s. 5.44 (1)].

Under s. 5.46(1) and s. 5.46(2) of the *Local Government Act 1995*, a Register of Delegations relevant to the Chief Executive Officer and other Shire employees is to be kept and reviewed at least once in every financial year. Officers are also required to keep certain records whenever they exercise a power or duty which has been delegated to them [s. 5.46(3)].

This record must contain the following information [Reg. 19 – *Local Government (Administration) Regulations 1996*]:

- How the person exercised the power or discharged the duty;
- When the person exercised the power or discharged the duty; and

•The persons or classes of persons, other than Council or committee members or employees of the local government, directly affected by the exercise of the power or discharge of the duty.

Officers with delegated powers are responsible for ensuring that the requirements of Reg. 19 are complied with.

A person to whom a power is delegated under the *Local Government Act 1995* is considered to be a 'designated employee" under s. 5.74(b) of the *Local Government Act 1995* and is required to complete a Primary Return when commencing in the position and an Annual Return for each financial year thereafter.

These persons are those that hold the office of:

- Chief Executive Officer
- Deputy Chief Executive Officer
- Manager of Finance
- Manager of Works

Delegation No:1 Abandoned Vehicles

Date Adopted:	24 April 2012 Minute #1896
Date Last Reviewed:	
Policy Reference:	None

Delegate:	CEO
On-Delegated:	Yes

Legal (Parent): Local Government Act 3.39 3.40, 3.40, 3.42 and 3.44 “An employee authorised by a Local Government for the purpose may remove and impound and goods that are involved in a contravention that can lead to impounding”

Legal (Subsidiary):

Other Comments/Instructions/Persons On-Delegated

Council delegates its authority and power to remove and impound vehicle wrecks, impoundment of non-perishable goods contained in the vehicle and to declare a vehicle as an abandoned wreck.

Delegate:

Chief Executive Officer

On-Delegated:

Manager of Works

Delegation No:2

Blank

<i>Date Adopted:</i>	
<i>Date Last Reviewed:</i>	
<i>Policy Reference:</i>	

Delegate:	
<i>On-Delegated:</i>	
<i>Chief Executive Instruction:</i>	

Legal (Parent):

Legal (Subsidiary):

Other Comments

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Delegation No:3

Agreement to Payment of Rates and Service Charges

Date Adopted:	24 April 2012 Minute #1896
Date Last Reviewed:	
Policy Reference:	Finance Policy F.2

Delegate:	CEO
On-Delegated:	Yes

Legal (Parent): Local Government Act s 6.49
“A Local Government may accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.”

Legal (Subsidiary):

Other Comments

Council delegates to the Chief Executive Officer the authority and power to accept payment of a rate service charge due and payable by a person in accordance with an written agreement made with the person. Special payment agreements may be entered into for cases of special hardship for payment of rates, service charges, and domestic rubbish removal charges.

Delegate:

Chief Executive Officer

On-Delegated:

**Deputy Chief Executive Officer
Manager of Finance**

Delegation No:4

Blank

<i>Date Adopted:</i>	
<i>Date Last Reviewed:</i>	
<i>Policy Reference:</i>	

Delegate:	
<i>On-Delegated:</i>	
<i>Chief Executive Instruction:</i>	

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Legal (Subsidiary):

Other Comments

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Delegation No:5 Approval/Refusal Building Applications

Date Adopted:	May 2002
Date Last Reviewed:	
Policy Reference:	Health/Building/Planning Policy HBP.4

Delegate:	BS
On-Delegated:	No

Legal (Parent): Building Act 2011

Legal (Subsidiary):

Other Comments/Instructions/Persons On-Delegated

Council delegates its powers and duties of the Building Act 2011.

Delegate:

Chief Executive Officer

Building Surveyor

Delegation No:6

Blank

Delegation No:7

Blank

Delegation No:8 Blank

Delegation No:9 Blank

Delegation No:10 **Bush Fires Act 1954**

Date Adopted:	April 1997
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	Bushfire Policies B.2 / B.3 / B.6

Delegate:	CEO
On-Delegated:	Yes

Legal (Parent): Bush Fires Act 1954
s48

1) A local government may, in writing, delegate to its Chief Executive Officer the performance of any of its functions under this Act

2) Performance by the Chief Executive Officer of a local government is a function delegated under subsection (1) –

a) is taken to be in accordance with the terms of a delegation under this section, unless the contrary is shown; and

b) is to be treated as performance by the local government

3) A delegation under this section does not

Legal (Subsidiary):

include the power to subdelegate

Other Comments/Instructions/Persons On-Delegated

(a) s17 and s18 Suspend Prohibited and Restricted Burning Period – authority to suspend or amend prohibited burning and restricted burning periods.

Delegate:
Shire President and Chief Bush Fire Control Officer (jointly)
On-Delegated:
In Conjunction with Chief Bush Fire Control Officer (CBFCO)

(b) s59 Commencement of prosecution and issu of infringements

Delegate:
Chief Executive Officer

(c) s33 Local government may require occupier of land to plough or clear fire-break

Delegate
Chief Executive Officer

Delegation No:11 Blank

Delegation No:12

Closure of Thoroughfares

Date Adopted:	Dec 2008
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	Works Policy W.16

Delegate:	CEO
On-Delegated:	Yes

Legal (Parent): Local Government Act 1995
Section 3.50, 3.50A, 3.51

Legal (Subsidiary): Road Traffic Act 1974

Other Comments/Instructions/Persons On-Delegated

Council delegates its authority and power to the Chief Executive Officer to undertake the necessary consultation and action for closure of the thoroughfares to vehicles in cases of emergency or in connection with Council works, and to ensure that when works are carried out associated with fixing or altering the level of or alignment of a public thoroughfare that access by vehicles on or to land adjoining the thoroughfare can be reasonably provided.

Authorised Officer:

Chief Executive Officer

On-Delegated:

Manager of Works

Date Adopted:	24 April 2012 Minute #1896
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	None

Delegate:	CEO
On-Delegated:	Yes

Legal (Parent): Local Government Act 1995 s3.54 "If land reserved under the Land Administration Act 1997 is vested or placed under the control and management of a Local Government, it may do anything for the purpose of controlling and managing that land"

Legal (Subsidiary): Land Administration Act 1997 Section 5, Parks and Reserves Act 1895

Other Comments

If land reserved under the *Land Administration Act 1997* is vested in or placed under the control and management of a local government, the local government may do anything for the purpose of controlling and managing that land that it could do under section 5 of the *Parks and Reserves Act 1895* if it were a Board appointed under that Act to manage and control the land and for that purpose a reference in that section to a by-law is to be read as a reference to a local law.

Authorised Officer:

Chief Executive Officer

On-Delegated:

Manager of Works

Delegation No:14 **Blank**

Delegation No:15 **Blank**

Delegation No:16 **Blank**

Delegation No:17 **Investments**

<i>Date Adopted:</i>	22 June 2010
<i>Date Last Reviewed:</i>	22 August 2023 Minute # 5028
<i>Policy Reference:</i>	Finance Policy F.17

Delegate:	CEO
<i>On-Delegated:</i>	Yes

Legal (Parent): Local Government Act 1995
Section 6.14 – invested in accordance with Part
III of the Trustees Act 1962

“Power to Invest – subject to the regulations,
money held in the municipal or the trust fund of
a local government that is not, for the time

Legal (Subsidiary): Regulation 19, 28 and 49
Local Government (Financial Management)
Regulations 1996

being, required by the local government for any other purpose may be invested in accordance with Part III of the Trustees Act 1962”

Other Comments/Instructions/Persons On-Delegated

Council delegates authority and power to invest surplus funds in accordance with Council Policy, Finance Policy F.17.

Authorised Officers:

Chief Executive Officer

On-Delegated:

Deputy Chief Executive Officer

Delegation No:18

Blank

Delegation No:19

Blank

<i>Date Adopted:</i>	
<i>Date Last Reviewed:</i>	
<i>Policy Reference:</i>	

Delegate:	
<i>On-Delegated:</i>	
<i>Chief Executive Instruction:</i>	

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Other Comments/Instructions/Persons On-Delegated

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Date Adopted:	24 April 2012 Minute #1896
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	None

Delegate:	CEO
On-Delegated:	Yes

Legal (Parent): Local Government (Financial Management) Regulation 12

“A payment may only be made from the municipal or trust fund – (a) if the Local Government has delegated to the CEO the exercise of its powers to make payments from those funds by the CEO; or (b) otherwise, if the payment is authorised in advance by a resolution of council.”

Legal (Subsidiary):

Other Comments

Council Delegates its authority and power to the Chief Executive Officer to make payments from the Municipal or Trust Fund provided:

1. A list of payments made is presented to Council, in accordance with Financial Management Regulation 13.
2. All cheques signed are to be by two authorised signatories. The Chief Executive Officer or Manager of Finance or Deputy Chief Executive Officer or Manager of Works
3. The following procedure is to be implemented for the authorisation of payments made by Electronic Funds Transfer (EFT):
 - (i) A list of payments to be made by EFT is checked and authorised by the Chief Executive Officer or the Deputy Chief Executive Officer or the Manager of Finance
 - (ii) Online authorisation for the funds transfer is made by any two of the Chief Executive Officer or Manager of Finance or Deputy Chief Executive Officer or Manger of Works
 - (iii) Council is given a list of payments made by EFT each month as part of the financial statement sent out with the agendas.

Authorised Officer:

Chief Executive Officer

On-Delegated:

Manager of Finance

Deputy Chief Executive Officer

Manager of Works

Date Adopted:	16 March 1999
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	Health/Building/Planning Policy HBP.21

Delegate:	CEO
On-Delegated:	Yes

Legal (Parent):

s82 Planning and Development (Local Planning Schemes) Regulations 2015

(1) The local government CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's functions under this Scheme other than this power of delegation.

(2) A delegation under this clause must be in writing and may be general or as otherwise provided in the instrument of delegation.

(3) Subject to any conditions imposed by the local government on its delegation to the local government CEO under clause 82, this clause extends to a power or duty the exercise or discharge of which has been delegated by the local government to the CEO under that clause.

Legal (Subsidiary):

Other Comments/Instructions/Persons On-Delegated

s82 Planning and Development (Local Planning Schemes) Regulations 2015

Council delegates authority to grant approval to Planning Applications for permitted uses which comply with all requirements of the Local Planning Scheme No. 2 and where no objections have been received.

Delegate:

Chief Executive Officer

Date Adopted:	24 April 2012 Minute #1896
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	None

Delegate:	CEO
On-Delegated:	Yes
Chief Executive Instruction:	Yes

Legal (Parent): Food Act 2008
“An Act providing for the safety and suitability of food for human consumption, and for related purposes.”

Legal (Subsidiary): Section 122 126 (2) 126 (6) 126 (7) of the Food Act 2008

Other Comments

Council delegates its authority and powers to the Chief Executive Officer the capacity to exercise and discharge all or any of the powers and functions of the enforcement agency in regard to the Food Act 2008.

Authorised Officer:

Chief Executive Officer

Date Adopted:	22 June 2010
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	None

Delegate:	CEO
On-Delegated:	Yes

Legal (Parent):

10AA. Delegation of local government powers and duties (1) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, delegate to its chief executive officer any power or duty of the local government under another provision of this Act. (2) The delegation must be in writing. (3) The delegation may expressly authorise the delegate to further delegate the power or duty. (4) A local government's chief executive officer who is exercising or performing a power or duty that has been delegated as authorised under this section, is to be taken to do so in accordance with the terms of the delegation unless the contrary is shown. (5) Nothing in this section limits the ability of a local government's chief executive officer to perform a function through an officer or agent.

Legal (Subsidiary):

Other Comments/Instructions/Persons On-Delegated

Council delegates its authority and power to enable the officers authorised to deal with matters pertaining to the Dog Act of 1976.

Delegate:

Chief Executive Officer

On Delegated:

Deputy Chief Executive Officer

Delegation No:24
Blank

Date Adopted:	August 2006
Date Last Reviewed:	
Policy Reference:	None

Delegate:	CEO
On-Delegated:	No
Chief Executive Instruction:	

Legal (Parent):**Public Health Act 2016 s21**

A power or duty conferred or imposed on an enforcement agency may be delegated — (a) if the enforcement agency is the Chief Health Officer, in accordance with section 9; or (b) if the enforcement agency is a local government, to — (i) the chief executive officer of the local government; or (ii) an authorised officer designated by the local government;

Legal (Subsidiary):

1.

Other Comments/Instructions/Persons On-Delegated

Authority to designate a person or class of persons as authorised officers for the purposes of the Public Health Act 2016

Delegate:

Chief Executive Officer

On-Delegated:

Environmental Health Officer – (Contract Shire of Narrogin)

Delegation No:30 Tendering for Goods and Services

Date Adopted:	24 June 2014
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	Finance Policy F.15

Delegate:	CEO
On-Delegated:	Not Applicable
Chief Executive Instruction:	

<p>Legal (Parent):</p> <ol style="list-style-type: none"> Local Government Act 1995, Section 3.57. Local Government Act 1995, Section 5.42.
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<p>Legal (Subsidiary):</p> <ol style="list-style-type: none"> Local Government (Financial Management) Regulations 1996, as amended
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Other Comments/Instructions/Persons On-Delegated

Council delegates its authority and power to the Chief Executive Officer to -

- Call tenders for works or services prior to entering in to contract with others in respect to supply of goods or services exceeding \$250,000
- Call tenders for the provision of works or services not exceeding a value of \$250,000 and to accept what is to be deemed the most advantageous tender;
- Determine in writing the criteria for deciding which tender should be accepted, subject to Regulation 14 (2a) of the Local Government (Functions and General) Regulations 1996;

Subject to-

- Tenders called subject to (1) and (2) above, are to comply with Council's Purchasing/Tender Guide Policy.
- The goods or services being listed in the Shires Adopted Annual Budget;
- The criteria, once determined in (3) above, it is to be incorporated in the tender documentation.

Delegate

Chief Executive Officer

On-Delegated:

Nil

**Delegation No:31
1996**

Local Government (Uniform Local Provisions) Regulations

Date Adopted:	
Date Last Reviewed:	
Policy Reference:	

Delegate:	CEO
On-Delegated:	

Legal (Parent):
s5.42 of the *Local Government Act 1995*

Legal (Subsidiary):
1.

Other Comments/Instructions/Persons On-Delegated

Powers of the Local Government including but not limited to functions related to serving notices and providing approvals related to local government land and thoroughfares

Delegate
Chief Executive Officer

On-Delegated:
Manager of Works

Delegation No:32

Defer, Waive or Write off Debts

Date Adopted:	
Date Last Reviewed:	
Policy Reference:	

Delegate:	CEO
On-Delegated:	No

Legal (Parent): s5.42 of the <i>Local Government Act 1995</i>

Legal (Subsidiary): 1.

Other Comments/Instructions/Persons On-Delegated

The CEO is delegated power to approve reduction in fees and charges – a) the request is from a local community, charitable or not-for-profit organisation; b) the event is for the specific benefit of the local community; c) the request of the organisation does not exceed \$500 ex GST or \$2000 ex GST for a given financial year

Delegate
Chief Executive Officer

On-Delegated:
Nil

Delegation No:32

Recovery of Rates or Service Charges

Date Adopted:	
Date Last Reviewed:	
Policy Reference:	F14 Rate Recover

Delegate:	CEO
On-Delegated:	No

Legal (Parent): s5.42 of the <i>Local Government Act 1995</i>

Legal (Subsidiary): 1.

Other Comments/Instructions/Persons On-Delegated

Commence proceedings to recover unpaid rates or service charges

Delegate

Chief Executive Officer

On-Delegated:

Nil

Delegation No:33

Cat Act 2011

Date Adopted:	
Date Last Reviewed:	
Policy Reference:	

Delegate:	CEO
On-Delegated:	Yes

Legal (Parent): S44 of the <i>Cat Act 2011</i>
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Legal (Subsidiary): 1.

Other Comments/Instructions/Persons On-Delegated

Powers of the Cat Act 2011 including registration, giving notice and approval to breed

Delegate

Chief Executive Officer

On-Delegated:

Deputy Chief Executive Officer

Ranger

Customer Service Officer

Administration Officer

Delegation No:34

Graffiti Vandalism Act 2016

Date Adopted:	
Date Last Reviewed:	
Policy Reference:	

Delegate:	CEO
On-Delegated:	No

Legal (Parent): s16 Graffiti Vandalism Act 2016

Legal (Subsidiary): 1.

Other Comments/Instructions/Persons On-Delegated

Powers of the *Graffiti Vandalism Act 2016* to order the obliteration of graffiti including on private property

Delegate

Chief Executive Officer

On-Delegated:

Nil

Appointing entity	Chief Executive Officer
Express power to appoint	Local Government Act 1995 s9.10 Appointment of authorised persons
Appointments	<p>For the purposes of the <i>Local Government Act 1995</i>:</p> <p>s.9.16 – Giving of notice</p> <ul style="list-style-type: none"> • Chief Executive Officer • Ranger • Ranger (Contractor) <p>s9.16 – Giving of notice (for purposes of regulation 70 of the <i>Building Regulations 2012</i>)</p> <ul style="list-style-type: none"> • Chief Executive Officer • Environmental Health Officer (Shire of Narrogin) <p>For the purposes of carrying out the powers and duties of an Authorised Person under the <i>Caravan Parks and Camping Grounds Regulations 1997</i>:</p> <ul style="list-style-type: none"> • Chief Executive Officer • Environmental Health Officer (Shire of Narrogin) • Ranger • Ranger (Contractor) <p>For the purposes of the <i>Caravan Parks and Camping Grounds Act 1995</i>:</p> <p>s.18 - Powers of Entry, s.20 - Entry of occupied caravan or camp and s.23(2) - Issue an infringement notice</p> <ul style="list-style-type: none"> • Chief Executive Officer • Environmental Health Officer (Shire of Narrogin) • Ranger • Ranger (Contractor) <p>For the purposes of carrying out the powers and duties of an Authorised Person under the <i>Cat Act 2011</i>:</p> <ul style="list-style-type: none"> • Chief Executive Officer • Ranger • Ranger (Contractor) <p>For the purposes of carrying out the powers and duties of an Authorised Person under the <i>Dog Act 1976</i>:</p> <ul style="list-style-type: none"> • Chief Executive Officer • Ranger • Ranger (Contractor) <p>For the purposes of carrying out the powers and duties of an Authorised Person under the Local Government (Miscellaneous Provisions) Act 1960: Part XX related to the</p>

	<p>impounding of cattle.</p> <ul style="list-style-type: none"> • Chief Executive Officer • Ranger • Ranger (Contractor)
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Authorisation No:2 *Dog Act 1976 – Authorised Registration Officers*

Appointing entity	Local Government
Express power to appoint	s3 <i>Dog Act 1976</i>
Appointments	<p>Perform functions in the <i>Dog Act 1976</i> related to registration of dogs.</p> <ul style="list-style-type: none"> • Chief Executive Officer • Administration Officer • Customer Support Officer

Authorisation No:3 *Local Government Act 1995 – s3.24 – Authorised persons directions relating to land*

Appointing entity	Local Government
Express power to appoint	s3.24 Local Government Act 1995
Appointments	<p>Appointment of Authorised Persons to exercise the powers given to a local government under Subdivision 2 – Certain provision about land:</p> <ul style="list-style-type: none"> • Chief Executive Officer • Manager of Works

Authorisation No:4 *Public Health Act 2016 – Appointment of Environmental Health Officer*

Appointing entity	Local Government
Express power to appoint	s24 Public Health Act 2016
Appointments	<p>Appointment of Environmental Health Officer</p> <ul style="list-style-type: none"> • Environmental Health Officer (Narrogin)

Authorisation No:5 Shire of Wagin Local Laws

Appointing entity	Local Government
Express power to appoint	s9.10 Appointment of authorised persons
Appointments	<p>Appointment of Chief Executive Officer as authorised person to administer the following local laws:</p> <ul style="list-style-type: none"> • <i>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2001</i> • <i>Cemeteries Local Law 2001</i> • <i>Control of Refuse on Building Sites Local Law 2001</i> • <i>Dogs Local Law 2001</i> • <i>Extractive Industries Local Law 2016</i> • <i>Fencing Local Law 2001</i> • <i>Health Local Law 2001</i> • <i>Local Government Property Local Law 2001</i> • <i>Standing Orders Local Law 2001</i> • <i>Unightly Land Refuse, Rubbish or Disused Material on Local Land Local Law 2008</i>

Authorisation No:6 Building Regulations 2012 – Inspection of barrier to private swimming pool

Appointing entity	Council
Express power to appoint	r53 - Inspection of barrier to private swimming pool
Appointments	<p>Appointment of Building Surveyor (Shire of Narrogin) as an authorised person to inspect the barrier to the private swimming pool at intervals of no more than 4 years for the purpose of monitoring whether the provisions in regulations 50 and 52 are being complied with.</p>



Style Definition: TOC 1

DELEGATIONS and AUTHORISATIONS REGISTER

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As presented to Council 22 August 2023

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INTRODUCTION

Purpose of Delegating Authority

The aim of delegated authority is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the Shire of Wagin's commitment to a strong customer service focus.

The Delegated Authority Register details the head of power for each delegation, including legislation and Council policies, to enable easier cross-referencing. The Register will be reviewed on an annual basis in accordance with the requirements of s. 5.46 (2) of the *Local Government Act 1995*, with the coordination of the review to be performed by the Chief Executive Officer.

Legislation

The *Local Government Act 1995* allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the *Local Government Act 1995*, except for those listed in s. 5.43.

All delegations made by the Council must be by Absolute Majority [s. 5.42(1)].

Apart from the *Local Government Act 1995*, its regulations and the Shire of Wagin local laws created under the Act, a number of other pieces of legislation.

DELEGATED AUTHORITY REGISTER

Delegation by the Chief Executive Officer

~~Many of the pieces of~~ Legislation (including the *Local Government Act 1995*) ~~can which~~ provide for delegation of authority by Council to the Chief Executive Officer ~~and~~ also allow the Chief Executive Officer to further delegate a particular power or powers to another employee.

~~It should be noted that the "On Delegations" referred to in this register may only have the status as guidelines for the CEO.~~

~~Usually, Sub-delegation~~ this delegation must be made in writing, and must include any conditions or limitations placed by Council on the original delegation. ~~The Chief Executive Officer may usually also place additional conditions or limitations on the delegation as he or she considers necessary.~~

The Chief Executive Officer may also delegate the exercise of any power, or the discharge of any duty granted under the *Local Government Act 1995* by right of his or her position as Chief Executive Officer, other than the power of delegation itself [s. 5.44 (1)]. Under s. 5.46(1) and s. 5.46(2) of the *Local Government Act 1995*, a Register of Delegations relevant to the Chief Executive Officer and other Shire employees is to be kept and reviewed at least once in every financial year. Officers are also required to keep certain records whenever they exercise a power or duty which has been delegated to them [s. 5.46(3)].

This record must contain the following information [Reg. 19 – *Local Government (Administration) Regulations 1996*]:

- How the person exercised the power or discharged the duty;
- When the person exercised the power or discharged the duty; and
- The persons or classes of persons, other than Council or committee members or employees of the local government, directly affected by the exercise of the power or discharge of the duty.

Officers with delegated powers are responsible for ensuring that the requirements of Reg. 19 are complied with.

A person to whom a power is delegated under the *Local Government Act 1995* is considered to be a ‘designated employee’ under s. 5.74(b) of the *Local Government Act 1995* and is required to complete a Primary Return when commencing in the position and an Annual Return for each financial year thereafter.

These persons are those that hold the office of:

- Chief Executive Officer
- Deputy Chief Executive Officer
- Manager of Finance
- Manager of Works

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Delegation No:1 **Abandoned Vehicles**

Date Adopted:	24 April 2012 Minute #1896	Delegate:	CEO
Date Last Reviewed:	22 August 2023 Minute # 5028	On-Delegated:	Yes
Policy Reference:	None	Chief Executive Instruction:	Yes

Legal (Parent): Local Government Act 3.39 3.40, and 3.40A, [3.42](#) and [3.44](#) "An employee authorised by a Local Government for the purpose may remove and impound and goods that are involved in a contravention that can lead to impounding"

Legal (Subsidiary):

Other Comments/Instructions/Persons On-Delegated

Council delegates its authority and power to remove and impound vehicle wrecks, [impoundment of non-perishable goods contained in the vehicle](#) -and to declare a vehicle as an abandoned wreck.

~~**Authorised Officer Delegate:**~~

Chief Executive Officer

~~**On-Delegated:**~~

Manager of Works

Delegation No:2

Blank

Date Adopted:	
Date Last Reviewed:	
Policy Reference:	

Delegate:	
On-Delegated:	
Chief Executive Instruction:	

Legal (Parent):

Legal (Subsidiary):

Other Comments

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Delegation No:3 Agreement to Payment of Rates and Service Charges

Date Adopted:	24 April 2012 Minute #1896
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	Finance Policy F.2

Delegate:	CEO
On-Delegated:	Yes
Chief Executive Instruction:	Yes

Legal (Parent): Local Government Act s 6.49
"A Local Government may accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person."

Legal (Subsidiary):

Other Comments

Council delegates to the Chief Executive Officer the authority and power to accept payment of a rate service charge due and payable by a person in accordance with an [written](#) agreement made with the person. Special payment agreements may be entered into for cases of special hardship for payment of rates, service charges, and domestic rubbish removal charges.

Authorised Officer Delegate:

Chief Executive Officer

On-Delegated:

Manager of Finance
Deputy Chief Executive Officer
Manager of Finance

Delegation No:4 **Blank**

Date Adopted:	
Date Last Reviewed:	
Policy Reference:	

Delegate:	
On-Delegated:	
Chief Executive Instruction:	

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Legal (Subsidiary):

Other Comments

Delegation No:5 **Approval/Refusal Building Applications**

Date Adopted:	May 2002
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	Health/Building/Planning Policy HBP.4

Delegate:	BS
On-Delegated:	No
Chief Executive Instruction:	N/A

Legal (Parent): Building Act 2011

Legal (Subsidiary):

Other Comments/Instructions/Persons On-Delegated

Council delegates its [powers and duties of the Building Act 2011](#)~~authorisation and power to discharge of any of its duties to approve or refuse applications.~~

~~[Authorised Officers](#)~~**Delegate:**

[Chief Executive Officer](#)

[Building Surveyor](#)

[Building Surveyor \(Contract – Shire of Narrogin\)](#)

Delegation No:6 [Blank Authorised Officers](#)

Date Adopted:	22 June 2010	Delegate:	CEO
Date Last Reviewed:	22 August 2023 Minute # 5028	On-Delegated:	Yes
Policy Reference:	Finance Policy F-5	Chief Executive Instruction:	Yes

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Legal (Parent): Local Government Act 1995 s3.24 and s.9.10 "the powers given to a local government by this Subdivision can only be exercised on behalf of the local government by a person expressly authorised by it to exercise those powers"

Legal (Subsidiary):
1. Local Government (Financial Management) Regulations 1996

Other Comments/Instructions/Persons On-Delegated

~~Council delegates its authority and power to the Chief Executive Officer for the purpose of the Shire of Wagin's accounts for certifying officers, and its authorisation policy is to clearly define which staff can authorise accounts to be paid and the extent of their authority with regards to authorisation limits.~~

~~**Authorised Officer:**~~

~~**Chief Executive Officer**~~

~~**On-Delegated:**~~

~~**Manager of Finance**
Deputy Chief Executive Officer
Manager of Works~~

Delegation No:7 [Blank Authorised Officer Caravan Park & Camping Ground](#)

Date Adopted:	22 June 2010
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	None

Delegate:	GEO
On-Delegated:	Yes
Chief Executive Instruction:	Yes

Legal (Parent): ~~CARAVAN PARKS AND CAMPING GROUNDS ACT 1995~~ "An Act to provide for the regulation of caravanning and camping, to control and license caravan parks and camping grounds, to provide for standards in respect of caravans, to amend certain Acts and for related purposes."

Legal (Subsidiary):
~~Caravan Parks and Camping Grounds Regulations 1997:~~
 1. Schedule 4 of Regulations
 2. Regulation 10 Where a person may camp (illegal camping).

Other Comments/Instructions/Persons On-Delegated

Council delegates its authority and power to Authorise the Officers to enforce and control Caravan and Camping Grounds Local Government Act 1995.

Authorised Officer:

Chief Executive Officer

On-Delegated:

Appointed as Authorised Officers under the Regulations as follows:

Deputy Chief Executive Officer

Manager of Finance

WA Contract Ranger Services:

Issue Infringement Notices Schedule 4 of Regulations:

Deputy Chief Executive Officer

Manager of Finance

Environmental Health Officer

Manager of Works

WA Contract Ranger Services:

Issue Infringement Notices Regulation 10 Illegal Camping:

Deputy Chief Executive Officer

Manager of Finance

Environmental Health Officer (Contract Shire of Narrogin)

Manager of Works

WA Contract Ranger Services:

Authority to Withdraw or Extend Infringement Notices:

Deputy of Chief Executive Officer
Manager of Finance

Authority to Receive Payment of Modified Penalties under schedule 4:
Manager of Finance
Executive Assistant
Finance Officers
Administration Officers

Delegation No:8 [Blank Authorised Officers Dog Act](#)

Date Adopted:	22 June 2010	Delegate:	GEO
Date Last Reviewed:	22 August 2023 Minute # 5028	On-Delegated:	Yes
Policy Reference:	None	Chief Executive Instruction:	No

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Legal (Parent): ~~Authorised Officers Dog Act 1976 "under the powers conferred by the Dog Act 1976 and under all powers enabling it, the Council of the Shire of Wagin resolved on 20th November 2001, to make the following laws"~~

Legal (Subsidiary):

~~Other Comments/Instructions/Persons On-Delegated~~

~~Council delegates its authority and power for officers to enforce the Dog Act of 1976.~~

~~**Authorised Officers:**~~

~~**Chief Executive Officer**~~

~~**On-Delegated:**~~

~~**Deputy Chief Executive Officer**~~

~~**Manager of Finance**~~

~~**Environmental Health Officer (Contract Shire of Narrogin)**~~

~~**Manager of Works**~~

~~**Rangers: WA Contract Ranger Services:**~~

Delegation No:9

~~Blank Authorisation of Officers to exercise certain provisions about Land~~

Date Adopted:	24 April 2012 Minute #1896
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	None

Delegate:	CEO
On-Delegated:	No
Chief Executive Instruction:	Yes

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~~Legal (Parent):— Local Government Act s3.24 and s.3.25 "the powers given to a Local Government by this Subdivision can only be exercised on behalf of the Local Government by a person expressly authorised by it to exercise these powers"~~

Legal (Subsidiary):

~~Other Comments~~

~~Council Delegates its authority and power to the Chief Executive Officer in respect to the issue of notices pursuant to section 3.25 to owners and occupiers of land requiring certain things to be done by the owner or occupier of that land pursuant to Schedule 3.1 of the Local Government Act 1995. Also to take what action is deemed necessary to recover the costs incurred in achieving the purpose for which a Notice was given pursuant to Section 3.25 of the Local Government Act 1995 from the persons who failed to comply with the said Notice, and also to do anything necessary, so far as practicable, to achieve the purposes for which a Notice was given pursuant to Section 3.25 of the Local Government Act 1995.~~

~~**Authorised Officer:**~~

~~**Chief Executive Officer**~~

Delegation No:10

Bush Fire Act 1954 ~~Polices 2 Suspend Prohibited & Restricted Burning Period, 3 Use of Council Equipment & Issuing Infringements~~

Date Adopted:	April 1997
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	Bushfire Policies B.2 / B.3 / B.6

Delegate:	CEO
On-Delegated:	Yes
Chief Executive Instruction:	Yes

Legal (Parent): Bush Fires Act 1954
[s48](#)

[1\) A local government may, in writing, delegate to its Chief Executive Officer the performance of any of its functions under this Act](#)

[2\) Performance by the Chief Executive Officer of a local government is a function delegated under subsection \(1\) –](#)

[a\) is taken to be in accordance with the terms of a delegation under this section, unless the contrary is shown; and](#)

[b\) is to be treated as performance by the local government](#)

[3\) A delegation under this section does not include the power to subdelegate](#)

~~“notifiable authority in relation to land upon which, or upon part of which, burning is intended to be carried out, means any government department which has land under its care, control and management adjoining the subject land which has requested the local government in whose district the subject land is situated to notify it of all variations made by the local government from time to time under section 17 or 18 of the Act”~~

Legal (Subsidiary):

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Other Comments/Instructions/Persons On-Delegated

(a) ~~s17 and s18 Council delegates its power and authority to~~ Suspend Prohibited and Restricted Burning Period – authority to suspend or amend prohibited burning and restricted burning periods.

~~Authorised Officer~~ Delegate:

~~Chief Executive Officer~~

~~Shire President and Chief Bush Fire Control Officer (jointly)~~

~~On-Delegated:~~

~~In Conjunction with Chief Bush Fire Control Officer (CBFCO)~~

~~(b) Council delegates its power and authority use of council equipment to control bushfires within or bordering Wagin district.~~

~~Authorised Officer:~~

~~Chief Executive Officer~~

~~On-Delegated:~~

~~Manager of Works~~

~~(be) s59 Council delegates its power and authority to the~~ Commencement of prosecution and issuing of infringements

~~Authorised Officer~~ Delegate:

~~Chief Executive Officer~~

~~(c) s33 Local government may require occupier of land to plough or clear fire-break~~

Delegate

Chief Executive Officer

Delegation No:11

[Blank Clearing of Rural Road Intersections & Fence lines on Road Reserves](#)

<i>Date Adopted:</i>	Sept 2002
<i>Date Last Reviewed:</i>	22 August 2023 Minute # 5028
<i>Policy Reference:</i>	Works Policy W.3

<i>Delegate:</i>	CEO
<i>On-Delegated:</i>	Yes
<i>Chief Executive Instruction:</i>	Yes

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~~Legal (Parent): Local Government Act 1995
Section 5.42.~~

~~Legal (Subsidiary):~~

Other Comments/Instructions/Persons On-Delegated

~~Council delegates its authority and power to deal with requests to clear roadside vegetation along fence lines to the Chief Executive Officer in consultation with Councillors. Also for authority for Council maintenance works on Road Reserves in consultation with fence line clearing.~~

~~**Authorised Officer:**~~

~~**Chief Executive Officer**~~

~~**On-Delegated:**~~

~~**Manager of Works**~~

Delegation No:12

Closure of Thoroughfares

Date Adopted:	Dec 2008
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	Works Policy W.16

Delegate:	CEO
On-Delegated:	Yes
Chief Executive Instruction:	Yes

Legal (Parent): Local Government Act 1995 Section 3.50, [3.50A](#), [3.51](#) "a local government may close any thoroughfare that it manages to the passage of vehicles, wholly or partially for a period not exceeding 4 weeks" Despite 3.50 a Local Government may partially and temporarily close a thoroughfare, without giving local public notice if the closure a) is for the purpose of carrying out repairs or maintenance; and b) is unlikely to have a significant adverse effect on users on the thoroughfare.

Legal (Subsidiary): Road Traffic Act 1974

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Other Comments/Instructions/Persons On-Delegated

Council delegates its authority and power to the Chief Executive Officer to undertake the necessary consultation and action for closure of the thoroughfares to vehicles in cases of emergency or in connection with Council works, and to ensure that when works are carried out associated with fixing or altering the level of or alignment of a public thoroughfare that access by vehicles on or to land adjoining the thoroughfare can be reasonably provided.

Authorised Officer:

Chief Executive Officer

On-Delegated:

Manager of Works

Delegation No:13 ~~Declared Noxious Weed Control~~Reserves under control of local government

Date Adopted:	24 April 2012 Minute #1896
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	None

Delegate:	CEO
On-Delegated:	Yes
Chief Executive Instruction:	Yes

Legal (Parent): Local Government Act 1995 s3.54 "If land reserved under the Land Administration Act 1997 is vested or placed under the control and management of a Local Government, it may do anything for the purpose of controlling and managing that land"

Legal (Subsidiary): Land Administration Act 1997 Section 5, Parks and Reserves Act 1895

Other Comments

~~If land reserved under the Land Administration Act 1997 is vested in or placed under the control and management of a local government, the local government may do anything for the purpose of controlling and managing that land that it could do under section 5 of the Parks and Reserves Act 1895 if it were a Board appointed under that Act to manage and control the land and for that purpose a reference in that section to a by-law is to be read as a reference to a local law.~~
~~Council delegates its authority and power to the Chief Executive Officer to order the control of noxious weeds on Council managed land, as identified by the appropriate Government Agency.~~

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Authorised Officer:
Chief Executive Officer

On-Delegated:
Manager of Works

Delegation No:14 Donation-RequestsBlank

<i>Date Adopted:</i>	24-April-2012 Minute #1896	<i>Delegate:</i>	GEO
<i>Date Last Reviewed:</i>	22-August-2023 Minute # 5028	<i>On-Delegated:</i>	No
<i>Policy Reference:</i>	*Policy Required*	<i>Chief Executive Instruction:</i>	Yes

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Legal (Parent): —Local Government Act 1995 s.5.42

Legal (Subsidiary):

Other Comments

~~Council delegates its authority and power to the Chief Executive Officer to decide on donation requests up to the value of \$300.00.~~

Authorised Officer:
Chief Executive Officer

Delegation No:15 Dumping-of-Grain~~Blank~~

<i>Date Adopted:</i>	May 2005
<i>Date Last Reviewed:</i>	22 August 2023 Minute # 5028
<i>Policy Reference:</i>	Health/Building/Planning Policy HBP.5

<i>Delegate:</i>	CEO
<i>On-Delegated:</i>	Yes
<i>Chief Executive Instruction:</i>	Yes

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Legal (Parent): Not Applicable

Legal (Subsidiary):

Other Comments/Instructions/Persons On-Delegated

~~Council delegates authority and power to accept small quantities of grain in response to applications for dumping of wasted grain if in accordance with Council Health Policy HBP.5~~

Authorised Officer:

Chief Executive Officer

On-Delegated:

Environmental Health Officer – (Contract Shire of Narrogin)



Delegation No:16 [Blank Firewood Collection on Road Reserves](#)

Date Adopted:	Sept 1996
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	Works and Services Policy W.10

Delegate:	CEO
On-Delegated:	Yes
Chief Executive Instruction:	Yes

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Legal (Parent): Not Applicable

Legal (Subsidiary):

Other Comments/Instructions/Persons On-Delegated

Council delegates authority and power to approve firewood permits with applications to be made in writing to the shire in accordance with Council Works and Services Policy W.10.

Authorised Officer:

Chief Executive Officer

On-Delegated:

**Deputy Chief Executive Officer
Manager of Works
Manager of Finance**

Delegation No:17 Investments

Date Adopted:	22 June 2010	Delegate:	CEO
Date Last Reviewed:	22 August 2023 Minute # 5028	On-Delegated:	Yes
Policy Reference:	Finance Policy F.17	Chief Executive Instruction:	Yes

Legal (Parent): Local Government Act 1995 Section 6.14 – invested in accordance with Part III of the Trustees Act 1962

"Power to Invest – subject to the regulations, money held in the municipal or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested in accordance with Part III of the Trustees Act 1962"

Legal (Subsidiary): Regulation 19, 28 and 49 Local Government (Financial Management) Regulations 1996

Other Comments/Instructions/Persons On-Delegated

Council delegates authority and power to invest surplus funds in accordance with Council Policy, Finance Policy F.17.

Authorised Officers:

Chief Executive Officer

On-Delegated:

Manager of Finance

Deputy Chief Executive Officer

Delegation No:18 ~~Legal Representation—Costs Indemnification~~Blank

<i>Date Adopted:</i>	Nov-2000	<i>Delegate:</i>	CEO
<i>Date Last Reviewed:</i>	22 August 2023 Minute # 5028	<i>On-Delegated:</i>	No
<i>Policy Reference:</i>	Finance Policy F.12	<i>Chief Executive Instruction:</i>	Yes

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~~Legal (Parent): Local Government Act 1995
Section 5.42.~~

Legal (Subsidiary):

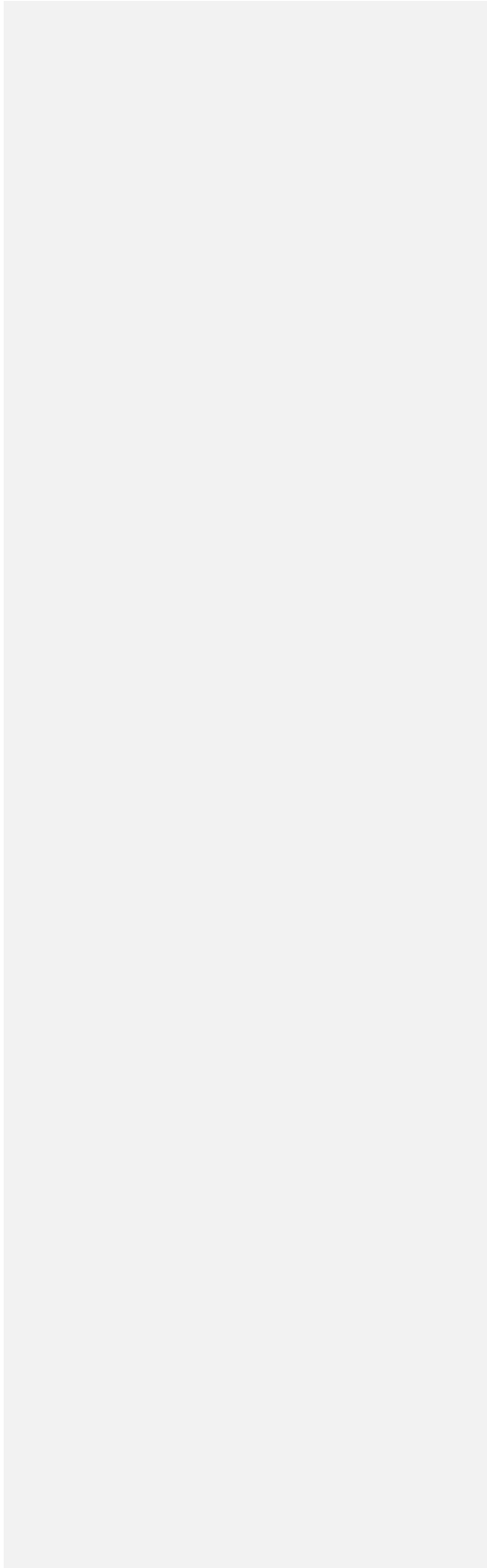
Other Comments/Instructions/Persons On-Delegated

~~Authority to organise urgent Legal Representation, up to \$5000.00 where there is a need for urgent legal services prior to an application being able to be considered by Council.~~

Authorised Officers:

Chief Executive Officer

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Delegation No:19 **Blank**

<i>Date Adopted:</i>	
<i>Date Last Reviewed:</i>	
<i>Policy Reference:</i>	

Delegate:	
<i>On-Delegated:</i>	
<i>Chief Executive Instruction:</i>	

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Other Comments/Instructions/Persons On-Delegated

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Delegation No:20 **Payment of Accounts**

Date Adopted:	24 April 2012 Minute #1896	Delegate:	CEO
Date Last Reviewed:	22 August 2023 Minute # 5028	On-Delegated:	Yes
Policy Reference:	None	Chief Executive Instruction:	Yes

<p>Legal (Parent): Local Government (Financial Management) Regulation 12</p> <p>“A payment may only be made from the municipal or trust fund – (a) if the Local Government has delegated to the CEO the exercise of its powers to make payments from those funds by the CEO; or (b) otherwise, if the payment is authorised in advance by a resolution of council.”</p>	<p>Legal (Subsidiary):</p>
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Other Comments

Council Delegates its authority and power to the Chief Executive Officer to make payments from the Municipal or Trust Fund provided:

1. A list of payments made is presented to Council, in accordance with Financial Management Regulation 13.
2. All cheques signed are to be by two authorised signatories. The Chief Executive Officer or Manager of Finance or Deputy Chief Executive Officer or Manager of Works ~~or the Shire President.~~
3. The following procedure is to be implemented for the authorisation of payments made by Electronic Funds Transfer (EFT):
 - (i) A list of payments to be made by EFT is checked and authorised by the Chief Executive Officer or the Deputy Chief Executive Officer or the Manager of Finance
 - (ii) Online authorisation for the funds transfer is made by any two of the Chief Executive Officer or Manager of Finance or Deputy Chief Executive Officer or Manger of Works ~~or Shire President.~~
 - (iii) Council is given a list of payments made by EFT each month as part of the financial statement sent out with the agendas.

Authorised Officer:

Chief Executive Officer

On-Delegated:

**Manager of Finance
Deputy Chief Executive Officer
Manager of Works
~~Shire President~~**

Delegation No:21

Planning Applications

Date Adopted:	16 March 1999
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	Health/Building/Planning Policy HBP.21

Delegate:	CEO
On-Delegated:	Yes
Chief Executive Instruction:	Yes

Legal (Parent):

[s82 Planning and Development \(Local Planning Schemes\) Regulations 2015](#)

[\(1\) The local government CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's functions under this Scheme other than this power of delegation.](#)

[\(2\) A delegation under this clause must be in writing and may be general or as otherwise provided in the instrument of delegation.](#)

[\(3\) Subject to any conditions imposed by the local government on its delegation to the local government CEO under clause 82, this clause extends to a power or duty the exercise or discharge of which has been delegated by the local government to the CEO under that clause.](#)

Local Planning Scheme No. 2
"the scheme applies to the municipal district of the Shire of Wagin. The scheme applies to the entire Shire, including Rural areas and town sites"

Legal (Subsidiary):

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Other Comments/Instructions/Persons On-Delegated

[s82 Planning and Development \(Local Planning Schemes\) Regulations 2015](#)

Council delegates authority to grant approval to Planning Applications for permitted uses which comply with all requirements of the Local Planning Scheme No. 2 [and where no objections have been received.](#)

Authorised Officer Delegate:

Chief Executive Officer

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On-Delegated:

Shire Planner (Contract)

Delegation No:22 **Power and Duties - Food Act 2008**

Date Adopted:	24 April 2012 Minute #1896
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	None

Delegate:	CEO
On-Delegated:	Yes
Chief Executive Instruction:	Yes

Legal (Parent): Food Act 2008
"An Act providing for the safety and suitability of food for human consumption, and for related purposes."

Legal (Subsidiary): Section 122 126 (2) 126 (6) 126 (7) of the Food Act 2008

Other Comments

Council delegates its authority and powers to the Chief Executive Officer the capacity to exercise and discharge all or any of the powers and functions of the enforcement agency in regard to the ~~following sections of the~~ Food Act 2008,:

- ~~• Appoint authorised officers in accordance with section 122.~~
- ~~• Appoint designated officers to issue infringement notices in accordance with section 126 (2).~~
- ~~• Appoint designated officers to extend payment period for infringement notices or withdraw infringement notices in accordance with sections 126 (6) and 126 (7).~~

Authorised Officer:
Chief Executive Officer

On-Delegated:
Environmental Health Officer – (Contract Shire of Narrogin)

Delegation No:23 **Registration Officers Dog Act 1976**

Date Adopted:	22 June 2010
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	None

Delegate:	CEO
On-Delegated:	Yes
Chief Executive Instruction:	No

Legal (Parent):

10AA. Delegation of local government powers and duties (1) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, delegate to its chief executive officer any power or duty of the local government under another provision of this Act. (2) The delegation must be in writing. (3) The delegation may expressly authorise the delegate to further delegate the power or duty. (4) A local government's chief executive officer who is exercising or performing a power or duty that has been delegated as authorised under this section, is to be taken to do so in accordance with the terms of the delegation unless the contrary is shown. (5) Nothing in this section limits the ability of a local government's chief executive officer to perform a function through an officer or agent.

~~Authorised Officers, Dog Act 1976 "the Act to amend and consolidate the law relating to the~~

Legal (Subsidiary):

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control and registration of dogs and the obligations and rights in persons in relations thereto, and for incidental and other purposes"

Other Comments/Instructions/Persons On-Delegated

Council delegates its authority and power to enable the officers authorised to deal with matters pertaining to the Dog Act of 1976.

Authorised Officer Delegate:

Chief Executive Officer

On Delegated:

Deputy Chief Executive Officer

- ~~Deputy Chief Executive Officer~~
- ~~Manager of Finance~~
- ~~Environmental Health Officer – (Contract Shire of Narrogin)~~
- ~~Customer Services Officer~~
- ~~Executive Assistant~~
- ~~Finance Officer – Payroll~~
- ~~Finance Officer – Rates~~
- ~~Administration Officers~~
- ~~WA Contract Ranger Services~~

Delegation No:24 ~~Read Train Permits~~
~~Blank~~

<i>Date Adopted:</i>	Feb 2000
<i>Date Last Reviewed:</i>	22 August 2023 Minute # 5028
<i>Policy Reference:</i>	Works Policy W.4

<i>Delegate:</i>	CEO
<i>On-Delegated:</i>	Yes
<i>Chief Executive Instruction:</i>	Yes

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Legal (Parent): Road Traffic Act 1974

~~Permits are required to operate Restricted Access Vehicles (RAVs) in WA and are an instrument issued by the Commissioner of Main Roads Western Australia to grant access to these vehicles to certain parts of the road network under specific operating conditions. All RAVs require a permit, unless they are exempted under an exemption notice issued by either the Commissioner of Main Roads or the Director General, Transport.~~

Legal (Subsidiary):

Other Comments/Instructions/Persons On-Delegated

~~Council has delegated authority and power to endorse permits and for approved roads in conjunction with the Shire President and the Chief Executive Officer.~~

Authorised Officer:

Chief Executive Officer

On-Delegated:

**Shire President
Manager of Works**

Delegation No:25 [Septic Tanks Approval Public Health Act 2016](#)

Date Adopted:	August 2006
Date Last Reviewed:	22 August 2023 Minute # 5028
Policy Reference:	None

Delegate:	CEO
On-Delegated:	Yes No
Chief Executive Instruction:	Yes

Legal (Parent):

[Public Health Act 2016 s21](#)

[A power or duty conferred or imposed on an enforcement agency may be delegated — \(a\) if the enforcement agency is the Chief Health Officer, in accordance with section 9; or \(b\) if the enforcement agency is a local government, to — \(i\) the chief executive officer of the local government; or \(ii\) an authorised officer designated by the local government;](#)

~~Health (Miscellaneous Provisions) Act 1911; Treatment of Sewage and Disposal of Effluent and Liquid Waste Regulations~~

Legal (Subsidiary):

~~1. Health (Treatment of Sewage and Disposal of Liquid Waste) Regs 1974 Reg 4 and Reg 10 (2)~~

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Other Comments/Instructions/Persons On-Delegated

[Authority to designate a person or class of persons as authorised officers for the purposes of the Public Health Act 2016](#)

~~Council delegates authority and powers to Environmental Health Officer of the Shire of Wagin to exercise and discharge powers conferred on the Local Government for the purpose of Regulation 4 and 10 (2) of the Health (Treatment of Sewage and Disposal of Liquid Waste) Regulations.~~

~~[Authorised Officers Delegate:](#)~~

Chief Executive Officer

On-Delegated:

Environmental Health Officer – (Contract Shire of Narrogin)

Delegation No:26 [Swimming Pool Inspections](#)~~Blank~~

<i>Date Adopted:</i>	May 2002
<i>Date Last Reviewed:</i>	22 August 2023 Minute # 5028
<i>Policy Reference:</i>	Health/Building/Planning Policy HBP.1

<i>Delegate:</i>	CEO
<i>On-Delegated:</i>	Yes
<i>Chief Executive Instruction:</i>	Yes

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Legal (Parent): Building Act 2011

Legal (Subsidiary):
~~1. Building Regulations 2012
AS 1926.1 – 1993 Incorporation amendment 1 only
2. Building Services (Registration) Regulations 2011~~

[Other Comments/Instructions/Persons On-Delegated](#)

~~Council delegates its authority and power to conduct private swimming pool inspections.~~

~~**Authorised Officers:**~~

~~**Chief Executive Officer**~~

~~**On-Delegated:**~~

~~**Building Surveyor – (Contract Shire of Narrogin)**~~

Delegation No:27 [Townseape-Painting-SubsidiesBlank](#)

Date Adopted:	Dec-2008	Delegate:	CEO
Date Last Reviewed	22 August 2023 Minute # 5028	On-Delegated:	Yes
Policy Reference:	Finance Policy F.3	Chief Executive Instruction:	Yes

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Legal (Parent): Local Government Act 1995
Section 5.42.

Legal (Subsidiary):

Other Comments/Instructions/Persons On-Delegated

~~Council delegates its authority and power to approve subsidies for 1/3 cost up to \$2,000.00 subject to policy guidelines.~~

Authorised Officers:

Chief Executive Officer

Delegation No:29 ~~Permission to keep more than Two Dog~~Blanke

<i>Date Adopted:</i>	Nov-2012	<i>Delegate:</i>	CEO
<i>Date Last Reviewed:</i>	22 August 2023 Minute # 5028	<i>On-Delegated:</i>	Yes
<i>Policy Reference:</i>	None	<i>Chief Executive Instruction:</i>	Yes

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~~Legal (Parent): Local Government Act 1995 2.5 (2) "The Local Government is a body corporate with perpetual succession and a common seal"~~
Dog Act 1976, s.26

~~Legal (Subsidiary):~~
Shire of Wagin Dog Local Law 2001

Other Comments/Instructions/Persons On-Delegated

~~Council delegates its authority and power to decide to grant permission to town residents to house more than two dogs at any one property.~~

Authorised Officer:

Chief Executive Officer

On-Delegated:

Deputy Chief Executive Officer

Delegation No:30 Tendering for Goods and Services

Date Adopted:	24 June 2014	Delegate:	CEO
Date Last Reviewed:	22 August 2023 Minute # 5028	On-Delegated:	Not Applicable
Policy Reference:	Finance Policy F.15	Chief Executive Instruction:	

<p>Legal (Parent):</p> <ol style="list-style-type: none"> Local Government Act 1995, Section 3.57. Local Government Act 1995, Section 5.42. 	<p>Legal (Subsidiary):</p> <ol style="list-style-type: none"> Local Government (Financial Management) Regulations 1996, as amended
--	--

Other Comments/Instructions/Persons On-Delegated

Council delegates its authority and power to the Chief Executive Officer to -

- Call tenders for works or services prior to entering in to contract with others in respect to supply of goods or services exceeding \$250,000
- Call tenders for the provision of works or services not exceeding a value of \$250,000 and to accept what is to be deemed the most advantageous tender;
- Determine in writing the criteria for deciding which tender should be accepted, subject to Regulation 14 (2a) of the Local Government (Functions and General) Regulations 1996;

Subject to-

- Tenders called subject to (1) and (2) above, are to comply with Council's Purchasing/Tender Guide Policy.
- The goods or services being listed in the Shires Adopted Annual Budget;
- The criteria, once determined in (3) above, it is to be incorporated in the tender documentation.

Delegate

Chief Executive Officer

On-Delegated:

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Nil

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Delegation No:31 Local Government (Uniform Local Provisions) Regulations 1996

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<u>Date Adopted:</u>	
<u>Date Last Reviewed:</u>	
<u>Policy Reference:</u>	

<u>Delegate:</u>	CEO
<u>On-Delegated:</u>	

Legal (Parent):
s5.42 of the Local Government Act 1995

Legal (Subsidiary):
1. _____

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Other Comments/Instructions/Persons On-Delegated

Powers of the Local Government including but not limited to functions related to serving notices and providing approvals related to local government land and thoroughfares

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Delegate
Chief Executive Officer

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On-Delegated:
Manager of Works

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Delegation No:32 Defer, Waive or Write off Debts

<u>Date Adopted:</u>	
<u>Date Last Reviewed:</u>	
<u>Policy Reference:</u>	

<u>Delegate:</u>	<u>CEO</u>
<u>On-Delegated:</u>	<u>No</u>

Legal (Parent):
s5.42 of the *Local Government Act 1995*

Legal (Subsidiary):
1. _____

Other Comments/Instructions/Persons On-Delegated

The CEO is delegated power to approve reduction in fees and charges – a) the request is from a local community, charitable or not-for-profit organisation; b) the event is for the specific benefit of the local community; c) the request of the organisation does not exceed \$500 ex GST or \$2000 ex GST for a given financial year

Delegate
Chief Executive Officer

On-Delegated:
Nil

Delegation No:32 Recovery of Rates or Service Charges

<u>Date Adopted:</u>	
<u>Date Last Reviewed:</u>	
<u>Policy Reference:</u>	<u>F14 Rate Recover</u>

<u>Delegate:</u>	<u>CEO</u>
<u>On-Delegated:</u>	<u>No</u>

Legal (Parent):
§5.42 of the Local Government Act 1995

Legal (Subsidiary):
1.

Other Comments/Instructions/Persons On-Delegated

Commence proceedings to recover unpaid rates or service charges

Delegate
Chief Executive Officer

On-Delegated:
Nil

Delegation No:33 Cat Act 2011

<u>Date Adopted:</u>	
<u>Date Last Reviewed:</u>	
<u>Policy Reference:</u>	

<u>Delegate:</u>	<u>CEO</u>
<u>On-Delegated:</u>	<u>Yes</u>

Legal (Parent):
S44 of the Cat Act 2011

Legal (Subsidiary):
1. _____

Other Comments/Instructions/Persons On-Delegated

Powers of the Cat Act 2011 including registration, giving notice and approval to breed

Delegate
Chief Executive Officer

On-Delegated:
Deputy Chief Executive Officer
Ranger
Customer Service Officer
Administration Officer

Delegation No:34 Graffiti Vandalism Act 2016

<u>Date Adopted:</u>		<u>Delegate:</u>	<u>CEO</u>
<u>Date Last Reviewed:</u>		<u>On-Delegated:</u>	<u>No</u>
<u>Policy Reference:</u>			

Legal (Parent):
s16 Graffiti Vandalism Act 2016

Legal (Subsidiary):
1. _____

Other Comments/Instructions/Persons On-Delegated

Powers of the *Graffiti Vandalism Act 2016* to order the obliteration of graffiti including on private property

Delegate
Chief Executive Officer

On-Delegated:
Nil

<u>Appointing entity</u>	<u>Chief Executive Officer</u>
<u>Express power to appoint</u>	<u>Local Government Act 1995</u> <u>s9.10 Appointment of authorised persons</u>
<u>Appointments</u>	<p><u>For the purposes of the <i>Local Government Act 1995</i>:</u></p> <p><u>s.9.16 – Giving of notice</u></p> <ul style="list-style-type: none"> • <u>Chief Executive Officer</u> • <u>Ranger</u> • <u>Ranger (Contractor)</u> <p><u>s9.16 – Giving of notice (for purposes of regulation 70 of the <i>Building Regulations 2012</i>)</u></p> <ul style="list-style-type: none"> • <u>Chief Executive Officer</u> • <u>Environmental Health Officer (Shire of Narrogin)</u> <p><u>For the purposes of carrying out the powers and duties of an Authorised Person under the <i>Caravan Parks and Camping Grounds Regulations 1997</i>:</u></p> <ul style="list-style-type: none"> • <u>Chief Executive Officer</u> • <u>Environmental Health Officer (Shire of Narrogin)</u> • <u>Ranger</u> • <u>Ranger (Contractor)</u> <p><u>For the purposes of the <i>Caravan Parks and Camping Grounds Act 1995</i>:</u></p> <p><u>s.18 - Powers of Entry, s.20 - Entry of occupied caravan or camp and s.23(2) - Issue an infringement notice</u></p> <ul style="list-style-type: none"> • <u>Chief Executive Officer</u> • <u>Environmental Health Officer (Shire of Narrogin)</u> • <u>Ranger</u> • <u>Ranger (Contractor)</u> <p><u>For the purposes of carrying out the powers and duties of an Authorised Person under the <i>Cat Act 2011</i>:</u></p> <ul style="list-style-type: none"> • <u>Chief Executive Officer</u> • <u>Ranger</u> • <u>Ranger (Contractor)</u> <p><u>For the purposes of carrying out the powers and duties of an Authorised Person under the <i>Dog Act 1976</i>:</u></p> <ul style="list-style-type: none"> • <u>Chief Executive Officer</u> • <u>Ranger</u> • <u>Ranger (Contractor)</u> <p><u>For the purposes of carrying out the powers and duties of an Authorised Person under the <i>Local Government (Miscellaneous Provisions) Act 1960: Part XX related to the</i></u></p>

	<p><u>impounding of cattle.</u></p> <ul style="list-style-type: none"> • <u>Chief Executive Officer</u> • <u>Ranger</u> • <u>Ranger (Contractor)</u>
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Authorisation No:2 Dog Act 1976 – Authorised Registration Officers

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<u>Appointing entity</u>	<u>Local Government</u>
<u>Express power to appoint</u>	<u>s3 Dog Act 1976</u>
<u>Appointments</u>	<p><u>Perform functions in the Dog Act 1976 related to registration of dogs.</u></p> <ul style="list-style-type: none"> • <u>Chief Executive Officer</u> • <u>Administration Officer</u> • <u>Customer Support Officer</u>

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Authorisation No:3 Local Government Act 1995 – s3.24 – Authorised persons directions relating to land

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<u>Appointing entity</u>	<u>Local Government</u>
<u>Express power to appoint</u>	<u>s3.24 Local Government Act 1995</u>
<u>Appointments</u>	<p><u>Appointment of Authorised Persons to exercise the powers given to a local government under Subdivision 2 – Certain provision about land:</u></p> <ul style="list-style-type: none"> • <u>Chief Executive Officer</u> • <u>Manager of Works</u>

Authorisation No:4 Public Health Act 2016 – Appointment of Environmental Health Officer

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<u>Appointing entity</u>	<u>Local Government</u>
<u>Express power to appoint</u>	<u>s24 Public Health Act 2016</u>
<u>Appointments</u>	<p><u>Appointment of Environmental Health Officer</u></p> <ul style="list-style-type: none"> • <u>Environmental Health Officer (Narrogin)</u>

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Authorisation No:5 Shire of Wagin Local Laws

<u>Appointing entity</u>	<u>Local Government</u>
<u>Express power to appoint</u>	<u>s9.10 Appointment of authorised persons</u>
<u>Appointments</u>	<p><u>Appointment of Chief Executive Officer as authorised person to administer the following local laws:</u></p> <ul style="list-style-type: none"> • <u>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2001</u> • <u>Cemeteries Local Law 2001</u> • <u>Control of Refuse on Building Sites Local Law 2001</u> • <u>Dogs Local Law 2001</u> • <u>Extractive Industries Local Law 2016</u> • <u>Fencing Local Law 2001</u> • <u>Health Local Law 2001</u> • <u>Local Government Property Local Law 2001</u> • <u>Standing Orders Local Law 2001</u> • <u>Unightly Land Refuse, Rubbish or Disused Material on Local Land Local Law 2008</u>

Authorisation No:6 Building Regulations 2012 – Inspection of barrier to private swimming pool

<u>Appointing entity</u>	<u>Council</u>
<u>Express power to appoint</u>	<u>r53 - Inspection of barrier to private swimming pool</u>
<u>Appointments</u>	<u>Appointment of Building Surveyor (Shire of Narrogin) as an authorised person to inspect the barrier to the private swimming pool at intervals of no more than 4 years for the purpose of monitoring whether the provisions in regulations 50 and 52 are being complied with.</u>

8.1.5 WALGA AGM AND CONVENTION

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	4988 June 2023
DISCLOSURE OF INTEREST:	Nil.
FILE REFERENCE:	GV.CO.1
STRATEGIC DOCUMENT REFERENCE:	Nil
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

That Council

1. APPOINTS:

- CR [Councillor name to be stated by member moving the motion]
- CR [Councillor name to be stated by member moving the motion]

as Voting Delegates to the 2024 and 2025 WALGA Annual General Meetings

2. APPOINTS

- CR [Councillor name to be stated by member moving the motion]

as Proxy Voting Delegate to the 2024 and 2025 WALGA Annual General Meetings to attend in the event that a voting delegate is unable to attend

- 3. NOTES** that motions proposed to be submitted to the 2024 WALGA AGM must be approved by Council and submitted to WALGA by Friday, 23 August 2024

- 4. RESOLVES** to pay for the costs of 2024 WALGA convention attendance by any elected member wishing to attend and Chief Executive Officer (accommodation and convention fees) and part of performance of their respective functions under the Act with arrangements to be coordinated by the Chief Executive Officer

BRIEF SUMMARY

This paper deals with the appointment of the Councillor delegates to the WALGA Annual General Meeting. The paper proposes that Council appoints delegates to both the 2024 and 2025 meetings as the 2025 AGM will occur prior to the next local government elections.



8.1.6 PROPOSAL TO SELL LOT 219 VERNAL STREET

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.AQ.1
STRATEGIC DOCUMENT REFERENCE:	Nil
ATTACHMENTS:	Attachment 1 – correspondence from Allan and Fiona Retallack

OFFICER RECOMMENDATION

That Council:

1. **REQUESTS** that the CEO arrange for a valuation of Lot 219 Vernal St, Wagin
2. **GIVES NOTICE** of the intention to dispose of Lot 219 Vernal Street to Allan and Fiona Retallack for the amount of \$15,000 with a market valuation in the notice to be that determined by the valuation in part 1
3. **REQUESTS** that any submissions received are presented to Council to enable it to consider whether to agree to the disposal.

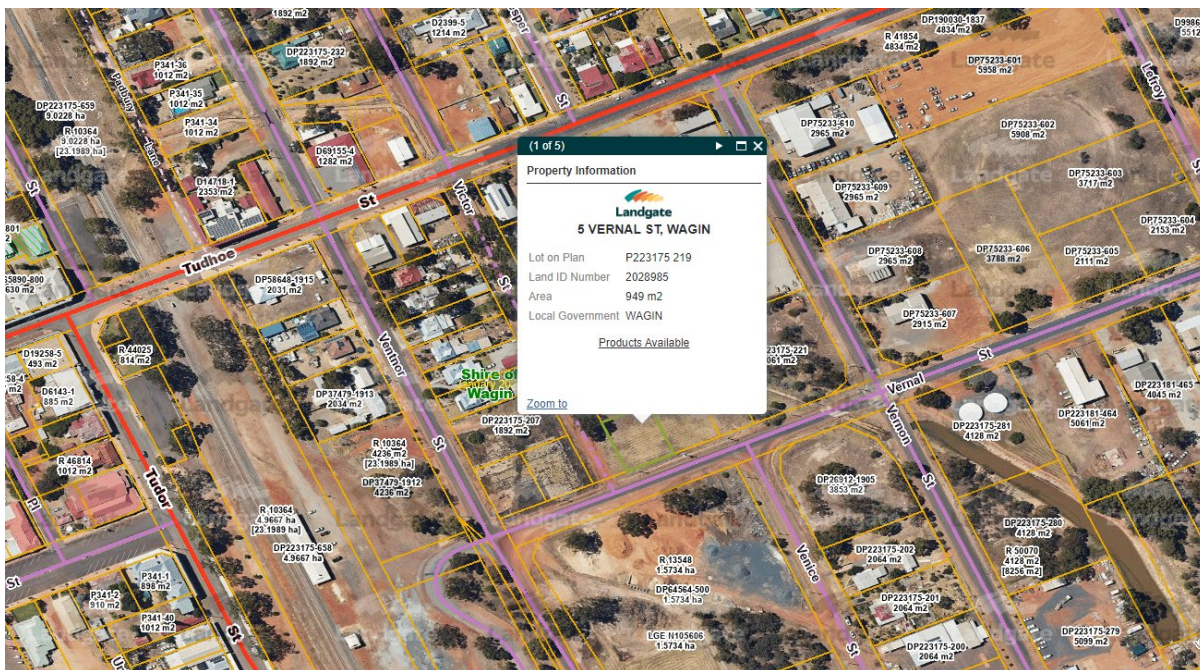
BRIEF SUMMARY

The Shire has received a request to sell Lot 219 Vernal St from Allan and Fiona Retallack for \$15,000. The Act sets out the method for disposing of land which includes obtaining a valuation on the land which Council is required to follow if it wishes to proceed.

BACKGROUND/COMMENT

The Shire has received a request to sell Lot 219 Vernal St from Allan and Fiona Retallack for \$15,000.

Lot 219 Vernal St is located in the Shire's industrial zone and was acquired by the Shire in 1964.



Lot 219 is bordered by Victor St and Lot 20 which Council agreed to sell in November 2023 and was formally sold in February 2024 for \$15,000.



Mr Retallack has advised he wishes to purchase the block to build a shed for storage purposes and support his electrical contracting business from.

Under section 3.58 of the *Local Government Act 1995* (the Act), if Council wishes to provide it can give local public notice of the proposed disposition. The public notice is required to include a valuation.

The last disposition performed by the Shire contained a market assessment rather than a valuation. To ensure compliance with the Act, if Council did wish to proceed the public notice would include a valuation performed by a licenced valuer.

Alternatively, the Act provides an option for Council to declare a value to be included in the public notice. The market assessment performed in 2023 assessed the value as between \$20,000 and \$25,000.

A valuation would cost approximately \$1,800. The sale of the land involves the preparation of legal documents and a land survey. When the adjacent block was sold these costs amounted to almost \$6,500.

In respect to whether Council should proceed, Officers note that the Shire has limited land holdings of industrial land but there are no immediate plans for the land. In the absence of immediate plans for the site, a utilisation of the land for a purpose is considered to be better than the current use.

Given the limited industrial land holdings and the level of unknown associated with the land's value, Officers recommend that Council proceed with a formal land valuation and give notice of intention to dispose. Following the procedure in the Act, Council could following the submission period consider whether to proceed with the disposal. It would be under no obligation to proceed but this would enable Council to be informed of the land value before proceeding.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

As detailed in section 3.58 of the Act, there is a legislative process that the Shire must complete when disposing of land.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The net return for the land based on a price of \$15,000 would be approximately \$6,000.

STRATEGIC IMPLICATIONS

Buildings and infrastructure

VOTING REQUIREMENTS

Simple Majority

From: [REDACTED]
To: [Kenneth Parker](#)
Cc: [REDACTED]
Subject: offer to purchase vacant land 5 vernal st Wagin
Date: Wednesday, 5 June 2024 1:01:45 PM

Hi Ken ,thank you for your time this morning to discuss the possibility of putting in an offer to purchase 5 vernal street Wagin .As I mentioned this morning my wife Fiona and myself run a Electrical contracting business in the town and would like the opportunity to purchase the block to build a shed for storage purposes plus run our business out of. We would like to put in an offer of \$15000 in total for the purchase of the land please . Kind regards Allan & Fiona Retallack

8.1.7 DEDICATION OF PART OF RESERVE 6046 FOR LIME LAKE WEST ROAD

AUTHOR OF REPORT:	Chief Executive Officer
PREVIOUS REPORT(S):	5018 – December 2023 5175 – May 2024
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	RD.AC.1
STRATEGIC DOCUMENT REFERENCE:	Nil
ATTACHMENTS:	Attachment 1 – Excisions from Reserve 6046 Attachment 2 – Correspondence from the Department of Planning, Lands and Heritage 5 June 2024

OFFICER RECOMMENDATION

That Council

1. In accordance with section 56 of the *Land Administration Act 1997*, REQUESTS that the Minister for Lands dedicates the portion of Reserve 6046 depicted in attachment 1 as a road.
2. CERTIFIES that that the Shire has complied with section 56(2) of the LAA being that:

If a local government resolves to make a request under subsection (1), it must —

- (a) in accordance with the regulations prepare and deliver the request to the Minister; and
 - (b) provide the Minister with sufficient information in a plan of survey, sketch plan or document to describe the dimensions of the proposed road.
3. In accordance with section 56(4) of the LAA, RESOLVES that the Shire of Wagin agrees to indemnify the Minister for Lands against any claims or costs arising from the dedication of Lime Lake Road West.

BRIEF SUMMARY

At the December 2023 Ordinary Council Meeting, Council resolved that the CEO was to commence a process for the dedication of Lime Lake West Road.

The purpose of this resolution was to progress in resolving an anomaly with the tenure of Lime Lake West Road wherein the actual constructed road runs through a Crown Reserve 6046 rather than the Road Reserve.

This paper proposes an approach to resolve this issue.

BACKGROUND/COMMENT

At the December 2023 Ordinary Council Meeting, Council resolved that the CEO would commence the process to have the portion of Lime Lake West Road running through Reserve 6046 dedicated.

The purpose of this resolution was to progress resolving an anomaly with the tenure of Lime Lake West Road wherein the actual constructed road runs through a Crown Reserve (6046) rather than the Road Reserve.



Since the December meeting, Officers have been in discussions with the Department of Planning, Lands and Heritage and Main Roads about the matter. Main Roads has surveyed the Road and Officers agree with the proposed road dimensions which are unchanged.

Part of Lime Lake West Road also runs through private property.

This forms part of a broader proposal, initiated by DPLH, to excise the eastern boundary of Reserve 6046 to address the encroachment of Great Southern Highway.

In respect to the portion that runs through private land Officers do not propose action at this time as this would require a land transaction with the property owner at potential expense to both parties. The issue has existed for considerable time, and while, not ideal, does not appear to be a concern for the landholder.

In respect to the Crown Land portion, the Department has advised that Council may resolve to make a formal request to the Minister. The Officer's recommendation is consistent with the Department's recommended approach to deal with Crown Land issue and will bring that part to a conclusion.





Lime Lake Road West is classed as a Category 2 unsealed road meaning that it is graded at a minimum every two years.

The estimated costs of constructing the road are approximately \$45,500. Given that the road is a Category 2 road, Officers do not recommend that a new road along the existing alignment is constructed. Officers contend that the opportunity cost of investing in a newly constructed road when there is an existing road is too great.

Officers note that elected members expressed concern regarding the indemnity clause initially proposed by the Department of Planning, Lands and Heritage. Since the May 2024 Ordinary Council Meeting, the Department has written to advise that the relevant clause can be amended as the Shire is located in the area covered by the South West Native Title Settlement. The full correspondence from the Department is located in Attachment 2, with the relevant portion quoted here:

“... Section 58(4) of the Land Administration Act 1997 requires that a local government resolve to indemnify the Minister for Lands against costs and claims for compensation when proceeding with a road dedication. This is a pretty standard requirement and the Department processes dozens of road dedication proposals from local governments every year without issue. I’m not aware of a situation where a claim for compensation has been made.

The wording that I provided was the Department’s basic indemnity statement that applies across the State – notably in areas where native title has not been determined (such as the Goldfields, which is where I predominately work)...

Given that the Shire of Wagin falls within the boundaries of the South West Settlement determination area, where native title rights and interests were formally surrendered in 2021, the question of compensation for native title does not apply in this situation.”

The land that where the constructed road is located (Reserve 6046) has been identified to be transferred through the South West Native Title process as reserve with the power to lease.

The Department has advised that their Native Title area is aware of proposal to realign the map to the formed road and supports this initiative. The Department has advised that this will ensure continued access along the constructed road as the transfer to the native title group has not yet occurred. Further delays could jeopardise this.

Based on this new advice from the Department, Officers have amended the Officer’s recommendation.

CONSULTATION/COMMUNICATION

Discussions have been held with the Department of Planning, Lands and Heritage and the Main Roads. Officers have not discussed the matter with the private land holder at this time.

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are no financial implications associated with the Officer Recommendation. If Council opted to proceed with dealing with the matter relating to the private land holder this could have financial implications of more than \$20,000.

The option of constructing the road has not been included at this time in the draft 2024-25 budget. If Council wished to pursue this option it would need to amend the budget either identify savings or increase revenue.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority



Legend

Cadastre (View 1)



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Notes:

* The data that appears on the map may be out of date, not intended to be used at the scale displayed, or subject to license agreements. The map should only be used in matters related to Department of Planning, Lands and Heritage business.

* This map is not intended to be used for measurement purposes.

Map was produced using DPLH's InQuery.

Aerial Map showing proposed excisions from Reserve 6046

DPLH BUSINESS USE ONLY

Internal Spatial Viewer

Projection: WGS 1984 Web Mercator Auxiliary Sphere
Graticules (if visible): GDA 1994 Latitude/Longitude

Aerial photography © Nearnmap and/or © Western Australian Land Information Authority.

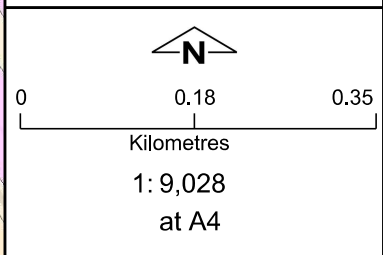
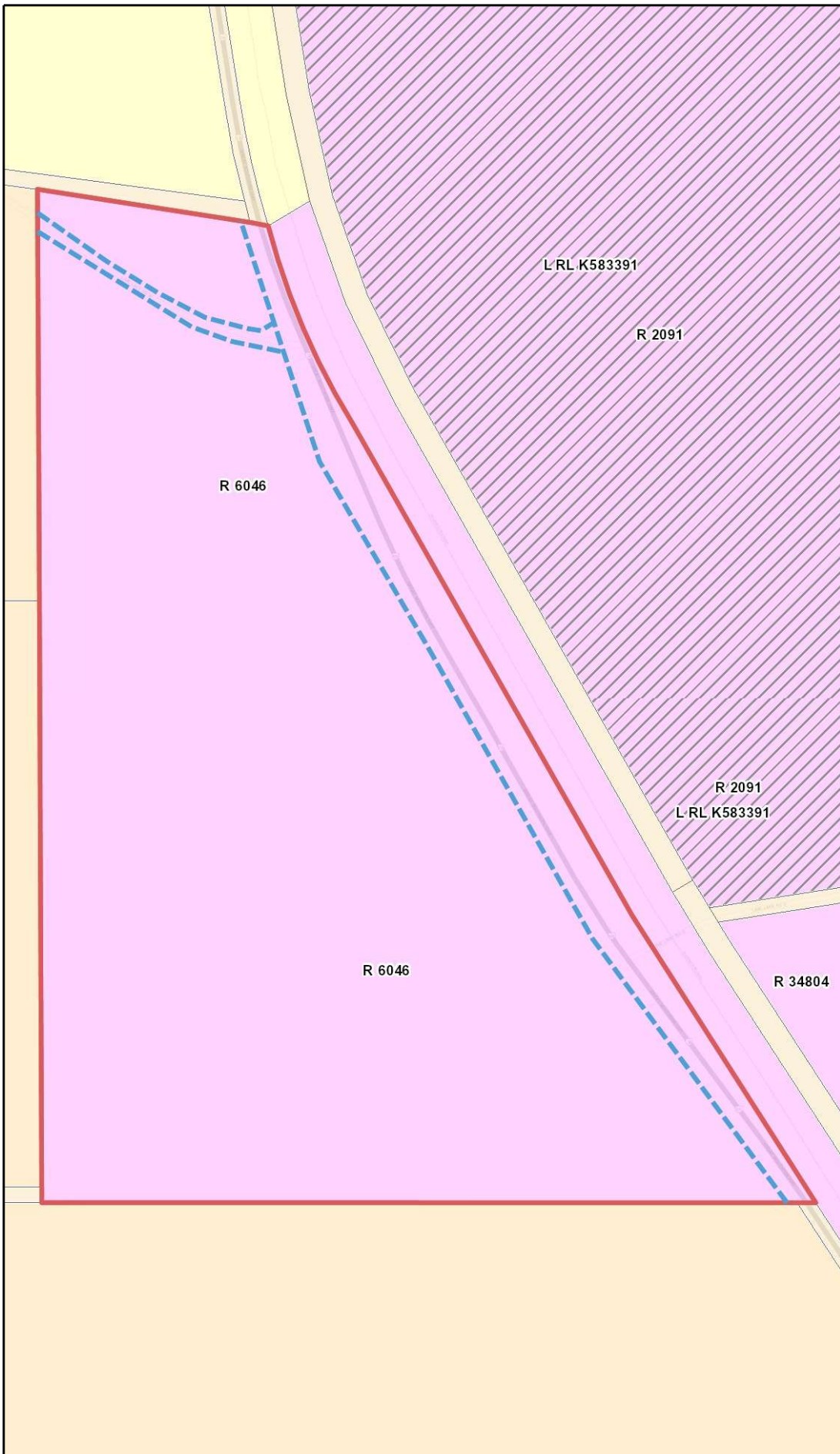
Location information data licensed from Western Australian Land Information Authority (WALIA) trading as Landgate. Copyright in the location information data remains with WALIA. WALIA does not warrant the accuracy or completeness of the location information data or its suitability for any particular purpose.

Date produced: 25 June 2024 01-Feb-2024



Legend

- Cadastre (View 1)
- Land Tenure Small Scale ALL**
 - Easements
 - Other Interests
 - Crown Lease
 - Crown Reserve
 - State Forest; Timber Reserve
 - Marine Park
 - Water Isolation
 - Public Road
 - Unallocated Crown Land; Closed Road
 - Miscellaneous (Type 3)
 - Crown Allotment (Type 2)
 - Building, Survey Strata Lots
 - Lot on Survey (Type 1)
- Land Tenure Small Scale 256K**
 - Easements
 - Other Interests
 - Crown Lease
 - Crown Reserve
 - State Forest; Timber Reserve
 - Marine Park
 - Water Isolation
 - Public Road
 - Unallocated Crown Land; Closed Road
 - Miscellaneous (Type 3)
 - Crown Allotment (Type 2)
 - Building, Survey Strata Lots
 - Lot on Survey (Type 1)
- Land Tenure Small Scale 64K**
 - Easements
 - Other Interests
 - Crown Lease
 - Crown Reserve



Notes:

- * The data that appears on the map may be out of date, not intended to be used at the scale displayed, or subject to license agreements. The map should only be used in matters related to Department of Planning, Lands and Heritage business.
- * This map is not intended to be used for measurement purposes.

Map was produced using DPLH's InQuery.

Tenure Map showing proposed excisions from Reserve 6046

DPLH BUSINESS USE ONLY

Internal Spatial Viewer
 Projection: WGS 1984 Web Mercator Auxiliary Sphere
 Graticules (if visible): GDA 1994 Latitude/Longitude

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Date produced: 29 June 2024 01-Feb-2024



Legend

- Local Government Area
- Cadastre (View 1)
- Land Tenure Small Scale ALL**
 - Easements
 - Other Interests
 - Crown Lease
 - Crown Reserve
 - State Forest; Timber Reserve
 - Marine Park
 - Water Isolation
 - Public Road
 - Unallocated Crown Land; Closed Road
 - Miscellaneous (Type 3)
 - Crown Allotment (Type 2)
 - Building, Survey Strata Lots
 - Lot on Survey (Type 1)
- Land Tenure Small Scale 256K**
 - Easements
 - Other Interests
 - Crown Lease
 - Crown Reserve
 - State Forest; Timber Reserve
 - Marine Park
 - Water Isolation

Notes:

* The data that appears on the map may be out of date, not intended to be used at the scale displayed, or subject to license agreements. The map should only be used in matters related to Department of Planning, Lands and Heritage business.

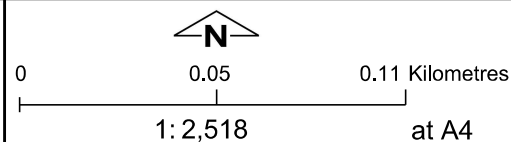
* This map is not intended for measurement purposes.

Map was produced using DPLH's InQuery.

Tenure Map showing proposed excision from Reserve 6046 (for future dedication of Lime Lake Road West)

DPLH BUSINESS USE ONLY

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Projection: WGS 1984 Web Mercator Auxiliary Sphere
Graticules (if visible): GDA 1994 Latitude/Longitude

Date produced: **01-Feb-2024**
25 June 2024

From: [Steven de Haer](#)
To: [Kenneth Parker](#)
Subject: Dedication of Lime Lake Road West - indemnity
Date: Wednesday, 5 June 2024 8:58:22 AM
Attachments: [image001.png](#)

OFFICIAL

Case: 2300246 File: 07722-1898

Good morning Ken

Thanks for your time on the phone last week, and sorry about the confusion regarding the indemnity statement.

As you know, section 58(4) of the *Land Administration Act 1997* requires that a local government resolve to indemnify the Minister for Lands against costs and claims for compensation when proceeding with a road dedication. This is a pretty standard requirement and the Department processes dozens of road dedication proposals from local governments every year without issue. I'm not aware of a situation where a claim for compensation has been made.

The wording that I provided was the Department's basic indemnity statement that applies across the State – notably in areas where native title has not been determined (such as the Goldfields, which is where I predominately work). Sorry that this led to confusion.

Given that the Shire of Wagin falls within the boundaries of the South West Settlement determination area, where native title rights and interests were formally surrendered in 2021, the question of compensation for native title does not apply in this situation.

This [page](#) provides further information about the South West Settlement, the negotiated ILUAs, and the compensation package provided to Noongar people in exchange for the surrender of native title rights. This includes a cash component (held in trust) and transfer of land as part of the Noongar Land Estate.

If councillors are prepared to accept an indemnity statement that does not reference native title, I'd suggest basic wording like:

The Shire of Wagin agrees to indemnify the Minister for Lands against any claims or costs arising from the dedication of Lime Lake Road West.

Given that the dedication of Lime Lake Road West along its current route (rather than through the existing road reserve) is a more cost-effective and less administratively burdensome option, it would make sense to me to proceed as planned.

Let me know how things proceed, or if you have any further questions.

Kind Regards,

Steven de Haer

State Land Officer | Land Use Management
Department of Planning, Lands and Heritage
140 William Street, Perth WA [REDACTED]
[REDACTED]



Department of Planning,
Lands and Heritage



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The Department acknowledges the Aboriginal people of Western Australia as the traditional custodians of this land, and we pay our respects to their Elders, past and present.

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8.1.8 CARPETNG FOR WOOLORAMA

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CS.SP.17
STRATEGIC DOCUMENT REFERENCE:	Nil
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

That Council

1. **AGREES** with the option to rent carpet tiles for the Recreational Centre during Woolorama
2. **NOTES** that the Agricultural Society supports the rental option and has agreed to meet the costs of rental 50/50
3. **NOTES** that Officers will discuss the means of procurement with the Agricultural Society

BRIEF SUMMARY

Carpeting in the recreation centre needs to be addressed prior to Woolorama 2025. Based on research on practices elsewhere and contact with suppliers, Officers are recommending that carpet tiles used as an industry standard are rented for the 2025 event and beyond.

BACKGROUND/COMMENT

Each year for Woolorama the Shire's indoor sporting facility is transformed into an exhibition hall. To protect the playing surface used for netball, basketball, futsal and pickleball and other racket sports carpet is used to cover the surface.

Carpet is also used to cover part of the surface during Trotting Club meetings.

The carpet has reached the end of its useful life for deployment at Woolorama. At the 2024 Woolorama part of the carpet lifted and became a trip hazard. The carpet can not be used again for the 2025 event.



Officers have made enquiries with various providers regarding options for outright purchase or rental of carpet tiles which are used at exhibition halls and similar facilities.

This research has found that other local governments don't permit their courts to be used for conventions and venues like the Perth Convention Centre and RAC Arena require the hirer to pay for carpet hire. Venues that do use carpet to protect surface use 1m x 1m carpet tiles like those shown below:



Option 1 – Rent carpet tiles

Rental of carpet tiles can occur for approximately \$8,700 including delivery and installation.

Option 2 – Purchase carpet tiles

Purchase of carpet tiles outright will cost approximately \$45,000 not including delivery. Carpet tiles would need to be stored and installed by Shire Officers.

Option 1 – renting carpet tiles is the recommended option. This will ensure that the tiles are installed to a professional standard ensuring a safe surface for exhibitors and visitors. It will also mean that the Shire will not need to store the carpet.

The Agricultural Society has advised that it supports the rental option.

While the rental option will mean that the Shire will not have access to the carpet tiles for other events, the existing carpet can continue to be used for the trots given the limited volume of carpet required for that event.

In respect to funding, the Agricultural Society has offered to meet the Shire 50/50 in respect to rental costs for the carpet tiles for Woolorama. While it could be argued that the Agricultural Society meet all costs, given the strong and long standing support from the Shire and importance of the event, Officers recommend that the Council endorse a 50/50 funding split.

The Agricultural Society has expressed an interest in negotiating a reduced price based on a sponsorship of the pavilion for the event. Officers would be seeking a three year contract with a supplier at a minimum. Whether the rental occurs through the Shire or Agricultural society can be determined between Officers and the Agricultural Society.

CONSULTATION/COMMUNICATION

Local governments with large recreational facilities including Narrogin, Katanning, Mandurah, Cockburn, Rockingham, Joondalup and Wanneroo were contacted to assess what they do in respect to protecting their courts. The Perth Convention Centre and RAC Arena were also contacted. Quotes were obtained for rental and purchase from several carpeting firms.

STATUTORY/LEGAL IMPLICATIONS

Nil.



POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Officers have allocated funds for carpet rental in the 2024-25 budget.

STRATEGIC IMPLICATIONS

Buildings and infrastructure

VOTING REQUIREMENTS

Simple Majority

8.1.9 WORKPLACE HEALTH AND SAFETY ACTION PLAN

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	5185 – May 2024
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	PE.OH.1
STRATEGIC DOCUMENT REFERENCE:	Nil
ATTACHMENTS:	Attachment 1 - Workplace Health and Safety Action Plan

OFFICER RECOMMENDATION

That Council NOTES the Workplace Health and Safety Action Plan contained in Attachment 1

BRIEF SUMMARY

At the May 2024 Ordinary Council Meeting, Council requested an action plan on WHS be presented at the July Ordinary Council Meeting. Officers have prepared an Action Plan following engagement with LGIS for Council’s consideration.

BACKGROUND/COMMENT

At the May 2024 Ordinary Council Meeting, Council passed the following resolution:

That Council:

1. *NOTE the LGIS Workplace Health and Safety Desktop Assessment as Contained in Attachment 1*
2. *NOTE the initial Administration response contained in this report and that further investment may be required to address the issues contained in the Assessment which will be presented to Council in due course*
3. *REQUESTS that the CEO presents an action plan to Council at the July Ordinary Council Meeting.*

This paper has been prepared to given effect to the third part of the resolution.

On Thursday, 6 June 2024, Officers met with representatives from LGIS. At the meeting Officers presented the initial administration response to the assessment’s findings being:

- establish a team of WHS representatives planned to include the CEO, a representative from the Administration (to include volunteer and emergency management), a representative from Homecare and two representatives from Operations. This WHS team will be a key consultative group on future WHS planning which is a requirement under legislation;
- document an induction process for new starters and contractors;

- ensure that incident reporting and review occurs with incidents to be reviewed by WHS team;
- document and implement safe work method statements for high risk activities;
- verify that all Officers have current required licences to operate plant; and
- establish regime to document playground inspections and necessary maintenance.

The LGIS representatives agreed that these initial actions addressed most of the critical risks identified in the assessment.

LGIS has offered to provide ongoing support to the Shire on an additional fee for service basis. At this time, Officers do not recommend paying LGIS for additional occupational health and safety services with the exception of asbestos management which is beyond the technical expertise of Officers.

In response to Council's request for an action plan, Officers have compiled the systematic response to the issues identified in the LGIS assessment in the Action Plan in Attachment 1.

The key principle in the Officer's response is that safety is the responsibility of the Person Conducting the Business and Undertaking (the CEO) and can not be outsourced or contracted for a fee.

While Officers appreciate the insights provided by LGIS, Officers do not believe it is appropriate for the entity that has identified the areas for improvement to be contracted to address those same areas on a fee for service basis. The exception to this is initial asbestos management work which the Shire lacks technical expertise.

The Action Plan in Attachment 1 which reemphasises a commitment to undertake the following steps above is considered by Officer's to be an appropriate, pragmatic and proportional response. Importantly, the response is considered to be achievable, it does not commit the current administration (or Council) to a standard that it cannot meet.

The Action Plan is presented for Council's consideration per the request made at the May Ordinary Council Meeting.

CONSULTATION/COMMUNICATION

On Thursday, 6 June 2024, Officers met with representatives from LGIS to discuss the audit findings and LGIS' fee for service proposal.

STATUTORY/LEGAL IMPLICATIONS

The WHS Act requires all PCBUs to ensure, so far as is reasonably practicable, the health and safety of:

- workers engaged, or caused to be engaged by the person
- workers whose activities in carrying out the work are influenced or directed by the person while the workers are at work in the business or undertaking.

This primary duty of care requires duty holders to ensure health and safety, so far as is reasonably practicable, by eliminating risks to health and safety. If this is not reasonably practicable, risks must be minimised so far as is reasonably practicable.

POLICY IMPLICATIONS

The Shire has adopted a policy A7 regarding Occupational Health and Safety. The policy, while outdated, articulates a general commitment to workplace safety. The review has found that the commitments made in the policy are not being realised.

Per the Action Plan, a new policy will be presented to Council in due course prepared by the WHS team which will describe the Shire's commitment to safety through a measured and pragmatic approach that emphasises a safety culture.

FINANCIAL IMPLICATIONS

The proposed asbestos management work can be accommodated with budget constraints.

STRATEGIC IMPLICATIONS

Council leadership

VOTING REQUIREMENTS

Simple Majority

Workplace Health and Safety Action Plan

	What this means	Administration Response	Timetable
Management Commitment	Management commitment refers to the documentation and extent that OHS is embedded in the organisation through investment, prioritisation, engagement and culture.	<p>The first step is the creation of a WHS team and appointment of WHS representatives.</p> <p>These WHS representatives will be trained to assist them in their role.</p> <p>The WHS team will ensure that staff are engaged on WHS matters and provide input into WHS documentation including a new WHS policy (identified as a gap in the assessment).</p> <p>Importantly, this policy will not be prepared by an external consultant but instead be prepared internally and reflect the organisation's new commitment to embedding safety culture through practical and achievable steps.</p>	<p>An expression of interest to be part of the WHS team was circulated to all staff in the week commencing 3 May.</p> <p>The preparation of a new Health and Safety policy will occur following establishment of the WHS representative group.</p> <p>The new policy will reinforce a commitment to safety that is achievable by the organisation.</p>
Planning	Planning refers to whether the Shire's approach is reviewed regularly, whether staff have access to emergency planning procedures, documentation reflects current standards and is accessible, whether WHS performance targets are measured, and whether workers have necessary licences.	<p>The administration response to this issue is being driven through the WHS team that will review the Shire's approach, assess performance against WHS targets and review safety incidents.</p> <p>A separate audit of whether workers have necessary licences is being undertaken but is not anticipated to identify issues as licencing services are undertaken by the Shire and licences are paid for by the Shire.</p> <p>The Shire does have extensive safety documentation but this generally refers to past standards and the old OHS regime. Officers consider updating the procedures to be a secondary issue and not a priority compared to embedding a safety culture through engagement, implementing incident reporting and review, and establishing a playground inspection program.</p> <p>Evacuation plans will be reviewed by the WHS team.</p>	This can occur with the establishment of the WHS team.
Consultation and Reporting	This relates to the extent that staff are engaged on WHS matters and that WHS is communicated.	The WHS team will be a critical step in this regard. Investment in the WHS team through training and an emphasis on safety as a management priority will resolve the key issues identified in this category of the review.	This can occur with the establishment of the WHS team.

Workplace Health and Safety Action Plan

	What this means	Administration Response	Timetable
Risk Management	This relates to the extent that workplaces are inspected for hazards and there is a mechanism to report hazards and rectify.	<p>Officers have agreed to implement Safe Work Method Statements for high risk activities in the first instance. LGIS have advised that individual SWMS are required for each job and location. This approach given the resources of the Shire and the volume and diversity of work is not considered practicable or reasonable.</p> <p>Officers instead propose to document the routine safety assessment of works conducted in daily toolbox sessions with the works team. A way that this can be achieved is through a digital voice recorder which will allow for hazard identification and documentation in the most efficient way possible.</p> <p>Through the embedding of the safety culture, managers will be encouraged to report workplace hazards which will be reviewed by the WHS team.</p>	To occur immediately
Training and Supervision	This relates to the extent that staff have been trained in WHS and been inducted to perform their role	WHS representatives will complete training. Other issues associated with induction were identified as satisfactory but inductions of new employees are not occurring consistently which will be changed.	Once WHS team is established training will be undertaken.
Volunteer Management	Volunteer management refers to principally to the risks associated with bushfire brigade membership	This matter is a unique challenge and is proposed to be dealt with separately through engagement with brigades through the legislative instrument of the Bush Fire Advisory Committee and Local Emergency Management Committee. Officers are appreciative of the tremendous service of our emergency and bushfire volunteers and improvements in this area will be driven by the brigades.	This will occur in line with preparations for the 2024-25 fire season.
Asbestos Management	This relates to the extent that the Shire has documentation regarding the location and extent of asbestos in its buildings.	<p>This is an area where the Shire lacks technical expertise. The Shire will be engaging LGIS to compile the required information.</p> <p>The issue associated with asbestos management of buildings reflects a wider underinvestment in the management of Shire facilities and building maintenance.</p>	In the second half of the 2024 calendar year.



Workplace Health and Safety Action Plan

	What this means	Administration Response	Timetable
Contractor Management	The extent that contractors are inducted or monitored for safety	<p>The Shire’s approach to contractor management first requires a standard set of terms and conditions for purchases.</p> <p>These terms and conditions will require contractors to take steps to operate safely and provide recourse for the Shire to address circumstances where contractors are not operating safely.</p> <p>As contractors are employed in areas where the Shire does not often have expertise, Officers consider it to be inappropriate for the Shire to be approving or endorsing contractor safety management plans because this infers that the Shire has the expertise to make a technical assessment where it does not.</p>	In the second half of the 2024 calendar year.
Compliant Playground Inspections	This means the extent that playgrounds are routinely inspected.	Playgrounds including sporting facilities and the skatepark every six months with the results of inspections recorded and presented to the WHS team. This will augment the reactionary approach to playground maintenance that for example resulted in the softfall at the sportsground playground being repaired.	This can occur immediately.

8.2 DEPUTY CHIEF EXECUTIVE OFFICER

8.2.1 DEPUTY CHIEF EXECUTIVE OFFICER REPORT

AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.CO.1
STRATEGIC DOCUMENT REFERENCE:	Strategic Community Plan
ATTACHMENTS:	Nil

OFFICER RECOMMENDATION

That Council NOTE the Deputy Chief Executive Officer's report.

BRIEF SUMMARY

The following report details activities within the Deputy Chief Executive Officer's portfolio.

BACKGROUND/COMMENT

DEPUTY CHIEF EXECUTIVE OFFICER

This month, I have been involved with:

- Budget preparation
- Proposed differential rates calculations
- Rates notice envelope inserts
- Staff – updating position descriptions and preparation for evaluations
- Drainage valuation
- Building maintenance co-ordination
- There have been several internal budget meetings.

BUILDING OFFICER

Building Permits – April

Permit No.	Owner	Builder	Location	Description	Value	Fees
99950	Unigrain (B W May P/L)	Trevor Parsons	31 Stuart Street	Flaking Mill Extensions	\$836,000	\$4,405.72
99951	Bevan Kellow	Ryan Scardetta	Unit 3, 40A Ventnor Street	Additions to residence	\$180,000	\$1,182.60
99952	Rowena Jenkin	Jonathon Ledger	49 Urban Street	Verandah and Shed	\$17,050	\$171.65

COMMUNITY OFFICER

Social Media

Since the last Council meeting (May 2024), the Shire has posted 16 times with topics varying from concrete to swimming opportunities coming up. The top post from the May report (Wagin Shire President condemns live sheep export ban) is currently sitting at a post reach of 16,291 (6,651 last month).

The top five posts are:

Date	Topic	Post reach
June 10 th	Media Release, Bart stands as beacon for live export	4,946
May 27 th	Food Truck	4,105
May 31 st	Concrete Update	3,840
May 23 rd	Swimming Pool Lifeguard training	1,880
May 30 th	Concrete Spill	1,782

Caravan Club visit

Red Gum Caravan club advised they had a terrific time in Wagin. They felt very welcomed and wanted to acknowledge the visit from Cr West.

Library records system

The Shire has recently arranged a new membership system for the library, with the old Amlib system no longer being supported. Spydus is the alternative Chosen by the Shire of Wagin. It is used by a lot of regional, smaller libraries and supported by the City of Albany by way of a consortium, thereby lowering the overall cost for all local governments involved. Library staff have been attending training sessions to ensure the changeover runs smoothly with no loss of data.

Blue Tree Event

The Blue Tree Project people have made contact to arrange hosting a presentation and BBQ at the Recreation Centre on Thursday 27 June. A free community event will be held with key note speakers sharing their mental health journey.

SWIMMING POOL

The swimming pool is closed for the season.

CARAVAN PARK

The caravan park patronage remains steady with a total of 409 people stay during May.



WAGIN LIBRARY AND GALLERY

This report provides information to councillors about events, activities and statistics in the Wagin Library & Gallery which have occurred during the reporting period.

Library Update:

- Since December 2023 we have 34 new patrons joining the Wagin Library & Gallery and this is continuing to increase every month.
- National Simultaneous Story Time - Wednesday 22 May 10am-11am.
- Author Event- Natasha Madden - Friday 24th May 1.30pm-3pm.

Library Regular Activities:

- Book Club was held Saturday 11 May from 12pm to 2pm.
- Story Time is held on Wednesdays from 10am-11am the again on Fridays from 1.30pm-2.30pm.
- Children's Book Club is held on Tuesdays 3.30pm – 4.30pm.
- Waratah Lodge regular readers' weekly exchange of books, DVDs, etc. is ongoing.
- Wagin Hospital Homebound visiting program available as required.

Upcoming news and events:

- Author Event-Sharron Spargo 28 June 28th - "Birdies" Australian Fleet Air Arm

Library Statistics:

	This Month – May 2024	This Month – April 2024
Patron Visits	267	286
Phone Transactions	28	15
Inter Library Loans	29	18
Community Connections	35	37
Information search request	0	0

Patron Comments and Suggestions:

Guest book: More new comments entered, and available on library coffee table to view during Library hours.

HEMECARE

Aged Care Quality and Safety Commission

The Shire of Wagin has been notified by the Aged Care Safety and Quality Commission (ACSQC – the regulator for service providers of aged care services) of a proposed audit of Wagin Homecare within the next three months. A formal date has not yet been issued.

The purpose of the audit is to evaluate performance across all Standards of requirements. More information of the Quality Standards can be found by following this link

<https://www.agedcarequality.gov.au/providers/quality-standards>

I consider that the Shire of Wagin is between the developing and meeting phases.

<p>Developing</p>	<ul style="list-style-type: none"> • Improvement of experiences and outcomes for consumers is evolving, efforts may be more reactive than proactive, and rely primarily on key personnel. • The workforce does not consistently understand their roles and responsibilities in meeting this requirement. Application can be prescriptive rather than problem solving. • The organisation does not consistently apply this requirement to delivery of care and services. Some gaps have been identified. • Systems and processes to monitor consumer experiences and outcomes have been established in some areas. There is limited opportunity for consumer input.
<p>Meeting</p>	<ul style="list-style-type: none"> • The organisation can demonstrate that the consumer experiences and outcomes related to this requirement are being achieved. • The workforce understands this requirement relevant to their roles and responsibilities and consistently applies it in what they do. • The organisation has implemented systems and processes to consistently apply this requirement in the delivery of care and services. • The organisation has systems and processes to effectively monitor this requirement and can demonstrate how consumers are engaged in this process.

Excerpt from the ACSQC Self-Assessment Tool

There is systemic evidence that best practices are understood by the workforce and there are continual improvements implemented related to consumer experiences to affect better health and wellbeing outcomes.

Wagin Homecare staff have been working towards more formal evidence of our commitment to improvement and consumer engagement which includes carrying out a self-assessment. ACSQC provide a tool for that process. This does put more emphasis on administration and with limited staff puts pressure on service targets.

With the recent strategic work on the Wagin Homecare budget, there will be a greater ability to analyse income and expenditure including labour costs. This business entity has potential for growth but not without increasing the labour back to previous levels – currently employing 12 staff and 1 contractor (Gardening/Home Maintenance) versus 17 staff in 2022.

Wagin Homecare has been somewhat of an unknown quantity in terms of direct and indirect costs. System changes will allow more quality information to be extracted on the income and expenditure associated with the various services. This information and an analysis of risks and the changes in aged care environment will assist sound decision making about the future of the service.

April re-cap

Wagin Homecare Opening – Town Hall Offices

The opening was a wonderful day, attended by 52 people members of the Green Shoots program. Arts Narrogin provided a free screening of the Narrogin Hay Bales Concert. Our thanks to the Shire president, Cr Phillip Blight who conducted the formalities and offered some information on the history of the service. There have only been four managers in what we now know, is closer to four decades of service provision for both Wagin and West Arthur. Quite a significant term and it demonstrates the passion and commitment of the managers and the need in community for this service.



Statistics

79 CHSP and 7 HCP clients received seven or more services in May; Domestic Assistance, Social Support and Gardening are the services in greatest demand. There were 351 CHSP service deliveries in May and 114 services for HCP packages.

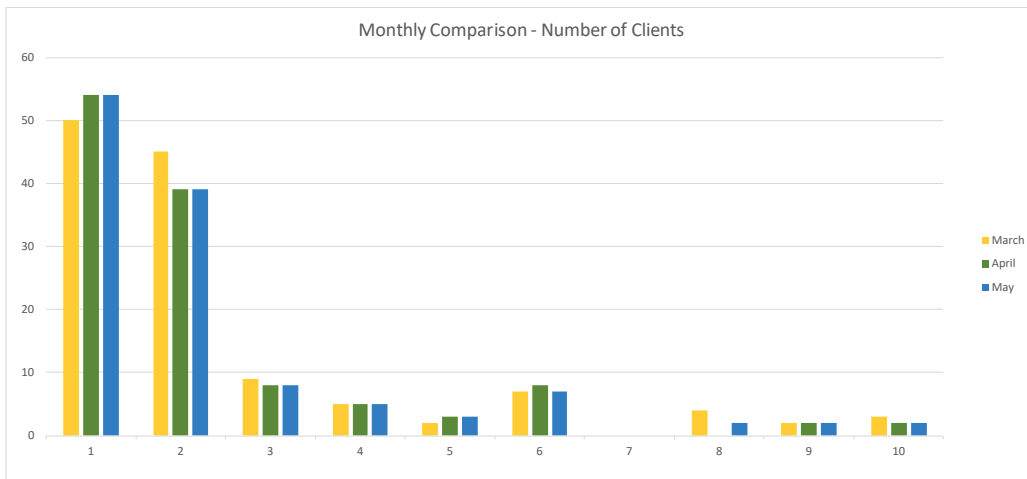


Commonwealth Home Support Package (CHSP)

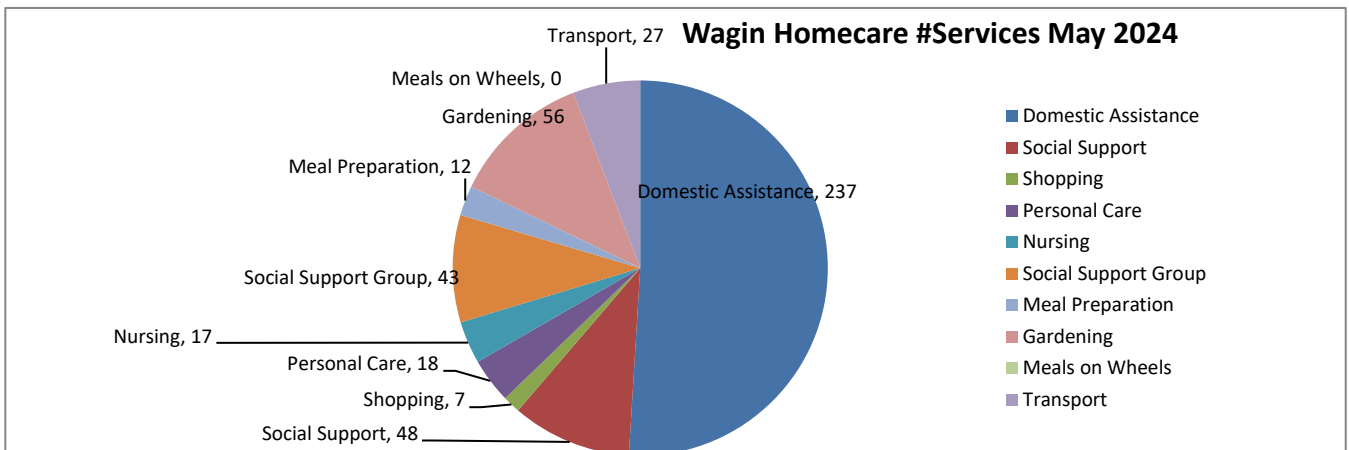
Types of services provided	Format	Provided	Contracted	Variance
Domestic Assistance	(Hours)	203	222	19
Social Support Group	(Hours)	27	140	113
Social Support Individual	(Hours)	32	83	51
Home Maintenance	(Hours)	46	106	60
Transport	(#Trips)	17	64	47
Meals - Community and Home Support	(#Meals)	7	225	218
Nursing	(Hours)	6	16	10
Personal Care	(Hours)	6	33	27
Other food services	(Hours)	7	27	20
Respite Care	(Hours)	0	1	1

Home Care Packages (HCP)

Types of services provided	Format	Provided
Domestic Assistance	(Hours)	34
Social Support Group	(Hours)	16
Social Support Individual	(Hours)	16
Home Maintenance	(Hours)	10
Transport	(#Trips)	10
Meals on Wheels	(#Meals)	0
Nursing	(Hours)	11
Personal Care	(Hours)	12
Other food services	(Hours)	5
Respite Care	(Hours)	0



NUMBER	DATA
1	Domestic Assistance
2	Gardening
3	Transport
4	Nursing
5	Social Support Group
6	Social Support Individual
7	Meals on Wheels
8	Shopping
9	Meal Preparation
10	Personal Care





Homecare Financial Summary

Budget, actual and forecast actual figures have been provided for the Homecare business unit. The adopted 2023/24 budget for Homecare incorporated an operating deficit of \$51,430. The mid year budget review increased the approved deficit to \$71,430, due to the ICT expenses associated with the move to the Town Hall being classified as operational rather than being capitalised.

The current EOY projection is an operating deficit of \$98,752, which is \$27,322 more than the revised budget. The main reasons for this are higher than expected salary costs, due in part to staff long service leave payouts totalling over \$10,000, legal fees for reviewing the HCP agreement of \$2,000 and fringe benefits tax of over \$6,000.

With the future transition to Homecare packages that the Commonwealth is progressing in 2027, officers are exploring obtaining an independent market analysis regarding future options for Homecare delivery which may result in recommendations to Council to ensure the financial sustainability of the service.

Shire Of Wagin											
SCHEDULE 08 - EDUCATION & WELFARE											
Financial Statement for Period Ended											
31 May 2024											
HOME CARE PROGRAM		Revised Budget		YTD Budget		YTD Actual		YTD		Forecast Actual	
GL #	OB #	Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure	Variance	Variance	Revenue	Expenditure
		\$	\$	\$	\$	\$	\$	\$	%	\$	\$
OPERATING EXPENDITURE											
E082010	Homecare Salaries		139,624		128,880		126,931	1,949	2%		140,893
E082013	Homecare Leave/Wages Liability GEN		0		0		235	(235)	0%		0
E082015	Maintenance & Gardening		54,752		50,193		61,068	(10,875)	(22%)		66,544
E082020	Nursing Salaries		35,963		33,192		36,698	(3,506)	(11%)		40,294
E082025	Care Workers Salaries		282,596		259,050		272,287	(13,237)	(5%)		300,547
E082030	Superannuation		51,733		47,749		46,928	821	2%		52,101
E082035	Other Expenses		5,000		4,565		7,613	(3,048)	(67%)		8,113
E082040	Travelling - Mileage		25,000		22,913		23,642	(729)	(3%)		26,142
E082045	Staff Training		1,800		1,650		1,063	587	36%		1,243
E082050	Staff Training Salaries		3,500		3,201		3,729	(528)	(17%)		4,079
E082055	Subscriptions		5,900		5,401		9,833	(4,432)	(82%)		10,423
E082060	Telephone & Postage		1,400		1,276		5,178	(3,902)	(306%)		5,318
E082065	Advertising & Stationery		1,200		1,100		1,312	(212)	(19%)		1,432
E082070	Insurance		8,281		8,280		8,241	39	0%		8,241
E082075	Office Accommodation		27,000		27,000		21,000	6,000	22%		21,000
E082080	Plant & Equipment Mtce		20,000		18,315		13,016	5,299	29%		15,016
E082083	Computer Equipment and Support		20,000		20,000		21,152	(1,152)	(6%)		21,152
E082085	Consumable Supplies		4,500		4,125		3,212	913	22%		3,622
E082090	Homecare Equipment and Catering Supplies		1,500		1,375		705	670	49%		855
E082095	HCP Expenses		11,000		10,087		24,224	(14,137)	(140%)		25,324
E082100	Administration Allocated		17,788		16,302		16,302	0	0%		17,788
E082110	Meals on Wheels Expenditure		2,500		2,288		1,044	1,244	54%		1,294
E082120	Loss on Sale of Asset		0		0		0	0	0%		0
E082130	Homecare Retention Bonus Expenditure		0		0		0	0	0%		0
E082190	Depreciation - Homecare		19,644		17,998		18,029	(31)	(0%)		19,994
OPERATING REVENUE											
I082010	CHSP Grant	408,771		377,255		377,218		(37)	(0%)	408,771	
I082015	Meals on Wheels	2,500		2,288		943		(1,345)	(59%)	1,193	
I082020	CHSP Fee for Service	102,000		93,500		47,208		(46,292)	(50%)	57,408	
I082025	Donations	0		0		500		500	0%	500	
I082030	Government Pay Reimbursement	0		0		0		0	0%	0	
I082031	Homecare - Other Income	0		0		0		0	0%	0	
I082040	HCP Client Daily Fee	19,980		18,315		17,554		(761)	(4%)	19,552	
I082045	HCP Government Funds	136,000		124,663		148,760		24,097	19%	162,360	
I082050	NDIS Contribution	0		0		37,980		37,980	0%	42,918	
SUB-TOTAL		669,251	740,681	616,021	684,940	630,164	723,442			692,702	791,454
Operating Surplus / (Deficit)			(71,430)		(68,919)		(93,278)				(98,752)
CAPITAL EXPENDITURE											
E167790	Land and Buildings - Homecare										
	B2302 Relocation To Wagin Town Hall		45,000		45,000		42,802	2,198	5%		42,802
CAPITAL REVENUE											
SUB-TOTAL		0	45,000	0	45,000	0	42,802			0	42,802
TOTAL - HOME CARE PROGRAM		669,251	785,681	616,021	729,940	630,164	766,244			692,702	834,256



CONSULTATION/COMMUNICATION

Chief Executive Officer and staff of the Shire of Wagin.

STATUTORY/LLEGAL IMPLICATIONS

Local Government Act 1995 and relevant regulations.

POLICY IMPLICATIONS

No direct policy implications.

FINANCIAL IMPLICATIONS

2023/24 approved budget.

VOTING REQUIREMENTS

Simple Majority.

8.2.2 DIFFERENTIAL RATES FOR GROSS RENTAL VALUE PROPERTIES – 2024/25 OBJECTIVES AND REASONS

AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Deputy Chief Executive Officer
PREVIOUS REPORT(S):	22 June 2023
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	RV.VA.1; RV.VA.3
ATTACHMENTS:	Objectives and Reasons for Differential Rates in 2024/25

OFFICER RECOMMENDATION

That Council:

- ENDORSES** a total rate yield for 2024/2025 budget purposes, which will derive a proposed \$2,796,291 in net rate revenue.
- ENDORSES** for the purpose of advertising the following proposed Differential Categories, Rates and Minimum Payments for the Shire of Wagin for the 2024/25 rating year:

Rate Category	Rate in Dollar (Expressed as cents in \$)	Minimum Payment
GRV – Non-Commercial / Industrial	0.093002	\$675
GRV – Commercial / Industrial	0.123227	\$675
UV General	0.003877	\$675

- AUTHORISES** the Chief Executive Officer to advertise for public comment, the Differential General Rates and the Minimum Payments Statement of Objects and Reasons as shown in the attachment, as per the requirements of section 6.36 of the Local Government Act 1995.

BRIEF SUMMARY

The purpose of the report is for Council to consider a proposal for the setting of the rate in the dollar for the differential rating categories, to be applied to the proposed budget for the 2024/2025 financial year and advertised in accordance with Section 6.36 of the Local Government Act 1995 for 21 days.

BACKGROUND/COMMENT

As part of the 2022/23 budget deliberations Council reviewed the basis on which it raises the annual rates and decided to establish differential rating within the GRV category.

Differential rates were implemented following a revaluation of GRV properties in the district by the Valuer General. The revaluation resulted in a disparity between the increases in values of residential and non-residential properties. Creating two different categories based on the land usage offered a more equitable way of dealing with this disparity and making a fair increase across the board.

The principle of the Shire’s differential rates is objective because it is based on land use. It allows for fairness and equity and promotes consistency in rate application because like properties are categorised. It is transparent because applying a rate to like properties is well understood and will result in less variability.

Preparation of the draft 2024/25 budget indicates a budget deficiency requiring an increase in rates yield of \$2,796,291. This represents a 3.4% increase (+\$92,138). As the GRV valuations are still consistent with those applied in the last two years, it is considered appropriate to proceed with the differential rates regime as the reasons and objectives have not changed.

It is therefore recommended that Council continues with the system of differential rates characterised by land use. To raise the budget deficit and be able to achieve a balanced budget the follow categories and rates in the dollar are proposed:

Rate Category	Rate in the Dollar (Expressed as cents in \$)	Minimum Payment
GRV – Non-Commercial/Industrial	0.093002	\$675
GRV – Commercial/Industrial	0.123227	\$675
UV General	0.003877	\$675

Local public notice is required where differential rates are proposed to be introduced. Should Council approve the proposal to apply differential rates, local public notice will be given in accordance with s. 1.7 of the Local Government Act 1995 for a period of at least 21 days and a report prepared for Council summarising any submissions.

CONSULTATION/COMMUNICATION

Chief Executive Officer; Senior Management.



STATUTORY/LEGAL IMPLICATIONS

Division 6 of the Local Government Act 1995; Valuation of Land Act 1978; Local Government (Financial Management) Regulations 1996.

Public notice of the proposed differential rates is mandatory with at least 21 days allowed for submissions. Any submission is to be considered by Council when making decisions to impose a rate.

POLICY IMPLICATIONS

While there are no direct implications under current policy, there is strategic relevance to policy F.10 Rate Concession Incentives – Commercial Properties.

FINANCIAL IMPLICATIONS

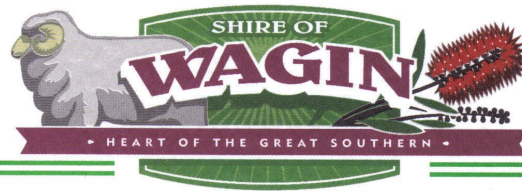
The proposed rate model is expected to yield \$2,796,291 in rate revenue for 2024/2025 which will contribute to the net funding requirements of the Shire's services, activities, financing costs and asset renewal program.

STRATEGIC IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority



Objectives and Reasons for Proposed Differential Rates for the 2024/25 Financial Year

In accordance with Section 6.36 of the Local government Act 1995, the Shire of Wagin is required to publish its Objectives and Reasons for the implementing of differential rates.

The Shire of Wagin intends to impose differential general rates and minimum payments for the 2024/25 financial year as summarised in the following table:

Rate Category	Rate in the \$	Minimum Payment
GRV – Non-Commercial/Industrial	\$0.093002	\$675
GRV – Commercial/Industrial	\$0.123227	\$675
UV General	\$0.003877	\$675

Overall Objective

The purpose of the levying of rates is to meet the Council's budget requirements in each financial year in order to deliver services and community infrastructure. Property valuations provided by the Valuer General are used as the basis for the calculation of rates each year. Section 6.33 of the Local Government Act 1995 provides the ability to differentially rate properties based on zoning and/or land use as determined by the Shire of Wagin. The application of differential rating maintains equality in the rating of the properties across the Shire, enabling the Council to provide facilities, infrastructure and services to the entire community and visitors.

Gross Rental Value (GRV)

The Local Government Act 1995 determines that properties of a non-rural purpose be rated using Gross Rental Valuation (GRV) as the basis for the calculation of annual rates. The Value General determines the GRV for all properties within the Shire of Wagin every five to six years and assigns a GRV. A revaluation was carried out in 2022 with the valuation effective from 1 July 2022. Interim valuations are provided monthly to the Council by the Valuer General for properties where changes have occurred. In these instances, Council recalculates the rates for the affected properties and issues interim rate notices.

The following categories of GRV are proposed for the 2024/25 financial year:

GRV – Non-Commercial/Industrial

This rating category consists of properties which have a predominantly residential use. The object of the rate for this category is to be the base by which all other GRV rated properties are assessed. The reason is to ensure that all ratepayers make a reasonable contribution towards works, services and facilities within the Shire. The proposed rate in the dollar for this category is 9.3002 cents, with a minimum rate of \$675.00.

GRV- Commercial/Industrial

This rating category consists of properties used predominantly for Commercial or Industrial purposes that are located within the townsites. The object of the rate for this category is to raise additional revenue to fund the costs associated with the higher level of service provided to the properties in this category. The reason is that the Shire incurs higher costs to service these areas including carparking, landscaping and other amenities. In addition, costs associated with tourism and economic development activities are incurred by council that also have a benefit to these ratepayers. The proposed rate in the dollar for this category is 12.3227 cents, with a minimum rate of \$675.00.

Unimproved Value (UV)

Properties that are predominantly of a rural purpose are assigned an Unimproved Value that is supplied and updated by the Valuer General on an annual basis.

UV

The Shire of Wagin has one UV category. Included in this category are properties that are used exclusively for rural use – either residential or commercial and mining tenements. The reason for this rating category is to ensure that all ratepayers make a reasonable contribution to the cost of providing works, services and facilities within the Shire. The proposed rate in the dollar for this category is 0.3877 cents, with a minimum rate of \$675.00.

Summary

In arriving at the proposed rates in the dollar Council has attempted to balance the need for revenue to fund essential services, facilities and infrastructure to the entire community.

Any submissions by electors or ratepayers in respect of the proposed Differential Rates and Minimum Payments should be addressed to the Chief Executive Officer, Shire of Wagin and lodged by 4.30pm Monday 22 July 2024.

All submissions may be sent to PO Box 200 WAGIN WA 6315 or hand delivered to the shire administration 2 Arthur Rd WAGIN or shire@wagin.wa.gov.au

Ratepayers are welcome to contact the Shire Finance Department regarding the differential rating categories on 9861 1177 or email donna.fawcett@wagin.wa.gov.au

The full schedule of rates raised is shown in the table below, which assumes a 3.4% increase in the quantum of rates raised over the 2023/24 financial year.

RATES MODELLING with Differential GRV Rates 3.4% increase in line with CPI									
Annual Budget 2024/2025									
(Figures exclude discount and write-offs)									
General Rates:	# of Prop	Rate in the \$	Budget 2023/2024	Interim Changes & Back	Total Budget 2023/2024	Actual 2023/2024	# of Prop	Rate in the \$	Proposed Budget 2024/25
GRV Non-commercial	680	8.9977	787,536	4,000	791,536	788,358	680	9.3002	816,817
GRV Commercial	66	11.9453	190,288	0	190,288	190,497	65	12.3227	196,300
Unimproved Value (UV)	298	0.4803	1,572,980	0	1,572,980	1,571,898	285	0.3877	1,617,798
Subtotal	1,044		1,572,980	0	2,554,804	2,550,753	1030		2,630,916
Minimum Rates								Minimum Rate \$	
GRV Non-commercial	131	650	87,100	0	87,100	87,100	131	675	88,425
GRV Commercial	14	650	9,100	0	9,100	9,100	15	675	10,125
Unimproved Value (UV)	86	650	57,200	0	57,200	57,200	99	675	66,825
Subtotal	231		153,400	0	153,400	153,400	245		165,375
TOTAL	1,275		1,726,380	0	2,708,204	2,704,153	1275		2,796,291

8.2.3 DUAL FIRE CONTROL OFFICER

AUTHOR OF REPORT:	Community Liaison Officer
SENIOR OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	LE.NO.2
STRATEGIC DOCUMENT REFERENCE:	
ATTACHMENTS:	NIL

OFFICER RECOMMENDATION

That Council ACCEPTS the appointment of the Shire of Williams Dual Fire Control Officer Justin Duff for the 2024/25 Bushfire season.

BRIEF SUMMARY

Appointment of Dual Fire Control Officer for the 2024/2025 season.

BACKGROUND/COMMENT

The Bush Fires Act 1954 permits the appointment of FCOs to be authorised between adjoining Local Governments. The Shire of Narrogin has nominated their Dual Fire Control Officer (Dual FCO) to the Shire of Wagin.

Under the Bush Fires Act 1954, a FCO has significant authority in a fire emergency where they may assume responsibility of the situation, which will then override any volunteer on the ground including the Brigade Captain.

As officers of the Shire, exercising statutory authority and powers on behalf of the Shire, there is an obligation on the Shire to consider the suitability of a person prior to appointment as a FCO. In this regard, the Shire should note the requirement of the Bush Fire Brigades Local Law that FCO's are to complete a FCO course or refresher at least once every five years, for their appointment to remain valid.

On the 30 May 2024 the Shire of Williams wrote to the Shire of Wagin to advise the appointment of Justin Duff as a dual fire control officer for the Shire of Wagin.

Justin Duff is a registered member and FCO for the Shire of Williams Volunteer Bushfire Brigade.

Appointments of each FCO is linked to a Bush Fire Brigade (BFB) or if a FCO appointed by an adjoining Shire to the area adjoining the common boundary, but unless specified, their authority extends throughout the whole of the district. It is proposed that this arrangement continue, without specific limitations. A FCO is required to act within any restrictions or conditions placed on the role by the Shire. They cannot issue instructions to staff to carry out works, nor do they have the authority to hire plant or contractors.



Nomination by an adjoining Shire does not mean automatic right to the role. Appointment becomes effective only on resolution of Council. The Shire of Williams has nominated Justin Duff as Dual FCO for the 2024-25 season. It is recommended that Council endorse the nominated appointment of the Shire of Wagin Fire Control Officers and Dual FCOs as provided by the Shire of Williams.

CONSULTATION/COMMUNICATION

Chief Executive Officer and staff of the Shire of Wagin.

STATUTORY/LEGAL IMPLICATIONS

Bushfires Act 1954

POLICY IMPLICATIONS

No direct policy implications.

FINANCIAL IMPLICATIONS

There are no direct financial implications to this report.

STRATEGIC IMPLICATIONS

Reference to and implementation of the Shire of Wagin Strategic Community Plan and Shire of Wagin Corporate Business Plan.

VOTING REQUIREMENTS

Simple Majority.



8.3 MANAGER OF FINANCE

8.4 MANAGER OF WORKS

8.4.1 WORKS AND SERVICES REPORT

AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.CO.1
STRATEGIC DOCUMENT REFERENCE:	2024/24 Approved Budget
ATTACHMENTS:	1. Plant Report

OFFICER RECOMMENDATION

That Council NOTE the Manager of Work's report.

BRIEF SUMMARY

Nil

BACKGROUND/COMMENT

CONSTRUCTION CREW:

- Installing culvert extensions on Bullock Hills, Dongolocking and Beaufort Roads
- Grading of Rural Roads in various areas.
- Maintenance works
- Ballagin Road – repairs to rutted-out sections.
- Culvert extension to Piesseville-Tarwonga Road

TOWNS CREW

- Cleaning of Concrete spill on main street
- Tiding up of parks and gardens and attending to maintenance work
- Raking town streets
- Planting of annuals
- Spraying for ants/ weeds
- Street sweeping

UPCOMING WORKS:

- Maintenance grading various roads.
- Bitumen patching
- Extending culverts
- Main drain construct cement wall

TRAFFIC COUNT REPORT:

Traffic counts were conducted on Ballagin Street (60km per hour speed limit) & Trent Street (40km per hour speed limit) between the dates of 13th May & 10th of June 2024 (29 days)

The results were as follows:

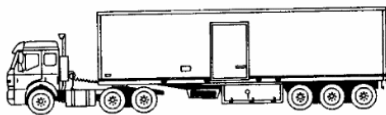
Ballagin Street – 14756 vehicles – 1 Network 4 (Class 10 Truck) 49 Network 1 & 2 (Class 9 Trucks). The remaining 14706 were normal vehicles. All vehicles have the right to use the road except for the Network 4 Trucks or any vehicles 20 metres and over.

Ballagin Street – Speed limit is 60 km per hour. 1532 vehicles were over the speed limit. Recorded speed between 70 to 100 km per hour.

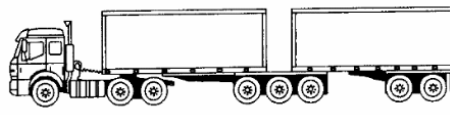
Trent Street – 23646 vehicles – 2 Network 4 (Class 10 Trucks) 32 Network 1 & 2 (Class 9 Trucks). The remaining 23612 were normal vehicles. All vehicles have the right to use the road except for the Network 4 Trucks or any vehicles 20 metres and over.

Trent Street – Speed limit is 40 km per hour. 6651 vehicles were over the speed limit. Recorded speed was between 60 to 100km per hour, one vehicle was recorded at the speed of 110.

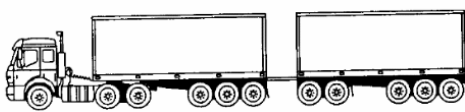
Examples of Class 9 and above vehicles:



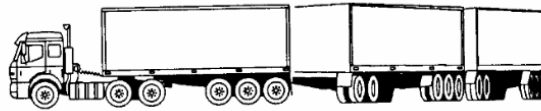
Class 9
Six Axle Articulated Vehicle



Class 10
B Double



Class 11
Double Road Train



Class 12
Triple Road Train



ROAD MAINTENANCE:

The Works crew have attended public requests, general road maintenance issues including blow outs on unsealed roads and fallen trees as they arise.

TOWN MAINTENANCE:

The town crew have been undertaking community requests, removing fallen trees. Gardening crew has been busy tidying up, watering and cleaning up. Planting annuals ready for spring

PLANT / MACHINERY:

General servicing of small and large plant has been carried out by Shire staff, major servicing, and mechanical repairs to be carried out by Marley Diesel and Ag as required.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

This expenditure has been budgeted.

STRATEGIC IMPLICATIONS

These assets are required for works in the community

VOTING REQUIREMENTS

Simple Majority

PLANT REPORT			Jun-24			
PLANT	OPERATOR	PURCHASE DATE	KM / HOURS	SERVICE DUE	REGO	COMMENTS
ISUZU MUX WAGON P-01	Ken Parker	29/10/2019	86,090	90,000	W.1	
ISUZU MUX WAGON P-02	J FATHERS	11/10/2023	25,102	25,000	W.001	Service due
ISUZU D MAX P-04	A HICKS	27/10/2023	13,898	15,000	W.1008	
TOYOTA KLUGER - P-05	P VAN MARSEVEEN	13/10/2021		80,000	W.1479	
WCM LOADER P-09	REFUSE SITE	30/06/2012	3284	1/03/2025	W.10292	
CAT GRADER P-10	J PRAETZ	14/01/2021	3955	4000	W.284	
KOMATSU LOADER P-11	G EVANS	21/03/2018	6176	6550	W.10707	
KOMATSU GRADER P-12	S DE SOUZA	15/01/2019	6229	6700 hrs	W.041	
KOMATSU EXCAVATOR P-13	VARIOUS	10/12/2021	409	527 HRS		
ISUZU TRUCK P-14	S HISKINS	3/12/2019	117967	120580	W.1002	
WN ROLLER P-15	VARIOUS	6/12/2023	259	550 hrs	W.7862	
ISUZU TRUCK P-16	VARIOUS	21/11/2023	8772	15000 KM	W.1012	
MAHINDRA P-17	M WUBBELS	21/03/2022	12753	20000kms	W.10955	
KUBOTA MOWER P-18	M TITO	31/10/2019	578	600 hrs		
VIBE ROLLER P-19	VARIOUS	3/01/2008	2434	2446 HRS	W.841	Service due soon
JOHN DEERE P-20	VARIOUS	9/02/2006	4559	4750	W.9618	
ISUZU P-21 (NEW)	VARIOUS	27/10/2023	8608	15000kms	W.676	
JOHN DEERE P-22	S SICELY	10/08/2016	671	700 HRS	W.487	
TOYOTA UTE P-24	M TITO	17/11/2020	37486	35000kms	W.1010	Service due
TOYOTA UTE P-25	S SICELY	25/11/2020	39686	45000kms	P50	
TRITON UTE P-26	J PRAETZ	14/11/2014	112154	120 000 kms	W.1022	
MAHINDRA P-38	L STANBRIDGE	13/01/2023	10467	15000 km / Feb 25	W.1044	
BOBCAT P-39	VARIOUS	17/09/2013	4235	4300 hrs	W.10553	
ISUZU TRUCK P-40	J CHAMBERLAIN	29/03/2019	135061	140000 kms	W.437	
ISUZU TRUCK P-42	VARIOUS	27/10/2023	13708	15000 Kms	W.1015	
TORO MOWER P-43	M TITO	12/09/2013	1321	1400 HRS		
CAT BACKHOE P-47	VARIOUS	21/09/2015	6616	7000 hrs	W.10552	
TENNANT SWEEPER P-48	D HOYSTED	16/10/2015	2188	4400 HRS	W.10554	
MULTIPAC ROLLER P-49	VARIOUS	9/01/2017	5103	5400 hrs	W.860	
ISUZU UTE - P50	T SIMMS	12/03/2024	2124	5000 Kms	W.924	
FORKLIFT P-51	VARIOUS	30/11/2018	16546	7/06/2025	W.10729	
KUBOTA RTV P-52	VARIOUS	31/10/2019	786	880 HRS		
ROVER MOWER P-53	VARIOUS	5/09/2022	303	300 hrs		Service due
TOYOTA UTE P-85	G ARNOLD	29/10/2020	30209	35000 kms	W.863	
TOYOTA UTE P-94	D HOYSTED	23/10/2019	75901	75000 kms	W.10796	Service due
2016 Toyota Coaster BUS P-07						
H/Care Ute P-27			107054			
H/Care Manager Car - P-80			107195	110000kms	W468	
H/Care Bus P-83			41876	45000kms		
H/Care Darkan P-86			144340	145000kms		



9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN****11 URGENT BUSINESS**

In cases of extreme urgency or other special circumstance, matters may, with the consent of the person presiding, or by decision of the members present, be raised without notice and decided by the meeting.

12 CONFIDENTIAL BUSINESS**13 CLOSURE**