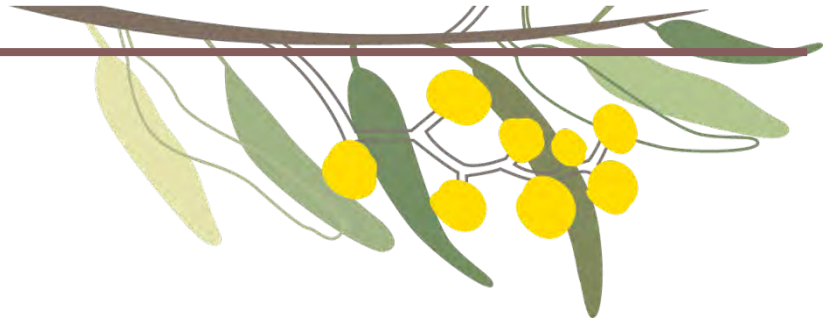




SHIRE OF WOODANILLING



ORDINARY MEETING OF COUNCIL MINUTES 16th October 2018

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ORDINARY MEETING OF COUNCIL MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Meeting opened at 4.25pm. Mr Fletcher left the meeting.

Meeting held for staff to be brought into the meeting. Mr Fletcher returned to the meeting with Ms Dowson and Mr Taylor at 4:29pm.

Meeting resumed at 4.37pm

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".

Note: Sean Fletcher declared a financial interest in 10.1 and an impartiality interest in 10.2

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 Morrell | (from 5:36pm) | | |
| Cr D Douglas | | Mr S Fletcher | Acting CEO |
| | | Ms S Dowson | Deputy CEO |
| Apologies: | | | |
| Nil | | Mr B Taylor | Works Supervisor |

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

No public in attendance

5. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

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

8. CONFIRMATION OF COUNCIL MEETING MINUTES:**8.1. ORDINARY MEETING OF COUNCIL HELD – 18/09/2018****COUNCIL DECISION**

Moved Cr Douglas seconded Cr Trimming that the Minutes of the Ordinary Meeting of Council held 19/09/2018 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.APPOINTMENT OF ACTING CEO – CONFIDENTIAL

| | |
|-----------------------------------|-----------------------|
| Proponent | Cr R Thomson |
| Owner | Shire of Woodanilling |
| Location/Address | |
| Author of Report | Belinda Knight, CEO |
| Date of Meeting | 16/10/2018 |
| Previous Reports | Nil |
| Disclosure of any Interest | Nil |
| File Reference | 4.2.2 |
| Attachments | Nil |

Matter was not held behind closed doors. There was no public in attendance.

RECOMMENDATION & COUNCIL DECISION– ITEM 10.1 - APPOINTMENT OF ACTING CEO - CONFIDENTIAL

Moved Cr Douglas seconded Cr Brown that Council ratifies the decision taken by the Shire President, in conjunction with Deputy Shire President and all Councillors, in exercising his right pursuant to s6.8(1)(c) and s6.8(2)(b) of the *Local Government Act 1995*:

- In accepting the resignation of the CEO, Ms Belinda Knight; and
- In appointing Mr Sean Fletcher to the position of Acting CEO for the Shire of Woodanilling pursuant to S5.36 of the *Local Government Act 1995* and the relevant Regulations contained in the *Local Government (Administration) Regulations 1996* for the period commencing 29/10/2018 until the commencement of the replacement CEO.

CARRIED BY AN ABSOLUTE MAJORITY OF 5/0

10.2.APPOINTMENT OF CONSULTANTS FOR RECRUITMENT OF NEW CEO

| | |
|-----------------------------------|-----------------------|
| Proponent | |
| Owner | Shire of Woodanilling |
| Location/Address | |
| Author of Report | Belinda Knight, CEO |
| Date of Meeting | 16/10/2018 |
| Previous Reports | Nil |
| Disclosure of any Interest | Nil |
| File Reference | 4.2.2 |
| Attachments | Nil |

BRIEF SUMMARY

To engage suitable consultant(s) to management the recruitment of the new CEO.

BACKGROUND

Selecting and appointing a Chief Executive Officer (CEO) is one of the most important tasks elected members may undertake during their term of office. Choosing the right person is critical to the success of the council and the local government. To assist with this process the Department of Local Government have prepared Guideline No. 10 to assist with the process (see attached).

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995 – s5.36 s5.39 s5.40

Local Government (Administration) Regulations 1996

Local Government Act 1995 – s6.8 – Expenditure from municipal fund not included in annual budget.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There is no provision in the budget for the recruitment of the new CEO. Council will need to determine how to manage the implications of the costs associated with the Acting CEO, along with the recruitment costs for the new CEO.

Cost estimates have been obtained from WALGA, LO-GO Appointments, and JCP Consulting. Note quotes are excluding GST.

WALGA

- Recruitment and selection services - \$7,000
- Employment Contract - \$1,500
- Advertising - \$4,000
- Incidentals - \$500
- Travel at 0.76c per km
- **ESTIMATED COST = \$13,000 plus travel and accommodation.**

LO-GO Appointments

- Recruitment and selection services - \$7,000
- Unable to attract suitable applicant cost - \$1,500
- Advertising - \$3,500
- Video Link for interviews - \$500
- Pre-Employment & Psychometric Testing - \$960 per candidate
- Incidentals - \$500
- Travel at 0.66c per km
- **ESTIMATED COST = \$12,460 plus travel and accommodation.**

JCP Consulting

- Unable to quote due to being unavailable until late November.

FitzGerald Strategies

- Recruitment and selection services - \$6,462
- Advertising - \$6,000
- **ESTIMATED COST = \$12,462**

STRATEGIC IMPLICATIONS

Nil

CONSULTATION/COMMUNICATION

Discussions with the Shire President and Deputy President and CEO.

COMMENT

Nothing further

VOTING REQUIREMENTS

Absolute Majority (unbudgeted expenditure)

**RECOMMENDATION & COUNCIL DECISION– ITEM 10.2 - APPOINTMENT OF ACTING CEO -
CONFIDENTIAL**

Moved Cr Douglas seconded Cr Trimming that Council ratifies the actions taken by the Shire President, in consultation with the Deputy Shire President and all Councillors, in exercising his right pursuant to *s6.8(1)(c) and s6.8(2)(b) of the Local Government Act 1995* in appointing LO-GO Appointments to assist Council with the recruitment of the new Chief Executive Officer. The cost of the recruitment to be recognised as unbudgeted expenditure and to be adjusted in the December Budget review.

CARRIED BY AN ABSOLUTE MAJORITY OF 5/0

10.3.GREAT SOUTHERN OUTDOOR RECREATION STRATEGY 2018-2021

| | |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proponent | Department of Local Government, Sport and Cultural Industries |
| Owner | |
| Location/Address | |
| Author of Report | Belinda Knight, CEO |
| Date of Meeting | 16/10/2018 |
| Previous Reports | |
| Disclosure of any Interest | Nil |
| File Reference | 11.1.16:GP416 |
| Attachments | Great Southern Outdoor Recreation Strategy 2018-2021 – Draft 6, Great Southern Regional Sport & Recreation Plan & Supporting documentation – all under separate cover. |

BRIEF SUMMARY

- 2015/16 funding from State and Local Government secured to expedite the development of the Great Southern Sport and Recreation Plan (GSSRP).
- David Lanfear Consulting was appointed in May 2017 to deliver the GSSRP.
- Great Southern Sport and Recreation Plan – tabled at the Great Southern Recreation Advisory Group meeting (GSRAG) – 23rd August 2018.
- The eleven local governments that constitute the Great Southern region requested to receive the Great Southern Sport and Recreation Plan.
- Support the Department of Local Government, Sport and Cultural Industries (DLGSC) with a partnered community engagement strategy for the release of the plan for public review and comment for a four-week period scheduled for November 2018.

BACKGROUND

The DLGSC works collaboratively with local governments across the State with the aim of enhancing the life style and well-being of Western Australians. This collaborative approach was adopted to successfully deliver the Bunbury Wellington Regional Facilities study. The success of this strategy has been the department's ability to work with local governments to demonstrate the value of working collaboratively to secure funding for future facility provision across the region.

The GSSRP was undertaken to identify the condition and utilisation of current facilities in addition to identifying the future facility and services needs across the region. The Plan contemplates the future population growth and community needs over a 20-year planning horizon. This timeframe aligns with higher order planning documents such as the State Planning Strategy and the Great Southern Regional Investment Blueprint.

Each of the local governments have provided funding towards the cost of developing the GSSRP and the project steering committee includes representatives of several of the participant local governments. David Lanfear Consulting was appointed in May 2017 to deliver the GSSRP.

In delivering the GSSRP, the consultant was required to investigate, and present findings and key issues as follows:

- In conjunction with each local government, provide an audit to confirm the location and current condition of sport and recreation facilities.
- Review the use, functionality, and standard of each facility, including capacity to support competition and training.
- Determine the future sporting requirements of each facility through to 2036, including the requirements of sport on a regional basis and quantify the provision gap based on this timeframe.
- Investigate opportunities and constraints associated with the staging of facility development over this timeframe.
- Identify the opportunities and constraints relating to the acquisition of land for proposed future sporting and recreation developments.

- Make recommendations on the appropriate method of implementation of the key findings of the strategy.

The GSSRP includes an overview of the value of sport and recreation to communities across the Great Southern Region including its value in supporting current and emerging health and well-being trends impacting the community.

Each of the local governments across the great southern region has various strategic objectives based on location and corporate objectives. It was revealed through this project there are geographic alignments based on communities of interest and economic and social objectives. Discussions with all the participating local governments have revealed a strong sense of collaboration and a commitment to align across the region to maximise the opportunity to attain future facility development and resources for services.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Financial considerations are limited to any print advertising the local government might consider in promoting public review and feedback from their respective communities.

STRATEGIC IMPLICATIONS

Theme 1 - Community Facilities

VISION

- To provide facilities and amenities that meet the communities needs and expectations within Council's ability to fund from rates and external sources
- To ensure access to high quality facilities and services that the community is proud to use and promote

OBJECTIVES

- Enhance the lifestyle of residents through their participation and achievement in sport and recreation (See also Woodanilling Local Recreation Plan – Aug 2003)
- To make our Community a place where people want to come, stay and grow

STRATEGIES

- Future development of facilities is to be continually monitored, progressed and supported where appropriate by various funding sources and by submitting planned and comprehensive capital works programs bids are required
- To ensure our facilities are maintained to a suitable functional standard

GOALS

Ongoing

CF.3 Ongoing support for regional facilities that meet the needs of the local community

CF.13 Continue the development of the Woodanilling Recreation precinct to ensure all recreation needs are met

Theme 1 - Community Well-Being

VISION

- To deliver a quality of life to our residents that is based upon sound environmentally sustainable principles and is socially productive & growing

OBJECTIVES

- To support the delivery of programs and initiatives that foster community spirit and harmony
- To ensure that our community is accessible for people with disabilities, their families and carers (Woodanilling Disability Access Inclusion Plan 2010)

STRATEGIES

- By supporting community projects that have direct benefit to the well-being of our community – example Woody on Display
- Disability Access and Inclusion Plan (DAIP) – Advocate to local businesses and tourist venues the requirements for, and benefits flowing from, the provision of accessible venues

GOALS

Medium Term

- CW.1** Develop Community Initiative Programs to ensure active community participation and volunteering

CONSULTATION/COMMUNICATION

Extensive consultation was undertaken by the appointed consultant as evidence in the documentation provided. The proposed public review and comment period proposed will allow each local government to refer the GSSRP back to community for a final review. The DLGSC will circulate the GSSRP to relevant State Government agencies and State Sporting Associations (SSAs) as part of its obligations as per the partnered community engagement strategy.

A four-week community and stakeholder review and comment period is scheduled for November 2018.

Local government will collate feedback from their respective communities and the DLGSC will collate State Government stakeholder and SSAs feedback. This information will be referred to the GSRAG for consideration.

COMMENT

Throughout the extensive collaboration in the development of the GSSRP, the region has demonstrated its recognition that sport and recreation is an integral part of creating a liveable region with thriving communities.

Recognising that communities evolve over time, it is intended that the GSSRP will be an iterative document to ensure continuous improvement and responsive to community's needs. Continual review and revision of strategic planning documents is a vital component of the strategic planning process. To ensure the successful implementation of the GSSRP, it's expected that policy makers and planners will maintain an ongoing dialogue with all stakeholders, to ensure their needs and objectives are being considered.

This planning process is now at a pivotal point whereby each member local government within the Great Southern region needs to receive the GSSRP. Support is also requested to continue the collaborative approach in the form of a partnered community engagement strategy. This will facilitate a community and stakeholder public review and comment testing and acceptance of the GSSRP.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.3.GREAT SOUTHERN OUTDOOR RECREATION STRATEGY 2018-2021

Moved Cr Douglas seconded Cr Trimming that Council

- 1) receives the Great Southern Outdoor Recreation Strategy 2018-2021 as attached (Draft 6);
- 2) Receives the Great Southern Regional Sport & Recreation Plan; and
- 3) Support the Department of Local Government, Sport and Cultural Industries (DLGSC) with a partnered community engagement strategy for the release of the plan for public review and comment for a four-week period scheduled for November 2018.

CARRIED 5/0

The Shire president suggested that the meeting be closed because it involves commercially sensitive matter.

SUSPENSION OF STANDING ORDERS

Moved Cr Douglas seconded Cr Brown that Council close the meeting to the public and suspend Standing Orders at 4:42pm

CARRIED 5/0

The Deputy CEO and Works Supervisor left the meeting at 4:42pm

10.4.E-QUOTES – VOLVO BACKHOE REPLACEMENT

| | |
|-----------------------------------|--------------------------------|
| Proponent | Shire of Woodanilling |
| Owner | |
| Authorising Officer | Belinda Knight, CEO |
| Author of Report | Bret Howson, Howson Management |
| Date of Meeting | 16/10/2018 |
| Previous Reports | 21/08/2018 |
| Disclosure of any Interest | Nil |
| File Reference | 12.3.1 |
| Attachments | Quotes - Assessment Report |

BRIEF SUMMARY

To consider the attached Assessment Report, and acceptance of recommendations contained therein.

BACKGROUND

20/07/2018: Bret Howson was engaged to provide a Business Case for the replacement of the Shire's Volvo Backhoe. The report contained the following:

- Site visit and meeting with yourself and Works Supervisor to understand the use and requirement of the proposed machine.
- Research of other machines in that, and similar, category.
- Research of those machines for:
 - Fit for purpose
 - Where does this machine fit in your fleet (too big, too small, doubling up?)
 - Warranty
 - Service internals and costs
 - Average costs of major/minor parts
 - Available attachments
 - Horsepower and breakout forces
 - Optimum resale value and date
 - References from other shires/companies with these machines

Recommendations for:

- Purchasing options and compliance (Equotes, RFT, RFQ..)
- Preferred machine
- Purchasing specifications

The report was adopted at the 21/08/2018 meeting and E-Quotes were called.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

Asset Management Policy

Policy 54 – Purchasing

FINANCIAL IMPLICATIONS

The recommendation is within the 2018/19 Adopted Budget figures.

STRATEGIC IMPLICATIONS

The report made some recommendations regarding optimum resale time and resale values from the Institute of Public Works Engineering.

COMMENT

Reasoning behind recommendation to proceed to quote:

- Backhoes are purchased mainly for loading and excavations, therefore minimum design and maximum power should be to those implements. Larger front tyres and 4 wheel steering do take hydraulic power and design away from the main implements of a backhoe.
- 4WD/4WS steering backhoes are heavier and lose benefits of the machine on soft boggy ground.
- The benefits of manoeuvrability are minimal as smaller front tyres allow the machine to turn in a small radius.
- There is minimal difference in front bucket sizes between the larger backhoe (1.3m3) and the smaller backhoe (1.1m3)
- Purchase of 4WD/2WS will be within Council's current budget
- Replacing the existing backhoe with a larger backhoe is estimated to cost an additional \$3,000 per year.

COUNCIL DECISION 21/08/2018

Moved Cr Morrell seconded Cr Douglas that Council accepts the recommendations contained in the attached Assessment Report as follows:

1. *That the Shire of Woodanilling request quotations from the WALGA Preferred Supplier Tender Panel. This would ensure the trade/sale of the existing backhoe and the purchase of new (including attachments) is compliant with the Local Government Purchasing regulations and Council's Purchasing policy.*
2. *That the Shire of Woodanilling request quotations for a Backhoe Loader, 4 wheel drive, with a horsepower range of 95 to 110. However if a same size tyre machine falls within Council's budget, it should be considered. **CARRIED 5/0***

VOTING REQUIREMENTS

As required

RECOMMENDATION & COUNCIL DECISION – ITEM 10.4.1 E-QUOTES – VOLVO BACKHOE REPLACEMENT

Moved Cr Young seconded Cr Trimming that Council shortlist the replacement of the Volvo Backhoe to the following three submissions:

Komatsu WB97R-5, JCB 3CX Classic & CASE 580ST

CARRIED 5/0

RECOMMENDATION & COUNCIL DECISION – ITEM 10.4.2 E-QUOTES – VOLVO BACKHOE REPLACEMENT

Moved Cr Young seconded Cr Douglas that Council delegate authority to the CEO the ability to implement the final decision on the replacement of the Volvo backhoe on the proviso that the purchase is within budget.

CARRIED BY AN ABSOLUTE MAJORITY OF 5/0

RESUMPTION OF STATUTORY ORDERS

Moved Cr Young seconded Cr Trimming that Council resume standing orders at 5:03pm

CARRIED 5/0



RFT1118 - Supply and Delivery of New Backhoe Loader and Trade of Existing Backhoe Loader

Assessment Report

October 2018



Purchase of Backhoe Loader – Assessment Report

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Prepared by:



Howson Management Pty Ltd (ACN 125 019 614) ATF BK&E Family Trust T/A Howson Technical (ABN 37 194 145 900)PO Box 619, DONNYBROOK WA 6239

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Purchase of Backhoe Loader – Assessment Report

Revisions

| Revision | Description | Date | By |
|-----------------|--------------------------|-------------|-----------|
| A | Issued to Client - DRAFT | 10/10/ 2018 | BH |
| | | | |
| | | | |
| | | | |
| | | | |



Purchase of Backhoe Loader – Assessment Report

1. Introduction

1.1. Scope of Works

Following an investigation into the preferred type of backhoe suitable for the Shire of Woodanilling, it was decided at the July Ordinary Council meeting that there was no specific requirement for 4 wheel drive / 4 wheel steering machine and that tenders should be called for the supply of a backhoe.

The Shire of Woodanilling issued a Request for Tender through the WALGA Preferred Supplier Tender (E-quotes)

HOWSON Management was then engaged by the Shire of Woodanilling to sit on the assessment team and complete a report for the most suitable backhoe replacement.

The assessment team is:

- Barry Taylor – Works Manager
- Ganesh Penfold – Shire Mechanic
- Bret Howson – Engineering Consultant

1.2. Information Reviewed

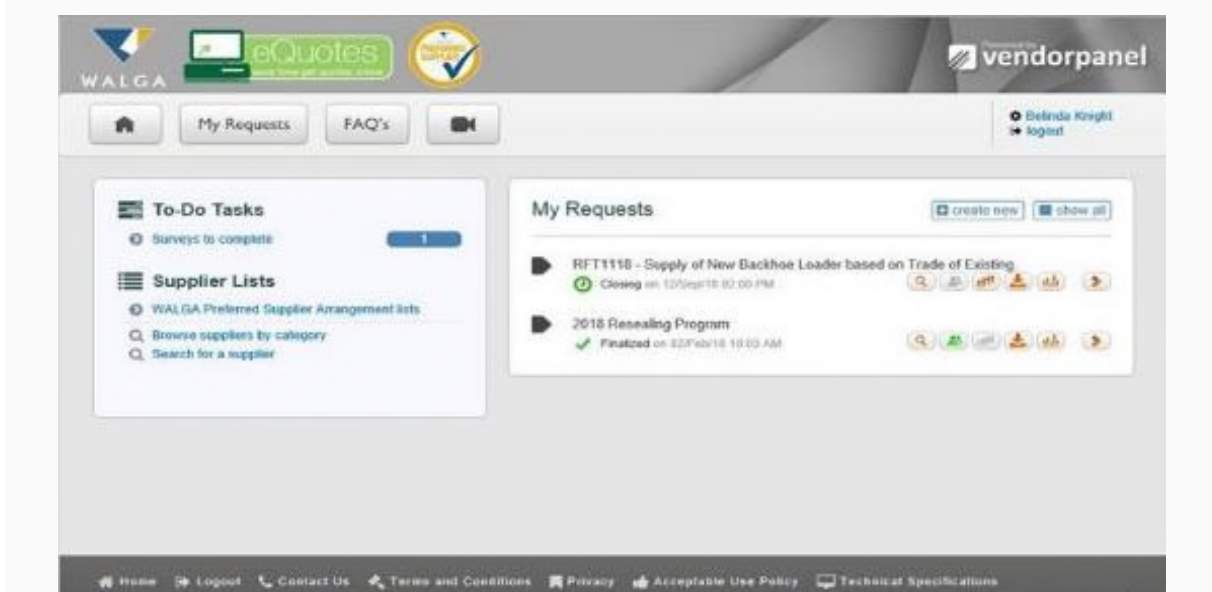
The assessment team reviewed the most recent copy of the following documents:

- Shire of Woodanilling 2018/19 Annual Budget
- Backhoe suppliers specifications
- Quotations and specifications from suppliers
- Visual inspections
- Site meetings/discussions with suppliers

2. Methodology

2.1. General

A request for quotation was lodged on the WALGA Preferred Supplier vendor panel website on Sunday 26th August 2018. The closing dates was listed as 10th September 2018.






Purchase of Backhoe Loader – Assessment Report

During the advertising process, it was noted that the document was missing some formatting required for the WALGA E-quote system. Additional comments were added, and the closing date was extended to the 18th September 2018 to ensure all tenderers had time to clarify any concerns.

2.2 Submissions


The Shire received 9 submissions. They were as follows:


| | | |
|---------------------------|-----------------------------|------------------------------------------------------------------------------------|
| | Westrac CAT 432F2 |  |
| Engine | 74kw / 101hp | |
| Operating Weight | 8479 kg | |
| Width | 2352 mm | |
| Length | 5734 mm | |
| Travel height | 4018 mm | |
| Dig Depth | 6145 mm | |
| Noise Emission | 101 dB | |
| Fuel Tank Capacity | 160 l | |
| Transmission | 4 speed | |
| Warranty | 36M / 3000hr | |


| | | |
|---------------------------|----------------------------|--------------------------------------------------------------------------------------|
| | Hitachi JD 315SL |  |
| Engine | 72 kw / 97 hp | |
| Operating Weight | 8280 kg | |
| Width | 2430 mm | |
| Length | 5960 mm | |
| Travel height | 3630 mm | |
| Dig Depth | 5350 mm | |
| Noise Emission | 101 dB | |
| Fuel Tank Capacity | 140 l | |
| Transmission | 5 speed | |
| Warranty | 36M / 6000hr | |



Purchase of Backhoe Loader – Assessment Report


| | | |
|---------------------------|-------------------------------|------------------------------------------------------------------------------------|
| | ADT WA Hydrema 906F |  |
| Engine | 90kw / 122hp | |
| Operating Weight | 9200 kg | |
| Width | 2550 mm | |
| Length | | |
| Travel height | 4130 mm | |
| Dig Depth | 4810 mm | |
| Noise Emission | 101 dB | |
| Fuel Tank Capacity | 155 l | |
| Transmission | 6 speed | |
| Warranty | 12M / 2000hr | |


| | | |
|---------------------------|-------------------------------|-------------------------------------------------------------------------------------|
| | ADT WA Hydrema 926F |  |
| Engine | 108kw / 145hp | |
| Operating Weight | 9500 kg | |
| Width | 2550 mm | |
| Length | | |
| Travel height | 4010 mm | |
| Dig Depth | 5940 mm | |
| Noise Emission | 102 dB | |
| Fuel Tank Capacity | 155 l | |
| Transmission | 6 speed | |
| Warranty | 12M / 2000hr | |


| | | |
|---------------------------|----------------------------------|--------------------------------------------------------------------------------------|
| | New Holland CASE 580ST |  |
| Engine | 72kw / 97hp | |
| Operating Weight | 8100 kg | |
| Width | 2430 mm | |
| Length | 5560 mm | |
| Travel height | 3455 mm | |
| Dig Depth | 5430 kg | |
| Noise Emission | 102 dB | |
| Fuel Tank Capacity | 145 l | |
| Transmission | 4 speed | |
| Warranty | 36M / 3000hr | |



Purchase of Backhoe Loader – Assessment Report


| | | |
|---------------------------|-----------------------------------------|------------------------------------------------------------------------------------|
| | <u>New Holland</u> CASE 695ST |  |
| Engine | 82kw / 110hp | |
| Operating Weight | 8840 kg | |
| Width | 2430 mm | |
| Length | 5560 mm | |
| Travel height | 3455 mm | |
| Dig Depth | 5430 mm | |
| Noise Emission | 102 dB | |
| Fuel Tank Capacity | 124 l | |
| Transmission | 4 speed | |
| Warranty | 36M / 3000hr | |

| | | |
|---------------------------|--------------------------------------|-------------------------------------------------------------------------------------|
| | <u>JCB</u> JCB 3CX Classic |  |
| Engine | 69kw / 92 hp | |
| Operating Weight | 8070 kg | |
| Width | 2350 mm | |
| Length | 5620 mm | |
| Travel height | 3610 mm | |
| Dig Depth | 5460 mm | |
| Noise Emission | 102 dB | |
| Fuel Tank Capacity | 160 l | |
| Transmission | 4 speed | |
| Warranty | 12M / 2000hr | |

| | | |
|---------------------------|------------------------------------|--------------------------------------------------------------------------------------|
| | <u>JCB</u> JCB 3CX Elite |  |
| Engine | 81kw / 109hp | |
| Operating Weight | 8070 kg | |
| Width | 2350 mm | |
| Length | 5620 mm | |
| Travel height | 3610 mm | |
| Dig Depth | 5460 mm | |
| Noise Emission | 102 dB | |
| Fuel Tank Capacity | 160 l | |
| Transmission | 6 speed | |
| Warranty | 12M / 2000hr | |



Purchase of Backhoe Loader – Assessment Report

| | | |
|---------------------------|-----------------------------------|------------------------------------------------------------------------------------|
| | Komatsu Komatsu WB97R-5 |  |
| Engine | 74kw / 99 hp | |
| Operating Weight | 8610 kg | |
| Width | 2320mm | |
| Length | 5895 mm | |
| Travel height | 3780 mm | |
| Dig Depth | 6465 mm | |
| Noise Emission | 102 dB | |
| Fuel Tank Capacity | 150 l | |
| Transmission | 4 speed | |
| Warranty | 60M / 6000hr | |

2.3 Assessment Criteria

The assessment team will make a series of value judgements based on the capability of the Tenderers to complete the requirements, and a number of factors will be considered including:

- (a) the qualitative ranking of each Tenderer; and
- (b) the pricing submitted by each Tenderer.

The following are the criteria by which the tenderers were assessed:

2.3.1 Price Criteria

The assessment criteria used for assessing the price was as follows:

| PRICE 60% | | | | | | | | |
|-----------|------|------|------|------|------|------|------|------|
| 1st | 2nd | 3rd | 4th | 5th | 6th | 7th | 8th | 9th |
| 60.0 | 54.0 | 48.0 | 42.0 | 36.0 | 30.0 | 24.0 | 18.0 | 12.0 |

2.3.2 Relevant Experience Criteria

The assessment criteria used for assessing the experience in supplying appropriate equipment was as follows:

| Experience in supplying Shire Equipment 15% | | | | | | | | |
|---------------------------------------------|------|------|------|-----|-----|-----|-----|-----|
| 1st | 2nd | 3rd | 4th | 5th | 6th | 7th | 8th | 9th |
| 15.0 | 13.5 | 12.0 | 10.5 | 9.0 | 7.5 | 6.0 | 4.5 | 3.0 |



Purchase of Backhoe Loader – Assessment Report

2.3.3 Key Personnel Skills and Experience Criteria

The assessment criteria used for assessing the skills and experience required for servicing the equipment was as follows:

| Experience in servicing equipment 10% | | | | | | | | |
|---------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|
| 1st | 2nd | 3rd | 4th | 5th | 6th | 7th | 8th | 9th |
| 10.0 | 9.0 | 8.0 | 7.0 | 6.0 | 5.0 | 4.0 | 3.0 | 2.0 |

2.3.4 Ability to Supply Equipment and Training Criteria

The assessment criteria used for assessing the skills and experience required for supplying the equipment and providing suitable training and support was as follows:

| Demonstrated ability to supply equipment & provide training 5% | | | | | | | | |
|----------------------------------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|
| 1st | 2nd | 3rd | 4th | 5th | 6th | 7th | 8th | 9th |
| 5.0 | 4.5 | 4.0 | 3.5 | 3.0 | 2.5 | 2.0 | 1.5 | 1.0 |

2.4 Assessment Scoring

Once the tenders have been ranked, the assessment team will make a value judgement as to the cost affordability, qualitative ranking and risk of each Tender, in order to determine the Tender which is most advantageous to the Principal.

The tendered price will be considered along with related factors affecting the total cost to the Principal. e.g. the lifetime operating costs of goods or the Principal's contract management costs may also be considered in assessing the best value for money outcome.

The following people completed the assessments.

Barry Taylor's Assessment

| Barry | Price | Experience | Skill | Resources | Services | TOTAL SCORE |
|-----------------|-------|------------|-------|-----------|----------|--------------------|
| CAT 432F2 | 30.0 | 13.5 | 6 | 5 | 3 | 57.5 |
| JD 315SL | 36.0 | 10.5 | 9 | 6 | 3 | 64.5 |
| Hydremic 906F | 18.0 | 7.5 | 5 | 3 | 2.5 | 36.0 |
| Hydremic 926F | 12.0 | 7.5 | 5 | 2 | 2.5 | 29.0 |
| CASE 580ST | 60.0 | 12 | 10 | 7 | 4.5 | 93.5 |
| CASE 695ST | 48.0 | 12 | 10 | 8 | 4.5 | 82.5 |
| JCB 3CX Classic | 42.0 | 15 | 8 | 9 | 4 | 78.0 |
| JCB 3CX Elite | 24.0 | 15 | 8 | 10 | 4 | 61.0 |
| Komatsu WB97R-5 | 54.0 | 9 | 7 | 4 | 3.5 | 77.5 |



Purchase of Backhoe Loader – Assessment Report

Shortlist - Barry Taylor

| Barry | Price | Experience | Skill | Resources | Services | TOTAL SCORE |
|------------------------|--------------|-------------------|--------------|------------------|-----------------|--------------------|
| CASE 580ST | 60 | 12 | 10 | 7 | 4.5 | 93.5 |
| CASE 695ST | 48 | 12 | 10 | 8 | 4.5 | 82.5 |
| JCB 3CX Classic | 42 | 15 | 8 | 9 | 4 | 78 |
| Komatsu WB97R-5 | 54 | 9 | 7 | 4 | 3.5 | 77.5 |
| JD 315SL | 36 | 10.5 | 9 | 6 | 3 | 64.5 |
| JCB 3CX Elite | 24 | 15 | 8 | 10 | 4 | 61 |
| CAT 432F2 | 30 | 13.5 | 6 | 5 | 3 | 57.5 |
| Hydremic 906F | 18 | 7.5 | 5 | 3 | 2.5 | 36 |
| Hydremic 926F | 12 | 7.5 | 5 | 2 | 2.5 | 29 |

Ganesh Penfold's Assessment

| Ganesh | Price | Experience | Skill | Resources | Services | TOTAL SCORE |
|-----------------|--------------|-------------------|--------------|------------------|-----------------|--------------------|
| CAT 432F2 | 30.0 | 13.5 | 9 | 10 | 3 | 65.5 |
| JD 315SL | 36.0 | 12 | 10 | 9 | 4.5 | 71.5 |
| Hydremic 906F | 18.0 | 7.5 | 5 | 3 | 2.5 | 36.0 |
| Hydremic 926F | 12.0 | 7.5 | 5 | 2 | 2.5 | 29.0 |
| CASE 580ST | 60.0 | 9 | 6 | 5 | 4 | 84.0 |
| CASE 695ST | 48.0 | 9 | 5 | 4 | 4 | 70.0 |
| JCB 3CX Classic | 42.0 | 15 | 8 | 8 | 5 | 78.0 |
| JCB 3CX Elite | 24.0 | 15 | 8 | 7 | 5 | 59.0 |
| Komatsu WB97R-5 | 10.5 | 10.5 | 7 | 6 | 3.5 | 37.5 |

Shortlist - Ganesh Penfold's

| Ganesh | Price | Experience | Skill | Resources | Services | TOTAL SCORE |
|------------------------|--------------|-------------------|--------------|------------------|-----------------|--------------------|
| CASE 580ST | 60 | 9 | 6 | 5 | 4 | 84 |
| JCB 3CX Classic | 42 | 15 | 8 | 8 | 5 | 78 |
| JD 315SL | 36 | 12 | 10 | 9 | 4.5 | 71.5 |
| CASE 695ST | 48 | 9 | 5 | 4 | 4 | 70 |
| CAT 432F2 | 30 | 13.5 | 9 | 10 | 3 | 65.5 |
| JCB 3CX Elite | 24 | 15 | 8 | 7 | 5 | 59 |
| Komatsu WB97R-5 | 10.5 | 10.5 | 7 | 6 | 3.5 | 37.5 |
| Hydremic 906F | 18 | 7.5 | 5 | 3 | 2.5 | 36 |
| Hydremic 926F | 12 | 7.5 | 5 | 2 | 2.5 | 29 |



Purchase of Backhoe Loader – Assessment Report

Bret Howson's Assessment

| Bret | Price | Experience | Skill | Resources | Services | TOTAL SCORE |
|-----------------|-------|------------|-------|-----------|----------|--------------------|
| CAT 432F2 | 30.0 | 15.0 | 10.0 | 9.0 | 4.5 | 68.5 |
| JD 315SL | 36.0 | 10.5 | 8.0 | 6.0 | 3.5 | 64.0 |
| Hydremic 906F | 18.0 | 7.5 | 5.0 | 5.0 | 2.5 | 38.0 |
| Hydremic 926F | 12.0 | 7.5 | 5.0 | 2.0 | 2.5 | 29.0 |
| CASE 580ST | 60.0 | 9.0 | 6.0 | 3.0 | 3.0 | 81.0 |
| CASE 695ST | 48.0 | 9.0 | 6.0 | 4.0 | 3.0 | 70.0 |
| JCB 3CX Classic | 42.0 | 12.0 | 7.0 | 10.0 | 4.0 | 75.0 |
| JCB 3CX Elite | 24.0 | 12.0 | 7.0 | 5.0 | 4.0 | 52.0 |
| Komatsu WB97R-5 | 54.0 | 13.5 | 9.0 | 8.0 | 5.0 | 89.5 |

Shortlist – Bret Howson

| Bret | Price | Experience | Skill | Resources | Services | TOTAL SCORE |
|------------------------|-------|------------|-------|-----------|----------|--------------------|
| Komatsu WB97R-5 | 54 | 13.5 | 9 | 8 | 5 | 89.5 |
| CASE 580ST | 60 | 9 | 6 | 3 | 3 | 81 |
| JCB 3CX Classic | 42 | 12 | 7 | 10 | 4 | 75 |
| CASE 695ST | 48 | 9 | 6 | 4 | 3 | 70 |
| CAT 432F2 | 30 | 15 | 10 | 9 | 4.5 | 68.5 |
| JD 315SL | 36 | 10.5 | 8 | 6 | 3.5 | 64 |
| JCB 3CX Elite | 24 | 12 | 7 | 5 | 4 | 52 |
| Hydremic 906F | 18 | 7.5 | 5 | 5 | 2.5 | 38 |
| Hydremic 926F | 12 | 7.5 | 5 | 2 | 2.5 | 29 |

3. Pricing (Confidential)

Below is the cost of each machine submitted for tender, with the trade in price offered for the existing backhoe. The trade-in has been taken into account for the assessment.

The Council has allowed \$130,000 in the 2018/19 budget for the changeover of the Shire's backhoe, however all machines submitted are over this budget amount. This report takes into account the \$130,000 budget figure, acknowledges that any purchase will exceed this figure, and attempts to minimise any additional costs required for the changeover of the backhoe.

| | |
|----------------------------|-----------------------------|
| | Westrac CAT 432F2 |
| Price | \$ 192,170.00 |
| GST | \$ 19,217.00 |
| Total | \$ 211,387.00 |
| Trade-in (Ex GST) | \$ 31,000.00 |
| Changeover (ex GST) | \$ 161,170.00 |



Purchase of Backhoe Loader – Assessment Report

| | Hitachi JD 315SL |
|----------------------------|----------------------------|
| Price | \$ 182,000.00 |
| GST | \$ 18,200.00 |
| Total | \$ 200,200.00 |
| <i>Trade-in (Ex GST)</i> | \$ 24,000.00 |
| Changeover (ex GST) | \$ 158,000.00 |

| | ADT WA Hydrema 906F |
|----------------------------|-------------------------------|
| Price | \$ 335,292.00 |
| GST | \$ 33,529.20 |
| Total | \$ 368,821.20 |
| <i>Trade-in (Ex GST)</i> | \$ 31,000.00 |
| Changeover (ex GST) | \$ 304,292.00 |

| | ADT WA Hydrema 926F |
|----------------------------|-------------------------------|
| Price | \$ 369,652.00 |
| GST | \$ 36,965.20 |
| Total | \$ 406,617.20 |
| <i>Trade-in (Ex GST)</i> | \$ 31,000.00 |
| Changeover (ex GST) | \$ 338,652.00 |

| | New Holland CASE 580ST |
|----------------------------|----------------------------------|
| Price | \$ 161,980.00 |
| GST | \$ 16,198.00 |
| Total | \$ 178,178.00 |
| <i>Trade-in (Ex GST)</i> | \$ 31,500.00 |
| Changeover (ex GST) | \$ 130,480.00 |

| | New Holland CASE 695ST |
|----------------------------|----------------------------------|
| Price | \$ 172,200.00 |
| GST | \$ 17,220.00 |
| Total | \$ 189,420.00 |
| <i>Trade-in (Ex GST)</i> | \$ 31,500.00 |
| Changeover (ex GST) | \$ 140,700.00 |



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| | JCB JCB 3CX Classic |
|----------------------------|-------------------------------|
| Price | \$ 187,000.00 |
| GST | \$ 18,700.00 |
| Total | \$ 205,700.00 |
| <i>Trade-in (Ex GST)</i> | \$ 35,000.00 |
| Changeover (ex GST) | \$ 152,000.00 |

| | JCB JCB 3CX Elite |
|----------------------------|-----------------------------|
| Price | \$ 197,100.00 |
| GST | \$ 19,710.00 |
| Total | \$ 216,810.00 |
| <i>Trade-in (Ex GST)</i> | \$ 35,000.00 |
| Changeover (ex GST) | \$ 162,100.00 |

| | Komatsu Komatsu WB97R-5 |
|----------------------------|-----------------------------------|
| Price | \$ 163,000.00 |
| GST | \$ 16,300.00 |
| Total | \$ 179,300.00 |
| <i>Trade-in (Ex GST)</i> | \$ 23,000.00 |
| Changeover (ex GST) | \$ 140,000.00 |



Purchase of Backhoe Loader – Assessment Report

4. Whole of Life Consideration

When purchasing a piece of machinery the Shire should consider the whole of life cost. This is the total cost of ownership over the life of the machine. Whole-of life costing is a key component in the evaluating asset acquisition. A whole of life appraisal is generally a broader based assessment, considering benefits and indirect or intangible costs as well as direct costs.

Below is the whole of life costings for the machines submitted:

| Machine | After | Resale | Years | Hours | Total | Total |
|-----------------|--------------|--------------|-------|--------|------------|-------------|
| | Trade | | | Km | \$/Hr | \$/year |
| | Price | | | / Year | to Council | to Council |
| CASE 580ST | \$130,480.00 | \$ 59,000.00 | 8 | 600 | \$ 43.92 | \$26,354.80 |
| CAT 432F2 | \$161,170.00 | \$ 75,000.00 | 8 | 600 | \$ 46.62 | \$27,970.70 |
| CASE 695ST | \$140,700.00 | \$ 62,000.00 | 8 | 600 | \$ 46.76 | \$28,057.00 |
| JCB 3CX Classic | \$152,000.00 | \$ 62,000.00 | 8 | 600 | \$ 47.32 | \$28,392.00 |
| Komatsu WB97R-5 | \$140,000.00 | \$ 48,000.00 | 8 | 600 | \$ 47.69 | \$28,612.00 |
| JCB 3CX Elite | \$162,100.00 | \$ 68,000.00 | 8 | 600 | \$ 48.07 | \$28,843.00 |
| JD 315SL | \$158,000.00 | \$ 52,000.00 | 8 | 600 | \$ 50.25 | \$30,152.00 |
| Hydrema 926F | \$304,292.00 | \$173,000.00 | 8 | 600 | \$ 55.07 | \$33,044.12 |
| Hydrema 906F | \$338,652.00 | \$143,000.00 | 8 | 600 | \$ 68.02 | \$40,811.72 |

The tenderers supplied general operating costings, however industry costings were used to prepare the above table.

All of the machines were very similar, however the JCB Backhoe is the only machine which does not use Adblue Diesel Fuel Emission liquid. This is a liquid additive to reduce the NOx. This is produced from the reaction of nitrogen and oxygen gases in the air during combustion, especially at high temperatures. In areas of high motor vehicle traffic, such as cities, the amount of nitrogen oxides emitted into the atmosphere increases air pollution.

Adblue systems add approximately \$0.37 per litre of fuel. This is minimal and only has a marginal effect on the whole of life cost of the machine and not a deciding factor.



Purchase of Backhoe Loader – Assessment Report

5. General Requirements/Options

5.1 Available Attachments

The following is a list of attachments and extras which are included in the prices assessed.

- 4-1 front bucket
- Flip over forks
- 300mm backhoe bucket with teeth
- 600mm backhoe bucket with teeth
- 1200mm wide batter bucket
- 750mm wide bucket (graves)
- Front and Rear craning valves
- Pilot operated backhoe controls
- Ride control
- Hydraulic side shift
- Stabiliser street pads
- 2 x Amber beacon with guard
- 40 channel 2 way radio
- AM/FM radio
- Window tint
- Fire extinguisher
- Licensed
- Hi Visibility Tape

5.2 Warranty Details

The following is a list of machine warranties which are included in the prices assessed.

| | | | |
|---------------------------------------------|--------------------------------------------|------------------------------------------------|------------------------------------------------|
| Westrac CAT 432F2 36M / 3000hr | Hitachi JD 315SL 36M / 6000hr | ADT WA Hydremic 906F 12M / 2000hr | ADT WA Hydremic 926F 12M / 2000hr |
|---------------------------------------------|--------------------------------------------|------------------------------------------------|------------------------------------------------|

| | | | | |
|--------------------------------------------------|--------------------------------------------------|-----------------------------------------------|---------------------------------------------|---------------------------------------------------|
| New Holland CASE 580ST 36M / 3000hr | New Holland CASE 695ST 36M / 3000hr | JCB JCB 3CX Classic 12M / 2000hr | JCB JCB 3CX Elite 12M / 2000hr | Komatsu Komatsu WB97R-5 60M / 6000hr |
|--------------------------------------------------|--------------------------------------------------|-----------------------------------------------|---------------------------------------------|---------------------------------------------------|



Purchase of Backhoe Loader – Assessment Report

6. Recommendations

It is recommended that the Shire of Woodanilling shortlist the replacement of the backhoe to the following three submissions:

| | <u>Komatsu</u> Komatsu WB97R-5 |
|----------------------------|------------------------------------------|
| Price | \$ 163,000.00 |
| GST | \$ 16,300.00 |
| Total | \$ 179,300.00 |
| Trade-in (Ex GST) | \$ 23,000.00 |
| Changeover (ex GST) | \$ 140,000.00 |

Comments: Machine has not been viewed at the time of preparing this report, but has a good warranty and support from Komatsu.

| | <u>JCB</u> JCB 3CX Classic |
|----------------------------|--------------------------------------|
| Price | \$ 187,000.00 |
| GST | \$ 18,700.00 |
| Total | \$ 205,700.00 |
| Trade-in (Ex GST) | \$ 35,000.00 |
| Changeover (ex GST) | \$ 152,000.00 |

Comments: Good machine, well built.

| | <u>New Holland</u> CASE 580ST |
|----------------------------|-----------------------------------------|
| Price | \$ 161,980.00 |
| GST | \$ 16,198.00 |
| Total | \$ 178,178.00 |
| Trade-in (Ex GST) | \$ 31,500.00 |
| Changeover (ex GST) | \$ 130,480.00 |

Comments: Seemed under engineered at demonstration, hydraulic hoses not guarded very well and could get caught on trees and branches.

The Shire has recently seen a demonstration from the JCB 3CX, and the CASE 580ST, therefore it is recommended that Komatsu be offered the opportunity to demonstrate the WB97R-5 before a final decision is made.

The Deputy CEO and Works Supervisor returned to the meeting at 5:03pm

CONSIDERATION OF WORKS SUPERVISOR REPORT

Moved Cr Brown seconded Cr Trimming that the Works Supervisor be invited to bring forward, and present, his report at 5:05pm

CARRIED 5/0

The Works Supervisor presented a verbal report.

Barry Taylor left the meeting at 5.27pm and did not return.

Sean Fletcher left the meeting at 5.27pm and returned at 5:32pm

10.5.TOWN PLANNING SCHEME NO 1 REVIEW

| | |
|-----------------------------------|----------------------------------------------------------|
| Proponent | Shire of Woodanilling |
| Owner | N/A |
| Location/Address | Whole of Shire |
| Author of Report | B Knight |
| Date of Meeting | |
| Previous Reports | August 2015 & 2017 |
| Disclosure of any Interest | CEO notes that the item has been prepared by her husband |
| File Reference | |
| Attachments | None |

BRIEF SUMMARY

To consider the statutory review of Town Planning Scheme No 1 and preparation of a Local Planning Strategy.

BACKGROUND

The Planning and Development (Local Planning Schemes) Regulations 2015 commenced operation from 19 October 2015. The Regulations require that a planning scheme is to be reviewed six months of the anniversary of its gazettal in 2017. As Town Planning Scheme No 1 was gazetted on the 8th July 2005, the review was due by the 8th January 2018. The Department of Planning Lands and Heritage has not been rigid in relation to this given that most Council schemes are affected. The Department has now written to Council to remind it of the need to progress the review process.

At its Meeting in August 2017 the Council considered the review process and resolved:

- 1) 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.
- 2) 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.

The review has not been expedited because of the review of the planning system by the Minister announcements of further revisions to the Regulations which have not been gazetted.

STATUTORY/LEGAL IMPLICATIONS

- Planning and Development Act 2005
- Planning and Development (Local Planning Schemes) Regulations 2015

Within 90 days of receiving the Planning Scheme review report, the Commission must:

- (a) decide whether the Commission agrees or disagrees with the recommendations in the report; and
- (b) notify the local government which prepared the report of the Commission's decision.

After receiving notification of the Commission's decision on a report of a review of a local planning scheme the local government must —

- (a) publish the report and notice of the Commission's decision on the website of the local government or in any other manner approved by the Commission; and
- (b) make the report and notice of the Commission's decision available for inspection at the office of the local government.

POLICY IMPLICATIONS

Existing Local Planning Policies will not be affected.

FINANCIAL IMPLICATIONS

Potential significant costs depending upon the decision of the Planning Commission to:

- Require that a new planning scheme be prepared;
- Require that a new Local Planning Strategy be prepared even if no new scheme is required; or
- Allow progressive updating of the Scheme.

While the magnitude of the costs might be mitigated by not having any new development areas, all schemes go through the same consultation and advertising process. The majority of the costs relates to the time required to undertake this.

In the event that new development areas are proposed then these must be justified both strategically and also in terms of their physical capability and suitability. This would normally require detailed specialist investigations even at a broad strategic level; including flora, fauna, land capability, district or urban water management strategy; bushfire hazard assessments; and servicing.

STRATEGIC IMPLICATIONS

Potential revision of the Local Planning Strategy

CONSULTATION/COMMUNICATION

- Department of Planning Lands and Heritage
- Department of Water and Environmental Regulation

COMMENT

Scheme Review

The Planning Scheme review report is to consider whether the local planning scheme is up-to-date and it is to include:

- the date the local planning scheme was gazetted;
- a list of amendments to the scheme including dates they were gazetted;
- when the scheme was last consolidated under Part 5 of the Act;
- an overview of subdivision and development activity, lot take up and population change in the scheme area since the scheme gazettal / last review; and
- details of any amendment to the scheme that have been undertaken to bring it into line with other legislation, region scheme or State planning policy (r. 64(2)).

The report must make recommendations as to —

- (a) whether the scheme —
 - (i) is satisfactory in its existing form; or
 - (ii) should be amended; or
 - (iii) should be repealed and a new scheme prepared in its place; and
- (b) whether the local planning strategy for the scheme —
 - (i) is satisfactory in its existing form; or

- (ii) should be reviewed; or
- (iii) should be repealed and a new strategy prepared in its place.

Scheme Explanatory Report (2005)

The preparation of Town Planning Scheme No 1 was supported by a scheme explanatory report. This provided an overview of the environment and land use including population. The environmental issues were summarised as:

The Wheatbelt of Western Australia has been cleared of vegetation for use for agricultural purposes in a continual trend since the beginning of European settlement. It is now feeling the repercussions of that clearing through increasing salinisation of soils, wind and water erosion, compaction from livestock and overgrazing. The natural environment and the presence of naturally occurring flora and fauna have been altered to an unrecognisable state which has become a concern for the community within this zone, and the wider community at large. Whilst concern, conservation and maintenance of the environment is of paramount importance it should be recognised that the Wheatbelt is of significant economic importance in the State of Western Australia and therefore a balance must be found to ensure that the farmland of the Wheatbelt remains environmentally and economically sustainable into the future.

The land use issues were summarised as:

- a) The population of the Shire has been relatively static over the past twenty years with a slightly negative trend.
- b) The Woodanilling Townsite appears to have adequate land for most uses in the foreseeable future.
- c) Residential Codes (R-Codes) have been designated on the Scheme Maps to permit some subdivision.
- d) The commercial and Industrial areas of the town have some available space for expansion.
- e) The Shire has a large number of State reserves, vested for a broad range of purposes, which have been clearly marked on the Scheme Maps.
- f) The Boyerine Townsite is a gazetted and subdivided townsite that has never been developed. It is considered that this area should be zoned rural until such time as it is needed for development.
- g) Urban and rural Census statistics indicate that there has been a gradual depopulation and decline in agriculture which may be related to increasing salinity and increased agricultural mechanisation.
- h) The Woodanilling Town Centre is not directly accessible and is partly screened from the Great Southern Highway. There may be an opportunity of opening the town up and attracting passing trade.
- i) The land on the south-east corner of the Robinson Road and Great Southern Highway has been zoned Additional Use. This is to provide services to passing traffic and to encourage travellers to visit Woodanilling in the east.
- j) The potential impact of development on native vegetation.
- k) The potential impact of salinity on development.

Following community consultation, the following recommendations were made in relation to the preparation of the Scheme.

- 5.1 The Shire Council support the zoning of an Additional Use Zone on the south-eastern corner of the Robinson Road - Great Southern Highway intersection to allow for the development of this site for further tourist activities including for passing motorists, including for a service station, shop and or restaurant.
- 5.2 The Shire Council support the zoning of remnant bushland in the town for rural purposes and the inclusion of the existing lots over one hectare in area in the Woodanilling Townsite in the Local Rural Zone, incorporating zoning provisions to minimise the impact of development on remnant vegetation and to provide for revegetation.

- 5.3 The Shire Council support low density residential codes (R-Codes) in the Woodanilling townsite to help preserve the rural character.
- 5.4 The Shire Council give full support to all the land management projects in the Shire in order to reduce the negative effects of salinisation.
- 5.5 The Shire Council support the zoning of the Boyerine townsite as rural.

While a number of these issues are still relevant others were addressed in the preparation of the Scheme and others no longer apply. Hence the Scheme Explanatory Report has little relevance to the present administration of the Scheme.

Local Planning Strategy

The first issue is the relationship between the Town Planning Scheme and Local Planning Strategy. The Local Planning Strategy sets out the long-term planning directions for the Scheme area. It provides the justification for the zones and provisions within the Town Planning Scheme.

Local planning strategies contain the strategic plan and policy context of a local planning scheme. They set out the general aims, intentions and desired outcomes for long-term growth and change, having regard to social, economic and environmental factors. Local planning strategies provide direction as to the circumstances in which particular land uses and development should be planned. Of particular importance is the need to ensure there is sufficient infrastructure in a locality to accommodate managed growth. An assessment of the capacity of infrastructure such as water, sewerage, electricity and roads is usually considered in a local planning strategy. Local government may also identify residential densities and commercial centres in its local planning strategy.

The development of a new Local Planning Strategy must be done in consultation with the community and relevant government agencies. Typically, the agencies will seek to promote their own initiatives which then have to be addressed even if they are not relevant to the Shire. These may include sustainability objectives, water wise measures, environmental health improvements, conservation measures, landcare etc.

In relation to the scheme review it is noted that:

- a) There is no Local Planning Strategy for the Shire;
- b) A Local Planning Strategy is critical when any review of the Scheme proposes new development areas; and
- c) Any new Planning Scheme must be accompanied by a Local Planning Strategy.

Model Scheme Text

The Model Scheme Text is a set of standardised scheme provisions which Councils have been required to have regard to whenever they amend the Local Planning Scheme. These provisions have been updated with the introduction of the Regulations. Modifications from the model scheme provisions are to be by exception and require to be justified.

When the Scheme is reviewed or updated Council will be expected to include the new Model Scheme Text so as to achieve greater consistency in all schemes across the State.

The Scheme presently does not comply with the Model Scheme Text provisions and this will have a major impact on the Scheme including the zone names.

Deemed Provisions

The Schedule 2 Part 1 of the Regulations contain the uniform provisions which apply to all Planning Schemes in the State. These are referred to as the "Deemed Provisions" and they address:

- Terms used in the scheme;
- Local planning framework and planning policies;
- Heritage protection;
- Structure plans;

- Activity centre plans;
- Local development plans;
- Requirements for development approval;
- Applications for development approval;
- Procedure for dealing with applications;
- Bushfire risk management; and
- Enforcement and administration.

The Deemed Provisions are separate and different to the Model Scheme Text. Any amendment to the Scheme must have regard to the Model Scheme Text while the Deemed Provisions apply automatically.

Proposed Amendment No 3 will update the Scheme to reflect the Deemed Provisions which will assist in arguing that a new Scheme is not required.

Development activity and issues

There is a low level of development within the Shire which has been satisfactorily managed under the current scheme provisions. Specific development issues have included:

- Development of lots with no constructed or gazetted road access;
- Lots potentially unsuitable for development due to restricted access, flooding and an extreme bushfire hazard level;
- Future of UCL lots which are zoned 'residential';
- No defined buffer for the tip which would encroach on to Local Rural zoned lots;
- Lack of industrial land;
- Beaufort River paleochannel;
- Relocated and repurposed buildings;
- Sheds on vacant residential or local rural land;
- Storage of unsightly material, vehicles on residential or local land;
- Use of residential land for rural pursuit activities; and
- Little or no requests for home occupation.

As a reflection of the above Council has adopted a number of Local Planning Policies to assist in the administration of the Scheme being:

- ❖ LPP 1 - Permitted Uses;
- ❖ LPP 2 - Sheds / Outbuildings;
- ❖ LPP 3 - Sea Containers;
- ❖ LPP 4 - Minor & Ancillary Uses; and
- ❖ LPP 5 - Bushfire Planning and Development.

Other issues which may not directly relate to town planning but have implications for the scheme include:

- Temporary accommodation and use of shed for accommodation;
- Nuisance local laws and animal keeping;
- Dog local laws; and
- Telecommunications black spot - no NBB.

Population

There has not been any substantial increase in population from 399 persons in the 2006 Census to 409 persons in the 2016 Census. The total number of dwellings was in 2006 was 185 and this increased to 192 in 2016.

There are approximately 80 vacant lots in the Local Rural zone with nearly half of these being part of adjacent farming properties. There are approximately 40 vacant lots in the Residential zone with 20 of these being Unallocated Crown Land.

Scheme performance

Given that Town Planning Scheme No 1 is now 13 years old and that there have been significant changes in planning scheme provisions it is likely that Council will have to prepare a new Scheme. A mitigating factor is the low level of development within the Shire and no significant issues have arisen which required amendment to the Scheme. The existing amendments to the scheme are:

- Amendment No 1 which introduced Rural Home Businesses in parts of the residential zone subject to additional conditions. These provisions have not had any major use since the gazettal of the amendment in 2012.
- Amendment No 2 which introduced an enabling provision into the Scheme to allow a Local Planning Policy to define minor works on land which do not need a development approval. This provision is now contained in the Deemed Provisions.
- Amendment No 3 will ensure that the Scheme Text is up to date and consistent with the Regulations.

A subsequent omnibus amendment can be prepared to bring the Scheme in closer alignment to the Model Scheme text. This is a text amendment and the scheme maps / zoning of land would not be affected.

The absence of a Local Planning Strategy is a deficiency of the local planning framework which needs to be addressed so as to provide improved clarity for Council and the community.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.5.TOWN PLANNING SCHEME NO 1 REVIEW

Moved Cr Young seconded Cr Douglas

1. That Council instructs the CEO to advise the Western Australian Planning Commission that the current Town Planning Scheme is considered to be operating satisfactorily given the low level of development within the municipality. The preparation of a new Planning Scheme is not considered to be warranted especially as Council has prepared Amendment No 3 to the Scheme to update the Scheme Text to reflect the Deemed Provisions. A further omnibus amendment can be prepared to bring the Scheme Text into closer alignment with the Model Scheme Text.
2. That Council instructs the CEO to advise the Western Australian Planning Commission that it recognises the need for a Local Planning Strategy for the municipality and that the previous Scheme Explanatory Report is not adequate.
3. That Council resolve pursuant to Regulation 11(1) prepare a Local Planning Strategy for the whole of the municipality.
4. That the CEO prepare a separate report be presented to Council on the process, issues, timing and cost for the preparation of the Local Planning Strategy.

CARRIED 5/0

AUTHORS SIGNATURE



10.6.TPS 1 - AMENDMENT 3 DEEMED PROVISIONS

| | |
|-----------------------------------|----------------------------------------------------------|
| Proponent | Shire of Woodanilling |
| Owner | N/A |
| Location/Address | Whole of Shire |
| Author of Report | B Knight |
| Date of Meeting | |
| Previous Reports | August 2015; June 2017 |
| Disclosure of any Interest | CEO notes that the item has been prepared by her husband |
| File Reference | |
| Attachments | Amendment No 3 |

BRIEF SUMMARY

To consider Amendment No 3 to Town Planning Scheme No 1. The Amendment proposes to revise the Planning Scheme in order to reflect the “Deemed Provisions” which now apply to all Planning Schemes.

BACKGROUND

The Planning and Development (Local Planning Schemes) Regulations 2015 commenced operation from 19 October 2015. The Regulations Schedule 2 Part 1 contain the “Deemed Provisions” which apply to all Planning Schemes in the State. Consequently, the following sections of Town Planning Scheme No 1 no longer apply:

- Part 2 Local Planning Policy Framework;
- Part 7 Heritage Protection;
- Part 8 Development of Land;
- Part 9 Applications for Planning Approval;
- Part 10 Procedure for Dealing with Applications;
- Part 11 Enforcement and Administration;
- Schedule 1 - General Definitions;
- Schedule 6 Form of application for planning approval’
- Schedule 7 Additional information for advertisements;
- Schedule 8 Notice of public advertisement of planning approval; and
- Schedule 9 Notice of determination on application for planning approval.

The Deemed Provisions have also updated numerous references and terminology.

STATUTORY/LEGAL IMPLICATIONS

- Planning and Development Act 2005
- Planning and Development (Local Planning Schemes) Regulations 2015

The regulations now provide for three different types of Scheme Amendment being basic, standard and complex.

- Basic - a basic amendment is a largely administrative process and will not require advertising prior to a final decision by the Minister. The WAPC has 42 days to consider a basic amendment and provide a recommendation to the Minister.
- Standard - a standard amendment is the default amendment process for scheme amendments. WAPC consideration of the amendment prior to the local government advertising the proposal is not required. The Commission has 60 days to consider a standard amendment and provide a recommendation to the Minister.
- Complex - the complex amendment process is similar to the previous amendment process under the Town Planning Regulations 1967 and the scheme preparation process. The WAPC must be satisfied that a complex amendment is suitable for advertising prior to the amendment being advertised. The WAPC has 90 days to consider a complex amendment and provide a recommendation to the Minister.

The proposed Amendment to the Scheme to reflect the Deemed Provisions is a basic amendment.

POLICY IMPLICATIONS

Existing Local Planning Policies will not be affected.

FINANCIAL IMPLICATIONS

No significant costs.

STRATEGIC IMPLICATIONS

None

CONSULTATION/COMMUNICATION

- Department of Planning Lands and Heritage.

COMMENT

The conversion of the Scheme Text is an administrative function and the amendment is not required to be advertised. As Town Planning Scheme No 1 is a public document it is important that it reflects the current development provisions which apply within the municipality.

As part of the statutory Scheme Review (see separate report) the Minister may direct that a new Scheme Text be prepared which would then reflect the Model Scheme Text and the Deemed Provisions.

The Amendment has been prepared on the assumption that a new Scheme will not be required because of the low growth and development pressures within the municipality.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION– ITEM 10.6. TPS 1 - AMENDMENT 3 DEEMED PROVISIONS

Moved Cr Young seconded Cr Trimming that Council, in pursuance of Section 75 of the Planning and Development Act 2005:

- a) Resolves to amend the above local planning scheme by:
 - Deleting provisions that have been superseded by the deemed provisions in Schedule 2 of the Regulations; and inserting new and amended provisions to reflect the application and reference to the deemed provisions.
 - Inserting Schedule A Supplemental Provisions;
 - Correcting and updating references and terminology in accordance with the provisions of the Planning and Development Act 2005; and
 - Renumbering the remaining Scheme provisions and Schedules sequentially and updating any cross referencing to the new clause numbers as required.
- b) Resolve, pursuant to the Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations), that Amendment 3 is a basic amendment in accordance with r.34(c) of the Regulations as it proposes to amend the Scheme text to delete provisions that have been superseded by the deemed provisions in Schedule 2 of the Regulations;
- c) That in accordance with Section 81 of the Planning and Development Act 2005, the Amendment shall be referred to the Environmental Protection Authority for examination and assessment.
- d) That pursuant to Section 75 of the Planning and Development Act 2005 and Regulation 17 Council resolves to adopt Amendment No 2 for final approval.
- e) That Amendment 3 be submitted to the Western Australian Planning Commission pursuant to Regulation 58.

CARRIED 5/0

AUTHORS SIGNATURE



ATTACHMENT 1**SHIRE OF WOODANILLING TOWN PLANNING SCHEME NO 1****AMENDMENT NO 3**

1. Deleting the following clauses from the Scheme Text, as they have been superseded by the deemed provisions set out in Schedule 2 of the Planning and Development (Local Planning Scheme) Regulations 2015
 - Part 2 Local Planning Policy Framework;
 - Part 7 Heritage Protection;
 - Part 8 Development of Land;
 - Part 9 Applications for Planning Approval;
 - Part 10 Procedure for Dealing with Applications;
 - Part 11 Enforcement and Administration;
 - Schedule 1 - General Definitions;
 - Schedule 6 Form of application for planning approval'
 - Schedule 7 Additional information for advertisements;
 - Schedule 8 Notice of public advertisement of planning approval;
 - Schedule 9 Notice of determination on application for planning approval.
2. Replace the following terms within the Scheme Text -
 - 'Application for Planning Consent' to be replaced with 'Application for Development Approval'.
 - 'Council' to be replaced with 'Local Government'.
 - 'Planning Approval' to be replaced with 'Development Approval'.
 - 'Residential Planning Codes' to be replaced with 'R-Codes'.
 - 'Town Planning Act' to be replaced with 'Planning and Development Act'.
3. Replace references within the Scheme Text as follows:
 - Clause 3.3.1 replace "Clause 8.2(g)" with "clause 61 of the deemed provisions".
 - Clause 3.3.1 replace "Part 9 of the Scheme" with "Part 8 of the deemed provisions".
 - Clause 3.2.2(a) replace "clause 10.2" with "clause 67 of the deemed provisions";
 - Clause 4.3.2 'A' replace "clause 9.4" with "clause 64 of the deemed provisions".
 - Clause 4.3.3 Note 3 replace "clause 10.2" with "clause 67 of the deemed provisions".
 - Clause 4.4.2(b) replace "clause 9.4" with "clause 64 of the deemed provisions".
 - Clause 4.8(c) replace "clause 11.2.1" with "clause 80(1) of the deemed provisions",
 - Clause 4.9.2 replace "clause 9.4" with "clause 64 of the deemed provisions".
 - Clause 5.5.2(a) replace "clause 9.4" with "clause 64 of the deemed provisions".
 - Clause 5.5.3(a) replace "clause 10.2" with "clause 67 of the deemed provisions".
 - Clause 5.11.1 replace "clause 4.2" with "clause 3.2"
 - Clause 5.12.1 replace "clause 4.2" with "clause 3.2"
4. In clause 1.4 add
(c) the deemed provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2)
5. In Clause 1.5 replace sub paragraph (g) with -
"address other matters referred to in Schedule 7 of the Act."
6. Inserting Schedule A and the following provisions into Schedule A – Supplemental Provisions:
Clause 61(1)
 - (k) the carrying out of any works on Reserved land owned or vested in a public authority if the land is used-
 - (i) For the purpose for which is reserved under the Scheme;
 - (ii) For any purpose for which it was lawfully used before the coming into force of the Scheme;

- (iii) For any purpose for which the land may be lawfully used by the public authority including:
 - Works for the purpose of or in connection with the supply of water, electricity, gas, or the drainage treatment of waste, water or sewerage; and
 - Works on land reserved for Railway Purposes connected with a railway.
 - (l) the carrying out of works urgently necessary for public safety or for the safety of plant or equipment or for the maintenance of essential services.
 - (m) the carrying out of any other works as specified in Local Planning Policy 4 "Minor and Ancillary Development" pursuant to clauses 61(1)(i) and 61(2)(e).
 - (n) the erection or installation of a sign or advertisement of a class specified in Schedule 5 of this Scheme that applies in respect of the sign unless the sign is to be erected or installed -
 - (i) on a place included on a heritage list prepared in accordance with this Scheme; or
 - (ii) on land located within an area designated under this Scheme as a heritage area.
 - (o) the erection or extension of a single house on a lot if a single house in the Regional Rural zone (where the R Codes do not apply), where the development standards set out in the scheme (including boundary setbacks) are satisfied, unless the development is located in a place that is:
 - (i) entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990; or
 - (ii) the subject of an order under the Heritage of Western Australia Act 1990 Part 6; or
 - (iii) included on a heritage list prepared in accordance with this Scheme; or
 - (iv) within an area designated under the Scheme as a heritage area; or
 - (v) the subject of a heritage agreement entered into under the Heritage of Western Australia Act 1990 section 29; or
 - (vi) a relocated dwelling; or
 - (vii) on a lot abutting an unconstructed road or with no gazetted road access.
7. In Schedule 1 - Land Use Definitions updating the references to Acts as follows:
- In "betting agency" replace "Totalisator Agency Board Betting Act 1960" with "Racing and Wagering Western Australia Act 2003;"
 - Replace the definition of "child care premises" with "means premises where —
 - (a) an education and care service as defined in the *Education and Care Services National Law (Western Australia)* section 5(1), other than a family day care service as defined in that section, is provided; or
 - (b) a child care service as defined in the Child Care Services Act 2007 section 4 is provided;"
 - Replace the definition of "family day care" with "means premises where a family day care service as defined in the *Education and Care Services National Law (Western Australia)* is provided;
 - Replace the definition of "plantation" with has the same meaning as in *the Code of Practice for Timber Plantations in Western Australia (Second Edition 2014)* published by the Forest Industries Federation (WA) Inc.
 - Replace the definition of "restricted premises" with "means premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of —
 - (a) publications that are classified as restricted under the Classification (Publications, Films and Computer Games) Act 1995 (Commonwealth);
 - (b) materials, compounds, preparations or articles which are used or intended to be used primarily in or in connection with any form of sexual behaviour or activity;
 - (c) smoking-related implements;
8. Renumber the remaining Scheme provisions and Schedules sequentially and update any cross referencing to the new clause numbers as required.

11. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED

11.1. COUNCILLOR'S MEETINGS ATTENDED FOR THE PERIOD - 18/09/2018 – 16/10/2018

Cr Douglas - Effective Community Leadership nothing to report.

Cr Young 4WDL Meeting – 09/10/2018:

- No Agenda items were provided for this meeting, Ian Donkin WALGA reported on the Westport Proposals.
- Clearing permit fees set to increase.
- Wagin have submitted an EOI for the Bushfire of Excellence.
- Digital survey mixed responses from the Shires.
- MAF funding successful funding to some of the 4WDL shires
- Housing demands through 4WDL shires, is their further need. Need to know from each shire if the need is there from shires this information to be presented at the November 4WDL meeting.

Cr Morrell entered the meeting at 5.36pm

COUNCIL DECISION – 4WDL VROC

Moved Cr Young seconded Cr Brown that the Shire of Woodanilling continues to actively participate in the 4WDL VROC housing project regarding future need and provides the required information regarding Woodanilling in time for the November 4WDL meeting.

CARRIED 6/0

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

Nil

13. MOTIONS WITHOUT NOTICE BY PERMISSION OF THE COUNCIL

Nil

14. ITEMS FOR DISCUSSION

14.1.2019/20 BLACK SPOT APPLICATION – ROBINSON ROAD/GREAT SOUTHERN HWY INTERSECTION

| | |
|-----------------------------------|-----------------------|
| Proponent | Shire of Woodanilling |
| Author of Report | Belinda Knight, CEO |
| Date of Meeting | 16/10/2018 |
| Previous Reports | Various |
| Disclosure of any Interest | Nil |
| File Reference | 12.1.7 |
| Attachments | Project Design |

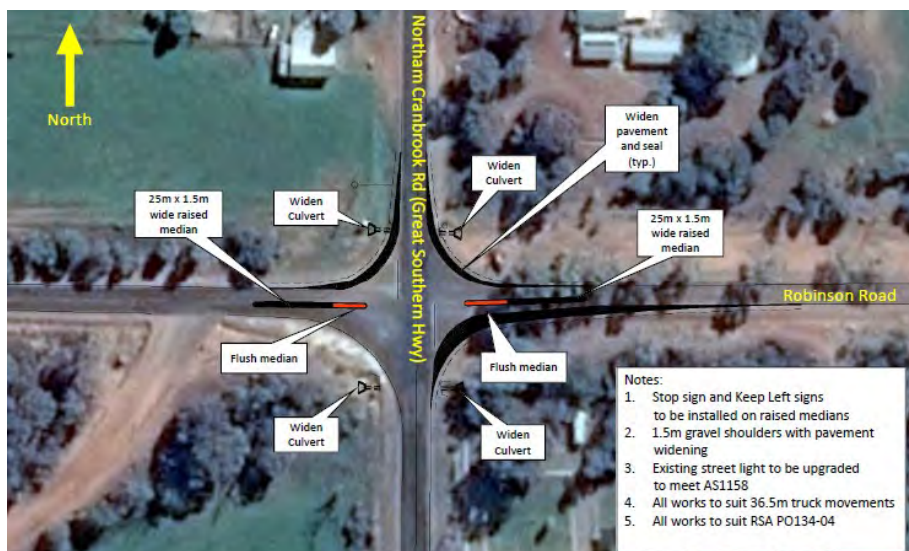
BRIEF SUMMARY

To advise Council that a funding application has been submitted to Main Roads for the modification of Robinson Road/Great Southern Highway intersection to render it suitable for RAV traffic in all directions.

FINANCIAL IMPLICATIONS

The estimate cost of the project is \$257,683 (ex-GST). Available funding is \$106,663 (total project \$160,000). Any funds exceeding \$160,000 will be at Council’s expense, however summary does include such items as administration, insurances, traffic management and other internal costs which will bring costs back to the total project ball park.

| SUMMARY | | Value |
|-------------------------------------------------------------------------------|-------------|---------------------|
| Northam Cranbrook Road intersection with Robinson Road State Blackspot | | |
| Project Submission | | |
| SUMMARY | | |
| SCHEDULE No. 1 - GENERAL ITEMS | | \$105,500.00 |
| SCHEDULE No. 2 - ROADWORKS | | \$133,095.81 |
| SERIES 300 - EARTHWORKS | \$43,874.24 | |
| SERIES 400 - DRAINAGE | \$19,509.95 | |
| SERIES 500 - PAVEMENT & SURFACING | \$26,711.62 | |
| SERIES 600 - TRAFFIC FACILITIES | \$13,000.00 | |
| SERIES 900 - MISCELLANEOUS | \$30,000.00 | |
| GST EXCLUSIVE AMOUNT | | \$238,595.81 |
| Admin - 8% | | \$19,087.66 |
| SUB-TOTAL | | \$257,683.47 |
| ESTIMATED GST PAYABLE | | \$25,768.35 |
| TOTAL OF TENDER | | \$283,451.82 |



14.1. BLACK SPOT APPLICATION – ROBINSON ROAD/GREAT SOUTHERN HIGHWAY INTERSECTION

Moved Cr Morrel seconded Cr Brown that Council supports the Black Spot application, with further consideration of this matter for the 2019/20 Budget should the application be successful. The project works regarding Note 4 should also take into the movement of agricultural machinery.

CARRIED 6/0

INFORMATION ITEMS

15.1 ADOPTION OF INFORMATION REPORTS

COUNCIL DECISION – INFORMATION REPORT 18/10/2018

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

CARRIED 6/0

14.2.WWLZ INFORMATION REPORT

GLOSSARY

| | |
|--------------|--------------------------------------------------|
| <i>BBG</i> | - <i>Blackwood Basin Group</i> |
| <i>DoW</i> | - <i>Department of Water</i> |
| <i>NLP</i> | - <i>National Landcare Programme</i> |
| <i>SWCC</i> | - <i>South West Catchments Council</i> |
| <i>SCNRM</i> | - <i>South Coast Natural Resource Management</i> |

MANAGEMENT COMMITTEE MEETING

Last Meeting: 6 Aug 2018 - Next Meeting: 17 Oct 2018

ZONE COMMITTEE

Last Meeting: 11 Nov 2017 - Next Meeting: 11 Oct 2018

LANDCARE COORDINATION FUNDING 2018 / 2019

- EOI to SWCC for 2018 release of federal funding – SWCC has responded. We are one of very few organisations being offered projects within the new commercial format the federal government has instigated. Details of the project are still under wrap until agreement from federal govt has been released to us. But project is focussed on agricultural productivity through research.
- Currently working on this SWCC project despite it not being officially signed off as there are elements of it that are time critical with seasonal activities.

STRATEGIC PLANNING

- Procedures manual to be drawn up with the conclusion of the capability grant project.

CATCHMENT/COMMUNITY DEVELOPMENT

- Currently working with Shire of Woodanilling ranger on improving mosquito management strategies to ensure we are doing all we can to manage them.
- Further development with new information boards at the Woodanilling pavilion – add further local fauna information to rear of phascogale info.

EVENTS

- Wildflower walk scheduled for 7th October in Woodanilling.
- Rabbit control calici virus workshop 29th Sept in Wagin. – Event was very successful. Had 19 participants with 16 vials of calici virus distributed which will be released later in spring. Feedback was very positive from participants. Included Alpha Pest Management in this workshop which added a further level of advice from what we at WWLZ were able to offer, so all attending know their legal requirements with follow up control measures.

CURRENT/ONGOING PROJECTS:

STATE NRM – CAPABILITY GRANT – STRONGER LANDSCAPES FOR THE FUTURE IN WAGIN & WOODANILLING - \$120,000

- Wildflower walk to be completed 7th October. Last remaining event for this project.
- Have employed Kerryn Ewen to complete the remaining tasks within this project including the procedures and policies for WWLZ.

- Kerryn will be retained after the completion of project activities to undertake the book keeping role for the organisation as she has significant financial experience.
- Project completion date has been extended to Feb 28 2019 to accommodate the time taken to source new employee.

STATE NRM – REVITALISING RESERVES IN WAGIN - \$15,101

- Curtain Uni Volunteers team came and planted over 7000 trees in 2 reserves.
- Rubbish has been removed.
- Chemical orders for weed works once weather permits this will begin
- Educational signage still to be developed for reserves indicating effects of rubbish dumping.

STATE NRM – RESTORING MT LATHAM - \$10,600

- Spraying completed at site.

SCNRM – WEST AUSTRALIA RABBIT CONTROL & AWARENESS PROGRAM - \$11,187.58

- Rabbit workshops are now completed. Have distributed over 30 vials of virus to communities in and around the WWZ coverage zone including Boyup Brook, Kojonup, Williams, Tambellup
- Likely to include some of this funding to support a spring fox/rabbit shoot so long as shooters can also include rabbits as a main target- looking to do as a friendly competition between Wagin & Woodanilling as a memorial fox shoot for Darren Smith, who took part in shoots regularly even throughout his illness. Working with local community members to get this up and running.

APPLICATION SUBMITTED

- State NRM Grant Large submitted, approx. \$153,000 – fencing, revegetation, pig research (further reports of sightings, tracks etc) and bridal creeper
- State NRM Grants Large cooperative grant (Shire of Kent, Katanning Landcare, Dumbleyung Landcare, Kojonup Landcare, Gillamii, North Stirlings Pallinup NRM) - \$93,303 – Agricultural project - Soil degradation recovery – Regenerative agriculture potential across shires – water ways protection strategies.
- State NRM Grants Small – approx. \$19 000 - Wagin Lake improvements – Bird hide, car park, educational signage.

14.3.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD 01/07/2016 – 30/09/2018

SHIRE OF WOODANILLING
STATEMENT OF BUDGET REVIEW
(NATURE OR TYPE)
FOR THE PERIOD ENDED 30TH SEPTEMBER 2018

| Note | Budget v Actual | | Predicted | | |
|-----------------------------------------------------------------|-------------------|----------------|-------------------------|-----------------------|----------------------|
| | Annual Budget (a) | YTD Actual (b) | Proportional Budget (c) | Budget Amendments (d) | Year End (a)+(c)+(d) |
| | \$ | \$ | \$ | \$ | \$ |
| OPERATING ACTIVITIES | | | | | |
| Net current assets at start of financial year surplus/(deficit) | 1,227,678 | 1,227,678 | 0 | 0 | 1,227,678 |
| Revenue from operating activities (excluding rates) | | | | | |
| Operating grants, subsidies and contributions | 2,701,435 | 621,825 | 675,359 | 0 | 2,701,435 |
| Profit on asset disposals | 4.1.1 0 | 0 | 0 | 0 | 0 |
| Fees and charges | 4.1.2 350,235 | 87,838 | 87,559 | 0 | 350,235 |
| Interest earnings | 4.1.7 17,400 | 1,291 | 4,350 | 0 | 17,400 |
| Other revenue | 4.1.8 600 | 1,522,061 | 150 | 0 | 600 |
| | 3,069,670 | 2,233,015 | 767,418 | 0 | 3,069,670 |
| Expenditure from operating activities | | | | | |
| Employee costs | 4.2.1 (1,071,875) | (284,184) | (267,969) | 0 | (1,071,875) |
| Materials and contracts | (2,720,270) | (551,699) | (680,068) | 0 | (2,720,270) |
| Utility charges | 4.2.3 (41,175) | (11,416) | (10,294) | 0 | (41,175) |
| Depreciation on non-current assets | (972,390) | 0 | (243,098) | 0 | (972,390) |
| Insurance expenses | (69,335) | (51,441) | (17,334) | 0 | (69,335) |
| Loss on asset disposals | 4.2.6 0 | 0 | 0 | 0 | 0 |
| Other expenditure | 4.2.7 (148,975) | (35,724) | (37,244) | 0 | (148,975) |
| | (5,024,020) | (934,463) | (1,256,005) | 0 | (5,024,020) |
| Operating activities excluded from budget | | | | | |
| Depreciation on assets | 972,390 | 0 | 243,098 | 0 | 972,390 |
| (Profit)/loss on asset disposal | 4.4.3 0 | 0 | 0 | 0 | 0 |
| Adjust provisions and accruals | 0 | 0 | 0 | 0 | 0 |
| Amount attributable to operating activities | 245,718 | 2,526,230 | (245,490) | 0 | 245,718 |
| INVESTING ACTIVITIES | | | | | |
| Non-operating grants, subsidies and contributions | 4.1.3 259,200 | 0 | 64,800 | 0 | 259,200 |
| Purchase land and buildings | 0 | 0 | 0 | 0 | 0 |
| Purchase property, plant and equipment | (311,835) | 0 | (77,959) | 0 | (311,835) |
| Purchase furniture and equipment | 0 | 0 | 0 | 0 | 0 |
| Purchase and construction of infrastructure-roads | (328,622) | (13,750) | (82,156) | 0 | (328,622) |
| Purchase and construction of infrastructure-other | 0 | 0 | 0 | 0 | 0 |
| Proceeds from disposal of assets | 39,370 | 0 | 9,843 | 0 | 39,370 |
| Amount attributable to investing activities | (341,887) | (13,750) | (85,472) | 0 | (341,887) |
| FINANCING ACTIVITIES | | | | | |
| assets) | 9 107,800 | 107,800 | 107,800 | 0 | 107,800 |
| Transfers to cash backed reserves (restricted assets) | 9 (806,738) | 0 | 0 | 0 | (806,738) |
| Amount attributable to financing activities | (698,938) | 107,800 | 107,800 | 0 | (698,938) |
| Budget deficiency before general rates | (795,107) | 2,620,280 | | 0 | (795,107) |
| Estimated amount to be raised from general rates | 745,915 | 766,302 | | | 745,915 |
| Closing funding surplus(deficit) | 2 (49,192) | 3,386,582 | 0 | 0 | (49,192) |

SHIRE OF WOODANILLING
STATEMENT OF BUDGET REVIEW
(STATUTORY REPORTING PROGRAM)
FOR THE PERIOD ENDED 30TH SEPTEMBER 2018

| | <u>Budget v Actual</u> | | <u>Predicted</u> | | | Material Variance |
|-----------------------------------------------------------------|------------------------|------------------|---------------------|-------------------|--------------------|----------------------|
| | <u>Adopted</u> | | <u>Proportional</u> | <u>Budget</u> | <u>Year End</u> | |
| | Annual Budget | YTD Actual | Budget (c) | Amendments (d) | (a)+(c)+(d) | |
| Note | (a) | (b) | (c) | (d) | (a)+(c)+(d) | |
| | \$ | \$ | \$ | \$ | \$ | |
| OPERATING ACTIVITIES | | | | | | |
| Net current assets at start of financial year surplus/(deficit) | 1,227,678 | 1,227,678 | 0 | 0 | 1,227,678 | |
| Revenue from operating activities (excluding rates) | | | | | | |
| Governance | 11,700 | 503 | 2,925 | 0 | 11,700 | |
| General purpose funding | 417,915 | 1,602,352 | 104,479 | 0 | 417,915 | |
| Law , order, public safety | 231,175 | 136,437 | 57,794 | 0 | 231,175 | |
| Health | 725 | 0 | 181 | 0 | 725 | |
| Education and welfare | 91,920 | 21,829 | 22,980 | 0 | 91,920 | |
| Housing | 30,340 | 2,952 | 7,585 | 0 | 30,340 | |
| Community amenities | 32,850 | 27,337 | 8,213 | 0 | 32,850 | |
| Recreation and culture | 1,100 | 848 | 275 | 0 | 1,100 | |
| Transport | 2,185,445 | 409,332 | 546,361 | 0 | 2,185,445 | |
| Economic services | 22,500 | 12,419 | 5,625 | 0 | 22,500 | |
| Other property and services | 44,000 | 19,005 | 11,000 | 0 | 44,000 | |
| | <u>3,069,670</u> | <u>2,233,015</u> | <u>767,418</u> | <u>0</u> | <u>3,069,670</u> | |
| Expenditure from operating activities | | | | | | |
| Governance | (208,225) | (49,535) | (52,056) | 0 | (208,225) | |
| General purpose funding | (19,700) | (2,967) | (4,925) | 0 | (19,700) | |
| Law , order, public safety | (324,315) | (20,270) | (81,079) | 0 | (324,315) | |
| Health | (37,900) | (12,526) | (9,475) | 0 | (37,900) | |
| Education and welfare | (43,180) | (2,272) | (10,795) | 0 | (43,180) | |
| Housing | (93,875) | (17,315) | (23,469) | 0 | (93,875) | |
| Community amenities | (137,985) | (30,239) | (34,496) | 0 | (137,985) | |
| Recreation and culture | (141,850) | (35,502) | (35,463) | 0 | (141,850) | |
| Transport | (3,930,590) | (730,466) | (982,648) | 0 | (3,930,590) | |
| Economic services | (44,200) | (12,461) | (11,050) | 0 | (44,200) | |
| Other property and services | (42,200) | (20,910) | (10,550) | 0 | (42,200) | |
| | <u>(5,024,020)</u> | <u>(934,463)</u> | <u>(1,256,005)</u> | <u>0</u> | <u>(5,024,020)</u> | |
| Operating activities excluded from budget | | | | | | |
| Depreciation on assets | 972,390 | 0 | 243,098 | 0 | 972,390 | |
| Adjust (Profit)/Loss on Asset Disposal | 0 | 0 | 0 | 0 | 0 | |
| Adjust Provisions and Accruals | 0 | 0 | 0 | 0 | 0 | |
| Amount attributable to operating activities | <u>245,718</u> | <u>2,526,230</u> | <u>(245,490)</u> | <u>0</u> | <u>245,718</u> | |
| INVESTING ACTIVITIES | | | | | | |
| Non-operating grants, subsidies and contributions | 259,200 | 0 | 64,800 | 0 | 259,200 | |
| Purchase land held for resale | 0 | 0 | 0 | 0 | 0 | |
| Purchase land and buildings | 0 | 0 | 0 | 0 | 0 | |
| Purchase plant and equipment | (311,835) | 0 | (77,959) | 0 | (311,835) | |
| Purchase furniture and equipment | 0 | 0 | 0 | 0 | 0 | |
| Purchase and construction of infrastructure - roads | (328,622) | (13,750) | (82,156) | 0 | (328,622) | |
| Purchase and construction of infrastructure - other | 0 | 0 | 0 | 0 | 0 | |
| Proceeds from disposal of assets | 39,370 | 0 | 9,843 | 0 | 39,370 | |
| Amount attributable to investing activities | <u>(341,887)</u> | <u>(13,750)</u> | <u>(85,472)</u> | <u>0</u> | <u>(341,887)</u> | |
| FINANCING ACTIVITIES | | | | | | |
| Transfers to cash backed reserves (restricted assets) | 9 (806,738) | 0 | 0 | 0 | (806,738) | |
| Transfers from cash backed reserves (restricted assets) | 9 107,800 | 107,800 | 107,800 | 0 | 107,800 | |
| Amount attributable to financing activities | <u>(698,938)</u> | <u>107,800</u> | <u>107,800</u> | <u>0</u> | <u>(698,938)</u> | |
| Budget deficiency before general rates | <u>(795,107)</u> | <u>2,620,280</u> | <u>0</u> | <u>0</u> | <u>(795,107)</u> | |
| Estimated amount to be raised from general rates | <u>745,915</u> | <u>766,302</u> | <u>0</u> | <u>0</u> | <u>745,915</u> | |
| Closing Funding Surplus(Deficit) | <u>2 (49,192)</u> | <u>3,386,582</u> | <u>0</u> | <u>0</u> | <u>(49,192)</u> | |

COMMENTS**Revenue from operating activities (excluding rates)**

| | |
|-----------------------------|----------------------------------|
| Governance | |
| General purpose funding | Quarter 1 Grants Commission paid |
| Law , order, public safety | 50% MAF funding paid |
| Health | |
| Education and welfare | |
| Housing | |
| Community amenities | Rubbish Rates |
| Recreation and culture | |
| Transport | Wind back on WANDRRA income |
| Economic services | |
| Other property and services | PWO & POC |

Expenditure from operating activities

| | |
|-----------------------------|----------------------------------|
| Governance | |
| General purpose funding | |
| Law , order, public safety | MAF Project yet to commence |
| Health | |
| Education and welfare | Depreciation yet to be allocated |
| Housing | Depreciation yet to be allocated |
| Community amenities | |
| Recreation and culture | |
| Transport | Depreciation yet to be allocated |
| Economic services | |
| Other property and services | PWO & POC |

MUNICIPAL ACCOUNT RECONCILIATION TO 30/09/2018**Bank Statement****Summary:**

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| | | | |
|---------------------------------------------------|---------------------|------------------------------|---------------------|
| G/L Account (as at Month End) | | Statement No | 175 |
| 10015000 Municipal Cash at Bank GEN | | Statement Date | 30/09/2018 |
| Opening Balance | 1,413,666.58 | Opening Balance | 1,419,827.74 |
| Deposits | \$264,269.85 | <u>Reconciled Items</u> | |
| Payments | -175,340.93 | Deposits | 266,243.63 |
| Fees | -8,247.36 | Payments | -177,316.51 |
| Adjustments | -54,226.46 | Fees | -8,247.36 |
| Closing Balance | 1,440,121.68 | Adjustments | -53,521.46 |
| | | Closing Balance | 1,446,986.04 |
| | | <u>Unreconciled Items</u> | |
| The Bank Statement balances to the General Ledger | | Deposits | 961.95 |
| | | Payments | -7,826.31 |
| | | Fees | 0.00 |
| | | Adjustments | 0.00 |
| | | Unreconciled Closing Balance | -6,864.36 |
| | | Total - To agree with GL | 1,440,121.68 |

14.4.OUTSTANDING RATES REPORTS – FOR THE PERIOD ENDING – 30/09/2018

| OUTSTANDING RATES | 30/09/2018 |
|--------------------------|---------------------|
| Description | Balance |
| Rates | \$ 79,998.83 |
| Legal charges | \$ 1,666.20 |
| Penalty charges | \$ 7,715.63 |
| Other Charges | \$ - |
| Instalment admin Fee | \$ 96.67 |
| Instalment interest | \$ 114.57 |
| Fire breaks | \$ 1,707.21 |
| ESL Penalty | \$ 348.74 |
| Sub total | \$ 91,647.85 |
| Rubbish removal | \$ 5,365.02 |
| Sub total | \$ 5,365.02 |
| ESL | \$ 5,190.52 |
| Sub total | \$ 5,190.52 |
| Rates paid in advance | -\$ 6,285.07 |
| Sub total | -\$ 6,285.07 |
| Grand total | \$ 95,918.32 |

SUNDRY DEBTORS OUTSTANDING 90 DAYS OR GREATER

| Client # | Details | Amount |
|-----------------|----------------------------------------|--------------------|
| 46 | Wongi Advertising | \$165.00 |
| 32 | Standpipe water | \$200.20 |
| 115 | Standpipe water | \$4.84 |
| 124 | Private Works | \$200.00 |
| 90614 | Standpipe charges | \$150.99 |
| 81 | Aged housing reimbursement | \$29.43 |
| 90374 | Standpipe Water charges | \$3.85 |
| 31 | Private rental associated costs | \$15.13 |
| 20384 | Block Slashing fees | \$621.39 |
| 79 | WANDRA Funding | \$22,570.11 |
| 90498 | Slashing & legal fees | \$2,342.15 |
| 47 | Standpipe Water | \$47.52 |
| 9 | Block Slashing as per firebreak notice | \$172.90 |
| 57 | Planning Fee | \$939.68 |
| 36 | Standpipe Water | \$17.50 |
| 805 | Wongi Advertising | \$288.21 |
| 90545 | Standpipe Water | \$3,086.30 |
| | Under and overs | \$0.47 |
| | Total | \$30,855.67 |

TOTAL SUNDRY DEBTORS OUTSTANDING

| 30 Days and less | 60 Days | 90 days or greater | Total |
|-------------------------|----------------|---------------------------|--------------|
| \$12,464.46 | \$11.24 | \$30,855.67 | \$43,331.37 |

14.5.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD – 01/09/2018 – 30/09/2018

| Chq/EFT | Date | Name | Description | | |
|----------------|----------------|--------------------------------------------------------|-------------|--------------------|------------|
| EFT3237 | 7/09/18 | Dwanie Cooper | | -\$170.00 | |
| | 5/09/18 | Rent Mechanic House | | | \$170.00 |
| EFT3238 | 7/09/18 | Premier Smash Repairs | | -\$450.00 | |
| | 21/08/18 | Windscreen supply and install - Insurance claim | | | \$450.00 |
| EFT3239 | 7/09/18 | Great Southern Regional Committee A Smart Start | | -\$800.00 | |
| | 20/08/18 | A Smart Start Contribution 2018/19 | | | \$800.00 |
| EFT3240 | 7/09/18 | AECAA | | -\$232.21 | |
| | 22/08/18 | Reverse camera to suit AX1488BT, Reverse camera | | | \$232.21 |
| EFT3241 | 7/09/18 | Wagin Panel & Paint | | -\$600.00 | |
| | 1/08/18 | Insurance Excess | | | \$300.00 |
| | 6/09/18 | Insurance Excess | | | \$300.00 |
| EFT3242 | 7/09/18 | The Woodanilling Tavern | | -\$257.00 | |
| | 28/08/18 | Accommodation & Meals EHO 27/08/2018, 28/08/2018 | | | \$257.00 |
| EFT3243 | 7/09/18 | Sandra Williamson | | -\$735.00 | |
| | 26/08/18 | Cleaning contract | | | \$472.50 |
| | 2/09/18 | Cleaning contract | | | \$262.50 |
| EFT3244 | 7/09/18 | QFH Multiparts | | -\$195.93 | |
| | 14/08/18 | Hydraulic hose replacement as per quote #2366 | | | \$195.93 |
| EFT3245 | 7/09/18 | Filters Plus WA | | -\$66.88 | |
| | 18/08/18 | Filters | | | \$66.88 |
| EFT3246 | 7/09/18 | Austral Mercantile Collections | | -\$111.00 | |
| | 29/08/18 | Field agent attend Byford Resident of J Duffield A281 | | | \$111.00 |
| EFT3247 | 7/09/18 | Dallywater Consulting | | -\$2,234.32 | |
| | 30/08/18 | Consultant EHO Services | | | \$2,234.32 |
| EFT3248 | 7/09/18 | Wayne Desmond Shackley | | -\$1,730.75 | |
| | 31/08/18 | Rates refund for assessment A599 | | | \$163.20 |
| | 30/08/18 | Rates refund for assessment A167 | | | \$293.25 |
| | 30/08/18 | Rates refund for assessment A107 | | | \$143.54 |
| | 30/08/18 | Rates refund for assessment A625 | | | \$182.86 |
| | 30/08/18 | Rates refund for assessment A111 | | | \$163.57 |
| | 30/08/18 | Rates refund for assessment A108 | | | \$784.33 |
| EFT3249 | 7/09/18 | Roundpool Farming Trust | | -\$694.27 | |
| | 30/08/18 | Rates refund for assessment A290 | | | \$122.79 |
| | 30/08/18 | Rates refund for assessment A32 | | | \$549.19 |
| | 30/08/18 | Rates refund for assessment A182 | | | \$22.29 |
| EFT3250 | 7/09/18 | Synergy | | -\$1,950.05 | |
| | 20/08/18 | Loc 2771 Fowlers Rd 14/06/2018 - 16/08/2018 | | | \$380.80 |
| | 15/08/18 | Loc 18060 Robinson Rd 15/06/2018 - 10/08/2018 | | | \$996.15 |
| | 3/09/18 | Street lighting 25 Jul 2018 - 24 Aug 2018 | | | \$573.10 |
| EFT3251 | 7/09/18 | Staff Lotto | | -\$55.00 | |
| | 5/09/18 | Staff deductions | | | \$55.00 |
| EFT3252 | 7/09/18 | Cut-N-Cote | | -\$5.58 | |
| | 15/08/18 | Reducing nipple 1/2 - 1/4" | | | \$5.58 |
| EFT3253 | 7/09/18 | JR & A Hersey | | -\$2,486.00 | |
| | 1/08/18 | Bollards, Cones, Smoke on Road signs | | | \$2,486.00 |
| EFT3254 | 7/09/18 | Kleenheat Gas | | -\$75.90 | |
| | 1/08/18 | Yearly Fees | | | \$75.90 |
| EFT3255 | 7/09/18 | Stewart & Heaton Clothing Co | | -\$68.68 | |
| | 10/07/18 | Name badges BFB for volunteers | | | \$68.68 |
| EFT3256 | 7/09/18 | BOC Gases Australia | | -\$116.33 | |
| | 1/08/18 | Acetylene size G bottle | | | \$91.91 |
| | 29/08/18 | Oxygen, Acetylene, Argoshield, CO2 | | | \$24.42 |
| EFT3257 | 7/09/18 | Digga-West Earthparts WA | | -\$99.00 | |

| | | | |
|----------------|-----------------|--------------------------------------------------------------|---------------------|
| | 20/08/18 | Pivot pin suit heavy duty grapple bucket | \$99.00 |
| EFT3258 | 7/09/18 | Great Southern Toyota | -\$95.62 |
| | 14/08/18 | Oil filter, Air filter, cab filter, gskt sump plug | \$95.62 |
| EFT3259 | 7/09/18 | Hanson Construction Material | -\$6,004.08 |
| | 14/08/18 | 10mm blue metal | \$4,004.00 |
| | 16/08/18 | 10mm blue metal | \$2,000.08 |
| EFT3260 | 7/09/18 | Katanning McIntosh & Son | -\$99.22 |
| | 13/08/18 | Hyd filter | \$99.22 |
| EFT3261 | 7/09/18 | Staff Christmas Club | -\$347.00 |
| | 5/09/18 | Payroll Deductions | \$347.00 |
| EFT3262 | 7/09/18 | RSPCA WA | -\$5.00 |
| | 5/09/18 | Payroll Deductions | \$5.00 |
| EFT3263 | 7/09/18 | South West Isuzu | -\$1,080.60 |
| | 6/08/18 | FleetSeek Manual CD, FleetSeek Manual CD | \$1,080.60 |
| EFT3264 | 7/09/18 | Ambrose Electrical Contracting | -\$364.00 |
| | 28/08/18 | Testing and Tagging | \$364.00 |
| EFT3265 | 7/09/18 | T & S Freight | -\$348.89 |
| | 31/08/18 | Freight | \$348.89 |
| EFT3266 | 14/09/18 | Dwanie Cooper | -\$170.00 |
| | 12/09/18 | Rent Mechanic House | \$170.00 |
| EFT3267 | 14/09/18 | Hempfield Small Motors | -\$114.60 |
| | 1/08/18 | Sprocket etc | \$114.60 |
| EFT3268 | 14/09/18 | Katanning Stock & Trading | -\$50.80 |
| | 4/09/18 | 2 x 10 mm quick links for playground swing, | \$50.80 |
| EFT3269 | 14/09/18 | Staff Lotto | -\$55.00 |
| | 12/09/18 | Payroll Deductions | \$55.00 |
| EFT3270 | 14/09/18 | GSFS | -\$19,113.24 |
| | 27/07/18 | Bulk diesel | \$4,954.57 |
| | 16/07/18 | Bulk diesel | \$6,899.90 |
| | 31/08/18 | WO.0, WO.011, WO.022 | \$1,507.53 |
| | 15/08/18 | Bulk diesel | \$5,751.24 |
| EFT3271 | 14/09/18 | Katanning Furnishings | -\$288.00 |
| | 4/09/18 | Block out blind Depot office window | \$288.00 |
| EFT3272 | 14/09/18 | PCS | -\$595.00 |
| | 28/08/18 | Software support 17/08/2018 - 23/08/2018 | \$170.00 |
| | 30/08/18 | Daily monitoring Management fee | \$85.00 |
| | 6/09/18 | Software support 27/08/18 - 04/09/18 | \$340.00 |
| EFT3273 | 14/09/18 | Department of Mines, Industry Regulation & Safety | -\$58.45 |
| | 31/07/18 | BSL Levy return July 2018 | \$58.45 |
| EFT3274 | 14/09/18 | DFES | -\$9,077.40 |
| | 21/08/18 | 2018/19 ESL quarterly payment | \$9,077.40 |
| EFT3275 | 14/09/18 | Katanning McIntosh & Son | -\$498.99 |
| | 1/08/18 | Service call out for Air con repairs | \$498.99 |
| EFT3276 | 14/09/18 | Staff Christmas Club | -\$347.00 |
| | 12/09/18 | Payroll Deductions | \$347.00 |
| EFT3277 | 14/09/18 | RSPCA WA | -\$5.00 |
| | 12/09/18 | Payroll Deductions | \$5.00 |
| EFT3278 | 14/09/18 | Ambrose Electrical Contracting | -\$640.00 |
| | 12/09/18 | Repair and replacement of drive motor on air compressor | \$640.00 |
| EFT3279 | 21/09/18 | Dwanie Cooper | -\$170.00 |
| | 19/09/18 | Rent Mechanic House | \$170.00 |
| EFT3280 | 21/09/18 | BW Truck Parts | -\$126.50 |
| | 8/08/18 | Air valve Isri drivers seat | \$126.50 |
| EFT3281 | 21/09/18 | Dongolocking Plumbing & Gas | -\$1,495.69 |
| | 1/08/18 | Repairs and Parts | \$1,495.69 |
| EFT3282 | 21/09/18 | Sandra Williamson | -\$393.75 |

| | | | | |
|----------------|-----------------|-----------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------|
| | 10/09/18 | Cleaning Contract | | \$393.75 |
| EFT3283 | 21/09/18 | Helen West Woodhams | -\$520.33 | |
| | 23/08/18 | Rates refund for assessment A650 | | \$520.33 |
| EFT3284 | 21/09/18 | Woodanilling Store | -\$207.65 | |
| | 31/08/18 | Groceries Ex GST, Fuel | | \$207.65 |
| EFT3285 | 21/09/18 | WALGA | -\$100.00 | |
| | 27/08/18 | Effective Community Leadership course 5/10/2018 | | \$50.00 |
| | 27/08/18 | Effective Community Leadership course 5/10/2018 | | \$50.00 |
| EFT3286 | 21/09/18 | Shire of Wagin | -\$309.50 | |
| | 28/08/18 | 1/6 4WDL Exec Officer Hours | | \$309.50 |
| EFT3287 | 21/09/18 | Staff Lotto | -\$55.00 | |
| | 19/09/18 | Payroll Deductions | | \$55.00 |
| EFT3288 | 21/09/18 | Initial | -\$2,776.81 | |
| | 14/08/18 | Sanitary Disposal - Town Hall, Sharps Disposal - Cent. Park, Soap Disp. - Pavilion, Soap Disp. - Hall, Soap Disp. - Cent. Park | | \$2,776.81 |
| EFT3289 | 21/09/18 | Perth McIntosh & Son | -\$261.43 | |
| | 13/08/18 | Engine breather filter, fan belt | | \$261.43 |
| EFT3290 | 21/09/18 | Lotex Filter Cleaning Service | -\$95.16 | |
| | 1/08/18 | Filter cleaning for July 2018 as per email quotation | | \$95.16 |
| EFT3291 | 21/09/18 | Great Southern Toyota | -\$333.58 | |
| | 1/08/18 | Repairs to electrical wiring loom | | \$272.80 |
| | 16/08/18 | 5lt 5W30 | | \$60.78 |
| EFT3292 | 21/09/18 | BTW Spray Shop | -\$19.50 | |
| | 15/08/18 | | | \$19.50 |
| EFT3293 | 21/09/18 | Albany Best Office Systems | -\$279.66 | |
| | 29/08/18 | Photocopier Allocations Aug 2018 | | \$279.66 |
| EFT3294 | 21/09/18 | Staff Christmas Club | -\$387.00 | |
| | 19/09/18 | Payroll Deductions | | \$387.00 |
| EFT3295 | 21/09/18 | RSPCA WA | -\$5.00 | |
| | 19/09/18 | Payroll Deductions | | \$5.00 |
| EFT3296 | 21/09/18 | Core Business Australia | -\$10,873.40 | |
| | 31/08/18 | WANDRRA AGRN743 - Supervision Claim18 | | \$10,873.40 |
| EFT3297 | 28/09/18 | BW Truck Parts | -\$600.00 | |
| | 4/09/18 | Euclid/Meritor Q/Plus inc h/ware | | \$200.00 |
| | 4/09/18 | Brake drums | | \$400.00 |
| EFT3298 | 28/09/18 | Sandra Williamson | -\$262.50 | |
| | 16/09/18 | Cleaning Contract | | \$262.50 |
| EFT3299 | 28/09/18 | Brenton Norrie | -\$377.50 | |
| | 17/09/18 | Install Wood Heater, Repair Shower Tiles, Repair Ceiling 3327 Robinson Road | | \$377.50 |
| EFT3300 | 28/09/18 | Katanning Stock & Trading | -\$137.15 | |
| | 20/09/18 | 1 pad lock, 1toilet seat | | \$40.00 |
| | 14/09/18 | Tool box for Tenders, Hacksaw Blades | | \$41.90 |
| | 14/09/18 | 1x box of screws, 1x Pk bolts and nuts, 1x tek socket | | \$55.25 |
| EFT3301 | 28/09/18 | Staff Lotto | -\$55.00 | |
| | 26/09/18 | Payroll Deductions | | \$55.00 |
| EFT3302 | 28/09/18 | Hitachi | -\$1,097.46 | |
| | 17/09/18 | Accessory drive belt | | \$129.91 |
| | 17/09/18 | Alternator 14V 70 amp | | \$967.55 |
| EFT3303 | 28/09/18 | Halanson Earthmoving | -\$86,504.00 | |
| | 3/09/18 | WANDRRA AGRN743 - Aug Claim | | \$86,504.00 |
| EFT3304 | 28/09/18 | Great Southern Waste Disposal | -\$3,333.90 | |
| | 3/09/18 | Removal of household rubbish, Recycle Pick up | | \$3,333.90 |
| EFT3305 | 28/09/18 | Staff Christmas Club | -\$347.00 | |
| | 26/09/18 | Payroll Deductions | | \$347.00 |
| EFT3306 | 28/09/18 | RSPCA WA | -\$5.00 | |
| | 26/09/18 | Payroll Deductions | | \$5.00 |

| | | | | |
|-----------------|-----------------|----------------------------------------|--------------------|------------|
| 15295 | 7/09/18 | Australia Post | -\$200.00 | |
| | 27/08/18 | Stamps for Fire Break Notices | | \$200.00 |
| DD2136.3 | 7/09/18 | Katanning Water Corporation | -\$2,416.61 | |
| | 17/08/18 | Standpipe Boyerine | | \$322.44 |
| | 17/08/18 | Standpipe Woodanilling | | \$2,094.17 |
| DD2141.1 | 1/09/18 | Westnet | -\$224.99 | |
| | 18/08/18 | Monthly Hosting | | \$224.99 |
| DD2145.1 | 5/09/18 | WA Super | -\$1,073.79 | |
| | 5/09/18 | Superannuation contributions | | \$828.26 |
| | 5/09/18 | Superannuation contributions | | \$178.70 |
| | 5/09/18 | Superannuation contributions | | \$24.23 |
| | 5/09/18 | Superannuation contributions | | \$42.60 |
| DD2145.2 | 5/09/18 | MLC Nominees | -\$27.86 | |
| | 5/09/18 | Superannuation contributions | | \$12.11 |
| | 5/09/18 | Superannuation contributions | | \$15.75 |
| DD2145.3 | 5/09/18 | Australian Superannuation | -\$546.37 | |
| | 5/09/18 | Superannuation contributions | | \$69.67 |
| | 5/09/18 | Superannuation contributions | | \$10.00 |
| | 5/09/18 | Superannuation contributions | | \$466.70 |
| DD2145.4 | 5/09/18 | Hesta | -\$552.38 | |
| | 5/09/18 | Superannuation contributions | | \$85.20 |
| | 5/09/18 | Superannuation contributions | | \$46.32 |
| | 5/09/18 | Superannuation contributions | | \$420.86 |
| DD2145.5 | 5/09/18 | CBUS Superannuation | -\$87.47 | |
| | 5/09/18 | Superannuation contributions | | \$87.47 |
| DD2145.6 | 5/09/18 | MLC Navigator Retirement Plan | -\$170.97 | |
| | 5/09/18 | Superannuation contributions | | \$69.65 |
| | 5/09/18 | Superannuation contributions | | \$101.32 |
| DD2145.7 | 5/09/18 | Colonial Select Personnel Super | -\$55.24 | |
| | 5/09/18 | Superannuation contributions | | \$55.24 |
| DD2156.1 | 12/09/18 | WA Super | -\$1,075.37 | |
| | 12/09/18 | Superannuation contributions | | \$829.84 |
| | 12/09/18 | Superannuation contributions | | \$178.70 |
| | 12/09/18 | Superannuation contributions | | \$24.23 |
| | 12/09/18 | Superannuation contributions | | \$42.60 |
| DD2156.2 | 12/09/18 | MLC Nominees | -\$73.90 | |
| | 12/09/18 | Superannuation contributions | | \$12.11 |
| | 12/09/18 | Superannuation contributions | | \$61.79 |
| DD2156.3 | 12/09/18 | Australian Superannuation | -\$541.56 | |
| | 12/09/18 | Superannuation contributions | | \$69.67 |
| | 12/09/18 | Superannuation contributions | | \$10.00 |
| | 12/09/18 | Superannuation contributions | | \$461.89 |
| DD2156.4 | 12/09/18 | Hesta | -\$495.94 | |
| | 12/09/18 | Superannuation contributions | | \$71.76 |
| | 12/09/18 | Superannuation contributions | | \$46.32 |
| | 12/09/18 | Superannuation contributions | | \$377.86 |
| DD2156.5 | 12/09/18 | CBUS Superannuation | -\$87.47 | |
| | 12/09/18 | Superannuation contributions | | \$87.47 |
| DD2156.6 | 12/09/18 | MLC Navigator Retirement Plan | -\$229.25 | |
| | 12/09/18 | Superannuation contributions | | \$93.40 |
| | 12/09/18 | Superannuation contributions | | \$135.85 |
| DD2156.7 | 12/09/18 | Colonial Select Personnel Super | -\$83.66 | |
| | 12/09/18 | Superannuation contributions | | \$83.66 |
| DD2163.1 | 19/09/18 | WA Super | -\$1,074.94 | |
| | 19/09/18 | Superannuation contributions | | \$829.41 |
| | 19/09/18 | Superannuation contributions | | \$42.60 |

| | | | |
|-----------------|-----------------|----------------------------------------|--------------------|
| | 19/09/18 | Superannuation contributions | \$178.70 |
| | 19/09/18 | Superannuation contributions | \$24.23 |
| DD2163.2 | 19/09/18 | MLC Nominees | -\$50.88 |
| | 19/09/18 | Superannuation contributions | \$12.11 |
| | 19/09/18 | Superannuation contributions | \$38.77 |
| DD2163.3 | 19/09/18 | Colonial First State | -\$151.07 |
| | 19/09/18 | Superannuation contributions | \$35.97 |
| | 19/09/18 | Superannuation contributions | \$115.10 |
| DD2163.4 | 19/09/18 | Australian Superannuation | -\$587.19 |
| | 19/09/18 | Superannuation contributions | \$69.67 |
| | 19/09/18 | Superannuation contributions | \$10.00 |
| | 19/09/18 | Superannuation contributions | \$507.52 |
| DD2163.5 | 19/09/18 | Hesta | -\$481.82 |
| | 19/09/18 | Superannuation contributions | \$68.40 |
| | 19/09/18 | Superannuation contributions | \$46.32 |
| | 19/09/18 | Superannuation contributions | \$367.10 |
| DD2163.6 | 19/09/18 | CBUS Superannuation | -\$87.47 |
| | 19/09/18 | Superannuation contributions | \$87.47 |
| DD2163.7 | 19/09/18 | MLC Navigator Retirement Plan | -\$194.28 |
| | 19/09/18 | Superannuation contributions | \$79.15 |
| | 19/09/18 | Superannuation contributions | \$115.13 |
| DD2163.8 | 19/09/18 | Colonial Select Personnel Super | -\$83.66 |
| | 19/09/18 | Superannuation contributions | \$83.66 |
| DD2166.1 | 3/09/18 | NAB - Credit Card | -\$244.92 |
| | 7/08/18 | Acrobat Pro subscription | \$21.99 |
| | 16/08/18 | Flue Extender Kit | \$90.00 |
| | 20/08/18 | Accessories for iPad | \$79.95 |
| | 28/08/18 | Credit Card fee | \$9.00 |
| | 2/08/18 | Acrobat Pro subscription | \$43.98 |
| DD2172.1 | 26/09/18 | WA Super | -\$1,069.55 |
| | 26/09/18 | Superannuation contributions | \$824.02 |
| | 26/09/18 | Superannuation contributions | \$178.70 |
| | 26/09/18 | Superannuation contributions | \$24.23 |
| | 26/09/18 | Superannuation contributions | \$42.60 |
| DD2172.2 | 26/09/18 | MLC Nominees | -\$50.88 |
| | 26/09/18 | Superannuation contributions | \$12.11 |
| | 26/09/18 | Superannuation contributions | \$38.77 |
| DD2172.3 | 26/09/18 | Australian Superannuation | -\$541.56 |
| | 26/09/18 | Superannuation contributions | \$69.67 |
| | 26/09/18 | Superannuation contributions | \$10.00 |
| | 26/09/18 | Superannuation contributions | \$461.89 |
| DD2172.4 | 26/09/18 | Hesta | -\$481.82 |
| | 26/09/18 | Superannuation contributions | \$68.40 |
| | 26/09/18 | Superannuation contributions | \$46.32 |
| | 26/09/18 | Superannuation contributions | \$367.10 |
| DD2172.5 | 26/09/18 | MLC Navigator Retirement Plan | -\$213.72 |
| | 26/09/18 | Superannuation contributions | \$87.07 |
| | 26/09/18 | Superannuation contributions | \$126.65 |
| DD2172.6 | 26/09/18 | CBUS Superannuation | -\$87.47 |
| | 26/09/18 | Superannuation contributions | \$87.47 |
| DD2172.7 | 26/09/18 | Colonial Select Personnel Super | -\$83.66 |
| | 26/09/18 | Superannuation contributions | \$83.66 |
| DD2174.1 | 20/09/18 | SkyMesh | -\$125.00 |
| | 20/09/18 | Internet contract | \$125.00 |
| DD2177.1 | 13/09/18 | Telstra | -\$754.24 |
| | 13/09/18 | Mobile Phones | \$754.24 |

| | | | | |
|-----------------|----------------|-----------------|---------------------|---------------------|
| DD2179.1 | 1/10/18 | Telstra | -\$264.24 | |
| | 15/09/18 | Landlines | | \$264.24 |
| DD2181.1 | 1/10/18 | Westnet | -\$34.99 | |
| | 17/09/18 | Monthly Hosting | | \$34.99 |
| | | | \$178,227.45 | \$178,227.45 |

14.6. CORRESPONDENCE & MINUTES FOR INFORMATION

The following documents are available upon request.

| Document ID | Date | File | Description | From/To |
|-------------|------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| CR1250 | 16/08/2018 | 10.2.7A | Letter from Minister Papalia regarding increasing reports received by the Wildflower Society of Western Australia about roadside clearing and the subsequent loss of the State's valuable wildflowers. | Papalia C SC MLA |
| EM1206 | 06/09/2018 | 14.4.5 | Ministerial Circular 02-2018 Aboriginal and Torres Strait Islander Recognition | Department of Local Government, Sport & Cultural Industries |
| AM256 | 22/09/2018 | 4.1.13 | Notification - Local Government Act Facilitated Forums in Zone Groupings - 19 October at Cranbrook Attaching booking notification | Great Southern Zone of WALGA |
| NO135 | 03/10/2018 | 17.1.2 4.3.4 | Approval of extension request to submit annual financial report to Auditors post 30/09/2018 | Department of Local Government, Sport & Cultural Industries |

14.7.COUNCIL/COMMITTEES - STATUS REPORT

| Date | Agenda Item No | File Ref ID | Heading | Motion | Up-date | Completed Date & Ref |
|------------|----------------|------------------------|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| 19/12/2017 | 13.1 | 11.1.9 | Request to Lease Lots 151, 152 & 153 – Reserve 7730 | <p>Council:</p> <ol style="list-style-type: none"> 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. | <p>Letter to Dept Planning, Lands & Heritage</p> <p><i>Reserve to be reclassified from “Gravel” to ‘Grazing of Stock’</i></p> | <p>CR1108 08/01/2018</p> <p>EM1165 23/08/2018</p> |
| 19/12/2017 | 5.2 | | Gravel Reserve – River Road | <p>Council that it directs the CEO to:</p> <ol style="list-style-type: none"> 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 confirm the quantities and quality of the gravel source. | <ol style="list-style-type: none"> 1) <i>Road Safety Audit – Pending</i> 2) <i>Work Supervisor has not completed road counts.</i> 3) <i>Work Supervisor concluded that the quality of the gravel is not up to standard. Gravel has been used from this site previously but was found unacceptable for use.</i> | |
| 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. | <p>ACEO dealing Pending.</p> | |
| 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 | TPW dealing | |

| Date | Agenda Item No | File Ref ID | Heading | Motion | Up-date | Completed Date & Ref |
|------------|----------------|-------------|------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| | | | | conditional closure pursuant to S3.50 of the Local Government Act. | | |
| 17/07/2018 | 13.3 | 12.4.4 | Heavy Vehicle Services Request PBS 2B a Double Road Train Robinson Road West | That the condition of Robinson Road is not of a standard that would adequately support this level of vehicle, unless Council is able to source a significant injection of funds to upgrade the road to an acceptable standard. Therefore Council does not agree to: <ul style="list-style-type: none"> • Allow the PBS 2B A Double Road Train access on Robinson Road West SLK 0.00 – 32.42; or • Add Robinson Road West to the Tri Drive Concession Network TD3.3. | Completed Council needs to consider the future of Robinson Road – TPW Dealing | 17/07/2018 HVS30 |
| 18/09/2018 | 14.1 | 12.4.4 | RAV7 Inclusion | That Council request the CEO to submit an application to Main Roads to amend Robinson Road East and Cartmeticup Road, from Great Southern Hwy to Katanning-Dumbleyung Road from a RAV 4 rated road to a RAV 7, being aware that there is an inconsistency with RAV access on the section of Robinson East Road, between Bridge No: 3061 west to Great Southern Highway that requires urgent reparation. | An application has been submitted to Main Roads requesting the upgrade to RAV 7 network, Main Roads has advised that this process will take approximately 3 months to process. | HVS35 |

15. CLOSURE OF MEETING

Meeting closed 6.19pm