



## **AGENDA**

### **ORDINARY MEETING OF COUNCIL**

**WEDNESDAY, 23 SEPTEMBER 2020**





# SHIRE OF WONGAN-BALLIDU

## NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Elected Members

I advise a change in venue for the Ordinary Meeting of the Shire of Wongan-Ballidu held on Wednesday, 23 September 2020 commencing at 3.00pm to the Sports Recreation Centre in Ballidu.

Elected Members are advised that an invitation has been extended to Mrs Pam Toster of the Ballidu Arts Centre for Afternoon Tea.

Afternoon Tea will be provided by members of the Ballidu Arts Centre.

STUART TAYLOR  
**CHIEF EXECUTIVE OFFICER**

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### **Disclaimer**

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Wongan-Ballidu warns that any person(s) who has an application lodged with Council should rely only on written confirmation of the decision made at the Council meeting. No responsibility whatsoever is implied or accepted by the Shire of Wongan-Ballidu for any act, omission, statement or intimation taking place during a Council meeting.

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**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Elected Members are advised that an invitation has been extended to Mrs Pam Toster of the Ballidu Arts Centre for Afternoon Tea.

**2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED**

**3. PUBLIC QUESTION TIME**

**4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER**

**5. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / PETITIONS**

**6. APPLICATION/S FOR LEAVE OF ABSENCE**

**7. CONFIRMATION OF MINUTES**

**7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY, 26 AUGUST 2020:**

**OFFICER RECOMMENDATION**

**That the Minutes of the Ordinary Meeting of Council held on Wednesday, 26 August 2020 be confirmed as a true and correct record of the proceedings.**

**8. MATTERS FOR WHICH MEETING MAY BE CLOSED**

## 9. REPORTS OF OFFICERS AND COMMITTEES

### 9.1 GOVERNANCE

#### 9.1.1 POLICY 5.23 - ELECTED MEMBER CONTINUING PROFESSIONAL DEVELOPMENT POLICY

FILE REFERENCE:	A1.3
REPORT DATE:	8 September 2020
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor, Chief Executive Officer
ATTACHMENTS:	Policy 5.8 – Elected Member Training Policy (Repeal) Policy 5.23 – Elected Member Continuing Professional Development Policy

#### PURPOSE OF REPORT:

Council is requested to repeal the current 'Elected Member Training' Policy and to adopt a new policy 'Elected Member Continuing Professional Development' Policy relating to recent legislative changes requiring newly Elected Members to attend mandatory training, and to include professional development as part of the training process.

#### BACKGROUND:

The Shire of Wongan-Ballidu currently has a Councillor Training Policy that encourages Elected Members to undertake the training necessary to enable them to fulfil their duties of public office.

Amendments to the *Local Government Act 1995* now require Councils to adopt a new policy in relation to the continuing professional development of Elected Members, with a requirement for the Policy to be published on the local government website.

The *Local Government Legislation Amendment Act 2019* was passed through Parliament on 5 July 2019.

#### COMMENT:

The Department of Local Government, Sport and Cultural Industries (DLGSC) have advised that all Elected Members will need to complete the "Council Member Essentials" training course within 12 months of being elected.

As indicated below, Sections 5.126, 5.127 and 5.128 were introduced in the amendment act.

Section 5.128 requires Council to introduce a Policy for Continuing Professional Development of Elected Members and to ensure that Council complies, a draft Policy is presented to Council for inclusion in its Policy Manual.

#### STATUTORY ENVIRONMENT:

**Local Government Legislation Amendment Act 2019****5.126. Training for council members**

- (1) Each council member must complete training in accordance with regulations.
- (2) Regulations may —
  - (a) prescribe a course of training; and
  - (b) prescribe the period within which training must be completed; and
  - (c) prescribe circumstances in which a council member is exempt from the requirement in subsection (1); and
  - (d) provide that contravention of subsection (1) is an offence and prescribe a fine not exceeding \$5 000 for the offence.

*[Section 5.126 inserted: No. 16 of 2019 s. 61.]*

**5.127. Report on training**

- (1) A local government must prepare a report for each financial year on the training completed by council members in the financial year.
- (2) The CEO must publish the report on the local government's official website within 1 month after the end of the financial year to which the report relates.

*[Section 5.127 inserted: No. 16 of 2019 s. 61.]*

**5.128. Policy for continuing professional development**

- (1) A local government must prepare and adopt\* a policy in relation to the continuing professional development of council members.

*\* Absolute majority required.*

- (2) A local government may amend\* the policy.

*\* Absolute majority required.*

- (3) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- (4) The CEO must publish an up-to-date version of the policy on the local government's official website.
- (5) A local government —
  - (a) must review the policy after each ordinary election; and
  - (b) may review the policy at any other time.

*[Section 5.128 inserted: No. 16 of 2019 s. 61.]*

**LEGISLATIVE REQUIREMENTS:**

*Local Government Act 1995*

*Local Government Legislation Amendment Act 2019*

**POLICY IMPLICATIONS:**

Adoption and repeal of a policy must be determined by an absolute majority decision.

#### **STRATEGIC IMPLICATIONS:**

Goal 5 Good governance and an efficient organisation

Outcome 5.1: Good governance and leadership

Strategy 5.1.3: Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting their role and provide an opportunity to recognise the critical history of the Shire.

Action 5.1.3.1: Develop and implement a training strategy for Councillors.

#### **SUSTAINABILITY IMPLICATIONS:**

➤ **Environment**

There are no known sustainability implications associated with this proposal.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

#### **FINANCIAL IMPLICATIONS:**

There will be financial considerations in respect to ongoing professional development and such costs will be included in future Budgets.

#### **VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: YES**

#### **OFFICER RECOMMENDATION**

**That Council REPEAL Policy 5.8 'Elected Member Training';**

**and**

**That Council ADOPT the new Policy 'Continuing Professional Development for Elected Members' in accordance with the requirements of Section 5.128 of the *Local Government Legislation Amendment Act 2019*.**

**ABSOLUTE MAJORITY REQUIRED**

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## 5.8 Elected Member Training

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**Policy Owner:** Administration and Financial Services  
**Person Responsible:** Chief Executive Officer  
**Date of Adoption:** 7 February 2005  
**Date of Repeal:** 23 September 2020  
**Repeal Resolution:**

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### OBJECTIVE

To ensure Elected Members are provided with the appropriate training to enable them to fulfil their duties of office.

### POLICY

The Council recognises that Elected Members have a responsibility to undertake the training necessary to enable them to fulfil their duties of public office. Therefore, it is committed to the ongoing development of its Elected Members in the interests of effective representation. An annual allocation is provided in each year's budget to cover the cost of Elected Members training and development.

All Elected Members are encouraged to participate in:

- The Municipal Training Services Councillor Induction Program; and
- Other local government specific training courses, workshops and forums

### RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer is responsible for implementing this policy.



## 5.23 Elected Member Continuing Professional Development Policy

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<b>Policy Owner:</b>	Administration and Financial Services
<b>Person Responsible:</b>	Chief Executive Officer
<b>Date of Adoption:</b>	
<b>Adoption Resolution:</b>	
<b>Date of Last Amendment:</b>	
<b>Scheduled Review:</b>	

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### OBJECTIVE

To ensure that Elected Members of the Shire of Wongan-Ballidu understand their obligations as Elected Members, make well informed decisions and effectively represent their constituents, and that the Shire provides support for Elected Members to attend conferences, seminars, training and other professional development opportunities in order to develop and enhance their knowledge pertaining to their role.

### SCOPE

This policy applies to all Elected Members of the Shire of Wongan-Ballidu (the Shire).

### POLICY

The *Local Government Act 1995* requires all Elected Members to undertake compulsory training within 12 months of being elected. The Shire is required under the *Local Government Act 1995* to adopt and report on compulsory training, and additionally, continuing development for Elected Members of the Shire of Wongan-Ballidu.

It is policy that –

#### Compulsory Elected Member Training

All Elected Members of the Shire have significant and complex roles that require a diverse skillset.

In accordance with section 5.126 of the *Local Government Legislation Amendment Act 2019* all Elected Members are to undertake and successfully complete the following prescribed professional development training modules titled “Council Member Essentials” within the period of 12 months from the day the council member was elected, unless a prescribed exemption applies:

- Understanding Local Government;
- Serving on Council;
- Meeting Procedures;
- Conflicts of Interest; and
- Understanding Financial Reports and Budgets.

All modules and associated costs will be paid for by the Shire and completed within the 12 months following election. The training is valid for 5 years.

Additionally, the Shire will publish, on the Shire’s website, training undertaken by all Elected Members within one month after the end of the financial year pursuant to the *Local Government Act 1995*.

It is Council’s preference that the training is undertaken via the eLearning method which is the more cost-efficient form of delivery. It is acknowledged however that there may be Elected Members who prefer to receive training face-to-face and/or opportunities to attend training which is being delivered in the region or in the Perth metropolitan area.

Non-compliance with the requirement to complete training is an offence under the Act punishable by a fine not exceeding \$5,000. Elected Members have a responsibility to complete training in accordance with legislation.

The professional development of Elected Members is an important activity of the Shire to ensure that its decision making is of the highest standard and is the product of informed and ethical debate by well trained and committed Elected Members acting in the best interest of all of the community.

In accordance with section 5.128 of the *Local Government Legislation Amendment Act 2019*, Elected Members are encouraged to nominate to attend other conferences or training opportunities to enhance and broaden their knowledge of local government issues to support the community.

### **Eligible Formal Training Events**

The formal training events to which this policy applies is limited to those conducted by, or organised by, any of the following organisations or individuals:

- The West Australian Local Government Association (WALGA);
- Local Government Professionals WA;
- Accredited training organisations offering training which directly related to the role and responsibilities of Elected Members;
- Information sessions organised by the Department of Local Government, Sport and Cultural Industries; or
- Seminars, training and/or information sessions provided by individuals with a demonstrably strong knowledge of local government in Western Australia.

### **Approval of Professional Development**

Considerations for approval of the training or professional development activity include:

- The costs of attendance including registration, travel and accommodation, if required;
- The Budget provisions allowed and the uncommitted or unspent funds remaining;
- Any justification provided by the applicant when the training is submitted for approval;
- The benefits to the Shire of the person attending;
- Identified skills gaps of elected members both individually and as a collective;
- Alignment to the Shire's Strategic Objectives; and
- The number of Shire representatives already approved to attend.

Consideration of attendance at training or professional development courses, other than the online Council Member Essentials, which are deemed to be approved, are to be assessed as follows:

- Events for the Shire President must be approved by the Deputy Shire President, in conjunction with the CEO; and
- Events for Councillors must be approved by either the Council or the Shire President, in conjunction with the CEO.

### **Travel Arrangements**

Where travel is approved and as provided for in each year's budget, it is to be undertaken in accordance with Policy 5.9 Elected Member/Staff Conferences.

### **Expenses**

Expenses relating to conferences and training as approved and as provided for in each year's budget, will be in accordance with Policy 5.9 Elected Member/Staff Conferences.

### **Reporting and Publishing**

The Shire is required to report annually on training undertaken by each Elected Member. Completed training for that financial year is to be published on the Shire's website within one month of the end of

the financial year. This is to include the Council Member Essentials Course and any professional development undertaken by Elected Members.

## **RESPONSIBILITY FOR IMPLEMENTATION**

The Chief Executive Officer is responsible for the implementation of this policy

## 9.1.2 SHIRE OF WONGAN-BALLIDU DISABILITY ACCESS AND INCLUSION PLAN 2020-2025

FILE REFERENCE:	
REPORT DATE:	18 August 2020
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Meredith Lee-Curtis, PA to the CEO
ATTACHMENTS:	SOWB Disability Access and Inclusion Plan 2020-2025

### PURPOSE OF REPORT:

An updated 5-year Disability Access and Inclusion Plan 2020-2025 ('Plan') is presented for Council consideration and adoption in order to meet the Shire's commitment to ensuring that the community is an accessible community for people with disabilities, their families and carers.

### BACKGROUND:

The Shire is required to prepare a revised Disability Access and Inclusion Plan (DAIP) at least every five years in accordance with the *Disability Services Act 1993* and provide comment each year in its Annual Report on progress made in the implementation of improved services for people with disability.

The DAIP provides a framework for understanding local barriers, identifying areas of improvement, and establishing appropriate strategies to provide for people with disabilities to have equal access to facilities, services information and opportunities.

The Act requires DAIP's to be implemented by the agents and contractors, as well as the staff of a local government. Where agents and contractors provide services to the public on behalf of the Shire, these services are to be conducted consistent with the Shire's Plan.

### COMMENT:

The Department of Communities requires that local government authorities review their Disability Access and Inclusion Plan every five years. Local government authorities are also required to report on progress in the prescribed format to the Department of Communities by July 31 each year.

Consultation is the most important aspect of the process to ensure that the resulting Plan is fair and equitable for all, based upon community input and our research.

Whilst it is recognised that not all outcomes can be delivered immediately, the Plan will guide our decisions over the next five years.

The Plan's scope covers the whole of the Shire and therefore public comment was sought as broadly as possible. Due to the COVID-19 restrictions still in place, the Shire was unable to host public workshops for community members to discuss the Plan and work through the Survey. However, community members were encouraged to contact the Shire by either telephone or in person to participate and provide their feedback.

During June and July 2020 the Shire undertook a community Survey (Annexure 'A'), provided in an online version and in printed format, and distributed via:-

- hand-delivered printed copies to the Wongan Hills Hospital and the Medical Centre;
- hand-delivered printed copies to the HACC Co-ordinator;
- printed copies made available at the Shire's Administration Centre Reception;
- uploaded onto the Shire Website providing a link to the online version;

- posted onto the Shire Facebook page with a link to the online version; and
- published in the weekly Wonga-Balli Boomer Newsletter.

The community was informed through the local media (weekly newsletter, website and Facebook), as well as verbally by staff at the Administration Centre and the Community Resource Centre, that copies of the Survey were available upon request in alternative formats if required, including in large print, electronic format, audio format, by email or in person.

In accordance with the requirements of the DAIP, all new staff will be made aware of the services Council provides to people with disabilities.

### **POLICY REQUIREMENTS:**

There are no known policy requirements in relation to this item, however, the Plan has a Policy Statement: -

#### ***Policy Statement***

*The Shire of Wongan-Ballidu is committed to ensuring that the community is accessible for and inclusive of people with disability, their families and carers.*

*The Shire of Wongan-Ballidu interprets an accessible and inclusive community as one which all Council functions, facilities and services (both in-house and contracted) are open, available and accessible to people with disability, providing them with the same opportunities, rights and responsibilities as other people in the community.*

### **LEGISLATIVE REQUIREMENTS:**

*Disability Services Act 1993 (amended 2004)*

### **STRATEGIC IMPLICATIONS:**

The adoption and implementation of the Plan addresses the following strategic outcomes;

**Outcome 1.3** Access to services and facilities for the aged and disabled

**Strategy 1.1.1** Promote sport, recreation and leisure facilities and programs

### **SUSTAINABILITY IMPLICATIONS:**

#### ➤ **Environment**

There are no known sustainability implications associated with this proposal.

#### ➤ **Economic**

The Plan will need to be taken into consideration when preparing future budget allocations.

#### ➤ **Social**

The Plan has been the subject of a public consultation process which addresses DAIP strategy 1.1; Ensure that people with disability are consulted on their needs for services and the accessibility of current services.

### **FINANCIAL IMPLICATIONS:**

The cost of implementation is varied. Implementation of strategies can be allocated in future budget allocations to align with existing maintenance and improvement budgets.

### **VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: No**

**OFFICER RECOMMENDATION**

**That Council ADOPT the Shire of Wongan-Ballidu Disability Access and Inclusion Plan 2020-2025 and the endorsed Plan be submitted to the Department of Communities.**



## Disability Access and Inclusion Plan (DAIP) 2020 – 2025 Shire of Wongan-Ballidu

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This document is available in alternative formats upon request including in standard or large print, electronically by email and on the Shire's website.



**Shire of Wongan-Ballidu**

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The Shire of Wongan-Ballidu is situated in the central Wheatbelt region and covers an area of 3,350 square kilometres.

The localities within the Shire are Wongan Hills, Ballidu, Burakin, Cadoux, East Ballidu, Kondut, Lake Hinds, Lake Ninan, Mocardy and West Ballidu.

The Shire consists of undulating land with various soil types and granite outcrops.

The Wongan Hills townsite is located 184 kilometres north-east of Perth, elevation 286m (938 feet).

The Shire of Wongan-Ballidu is responsible for a range of functions, facilities and services including regulatory services such as planning of road systems, sub-divisions and town planning schemes; building approvals for constructions, additions or alterations to buildings; environmental health services and ranger services, including pet control; and the development, maintenance and control of parking, infrastructure such as roads, public buildings, drainage infrastructure and an airstrip.

The Shire provides services to the community with the provision and maintenance of playing areas, parks, gardens, reserves and facilities for sporting and community groups, management of recreation centres such as the newly built Wongan Hills Sports, Recreation and Community Complex completed in August 2020, Cadoux and Ballidu Recreation facilities, swimming pool; and the Community Resource Centre providing a library, information services, Tourist Information Centre and Department of Transport services. The Shire also provides youth services, citizenship ceremonies and community events. General administration services such as lodging of building and planning applications and payment of fees including rates and pet licenses.

## People with Disability in the Shire of Wongan-Ballidu

There is limited data available about the number of people living in the Shire that identify as having a disability. According to the Australian Bureau of Statistics ('ABS') records from 2016, 14.6% of West Australians identify as having a disability.

During the two weeks before the 2016 Census, 10.9% of the population of the Shire of Wongan-Ballidu aged 15 years or over assisted family members or others due to a disability, long term illness or problems related to old age.

There are a small number of people residing in the Shire with some type of disability, with the most prominent type of disability being a physical and/or sensory disability. There are also some people with an intellectual or psychiatric disability.

The Disability Access and Inclusion Plan (DAIP) is a requirement of the *Western Australian Disability Services Act 1993* (the Act).

The Plan must be developed in consultation with the community and consider the effectiveness of past strategies arising from the previous Disability Access and Inclusion Plan.

The Shire adopted its first Disability Service Plan (DSP) on 1 January 1996. In 2007 the Shire undertook a comprehensive review of its DSP with a Disability Access Audit and subsequently developed an updated Disability Access and Inclusion Plan 2007-2011. The Shire's latest plan was the DAIP 2015- 2019.

## Definition of Disability

Disability as defined in the Act means a disability which:

- a) is attributable to an intellectual, psychiatric, cognitive, neurological, sensory or physical impairment or a combination of those impairments;
- b) is permanent or likely to be permanent;
- c) may or may not be of a chronic or episodic nature;
- d) and results in a –
  - i. substantially reduced capacity of a person for communication, social interaction, learning or mobility; and
  - ii. need for continuing support services.

Additional legislation and definitions of disability/impairment underpinning the requirement by public authorities to provide access and i2015-2019 was inclusion for people with disability include:

- *Western Australian Equal Opportunity Act 1984*
- *Commonwealth Human Rights and Equal Opportunity Act 1992*
- *Commonwealth Disability Discrimination Act 1992*
- *Commonwealth Disability Access to Premises Standards 2010*
- *National Disability Insurance Scheme Act 2013*

## Policy Statement

The Shire of Wongan-Ballidu is committed to ensuring that the community is accessible for and inclusive of people with disability, their families and carers.

The Shire of Wongan-Ballidu interprets an accessible and inclusive community as one which all Council functions, facilities and services (both in-house and contracted) are open, available and accessible to people with disability, providing them with the same opportunities, rights and responsibilities as other people in the community.

The Shire of Wongan-Ballidu Disability Access and Inclusion Plan 2015-2019 identified a number of areas that the Shire could develop to improve access and inclusion across the district.

The access barriers identified were: -

1. processes of the Shire may not be as accessible as possible;
2. suitable access to certain buildings for people with disability may not be meeting the needs of this growing demographic;
3. suitable, uninterrupted access to the shopping precinct by those requiring the use of aided transport (eg; gophers) via the footpath network;
4. elements of the Shire's website require improvement to best meet the needs of this growing demographic; and
5. people with disability may not be aware of consultation opportunities with the Shire.

The following overarching strategies have been developed to address each of the above barriers:-

1. ensure that all employees, existing and new, and Elected Members are aware of disability and access issues and have the skills to provide appropriate services; improve community awareness about disability and access issues; ensure that grievance mechanisms are accessible for people with disabilities and are acted upon.
2. provide opportunities for people with disability and their carers to access council paid facilities at concession rate; ensure that all new and redevelopment works provide access to people with disability, where practical; ensure that ACROD parking meets the needs of people with disability in terms of quantity and location.
3. ensure the footpath network is accessible to the shopping precinct to meet the needs of people utilising aided transport.
4. Ensure that the community is aware that Shire information is available in alternative formats upon request; ensure that the Shire's website meets contemporary good practice.
5. Ensure that people with disability are consulted on their needs for services and the accessibility of current services; monitor Shire services to ensure equitable access and inclusion; improve access to the information in the Library.

The Department of Communities requires that local government authorities review their Disability Access and Inclusion Plan ('the Plan') every five years. Local government authorities are also required to report on progress in the prescribed format to the Department of Communities by July 31 each year.

Consultation is the most important aspect of the process to ensure that the resulting Plan is fair and equitable for all, based upon community input and our research.

Whilst it is recognised that not all outcomes can be delivered immediately, the Plan will guide our decisions over the next five years.

The Plan's scope covers the whole of the Shire and therefore public comment was sought as broadly as possible.

The Shire consists of three separate and unique townships, which are separated by considerable distances and each having different community needs. The consultation process was hampered by COVID-19 restrictions, and despite our best efforts to promote the survey to all residents, very low numbers of surveys were completed by residents living outside of the Wongan Hills townsite.

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*Due to the COVID-19 restrictions still in place, the Shire was unable to host public workshops for community members to discuss the Plan and work through the Survey. However, community members were encouraged to contact the Shire by either telephone or in person to participate and provide their feedback.*

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During June and July 2020 the Shire undertook a community Survey provided in an online version and in printed format, and distributed via:-

- hand-delivered printed copies to the Wongan Hills Hospital, the Medical Centre and the Commonwealth Home Support Programme (CHSP);
- printed copies made available at the Shire's Administration Centre Reception;
- uploaded onto the Shire Website providing a link to the online version;
- posted onto the Shire Facebook page with a link to the online version; and
- published in the weekly Wonga-Balli Boomer Newsletter.

Respondents were also given the option to provide a response via a telephone interview or in a confidential one-on-one interview with an officer from the Shire of Wongan-Ballidu. Respondents were not required to provide their personal details when completing the survey.

The community was informed through the local media (weekly newsletter, website and Facebook), as well as verbally by staff at the Administration Centre and the Community Resource Centre, that copies of the Survey were available upon request in alternative formats if required, including in large print, electronic format, audio format, by email or in person.

The consultation process included:

- an examination of the Shire's Disability Access and Inclusion Plan 2015-2019 to review what has been achieved and what is still outstanding;
- research of contemporary trends and good practice in access and inclusion;
- consultation with community members;
- consultation with specific community members effected by the standards; and
- consultation with key staff members.

Community members were encouraged to complete the Survey to assist in providing information on how Shire services could be improved to suit the needs of people with disability living in our community. Shire employees were also encouraged to complete the Survey.

The Survey asked participants to give feedback on each of the standards set out in the Disability Access and Inclusion Plan. Participants were also encouraged to give general feedback and provide more detailed explanations to questions where applicable.

The Survey and a copy of the Shire's Disability Access and Inclusion Plan 2015-2019 were made available in hard copy at the Shire Administration Office, Community Resource Centre, Wongan Hills Hospital and Medical Centre.

The Shire received 21 printed copies of the Survey and 16 were completed online, including from people with disability and the wider community.

The review and consultation gathered information about how Shire services could be improved to suit the needs of people with disability living in the Shire. This information and anecdotal feedback received from the community was then used to formulate the new Plan.

The review and consultation found that most of the objectives in the Disability Access and Inclusion Plan 2015-2019 had been achieved.

The strategies and initiatives of this DAIP align with the overall strategies from the Shire's Strategic Community Plan 2012-2021 Goals and Outcomes and the Shire's Corporate Business Plan 2016/17- 2019/20 by:

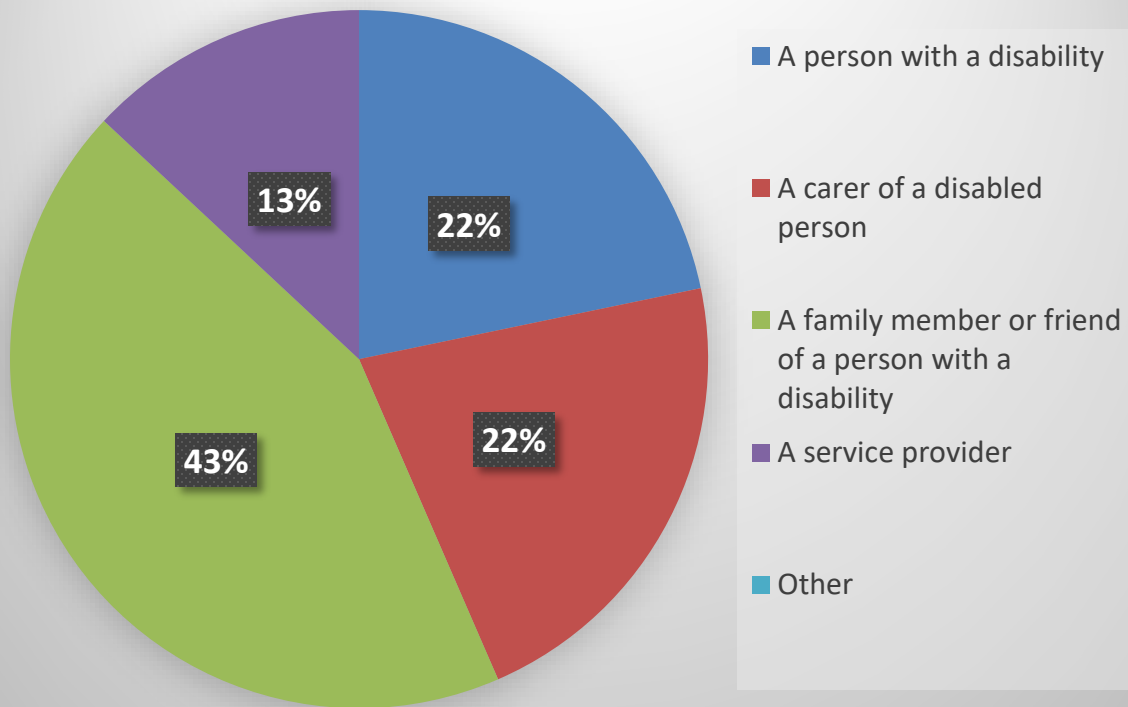
- Recognising the importance of social outcomes for a 'sense of community' by pursuing productivity, efficiency and improving communication across the organisation on disability related upgrades, improvements and initiatives.
- Optimising the Shire's facilities, services, events and buildings for best possible infrastructure use and possible upgrades.
- Enhancing the vibrancy and accessible use of outdoor streetscapes, paths and public open spaces.
- Ensuring ongoing improvements to communication mechanisms such as the website and social media by producing information in alternate formats.

These strategies form an overarching strategic plan for the next 5 years which will guide the Shire in the rollout and implementation of the Shire's Disability Access and Inclusion Plan 2020-2025 and will assist in making the Shire a more accessible and inclusive place for both residents and visitors to the region.

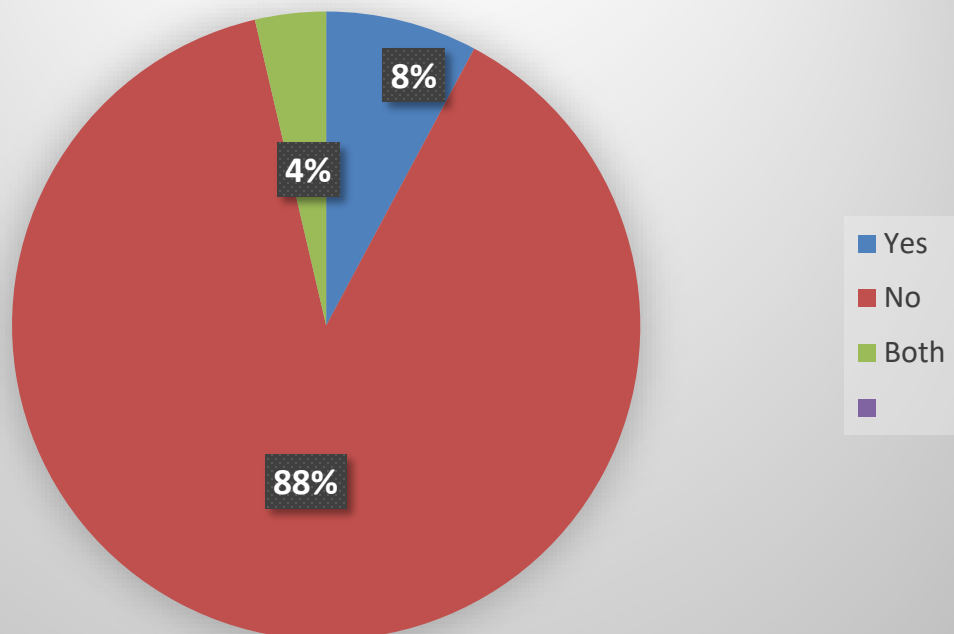
There is limited data available about the number of people living in the Shire that identify as having a disability. According to the Australian Bureau of Statistics 2016, 14.6% of West Australians identify as having a disability.

Given this percentage, and that at the time of the Census in 2016 the population totaled 1,331, an estimated 194 number of people with disability may be living in the Shire of Wongan-Ballidu.

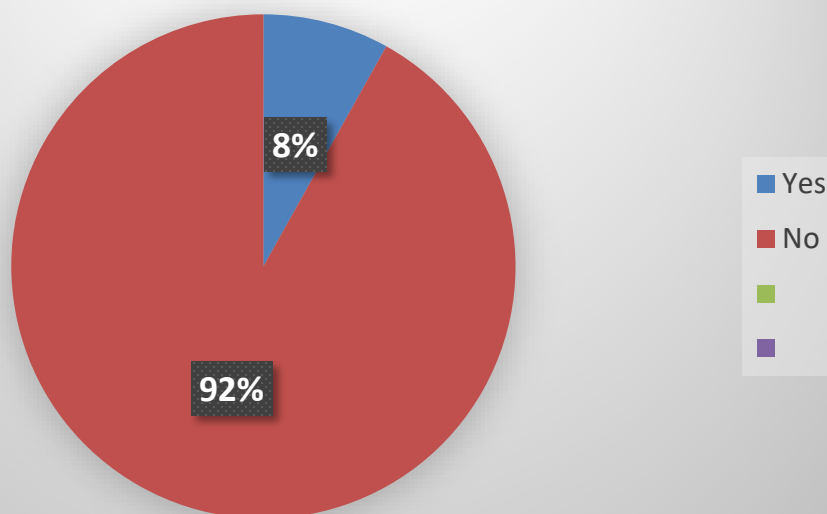
### Do you identify as



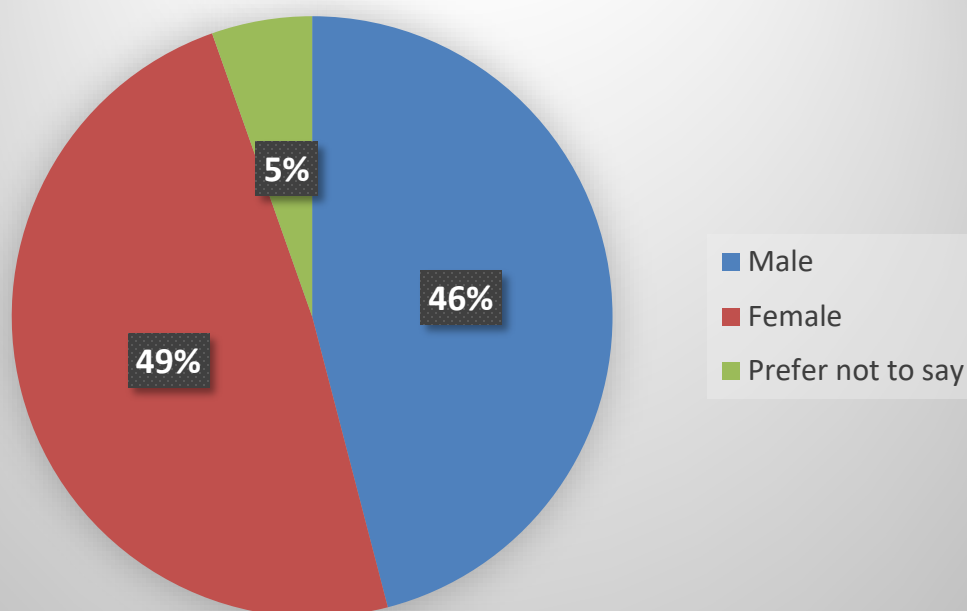
### Do you identify as Aboriginal or Torres Strait Islander?



### Do you identify as a person from a non-english speaking background?



### Do you identify as:



### Survey Highlights

- 14.38% of Survey respondents identified as having a disability.
- Responses were almost equally divided between male (46%) and female (49%) respondents.
- 46% of respondents rated the Shire's accessibility to services, information and events organised by the Shire as 'very accessible'.



By way of review, the following is a summary of key achievements and accomplishments by the Shire over the years including under its most recent DAIP 2015 – 2019: -

- Installation of accessible toilets and ramps.
- Improved access to the information in the library.
- Development of links between the DAIP and other Shire Plans and strategies.
- Ensured that ACROD parking meets the needs of people with disability in terms of quantity and location.
- Ensured that all buildings and facilities meet the standards for access and any demonstrated additional need.
- Ensured that the community is aware that Shire information is available in alternative formats upon request.
- Ensured that the Shire's website meets contemporary good practice. The Shire's website has now incorporated a functionality which allows users of the site to alter text size.
- Seniors Event 'What I Know for Sure' held in October 2019 and funded by a grant from COTA.
- Provided training and education initiatives for staff.
- Ensured the footpath network is accessible to the shopping precinct.
- Installed big blue markings on selected footpaths, these are the bike plan route and universal access markings.
- Catering for special dietary and access needs at Council functions – such as to provide gluten-free food for patrons who are gluten-intolerant.

These initiatives continue to make the Shire of Wongan-Ballidu more age-friendly and accessible.

## Suggestions for Improvement

Respondents were asked to comment on the issues affecting them that they would like addressed as part of the DAIP review:

- Increase the aged care resident capacity at Lovegrove Lodge and (implement) a local secure dementia facility.
- More jobs for physically challenged people.
- Monitoring of ACROD parking bays, as able-bodied people use these spaces to the detriment of people with disability.
- Somewhere for carers to take people that is free and easily accessible for activities such as art or basic cooking.

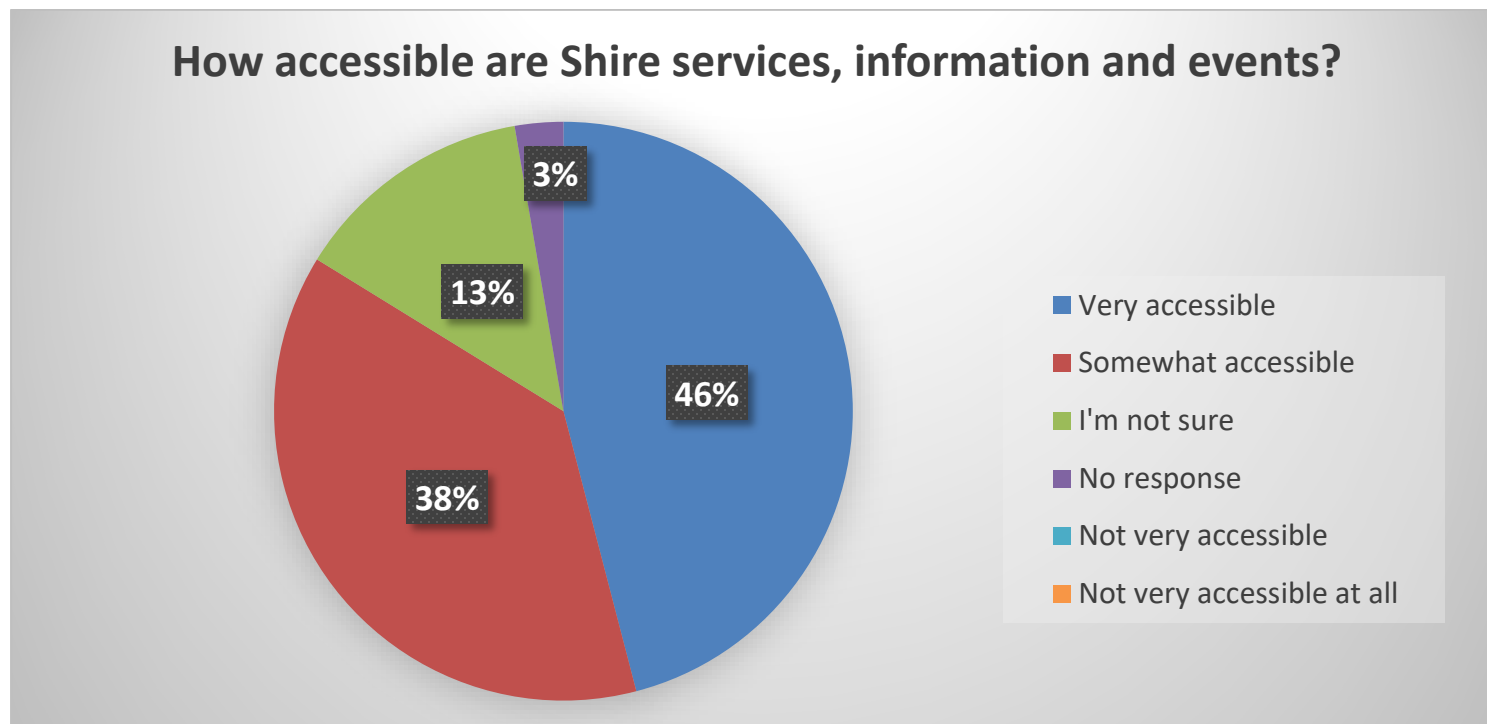
## Disability Access and Inclusion Strategies and Outcomes 2020 - 2025

Based on the recent community consultation and examination of corporate and organisational risks, the following overarching strategies have been developed for a more accessible and inclusive Shire of Wongan-Ballidu for the period 2020 to 2025: -

### Outcome 1: People with disability have the same opportunities as other people to access the services of, and any events organised by the Shire of Wongan-Ballidu

	Strategy	Actions/Measures of Success	Timeline					Responsibility
			20/21	21/22	22/23	23/24	24/25	
1.1	Ensure accessibility is considered in the planning and delivery of all programs, services and events	<ul style="list-style-type: none"> <li>• Ensure the Swimming Pool facilities and programming considers people with disability</li> <li>• Provide an 'Outreach Library Service'</li> <li>• Expand and promote the free on-line library services, ie. Audio books, e- books etc</li> <li>• Shire run events to be located in areas / buildings which are accessible and contain or are within close proximity to disabled facilities</li> </ul>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Manager Community Services
1.2	<ul style="list-style-type: none"> <li>• Monitor Shire services to ensure equitable access and inclusion.</li> <li>• Incorporate the objectives of the DAIP into the Shire's Strategic Community Plan, Corporate Business Plan, Asset Management Plan, budgeting processes and other relevant plans and strategies.</li> </ul>	<ul style="list-style-type: none"> <li>• Regularly review the Access and Inclusion Policy as part of the Shire's Policy Review program</li> <li>• Align the DAIP with the Shire of Wongan-Ballidu's Community Strategic Plan and other strategic planning documents</li> </ul>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	All Managers

	Strategy	Actions/Measures of Success	Timeline					Responsibility
			20/21	21/22	22/23	23/24	24/25	
1.3	Provide opportunities for people with disability and their carers to access council paid facilities at concession rates.	<ul style="list-style-type: none"> <li>• Provide free entry to a person holding a registered Carers Card accompanying a person/client with disability</li> <li>• Provide concession rate entry to people with disability holding a registered Pension Concession Card</li> <li>• Provide concession rate for hire of the Civic and CRC facilities for people with disability</li> <li>• Sporting facilities, halls etc are managed under agreements not sure how we could accommodate this, CRC is managed by the Shire but again unless events are organised by the Shire not sure how we could accommodate this either</li> </ul>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Building Services Coordinator
1.4	Ensure that events, whether organised or funded, are accessible to people with disability and ensure up to date information is clearly communicated for all events, festivals, meetings and consultations where applicable.	<ul style="list-style-type: none"> <li>• Produce clear and easy to read invitations and flyers for events that include contact details for event organisers</li> </ul>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Manager Community Services

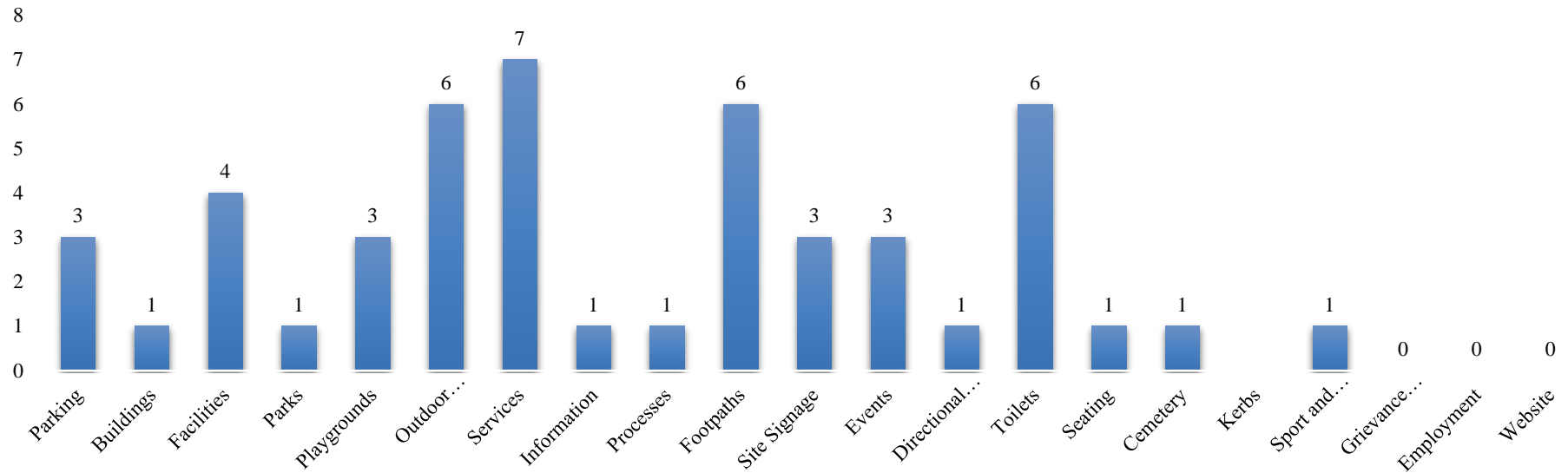


**Respondents were asked to describe the kinds of access the Shire does well. A summary of the feedback is listed below:**

- Inclusivity of all residents and visitors to events.
- Personally accommodating any requests before events by meeting people outside to guide them into events.
- Buildings, Public Toilets, Disabled parking bays.
- Accessible buildings for wheelchair access, ramps, disabled toilets; All footpaths and access to buildings in SOWB are all pram friendly; Good ramps for wheelchairs & mobility scooters to access buildings.
- Using footpaths/walkways safely.
- Wheelchair ramps and Gopher access.
- Buildings (new Sports Pavilion).
- Street cleaning. Parks and gardens.
- Communication update of what's going on. Friendly helpful staff.

Respondents were then asked to identify areas within the Shire where access could be approved. Respondents could identify as many areas as they felt applicable to them. Page 20 of 102

### Where does access in our community need to be improved?



- More wheelchair and gopher friendly walk trails and nature reserves.
- More sensory-based activities in the nature playground.
- More paths and seating in the parks.
- More parking – wider parking bays.
- Site signage (improving lately).
- Shire website needs updating.
- Playgrounds – there isn't any disability play equipment, and the sand is an obstacle for people with disability.
- More meeting places and BBQ facilities, not just in the park, maybe an undercover area with an outdoor community kitchen.
- Toilet access close to IGA.
- Employment for local workers (perhaps introduce a tariff on local businesses that does not employ locals).
- Somewhere for carers to take people with disability that is at no cost and easily accessible for activities such as art or basic cooking.

## Outcome 2: People with disability have the same opportunities as other people to access buildings and other facilities of the Shire of Wongan-Ballidu

	Strategy	Actions/Measures of Success	Timeline					Responsibility
			20/21	21/22	22/23	23/24	24/25	
2.1	Ensure that all new or redevelopment works provide access to people with disability, where practical.	<ul style="list-style-type: none"> <li>Upgrade toilet facilities at The Station for unisex universal access toilets to enable carers to assist a person with disability</li> </ul>	<input checked="" type="checkbox"/>					Chief Executive Officer
2.2	Ensure the footpath network is accessible to the shopping precinct to meet the needs of people with disability utilising aided transport.	<ul style="list-style-type: none"> <li>As part of the Capital Works program accessibility will be considered during development and upgrade of the footpath network.</li> </ul>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	Manager Works & Services
2.3	Ensure that all recreational areas are accessible.	<ul style="list-style-type: none"> <li>Complete the Nature Playground facility by providing universal access</li> </ul>		<input checked="" type="checkbox"/>				Manager Works & Services

An accessible community is where everyone can use the public facilities including:

- Getting into buildings;
- Using the footpaths safely;
- Enjoying parks and playgrounds;
- Accessing toilets and change rooms.

This encompasses our facilities in providing universal access to ensure the Shire is compliant. Importantly, the condition of footpaths, which are being re-done in concrete locally as pavers sink/pop and create a hazard for people, including those with walking sticks or frames.

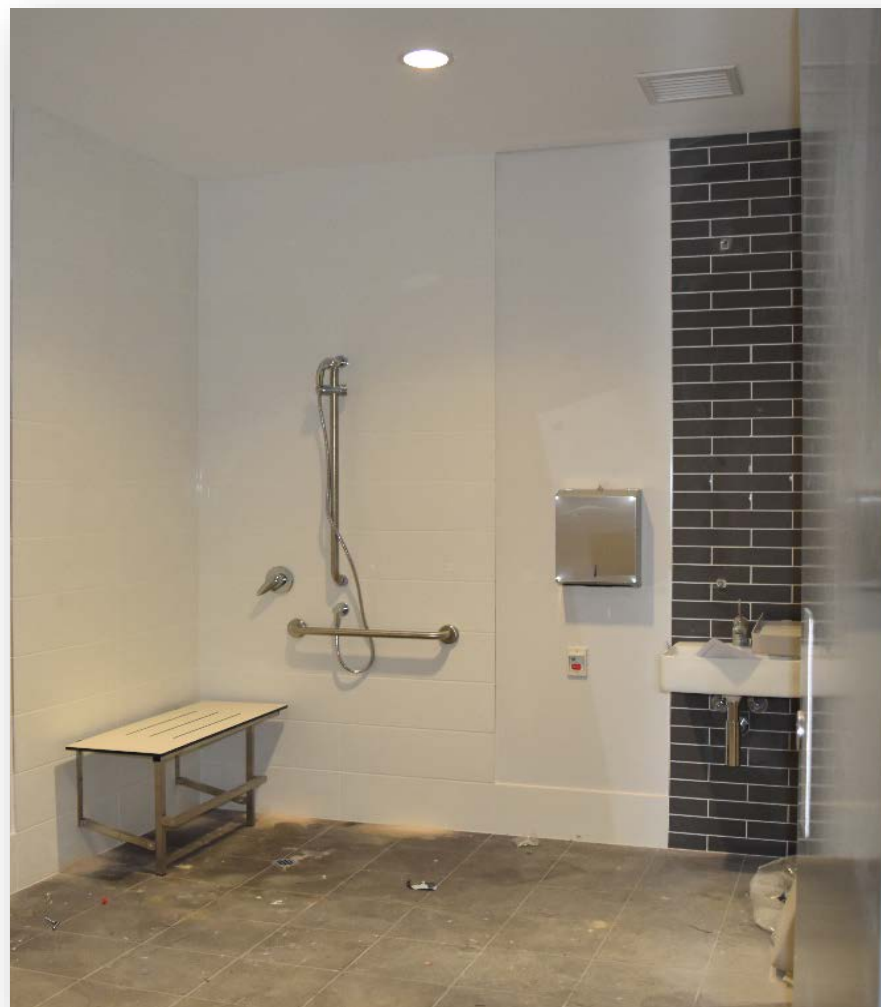
On selected footpaths in the township of Wongan Hills the Shire Works and Services staff have installed big blue markings, these are the bike plan route and universal access markings. The colour blue is used as sight impaired people can see this marking, similar to tactile paving as a warning (textured bumps found before stairs, escalators and stairs for example).

- More flush kerbing (on footpaths).
- The main Park in Wongan Hills has damage to bricks (vandalism).
- Some footpaths are uneven and could cause tripping hazards and scooters.
- Disabled toilets with railing/bars.
- Installation of an undercover communal outdoor kitchen.
- Policing of ACROD parking spaces.

Construction of the new Wongan Hills Sporting, Recreation and Community Complex due for completion in late-August 2020, includes dedicated access ramps for people with disability, kerbing treatment for ease of mobility scooters/wheelchairs, and ambulant universal toilet/shower facilities.

(see more photographs over page).

**Photo:** Ambulant Toilet and Shower in the Gymnasium at the new Sports, Recreation and Community Complex





Disability access  
ramps to the Pavilion



Toilet and Shower in the Gymnasium at the  
new Sports, Recreation and Community  
Complex



**Outcome 3: People with disability receive information from the Shire of Wongan-Ballidu in a format that will enable them to access the information as readily as other people are able to access it.**

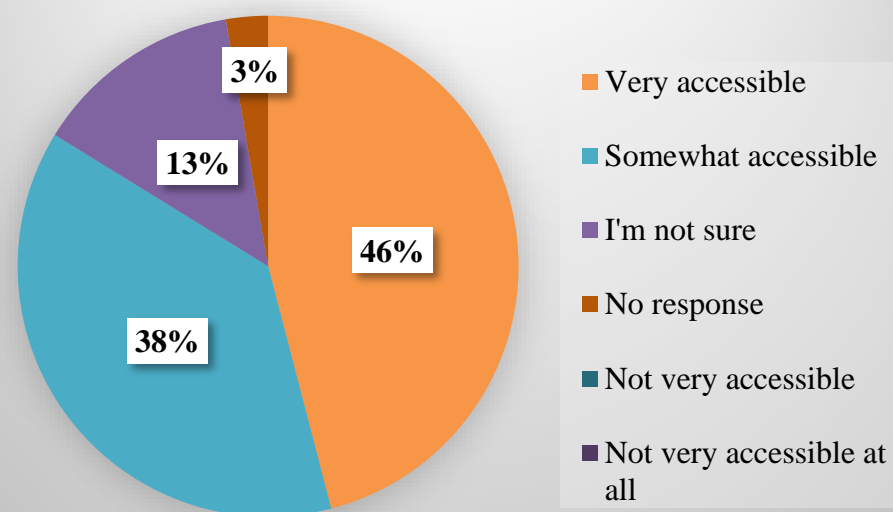
	Strategy	Actions/Measures of Success	Timeline					Responsibility
			20/21	21/22	22/23	23/24	24/25	
3.1	Improve staff awareness of accessible information needs and how to provide information in other formats.	<ul style="list-style-type: none"> <li>Relevant Shire staff will be trained on accessibility and creating accessible online content.</li> </ul>	☑		☑		☑	Deputy Chief Executive Officer
3.2	Budget for and provide interpreters to significant events on request.	<ul style="list-style-type: none"> <li>Forward plan, in consultation with Council and CEO, to budget for provision of interpreters for significant events when required and/or requested</li> </ul>	☑	☑	☑	☑	☑	Manager Community Services
3.3	Ensure that the Shire's website meets contemporary good practice.	<ul style="list-style-type: none"> <li>Conduct a review of the current website's accessibility to ensure the website is in line with appropriate W3C WCAG 2.0 International Standards.</li> </ul>	☑		☑		☑	Marketing and Communications Officer

The Shire has ensured the community is aware that Shire information is available in alternative formats upon request. The Shire's website meets contemporary good practice. Shire staff has undertaken training in areas such as the Department of Transport Licensing and Pool Operations to assist them in their roles and encourage them to provide additional assistance to people with disability.

In the Inclusive and Accessible Communities Survey conducted in June 2020, respondents were asked to rate accessibility to services, information and events organised by the Shire.

Of the 37 responses received, the graph opposite displays the prompted responses.

**How accessible are Shire services, information and events?**



## Outcome 4: People with disability receive the same level and quality of service from Shire of Wongan-Ballidu staff as other people receive from Shire staff

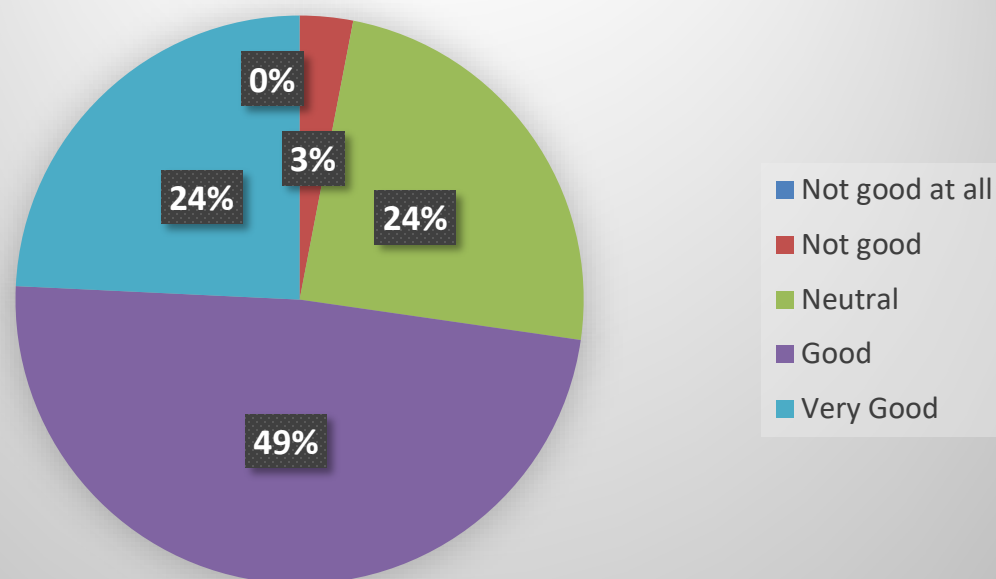
	Strategy	Actions/Measures of Success	Timeline					Responsibility
			20/21	21/22	22/23	23/24	24/25	
4.1	Ensure that all employees and Elected Members are aware of disability and access issues and are aware of their responsibilities under disability legislation and the DAIP.	<ul style="list-style-type: none"> <li>Key Shire officers to have disability awareness training</li> <li>Provide a copy of the DAIP to all new employees as part of the formal induction process</li> </ul>	☑	☑	☑	☑	☑	Deputy Chief Executive Officer
4.2	Improve community awareness about disability and access issues.	<ul style="list-style-type: none"> <li>Ensure access upgrades and developments are communicated to the community.</li> </ul>	☑	☑	☑	☑	☑	Manager Community Services

The Shire of Wongan-Ballidu has ensured that all employees, existing and new, and Elected Members are aware of disability and access issues and have the skills to provide appropriate services.

### A summary of community feedback is listed below:

- The Shire provides communication updates of what's going on in the Shire.
- The Shire staff are friendly and helpful.
- The ladies at the CRC are always helpful when I visit the facility.

### How would you rate the Shire staff skills in assisting people with a disability



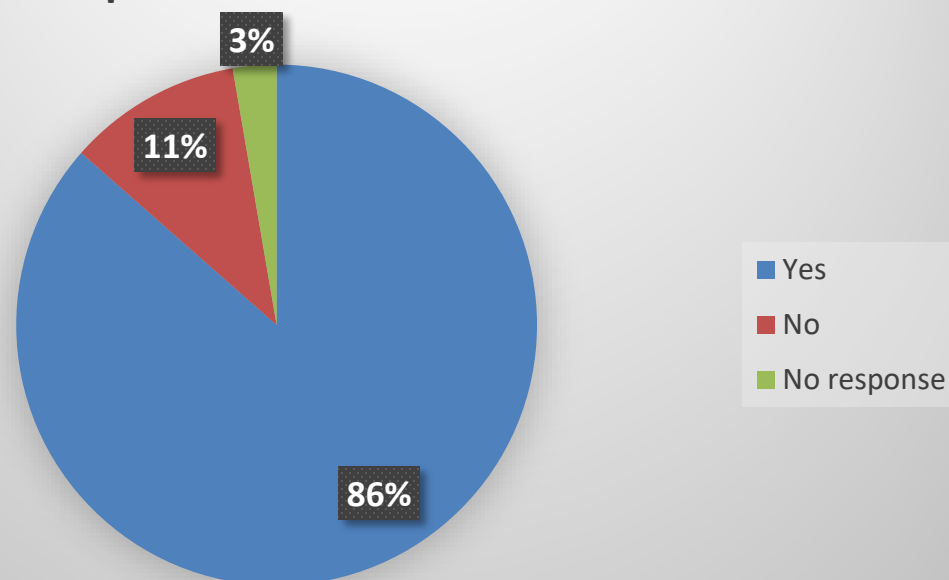
## Outcome 5: People with disability have the same opportunities as other people to provide feedback and make complaints to the Shire of Wongan-Ballidu

	Strategy	Actions/Measures of Success	Timeline					Responsibility
			20/21	21/22	22/23	23/24	24/25	
5.1	Ensure the Shire's grievance complaint mechanisms are accessible to people with disability.	• Ensure complaint procedures are flexible	☑	☑	☑	☑	☑	Chief Executive Officer
		• Promote flexible complaint mechanisms to the community	☑	☑	☑	☑	☑	

A complaint to the Shire of Wongan-Ballidu may be lodged in a range of formats – either in writing, in person, online (website, Social Media and website), by email or by telephone (National TTY/Speech Relay/translation services available).

A register of issues and complaints relating to access and inclusion to the Shire's services is maintained, and staff training is provided to address any issues.

### Do you feel that people with a disability living in the Shire are able to have their say and provide feedback to the Shire?



## Outcome 6: People with disability have the same opportunities as other people to participate in any consultation by the Shire of Wongan-Ballidu

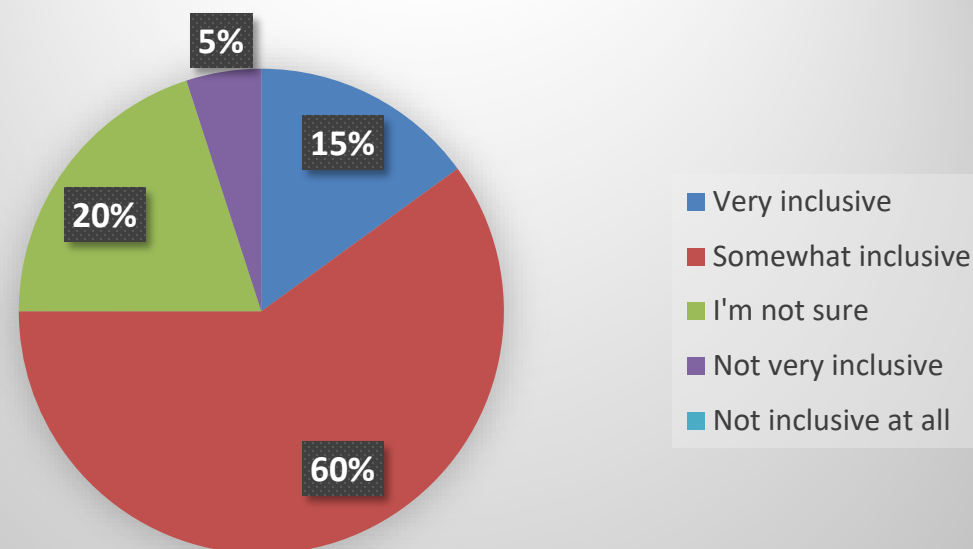
	Strategy	Actions/Measures of Success	Timeline					Responsibility
			20/21	21/22	22/23	23/24	24/25	
6.1	Ensure that people with disability are actively consulted about the DAIP and any other significant planning processes.	• Ensure agendas, minutes and other documents are available on request in alternative formats and are available on the Shire's website in a timely manner.	✓	✓	✓	✓	✓	Chief Executive Officer
		• Refer to the DAIP when planning any Shire engagement or consultation activity	✓	✓	✓	✓	✓	
6.2	Ensure that people with disability are aware of and can access other established consultative processes.	• Include appropriate questions about access and inclusion in general Shire surveys and consultation events.	✓	✓	✓	✓	✓	Chief Executive Officer
		• Promote partnerships with stakeholders of the disability sector to the wider community	✓	✓	✓	✓	✓	

Community consultation is actively encouraged on the review of the Disability Access and Inclusion Plan. The Shire ensures that consultation documents are available in alternative and accessible formats upon request.

Community consultation was engaged on the planning and design of the new Wongan Hills Sporting, Recreation and Community Complex.

Of the 37 responses received, this graph displays the prompted responses.

### How inclusive is our local community?



Respondents were asked to rate how they felt they were part of an exclusive community based on the following statement.

- People feel valued and included;
- Everyone can take part in social events, sporting and cultural activities; and
- People have opportunity to work or volunteer.

Respondents were then asked to describe how the community included them. A summary of the feedback is listed below:

- Community groups such as Bushcare, Tidy Towns, etc.
- Facebook posts.
- Free community events are good for people to feel inclusive if they choose to join in. The senior's free dinner at the end of the year is great. The people love it and it is very well organised and appreciated.
- As I play a lot of sport I feel somewhat included in the community, but I do find people who aren't involved in sport would find it hard in Wongan to feel included. Same with having small children, there are lots of groups to join – playgroup/music, but people who have no kids or older kids don't have a lot of opportunity to mix with others.
- Through sports clubs and social.
- There are no facilities for disabled persons to spend the day partaking in various activities, everything for the disabled is fee based and this is not convenient, as there are people that are in need of spaces to spend time, with facilities that can be utilised used to make teas, coffees, store their activities. It is not always possible to use the persons home for painting, colouring, doing arts and crafts etc.
- No public building to access after the CRC closes. I care for a child after school and the only place to go is the CRC.
- Unless you push yourself, you will be left out, different groups are not so inviting to other groups.

## Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with the Shire of Wongan-Ballidu

	Strategy	Actions/Measures of Success	Timeline					Responsibility
			20/21	21/22	22/23	23/24	24/25	
7.1	Commit to using inclusive recruitment practices when advertising new positions.	<ul style="list-style-type: none"> <li>Review and amend current recruitment and employment policies</li> </ul>	✓	✓	✓	✓	✓	Deputy Chief Executive Officer
7.2	Provide support and training for management and staff.	<ul style="list-style-type: none"> <li>Train staff in their obligations under the Equal Employment Opportunity legislation</li> </ul>	✓	✓	✓	✓	✓	Deputy Chief Executive Officer
7.3	Ensure policies and procedures are regularly reviewed.	<ul style="list-style-type: none"> <li>Review and amend current recruitment and employment policies</li> <li>Ensure job advertisements are in an accessible format (12 or 14pt, Arial)</li> <li>Include Equal Employment Opportunity statement in the advert</li> <li>Ensure interviews are held in an accessible venue</li> </ul>	✓	✓	✓	✓	✓	Chief Executive Officer

This Outcome has only recently been developed and included.

Finding, securing and retaining employment can be challenging. People with disability can often be overlooked for positions for a variety of reasons. Meaningful employment is important to achieving social inclusion and independence. Employment contributes to physical and mental health, personal wellbeing and a sense of identity.

## Outcome 8: People with disability have the same opportunities as other people to access private sector buildings and services and feel welcome and included in the Shire of Wongan-Ballidu

	Strategy	Actions/Measures of Success	Timeline					Responsibility
			20/21	21/22	22/23	23/24	24/25	
8.1	Encourage private sector to make improvements to the accessibility and inclusivity of their buildings and services.	<ul style="list-style-type: none"> <li>Advocate to local businesses and tourist venues the benefits of accessible buildings and venues to the community and local businesses.</li> </ul>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Manager Community Services
8.2	Educate and raise awareness of community about access and inclusion.	<ul style="list-style-type: none"> <li>Actively promote the Shire's DAIP and the benefits of the Plan, via a community educational campaign at regular intervals</li> </ul>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Manager Community Services

This Outcome has only recently been developed and included.

**9.1.3 DELEGATED AUTHORITY TO CEO TO SELL LOT 166 DANUBIN ROAD, WONGAN HILLS**

FILE REFERENCE:	
REPORT DATE:	18 September 2020
APPLICANT/PROponent:	
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor, Chief Executive Officer
ATTACHMENTS:	9.1.3a Map of Lots 166 and 167 Danubin Road, Wongan Hills 9.1.3b Copies of emails from the proponent, Dwight Coad.

**PURPOSE OF REPORT:**

For Council to consider the disposal of Lot 166 Danubin Road, Wongan Hills and to delegate authority to the Chief Executive Officer to effect the sale in accordance with the Conditions set out in the delegations and with the requirements of Section 3.58 of the *Local Government Act 1995* and associated regulations.

**BACKGROUND:**

The property did, prior to 2007, have an interested purchaser. The decision of the day was not to sell or dispose of the land as Council may in the foreseeable future, subdivide the land for rural residential purposes. To date Council has not expressed any intent to subdivide this land.

**COMMENT:**

There has been no discussion in Council since 2007 as to the intent to develop the land. Looking at the satellite photo of the block it is questionable as to the practicality of subdividing the lot for the purpose of sale, and whether Council should commit its resources into Danubin Rise for future land development.

The proponent of the offer has also acquired the adjoining lot and as such, may in the future, consider a subdivision of land to smaller blocks as a private developer. The Shire Town Planning Scheme would support this, should this be considered an option in the future.

**POLICY REQUIREMENTS:**

There are no known policy requirements in relation to this item.

**LEGISLATIVE REQUIREMENTS:****LOCAL GOVERNMENT ACT 1995 - SECT 3.58 DISPOSING OF PROPERTY**

- (1) In this section —  
**dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not;  
**property** includes the whole or any part of the interest of a local government in property but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
  - (a) the highest bidder at public auction; or
  - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.



- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
- (a) it gives local public notice of the proposed disposition —
    - (i) describing the property concerned; and
    - (ii) giving details of the proposed disposition; and
    - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and
  - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
- (a) the names of all other parties concerned; and
  - (b) the consideration to be received by the local government for the disposition; and
  - (c) the market value of the disposition —
    - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
    - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
- (5) This section does not apply to —
- (a) a disposition of an interest in land under the [Land Administration Act 1997](#) section 189 or 190; or
  - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
  - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
  - (d) any other disposition that is excluded by regulations from the application of this section.

*[Section 3.58 amended: No. 49 of 2004 s. 27; No. 17 of 2009 s. 10.]*

#### 5.42. DELEGATION OF SOME POWERS AND DUTIES TO CEO

- (1) A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.

*\* Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

*[Section 5.42 amended by No. 1 of 1998 s. 13.]*

#### 5.43. LIMITS ON DELEGATIONS TO CEO'S

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;

- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (h) any power or duty that requires the approval of the Minister or the Governor; or
- (i) such other powers or duties as may be prescribed.

#### **STRATEGIC IMPLICATIONS:**

There are no known strategic requirements in relation to this item.

#### **SUSTAINABILITY IMPLICATIONS:**

##### ➤ **Environment**

There are no known environmental implications associated with this item.

##### ➤ **Economic**

There are no known economic implications associated with this proposal.

##### ➤ **Social**

There are no known social implications associated with this item.

#### **Financial Implications**

This income has not been budgeted; it is anticipated that these funds will be transferred to Reserve.

#### **VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: Yes**

#### **OFFICER RECOMMENDATION:**

##### **That Council:-**

1. **Delegate authority to the Chief Executive Officer for the sale of Lot 166 Danubin Street, Wongan Hills, for the sum of \$62,840 with each party responsible for their own settlement costs; and**
2. **Delegate authority to the Chief Executive Officer to review submissions received in accordance with Section 3.58 (3); and**
3. **Seek a current Valuation from a licenced Valuer in accordance with Section 3.58 of the *Local Government Act 1995*.**

**ABSOLUTE MAJORITY REQUIRED**



## 9.2 ADMINISTRATION & FINANCIAL SERVICES

### 9.2.1 ACCOUNTS SUBMITTED FOR AUGUST 2020

<b>FILE REFERENCE:</b>	F1.4
<b>REPORT DATE:</b>	17 September 2020
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Alan Hart, Deputy Chief Executive Officer
<b>ATTACHMENTS:</b>	9.2.1a Accounts August 2020

#### PURPOSE OF REPORT:

That the accounts as submitted be received.

#### BACKGROUND:

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

#### COMMENT:

Refer to attachment.

#### POLICY REQUIREMENTS:

There are no known policy requirements related to this item.

#### LEGISLATIVE REQUIREMENTS:

Local Government (Financial Management) Regulations 1996 Sections 12 & 13 require the attached reports to be presented to Council.

#### Lists of Accounts

Section 6.10 of the *Local Government Act 1995* regulation 12 of the Financial Management Regulations (FMR's) requires a list of accounts paid for the month, and where the Council has delegated the payment of these accounts to the CEO under regulation 13 there must be a list of accounts paid, and the listing shall disclose the following:

- The payee's name
- The amount of the payment
- The date of the payment
- The fund from which it is paid; and
- Sufficient information to identify the transaction.

#### STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

#### SUSTAINABILITY IMPLICATIONS:

##### ➤ Environment

There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

➤ **Financial Implications**

All payments are within the confines of Councils adopted budget. There have been no other material outstanding creditors since the cheques were prepared.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: No**

**OFFICER RECOMMENDATION**

That the accounts submitted from 1 to 31 August 2020 totalling \$570,684.71 having been checked and certified in accordance with the requirements of the Financial Management Regulations 12 be received, as shown on the summary of accounts paid schedule and the payroll EFT batches.



## LIST OF ACCOUNTS DUE &amp; SUBMITTED FROM 1ST AUGUST TO 31ST AUGUST 2020

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Chq/EFT	Date	Name	Description	Amount
EFT20083	06/08/2020	TELSTRA CORPORATION LIMITED	Shire telephone account issued 26/7/2020	-6734.41
EFT20084	06/08/2020	TELSTRA CORPORATION LIMITED	Harvest Ban Line Telephone account	-1553.40
EFT20085	07/08/2020	CJD EQUIPMENT PTY LTD	Supply temperature sensor for loader PLDR6	-259.52
EFT20086	07/08/2020	NUTRIEN AG SOLUTIONS LTD		-337.88
	15/07/2020	NUTRIEN AG SOLUTIONS LTD	Supply of white tire wire for depot	249.88
	28/07/2020	NUTRIEN AG SOLUTIONS LTD	Supply of acqui relyon atrizon for Depot	88.00
EFT20087	07/08/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	Introduction to Local Government e-training for Trainee	-215.00
EFT20088	07/08/2020	WALLIS COMPUTER SOLUTIONS		-2066.41
	30/07/2020	WALLIS COMPUTER SOLUTIONS	Adobe Pro Software	654.01
	30/07/2020	WALLIS COMPUTER SOLUTIONS	Adobe Pro Licences	1412.40
EFT20089	07/08/2020	IXOM OPERATIONS PTY LTD	Service Fee for Chlorine Gas Cylinders - Swimming Pool & Parks and Gardens	-169.14
EFT20090	07/08/2020	DALLIMORE NOMINEES PTY LTD	Admin - New office carpet laying for old records room	-330.00
EFT20091	07/08/2020	IT VISION AUSTRALIA PTY LTD		-1100.00
	31/07/2020	IT VISION AUSTRALIA PTY LTD	Create Receipting Template to suit new printers	275.00
	06/08/2020	IT VISION AUSTRALIA PTY LTD	Correct 2019/20 Budget figures as per quotation	825.00
EFT20092	07/08/2020	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2020/21 Membership Subscriptions for DCEO	-531.00
EFT20093	07/08/2020	ADVANCED AUTOLOGIC PTY LTD	Super soak for Mack Truck PTK36	-132.00
EFT20094	07/08/2020	TRUCK CENTRE (WA) PTY LTD	Supply nox sensor for mack truck PTK36	-454.73
EFT20095	07/08/2020	L & T DE GRUSSA	Site Inspection - Civic Centre including travel	-225.00
EFT20096	07/08/2020	TOLL IPEC PTY LTD	Freight Charges x Daimler Trucks & CJD Equipment	-22.28
EFT20097	07/08/2020	LIWA AQUATICS (INC)	LIWA Aquatics - Membership	-231.00
EFT20098	07/08/2020	CLEVERPATCH PTY LTD	Fathers Day Craft Activity for CRC Event	-68.63
EFT20099	07/08/2020	BP AUSTRALIA	Fuel Supply for CEO & DCEO Vehicle	-468.57
EFT20100	07/08/2020	HENDOS PLUMBING & GAS SERVICES		-440.00
	27/07/2020	HENDOS PLUMBING & GAS SERVICES	Carry out Test Flow device on the following standpipe water meter BD9606659	220.00
	27/07/2020	HENDOS PLUMBING & GAS SERVICES	Carry out Test Flow device on the following standpipe water meter CK0900377	220.00
EFT20101	07/08/2020	SCOTT PRINTERS PTY LTD		-3184.50
	29/07/2020	SCOTT PRINTERS PTY LTD	Printing of 1500 Self Seal Window Faced Envelopes	392.70
	06/08/2020	SCOTT PRINTERS PTY LTD	Printing of 1000 Rates Guides	2791.80
EFT20102	07/08/2020	KYLIE NEAVES	EHO & Public Health Services from 10/07/2020 - 31/07/2020	-675.00
EFT20103	07/08/2020	SHEREE CHASLAND	Refund for boomer advertisement	-30.00
EFT20104	07/08/2020	MAREE SMARTT	Work Uniform Reimbursement	-50.90
EFT20105	07/08/2020	SACHA LUPTON	Work Uniform Reimbursement	-288.00
EFT20106	07/08/2020	DEPT OF PLANNING, LANDS & HERITAGE	Lease rent for August	-45.84
EFT20107	07/08/2020	SHRED-X PTY LTD	to collect and destroy archive boxes at Shire Admin office	-1763.98
EFT20108	07/08/2020	WACB & COMMUNICATIONS	Supply UHF Radios, coax lead & plug n play rubber ducky for various vehicles	-1239.00
EFT20109	07/08/2020	CARABOODA LAWN	Supply Kikuyu Lawn - for Colocation	-600.60
EFT20110	07/08/2020	CITY OF FREMANTLE	2020/2021 Annual Subscription - Library Craft Project	-200.00
EFT20111	07/08/2020	TOLL TRANSPORT PTY LTD	Freight Charges x LISWA	-48.51
EFT20112	12/08/2020	ANZ BANK (NETT WAGES)	Wages PPE 11.08.2020	-66935.96
EFT20113	12/08/2020	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT20114	12/08/2020	IOU SOCIAL CLUB	Payroll deductions	-220.00
EFT20115	13/08/2020	LANDGATE		-325.58
	30/07/2020	LANDGATE	Gross Rental valuations 13/6/20 to 10/7/20	69.20
	30/07/2020	LANDGATE	Rural Uv's Chargeable 13/6/20 to 10/7/20	256.38
EFT20116	13/08/2020	AVON WASTE	Domestic & commercial collection for Wongan Hills & Ballidu	-12670.54
EFT20117	13/08/2020	WATER CORPORATION		-19852.57
	01/07/2020	WATER CORPORATION	Water consumption and Rates for Ballidu Standpipe	831.63
	02/07/2020	WATER CORPORATION	Water rates for Wongan Hills Recreation Complex	68.78
	08/07/2020	WATER CORPORATION	Water rates for Wongan Hills Aerodrome	47.37
	08/07/2020	WATER CORPORATION	Water consumption for Oliver Road Standpipe Ballidu	1638.71
	10/07/2020	WATER CORPORATION	Water consumption for Alpha Toilets Ballidu	174.00
	10/07/2020	WATER CORPORATION	Water consumption for Bunyip Park Ballidu	38.96
	10/07/2020	WATER CORPORATION	Water rates for Ballidu Hall	47.37
	13/07/2020	WATER CORPORATION	Service Charge for Standpipe at Summers East Road	47.37
	14/07/2020	WATER CORPORATION	Trade Waste Fee for Civic Centre	338.55
	14/07/2020	WATER CORPORATION	Trade Waste Permit for Vistors Centre Wongan Hills (Permit Number 26894)	241.84
	14/07/2020	WATER CORPORATION	Trade Permit for CRC Building (Permit number 41726)	338.55
	14/07/2020	WATER CORPORATION	Water consumption for Cadoux Toilets	23.37
	15/07/2020	WATER CORPORATION	Water sewerage charges for Hall at 16 Mitchell Street Wongan Hills	89.80
	15/07/2020	WATER CORPORATION	Water consumption and Sewerage charge for Shire Administration Office.	468.48
	15/07/2020	WATER CORPORATION	Water consumption and sewerage charge for Civic Centre.	575.26
	15/07/2020	WATER CORPORATION	Water sewerage charge for 5 Johnston Street Wongan Hills	89.80

## LIST OF ACCOUNTS DUE &amp; SUBMITTED FROM 1ST AUGUST TO 31ST AUGUST 2020

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	15/07/2020	WATER CORPORATION	Water consumption, service charge and sewerage charge for 30 Wandoo Crescent Wongan Hills.	248.53
	15/07/2020	WATER CORPORATION	Service charge and sewerage charge for 14 Shields Crescent Wongan Hills (Recoverable)	259.49
	15/07/2020	WATER CORPORATION	Water consumption, Service & sewerage charges for 2A Patterson St Wongan Hills (Recoverable)	251.61
	15/07/2020	WATER CORPORATION	Service & Sewerage charge for 2B Patterson St Wongan Hills	261.32
	15/07/2020	WATER CORPORATION	Water consumption, service & sewerage charge for 27A Quinlan St Wongan Hills	248.53
	15/07/2020	WATER CORPORATION	Water & sewerage rates for 27B Quinlan Street Wongan Hills	248.53
	15/07/2020	WATER CORPORATION	Service & sewerage Charge for 27C Quinlan Street Wongan Hills	259.49
	15/07/2020	WATER CORPORATION	Special Meter fee, Service & sewerage Charge for 27D Quinlan Street Wongan Hills	270.44
	15/07/2020	WATER CORPORATION	Water consumption, service & sewerage charge for Quinlan St Gardens	136.73
	15/07/2020	WATER CORPORATION	Water consumption & service charge for Quinlan St Gardens Wongan Hills	160.64
	15/07/2020	WATER CORPORATION	Water consumption & sewerage charge for Community Park Wongan Hills	296.06
	15/07/2020	WATER CORPORATION	Service Charge for Cadoux Standpipe	186.98
	15/07/2020	WATER CORPORATION	Water consumption for Park at Lot 138 Fenton St Wongan Hills	152.85
	15/07/2020	WATER CORPORATION	Service charge for 3 Stickland St Wongan Hills	675.16
	15/07/2020	WATER CORPORATION	Water consumption, service & sewerage charge for Unit 1, 2 & 3/20 Stickland St Wongan Hills	248.53
	15/07/2020	WATER CORPORATION	Service charge for Unit 31A Quinlan St Wongan Hills	529.43
	16/07/2020	WATER CORPORATION	Water consumption, service & sewerage charge for 11 Wandoo Crescent Wongan Hills	480.82
	16/07/2020	WATER CORPORATION	Water consumption, Water Sewerage and water Service charge for 7 Wandoo Crescent Wongan Hills,	44.90
	21/07/2020	WATER CORPORATION	Service Charge for House at Ninan Street Wongan Hills	716.06
	21/07/2020	WATER CORPORATION	Water consumption, Sewerage charge, Fire Service Charge for Depot	47.37
	21/07/2020	WATER CORPORATION	Fire service charge for CRC Building	110.82
	21/07/2020	WATER CORPORATION	Sewerage charge for Community Garden on Commercial St Wongan Hills	372.34
	21/07/2020	WATER CORPORATION	Water consumption, Sewerage charge, Fire Service charge for CRC Building	73.97
	21/07/2020	WATER CORPORATION	Water consumption, Sewerage charge for Museum at Mitchell Street Wongan Hills	250.36
	21/07/2020	WATER CORPORATION	Water consumption, Service Charge, Sewerage charge for 49 Quinlan St Wongan Hills	491.62
	21/07/2020	WATER CORPORATION	Water consumption, Service Charge, Sewerage Charge for 8 Ellis St Wongan Hills	685.11
	21/07/2020	WATER CORPORATION	Water consumption, Service Charge, Sewerage Charge for 14 Ellis Street Wongan Hills	260.41
	21/07/2020	WATER CORPORATION	Service Charge, Sewerage Charge for 42 Mitchell St Wongan Hills	44.90
	21/07/2020	WATER CORPORATION	Service charge for Danubin Street Wongan Hills	248.53
	21/07/2020	WATER CORPORATION	Water rates, Sewerage charge for 16 Moore St Wongan Hills	1519.25
	21/07/2020	WATER CORPORATION	Water consumption for Wongan Hills Swimming Pool Complex	2.60
	21/07/2020	WATER CORPORATION	Water consumption for Wongan Hills Recreation Complex	287.42
	21/07/2020	WATER CORPORATION	Water consumption, Sewerage charge for Medical Centre	1588.92
	21/07/2020	WATER CORPORATION	Water consumption, Service Charge for Depot Standpipe	490.83
	21/07/2020	WATER CORPORATION	Water consumption for Fenton St Median Strip	155.82
	21/07/2020	WATER CORPORATION	Water consumption for Ninan Street Entry Statement	378.24
	22/07/2020	WATER CORPORATION	Water consumption, Service Charge for Burakin Standpipe	599.08
	22/07/2020	WATER CORPORATION	Water consumption, Service Charge for Kirwan Standpipe	127.25
	29/07/2020	WATER CORPORATION	Water consumption for Wongan Hills Cemetery	-1650.00
EFT20118	13/08/2020	IT VISION AUSTRALIA PTY LTD	Update Back of Rates Notice including Interim Notices and Final Notices.	-4064.54
EFT20119	13/08/2020	SYNERGY	Street Lighting for Wongan Hills Townsite	-50.10
EFT20120	13/08/2020	PUBLIC TRANSPORT AUTHORITY OF WA	Trans WA Ticketing for July 2020	-10465.20
EFT20121	13/08/2020	FEATHERSTONE ROOFING & BUILDING SERVICES	Deposit - Supply of materials and delivery to Swimming Pool Roof	-1745.88
EFT20122	13/08/2020	WIRTGEN AUSTRALIA PTY LTD	supply various parts for PRO14	

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EFT20123	13/08/2020	FEAGAN BUILDING SURVEYING	Building Surveying	-812.50
EFT20124	13/08/2020	RURAL RANGER SERVICES	Rural Ranger Services from 28/7/20 to 06/8/20	-2200.00
EFT20125	13/08/2020	WONGAN BALLIDU & DISTRICTS MENSHEID INC	2020/2021 Community Development Fund Allocation	-1523.38
EFT20126	13/08/2020	DAVID & ROBIN MILLSTEED		1155.40
	05/08/2020	DAVID & ROBIN MILLSTEED	Rates refund	367.98
	05/08/2020	DAVID & ROBIN MILLSTEED	Rates refund	
EFT20127	13/08/2020	FIRM CONSTRUCTION PTY LTD	PC28: Works completed as at the 07/08/20	-14211.65
EFT20128	13/08/2020	CLEANTECH ENERGY PTY LTD	Electricity consumption for Wongan Hills Sports Pavilion, Swimming pool, Medical Centre and CRC	-2875.59
EFT20129	03/08/2020	WESTNET PTY LTD	Internet Usage from 01/08/20 to 01/09/20	-610.20
EFT20130	19/08/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 147 Interest payment	-5406.52
EFT20131	06/08/2020	ANZ CORPORATE CREDIT CARD	Purchases for August	-1311.89
EFT20132	21/08/2020	MCINTOSH & SON		-1119.69
	06/07/2020	MCINTOSH & SON	Supply 2 Way Radio for Backhoe PBH3	315.35
	07/07/2020	MCINTOSH & SON	Supply Grease lithium white, wheel bearing seal & fuel hose for PSP4	36.41
	08/07/2020	MCINTOSH & SON	Supply seal for PSP4	14.54
	14/07/2020	MCINTOSH & SON	Supply fuel filter cartridge for PSP4	24.76
	20/07/2020	MCINTOSH & SON	Supply seal and freight for PSP4	44.22
	22/07/2020	MCINTOSH & SON	Delco Battery for Roller PROL14	323.40
	31/07/2020	MCINTOSH & SON	Supply hose, crimp, sealant, elbow & socket for Depot	361.01
EFT20133	21/08/2020	OFFICEWORKS BUSINESS DIRECT		-446.53
	02/07/2020	OFFICEWORKS BUSINESS DIRECT	Stationary for CRC Administration	256.40
	21/08/2020	OFFICEWORKS BUSINESS DIRECT	Stationary for CRC Administration	78.48
	21/08/2020	OFFICEWORKS BUSINESS DIRECT	Stationary for CRC Administration	111.65
EFT20134	21/08/2020	WESTRAC EQUIPMENT PTY LTD		-1030.26
	20/08/2020	WESTRAC EQUIPMENT PTY LTD	Supply air filters, cab filters, wrenches/set, washers, fuel filter, nuts & bolts, hydraulic filters for various vehicles.	1004.41
	21/08/2020	WESTRAC EQUIPMENT PTY LTD	Supply cab filter for PROL15	25.85
EFT20135	21/08/2020	WONGAN NEWSAGENCY		-284.20
	31/07/2020	WONGAN NEWSAGENCY	Admin account for June and July 2020	246.90
	21/08/2020	WONGAN NEWSAGENCY	CRC account for June and July 2020	37.30
EFT20136	21/08/2020	C FOLLETT & CO	Thread Pipe + Sockets for Depot	-110.00
EFT20137	21/08/2020	WONGAN HILLS TOURISM GROUP INC	July cleaning of public toilets	-200.00
EFT20138	21/08/2020	DALLIMORE NOMINEES PTY LTD	Medical Centre Allied side - Rooms 6, 7 and 8 remove existing carpet, grind and skim coat floor and lay heavy duty homogeneous flooring	-7873.80
EFT20139	21/08/2020	MAJOR MOTORS PTY LTD	Supply Lamp ASM; Head light for Isuzu Truck PTK32	-231.43
EFT20140	21/08/2020	SHIRE OF WONGAN-BALLIDU	2020/21 Rates	-12681.73
EFT20142	21/08/2020	BENARA NURSERIES		-1399.59
	21/07/2020	BENARA NURSERIES	Plants for Co-Location project	1223.15
	21/07/2020	BENARA NURSERIES	Plants for Co-Location project, includes freight	176.44
EFT20143	21/08/2020	RBC RURAL	Shire Admin Photocopier Service includes travel	-132.00
EFT20144	21/08/2020	OVERLAND FREIGHT		-320.71
	31/07/2020	OVERLAND FREIGHT	Supply 6 x re fresh water to Admin Office	72.00
	31/07/2020	OVERLAND FREIGHT	Freight charges ex ITR for Grader Blades PG16	248.71
EFT20145	21/08/2020	WONGAN HILLS HARDWARE		-4158.35
	10/07/2020	WONGAN HILLS HARDWARE	Supply Rapid Set Cement for M0003, M0004, M0195, M0197	588.14
	31/07/2020	WONGAN HILLS HARDWARE	Building Account for July 2020	687.75
	31/07/2020	WONGAN HILLS HARDWARE	Supply 137 plants for Parks and Gardens	412.60
	31/07/2020	WONGAN HILLS HARDWARE	Works account for July 2020	2469.86
EFT20146	21/08/2020	WONGAN HILLS TIDY TOWNS COMMITTEE	2020/2021 Council Community Subsidy	-500.00
EFT20147	21/08/2020	ST JOHN AMBULANCE AUSTRALIA (WA) INC	First Aid Kit Supplies for PWO PPE	-882.30
EFT20148	21/08/2020	TOLL IPEC PTY LTD	Freight charges via Major Motors for PTK36	-10.78
EFT20149	21/08/2020	LOCK, STOCK & FARRELL	2 x new 570 cylinders for door numbers at medical centre	-197.60
EFT20150	21/08/2020	WONGAN MAIL SERVICE		-1427.34
	31/07/2020	WONGAN MAIL SERVICE	CRC account for July 2020	37.78
	31/07/2020	WONGAN MAIL SERVICE	Admin account for July 2020	1389.56
EFT20151	21/08/2020	KLEEN WEST DISTRIBUTORS	Cleaning supplies - various locations	-380.38
EFT20152	21/08/2020	TKB MECHANICAL	Supply and fit windscreen WB 030 (insurance Claim)	-445.00
EFT20153	21/08/2020	DUN DIRECT PTY LTD	Fuel supply for July 2020	-3878.32
EFT20154	21/08/2020	DEPARTMENT OF COMMERCE - BUILDING COMMISSION	BSL Reconciliation for July 2020	-385.70
EFT20155	21/08/2020	GREAT SOUTHERN FUEL SUPPLIES	Fuel supply for July 2020	-24275.56
EFT20156	21/08/2020	WONGAN HILLS PROGRESS ASSOCIATION	2020/2021 Council Community Subsidy - Harvest Festival	-5000.00
EFT20157	21/08/2020	WIRTGEN AUSTRALIA PTY LTD	Supply sealing ring and 2 x hose clamps for PROL14	-5.37
EFT20158	21/08/2020	NORTHAM HOLDEN AND MAZDA	Repair to I-stop warning light on dash for Admin Pool car	-206.80
EFT20159	21/08/2020	HENDOS PLUMBING & GAS SERVICES		-1344.20
	10/08/2020	HENDOS PLUMBING & GAS SERVICES	Carry out Test Flow device on the following water meter FK0950007 Cadoux	220.00
	10/08/2020	HENDOS PLUMBING & GAS SERVICES	Carry out Test Flow device on the following water meter FM0100305 Cadoux	220.00
	10/08/2020	HENDOS PLUMBING & GAS SERVICES	Carry out Test Flow device on the following water meter EK1250096 Ballidu	220.00
	17/08/2020	HENDOS PLUMBING & GAS SERVICES	Carry out Test Flow device on water meter BC0401085 Kondut	497.20



## LIST OF ACCOUNTS DUE &amp; SUBMITTED FROM 1ST AUGUST TO 31ST AUGUST 2020

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	17/08/2020	HENDOS PLUMBING & GAS SERVICES	Swimming Pool - HWS relief valve replacement in men's	826.39
EFT20160	21/08/2020	AIR & POWER PTY LTD	Supply new K30 air compressor 3 phase 7.5hp 200LTR	-4364.47
EFT20161	21/08/2020	FEGAN BUILDING SURVEYING	Building Surveying	-220.00
EFT20162	21/08/2020	PW GEE WELDING SERVICES	Sports Co Location - Supply 100NB Galv Pipe - Bollards for Gas Bullet	-727.10
EFT20163	21/08/2020	NEXACU	Excel Beginner Course - CSO-T	-330.00
EFT20164	21/08/2020	FIVE STAR BUSINESS & INNOVATION	Meter read for CRC Photocopier	-2168.24
EFT20165	21/08/2020	KYLIE NEAVES	EHO & Public Health Services for 14/08/2020	-525.00
EFT20166	21/08/2020	GLEEMAN TRUCK PARTS P/L		-1489.27
	12/08/2020	GLEEMAN TRUCK PARTS P/L	supply seal, brake shoe kit, female coupling, bearing for PTRL23	826.39
	13/08/2020	GLEEMAN TRUCK PARTS P/L	Supply fuel hose, box of 10 globes, filler cap expansion tank, freight included for Mack Truck PTK33	257.86
	14/08/2020	GLEEMAN TRUCK PARTS P/L	GTPCBA, GP-929-E08 Glad hand for PTRL23	47.08
	14/08/2020	GLEEMAN TRUCK PARTS P/L	GTPCBA, GP-HC-M14-27SS hose clamp and Freight for PTRL23	55.00
	17/08/2020	GLEEMAN TRUCK PARTS P/L	KH3602-0101 Brake drum for PTRL23	302.94
EFT20167	21/08/2020	MAREE SMARTT	Reimbursement 3 x units Diploma of Business Administration	-660.00
EFT20168	21/08/2020	PRIME LINE PLUMBING & GAS	Sports Co Location - Installation of Hot Water System in Changing Rooms as per original scope.	-37739.90
EFT20169	21/08/2020	AC HEALTHCARE PTY LTD	August Subsidy payment	-21083.36
EFT20170	21/08/2020	WHEATBELT LAWN CARE & RENOVATIONS	Fertiliser - Ovals	-4200.00
EFT20171	18/08/2020	DE LAGE LANDEN PTY LTD	August payment for CRC Photocopier Lease	-557.70
EFT20172	26/08/2020	ANZ BANK (NETT WAGES)	Wages PPE 25.08.2020	-64991.66
EFT20173	26/08/2020	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT20174	26/08/2020	IOU SOCIAL CLUB	Payroll deductions	-220.00
EFT20175	28/08/2020	LANDGATE		-1192.60
	31/07/2020	LANDGATE	Online Transaction Summary for June 2020	26.20
	31/07/2020	LANDGATE	Publication Licence and Design Charge for District maps of the Shire of Wongan-Ballidu	1126.40
	31/07/2020	LANDGATE	Mining Tenements, 5 x values - job number 208504	40.00
EFT20176	28/08/2020	AVON WASTE	Domestic and commercial Collection for Wongan Hills and Ballidu	-10109.96
EFT20177	28/08/2020	WONGAN HILLS IGA		-809.10
	31/07/2020	WONGAN HILLS IGA	July account for CRC	233.75
	31/07/2020	WONGAN HILLS IGA	Shire Admin account for July 2020	575.35
EFT20178	28/08/2020	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2020/21 ESL Contribution Quarter 1	-24639.00
EFT20179	28/08/2020	JR & A HERSEY PTY LTD	Bypass Pruner for Parks and Gardens Tools	-682.61
EFT20180	28/08/2020	OFFICEWORKS BUSINESS DIRECT		-327.16
	03/07/2020	OFFICEWORKS BUSINESS DIRECT	Thermal Rolls for receipting printer box of 24	58.72
	12/08/2020	OFFICEWORKS BUSINESS DIRECT	Office supplies for Shire Admin	263.80
	12/08/2020	OFFICEWORKS BUSINESS DIRECT	Office supplies for Shire Admin	4.64
EFT20181	28/08/2020	WATER CORPORATION	Service charge for 2B Patterson Street	-243.86
EFT20182	28/08/2020	WCS CONCRETE		-3649.56
	24/07/2020	WCS CONCRETE	Supply 2 x 375mm Class 4 concrete pipe for Burakin-Wialki Rd, Supply 1 x 375mm double pipe headwall for Burakin-Wialki Rd	1257.30
	31/07/2020	WCS CONCRETE	Colocation lawn mix and telehandler hire	1659.00
	05/08/2020	WCS CONCRETE	Telehandler hire for .5 hours to move pallets of lawn into compound at Sports Co Location	49.50
	14/08/2020	WCS CONCRETE	Supply 2.4m3 of 14mm 20N Concrete for Bollards around Gas Bullet - Sports Co Location	683.76
EFT20183	28/08/2020	COAD COMMUNICATIONS	Skid steer hire, Augur Holes - Gas Bullet Bollards	-222.75
EFT20184	28/08/2020	SYNERGY	Service charge for Wongan Hills Museum	-182.04
EFT20185	28/08/2020	BALLIDU GREATER SPORTS COUNCIL	2020/2021 Council Management Agreement Payment	-8962.00
EFT20186	28/08/2020	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY	Licence 1614234/1 Mt O'Brien Telstra Site Renewal to 23/9/21	-59.00
EFT20187	28/08/2020	RBC RURAL	Meter plan Charge for Shire Admin Photocopier	-497.63
EFT20188	28/08/2020	HILLS FIRE EQUIPMENT SERVICE	Supply Fire hose reel, dry powder extinguisher, cabinet & swing arm for Recreation Complex	-696.30
EFT20189	28/08/2020	KANYANYA	Bags of Rags	-30.00
EFT20190	28/08/2020	TOLL IPEC PTY LTD		-84.48
	12/07/2020	TOLL IPEC PTY LTD	Freight charges ex CJD Equipment & Komatsu	44.88
	02/08/2020	TOLL IPEC PTY LTD	Freight charges ex Westrac Equipment, Komatsu & Truck Centre	39.60
EFT20191	28/08/2020	N-COM PTY LTD		-6235.33
	10/08/2020	N-COM PTY LTD	4.3m Prime Focus Satellite dish for SBS retransmission, including freight, travel and labour	3838.43
	10/08/2020	N-COM PTY LTD	TV Retransmission site - Install door entry alarm & 6 monthly visit including travel	2396.90
EFT20192	28/08/2020	KAREN BOX	Room & Key Bond Refund as per receipt 58207	-150.00
EFT20193	28/08/2020	WHEATBELT SIGNS	Front Door Decal for CRC	-66.00
EFT20194	28/08/2020	INDUSTRIAL AUTOMATION GROUP - WATERMAN IRRIGATION	Standpipes Operational Costs from 1st July 2020 to 31 December 2020	-1517.45

## LIST OF ACCOUNTS DUE &amp; SUBMITTED FROM 1ST AUGUST TO 31ST AUGUST 2020

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EFT20195	28/08/2020	ALLWEST RAPID HIRE PTY LTD	Push up Gravel for Waddington Road	-2100.58
EFT20196	28/08/2020	MARKET CREATIONS PTY LTD		159.50
	31/07/2020	MARKET CREATIONS PTY LTD	Office 365	720.72
	31/07/2020	MARKET CREATIONS PTY LTD	Fully Managed Backup services	1220.36
	31/07/2020	MARKET CREATIONS PTY LTD	Project Online Premium service	-5951.00
EFT20197	28/08/2020	NEWINS FAMILY TRUST	Managing of Wongan Hills Landfill site for August 2020	-1287.50
EFT20198	28/08/2020	RURAL RANGER SERVICES	Rural Ranger Services from 10/8/20 to 21/8/20	-6500.00
EFT20199	28/08/2020	RE EWEN	Deposit - Additional repainting and Brick Works to the Wongan Hills Swimming Complex	-450.00
EFT20200	28/08/2020	SIAN WHITFIELD	Refund Room and Key Bond for Civic Centre Booking - receipt 58555	-3300.00
EFT20201	28/08/2020	STARGAZERS CLUB WA	2020/2021 Annual Subscription - WA Astrotourism Town	-431.50
EFT20202	28/08/2020	TRACTUS AUSTRALIA		271.00
	03/07/2020	TRACTUS AUSTRALIA	Supply century battery for Roller PROL14	41.50
	22/07/2020	TRACTUS AUSTRALIA	Puncture repair, strip, fit and balance to Works Co-ordinator vehicle VWC	37.00
	22/07/2020	TRACTUS AUSTRALIA	Puncture repair, fitting for PSP4	37.00
	22/07/2020	TRACTUS AUSTRALIA	Puncture repair & fitting to PUT71	45.00
	31/07/2020	TRACTUS AUSTRALIA	Fitting AG 26-28 for Backhoe PBH3	-114.91
EFT20203	28/08/2020	SUSAN DEW	Refund for the purchase of uniform	-8948.97
EFT20204	28/08/2020	RI & EJ SEWELL	Rates refund	-100.00
EFT20205	28/08/2020	BIANCA POKAI	The refund of Function Room Bond 20.8.20 Receipt 58589	-12.50
EFT20206	28/08/2020	AIMEE JAYNE HOOD	Refund for the overpayment of dog registration	-62618.55
EFT20207	31/08/2020	DEPARTMENT OF TRANSPORT	DPI payment for August 2020	-25.00
	05/08/2020	MELISSA WHYTE	Gratuity Payment	-7244.68
DD10066.1	11/08/2020	WALGS SUPERANNUATION PLAN	Payroll deductions	-865.77
DD10066.2	11/08/2020	AUSTRALIAN SUPER	Payroll deductions	-308.80
DD10066.3	11/08/2020	HESTA SUPER FUND	Payroll deductions	-936.51
DD10066.4	11/08/2020	IOOF PURSUIT FOCUS SUPER FUND	Payroll deductions	-82.96
DD10066.5	11/08/2020	SUNSUPER	Superannuation contributions	-285.61
DD10066.6	11/08/2020	CBUS SUPER	Payroll deductions	-622.88
DD10066.7	11/08/2020	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	-178.81
DD10066.8	11/08/2020	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-791.78
DD10066.9	11/08/2020	PRIME SUPER	Superannuation contributions	-7059.27
DD10098.1	25/08/2020	WALGS SUPERANNUATION PLAN	Payroll deductions	-871.73
DD10098.2	25/08/2020	AUSTRALIAN SUPER	Payroll deductions	-287.37
DD10098.3	25/08/2020	HESTA SUPER FUND	Payroll deductions	-899.13
DD10098.4	25/08/2020	IOOF PURSUIT FOCUS SUPER FUND	Payroll deductions	-82.96
DD10098.5	25/08/2020	SUNSUPER	Superannuation contributions	-285.79
DD10098.6	25/08/2020	CBUS SUPER	Payroll deductions	-622.88
DD10098.7	25/08/2020	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	-178.81
DD10098.8	25/08/2020	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-792.31
DD10098.9	25/08/2020	PRIME SUPER	Superannuation contributions	-892.63
DD10066.10	11/08/2020	REST SUPERANNUATION	Superannuation contributions	-256.96
DD10066.11	11/08/2020	AMP SUPERANNUATION LTD.	Superannuation contributions	-223.91
DD10066.12	11/08/2020	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-126.09
DD10066.13	11/08/2020	HOSTPLUS SUPERANNUATION FUND	Superannuation contributions	-900.20
DD10098.10	25/08/2020	REST SUPERANNUATION	Superannuation contributions	-249.53
DD10098.11	25/08/2020	AMP SUPERANNUATION LTD.	Superannuation contributions	-224.48
DD10098.12	25/08/2020	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-140.98
DD10098.13	25/08/2020	HOSTPLUS SUPERANNUATION FUND	Superannuation contributions	

Municipal	508066.16
Trust	62618.55
Total	570684.71
Recoverable	5914.54
Partially Recoverable	665.00

## 9.2.2 FINANCIAL REPORTS FOR AUGUST 2020

<b>FILE REFERENCE:</b>	F1.4
<b>REPORT DATE:</b>	17 September 2020
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Alan Hart, Deputy Chief Executive Officer
<b>ATTACHMENTS:</b>	9.2.2a Financial Reports

### PURPOSE OF REPORT:

That the following statements and reports for the month ended August 2020 be received:

### BACKGROUND:

Under the Local Government (Financial Management) Regulations 1996 ('FMR') the Council is to prepare financial reports outlining the financial operations at the previous month end date.

Listed below is a compilation of the reports that will meet compliance, these are listed under Sections and the relevant regulations below.

### Financial Activity Statement Report

Section 6.4 of the *Local Government Act 1995* regulation 34.1 of the FMR requires a local government to prepare each month a statement of financial activity reporting on the sources and application of funds, as set out in the annual budget containing the following detail:

- Annual budget estimates;
- Budget estimates to the end of the month to which the statement relates (known as YTD Budget);
- Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates (known as YTD Actuals);
- Material variances between the comparatives of Budget v's Actuals; and
- The net current assets (NCA) at the end of the month to which the statement relates.

Regulation 34.2 - Each statement of financial activity must be accompanied by documents containing:

- An explanation of the composition of the net current assets of the month to which it relates, less committed assets and restricted assets containing the following detail:
  - An explanation of each of the material variances; and
  - Such other supporting information as is considered relevant by the local government.

Regulation 34.3 - The information in a statement of financial activity may be shown:

- According to nature and type classification;
- By program; or
- By business unit.

Each financial year a local government is to adopt a % value, calculation in accordance with AAS5, to be used in reporting material variances.

**COMMENT:**

Refer to attachment.

**POLICY REQUIREMENTS:**

Council Policy 4.8 - Monthly Financial Reporting Requirements.

**LEGISLATIVE REQUIREMENTS:**

- *Local Government Act 1995*
- *Local Government (Financial Management) Regulations 1996*

**STRATEGIC IMPLICATIONS:**

There are no Strategic Implications relating to this item.

**SUSTAINABILITY IMPLICATIONS:**

- **Environment**  
There are no known environmental impacts associated with this proposal.
- **Economic**  
There are no known economic impacts associated with this proposal.
- **Social**  
There are no known social implications associated with this proposal.
- **Financial Implications**  
The financial reports for the period ending August 2020 are attached to the Council Agenda.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: No**

**OFFICER RECOMMENDATION**

**That the following Statements and Reports for the month ended August 2020 be received:**

- **Monthly Statements as follows:-**

a)	Statement of Financial Activity (by Nature and Type)	FM Regs 34
b)	Statement of Operating Activities by Programme/Activity (Summary)	FM Regs 34
c)	Statement of Net Current Assets (NCA)	FM Regs 34
d)	Rate setting statement	Discretionary
e)	Disposal of Assets	Discretionary
f)	Rates Outstanding Report	Discretionary
g)	Debtors Outstanding Report	Discretionary
h)	Bank Reconciliation Report	Discretionary
i)	Investment Report	Discretionary
j)	Reserve Account Balances Report	Discretionary
k)	Loans Schedule	Discretionary

SHIRE OF WONGAN-BALLIDU							
STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 31 AUGUST 2020							
	Approved Budget 2020- 2021	Current Budget 2020-2021	YTD Budget	YTD Actual	Page	Variance Over or Under	10%
<b>INCOME</b>							
Rates	(2,968,741)	(2,968,741)	(2,968,740)	(2,964,651)		0.1%	✓
Grants Operating, Subsidies & Contributions	(1,382,019)	(1,382,019)	(438,649)	(478,900)		(9.2%)	✓
Non Operating Grants, Subsidies & Contributions	(2,080,633)	(2,080,633)	-	-		0.0%	✓
Fees & Charges & Service Charges	(526,878)	(526,878)	(86,640)	(74,488)		14.0%	x
Other Revenue	(132,354)	(132,354)	(22,050)	(16,959)		23.1%	x
Interest	(56,333)	(56,333)	(9,386)	(2,216)		76.4%	x
Profit on sale of Assets	-	-	-	-		0.0%	✓
<b>a: TOTAL INCOME</b>	<b>(7,146,957)</b>	<b>(7,146,957)</b>	<b>(3,525,464)</b>	<b>(3,537,213)</b>			
<b>OPERATING EXPENSES</b>							
Employee Costs	2,732,616	2,732,616	472,337	446,338		5.5%	✓
Materials & Contracts	1,536,569	1,533,389	269,653	190,786		29.2%	x
Utilities (Gas, Electricity) etc.	342,406	342,406	57,866	62,733		(8.4%)	x
Interest	52,020	52,020	8,668	(3,548)	11	140.9%	x
Insurance	255,470	255,470	115,882	-		100.0%	x
Other General	248,213	251,393	110,013	82,919		24.6%	x
Loss on Asset Disposals	234,180	234,180	-	-		0.0%	✓
Depreciation	2,434,945	2,434,945	405,784	-		100.0%	x
<b>b: TOTAL OPERATING EXPENSES</b>	<b>7,836,419</b>	<b>7,836,419</b>	<b>1,440,203</b>	<b>779,228</b>			
<b>c: NET OPERATING (SURPLUS) / DEFICIT</b>	<b>689,462</b>	<b>689,461</b>	<b>(2,085,261)</b>	<b>(2,757,985)</b>			
<b>CAPITAL EXPENSES</b>							
Land & Buildings	965,992	965,992	274,140	279,029		(1.8%)	✓
Furniture & Equipment	25,496	25,496	-	-		0.0%	✓
Motor Vehicles	217,000	217,000	-	-		0.0%	✓
Plant	593,000	414,000	-	3,968		0.0%	✓
Infrastructure Other	561,730	561,730	1,615	2,486		(53.9%)	x
Infrastructure Roads	2,052,135	2,052,135	142,458	104,217		26.8%	x
<b>d: TOTAL CAPITAL</b>	<b>4,415,353</b>	<b>4,236,353</b>	<b>418,213</b>	<b>389,700</b>			
<b>e: TOTAL OPERATING &amp; CAPITAL</b>	<b>5,104,814</b>	<b>4,925,814</b>	<b>(1,667,048)</b>	<b>(2,368,285)</b>			
<b>ADJUST - NON CASH ITEMS</b>							
Depreciation	(2,434,945)	(2,434,945)	(405,784)	-			
Accruals and Adjustments	-	-	-	-			
Profit on sale of assets	-	-	-	-	6		
Loss on sale of assets	(234,180)	(234,180)	-	-	6		
<b>FINANCING ACTIVITIES</b>							
Proceeds from Sale of Assets	(208,500)	(134,500)	(24,584)	-	6		
Transfer from reserves	(764,851)	(934,851)	(934,851)	-	10		
Transfer to reserves	298,950	298,950	298,950	-	10		
Interest paid to reserves	19,810	19,810	3,326	24	10		
Net Movement in LSL Reserve	-	-	-	(1)			
LSL Provision in reserves	-	-	-	-			
Loan proceeds	(57,000)	(57,000)	(57,000)	-			
Loan principal repayment	118,705	118,705	118,705	4,562	11		
Loan to SSL Parties	57,000	57,000	57,000	-			
SSL Principal Reimbursements	(36,089)	(36,089)	(36,089)	(4,562)	11		
Less (Surplus)/deficit B/Fwd	(1,863,714)	(1,588,714)	(1,588,714)	(1,549,436)	5		
<b>ADJUSTED CLOSING (SURPLUS) / DEFICIT</b>	<b>0</b>	<b>(0)</b>	<b>(4,236,089)</b>	<b>(3,917,699)</b>			
** This sheet illustrates the variance analysis. For variance explanation refer to applicable note.			<b>Key</b>	Within budget tolerance of 10%		✓	
				Over budget tolerance of 10%		x	
				Under budget tolerance of 10%		⚠	

Shire of Wongan-Ballidu Variance Report 31 August 2020				
<p>The Local Government (Financial Management) Regulations 1996 require that financial statements are presented monthly to council. Council has adopted 10% as its threshold for line items on the nature and type report shown on page 1. This report uses a traffic light system to flag those items that are within tolerance and others that fall out of the range. Variances are calculated using a comparison of year to date actual against year to date budget. It needs also to be noted that the early months of the financial year are a period when variance percentages are volatile and extremely sensitive to small movements in actual income and expense.</p>				
Code	Variance Actual to YTD Budget	Variance reason	Report Section	Comments
Operating Income				
✓	4,089	Within Threshold	Rates	Within Council variance reporting threshold.
✓	(40,251)	Within Threshold	Grants Operating, Subsidies & Contributions	Within Council variance reporting threshold.
✓	0	Within Threshold	Non Operating Grants, Subsidies & Contributions	Within Council variance reporting threshold.
✗	12,152	Timing	Fees & Charges & Service Charges	This is timing only. The variances individually are small and are as a result of only being 2 months into the new financial year
✗	5,091	Timing	Other Revenue	This is a timing issue, as the year progresses this variance will reduce.
✗	7,170	Timing	Interest	Interest Income can vary to budget as term deposit time periods are not known when preparing the Annual Budget. Included in interest income is reimbursements from interest on self supporting loans. Within the Statement of Financial Activity and RSS by program there is a debit balance for the program Education and Welfare. This is due to the reversal of the end of year interest accrual for self supporting loans and this will correct itself when invoices are raised for reimbursement of these loans.
✓	0	Within Threshold	Profit on sale of Assets	Within Council variance reporting threshold.
Operating Expenditure				
✓	(25,999)	Within Threshold	Employee Costs	Within Council variance reporting threshold.
✗	(78,867)	Timing	Materials & Contracts	Variances occur based on expenditure levels. The majority of Materials and Contracts budgets are spread evenly throughout the year.
✓	4,867	Within Threshold	Utilities (Gas, Electricity) etc.	Within Council variance reporting threshold.
✗	(12,216)	Timing	Interest	This account is in credit due to the reversal of the end of year interest accrual on loans. This will correct itself as loan interest is paid during the financial year. This is a timing issue.
✗	(115,882)	Timing	Insurance	This is timing only. Insurance premiums are normally paid in August each year. This year they will be paid in September 2020. This timing issue has created a credit in the Statement of Financial Activity and RSS by program within "Other property and Services" This will also correct itself once these invoices are paid in September.
✗	(27,094)	Timing	Other General	Variances occur based on expenditure levels. This is only a timing variance
✓	0	Within Threshold	Loss on Asset Disposals	Within Council variance reporting threshold.
✗	(405,784)	Timing	Depreciation	Depreciation for July has not been calculated as yet and will not until the 2019/20 financial statements are complete.
Capital				
✓	4,889	Within Threshold	Land & Buildings	Within Council variance reporting threshold.
✓	0	Within Threshold	Furniture & Equipment	Within Council variance reporting threshold.
✓	0	Within Threshold	Motor Vehicles	Within Council variance reporting threshold.
✓	3,968	Within Threshold	Plant	Within Council variance reporting threshold.
✗	871	Timing	Infrastructure Other	This is a timing variance and will resolve itself during the financial year
✗	(38,241)	Timing	Infrastructure Roads	This is a timing variance and will resolve itself during the financial year

**SHIRE OF WONGAN-BALLIDU**  
**STATEMENT OF FINANCIAL ACTIVITY (PRG) FOR 31 AUGUST 2020**

	Approved Budget	Current Budget	YTD BUDGET *	YTD Actual
<b>INCOME</b>				
General Purpose Funding	(4,028,599)	(4,028,599)	(3,176,092)	(3,218,724)
Governance	(53,021)	(53,021)	(8,834)	(2,582)
Law, Order & Public Safety	(35,500)	(35,500)	(5,914)	(2,105)
Health	(29,100)	(29,100)	(4,848)	(4,619)
Education & Welfare	(13,883)	(13,883)	(2,314)	2,161
Housing	(64,500)	(64,500)	(10,746)	(9,302)
Community Amenities	(196,736)	(196,736)	(36,644)	(31,825)
Recreation & Culture	(938,723)	(938,723)	(2,860)	(1,491)
Transport	(1,393,745)	(1,393,745)	(198,826)	(200,719)
Economic Services	(37,950)	(37,950)	(6,320)	(2,819)
Other Property & Services	(355,201)	(355,201)	(72,067)	(65,188)
<b>a: TOTAL INCOME</b>	<b>(7,146,957)</b>	<b>(7,146,957)</b>	<b>(3,525,464)</b>	<b>(3,537,213)</b>
<b>OPERATING EXPENSES</b>				
General Purpose Funding	121,385	124,565	23,408	18,243
Governance	307,375	307,375	71,853	110,389
Law, Order & Public Safety	161,509	161,509	34,285	12,203
Health	406,067	406,067	69,247	53,410
Education & Welfare	176,764	176,764	31,446	14,346
Housing	191,444	191,444	34,007	23,336
Community Amenities	504,271	504,271	84,274	71,579
Recreation & Culture	1,847,292	1,847,292	337,540	153,548
Transport	2,935,405	2,935,405	481,378	299,922
Economic Services	239,099	235,919	66,154	44,642
Other Property & Services	945,807	945,807	206,611	(22,392)
<b>b: TOTAL OPERATING EXPENSES</b>	<b>7,836,419</b>	<b>7,836,419</b>	<b>1,440,203</b>	<b>779,228</b>
<b>c: NET OPERATING (SURPLUS)/DEFICIT</b>	<b>689,461</b>	<b>689,462</b>	<b>(2,085,261)</b>	<b>(2,757,985)</b>
<b>CAPITAL EXPENSES</b>				
General Purpose Funding	-	-	-	-
Governance	67,000	67,000	-	300
Law, Order & Public Safety	-	-	-	-
Health	23,800	23,800	3,966	7,158
Education & Welfare	-	-	-	-
Housing	55,671	55,671	9,270	-
Community Amenities	14,500	14,500	-	-
Recreation & Culture	1,394,637	1,394,637	254,924	271,571
Transport	2,813,365	2,634,365	144,073	110,671
Economic Services	-	-	-	-
Other Property & Services	46,379	46,379	5,980	-
<b>d: TOTAL CAPITAL EXPENSES</b>	<b>4,415,353</b>	<b>4,236,353</b>	<b>418,213</b>	<b>389,700</b>
<b>e: TOTAL OPERATING &amp; CAPITAL</b>	<b>5,104,814</b>	<b>4,925,814</b>	<b>(1,667,048)</b>	<b>(2,368,285)</b>



SHIRE OF WONGAN-BALLIDU ANALYSIS OF NET CURRENT ASSETS AS AT 31 AUGUST 2020			
NOTE 1A: INFORMATION ON OPENING SURPLUS / (DEFICIT).	2019-2020	Original Budget	2020-2021
SURPLUS / (DEFICIT)	1,549,436	0	3,917,699
<b>COMPRISES</b>			
Cash (including reserves)	3,735,724	1,425,747	5,292,779
Current rates	152,787	144,760	1,167,842
Sundry debtors	51,477	44,564	37,563
Tax receivables	27,056	23,264	48,505
Other debtors	13,452	22,723	82,740
A: SSL debtors (are excluded see D: adj)	(1,370)	39,089	(5,932)
Inventories	6,610	10,541	28,245
<b>Less:</b>			
Reserves	(1,840,666)	(1,396,857)	(1,840,690)
Sundry creditors	(328,921)	(29,564)	(494,829)
Accrued interest	(5,317)	-	(0)
ESL Levy Owed	(49,632)	-	(111,114)
PAYG/GST Due To ATO	20,889	-	(19,721)
B: Other - (are excluded see D: adj)		(5,000)	
LSL Cash backed Reserve	41,498	41,896	41,499
Tax liabilities	130,914		85,993
Other - Trust	88		47
C: Loan liability (are excluded see D: adj)	(114,486)	(125,470)	(109,752)
Current employee benefits provisions	(406,523)	(287,074)	(401,163)
D: Adjustments (see above A to C)	115,856	91,381	115,684
Surplus / (Deficit) Variance	1,549,436	0	3,917,699
<b>NOTE 1B: CLOSING FUNDS alternate format to Note 1 above</b>	<b>2019-2020</b>	<b>Original Budget</b>	<b>2020-2021</b>
<b>Current assets</b>			
Cash & cash equivalents	3,735,724	1,425,747	5,292,779
Sundry debtors	243,401	274,400	1,330,719
Inventories	6,610	10,541	28,245
<b>Total current assets</b>	<b>3,985,736</b>	<b>1,710,688</b>	<b>6,651,743</b>
<b>Current liabilities</b>			
Creditors and accounts payable	(232,067)	(29,564)	(539,670)
Current loan liability	(114,486)	(125,470)	(109,752)
Provisions	(406,523)	(287,074)	(401,163)
<b>Total current liability</b>	<b>(753,076)</b>	<b>(442,108)</b>	<b>(1,050,585)</b>
<b>Net current assets</b>	<b>3,232,660</b>	<b>1,268,580</b>	<b>5,601,158</b>
Less: restricted reserves	(1,840,666)	(1,396,857)	(1,840,690)
Less: SSL principal repayments	1,370	(39,089)	5,932
Add back: Current loan liability	114,486	125,470	109,752
Add back: LSL Cash backed Reserve	41,498	41,896	41,499
Add back: Movement in provisions between current and non-current			
Other - Trust	88	-	47
Surplus / (Deficit) Variance	1,549,436	0	3,917,699



SHIRE OF WONGAN-BALLIDU RATE SETTING STATEMENT AS AT 31 AUGUST 2020			
	2020-2021 Approved Budget	2020-2021 Current Budget	2020-2021 Year-to-Date Actual
<b><u>OPERATING INCOME</u></b>			
General Purpose Funding	(1,059,858)	(1,059,858)	(254,074)
Governance	(53,021)	(53,021)	(2,582)
Law, Order & Public Safety	(35,500)	(35,500)	(2,105)
Health	(29,100)	(29,100)	(4,619)
Education & Welfare	(13,883)	(13,883)	2,161
Housing	(64,500)	(64,500)	(9,302)
Community Amenities	(196,736)	(196,736)	(31,825)
Recreation & Culture	(938,722)	(938,722)	(1,491)
Transport	(1,393,745)	(1,393,745)	(200,719)
Economic Services	(37,950)	(37,950)	(2,819)
Other Property & Services	(355,201)	(355,201)	(65,188)
<b>A</b>	<b>(4,178,216)</b>	<b>(4,178,216)</b>	<b>(572,563)</b>
<b><u>OPERATING EXPENSES</u></b>			
General Purpose Funding	121,385	124,565	18,243
Governance	307,375	307,375	110,389
Law, Order & Public Safety	161,509	161,509	12,203
Health	406,067	406,067	53,410
Education & Welfare	176,764	176,764	14,346
Housing	191,444	191,444	23,336
Community Amenities	504,271	504,271	71,579
Recreation & Culture	1,847,292	1,847,292	153,548
Transport	2,935,405	2,935,405	299,922
Economic Services	239,099	235,919	44,642
Other Property & Services	945,807	945,807	(22,392)
<b>B</b>	<b>7,836,418</b>	<b>7,836,418</b>	<b>779,228</b>
<b>C= A and B</b>	<b>3,658,202</b>	<b>3,658,202</b>	<b>206,665</b>
<b><u>ADJUST FOR CASH BUDGET REQUIREMENTS</u></b>			
<b><u>Non-Cash Expenditure and Income</u></b>			
Depreciation on Assets	(2,434,945)	(2,434,945)	-
Accruals and Adjustments			-
Profit/(Loss) on Asset Sales	(234,180)	(234,180)	-
<b><u>Capital Expenditure &amp; Income</u></b>			
Purchase of land & buildings	965,992	965,992	279,029
Purchase of furniture & equipment	25,496	25,496	-
Purchase of motor vehicles	217,000	217,000	-
Purchase of plant & machinery	593,000	414,000	3,968
Purchase of other infrastructure	561,730	561,730	2,486
Purchase of roads infrastructure	2,052,135	2,052,135	104,217
Proceeds from sale of assets	(208,500)	(134,500)	-
<b><u>Financing Activities</u></b>			
Repayment of Loan Principal	118,705	118,705	4,562
Loan proceeds / refinancing CL to NCL adj	(57,000)	(57,000)	-
Loans paid to SSL parties	57,000	57,000	-
Self Supporting Loan Income	(36,089)	(36,089)	(4,562)
<b><u>Reserve Movements</u></b>			
Transfers to Reserves	298,950	298,950	-
Interest paid to Reserves	19,810	19,810	24
Transfer from Reserves	(764,851)	(934,851)	-
Net Movement in LSL Reserve			(1)
LSL Provision in reserves	-	-	-
Estimated Muni (Surplus)/Deficit July 1 B/Fwd.	(1,863,714)	(1,588,714)	(1,549,436)
Estimated Muni (Surplus)/Deficit June 30 C/Fwd.	-	-	(3,917,699)
<b>AMOUNT REQUIRED TO BE RAISED FROM RATES</b>	<b>2,968,741</b>	<b>2,968,741</b>	<b>2,964,651</b>
<b>TOTAL RATES RAISED</b>	<b>2,968,741</b>	<b>2,968,741</b>	<b>2,964,651</b>
(Surplus) / Deficit Variance	0	0	0

**SHIRE OF WONGAN-BALLIDU**  
**ANALYSIS OF DISPOSED ASSETS AS AT 31 AUGUST 2020**

	Asset No	Budget Net Book Value	Original Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
<b>By Class</b>							
<b>Motor Vehicles</b>							
Nissan Pathfinder	1505	52,000	37,500	14,500			
Toyota Hilux 4x2 Tipper Utility (P&G)	1499	37,000	29,000	8,000			
Holden Colorado 4x4 dual cab-WS	1503	43,000	29,000	14,000			
<b>Plant &amp; Equipment</b>							
Izuzu NPR300 Dual Cab - Construction	1445	85,000	65,000	20,000			
Komatsu Grader (Maintenance)	1447	380,000	275,000	105,000			
Case MX115 Tractor (Maintenance)		75,000	60,000	15,000			
Dual Pig Trailer (Howard Porter) TK34		50,000	45,000	5,000			
Data Signs (2)		48,000	48,000	-			
Various Trailer Replacements		40,000	40,000	-			
				-			-
<b>TOTAL</b>		<b>810,000</b>	<b>628,500</b>	<b>181,500</b>	-	-	-
<b>By Program</b>							
<b>Transport</b>							
Nissan Pathfinder	1505	52,000	37,500	14,500			-
Toyota Hilux 4x2 Tipper Utility (P&G)	1499	37,000	29,000	8,000	-	-	-
Holden Colorado 4x4 dual cab-WS	1503	43,000	29,000	14,000	-	-	-
				-	-	-	-
<b>Other Property &amp; Services</b>							
Izuzu NPR300 Dual Cab - Construction	1445	85,000	65,000	20,000			
Komatsu Grader (Maintenance)	1447	380,000	275,000	105,000			
Case MX115 Tractor (Maintenance)		75,000	60,000	15,000			
Dual Pig Trailer (Howard Porter) TK34		50,000	45,000	5,000			
Data Signs (2)		48,000	48,000	-			
Various Trailer Replacements		40,000	40,000	-			
				-			-
<b>TOTAL</b>		<b>810,000</b>	<b>628,500</b>	<b>181,500</b>	-	-	-
<b>Motor Vehicle and Plant &amp; Equipment Change Over</b>							
		Current Budget Purchase Price	Current Budget Sale	Current Change-Over Budget	Actual Purchase	Actual Sale	Change-Over
<b>Motor Vehicles</b>							
Nissan Pathfinder	1505	52,000	37,500	14,500	-		
Toyota Hilux 4x2 Tipper Utility (P&G)	1499	37,000	29,000	8,000			
Holden Colorado 4x4 dual cab-WS	1503	43,000	29,000	14,000			
<b>Plant &amp; Equipment</b>							
Izuzu NPR300 Dual Cab - Construction	1445	85,000	65,000	20,000			
Komatsu Grader (Maintenance)	1447	380,000	275,000	105,000			
Case MX115 Tractor (Maintenance)		75,000	60,000	15,000	-		
Dual Pig Trailer (Howard Porter) TK34		50,000	45,000	5,000	3,968		
Data Signs (2)		48,000	48,000	-	-		
Various Trailer Replacements		40,000	40,000	-	-	-	
				-			-
		<b>810,000</b>	<b>628,500</b>	<b>181,500</b>	<b>3,968</b>	-	-

**SHIRE OF WONGAN - BALLIDU**  
**REPORT ON BORROWINGS AS AT 31 AUGUST 2020**

**Existing Loans**

\* Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Proposed Borrowings	Amount Borrowed	Loan Principal Paid in Aug 20	Accrued Int. Due	YTD Interest Paid	Loan Balance @ 30 June 2020	Refinancing	Principal Repayments YTD	Loan Balance @ 31 Aug 20
147	Aged Persons	Ninan House*	Jul-2022		100,000	(4,562)	-	(132)	24,440	-	(4,562)	19,878
153	Wongan Hills Community Store	Wongan Hills Community Store	Jul-2025	57,000	-	-	-	-	-	-	-	-
151A	Aged Persons	Ninan House*	Oct-2032		300,000	-	-	1,369	260,588	-	-	260,588
152	Co-Location Construction	Shire	Dec-2039		2,000,000	-	-	2,311	1,959,321	-	-	1,959,321
<b>TOTAL EXISTING LOANS</b>				<b>57,000</b>	<b>2,400,000</b>	<b>(4,562)</b>	<b>-</b>	<b>3,548</b>	<b>2,244,349</b>	<b>-</b>	<b>(4,562)</b>	<b>2,239,787</b>

**Shire Loan Summary****Self Supporting Loan Summary**

-	2,000,000	-	-	2,311	1,959,321	-	-	1,959,321
57,000	400,000	(4,562)	-	1,237	285,028	-	(4,562)	280,466

Current loan liability

Non current liability

**Total Loan Liability**

Loan Balance @ 30 June 2020	SSL	Shire	Total
(82,616)	(31,527)	(46,527)	(78,054)
(2,161,733)	(248,939)	(1,912,794)	(2,161,733)
<b>(2,244,349)</b>	<b>(280,466)</b>	<b>(1,959,321)</b>	<b>(2,239,787)</b>

SHIRE OF WONGAN - BALLIDU															
ANALYSIS OF RESERVE ACCOUNTS AS AT 31 AUGUST 2020															
				ADOPTED FULL YEAR'S BUDGET				CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 31 AUGUST 2020			
Reserve Description	GL Acct.	Budget Opening Balance	Actual Opening Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer from / Interest	Transfer to Muni/ Transfer from Reserve	Transfer from Muni/ Transfer to Reserve	Actual Balance
Community Resource Centre Reserve	01989	(32,617)	(32,504)	(278)	15,296	(19,950)	(37,549)	(278)	15,296	(19,950)	(37,549)	(0)	-	-	(32,505)
Depot Improvement Reserve	01940	(10,500)	(10,486)	(64)	-	-	(10,564)	(64)	-	-	(10,564)	(0)	-	-	(10,486)
Historical Publications Reserve	01965	(7,077)	(7,067)	(69)	-	-	(7,146)	(69)	-	-	(7,146)	(0)	-	-	(7,068)
Housing Reserve	01955	(1,854)	(1,851)	(18)	-	-	(1,872)	(18)	-	-	(1,872)	(0)	-	-	(1,851)
LSL Reserve	01935	(41,486)	(41,498)	(398)	-	-	(41,884)	(398)	-	-	(41,884)	(1)	-	-	(41,499)
Medical Facilities & R4R Special Projects Reserve	01975	(349,376)	(348,906)	(3,736)	30,000	(40,000)	(363,112)	(3,736)	30,000	(40,000)	(363,112)	(5)	-	-	(348,911)
Patterson Street JV Housing Reserve	01988	(44,039)	(43,980)	(383)	-	(5,000)	(49,422)	(383)	-	(5,000)	(49,422)	(1)	-	-	(43,981)
Plant Reserve	01945	(660,989)	(660,098)	(9,436)	244,000	(224,000)	(650,425)	(9,436)	414,000	(224,000)	(480,425)	(9)	-	-	(660,107)
Quinlan Street JV Housing Reserve	01987	(44,594)	(44,533)	(389)	-	(5,000)	(49,983)	(389)	-	(5,000)	(49,983)	(1)	-	-	(44,534)
Stickland JV Housing Reserve	01986	(53,214)	(53,142)	(473)	-	-	(53,687)	(473)	-	-	(53,687)	(1)	-	-	(53,143)
Swimming Pool Reserve	01970	(114,921)	(114,767)	(1,361)	86,500	-	(29,782)	(1,361)	86,500	-	(29,782)	(2)	-	-	(114,768)
Waste Management Reserve	01920	(45,042)	(44,981)	(393)	-	(5,000)	(50,435)	(393)	-	(5,000)	(50,435)	(1)	-	-	(44,982)
Sporting Co-Location Reserve	01990	(287,239)	(286,851)	(1,816)	289,055	-	-	(1,816)	289,055	-	-	(4)	-	-	(286,855)
Doctors Subsidy Reserve	01991	(150,000)	(150,000)	(996)	100,000	-	(50,996)	(996)	100,000	-	(50,996)	-	-	-	(150,000)
<b>TOTALS</b>		<b>(1,842,948)</b>	<b>(1,840,666)</b>	<b>(19,810)</b>	<b>764,851</b>	<b>(298,950)</b>	<b>(1,396,857)</b>	<b>(19,810)</b>	<b>934,851</b>	<b>(298,950)</b>	<b>(1,226,857)</b>	<b>(24)</b>	<b>-</b>	<b>-</b>	<b>(1,840,690)</b>

**SHIRE OF WONGAN - BALLIDU**  
**INVESTMENT REPORT FOR 31 AUGUST 2020**

**MUNICIPAL INVESTMENTS**

**Matured Municipal Investments**

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Last Placed	Interest/Transfers Realised	Closing Balance	BANK TO INVESTMENT
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<b>Total of matured municipal investments</b>								<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
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**Current Municipal Investments**

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
9155-84606	Term Deposit		27/08/2020	27/11/2020	90	0.75%	\$ 500,000.00		\$ -	\$ 500,000.00	\$ -
9155-84868	Term Deposit		27/08/2020	28/12/2020	123	0.78%	\$ 500,000.00		\$ -	\$ 500,000.00	\$ -
			27/08/2020	1/03/2021	186	0.81%	\$ 500,000.00		\$ -	\$ 500,000.00	\$ -
4705-91546	Online Saver Account		7/11/2018				\$ 1,673,973.69	\$ (600,000.00)	\$ 112.28	\$ 1,074,085.97	\$ 112.28
<b>Total of current municipal investments</b>							<b>\$ 3,173,973.69</b>	<b>\$ (600,000.00)</b>	<b>\$ 112.28</b>	<b>\$ 2,574,085.97</b>	<b>\$ 112.28</b>

**RESERVE INVESTMENTS**

**Matured Reserve Investments**

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment last Placed	Interest/Transfer Realised	Closing Balance	BANK TO INVESTMENT
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<b>Total of matured reserve investments</b>								<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
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**Current Reserve Investments**

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
9788-42609	Term Deposit		6/06/2020	6/09/2020	90	0.80%	\$ 557,558.44	\$ -	\$ -	\$ 557,558.44	\$ -
9788-42596	Term Deposit		6/06/2020	6/09/2020	90	0.80%	\$ 556,737.36	\$ -	\$ -	\$ 556,737.36	\$ -
9789-82644	Term Deposit		3/04/2020	3/10/2020	183	1.00%	\$ 87,434.23	\$ -	\$ -	\$ 87,434.23	\$ -
9202-06415	Term Deposit		30/06/2020	30/09/2020	90	0.80%	\$ 500,000.00	\$ -	\$ -	\$ 500,000.00	\$ -
2527-63397	Reserve Saver						\$ 138,936.28	\$ -	\$ 23.53	\$ 138,959.81	\$ 23.53
<b>Total of reserve investments and cash</b>							<b>\$ 1,840,666.31</b>	<b>\$ -</b>	<b>\$ 23.53</b>	<b>\$ 1,840,689.84</b>	<b>\$ 23.53</b>

<b>Total of matured municipal and reserve investment</b>								<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
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<b>Total of current municipal and reserve investment and cash</b>							<b>\$ 5,014,640.00</b>	<b>\$ (600,000.00)</b>	<b>\$ 135.81</b>	<b>\$ 4,414,775.81</b>	<b>\$ 135.81</b>
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SHIRE OF WONGAN-BALLIDU					
BANK RECONCILIATIONS FOR 31 AUGUST 2020					
	Total	Municipal (01100+01102)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
<b>Opening Balance</b>	3,251,603.65	1,359,373.52	50,702.07	1,840,678.06	850.00
<b>Add:</b> Receipts	1,143,918.93	1,083,390.00	60,517.15	11.78	
Adjustment	15,510.59	15,510.59			
Transfers In/(Out)	1,500,000.00	1,500,000.00			
	-				
<b>Less:</b> Payments - EFT & Cheques	(570,684.71)	(508,066.16)	(62,618.55)		
Payments - Bank Fees	1,031.65	1,031.65			
Investment - Transfers In/Out	-				
	-				
<b>Balance as per General Ledger</b>	<b>5,341,380.11</b>	<b>3,451,239.60</b>	<b>48,600.67</b>	<b>1,840,689.84</b>	<b>850.00</b>
<b>Balance as per Bank Statements</b>	897,769.65	850,124.87	47,644.78		
<b>Balance as per Bank Deposit Certificates</b>	3,340,689.84	1,500,000.00		1,840,689.84	
<b>Balance as per Holder Certificates</b>	1,074,935.97	1,074,085.97			850.00
<b>Add:</b> Outstanding Deposits	17,392.06	15,994.66	1,397.40	-	
Adjustments -	-				
	-				
<b>Less:</b> Unpresented Payments	(4,918.00)	(4,918.00)			
	-				
Adjustments & Transfers	15,510.59	15,952.10	(441.51)		
	-				
<b>Balance as per Cash Book</b>	<b>5,341,380.11</b>	<b>3,451,239.60</b>	<b>48,600.67</b>	<b>1,840,689.84</b>	<b>850.00</b>

SHIRE OF WONGAN - BALLIDU RATES OUTSTANDING 31 AUGUST 2020				
		Rates Raised for 2020/2021	\$ 3,230,325.81	Rates and service charges
<b>Rates Outstanding Breakdown</b>				
Total Amount Outstanding		31.8.20	\$ 1,199,533.66	37%
Outstanding same time last year		31.8.19	\$ 2,692,266.84	83%
SUNDRY DEBTORS OUTSTANDING 31 AUGUST 2020				
<b>Debtors Ageing Summary</b>				
Current			\$ 17,738.45	
30 Days			\$ 2,303.92	
60 Days			\$ 18,338.69	
90 Days & Over			\$ 2,370.25	
Credit Balance			\$ (3,187.85)	
<b>Total Outstanding</b>			<b>\$ 37,563.46</b>	
<b>Accounts 90 Days &amp; Over:</b>				
<b>Date</b>	<b>Dr No.</b>	<b>Comments</b>	<b>Amount</b>	
17/05/2019	1370	Standpipe Fees	\$ 1,328.25	Company in Liquidation
25/02/2020	1413	Block Mowing	\$ 500.00	30 Wilson Street - to be written off
25/02/2020	1409	Block Mowing	\$ 300.00	Statement sent
2/06/2020	1244	Half Page Boomer Ad	\$ 32.00	Statement sent
30/04/2020 & 2/6/20	1354	Half page colour Boomer Ad	\$ 210.00	Statement sent
<b>Total</b>			<b>\$ 2,370.25</b>	

<b>9.3    WORKS AND SERVICES</b>
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Nil.



## 9.4 HEALTH, BUILDING AND PLANNING

### 9.4.1 P487 - APPLICATION FOR DEVELOPMENT APPROVAL – PLACEMENT OF 14 SILOS, 1 JENSEN STREET, WONGAN HILLS

FILE REFERENCE:	A1674/P487
REPORT DATE:	16 September 2020
APPLICANT/PROPONENT:	Sarana Pty Ltd (Auhls Transport-Shane Auhl)
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon – Building Services Coordinator
ATTACHMENTS:	<u>Confidential</u> : Development Application and supporting documents (separate attachments)

#### PURPOSE OF REPORT:

Consideration and final determination of an application for development approval for the construction and installation of a retaining wall on the west side of the shed and 14 additional silos for grain storage at 1 Jensen Street, Wongan Hills.

#### BACKGROUND:

The applicant is seeking development approval for the construction and installation of a retaining wall on the west side of the shed and 14 additional silos for grain storage on the property at 1 Jensen Street, Wongan Hills.

1 Jensen St, Wongan Hills comprises a total area of 2.89ha. In 2011 development approval was given for ten silos to be installed on site. It currently has approval for two large sheds, 10 silos and fuel storage.

The development is not in a Bushfire prone area as of 17 September 2020.



Synergyssoft Map 09/09/2020

**COMMENT:**

Melissa Marcon, Building Services Co-ordinator met with the owner applicant on site on 11 September 2020 to discuss the location of the silos. Upon arrival at the property, it was noted that 10 of the 14 silos had already been installed behind the existing 10 silos and the retaining wall was already in place. The owners are still waiting on delivery of four silos for the south end of the existing shed.

The applicant advised that the silos were not due for delivery until October but they had been contacted by the manufacturer for early delivery as they wanted to move the silos from their yard.

I advised the applicant that although he had a development application lodged with the Shire, development should not have commenced without approval. He advised me that he had contacted a couple of Shire Councillors who said that it was not desirable, but that it should be okay.

Under the Planning and Development Regulations 2009 Schedule 2 there is a fee for determining a development application (other than for an extractive industry), where the development has commenced or been carried out, *'The fee in item 1 plus, by way of penalty, is twice that fee.'*

The silos have been installed as onsite grain storage for clients. The concrete pad for the new silos was already laid.

1 Jensen St is classified 'Light Industry' zone in the Shire of Wongan-Ballidu Local Planning Scheme No.5 (LPS5).

The zone objectives for the development and use of any land classified as 'Light Industry' zone are as follows:

- To provide for a range of industrial uses and service industry generally compatible with urban areas, that cannot be located in commercial zones.
- To ensure that where any development adjoins zoned or developed residential properties, the development is suitably set back, screened or otherwise treated so as not to detract from the residential amenity.
- To preclude the storage of bulky and unsightly goods where they may be in public view.

Under the terms of the Zoning Table in LPS5 the development of a transport depot is listed as being a permitted (ie 'P') use on any land classified 'Light Industry' zone provided it complies with all the relevant development standards and requirements. Despite the permissibility of the proposed development at 1 Jensen St, Wongan Hills, Council's development approval is required.

The application has been assessed with due regard for the specific objectives and standards of the Shire's local planning framework including LPS5 and all relevant local planning policies, the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The development application has been assessed in consultation with the above documents and is subject to compliance with a number of conditions. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in accordance with the information and plans submitted in support of the proposal, and the relevant standards and requirements of the Shire's local planning framework.



#### **POLICY REQUIREMENTS:**

There are no known Legislative requirements associated with this item.

#### **LEGISLATIVE REQUIREMENTS:**

Shire of Wongan-Ballidu Local Planning Scheme No. 5  
Planning and Development Regulations 2009

#### **STRATEGIC IMPLICATIONS:**

There are no known Strategic implications associated with this item.

#### **SUSTAINABILITY IMPLICATIONS:**

##### **➤ Environment**

There are no known environmental implications associated with this proposal.

➤ **Strategic**

There are no known strategic implications associated with this proposal.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **Social**

There are no known social value implications associated with this proposal.

**FINANCIAL IMPLICATIONS:**

The Scheduled fee for this development has been paid upon lodgement.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED:** No

**OFFICER RECOMMENDATION**

1. That Council **APPROVE** the development application to install and construct a retaining wall on the west side of the shed and install 14 silos at 1 Jensen St, Wongan Hills with the following conditions:
  - (a) Heavy vehicle entry and exit is from Manmanning Road Wongan Hills;
  - (b) The loading and unloading of goods to and from the premises shall be carried out entirely within the site at all times and shall be undertaken in a manner so as to cause minimum interference with other vehicular traffic; and
  - (c) Landscaping – LPS5 Clause 32 (6) – Minimum 10% of the property is required to be landscaped. Landscaping to be at the street frontage.
2. That Council **IMPOSE**, for unauthorised development, the amount of the fee of \$480 plus, by way of penalty, twice that fee \$960 equalling \$1440.

**9.4.2 REQUEST FOR FENCING APPROVAL, 2 ELPHIN CRESCENT, WONGAN HILLS**

FILE REFERENCE:	A406
REPORT DATE:	10 September 2020
APPLICANT/PROPONENT:	Brooke Quinsee, 2 Elphin Crescent, WONGAN HILLS WA 6603
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon - Building Services Coordinator
ATTACHMENTS:	<u>Confidential</u> : Letter from the applicant, New plan, Copy of Planning Approval previously granted (separate attachments)

**PURPOSE OF REPORT:**

The applicant is requesting approval to erect a 1800mm high fence along the laneway at the back of the property and to erect a fence of 1500mm high along Quinlan Street and Elphin Crescent at the property located at 2 Elphin Crescent, Wongan Hills.

**BACKGROUND:**

On 15 August 2019 a development application was granted with the following conditions:

- a) Rear fence – approval is given for the rear fence to be construction 1.8 m high and be moved back in line with property boundary.
- b) Rear fence to side fence join – where the rear (laneway) fence meets with the fence on Quinlan Street, fencing shall be diagonal to allow for viewing from traffic exiting lane way on to Quinlan Street:
  - (i) Rear fence shall begin to decrease in height from 1.8m to 1.2 m from 17 m point so that at the 20 m point the height of the fence is 1.2 m to allow for sufficient viewing access from the laneway;
  - (ii) Rear fence shall be 2 m from boundary of property;
  - (iii) Quinlan Street fence where it adjoins rear fence shall be 2 m from boundary of property.
- c) Side and front fence – approval is given for the fence along Quinlan Street and Elphin Crescent to be 1.2 m in height.
- d) All erected corrugated fencing - shall be painted cream within 1 month of it being erected.

On 21 August 2020 an email was received from the applicant requesting permission to erect a 1800mm high fence around the perimeter excluding the north side boundary.

On 1 September 2020 a response was sent to the applicant by the Building Services Co-ordinator explaining that in accordance with the fencing local law, approval by Council was required to erect a fence of this height, as the maximum is 1200mm high without approval by a building surveyor.

On 7 September 2020 a letter was received by the applicant requesting permission for the fence to be 1800mm high fence along the laneway at the rear of the property, and to erect a fence 1500mm high along Quinlan Street and Elphin Crescent of the property located at 2 Elphin Crescent, Wongan Hills. Materials would be a pale eucalyptus green Colourbond fence.



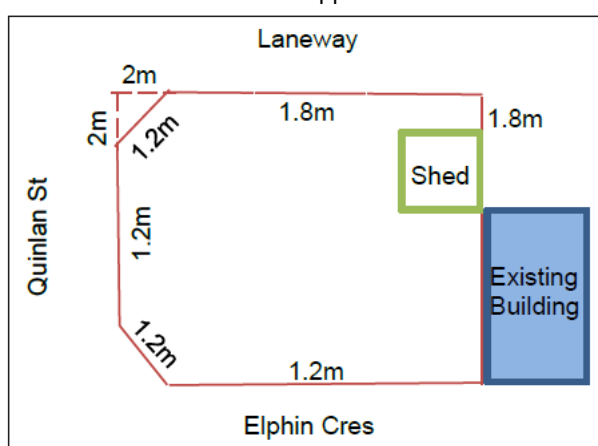
**COMMENT:**

Council approval is required for the applicant to erect a fence at 1800mm high at the rear and 1500mm to the front and side of their property, which is greater than the 1200mm specified in the fencing local law.

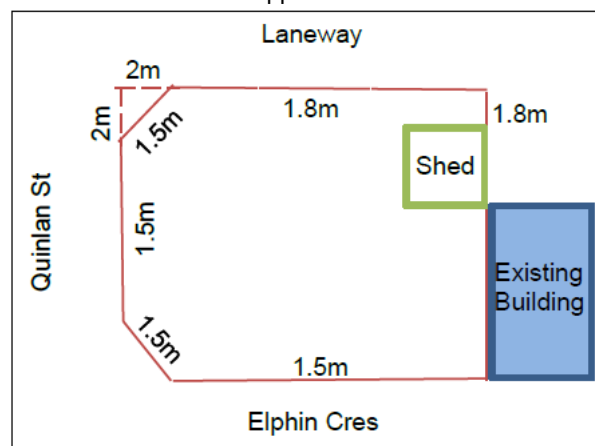
**7. Fences Within Front Setback Areas**

- (1) *A person shall not, without the written consent of the Building Surveyor, erect a free-standing fence greater than 1200mm in height, within the front set-back area of a Residential Lot within the district.*
- (2) *The Building Surveyor may approve the erection of a fence of a height greater than 1200mm in the front setback area of a Residential Lot only if the fence on each side of the driveway into the Lot across the front boundary is to be angled into the Lot for a distance of not less than 1500mm along the frontage to a distance of not less than 1500mm from the frontage in order to provide appropriate splayed lines of vision for a motorist using the driveway for access to a thoroughfare.*
- (3) *The provision of sub-clause (2) shall not apply to a fence:*
  - (a) *of open construction that does not obscure the lines of vision of a motorist using the driveway for access to a thoroughfare; or*
  - (b) *that does not adjoin a footpath.*

Current Fence Approval



New Fence Approval

**POLICY REQUIREMENTS:**

There are no known policy requirements in relation to this item.

**LEGISLATIVE REQUIREMENTS:**

Shire of Wongan-Ballidu Fencing Local Law - 7. *Fences Within Front Setback Areas*

**STRATEGIC IMPLICATIONS:**

There are no known strategic requirements in relation to this item.

**SUSTAINABILITY IMPLICATIONS:**➤ **Environment**

There are no known environmental implications associated with this item.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **Social**

There are no known social implications associated with this item.

**FINANCIAL IMPLICATIONS:**

There are no financial implications to Council in relation to this item. All costs associated with the proposed development are the responsibility of and will be met by the current landowners.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: No**

**OFFICER RECOMMENDATION**

That Council **APPROVE** the installation of a fence at a height of 1800mm at the rear of the property and at a height of 1500mm along Quinlan St and Elphin Cres, comprising of Colourbond material in a pale eucalyptus green colour, and to comply with the following conditions:

- a) Rear fence to side fence join – where the rear (laneway) fence meets with the fence on Quinlan Street ,fencing shall be diagonal to allow for viewing from traffic exiting lane way on to Quinlan Street; and
- b) The fence connecting the corner of the laneway to Quinlan Street is to be set back 2 metres in from the boundary of the property to the north and must be set back 2 metres in along the east side from the laneway along Quinlan Street.

### 9.4.3 REQUEST FOR AMENDMENT TO DEVELOPMENT APPROVAL, 2 ELPHIN CRESCENT, WONGAN HILLS

FILE REFERENCE:	A406
REPORT DATE:	10 September 2020
APPLICANT/PROPONENT:	Brooke Quinsee, 2 Elphin Crescent, WONGAN HILLS WA 6603
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon - Building Services Coordinator
ATTACHMENTS:	<u>Confidential</u> : Letter from the applicant, New plan, Copy of Planning Approval previously granted (separate attachments)

#### PURPOSE OF REPORT:

The Owner of 2 Elphin Crescent, Wongan Hills is requesting approval to amend the size of the shed from 8m x 4m x 2.4m to 10.5m x 3.75m x 2.4m and for it to form part of the perimeter fence to the rear and northern side of the property.

#### BACKGROUND:

On 15 August 2019 a development application was granted with the following conditions:

- a) Construction of an approx. 8m x 4m x 2.4m enclosed carport/garage, shall have no access from the laneway.
- b) Enclosed carport/garage shall be minimum 3.5m from rear boundary fence
- c) Enclosed carport/garage is permitted to form part of the fence on the northern side of property.

On 7 September 2020 a letter was received from the Applicant requesting to amend the size of the shed (as per the plan attached to their correspondence) to 10.5m x 3.75m x 2.4m, and it would form part of the perimeter fence to the rear and northern side of the property. The shed would be painted the same pale eucalyptus green as the fence.

#### COMMENT:

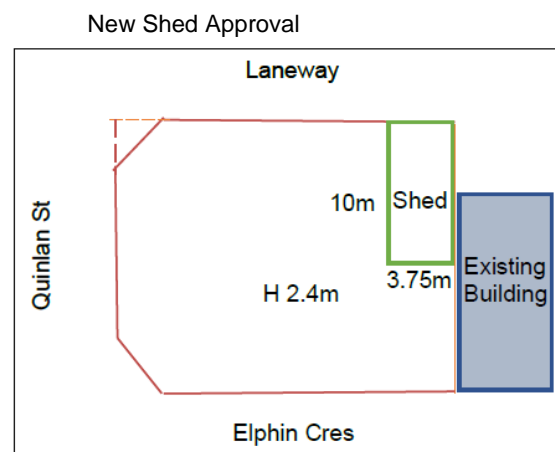
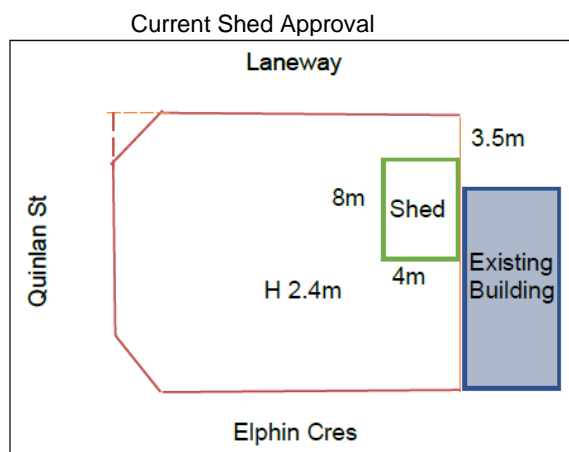
Previous approval was granted for the shed to be built with a 3.5m set back from the rear perimeter fence and the size approved was approximately 8m x 4m x 2.4m (h).

As per the Applicant's letter dated 7 September 2020, they request to amend this previous approval.

Council approval is required for the applicant to build a shed 10.5m x 3.75m x 2.4m(h) and for it to form part of the perimeter fence in the laneway and the northern side and painted in a pale eucalyptus green to match the fence, and to amend the set back from 3.5m to nil forming part of the rear fence line.

Planning and Development (Local Planning Schemes) 2015, Schedule 2, Part 9, cl.77 amending or cancelling development approval requires the Applicant to complete a new planning application as changes have been made to the original planning application.





### POLICY REQUIREMENTS:

There are no known policy requirements in relation to this item.

### LEGISLATIVE REQUIREMENTS:

*Planning and Development Act 2015*

Planning and Development (Local Planning Schemes) Regulations 2015

#### *77. Amending or cancelling development approval*

*(1) An owner of land in respect of which development approval has been granted by the local government may make an application to the local government requesting the local government to do any or all of the following —*

- (a) to amend the approval so as to extend the period within which any development approved must be substantially commenced;*
- (b) to amend or delete any condition to which the approval is subject;*
- (c) to amend an aspect of the development approved which, if amended, would not substantially change the development approved;*
- (d) to cancel the approval.*

Shire of Wongan Ballidu Local Planning Scheme No. 5

### STRATEGIC IMPLICATIONS:

There are no known strategic requirements in relation to this item.

### SUSTAINABILITY IMPLICATIONS:

#### ➤ **Environment**

There are no known environmental implications associated with this item.

#### ➤ **Economic**

There are no known economic implications associated with this proposal.

#### ➤ **Social**

There are no known social implications associated with this item.

### FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item. All costs associated with the proposed development are the responsibility of and will be met by the current landowners.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: No**

**OFFICER RECOMMENDATION**

That Council **APPROVE** the new shed size of 10.5m x 3.75m x 2.4m, with nil set back and that it forms part of the perimeter fence along the laneway at the rear and northern side of the property, subject to completion and payment of fees for a new development application.

**Conditions: -**

1. The proposed development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period, the approval will lapse and be of no further effect. Where an approval has lapsed no development shall be carried out without the further approval of the Shire of Wongan-Ballidu having first been sought and obtained.
2. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
3. All stormwater drainage generated by the proposed dwelling shall be contained and managed on site to the specifications and satisfaction of the Shire's Chief Executive Officer.
4. Building to be constructed using Colorbond range of colours.
5. The proposed outbuilding shall be used for domestic storage/hobby and vehicle parking purposes only unless otherwise approved by Council.
6. The outbuilding shall have no access from the laneway.
7. Building development to be in accordance with the *Building Act 2011*;
8. Building Code of Australia Volume 2;
9. Building Permit must be issued by the Shire prior to any development commencing.

**Advice Notes: -**

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. In accordance with the *Building Act 2011* and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land.
3. The proposed outbuilding is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the building permit application.
4. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.

5. No construction works shall commence on the land prior to 7 am without the Shire's written approval. No construction works are permitted to be undertaken on Sundays or Public Holidays.
6. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Wongan-Ballidu Local Planning Scheme No. 5 and may result in legal action being initiated by the local government.
7. If the applicant/landowner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be submitted within 28 days of the determination.

#### 9.4.4 DISPOSAL OF SHED AT 31 DANUBIN STREET, WONGAN HILLS

FILE REFERENCE:	A560
REPORT DATE:	10 September 2020
APPLICANT/PROPONENT:	Maitland Abbott
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon - Building Services Co-Ordinator
ATTACHMENTS:	Letter from the Applicant

#### PURPOSE OF REPORT:

To consider a request from the Applicant to acquire a shed 7m x 3m located at 31 Danubin Street, Wongan Hills owned/managed by the Shire of Wongan-Ballidu free of charge.

#### BACKGROUND:

The block on 31 Danubin Street is owned/managed by the Shire of Wongan-Ballidu. It has a house and 2 sheds currently on it that are decommissioned.

The applicant currently runs his sheep on the property at no cost and the three machinery dealers use this property to trial their machinery when needed.



#### COMMENT:

The Applicant pays for all Water consumption use on the property, and the Shire pays the service charges.

Upon further inspection of the shed, it was identified that there is a water pipe and tap attached to the shed and this would need to be removed and capped if still in service.

The applicant would like to acquire this shed free of charge.

He would undertake to clear the site down to the cement pad and remove all rubble.

#### POLICY REQUIREMENTS:

There are no known policy requirements in relation to this item.

#### LEGISLATIVE REQUIREMENTS:

*Local Government Act 1995 Section 3.58 (1) (2) (5d)*

### 3.58. Disposing of property

- (1) *In this section — dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not; property includes the whole or any part of the interest of a local government in property, but does not include money.*
- (2) *Except as stated in this section, a local government can only dispose of property to —*  
*(a) the highest bidder at public auction; or*  
*(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (5) *This section does not apply to —*  
*(a) a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*  
*(b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*  
*(c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*  
*(d) any other disposition that is excluded by regulations from the application of this section.*

Local Government (Functions and General) Regulations 1996 30 (1) (3a)

### 30. Dispositions of property excluded from Act s. 3.58

- (1) *A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.*
- (3) *A disposition of property other than land is an exempt disposition if —*  
*(a) its market value is less than \$20 000; or*  
*(b) the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75 000.*

### STRATEGIC IMPLICATIONS:

There are no known strategic requirements in relation to this item.

### SUSTAINABILITY IMPLICATIONS:

#### ➤ **Environment**

There are no known environmental implications associated with this item.

#### ➤ **Economic**

There are no known economic implications associated with this proposal

#### ➤ **Social**

There is no know social implications associated with this item.

### FINANCIAL IMPLICATIONS:

No cost will be incurred by the Shire.

### VOTING REQUIREMENTS:

**ABSOLUTE MAJORITY REQUIRED: No**

**OFFICER RECOMMENDATION**

That Council AGREE to dispose of the shed at 31 Danubin Street, Wongan Hills, free of charge with the following conditions:

- a) The water pipe to be capped and the tap to be removed, located in front of the shed, at the cost of the applicant; and
- b) The site is to be cleared to the cement pad and all rubble removed.

MAITLAND ABBOTT & GAYNE ABBOTT.  
 20 DANUBIN ST.  
 WONGAI HILLS. WA 6603.  
 0407070221.

7th Sept 2020.

Mr Karl Hinkle  
 Manager works & services  
 Shire of Wongai Banner

Dear Karl,

Apologies for the hand written nature of this letter. Am unable to charge my laptop at this stage!

As per Maitland's discussions with you re the small shed (7m x 3m) at the rear of the old home on the big shale block (off Danubin St), we would like to request to remove this shed. That is assuming it is of no further use to the Shire?

We would undertake to clear the site down to the current pad and remove all rubble. Our purpose being to relocate and use as a shelter for our small flock of sheep.

Are you able to put this to the next council meeting on our behalf please?

Yours sincerely  
 MA Abbott.

GAYNE ABBOTT (For) MAITLAND ABBOTT.

#### 9.4.5 WONGAN GYMNASTICS CLUB LEASE – PCYC HALL, LOT 100 NINAN RD, WONGAN HILLS

FILE REFERENCE:	A1221
REPORT DATE:	10 September 2020
APPLICANT/PROPONENT:	Wongan Gymnastics Club Inc
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon - Building Services Co-Ordinator
ATTACHMENTS:	9.4.5 a Lease Agreement

#### PURPOSE OF REPORT:

To consider a request from Wongan Gymnastics Club Inc (WGC) to enter into a five (5) year lease agreement with a five (5) year review for the use of the PCYC Hall, Lot 100 Ninan Road, Wongan Hills.

#### BACKGROUND:

In 2011 the Shire entered into a lease with the Wongan Ballidu Fitness Club (WBFC) which gave exclusive use to the club with the ability to sub-lease to WGC.

With the completion of the new gym at the Co-location, the lease with the WBFC has now ceased and the WGC require use of the building and is now required to enter into a lease agreement with the Shire.

The WGC is an incorporated community-based gymnastics club which is providing health and wellbeing to all age groups.

#### COMMENT:

Melissa Marcon – Building Services Coordinator, met with the committee members of WGC, Julie Sewell and Alison Booth, to discuss a new lease agreement for the sole use of the PCYC Building. They were provided with a copy of a new draft lease to review and discuss with the WGC committee members for their approval.

A second meeting was held with Alison and Julie where they had a few minor questions requiring clarification on some points. Information was provided that assured their questions had been answered and clarified the points raised. The WGC agrees to accept the attached lease on final approval of the Shire.

#### POLICY REQUIREMENTS:

There are no known policy requirements in relation to this item.

#### LEGISLATIVE REQUIREMENTS:

*Local Government Act 1995 Section 3.58 (1) (5c)*

##### **3.58. Disposing of property**

*(1) In this section — dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not; property includes the whole or any part of the interest of a local government in property, but does not include money.*

*(5) This section does not apply to —*



- (a) a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*
- (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*
- (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*
- (d) any other disposition that is excluded by regulations from the application of this section.*

**STRATEGIC IMPLICATIONS:**

There are no known strategic requirements in relation to this item.

**SUSTAINABILITY IMPLICATIONS:**

➤ **Environment**

There are no known environmental implications associated with this item.

➤ **Economic**

It is important to ensure the facilities at the PCYC Hall are utilised fully to maximise the revenue to be received.

➤ **Social**

There is significant social value in providing a space and opportunity for community.

**FINANCIAL IMPLICATIONS:**

No cost will be incurred by the Shire.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: No**

**OFFICER RECOMMENDATION**

**That Council AGREE to a 5-year Lease with an option of a further 5 years, with Wongan Gymnastics Club Inc for the PCYC Hall, Lot 100 Ninan Road, Wongan Hills for \$1.00 per annum commencing 24 September 2020 to 23 September 2025.**



## MANAGEMENT (LEASE) AGREEMENT

SHIRE OF WONGAN BALLIDU

AND

*Wongan Gymnastics Club Inc*  
*PCYC Building (A1221)*

COMMENCING

24<sup>th</sup> September 2020

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## 1.0 AGREEMENT

This document represents a 'Management Agreement' made BETWEEN THE **SHIRE OF Wongan Ballidu** of Post Office Box 84, Wongan Hills, Western Australia, 6603 ("the Shire")

AND ("the **Organisation**") Wongan Gymnastics Club Inc.

Addressing the proportioned responsibility for the '**day-to-day management**' of the Premises and the **equipment** of the Shire (located at the premises) to the Organisation for a period, subject to the agreed terms contained in this Agreement.

## 2.0 INTERPRETATION

Definition used in this Agreement,

**"Equipment"** means the items of equipment listed in Schedule 10.3 and each of them;

**"Organisation"** means the community body who by this Agreement undertakes to manage the 'day-to-day' operation of Premises for the use by the whole community;

**"Premises"** means the land described in Schedule 10.1, together with all buildings and improvements thereon or hereafter erected thereon;

**"Shire"** includes its successors and the reversioner for the time being immediately expectant upon the term created by this Agreement;

**"Plan"** means any plan annexed to this Agreement;

**"Reserve"** means where the Premises or portion thereof are on a Reserve or portion of a Reserve with a 'Management Order' vested in the Shire, under and by virtue of legislation, for the Reserve; and

**"Schedules"** **The included Schedules form part of this Agreement.**

## 3.0 PREMISES USAGE

### 3.1 PERMITTED USE

By this Agreement the Organisation is permitted to;

- ❖ use the Premises to hold meetings, events, etc, organised by the Organisation or formally affiliated groups

### 3.2 NOT PERMITTED USE

The Organisation is not permitted to;

- ❖ Use the premises or to permit them to be used for any purpose whatsoever other than for the purposes and objects for which this agreement
- ❖ The Organization shall not effect any structural alterations, improvements or additions to the premises without the prior written consent of the Shire.
- ❖ The Organization will not permit to exhibit or affix to or upon any part of the premises, any placard, poster, sign, board or other advertisement unless first obtaining the written approval of the Shire
- ❖ Not to sell or dispense alcohol from the premises without a current licence obtained and the prior written consent of the Shire's Chief Executive Officer and Director of Liquor Licensing and compliance with all terms and conditions imposed.
- ❖ Not to permit any person to live on the premises or use the premises as living accommodation.
- ❖ The Organisation **is not to assign**, mortgage, or part with management of the premises or any part thereof.

Under the terms of this Agreement the Shire agrees to;

**4.1 Quiet Enjoyment**

Grant the Organisation the peaceable enjoyment of the Premises without unreasonable interruption by the Shire or authorised officer, subject to the Organisation observing the rights the Shire.

**4.2 Building Insurance**

The Shire will keep insured all buildings and improvements, of an insurable nature, erected with the approval of the Shire on the Premises, under its 'Asset Register', against loss or damage by fire, storm, tempest, earthquake and any other normal insurable risks.

**4.3 Insurance of Equipment**

Similarly, The Shire will insure and keep insured all Equipment that is set out in the schedule, as amended, as being on the 'Asset Register' of the shire.

**4.4 Maintenance Costs**

- ❖ Maintain (including servicing), of exit lights, fire extinguishers and fire hoses
- ❖ Routinely pump-out and make structural repairs to the septic system (i.e. tree roots, structural damage and tank replacement)
- ❖ Responsible for Council and Water Rates and usage.
- ❖ Cost of termite inspections
- ❖ Annual FESA Levy
- ❖ Maintenance of 'Access Road' and 'Car Parking Area'.
- ❖ Structural Maintenance, works necessary to preserve the structural integrity and appearance of the premises (including repairs and replacements of roof sheeting, wall cladding, steps, doors and windows, NOT glass),

WORKS THAT ARE THE RESPONSIBILITY OF THE SHIRE MUST BE ORGANISED THROUGH THE SHIRE AND A PURCHASE ORDER OR WORK ORDER IS TO BE ISSUED BY THE SHIRE PRIOR TO ANY WORKS COMMENCING.

**5.0 ORGANIZATIONS TERMS**

By the terms of this Agreement, the Organisation will undertake;

**5.1 Public Liability**

The Organisation is responsible for any 'Public Liability Claim' deriving from the use of the Premises and are therefore to insure and keep insured, with an insurance office approved by the Shire, a public risk policy for an amount of TWENTY MILLION DOLLARS (\$20,000,000).

The Organisation will deposit with the Shire, a renewed copy of the policy of insurance, within seven (7) days of the renewal and payment of premiums.

**5.2 Indemnity**

The Organisation on behalf of itself, any separate entity (Business or non incorporated body) or affiliated group, will indemnify and keep indemnified the Shire against any claim, demand, action, suit or proceeding that may be made or brought by any person, volunteer employee, contractor, sub-contractor, against the Shire, any staff member of the Shire or any agent of the Shire in respect of personal injury to, or the death of, any person whom-so-ever or loss or damage to any property whatsoever arising out of, or as a consequence of, the activities of the Organisation under this

### **5.3 Alterations and Additions**

The Organisation will not erect or alter any building or structure, including internal alterations, on the Premises without prior written consent of the Shire.

Any consent granted for alterations and/or additions will be under the direct supervision and to the satisfaction of the Shire's Manager of Building Services.

### **5.4 Insurance of Assets of the Organisation**

Any assets / equipment of the Organisation kept at the premises that are not included in schedule 10.8 will not be insured by the Shire. It is recommended therefore the Organisation insure and keep insured the assets against loss or damage by fire, storm, tempest, earthquake and any other risks. The organisation will be responsible for any excess as a result of a claim on insurances.

### **5.5 Electricity, Gas and Telephone**

The Organisation, to duly and punctually pay and discharge all charges and meter rents in respect of, electricity, gas and telephone used, consumed or incurred on the Premises excluding rates; electricity charges will be invoiced by the Shire quarterly.

### **5.6 Cleaning**

The Organisation will undertake to keep and maintain the Premises and all buildings, improvements and fixtures thereon orderly, clean, tidy and free from dirt, in good order and tenantable to the satisfaction of the Shire (fair wear and tear excepted) and for that purpose, to supply all cleaning equipment (including, but not limited to, brooms, mops, brushes, disinfectants, polishes, bins and the like), toilet cleaning agents, toilet paper and towels.

The Organisation will undertake to remove loose or blown rubbish from the immediate surrounds.

The shire will undertake an annual inspection in conjunction with the organisation to determine priority and required works for the next Shire budget cycle.

### **5.7 Maintenance and Repair**

The Organisation agrees to undertake building maintenance and structural repair tasks, including;

- ❖ Repair/replace defective light globes and fittings (eg. covers) including flood lights, power points and switches, and faulty electrical wiring.
- ❖ Repair/replace defective electrical appliances and fixtures
- ❖ Repair/replace taps and washers, and damaged plumbing fixtures (including hot water heaters, dishwashers etc) water supply or wastewater pipes.
- ❖ Where installed repair/replace refrigeration units (including freezers and cool rooms),
- ❖ Where installed repair/replace gas fixtures and fittings (including gas stoves)
- ❖ Replace worn window treatments, fitted floor coverings
- ❖ Repair/Replace door and window locks
- ❖ Maintain the premises guttering and stormwater system, in a clean condition, free of organic litter
- ❖ Maintain the internal painting of the Premises in good order to the satisfaction of the Shire.

The Organisation is not liable to effect any structural repairs rendered unless the same are necessary by the act, neglect, default or misconduct of the organisation or sub user (hirer, business or affiliated group);

#### **5.8 Vermin Control**

The Organisation will maintain an ongoing trapping or baiting program as a control measure to prevent or eradicate vermin from the premises.

#### **5.9 Fire Hazard Reduction Zone**

The Organisation is to keep maintained around the Premises the prescribed 'Fire Hazard Reduction Zone', as determined by the Fire and Emergency Services Authority (FESA) or instructed by the Shire.

#### **5.10 Emergency Exits and Procedures**

The Organisation is to ensure all users / hirers of the Premises are made aware of the location of fire fighting equipment, emergency exits and assembly areas and of the need to ensure these emergency facilities are not obstructed.

### **6.0 NOTICES**

Any notice between the parties to this Agreement, shall be sufficiently served if sent to it by post to the address hereinbefore mentioned or last known and shall be deemed to have been served on the day on which it would in the ordinary course of post reach the address to which it was sent.

### **7.0 FINANCIAL CONSIDERATION**

There is nothing in this agreement that prevents the Organisation from using the Premises to fundraise, seeking financial assistance from the Shire or making applications for grants, to assist with operating costs and improvements to the Premises.

Any proposed application for improvements to the Premises and for new or replacement of existing Equipment must first be approved in writing by the Shire

The Organisation is advised that any **budget requests** to the Shire for financial assistance with the provision of improvements to the Premises and for new or replacement of existing Equipment should be **made prior to March each year**, for consideration inline with the budget.

### **8.0 TERMINATION OF AGREEMENT**

Reflecting the nature of this Agreement, this agreement will expire on the date as provided for within the schedules.

If the organization seeks to renew the term the organization will give the Shire notice in writing not earlier than six months but no later than three months prior to the expiration of this agreement.

Accordingly, should the Shire wish to terminate this agreement for any reason whatsoever the Shire will give notice in writing not earlier than 6 months but no later than three months prior to the expiration of this agreement.

### **9.0 DISPUTES**

Given the nature of this agreement, dispute or difference between the parties, shall be addressed through consultation between the parties.

**Schedule 10.1 – Description of Premises**

**Schedule 10.2 – Purpose for which Premises are to be used**

**Schedule 10.3 – Term**

**Schedule 10.4 – Rent**

**Schedule 10.5 – Business Name**

**Schedule 10.6 – Public Risk Insurance**

**Schedule 10.7 – Address for Service**

**Schedule 10.8 – Equipment**



## **SCHEDULES**

### **10.1 – Description of Premises**

PCYC Hall  
Lot 100 Ninan Road Wongan Hills

### **10.2 – Purpose for which Premises to be used**

Community based gymnastics club providing health and well being to all age groups.

### **10.3 – Term**

5 years with 5 year review

Date of Commencement - 24<sup>th</sup> September 2020

Date of Expiry – 23<sup>rd</sup> September 2025

### **10.4 – Rent**

Rent payable shall be \$1.00pa payable on demand by the Shire

### **10.5 – Business Name**

Wongan Gymnastics Club Inc

### **10.6 – Public Risk Insurance**

Minimum \$20,000,000

### **10.7 – Address for Service**

Shire of Wongan Ballidu  
P.O. Box 84  
Wongan Hills WA 6603

Fax 08 96712500  
Email [shire@wongan.wa.gov.au](mailto:shire@wongan.wa.gov.au)

Wongan Gymnastics Club Inc  
P.O. Box 142  
WONGAN HILLS WA 6603

### **10.8 – Equipment**

**NIL** (No Shire owned furniture and equipment)

The Signatures of the Shire of  
Wongan Ballidu's President and Chief  
Executive Officer were hereunto affixed  
by authority of a resolution of the Council:

.....  
*President (Shire)*

Cr Jon Hasson  
*Name of President*

.....  
*Chief Executive Officer*

Mr Stuart Taylor  
*Name of Chief Executive Officer*

The Signatures of the Organisations  
office bearers were hereunto affixed  
pursuant to a resolution of the Committee:

.....  
*President (Organisation)*

.....  
*Name of President (print)*

.....  
*Secretary (Organisation)*

.....  
*Name of Secretary (print)*

#### 9.4.6 APPLICATION FOR DEVELOPMENT APPROVAL – REMOVAL OF 1.2M HIGH WALL FRAMES ON OPEN BULKHEADS OBH/03 AND 04, INSTALLATION OF 1.8M HIGH WALL FRAMES IN SAME LOCATION

FILE REFERENCE:	A1600/P490
REPORT DATE:	17 September 2020
APPLICANT/PROPONENT:	Cooperative Bulk Handling Limited
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon
ATTACHMENTS:	<u>Confidential</u> - Development Application and associated documents (separate attachment)

#### PURPOSE OF REPORT:

Consideration and final determination of an application for development approval to remove existing 1.2m high wall frames from existing open bulkheads OBH/03 and 04. Install 1.8m high wall frames in the same location to increase grain storage capacity.

#### BACKGROUND:

The applicant is seeking Council's development approval to remove existing 1.2m high wall frames from existing open bulkheads OBH/03 and 04. Install 1.8m high wall frames in the same location to increase grain storage

Lot 2 Cochrane Road Cadoux comprises a total area of 15.6735Ha.

The site has existing structures and is a CBH grain receival site.



*Synergy Map 17/09/2020*

#### COMMENT:

Lot 2 is classified 'Rural' zone in the Shire of Wongan Ballidu Local Planning Scheme No. 5 (LPS5).

The Zone Objectives for the development and use of any land classified 'Rural' zone are as follows:

- To provide for the maintenance or enhancement of specific rural character.
- To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.
- To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.
- To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.
- To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with the surrounding rural uses.
- To support small scale, low impact, short-term tourist accommodation in rural locations.
- To support mining activities where an environmental management plan has been prepared and the project is acceptable to the local government, EPA and the Department responsible for mining.
- To preclude the disposal of used tyres or any other material that may be detrimental to the quality of the land.

Under the terms of the Zoning Table in LPS5 the development to remove existing 1.2m high wall frames from existing open bulkheads OBH/03 and 04 and install 1.8m high wall frames in the same location, is listed as being a permitted (ie 'P') use on any land classified 'Rural' zone, provided it complies with all the relevant development standards and requirements. Despite the permissibility of the proposed development on Lot 2, Council's development approval is required.

The application has been assessed with due regard for the specific objectives and standards of the Shire's local planning framework including LPS5 and all relevant local planning policies and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The development application has been assessed in consultation with the above documents and is subject to compliance with a number of conditions. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in accordance with the information and plans submitted in support of the proposal and the relevant standards and requirements of the Shire's local planning framework.

#### **POLICY REQUIREMENTS:**

There are no known policy requirements associated with this item.

#### **LEGISLATIVE REQUIREMENTS:**

*Planning and Development Act 2015*  
*Planning and Development (Local Planning Schemes) Regulations 2015*  
 Shire of Wongan Ballidu Local Planning Scheme No. 5

#### **STRATEGIC IMPLICATIONS:**

There are no known Strategic implications associated with this item.

**SUSTAINABILITY IMPLICATIONS:**➤ **Environment**

There are no known environmental implications associated with this item.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **Social**

There are no known social implications associated with this item.

**FINANCIAL IMPLICATIONS:**

There are no financial implications to Council in relation to this item. All costs associated with the proposed development are the responsibility of and will be met by the current landowners.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: No**

**OFFICER RECOMMENDATION**

**That Council: APPROVE the Development Application submitted by Cooperative Bulk Handling Limited to remove the existing 1.2m high wall frames from existing open bulkheads OBH/03 and 04 and install 1.8m high wall frames in the same location to increase grain storage at Lot 2 Cochrane Road Cadoux WA, subject to the following Conditions.**

**Conditions:-**

- 1. The proposed development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period, the approval will lapse and be of no further effect. Where an approval has lapsed no development shall be carried out without the further approval of the Shire of Wongan-Ballidu having first been sought and obtained.**
- 2. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.**
- 3. All stormwater drainage generated by the proposed development shall be contained and managed on site to the specifications and satisfaction of the Shire's Chief Executive Officer.**

#### 9.4.7 BALLIDU HERITAGE CENTRE - PERMISSION TO ERECT SIGN

FILE REFERENCE:	RC2.2
REPORT DATE:	19 August 2020
APPLICANT/PROPONENT:	Melissa Marcon
OFFICER DISCLOSURE OF INTEREST:	Melissa Marcon (partner is constructing sign at no cost)
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon
ATTACHMENTS:	Development Application and Correspondence from the Ballidu Heritage Centre

#### PURPOSE OF REPORT:

To seek Council's permission to erect a jarrah timber sign on stumps 2m long x 700mm high. Sign will have on it the words 'Ballidu Heritage Centre'.

#### BACKGROUND:

In September 2019 the Ballidu Contemporary Arts Society signed a Management (Lease) Agreement with the Shire for a period of five (5) years for the purpose of a community-based Museum and Gallery.

#### COMMENT:

Under Clause 3.2 of the Management (Lease) Agreement the Organisation (Ballidu Contemporary Arts Society) is not permitted to;

*'The Organisation will not permit to exhibit or affix to or upon any part of the premises, any placard, poster, sign, board or other advertisement unless first obtaining the written approval of the Shire'.*

The Ballidu Heritage Centre displays various items of history from within the Ballidu area. There is currently no signage to advise tourists and community members that the Heritage Centre is housed in this building.

The proposed location for the sign is on the corner of the block in the Shire footpath area at the front of the hall.



Source: Google Maps 19/08/2020



Front of Ballidu Hall Where Sign will be Placed

**POLICY REQUIREMENTS:**

Development Application under the Shire of Wongan-Ballidu Local Planning Scheme No. 5

**LEGISLATIVE REQUIREMENTS:**

There are no known Legislative requirements associated with this item.

**STRATEGIC IMPLICATIONS:**

There are no known Strategic implications associated with this item.

**SUSTAINABILITY IMPLICATIONS:**

➤ **Environment**

There are no known environmental implications associated with this proposal.

➤ **Strategic**

There are no known strategic implications associated with this proposal.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **Social**

There is significant social value/impact in providing for community.

**FINANCIAL IMPLICATIONS:**

Consideration may be given to waive Development Application Fees.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED:** No

**OFFICER RECOMMENDATION**

**That Council:-**

- a) **AGREE to the erection of a sign on the corner footpath area outside the Ballidu Hall and that the Ballidu Heritage Centre submit a Development Application for the sign for Council Approval; and**
- b) **WAIVE any and all fees associated with the lodgement of the Development Application.**



This sign is to let travellers and tourists know we are in the hall.

It will be made of a JARRAH SLAB measuring approx 2.5 MTRS long by 350 wide. It will be mounted on metal stirrups and Jarrah posts concreted into the ground.

Regards

Dawn Vaughan  
D.Vaughan.






## APPLICATION FOR DEVELOPMENT APPROVAL

Owner Details		
Name: SHIRE OF WONGAN - BALLIDU		
ABN (if applicable):		
Address: P.O. Box 84		
Town: WONGAN HILLS		Postcode: 6603
Phone:	Fax:	Email:
Work: .....	.....	.....
Home: .....		
Mobile: .....		
Contact Person for Correspondence:		
Signature:		Date:
Signature:		Date:
<p><i>The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</i></p>		

Applicant Details (if different from owner)		
Name: BALLIDU CONTEMPORARY ART SOCIETY		
Address: FAIRBANK ST		
Town: BALLIDU		Postcode: 6606
Phone:	Fax:	Email:
Work: .....	.....	dawnlvaghan@gmail.com
Home: .....		
Mobile: 0439594625		
Contact person for Correspondence: AS ABOVE		
<p>The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>		
Signature: D. Vaughan		Date: 6-9-20

Property Details		
Lot No:	House/Street No: 35	Location No: FAIRBANK STREET
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Title Encumbrances (e.g. easements, restrictive covenants):		
.....		
Street Name:	Suburb:	
Nearest Street Intersection: 35 FAIRBANK ST (CORNER ALPHA ST)		

Proposed Development	
Nature of Development:	<input type="checkbox"/> Works <input type="checkbox"/> Use <input checked="" type="checkbox"/> Works and use
Is an exemption from development claimed for part of the development? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, is the exemption for: <input type="checkbox"/> Works <input type="checkbox"/> Use	
Description of proposed works and/or land use: ERECT A SIGN WITH BALLIDU HERITAGE CENTRE ON IT. TO SHOW TOURISTS WHERE WE ARE.	
Description of exemption claimed (if relevant):	
Nature of any existing buildings and/or land use: PUBLIC HALL	
Approximate cost of proposed development: DONATED	
Estimated time of completion: 30 <sup>TH</sup> OCTOBER	
<div> <div> OFFICE USE ONLY </div> <div> Acceptance Officer's initials:  </div> <div> Date received: 06.09.2020 </div> </div>	
Local government reference No: P488	

## SHIRE OF WONGAN BALLIDU USE ONLY

## Notice of Determination on Application for Development Approval

Location: ..... 35 Fairbank St Ballidu WA 6606 .....

Lot: ..... 61 ..... Plan/Diagram: .....

Vol. No: ..... Folio No: .....

Application date: ..... Received on: .....

Description of proposed development: ..... Installation of Jarrah slab .....  
 ..... Sign .....

The application for development approval is:

☐ Approved subject to the following conditions      ☐ Refused for the following reason(s)

Conditions/reasons for refusal:

.....

.....

.....

Date of Determination: .....

Note 1:                      If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect.

Note 2:                      Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

Note 3:                      If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

Signed: ..... Dated: .....

.....

Stuart Taylor for and on behalf of the Shire of Wongan-Ballidu

Notice of public advertisement of planning proposal

The local government has received an application to use and/or develop land for the following purpose and public comments are invited.

Lot No: ..... Street: ..... Suburb: .....

Proposal: .....

.....

Details of the proposal are available for inspection at the local government office. Comments on the proposal may be submitted to the local government in writing on or before the ..... day of ..... 20.....

Signed: ..... Dated: .....

.....

Stuart Taylor for and on behalf of the Shire of Wongan-Ballidu



Cnr Quinlan Street  
and Elphin Crescent  
PO Box 84, Wongan Hills  
Western Australia 6603  
Telephone (08) 9671 1011  
Facsimile (08) 9671 1230  
Email shire@wongan.wa.gov.au

BUILDING PLAN DETAILS

OWNER .....

ADDRESS .....

BUILDER .....

ADDRESS .....

LOT.....STREET .....

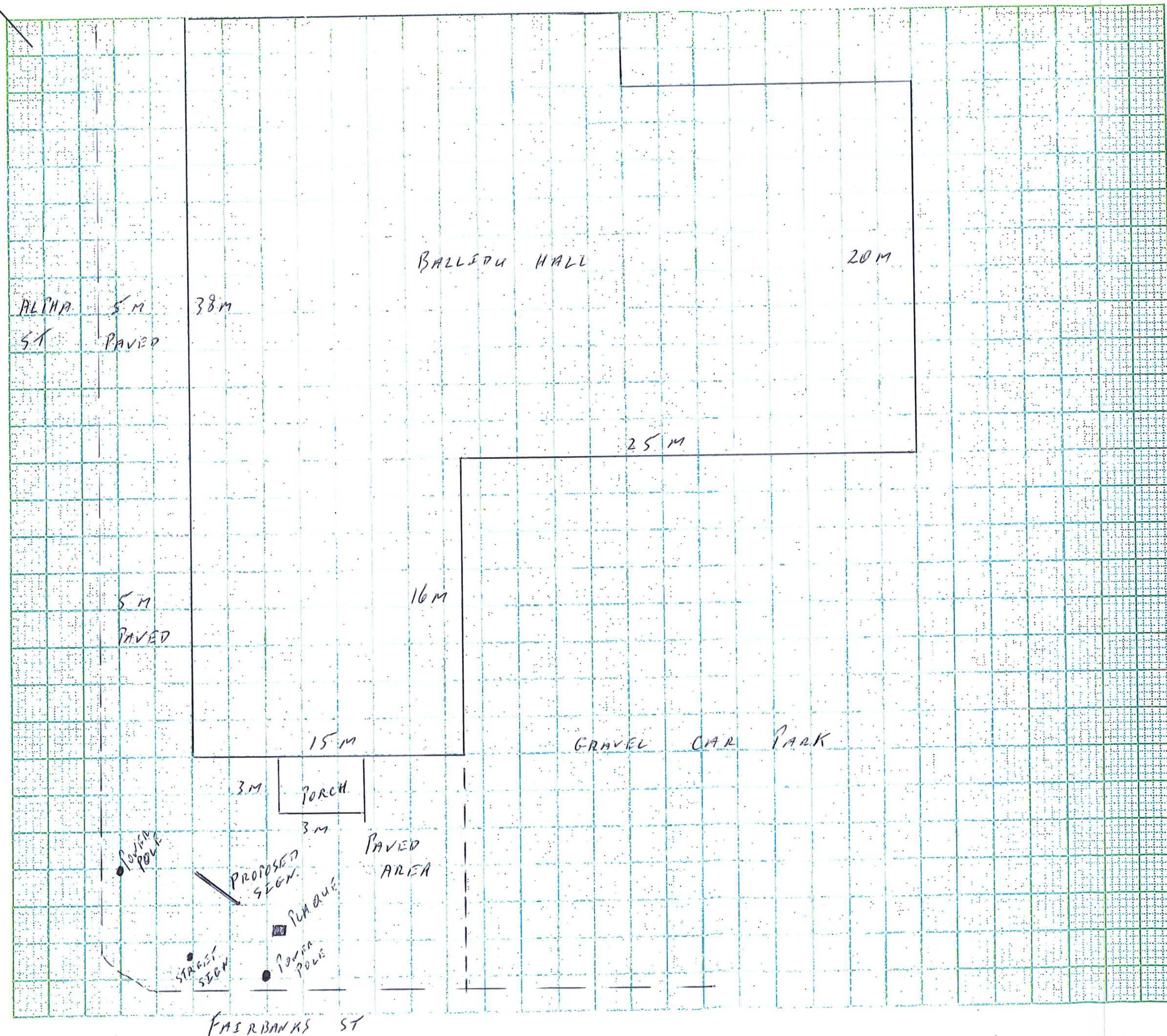
TOWN .....

MATERIALS - SCHEDULE

Item	Size	Spacing
Foundation		
Sole Plates		
Stumps		
Ant Stops		
Bearers		
Floor Joists		
Bottom Plates		
Studs		
Corner Studs		
Top Plates		
Braces		
Ceiling Joints		
Hangers		
Beams		
Lintels		
Rafters		
Battens or Purlins		
Ridge		
Hips and Valleys		
Valley Boards		
Under Purlins		
Struts		
Wind Braces		
Collar Ties		
Fascia		
Barges		
Guttering		
Downpipe		

MATERIALS - FINISH

Floor
Walls, exterior
Walls, interior
Ceilings
Roofing





**9.5 COMMUNITY SERVICES**

Nil.

**10. QUESTIONS FROM MEMBERS WITHOUT NOTICE**

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

**12. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

**13. CLOSURE**