



SHIRE OF WOODANILLING



ORDINARY MEETING OF COUNCIL

Minutes
15th May 2018

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These Minutes of the meeting held 15 May 2018 are confirmed as a true and correct record of proceedings without amendment. Confirmed on 19 June 2018 by the Presiding Member, Cr HR Thomson.

.....
Cr HR Thomson Presiding Member

19-Jun-18

ORDINARY MEETING OF COUNCIL AGENDA

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Division 6 Subdivision 1 of the Local Government Act 1995 requires Council Members and Employees to declare any direct or indirect financial interest or general interest in any matter listed in this Agenda.

The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter be discussed.

NB: A Council member who makes a disclosure must not preside or participate in, or be present during, any discussion or decision making procedure relating to the declared matter unless the procedures set out in Sections 5.68 or 5.69 of the Act have been complied with.

DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Disclosures of Interest Affecting Impartiality are required to be declared and recorded in the minutes of a meeting. Councillors who declare such an interest are still permitted to remain in the meeting and to participate in the discussion and voting on the particular matter. This does not lessen the obligation of declaring financial interests etc. covered under the Local Government Act.

To help with complying with the requirements of declaring Interests Affecting Impartiality the following statement is recommended to be announced by the person declaring such an interest and to be produced in the minutes.

"I (give circumstances of the interest being declared, eg: have a long standing personal friendship with the proponent). As a consequence there may be a perception that my impartiality on this matter may be affected. I declare that I will consider this matter on its merits and vote accordingly".

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Present:

Cr HR Thomson	Shire President	Cr T Brown	
Cr T Young	Deputy Shire President	Cr M Trimming	
Cr D Douglas	Cr P Morrell	Belinda Knight	Chief Executive Officer

Apologies:

Sue Dowson DCEO

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

The Woodanilling Youth Group attended the meeting at 4:34pm

In attendance was Jacky Young, Vanessa Beck, Tahni Miles, Kane Beck, Mya Atkinson.

Kane addressed the meeting and thanked Council for the support, in particular the use of the pavilion at no cost.

Tahni has asked Council to consider installing a bus shelter for students catching the bus to schools in Katanning. Protection of children in every way is a top priority for this town. A shelter would need to be of sufficient size to seat up to 20 children, be weatherproof and functional. The Youth Group is very willing to assist with the project.

Kane asked if a BMX track could be constructed to the east of the Pavilion/Rec Shed? They need tyres, gravel and machinery to construct it.

Mya Atkinson asked if a basketball hoop be installed at the oval and park, once again the Youth Group are very keen to assist.

The Shire President thanked the Group for coming along to the meeting and putting their cases regarding future needs.

Youth Group representatives left the meeting at 5:00pm and did not return.

No other public present.

5. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. ANNOUNCEMENTS BY SHIRE PRESIDENT AND/OR DEPUTY PRESIDENT WITHOUT DISCUSSION

Attended new Dome Café in Katanning, including discussions with the Dome CEO regarding tourism opportunities for the region.

8. CONFIRMATION OF COUNCIL MEETING MINUTES:

8.1. ORDINARY MEETING OF COUNCIL – 17/04/2018

COUNCIL DECISION

Moved Cr Morrell seconded Cr Young that the Minutes of the Ordinary Meeting of Council held 17/04/2018 be confirmed as a true and correct record of proceedings without amendment.

CARRIED 6/0

9. CONFIRMATION OF OTHER MEETING MINUTES:

Nil

10. OFFICER'S REPORTS

10.1.ANNUAL REPORT 2016/2017

Proponent	
Owner	
Location/Address	
Author of Report	Belinda Knight
Date of Meeting	17 May 2018
Previous Reports	
Disclosure of any Interest	Nil
File Reference	4.3.4
Attachments	Audit Management Letter Audited Financial Report 2016/2017

BRIEF SUMMARY

Presented for the Council's consideration is the 2016-2017 Audit management report regarding the annual audit and setting of the date for the Annual Elector's Meeting.

BACKGROUND

07/05/2018 – Lincolns advised the audit is complete and provided the signed financial reports on 08/05/2018 at their interim audit visit. These are now presented for Council's consideration.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

5.53. Annual reports

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain —*
 - (a) *a report from the mayor or president;*
 - (b) *a report from the CEO;*
 - [(c), (d) deleted]*
 - (e) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year;*
 - (f) *the financial report for the financial year;*
 - (g) *such information as may be prescribed in relation to the payments made to employees;*
 - (h) *the auditor's report for the financial year;*
 - (ha) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993;*
 - (hb) *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
 - (i) *the number of complaints recorded in the register of complaints;*
 - (ii) *how the recorded complaints were dealt with; and*
 - (iii) *any other details that the regulations may require;*
 - and*
 - (iv) *such other information as may be prescribed.*

5.54. Acceptance of annual reports

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

** Absolute majority required.*

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

5.55. *Notice of annual reports*

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

Annual Electors' Meeting

5.27. *Electors' general meetings*

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

(2) *A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*

(3) *The matters to be discussed at general electors' meetings are to be those prescribed.*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

CONSULTATION/COMMUNICATION

Not applicable.

COMMENT

Nothing further.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION– ITEM 10.1 ANNUAL REPORT 2016/2017

Moved Cr Morrell seconded Cr Young that Council:

- Pursuant to Section 5.54(1) of *the Local Government Act 1995* accept the Audit Report for the financial year ended 30 June 2017, as attached;
- Instructs the CEO to prepare the Annual Report for the year ended 30th June 2017; and
- Pursuant to Section 5.27 of the *Local Government Act 1995*, sets the date for the Annual Electors' Meeting to be Tuesday 19th June 2018, at 7:30pm.

CARRIED BY AN ABSOLUTE MAJORITY OF 6/0

4 May 2018



Attn : Belinda Knight
Chief Executive Officer
Shire of Woodanilling
PO Box 99
WOODANILLING WA 6316

Dear Council,

Audit for the year ended 30 June 2017

We are pleased to report that our audit of the Shire of Woodanilling's financial statements and records for the year ended 30 June 2017 is now complete.

Accordingly we enclose a signed copy of the financial statements and audit certificate for your attention.

We confirm that we will arrange for one copy to be forwarded directly to the Department of Local Government, and the Shire President on your behalf.

Our responsibilities as auditors are outlined in our audit report. Significantly our objectives are to obtain reasonable assurance that the financial report is free from material misstatement and to provide our opinion to that effect. Reasonable assurance, whilst being high level, is not a guarantee that a material misstatement has occurred.

We obtain reasonable assurance by;

- Identifying the risks of material misstatement, design and perform audit procedures in response and obtain audit evidence to support our opinion;
- gain an understanding of internal controls to assist in the design of our audit procedures;
- evaluate accounting policies and confirm the design, structure and content of the financial report.

The nature of our audit is influenced by factors such as the use of professional judgement, selective testing, inherent limitations in internal control, persuasive rather than conclusive evidence.

Comment on Adverse Ratios

Local Government guidelines provide 'standards' applicable to financial reporting ratios as detailed in the financial report.

Annexure 1 contains details and discussion of ratios below the established standard.

Audit Misstatements

Audit misstatements are presented as;

- 1) Uncorrected Misstatements
- 2) Corrected Misstatements

Refer to Annexure 2

Findings and Recommendations

During our audit we noted the matters referred to in Annexure 3 which we wish to bring to Council's attention.

In conclusion we take this opportunity to thank Belinda and your administration staff for their pleasant and co-operative assistance throughout the audit.

Should there be any matters that you would like to discuss further please do not hesitate to contact us.

Kind Regards



.....
Russell Harrison
Partner

enc

ANNEXURE 1
SHIRE OF WOODANILLING
COMMENT ON ADVERSE RATIOS
FOR THE YEAR ENDED 30 JUNE 2017

RATIO	ACTUAL			TARGET	COMMENT
	2017	2016	2015		
Current Ratio	2.87	0.87	0.44	≥ 1	
Asset Sustainability Ratio	0.70	0.60	0.65	≥ 0.9	The Long Term Financial Plan (LTFP) forecasts this to increase to 181% (well in excess of standards) in 2018 and remaining in excess for the duration of the plan. Ongoing review of the LTFP is essential as strategic responses will be required in the event that depreciation exceeds replacements.
Debt Service Cover Ratio	0	0	0	≥ 2	No debt
Operating Surplus Ratio	(0.17)	(1.44)	(1.14)	≥ 0.01	The current year ratio is below target and this is after the benefit of additional revenue arising from an extra quarter FAGS prepayment. The LTFP shows this ratio remaining at approximately (.50) in deficit and no improving trend. 2028/29. We recommend a review of the inputs to this plan to ensure reliance can be placed.
Own Source Revenue Coverage Ratio	0.39	0.34	0.24	≥ 0.4	Trending towards target
Asset Consumption Ratio	0.65	0.72	n/a	≥ 0.5	
Asset Renewal Funding Ratio	1.00	1.00	n/a	≥ 0.75	

ANNEXURE 2
SHIRE OF WOODANILLING
CORRECTED MISSTATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017

	FINANCIAL STATEMENTS ACCOUNTS IMPACTED	STATEMENT OF FINANCIAL POSITION ADJUSTMENT	EFFECT ON OPERATING SURPLUS	EFFECT ON OTHER COMPREHENSIVE INCOME	COMMENT
1	Fair Value Adjustments Through Profit and Loss Units in Local government House Unit Trust	(\$56,550)		(\$56,550)	Being recognition of decrease in value of units in Local Government House
2	Plant and Equipment Depreciation Expense Plant and Equipment – Accumulated Depreciation	\$39,126	\$39,126		Reflecting increased depreciation expense as a result of calculation error
3	Changes in Revaluation of Non-Current Assets Vested Land	(\$117,750)		(\$117,750)	Adjustment to the fair value of assets not previously recognised as part of revaluation

ANNEXURE 2
SHIRE OF WOODANILLING
UNCORRECTED MISSTATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017

	FINANCIAL STATEMENTS ACCOUNTS IMPACTED	STATEMENT OF FINANCIAL POSITION ADJUSTMENT	EFFECT ON OPERATING SURPLUS	EFFECT ON OTHER COMPREHENSIVE INCOME	COMMENT
1	Changes in Revaluation of Non-Current Assets Freehold Land	(\$25,000)		(\$25,000)	Adjustment required to the fair value of assets not previously recognised as part of revaluation

ANNEXURE 3
SHIRE OF WOODANILLING
AUDIT FINDINGS
FOR THE YEAR ENDED 30 JUNE 2017

Matter	Present Procedure Finding	Recommendation	CEO Comment
Reserve Funds	Audit process undertaken identified two occasions when reserve funds were transferred to municipal account for the purpose of funding operations. This was not the established purpose of the reserve and had not been budgeted. We do note that the transfers totalled \$20,000 and reimbursed within a week.	The Local Government Act (WA) Section 6.11 prescribes the procedures to be followed when changing purpose of a specific reserve. These procedures must be followed to utilise reserve funds.	<i>Duly noted, and procedure put in place to avoid any future happenings. This occurred in July 2016, and nothing has occurred since without prescribed process for change of purpose or use of reserve funds.</i>
Fraud Policy	Council does not currently have a fraud policy. A fraud policy enhances control and identification of potential fraud.	Recommend Council adopt a fraud policy.	<i>Policy Manual currently under review, will source suitable policy for adoption by 30/06/2018</i>
Debtors Subsidiary ledger Monthly Reconciliations	Review of the monthly reconciliations of the debtors subsidiary ledger to the general ledger showed that the reconciliations for July 2016 to April 2017 were not carried out at month end, but were all prepared in June 2017.	Month end reconciliations are an important control. For the control to be effective, the reconciliation should be completed close to month end and signed by the CEO as evidence of review.	<i>Month end reports are checked by the other finance officer – eg creditors is checked by debtors and vice versa. Will ensure CEO authorises for remainder of 2017/18</i>
Creditors Subsidiary Ledger Monthly Reconciliations	Review of the monthly reconciliations of the creditors subsidiary ledger to the general ledger showed that there was no evidence of review.	Month end reconciliations should be signed by the CEO as evidence of review.	<i>Ditto</i>
Trust and Reserve Bank Reconciliations	System generated reconciliation reports are not printed and signed by CEO upon review where the ledger balance agrees to the bank statement balance.	This is an essential control and all month end reconciliations should be printed and signed as evidence of review.	<i>CEO prepares these reports, and will until the finance officer returns from maternity leave in November 2018. System will change post Nov 18</i>

ANNEXURE 3
SHIRE OF WOODANILLING
AUDIT FINDINGS
FOR THE YEAR ENDED 30 JUNE 2017

<p>Related Party Transactions</p>	<p>The fact that that Sophie Marinoni is the CEO's daughter and an employee is correctly disclosed in the financial statements as KMP payments. We do however consider that there is scope to improve internal controls in this instance.</p>	<p>To improve internal controls we recommend that either the Shire President, or Council review quarterly payroll transactions, and either sign as reviewed or resolve to adopt the payments as appropriate.</p>	<p><i>Noted, preference that the DCEO undertake this review and checking. DCEO sign and present it to the Shire President for co-signing? Would this be acceptable? Performance reviews are undertaken by independent consultant, and pay rates are recommended by that person.</i></p>
<p>Investment Policy</p>	<p>Our review determined that the investment policy requires restrictions on fixed terms (less than 12 months), foreign currency restriction and bonds not exceeding three years.</p>	<p>We recommend that this policy be amended and adopted by Council.</p>	<p><i>Noted – will consider as part of Policy Manual review in May 2018</i></p>
<p>Related Parties</p>	<p>At the time of audit Related Parties Disclosure Declarations had not been received from all Councillors.</p>	<p>Related Parties disclosures are an essential element of the established internal control system managing the risks associated with related party transactions. We recommend declarations are followed up as soon as possible.</p>	<p><i>Noted – internal procedures have been put in place.</i></p>
<p>Depreciation</p>	<p>Plant and equipment depreciation had been incorrectly calculated within the Asset Register. This occurred due to input error not software error. This resulted in the need for recalculation based on the most recent replacement value of this class of assets. The result was material and required adjustment to the financial statements.</p>	<p>Care should be taken to correctly reflect revaluations and remaining useful life calculations in the asset register.</p>	<p><i>Noted – residual value included in Fair Value report and entered into system. This was not picked up by Lincolns at the time of entry in 2015/2016, but has since been corrected. Noted for future.</i></p>

10.2.CLOSING THOROUGHFARES TO VEHICLES

Proponent	Shire of Woodanilling
Owner	
Location/Address	TBA
Author of Report	Belinda Knight, CEO
Date of Meeting	15/05/2018
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	12.1.15
Attachments	Nil

BRIEF SUMMARY

To consider the closure of certain thoroughfares to vehicles.

BACKGROUND

The Shire has for some time now, has fenced and gated unconstructed road reserves and designated them as "Fire Access Tracks". A full audit of such closures is needed before a full report can be presented to Council.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995 - S3.50. Closing certain thoroughfares to vehicles

(1a) A local government may, by local public notice, order that a thoroughfare that it manages is wholly or partially closed to the passage of vehicles for a period exceeding 4 weeks.

(2) The order may limit the closure to vehicles of any class, to particular times, or to such other case or class of case as may be specified in the order and may contain exceptions.

[(3) deleted]

(4) Before it makes an order wholly or partially closing a thoroughfare to the passage of vehicles for a period exceeding 4 weeks or continuing the closure of a thoroughfare, the local government is to —

(a) give local public notice of the proposed order giving details of the proposal, including the location of the thoroughfare and where, when, and why it would be closed, and inviting submissions from any person who wishes to make a submission; and

(b) give written notice to each person who —

(i) is prescribed for the purposes of this section; or

(ii) owns land that is prescribed for the purposes of this section;

and

(c) allow a reasonable time for submissions to be made and consider any submissions made.

(5) The local government is to send to the Commissioner of Main Roads appointed under the Main Roads Act 1930 a copy of the contents of the notice required by subsection (4)(a).

(6) An order under this section has effect according to its terms, but may be revoked by the local government, or by the Minister, by order of which local public notice is given.

[(7) deleted]

(8) If, under subsection (1), a thoroughfare is closed without giving local public notice, the local government is to give local public notice of the closure as soon as practicable after the thoroughfare is closed.

(9) The requirement in subsection (8) ceases to apply if the thoroughfare is reopened.

POLICY IMPLICATIONS

No policy applies

FINANCIAL IMPLICATIONS

Advertising costs of approximately \$200 is available in the 2017/18 budget

STRATEGIC IMPLICATIONS

Theme 3 - Law & Order

VISION

- Within the scope and ability of the Council, provide a safe and crime free community

OBJECTIVES

- To increase public awareness and empowerment of the community's role in crime prevention, animal control and fire management

STRATEGIES

- By the development of a Crime Prevention Plan through consultation and information sharing with the community and relevant authorities

GOALS

Short Term

LO.6 Local Emergency Management to ensure preparedness for local emergencies

CONSULTATION/COMMUNICATION

Via Local Public Notice

COMMENT

The following roads have been fenced and gated or have restricted access, and have been colloquially designated as "Fire Access Tracks"

- Part of Garstone Road
- Part of Carlisle Road
- Part of Bell Road
- Part of Shenton Road
- Part of Norrish Road
- Part of Treasure Road
- Part of Haddleton Road
- Part of Monger Road
- Part of Steere Road
- Part of Withnell Road
- Part of Lefroy Road
- Part of Shaw Road
- Part of Yairabin Street

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION– ITEM 10.2 CLOSING THOROUGHFARES TO VEHICLES

Moved Cr Douglas seconded Cr Morrell that Council refers this matter to the Transport Plant and Works Committee to undertake a full audit of roads requiring conditional closure pursuant to S3.50 of the *Local Government Act*.

CARRIED 6/0

10.3.POLICY MANUAL REVIEW

Proponent	
Owner	
Location/Address	
Author of Report	Belinda Knight CEO
Date of Meeting	17 May 2018
Previous Reports	
Disclosure of any Interest	Nil
File Reference	Policy Manual
Attachments	Policy Manual (under separate attachment)

BRIEF SUMMARY

To adopt Policy Manual as reviewed and attached.

BACKGROUND

26/04/2018 the Draft Policy Manual (as reviewed and updated) was distributed to Councillors. The CEO requested that if Councillors have a concern regarding any policy that they advise her, and that Policy may be withdrawn from the adoption process if needed.

To date no feedback has been received from any Councillor.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995 S.2.7(2)(b)

2.7. Role of council

(1) The council —

(a) governs the local government's affairs; and

(b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the council is to —

(a) oversee the allocation of the local government's finances and resources; and

(b) determine the local government's policies.

POLICY IMPLICATIONS

As reviewed

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

CONSULTATION/COMMUNICATION

Not applicable

COMMENT

The Community Engagement Policy will be updated as part of the review of the Community Strategic Plan. There is no need to exclude it in this adoption process.

The next step in the review of Policies and Delegations is the Delegation Register, which has undergone a significant re-write. It will be presented to Council in due course, most likely July when Mr Steven Tweedie is available to assist with the process. Mr Tweedie has assisted in the re-write and edit of the Delegations Register.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.3 POLICY MANUAL REVIEW

Moved Cr Morrell seconded Cr Young that Council adopts the Policy Manual attached under separate cover.

CARRIED BY AN ABSOLUTE MAJORITY OF 6/0

10.4.CEO PERFORMANCE REVIEW – PROPOSAL & QUOTES

Proponent	Shire of Woodanilling
Owner	
Location/Address	TBA
Author of Report	Belinda Knight, CEO
Date of Meeting	15/05/2018
Previous Reports	Nil
Disclosure of any Interest	CEO
File Reference	EMP70
Attachments	Quotes

BRIEF SUMMARY

To consider proposals and quotes for the conduct of the CEO's performance review.

BACKGROUND

Expressions of interest were sought from experienced consultants to conduct the CEO's performance review. These were premised on:

Objective:

To focus on the future and to set in place appropriate, relevant and measurable key performance indicators for the CEO to enable her to achieve Council's desired outcomes.

Starting Point for Facilitator:

My contract was renewed in July 2014, however a performance review has not been conducted since then, nor have KPI's been developed. Therefore with no current KPI's in place to measure, it is recommended that a performance questionnaire be structured around statutory compliance, namely:

- advise the council in relation to the functions of a local government under this Act and other written laws;
- ensure that advice and information is available to the council so that informed decisions can be made;
- cause council decisions to be implemented;
- manage the day to day operations of the local government;
- liaise with the mayor or president on the local government's affairs and the performance of the local government's functions;
- speak on behalf of the local government if the mayor or president agrees;
- be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees);
- ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.
- With a final question "Is there anything you believe the CEO should be focussing on as a priority for the forthcoming twelve (12) months?"

This questionnaire will be completed by individual Councillors and the CEO, and collated by the Facilitator.

Process for Facilitator:

Onsite:

Meeting with whole Council, outlining the performance review process, the expected outcomes, and distribution of questionnaire. (estimate 2-3 hours onsite)

Offsite:

- Receiving completed questionnaires;

- Responses are collated and a “Feedback Report” prepared by the Facilitator and provided to the CEO and the Review Panel;
- Draft Key Performance Indicators (performance measures) for the next 12 months are prepared and submitted to the CEO and the Review Panel.

Process for Council

- The CEO and Review Panel to meet, discuss and agree upon Key Performance Indicators for the forthcoming twelve months;
 - If an agreement is not forthcoming, then the Facilitator may be consulted to assist with the process.
- A report be prepared by the Review Panel for adoption by Council on the future performance measures for the CEO;
- The performance review process is to be reviewed by the Review Panel and improvements incorporated for subsequent reviews.

This process has limited the process to one on-site visit, and offsite preparation of various reports etc, with a view to maximising your skills and minimising cost to Council.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act S5.38. - Annual review of certain employees’ performances

The performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.

POLICY IMPLICATIONS

Policy 102 applies

FINANCIAL IMPLICATIONS

The cost of this review has not been allowed for in the 2017/2018 Budget. It will need to be approved by Council.

STRATEGIC IMPLICATIONS

Nil

CONSULTATION/COMMUNICATION

Not applicable

COMMENT

The attached table lists the quotations received.

VOTING REQUIREMENTS

Absolute Majority

COUNCIL DECISION – ITEM 10.4 CEO PERFORMANCE REVIEW PROPOSAL & QUOTES

Moved Cr Morrell seconded Cr Brown that Council:

- Accepts the quote from John Phillips Consulting for \$2,750 plus meals and accommodation.
- Authorises the total cost of the review being \$2,750 plus meals and accommodation
- Requests the CEO Review Panel to complete the CEO Performance Review by 30/06/2018

CARRIED BY AN ABSOLUTE MAJORITY OF 6/0

Consultant 1	Methodology Summary	Relevant Experience	References	Cost
John Phillips Consulting (QU169)	<p><u>Option 1</u></p> <p>Single visit</p> <p><u>Option 2</u></p> <p>Multiple visits</p> <p><u>Option 3</u></p> <p>Single visit (no face to face interviews)</p>	<p>John is the owner and principal consultant for his business 'John Phillips Consulting' since July 2014, and has worked with over 40 Council organisations on their CEO appraisals in this time.</p> <p>Prior to this, and as the Executive Manager of Workplace Solutions from October 2010 to May 2014, John Phillips has provided governance support to member local governments in relation to CEO Annual Appraisals and, in this time, has worked with over 90 Council organisations.</p> <p>It is worth noting that, in both capacities, support has been provided across the broad range of types of LGA's in Western Australia including metropolitan Councils, rural, remote and regional Councils. In addition, support has been provided to Northern Territory Councils.</p>	<p>Cr Karen Chappell, President, Shire of Morawa Cr Kerry White, President, Shire of Ashburton.</p>	<p><u>Option 1</u> \$2,750 incl GST + accommodation & meals</p> <p><u>Option 2</u> \$3,300 incl GST + accommodation & meals</p> <p><u>Option 3</u> \$2,200 incl GST + accommodation & meals</p>

Consultant 2	Methodology Summary	Recent Relevant Experience	References	Cost
Price Consulting (QU168)	<p>Collect feedback regarding the CEO's performance against proposed KPIs during the review period (dates of the review period to be confirmed);</p> <p>Develop a confidential report regarding feedback received from Councillors and/or Key Staff;</p> <p>Facilitate meetings with the Council's CEO Performance Review Panel and CEO to review the feedback received, agree any recommendations regarding minor changes to the CEO's KPIs for the next period and, if desired, facilitate the annual CEO remuneration review; and</p> <p>Deliver a Summary Report to Council, for inclusion on the Agenda for the next Ordinary Meeting of Council.</p> <p>(See attached report for more details)</p>	<p>CEO Performance Review for Shire of Murray 2017/8</p> <p>Development of CEO KPIs and stretch KPIs for Telethon Kids Institute 2018</p> <p>CEO Performance Review for City of Kalamunda 2016/17 and development of KPIs</p>	<p>Mark Goodlet, CEO, Town of Mosman Park</p> <p>Anne Banks-McAllister, Chair, Women's Health & Family Services</p>	<p>\$181.00 per hour (plus GST)</p> <p>Total: <u>\$4,755.20+ GST</u> (based on 20 hours & including travelling)</p> <p>(Additional meetings or follow-up interviews will be charged at hourly rate of \$181.00 per hour)</p>

Consultant 3	Methodology Summary	Relevant Experience	References	Cost
FitzGerald Strategies (QU170)	As per detail outlined in body of agenda item.	Shire of Woodanilling's Industrial Advisor since 2001.	None provided	Total: <u>\$3,500 incl GST</u> (including all travelling, meals & accommodation))

11. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED**11.1. COUNCILLOR'S MEETINGS ATTENDED FOR THE PERIOD – 1/04/2018 – 30/04/2018**

Cr Peter Morrell attended RRG meeting 30/04/2018. Cr Morrell reported on the meeting, the major item of note was the re-instigation of the sub-groups.

Cr Dale Douglas attended the announcement of the Rural Fire Service in Katanning on 02/05/2018. Cr Douglas reported on that meeting.

12. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. MOTIONS WITHOUT NOTICE BY PERMISSION OF THE COUNCIL**13.1. COUNCILLORS****COUNCIL DECISION – ITEM 13.1 CONSIDERATION OF A MOTION WITHOUT NOTICE**

Moved Cr Douglas seconded Cr Trimming that Council accept a motion from the floor regarding the conclusion of the trial period for meetings held in the Pavilion.

CARRIED 6/0

COUNCIL DECISION - ITEM 13.1.1 CONCLUSION OF TRIAL PERIOD FOR MEETINGS AT PAVILION

Moved Cr Douglas seconded Cr Trimming that Council decide that the trial period for meeting at the Pavilion is no longer required, and from June 2018 it resumes its meetings in the Council Chambers.

CARRIED 5/1

Cr Young requested that his vote against the motion be recorded.

14. ITEMS FOR DISCUSSION

14.1. STATE AND LOCAL GOVERNMENT FORUM

Proponent	
Owner	
Location/Address	
Author of Report	
Date of Meeting	17 May 2018
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	4.1.17
Attachments	Nil

BRIEF SUMMARY

Shire Presidents, Deputies and CEO's are invited to submit an expression of interest to have a ten minute dialogue with one of a selection of State Government Departments.

BACKGROUND

The State and Local Government Forum is held during the Annual Local Government Convention.

STATUTORY/LEGAL IMPLICATIONS

Governance

VISION

- To attract and retain quality Councillors and Staff
- To have Councillors who are trained and qualified in their roles and responsibilities

OBJECTIVES

- To promote continual improvement that is supported by efficient and effective governance structures and processes
- To ensure community consultation is carried out in a manner that bridges the gap between what the community expect and what the Council can deliver

STRATEGIES

- By ensuring legislation is used to effectively enable quality decision making

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

Cr Thomson asked for suggestions regarding the State and Local Government Forum at the LG Convention:

- Robinson Road
- RAV Networks
- Commodity Routes
- Transport Licensing – restriction on agencies

15. INFORMATION ITEMS

15.1.ADOPTION OF INFORMATION REPORTS

COUNCIL DECISION – INFORMATION REPORT 15/05/2018

Moved Cr Young seconded Cr Trimming that Council endorses the information contained in the following information reports.

CARRIED 6/0

15.2.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD 01/07/2017 – 30/04/2018

**SHIRE OF WOODANILLING
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM**

	NOTE	30/06/2018 Budget \$	30/04/2018 Actual \$	Proportional Budget \$	Variance	Comment
REVENUE						
Governance		8,860	11,572	7,383	4,189	
General Purpose Funding		1,093,757	986,007	911,464	74,543	Grants Commission final payment due
Law, Order, Public Safety		81,435	110,189	67,863	42,327	Additional Fire Mitigation Works
Health		725	556	604	(48)	
Education and Welfare		99,610	85,050	83,008	2,042	
Housing		13,210	13,482	11,008	2,474	
Community Amenities		27,450	26,828	22,875	3,953	
Recreation and Culture		4,985	1,206	4,154	(2,948)	
Transport		3,253,730	836,969	2,711,442	(1,874,472)	Includes WANDDRA
Economic Services		18,500	13,329	15,417	(2,088)	
Other Property and Services		59,680	31,802	49,733	(17,931)	Private works income lower than expected
		4,661,942	2,116,992	3,884,952	(1,767,960)	
EXPENSES (Including committed costs)						
Governance		(193,630)	(145,264)	(161,358)	16,094	Councillor allowances due for payment + deprn
General Purpose Funding		(18,700)	(14,229)	(15,583)	1,354	
Law, Order, Public Safety		(178,630)	(172,159)	(148,858)	(23,301)	ESL yet to be expended Additional Fire Mitigation Works
Health		(43,570)	(40,273)	(36,308)	(3,965)	
Education and Welfare		(56,190)	(40,627)	(46,825)	6,198	Depreciation to be allocated
Housing		(44,434)	(40,051)	(37,028)	(3,023)	
Community Amenities		(138,645)	(112,379)	(115,538)	3,158	
Recreation & Culture		(212,290)	(184,446)	(176,908)	(7,538)	Oval Maintenance costs higher than expected.
Transport		(4,706,574)	(1,879,128)	(3,922,145)	2,043,017	Includes WANDDRA
Economic Services		(56,925)	(66,446)	(47,438)	(19,008)	Standpipe expenses higher than expected.
Other Property and Services		(52,000)	107,323	(43,333)	150,657	PWO & POC Over allocated - will adjust in May/June
		(5,701,588)	(2,587,681)	(4,751,324)	2,163,643	
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS						
Health		6,700	6,620	6,700	(80)	
Transport		688,695	314,326	573,913	(259,587)	RRG Project Grants Claimed in May
		720,395	320,946	580,613	(259,667)	

**STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM**

	NOTE	30/06/2018 Budget \$	30/04/2018 Actual \$	Proportional Budget \$	Variance	Comment
PROFIT/(LOSS) ON DISPOSAL OF ASSETS (Refer Note 4)						
Transport		0	0		0	
Economic Services		0	0	0	0	
		0	0	0	0	
Other comprehensive income				0	0	
				0	0	
NET RESULT		(319,251)	(149,743)	(285,759)	136,016	

**SHIRE OF WOODANILLING
SUPPORTING INFORMATION TO THE MONTHLY REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

	30/06/2018 Budget \$	30/04/2018 Actual \$
CAPITAL BUDGET BY FUNCTION/ACTIVITY	\$	\$
GOVERNANCE		
FURNITURE & EQUIPMENT		
Office Equipment	\$3,000	\$272 <i>To be reallocated</i>
TOTAL FURNITURE & EQUIPMENT	\$3,000	\$272
TOTAL GOVERNANCE	\$3,000	\$272
HEALTH/HOUSING		
Aged Housing	\$10,400	\$10,415
TOTAL HOUSING	\$10,400	\$10,415
TRANSPORT		
Road Group Projects	\$625,275	\$964,095
Roads to Recovery	\$495,275	\$419,329
TOTAL INFRASTRUCTURE	\$1,120,550	\$1,383,424
TOTAL TRANSPORT	\$1,120,550	\$1,383,424
PLANT REPLACEMENT		
PLANT & EQUIPMENT		
Plant Purchases	\$38,000	\$28,475
TOTAL PLANT REPLACEMENT	\$38,000	\$28,475
SUMMARY BY FUNCTION/ACTIVITY		
Governance	\$3,000	\$272
Housing	\$10,400	\$10,415
Transport	\$1,158,550	\$1,411,899
TOTAL	\$1,171,950	\$1,422,586
SUMMARY BY NATURE/TYPE		
Land	\$0	\$0
Buildings	\$10,400	\$10,415
Furniture & Equipment	\$3,000	\$272
Plant & Equipment	\$38,000	\$28,475
Infrastructure	\$1,120,550	\$1,383,424
TOTAL	\$1,171,950	\$1,422,586

STATEMENT OF FINANCIAL POSITION (BALANCE SHEET)

<i>DESCRIPTION</i>	<i>BALANCE AT 30-Apr-18</i>
Current Assets	
Municipal Cash at Bank	-\$349,404
Reserve Cash at Bank	\$811,934
Debtors	\$681,696
Inventories	\$15,887
<u>TOTAL CURRENT ASSETS</u>	<u>\$1,160,113</u>
Current Liabilities	
Sundry Creditors	\$40,880
Employment Provisions	\$158,125
<u>TOTAL CURRENT LIABILITIES</u>	<u>\$199,005</u>
<u>NET CURRENT ASSETS</u>	<u>\$961,109</u>
Non Current Assets	
Shares & Investments	\$31,026
Land & Buildings	\$5,854,236
Furniture & Equipment	\$34,690
Plant & Equipment	\$1,561,335
Infrastructure Assets	\$20,250,224
<u>TOTAL NON CURRENT ASSETS</u>	<u>\$27,731,511</u>
Non Current Liabilities	
Employment Provisions	\$22,116
<u>TOTAL NON CURRENT LIABILITIES</u>	<u>\$22,116</u>
<u>NET NON CURRENT ASSETS</u>	<u>\$27,709,396</u>
<u>TOTAL NET ASSETS</u>	<u>\$28,670,504</u>
EQUITY	
Retained Surplus	\$13,873,915
Change in net assets from Operations	-\$100,671
Transfer to/from Reserves	
<u>TOTAL ACCUMULATED SURPLUS</u>	<u>\$13,773,244</u>
Cash Backed Reserves	
WANDRRA Reserve	\$811,394
<u>TOTAL CASH BACKED RESERVES</u>	<u>\$811,394</u>
Revaluation Reserves	
Land & Buildings Revaluation Reserve	\$2,177,677
Plant & Equipment Revaluation Reserve	\$439,679
Roads Revaluation Reserve	\$11,468,511
<u>TOTAL REVALUATION RESERVES</u>	<u>\$14,085,867</u>
<u>TOTAL EQUITY</u>	<u>\$28,670,504</u>

15.3.MONTHLY RATES REPORTS – FOR THE PERIOD ENDING – 30/04/2018

OUTSTANDING RATES	30/04/2018
Description	Balance
Rates	\$ 25,746.21
Legal charges	\$ 1,740.08
Penalty charges	\$ 7,420.76
Other Charges	\$ -
Instalment admin Fee	\$ 50.31
Instalment interest	\$ 91.97
Fire breaks	\$ 1,784.00
ESL Penalty	\$ 663.36
Sub total	\$ 37,496.69
Rubbish removal	\$ 1,870.45
Sub total	\$ 1,870.45
ESL	\$ 2,842.39
Sub total	\$ 2,842.39
Rates paid in advance	-\$ 9,447.28
Sub total	-\$ 9,447.28
Grand total	\$ 32,762.25

SUNDRY DEBTORS OUTSTANDING 90 DAYS OR GREATER

Client #	Details	Amount
84	Wongi Advertising	\$60.00
86	Pound Fee	\$60.00
20384	Block Slashing as per firebreak notice	621.39
90498	Slashing & legal fees	\$2,342.15
9	Block Slashing as per firebreak notice	172.90
57	Planning Fee	939.68
805	Wongi Advertising	123.21
	Under and overs	\$1.97
	Total	\$4,321.30

TOTAL SUNDRY DEBTORS OUTSTANDING

30 DAYS AND LESS	60 DAYS	90 DAYS OR GREATER	TOTAL
\$176,584.94	\$714.47	\$4,321.30	\$181,620.71

15.4.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD 01/04/2018 – 30/04/2018

Chq/EFT	Date	Name	Description	Inv Amtq	Payment Amt
EFT2818	05/04/18	Gerrard Hydraulics	Parts		-\$ 485.76
	19/03/18		Parts	\$ 485.76	
EFT2819	05/04/18	South Regional TAFE	Traffic refresher		-\$ 301.80
	13/03/18		Traffic refresher	\$ 301.80	
EFT2820	05/04/18	Sandra Williamson	Cleaning contract		-\$ 525.00
	25/03/18		Cleaning contract	\$ 525.00	
EFT2821	05/04/18	Coalcliff Plant Hire & Civil Contracting	WANDRRA		-\$ 190,338.01
	28/02/18		WANDRRA	\$190,338.01	
EFT2822	05/04/18	Graham's Small Motor Centre	Parts		-\$ 46.00
	09/03/18		Parts	\$ 46.00	
EFT2823	13/04/18	Dwain Cooper	Payroll deductions		-\$ 170.00
	11/04/18		Payroll deductions	\$ 170.00	
EFT2824	13/04/18	Major Motors	Parts		-\$ 501.67
	26/03/18		Parts	\$ 103.29	
	07/03/18		Parts	\$ 398.38	
EFT2825	13/04/18	Moore Stephens	2018 Budget Workshop		-\$ 907.50
	15/02/18		2018 Budget Workshop	\$ 907.50	
EFT2826	13/04/18	KJB Plumbing & Gas	Install water meter		-\$ 1,757.50
	26/03/18		Check dam pump	\$ 385.00	
	23/03/18		Install water meter	\$ 1,372.50	
EFT2827	13/04/18	BW Truck Parts	Parts		-\$ 5.60
	21/03/18		Parts	\$ 5.60	
EFT2828	13/04/18	Lush Fire & Planning	Planning Services		-\$ 500.50
	06/04/18		Planning Services	\$ 500.50	
EFT2829	13/04/18	Black Duck Seat Covers	Carseat covers		-\$ 754.60
	29/03/18		Carseat covers	\$ 754.60	
EFT2830	13/04/18	Katanning Pathwest	D&A Test		-\$ 35.00
	30/01/18		D&A Test	\$ 35.00	
EFT2831	13/04/18	Sandra Williamson	Cleaning contract		-\$ 1,050.00
	11/03/18		Cleaning contract	\$ 525.00	
	01/04/18		Cleaning contract	\$ 525.00	
EFT2832	13/04/18	LO-GO Appointments	Health Consultant		-\$ 1,925.00
	17/03/18		Health Consultant	\$ 687.50	
	24/03/18		Health Consultant	\$ 550.00	
	31/03/18		Health Consultant	\$ 687.50	
EFT2833	13/04/18	Hi-Tec Oil Traders	Oils		-\$ 3,949.00
	13/03/18		Oils	\$ 3,949.00	
EFT2834	13/04/18	IPWEA	Training		-\$ 1,860.82
	07/03/18		Training	\$ 1,386.00	
	07/03/18		Manual	\$ 474.82	
EFT2835	13/04/18	Katanning Stock & Trading	Materials		-\$ 105.80
	13/02/18		Materials	\$ 105.80	
EFT2836	13/04/18	Staff Lotto	Payroll deductions		-\$ 65.00
	11/04/18		Payroll deductions	\$ 65.00	
EFT2837	13/04/18	GSFS	Bulk diesel		-\$ 15,095.27
	08/03/18		Bulk diesel	\$ 5,172.20	
	14/03/18		Bulk diesel	\$ 3,617.20	
	22/03/18		Bulk diesel	\$ 4,525.68	
	31/03/18		Bulk diesel	\$ 1,780.19	
EFT2838	13/04/18	BOC Gases Australia	Gases		-\$ 24.42

Chq/EFT	Date	Name	Description	Inv Amtq	Payment Amt
	29/03/18		Gases	\$ 24.42	
EFT2839	13/04/18	State Law Publisher	Advertising		-\$ 175.80
	18/03/18		Advertising	\$ 175.80	
EFT2840	13/04/18	Ray Ford Signs	Tip hours sign		-\$ 63.00
	21/03/18		Tip hours sign	\$ 63.00	
EFT2841	13/04/18	Perth McIntosh & Son	Parts		-\$ 492.83
	06/03/18		Parts	\$ 492.83	
EFT2842	13/04/18	PCS	Software support		-\$ 892.50
	15/03/18		Software support	\$ 212.50	
	21/03/18		Software support	\$ 170.00	
	28/03/18		Software support	\$ 425.00	
	29/03/18		Disaster recovery	\$ 85.00	
EFT2843	13/04/18	Hitachi	Ignition key		-\$ 8.10
	28/03/18		Ignition key	\$ 8.10	
EFT2844	13/04/18	Westrac	Windscreen		-\$ 461.42
	12/03/18		Windscreen	\$ 461.42	
EFT2845	13/04/18	Staff Christmas Club	Payroll deductions		-\$ 487.00
	11/04/18		Payroll deductions	\$ 487.00	
EFT2846	13/04/18	RSPCA WA	Payroll deductions		-\$ 15.00
	28/03/18		Payroll deductions	\$ 5.00	
	04/04/18		Payroll deductions	\$ 5.00	
	11/04/18		Payroll deductions	\$ 5.00	
EFT2847	13/04/18	Sandy Boxall Catering	Catering		-\$ 486.00
	23/03/18		Catering	\$ 200.00	
	23/03/18		Catering	\$ 286.00	
EFT2848	13/04/18	T & S Freight	Freight		-\$ 871.02
	31/03/18		Freight	\$ 871.02	
EFT2849	13/04/18	Strategic Teams	Acting CEO		-\$ 5,390.00
	04/04/18		Acting CEO	\$ 3,520.00	
	09/04/18		Acting CEO	\$ 1,870.00	
EFT2850	13/04/18	Core Business Australia	Project Management Fees		-\$ 32,621.60
	31/03/18		Project Management Fees	\$ 32,621.60	
EFT2851	19/04/18	Dwaine Cooper	Payroll deductions		-\$ 170.00
	18/04/18		Payroll deductions	\$ 170.00	
EFT2852	19/04/18	Sandra Williamson	Cleaning contract		-\$ 525.00
	08/04/18		Cleaning contract	\$ 525.00	
EFT2853	19/04/18	Jila Riley	CWA ramp		-\$ 1,562.00
	24/10/17		CWA ramp	\$ 1,562.00	
EFT2854	19/04/18	LO-GO Appointments	Health Consultant		-\$ 618.75
	07/04/18		Health Consultant	\$ 618.75	
EFT2855	19/04/18	QFH Multiparts	Fire fighting unit		-\$ 825.00
	08/03/18		Fire fighting unit	\$ 825.00	
EFT2856	19/04/18	AM Bolts & Nuts	Parts		-\$ 231.65
	05/02/18		Parts	\$ 121.96	
	13/02/18		Materials	\$ 35.76	
	08/03/18		Materials	\$ 73.93	
EFT2857	19/04/18	Hempfield Small Motors	Parts		-\$ 424.23
	20/03/18		Parts	\$ 424.23	
EFT2858	19/04/18	Austral Mercantile Collections	Debt recovery		-\$ 396.00
	27/03/18		Debt recovery	\$ 396.00	
EFT2859	19/04/18	Synergy	Street lighting		-\$ 508.15
	03/04/18		Street lighting	\$ 508.15	

Chq/EFT	Date	Name	Description	Inv Amtq	Payment Amt
EFT2860	19/04/18	BKW Cooperative	Materials		-\$ 66.50
	16/03/18		Materials	\$ 66.50	
EFT2861	19/04/18	Blights Auto Electrics	UHF radio		-\$ 317.00
	14/03/18		UHF radio	\$ 317.00	
EFT2862	19/04/18	Staff Lotto	Payroll deductions		-\$ 65.00
	18/04/18		Payroll deductions	\$ 65.00	
EFT2863	19/04/18	GSFS	Bulk diesel		-\$ 6,193.34
	20/03/18		Materials	\$ 523.49	
	31/01/18		Bulk diesel	\$ 5,669.85	
EFT2864	19/04/18	Cut-N-Cote	Materials		-\$ 67.38
	16/03/18		Parts	\$ 9.54	
	22/03/18		Materials	\$ 57.84	
EFT2865	19/04/18	Beaurepaires Wagin	Tyre repair		-\$ 596.83
	12/03/18		Tyre repair	\$ 318.05	
	22/03/18		Battery	\$ 278.78	
EFT2866	19/04/18	Perth McIntosh & Son	Parts		-\$ 197.96
	12/03/18		Parts	\$ 197.96	
EFT2867	19/04/18	Jason SignMakers	Materials		-\$ 382.25
	13/02/18		Materials	\$ 382.25	
EFT2868	19/04/18	Great Southern Toyota	Trade-in WO.026		-\$ 31,322.90
	28/03/18		Trade-in WO.026	\$ 31,322.90	
EFT2869	19/04/18	Blackwoods	Materials		-\$ 319.80
	26/03/18		Materials	\$ 319.80	
EFT2870	19/04/18	Katanning McIntosh & Son	Service		-\$ 764.20
	28/02/18		Service	\$ 764.20	
EFT2871	19/04/18	Katanning Hardware	Gas bottles		-\$ 128.00
	12/03/18		Gas bottles	\$ 128.00	
EFT2872	19/04/18	Tyrepower Katanning	Wheel alignment		-\$ 95.00
	27/03/18		Wheel alignment	\$ 95.00	
EFT2873	19/04/18	Staff Christmas Club	Payroll deductions		-\$ 487.00
	18/04/18		Payroll deductions	\$ 487.00	
EFT2874	19/04/18	RSPCA WA	Payroll deductions		-\$ 5.00
	18/04/18		Payroll deductions	\$ 5.00	
EFT2875	19/04/18	Nurrunga Communications	Radio repairs		-\$ 97.50
	13/03/18		Radio repairs	\$ 97.50	
EFT2876	19/04/18	E Fire & Safety	Extinguisher		-\$ 170.50
	26/02/18		Extinguisher	\$ 170.50	
EFT2877	19/04/18	Widespread Contracting	Bushfire mitigation		-\$ 3,080.00
	14/04/18		Bushfire mitigation	\$ 3,080.00	
EFT2878	19/04/18	Ambrose Electrical Contracting	Testing & tagging		-\$ 42.00
	16/04/18		Testing & tagging	\$ 42.00	
EFT2879	19/04/18	Officeworks	Stationary		-\$ 100.44
	22/03/18		Stationary	\$ 86.49	
	26/03/18		Stationary	\$ 13.95	
EFT2880	27/04/18	Dwanie Cooper	Payroll deductions		-\$ 170.00
	25/04/18		Payroll deductions	\$ 170.00	
EFT2881	27/04/18	Courier Australia	Freight		-\$ 20.59
	20/04/18		Freight	\$ 20.59	
EFT2882	27/04/18	Staff Lotto	Payroll deductions		-\$ 65.00
	25/04/18		Payroll deductions	\$ 65.00	
EFT2883	27/04/18	Staff Christmas Club	Payroll deductions		-\$ 487.00
	25/04/18		Payroll deductions	\$ 487.00	

Chq/EFT	Date	Name	Description	Inv Amtq	Payment Amt
EFT2884	27/04/18	RSPCA WA	Payroll deductions		-\$ 5.00
	25/04/18		Payroll deductions	\$ 5.00	
EFT2885	27/04/18	Strategic Teams	Acting CEO		-\$ 3,520.00
	18/04/18		Acting CEO	\$ 3,520.00	
EFT2886	30/04/18	Bitutek	Resealing		-\$ 113,897.58
	27/03/18		Resealing	\$113,897.58	
EFT2887	30/04/18	AECAA	Parts		-\$ 92.47
	14/03/18		Parts	\$ 92.47	
EFT2888	30/04/18	Sandra Williamson	Cleaning contract		-\$ 525.00
	15/04/18		Cleaning contract	\$ 525.00	
EFT2889	30/04/18	LO-GO Appointments	Health Consultant		-\$ 550.00
	14/04/18		Health Consultant	\$ 550.00	
EFT2890	30/04/18	Coalcliff Plant Hire & Civil Contracting	AGRN743 - Claim 3 - WANDRRA		-\$ 232,153.79
	31/03/18		AGRN743 - Claim 3 - WANDRRA	\$232,153.79	
EFT2891	30/04/18	Filters Plus WA	Filters		-\$ 377.52
	14/03/18		Filters	\$ 203.28	
	29/03/18		Filters	\$ 174.24	
EFT2892	30/04/18	Courier Australia	Freight		-\$ 14.98
	27/04/18		Freight	\$ 14.98	
EFT2893	30/04/18	JR & A Hersey	Materials		-\$ 1,292.62
	06/03/18		Materials	\$ 730.07	
	06/03/18		Materials	\$ 365.65	
	06/03/18		Materials	\$ 44.00	
	14/03/18		Materials	\$ 60.50	
	26/03/18		Materials	\$ 92.40	
EFT2894	30/04/18	ACMA	Apparatus Licence		-\$ 111.00
	29/03/18		Apparatus Licence	\$ 111.00	
EFT2895	30/04/18	Jason SignMakers	Parts		-\$ 128.92
	26/03/18		Parts	\$ 128.92	
EFT2896	30/04/18	PCS	Software support		-\$ 722.50
	24/04/18		Software support	\$ 722.50	
EFT2897	30/04/18	Strategic Teams	Acting CEO		-\$ 3,520.00
	23/04/18		Acting CEO	\$ 3,520.00	
15283	05/04/18	Australia Post	PO Box renewal		-\$ 81.00
	08/02/18		PO Box renewal	\$ 81.00	
15285	23/04/18	Department of Transport	12 month registration		-\$ 368.10
	14/03/18		12 month registration	\$ 368.10	
15286	27/04/18	Petty Cash Recoup	Petty cash		-\$ 195.00
	23/04/18		Petty cash	\$ 195.00	
DD1925.1	04/04/18	WA Super	Payroll deductions		-\$ 1,240.74
	04/04/18		Super contrib.	\$ 945.21	
	04/04/18		Payroll deductions	\$ 178.70	
	04/04/18		Payroll deductions	\$ 24.23	
	04/04/18		Payroll deductions	\$ 50.00	
	04/04/18		Payroll deductions	\$ 42.60	
DD1925.2	04/04/18	MLC Nominees	Super contrib.		-\$ 33.44
	04/04/18		Payroll deductions	\$ 14.54	
	04/04/18		Super contrib.	\$ 18.90	
DD1925.3	04/04/18	Colonial First State	Super contrib.		-\$ 199.50
	04/04/18		Payroll deductions	\$ 47.50	
	04/04/18		Super contrib.	\$ 152.00	

Chq/EFT	Date	Name	Description	Inv Amtq	Payment Amt
DD1925.4	04/04/18	Australian Superannuation	Super contrib.		-\$ 483.92
	04/04/18		Payroll deductions	\$ 69.67	
	04/04/18		Payroll deductions	\$ 10.00	
	04/04/18		Super contrib.	\$ 404.25	
DD1925.5	04/04/18	Hesta	Super contrib.		-\$ 481.82
	04/04/18		Payroll deductions	\$ 68.40	
	04/04/18		Payroll deductions	\$ 46.32	
	04/04/18		Super contrib.	\$ 367.10	
DD1925.6	04/04/18	CBUS Superannuation	Super contrib.		-\$ 87.47
	04/04/18		Super contrib.	\$ 87.47	
DD1925.7	04/04/18	MLC Navigator Retirement Plan	Super contrib.		-\$ 163.20
	04/04/18		Payroll deductions	\$ 66.49	
	04/04/18		Super contrib.	\$ 96.71	
DD1931.1	11/04/18	WA Super	Payroll deductions		-\$ 1,242.30
	11/04/18		Super contrib.	\$ 946.77	
	11/04/18		Payroll deductions	\$ 42.60	
	11/04/18		Payroll deductions	\$ 178.70	
	11/04/18		Payroll deductions	\$ 24.23	
	11/04/18		Payroll deductions	\$ 50.00	
DD1931.2	11/04/18	MLC Nominees	Super contrib.		-\$ 134.47
	11/04/18		Payroll deductions	\$ 25.44	
	11/04/18		Super contrib.	\$ 109.03	
DD1931.3	11/04/18	Colonial First State	Super contrib.		-\$ 199.50
	11/04/18		Payroll deductions	\$ 47.50	
	11/04/18		Super contrib.	\$ 152.00	
DD1931.4	11/04/18	Australian Superannuation	Super contrib.		-\$ 360.15
	11/04/18		Payroll deductions	\$ 29.34	
	11/04/18		Payroll deductions	\$ 10.00	
	11/04/18		Super contrib.	\$ 320.81	
DD1931.5	11/04/18	CBUS Superannuation	Super contrib.		-\$ 87.47
	11/04/18		Super contrib.	\$ 87.47	
DD1931.6	11/04/18	Hesta	Super contrib.		-\$ 481.82
	11/04/18		Payroll deductions	\$ 68.40	
	11/04/18		Payroll deductions	\$ 46.32	
	11/04/18		Super contrib.	\$ 367.10	
DD1931.7	11/04/18	MLC Navigator Retirement Plan	Super contrib.		-\$ 163.20
	11/04/18		Payroll deductions	\$ 66.49	
	11/04/18		Super contrib.	\$ 96.71	
DD1931.8	11/04/18	Colonial Select Personnel Super	Super contrib.		-\$ 84.06
	11/04/18		Super contrib.	\$ 84.06	
DD1933.2	01/04/18	Westnet	Monthly hosting		-\$ 103.99
	18/03/18		Monthly hosting	\$ 103.99	
DD1938.1	30/04/18	Water Corporation	Centenary Park		-\$ 322.79
	09/04/18		Administration Building	\$ 263.01	
	09/04/18		118 Cardigan St	\$ 40.65	
	09/04/18		Centenary Park	\$ 19.13	
DD1938.2	26/04/18	Katanning Water Corporation	1/3 Cardigan St		-\$ 1,332.26
	09/04/18		2/3 Cardigan St	\$ 41.85	
	09/04/18		3/3 Cardigan St	\$ 41.85	
	09/04/18		Salmon Gum Biomax	\$ 376.50	

Chq/EFT	Date	Name	Description	Inv Amtq	Payment Amt
	09/04/18		4/3 Cardigan St	\$ 41.85	
	09/04/18		2/8 Cardigan St	\$ 87.23	
	09/04/18		1/8 Cardigan St	\$ 62.02	
	09/04/18		3/8 Cardigan St	\$ 67.07	
	09/04/18		3340 Robinson Rd	\$ 252.08	
	09/04/18		3347 Robinson Rd	\$ 95.64	
	09/04/18		3327 Robinson Rd	\$ 160.62	
	09/04/18		13 Cardigan St	\$ 63.70	
	09/04/18		1/3 Cardigan St	\$ 41.85	
DD1942.1	18/04/18	WA Super	Payroll deductions		-\$ 1,243.86
	18/04/18		Super contrib.	\$ 948.33	
	18/04/18		Payroll deductions	\$ 42.60	
	18/04/18		Payroll deductions	\$ 178.70	
	18/04/18		Payroll deductions	\$ 24.23	
	18/04/18		Payroll deductions	\$ 50.00	
DD1942.2	18/04/18	MLC Nominees	Super contrib.		-\$ 94.12
	18/04/18		Payroll deductions	\$ 22.41	
	18/04/18		Super contrib.	\$ 71.71	
DD1942.3	18/04/18	Colonial First State	Super contrib.		-\$ 199.50
	18/04/18		Payroll deductions	\$ 47.50	
	18/04/18		Super contrib.	\$ 152.00	
DD1942.4	18/04/18	Australian Superannuation	Super contrib.		-\$ 689.28
	18/04/18		Payroll deductions	\$ 69.67	
	18/04/18		Payroll deductions	\$ 10.00	
	18/04/18		Super contrib.	\$ 609.61	
DD1942.5	18/04/18	CBUS Superannuation	Super contrib.		-\$ 87.47
	18/04/18		Super contrib.	\$ 87.47	
DD1942.6	18/04/18	Hesta	Super contrib.		-\$ 481.82
	18/04/18		Payroll deductions	\$ 68.40	
	18/04/18		Payroll deductions	\$ 46.32	
	18/04/18		Super contrib.	\$ 367.10	
DD1942.7	18/04/18	MLC Navigator Retirement Plan	Super contrib.		-\$ 217.60
	18/04/18		Payroll deductions	\$ 88.65	
	18/04/18		Super contrib.	\$ 128.95	
DD1942.8	18/04/18	Colonial Select Personnel Super	Super contrib.		-\$ 45.63
	18/04/18		Super contrib.	\$ 45.63	
DD1943.1	13/04/18	Telstra	Mobile charges		-\$ 420.95
	25/03/18		Mobile charges	\$ 420.95	
DD1945.2	30/04/18	Telstra	Landline charges		-\$ 283.13
	15/04/18		Landline charges	\$ 283.13	
DD1953.1	25/04/18	WA Super	Payroll deductions		-\$ 1,131.65
	25/04/18		Super contrib.	\$ 862.72	
	25/04/18		Payroll deductions	\$ 42.60	
	25/04/18		Payroll deductions	\$ 152.10	
	25/04/18		Payroll deductions	\$ 24.23	
	25/04/18		Payroll deductions	\$ 50.00	
DD1953.2	25/04/18	MLC Nominees	Super contrib.		-\$ 73.77
	25/04/18		Payroll deductions	\$ 17.57	
	25/04/18		Super contrib.	\$ 56.20	
DD1953.3	25/04/18	Colonial First State	Super contrib.		-\$ 199.50
	25/04/18		Payroll deductions	\$ 47.50	

Chq/EFT	Date	Name	Description	Inv Amtq	Payment Amt
	25/04/18		Super contrib.	\$ 152.00	
DD1953.4	25/04/18	Australian Superannuation	Super contrib.		-\$ 549.50
	25/04/18		Payroll deductions	\$ 69.67	
	25/04/18		Payroll deductions	\$ 10.00	
	25/04/18		Super contrib.	\$ 469.83	
DD1953.5	25/04/18	CBUS Superannuation	Super contrib.		-\$ 87.47
	25/04/18		Super contrib.	\$ 87.47	
DD1953.6	25/04/18	Hesta	Super contrib.		-\$ 481.82
	25/04/18		Payroll deductions	\$ 68.40	
	25/04/18		Payroll deductions	\$ 46.32	
	25/04/18		Super contrib.	\$ 367.10	
DD1953.7	25/04/18	MLC Navigator Retirement Plan	Super contrib.		-\$ 217.59
	25/04/18		Payroll deductions	\$ 88.65	
	25/04/18		Super contrib.	\$ 128.94	
DD1953.8	25/04/18	Colonial Select Personnel Super	Super contrib.		-\$ 45.63
	25/04/18		Super contrib.	\$ 45.63	
DD1959.1	04/04/18	NAB - Credit Card	Fuel		-\$ 694.39
	19/03/18		Car parking	\$ 22.50	
	21/03/18		Enviro toothbrushes	\$ 183.00	
	28/03/18		Vehicle registration	\$ 224.20	
	28/03/18		Credit Card fee	\$ 9.00	
	07/03/18		TPW meeting lunch	\$ 82.80	
	07/03/18		Acrobat Pro subscription	\$ 21.99	
	12/03/18		Fuel	\$ 150.90	
DD1959.2	20/04/18	SkyMesh	Internet contract		-\$ 74.95
	20/04/18		Internet contract	\$ 74.95	
DD1959.3	13/04/18	Telstra	Mobile charges		-\$ 420.95
	25/03/18		Mobile charges	\$ 420.95	
			Total		-\$ 685,368.65

15.5.COUNCIL/COMMITTEES - STATUS REPORT - 15/05/2018

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
16/08/2016 20/12/2016			Local Law - Woodanilling Cemetery (Reserve 356/1156)	<ol style="list-style-type: none"> 1. Review 2. Update if applicable 3. Repeal if deemed obsolete 	DCEO dealing Repeal LL in due course.	
15/08/2017	10.1	10.3.1	Town Planning Scheme No. 1 Review	<ul style="list-style-type: none"> • That Council directs the CEO to liaise with the Department of Planning to clarify issues associated with the updating of the Scheme to include the Deemed Provisions; consolidating the Scheme and advertising; the Scheme review and likely requirements for the preparation of a Local Planning Strategy. • That the Council directs the CEO to commence the Scheme review process in order to ensure that this is considered by Council prior to January 2018 and that further reports be presented in conjunction with (1) above. 	CEO dealing Advise TP Consultant of outcome	BA232 20/09/2017
21/11/2017	9.2	10.4.5	Town Enhancement Plan	<p>That Council establish a Community Town Enhancement Group to undertake further planning for the following areas:-</p> <ul style="list-style-type: none"> • Railway gardens; • Baptist Church and old Bakery site precinct' and • Western side of the Town Hall. 	DCEO dealing. See below	
20/03/2018	9.1 (6.1)	10.4.5	Town Enhancement Group Formation	<p>Council agree that the Community Development Committee:</p> <ul style="list-style-type: none"> • Invites one resident from the Community to be part of the Town Enhancement Group; and • Confirms that Cr Young, Cr Trimming and the DCEO also form part of the Town Enhancement Group. 	Invitation sent out to community members to apply to be part of the Town Enhancement Group, 2 applicants so far. CD meeting postponed meeting date to be decided.	
21/11/2017	9.3	12.2.4	Footpath Repairs	That Council undertakes all footpath repairs identified	WS dealing	

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
				by the Works Supervisor in the 2017/2018 financial year.	Effected areas identified ACEO to finalise with WS. <i>CEO advised the 15/05/2018 meeting that once community consultation regarding the removal of trees has concluded the project will proceed.</i>	
19/12/2017	10.1	14.5.1A	Volunteer Policy	Council: •Not adopt the attached Policy 99 – Volunteers; and •Instructs the CEO to obtain legal advice as to the need for such a Policy to protect the risk to the Shire and the CEO.	DCEO dealing LGIS attended April meeting to advise Council on this. Council decision to look at Volunteers Policy and create a document more suitable to Woodanilling DCEO working with RRC to create this document. <i>CEO advised the 15/05/2018 meeting that this is in progress. Council would like to see copies of adjoining local government's volunteer policies.</i>	
19/12/2017	13.1	11.1.9	Request to Lease Lots 151, 152 & 153 – Reserve 7730	Council: 1) Supports the request from Mr S Buxton to lease Reserve 7730 for the purposes of grazing stock; and 2) Requests the CEO to make application to the Department of Planning, Lands & Heritage for the ability to lease the said reserve.	Letter to Dept Planning, Lands & Heritage No response as at 15/05/2018	CR1108 08/01/2018
19/12/2017	5.2		Gravel Reserve – River Road	Council that it directs the CEO to: 1) Commission a Road Safety Audit (RSA) on the intersection of River Road and Link Road; 2) Ensure that traffic counts are carried out to support the RSA; and 3) Undertake gravel sampling in the area to	WS Dealing	

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
				confirm the quantities and quality of the gravel source.		
20/02/2018	10.7	3.1.1	Discussion Paper - Differential Rates	Council instructs the CEO to apply, pursuant to S6.35(5) of the Local Government Act 1995, to the Minister to impose a separate minimum rate on Lots 32, 33, 34, 35 & 38 DP 223222, Quartermaine & Shenton Roads, Woodanilling; and Lots 2, 3 & 4 DP 227523 Albany Highway, on the basis that these properties are vacant land which do not have, nor are likely to have, a constructed road access, which in accordance with the Shire of Woodanilling Town Planning Scheme No. 1, prevents the development of the lots.	FO dealing Advice from Dept Local Govt, Council would be better suited to adopt a differential discount. This does not need Ministerial approval, and will serve the same purpose. Review of Urban Farm rate should be undertaken to classify them as UV.	
20/02/2018	10.8	4.1.39A	Shire Review 2012 – Skills Audit – Confidential	Council supports the following: 1) As an interim solution: <ul style="list-style-type: none"> • Trialling the use of the Woodanilling Pavilion for Council meetings, commencing with the March Meeting; • Setting up the Hall Kitchen as a Committee meeting room and staff lunch room; To allow time to: Prepare a staged redevelopment of the Administration building (taking into consideration the success or otherwise of the points in (1) above to include: <ul style="list-style-type: none"> • A meeting room other than chambers; • A separate Staff room; and • Adequate working areas for staff. 3) Implementation of a Professional	Use of the Pavilion as a meeting venue underway. A number of recommendations from the Skills Audit have been implemented regarding staff leadership, management, communication and development. <i>CEO advised the 15/05/2018 meeting that staff have some ideas for the redevelopment of the administration building and these will be put to the next CD meeting.</i>	PE60

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
				Development Plan for Councillors		
20/03/2018	9.1 (5.4)	12.4.4 HVS25	RAV 4 Network Assessment	<p>Council:</p> <p>1) Advise Council that it has reviewed the matter regarding Council Decision - Item 11.1 RAV4 Network Assessment Results (Page72 of the February Ordinary Council Meeting Minutes).</p> <p>2) Recommends to Council that it adopts the outcomes of the RAV4 Road Assessments (resulting from the September 2016 submission by the Shire to upgrade 16 roads from RAV 2 to RAV 4) conducted; by Main Roads Western Australia as per the following attachment, recognising:</p> <p>a) That the following roads are suitable providing the conditions to enable approval in column four (of the RAV 4 Road Assessments) are made by the Shire or the applicant as the case required regarding:</p> <ul style="list-style-type: none"> • Griffiths Rd; • Fiegerts Rd; • Monger Rd; • Baxter Road and • Cavanagh Rd <p>b) That access may be permitted to the applicant under individual operator Restricted Local Access Permits, subject on the applicant as the case required regarding:</p> <ul style="list-style-type: none"> • Clifden Road; <p>c) Warburton Road (temporary access only subject to the provision of a satisfactory Traffic</p>	DCEO dealing Still trying to speak with Main Roads.	

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
				Management Plan) d) Requests the CEO to seek clarification from Main Roads on the reasons why the non-compliance/restrictions were imposed on the suitable assessments (column four, Conditions to enable approval)		
20/03/2018	9.1 (7.2)		Community's Future Needs	1) That a member from each of the local sporting and service clubs be invited to attend a Community Development Committee meeting twice a year to start a conversation and create a conduit with the youth of the town; 2) That it holds a workshop on the future needs of the Woodanilling community in August 2018, inviting people from the community; and 3) That the CEO be instructed to engage a suitable facilitator to run the forum.	DCEO dealing CEO comment – need to ascertain budget for facilitator. Facilitator and cost: Dr Barbara Maidment -\$2000 - \$4000 Caroline Robinson (Wheatbelt Business Network) Carmel Ross – Consultant – Creative IQ – Consultancy firm Andrew Huffer	
20/03/2018	9.1 (7.6)	AM208	Railway Station Building	Council agree to: 1) Agrees with the principle of moving the railway station building to another suitable site in the town; 2) Requests Town Enhancement Group to identify at least two potential sites; and 3) Instructs the CEO to ascertain if ARC will agree to the possible relocation or possible usage of the building.	DCEO dealing Contacted ARC, a deed has been prepared and submitted to the PTA to allow for a simple process be put in place when applying for the repurposing of this type of infrastructure, they are negotiating currently to agree on the terms. They are not prepared to put a time limit on the deed being adopted.	
20/03/2018	9.2 (5.1)	12.1.7	Plant Replacement Program	Council: 1) Notes the adoption by council at its meeting on 19th December 2017 the timetable for the management of plant replacement for the Shire each year (Committee Recommendation - item 5.1 2017/18	See TPW Committee 08/05/2018 <i>CEO advised the meeting that the Business Case will still be prepared.</i>	

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
				Plant Replacement Program) 2) Seeks from Council at the March 2018 Council Meeting 2018 a business case prepared by the CEO regarding the purchase of semi side-tippers for consideration once it has addressed the following questions: <ul style="list-style-type: none"> • What are the specifications for the new truck/trailer combination; • How often will the new combination be changed over; • Is the lifecycle costing required as part of the trucks; • What is to happen with the remaining two trucks; • Is the loader capable of loading the new truck in an efficient and time effective manner; and • Does Council want a comparison with current fleet - eg loads per hour, turnaround time, loading time, and volumes of materials carted per day etc. 		
17/04/2018	13.2	12.2.1	Road Maintenance Plan 2018	Council requires TPW Committee to: <ol style="list-style-type: none"> 1) Conduct a workshop by the end of May 2018 to complete the review of the draft Road Asset Management Plan 2018. 2) Present the outcome of the workshop in Point 1 to the Transport, Plant and Works Committee so that: <ol style="list-style-type: none"> a) The draft Road Asset Management Plan 2018 can be finalised; and b) The committee's recommendation regarding the adoption of the finalised draft Road Asset Management Plan is taken to the June 2018 Ordinary Council Meeting for consideration and adoption. 	Workshop did not eventuate. TPW Committee to review 08/05/2018 Note change of name "Road Maintenance Plan" to clarify the purpose of the Plan. <i>CEO provided draft Plan in hard copy for Councillor's to review at the 15/05/2018 meeting.</i>	

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
17/04/2018	10.1	A602 RA236 RA243	Request to Close Unconstructed Road Reserve	<p>Council authorises CEO to:</p> <ol style="list-style-type: none"> 1) Explore further with Sean Ditchburn and Jessika Lynch (and adjacent land holders) the possibility of creating a road that is of a limited scope on the uncontrolled road reserve. The scope includes: <ul style="list-style-type: none"> • A constructed road that is suitable for general vehicular use; • The constructed road terminating at a reasonable distance past the main entrance onto Lot 158 Burt Road. 2) Examine further the requirements regarding the construction of a road within the unconstructed road reserve including the process to create a road in accordance with Section 56(2) of the Land Development Act. 3) Report back to Council the outcomes of Points 1 and 2 for final consideration at the June 2018 Ordinary Meeting of Council. 	Pending	
15/05/2018	4.0	11.1.9	Public Question Time - Woodanilling Youth Group	<ol style="list-style-type: none"> 1. Consider installing a bus shelter for students catching the bus to schools in Katanning. Protection of children in every way is a top priority for this town. A shelter would need to be of sufficient size to seat up to 20 children, be weatherproof and functional. The Youth Group is very willing to assist with the project. 2. Asked if a BMX track could be constructed to the east of the Pavilion/Rec Shed? They need tyres, gravel and machinery to construct it. 3. Asked if a basketball hoop be installed at the oval and park, once again the Youth Group are very 	CEO dealing	

STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
				keen to assist.		
15/05/2018	10.1	4.3.4	Annual Report 2016/2017	<ul style="list-style-type: none"> Pursuant to Section 5.54(1) of the Local Government Act 1995 accept the Audit Report for the financial year ended 30 June 2017, as attached; Instructs the CEO to prepare the Annual Report for the year ended 30th June 2017; and Pursuant to Section 5.27 of the Local Government Act 1995, sets the date for the Annual Electors' Meeting to be Tuesday 19th June 2018, at 7:30pm. 	CEO dealing	
15/05/2018	10.2	12.1.15	Closing Thoroughfares to Vehicles	Refers this matter to the Transport Plant and Works Committee to undertake a full audit of roads requiring conditional closure pursuant to S3.50 of the Local Government Act.	CEO dealing	
15/05/2018	10.3		Policy Manual	Adopts the Policy Manual attached under separate cover.	CEO dealing	
15/05/2018	10.4	EMP70	CEO Performance Review	<ul style="list-style-type: none"> Accepts the quote from John Phillips Consulting for \$2,750 plus meals and accommodation. Authorises the total cost of the review being \$2,750 plus meals and accommodation Requests the CEO Review Panel to complete the CEO Performance Review by 30/06/2018 	CEO dealing	
15/05/2018	13.1.1		Conclusion of Trial Period for Meetings at Pavilion	Decide that the trial period for meeting at the Pavilion is no longer required, and from June 2018 it resumes its meetings in the Council Chambers.	ASO dealing	
15/05/2018	14.1	4.1.17	State and Local Government Forum	Items for dialogue – Dept Transport <ul style="list-style-type: none"> Robinson Road 	ASO dealing	



STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
				<ul style="list-style-type: none"> • RAV Networks • Commodity Routes • Transport Licensing – restriction on agencies 		

16. CLOSURE OF MEETING

Meeting closed at 6:22pm