



Attachments

Ordinary Council Meeting
Wednesday 19 June 2024

INDEX

Attachment 7.1.1	May 2024 Council Minutes
Attachment 14.1.1	List of Accounts May 2024
Attachment 14.2.1	Monthly Financial Report May 2024
Attachment 14.4.1	Shire of Narrogin Dual Fire Control Officer
Attachment 14.6.1	Council Policy 3.1.10 Petty Cash
Attachment 14.7.1	Current Council Policy 3.1.3 Corporate Credit Card
Attachment 14.7.2	Revised Council Policy 3.1.3 Transaction Card Policy
Attachment 14.8.1	Current Delegation A5 Application for Planning Consent
Attachment 14.8.2	Review Delegation A5 Application for Planning Consent
Attachment 14.8.3	Letter Department of Planning Lands & Heritage
Attachment 14.9.1	Fees and Charges 2024/25



Minutes

Ordinary Council Meeting
Wednesday 15 May 2024

Date	Wednesday 15 May 2024
Time	3:30pm
Location	Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Friday 10 May 2024



Notice of Meeting

Please be informed an Ordinary Council Meeting of the Council of the Shire of Wickepin will be held at 3:30pm on Wednesday 15 May 2024 at the Shire of Wickepin Council Chambers, 77 Wogolin Road, Wickepin WA 6370.

A handwritten signature in black ink, appearing to read "K Bartley".

Kellie Bartley
Chief Executive Officer

10 May 2024

Disclaimer

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In particular, and without derogating in any way from the broad disclaimer above, in discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member, employee or representative of the Shire of Wickepin during the course of any meeting is not intended to be, and is not to be, taken as notice of approval from the Shire of Wickepin. The Shire of Wickepin warns anyone who has an application lodged with the Shire of Wickepin must obtain, and only should rely on, written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wickepin in respect of the application.

Contents

1	Declaration of Opening	6
2	Attendance	6
2.1	Present	6
3	Public Question Time	6
3.1	Responses to Previous Public Questions Taken On Notice	6
3.2	Public Question Time	6
4	Apologies and Leave of Absence	6
4.1	Apologies	6
4.2	Previously Approved Leave of Absence	6
4.3	Requests for Leave of Absence	6
5	Petitions, Memorials and Deputations	6
5.1	Petitions	6
5.2	Memorials	6
5.3	Deputations.....	7
6	Declarations of Councillors and Officers Interest	7
7	Confirmation of Minutes of Previous Meetings	7
7.1	Minutes of the Ordinary Council Meeting held Wednesday 17 April 2024.....	8
8	Status Report	8
9	Motions of Which Notice Has Been Given	15
10	Receipt of Committee Minutes or Reports and Consideration of Recommendations	15
11	President’s Report	16
12	Report by the Chief Executive Officer	18
13	Notices of Motions for the Following Meeting	20
14	Reports and Information	20
14.1	Monthly Schedule of Accounts Paid – April 2024	21
14.2	Statement of Financial Activity – April 2024	24
14.3	10 Year Plant Replacement Program.....	26
14.4	New Policy – Disposal of Property (Other than Land) & New Delegation – A18 – Disposal of Property.....	28
14.5	Policy Review – Council Policy - 2.1.5 – Councillors Resources and Council Policy – 2.1.9 – IPAD Policy	31

14.6 District Firebreak Notice Approval 24/2533

14.7 Adoption – Shire of Wickepin Parking and Parking Facilities Local Law 2024 39

14.8 Shire of Wickepin Fencing Local Law 2024.....43

14.9 Financial Support – Facey Festival 2025.....47

14.10 Grant Application – Solar Panels – Wickepin Community Centre51

14.11 Proposed Workforce Accommodation – Lot 55 Williams Kondinin Road, Wickepin...55

15 Confidential Reports and Information 64

16 Urgent Business..... 64

17 Closure..... 64

1 Declaration of Opening

The Presiding Member declared the meeting open at 3.37pm.

2 Attendance

2.1 Present

Councillors

J Russell	Councillor
W Astbury	Councillor
T Miller	Councillor
F Allan	Councillor
L Corke	Councillor
J Mearns	Councillor
P Thompson	Councillor

Employees

K Bartley	Chief Executive Officer
E Clement	Deputy Chief Executive Officer
G Hedditch	Manager Works & Services
L Marchei	Executive Support Officer

3 Public Question Time

3.1 Responses to Previous Public Questions Taken On Notice

3.2 Public Question Time

Nil.

4 Apologies and Leave of Absence

4.1 Apologies

Nil.

4.2 Previously Approved Leave of Absence

Nil.

4.3 Requests for Leave of Absence

Nil.

5 Petitions, Memorials and Deputations

5.1 Petitions

Nil

5.2 Memorials

Nil

5.3 Deputations

Nil.

6 Declarations of Councillors and Officers Interest

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

Item	Item Title	Councillor/Officer	Interest	Reason
14.11	Proposed Workforce Accommodation – Lot 55 Williams-Kondinin Rd, Wickepin	Cr Julie Russell	Direct Financial & Indirect Financial	<ul style="list-style-type: none"> • Deliver and market grain through Co-operative Bulk Handling for partnership PL & JA Russell • Hold share of minimal value in order to be able to market grain
14.11	Proposed Workforce Accommodation – Lot 55 Williams-Kondinin Rd, Wickepin	Cr Julie Russell	Proximity	Own land in partnership with husband of Loc 14824(1) and Loc 14824(3) adjacent to but separated from Lot 55 (CBH) by Williams-Kondinin Rd Reserve and Great Southern Railway Line Reserve
14.11	Proposed Workforce Accommodation – Lot 55 Williams-Kondinin Rd, Wickepin	Cr Peter Thompson	Indirect Financial	We sometimes sell grain to CBH and we also cart grain into and out of CBH Wickepin
14.11	Proposed Workforce Accommodation – Lot 55 Williams-Kondinin Rd, Wickepin	Cr Wes Astbury	Direct Financial	<ul style="list-style-type: none"> • Shareholder in company • Deliver grain to CBH Wickepin
14.11	Proposed Workforce Accommodation – Lot 55 Williams-Kondinin Rd, Wickepin	Cr Lindsay Corke	Direct Financial	My business has CBH handle our grain as well as purchase grain from us

These Disclosure of Interests were declared on prior to the meeting and were sent to the Department of Local Government for approval to participate in Item 14.11. At the commencement of the meeting, the Department of Local Government advised that approval for Cr Corke to be able to fully participate in the discussion. Councillors Russell, Astbury and Thompson are not to partake in Agenda Item 14.11.

7 Confirmation of Minutes of Previous Meetings

7.1 Minutes of the Ordinary Council Meeting held Wednesday 17 April 2024

Officer Recommendation

That Council confirm the minutes of the Ordinary Council Meeting held on Wednesday 17 April 2024, as included in Attachment 7.1.1, as a true and accurate record.

Council Decision

Resolution OCM-150524-01

Moved Cr Corke

Second Cr Allan

That Council confirm the minutes of the Ordinary Council Meeting held on Wednesday 17 April 2024, as included in Attachment 7.1.1, as a true and accurate record.

Carried 7/0

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller

Against Nil

8 Status Report

Key

○ = in progress ✓ = completed ✕ =superseded

Item	Subject	Council Decision	Status	Action
1104-190820-11	Albert Facey Homestead Committee Recommendations	An inventory of all public artefacts and donations within the Shire is to be completed.	○	Commenced, not yet complete. Chief Executive Officer has contacted the Committee regarding progress of the project.
1161-150921-13	Townscape and Cultural Planning Committee Recommendations	That the current Wogolin Road Information Board not be re-sited and that a new board be redesigned.	○	Commenced, researching digital signage. Chief Executive Officer has contacted the Committee regarding progress of the project.
OCM-231213-04	Public Transport Authority – Draft Lease Template	That Council re-submit request to the Public Transport Authority to purchase railway reserve land south of the railway line.	○	Re-submitted and awaiting response.
OCM-210224-07	Proposed Fencing Law	That Council: 1. In accordance with section 3.12(3)(a) of the Local Government Act 1995, gives local public	○	Consultation period has commenced – closes 3 May 2024.

Item	Subject	Council Decision	Status	Action
		<p>notice stating that it proposes to make a Fencing Local Law 2024, a summary of its purpose and effect being:</p> <p><u>Purpose</u> The purpose of this local law is to prescribe a sufficient fence and the standard for the construction of fences throughout the district.</p> <p><u>Effect</u> The effect of this local law is to establish the minimum requirements for fencing within the district.</p> <p>2. Notes that:</p> <p>a) Copies of the proposed Fencing Local Law 2024 may be inspected at the Shire's offices and will be made available on the Shire's website;</p> <p>b) Submissions regarding the proposed Fencing Local Law 2024 may be made to the Shire within a period of not more than 6 weeks after the public notice is given;</p> <p>c) In accordance with section 3.12(3)(b) of the Local Government Act 1995, as soon as the notice is given, a copy of the proposed Fencing Local Law 2024 will be provided to the Minister for Local Government; and</p> <p>d) In accordance with section 3.12(3) (c) of the Local Government Act 1995, a copy of the proposed Fencing Local Law 2024 will be</p>		Agenda item presented today for decision.

Item	Subject	Council Decision	Status	Action
		<p>supplied to any person requesting it.</p> <p>3. Notes that all submissions received will be presented to Council for consideration.</p>		
OCM-210224-08	Proposed Parking and Parking Facilities Local Law	<p>That Council:</p> <p>1. In accordance with section 3.12(3)(a) of the Local Government Act 1995, gives local public notice stating that it proposes to make a Parking and Parking Facilities Local Law 2024, a summary of its purpose and effect being:</p> <p><u>Purpose</u></p> <p>The purpose of this local law is to regulate the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the local government and to provide for the management and operation of parking facilities.</p> <p><u>Effect</u></p> <p>The effect of this local law is to control parking throughout the district to ensure the safe, fair and equitable use of parking facilities under the care and control of the local government.</p> <p>2. Notes that:</p> <p>a) Copies of the proposed Parking and Parking Facilities Local Law 2024 may be inspected at the Shire's offices and will be made available on the Shire's website;</p>	○	<p>Consultation period has commenced – closes 3 May 2024.</p> <p>Agenda Item presented for consideration.</p>

Item	Subject	Council Decision	Status	Action
		<p>b) Submissions regarding the proposed Parking and Parking Facilities Local Law 2024 may be made to the Shire within a period of not more than 6 weeks after the public notice is given;</p> <p>c) In accordance with section 3.12(3)(b) of the Local Government Act 1995, as soon as the notice is given, a copy of the proposed Parking and Parking Facilities Local Law 2024 will be provided to the Minister for Local Government; and</p> <p>d) In accordance with section 3.12(3)(c) of the Local Government Act 1995, a copy of the proposed Parking and Parking Facilities Local Law 2024 will be supplied to any person requesting it.</p> <p>3. Notes that all submissions received will be presented to Council for consideration.</p>		
OCM-210224-09	Consideration of Motion from 2024 Annual General Meeting of Electors – Annual Australia Day Event	<p>1. That Council commit to having an annual Australia Day event, either Shire managed or via a local community group with funding of the event by Council.</p> <p>2. That consideration/planning for the 2025 Australia Day event be scheduled to commence in July 2024 via discussion at that month's Forum.</p>	○	To be discussed at July Forum.
OCM-200324-12	Club Nights Light Program Grant Application –	1. That Council approve the submission of the Club Night Lights Program (CNLP) grant	○	Submitted

Item	Subject	Council Decision	Status	Action
	Wickepin Tennis Club	<p>application by the Wickepin Tennis Club for upgrade of lighting at the tennis courts.</p> <p>2. The Council advises the Department of Local Government, Sport and Cultural Industries that Council ranks this grant application as Priority 1 of 1 for the current CNLP funding round for this Shire.</p> <p>3. That Council, in the event the application is successful, commits to funding its financial contribution (\$5,750 cash, \$4,016 in-kind) in the 2024/25 budget with the cash component being funded from the 2024/25 community grants allocation.</p>		
OCM-200324-13	Final Adoption Scheme Amendment No. 3 – Lot 7 (No. 56) Fisher Street, Wickepin	<p>That with respect to the proposed Scheme Amendment No. 3 at Lot 7 (No.56) Fisher Street, Wickepin, to rezone the land from "Recreation and Open Space" reserve to "Residential" zone with a density coding of R10, Council:</p> <p>1. Pursuant to Section 50(2) & (3)(a) of the Planning and Development (Local Planning Schemes) Regulations 2015, support the Standard Scheme Amendment No.3 without modifications to the Shire of Wickepin Local Planning Scheme No. 4 for final approval by:</p> <p>a. Amending the classification of Lot 7 on Deposited Plan 189958 (No. 56) Fisher Street, Wickepin from</p>	○	In Progress

Item	Subject	Council Decision	Status	Action
		<p>'Recreation and Open Space' reserve to 'Residential' zone with a density coding of R10.</p> <p>b. Amending the Scheme Map accordingly.</p> <p>2. Authorise the Chief Executive Officer and President to endorse the amendment documentation for final approval and affix the Shire of Wickepin common seal.</p> <p>3. Advise those persons who lodged submissions of the outcome.</p> <p>4. Forward the endorsed scheme amendment documentation to the Western Australian Planning Commission for its determination.</p> <p>5. Write to the property owner advising of the potential spray drift from the agricultural property to the east.</p>		
OCM-170424-06	Appointment of Bush Fire Related Officers 2024/2025	<p>That Council, in relation to the appointment of Bush Fire Related Officers for 2024/2025 –</p> <p>1. Pursuant to Section 38 of the Bush Fires Act 1954, appoints –</p> <ul style="list-style-type: none"> • T Leeson as the Chief Bush Fire Control Officer, • L Lansdell as the Deputy Chief Bush Fire Control Officer, • P Russell, D White, G McDougall, W Astbury, J Hamilton, T Leeson, D Stacey, R Butler, L Lansdell, T Mullan, T Russell, and C Sims as a Fire Control Officer / Bush 	○	In progress pending DFES final process.

Item	Subject	Council Decision	Status	Action
		Fire Radio Operator / Fire Weather Instrument Officer, and <ul style="list-style-type: none"> • W Astbury and D White as a Clover Burning Permit Issuing Officer, 2. Pursuant to Section 40 of the Bush Fires Act 1954, requests the following Shires appoint the following persons as Dual Fire Control Officers – <ul style="list-style-type: none"> • Shire of Corrigin D Stacey and J Hamilton • Shire of Narrogin T Leeson, L Lansdell and P Russell • Shire of Cuballing T Leeson, R Butler and L Lansdell • Shire of Dumbleyung G McDougall and W Astbury • Shire of Wagin L Lansdell and D White • Shire of Pingelly R Butler and J Hamilton • Shire of Kulin W Astbury, D Stacey and T Mullan 		
OCM-170424-07	Dual Fire Control Officers	That Council appoint the following Dual Fire Control Officers for the Shire of Wickepin from adjoining Shire for the 2024/2025 Bush Fire Season: Shire of Corrigin Craig Jespersen & Joel Bell	✓	Completed.
OCM-170424-08	District Fire Break Notice Approval 2024/2025	That Council, pursuant to clause 14.1(i) of the Shire of Wickepin Local Laws relating to Standing Orders 1998,	○	Item laid on table and is being represented to Council May 2024.

Item	Subject	Council Decision	Status	Action
		request that the District Fire Break Notice for 2024/2025 and pursuant to Section 33 of the Bush Fires Act 1954, lie on the table with the reason to seek clarification over the fencing clearing requirements. REASON: To seek further clarification on fencing requirements.		
OCM-170424-10	Local Emergency Management Committee Review – Combined Shires Wickepin, Cuballing and Narrogin	Recommendation 1 That Council may resolve to seek a variation to separate from the combined LEMC with the Shire of Cuballing, seeking to stand alone and conduct the LEMC with the Shire of Wickepin only. Recommendation 2 That Council authorises the Shire President and Chief Executive Officer to proceed to engage and seek the opportunities to apply for a Community Emergency Services Manager for the Shire of Wickepin and surrounding local governments that may have interest.	○	In progress, meeting to be held Monday 13 May 2024 for next step. CEO has been in contact with DFES, DEMC for requirements and advised by CEO's of Narrogin and Cuballing of outcomes.

Where a resolution is formal, procedural or lost it has not been recorded e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc.

9 Motions of Which Notice Has Been Given

10 Receipt of Committee Minutes or Reports and Consideration of Recommendations

11 President's Report

The annual Shire of Wickepin Commemorative ANZAC Day Service was held on Thursday 25th April to remember the sacrifices of the original ANZAC's, to pay respect and give thanks to our Service Men, Women and Animals who have served, and continue to serve our nation; and to remember those who are no longer with us.

Tributes were paid to the mateship of the Australian and New Zealand Defence Forces of the Army; the Navy and the Air Force who have served with distinction, side-by-side for over a century, in conflict and in peace around the world in battles within WW1; WW2; Korea; Vietnam and all other wars.

We were reminded of the ANZAC spirit that was forged 109 years ago when the British Allied Invasion of the Gallipoli Peninsula happened at dawn on 25th April, 1915. Troops hoped to seize control of the Dardanelles Strait, and open the way for the British Allied Naval Forces to attack Constantinople (now Istanbul) - the Capital City of Turkey and the Ottoman Empire - who had joined forces with Germany and now posed a direct threat to the Suez Canal, which was a most important British shipping lane between Europe and Asia.

After 8 long months of what turned out to be nothing more than Trench Warfare, the British Allied Troops were withdrawn from the Gallipoli Peninsula, on 9th of January, 1916.

Gallipoli was a costly failure for the British Allies - 44,000 allied soldiers died, including 8,709 Australian and 2,779 New Zealander soldiers. The Turkish (Ottoman) Empire lost 87,000 soldiers during the campaign. However, although the Gallipoli Campaign was a military defeat, and considered to be a relatively minor aspect of the first World War with regards to comparative losses and casualties of the Western Front - for Australia and New Zealand it has Great Significance, as the Gallipoli Campaign helped to foster a developing sense of National Identity.

Those at home were proud of how their men and women had performed on the World Stage, and a reputation for fighting hard in difficult conditions was established. Anzac Day grew out of this pride. It marks the anniversary of the first major Military Action fought by Australian and New Zealand Forces during the First World War.

First observed on 25th April 1916, the date of the landing has become a crucial part of the fabric of our National Life - a time for remembering and commemorating, not only those who died at Gallipoli, and other campaigns during the First World War, but in later years, those who died in the second World War (from 1939 to 1945).

In subsequent years, the meaning of ANZAC Day has been further broadened to include those who have lost their lives and who have served their country in ALL of the Military and Peacekeeping operations in which Australian and New Zealand Forces have been involved. For more than a Century the Australian and New Zealand Defence Forces have served side by side in countries around the world and this ANZAC Day we commemorate this mateship as we reflect on the many different meanings of WAR.

Special thanks go to Irene Moore who read "ANZAC Reflection" followed by The Prayer of Remembrance; David Koppers who sounded the "Last Post"; Freeman of the Shire Murray Lang who read "The Ode" and Charlie Fulford and Kieran who took charge of the flag protocol. Wreaths were laid by the local school children, Shire, Police and community members. The Shire gardeners had the lawns and gardens surrounding the War Memorial looking fantastic. In the Town Hall, the Wickepin school children years 5-6 had a display of their works depicting various war events involving local people from this area and the Wickepin History Group once again had a wonderful District Historical photographic display and memorabilia set up.

Thank you to all for making this day very special.

On Monday May 13th I attended the joint Cuballing-Wickepin LEMC meeting at Cuballing alongside Cr Corke and CEO Kell, where the committee made formal the resolutions for the future pathways of the

LEMC, whereby Wickepin will become separated and Cuballing will join with Narrogin. These resolutions will be considered by the DEMC and SEMC before they will be made official.

Council Decision

Resolution **OCM-150524-02**

Moved **Cr Allan**

Second **Cr Astbury**

That Council note the President's report dated 15 May 2024.

Carried **7/0**

For **Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller**

Against **Nil**

12 Report by the Chief Executive Officer

A summary of some of the actions undertaken by the Chief Executive Officer for April/May 2024 is below:

Albert Facey Homestead Committee Meeting

Meeting held with the Reference Group on matters related to the Facey Festival. The group is working towards funding, finalising aspects of the event and to seek the support of Council for financial consideration.

WALGA Central Country Zone

Attend with the Shire President the WALGA Central Country Zone at Shire of Pingelly. With items associated with inquiry into LG sustainability, Wind Energy Facilities within the region, band 4 local governments proposed forum.

ANZAC Day Service

It was a pleasure to spend my first event with the community of Wickepin, with an attendance of over 100 people in attendance. The service conducted by Shire President Russell, Mrs Irene Moore, Freeman Murray Lang and guests in attendance. It was great to see David Koppers return to Wickepin to play the The Last Post.

The community enjoyed a morning tea, with the present of the local historical photos, school childrens pictures and art work that represented their terms work with ANZAC's.

Western Power

A meeting was held with a contract consultant for the review of the current service of Western Power and their service delivery. This stakeholder engagement was to seek how the Shire of Wickepin current service level of agreement is rated and how effective it is for our community and townsites. Further outcomes and a request for Western Power to contact the Shire after the review has been completed has been requested to seek further information and long term future of the sustainability of power for some of our areas in the case of emergency management.

Wickepin Fire

CEO meet with DFES and DEMC on the matters of the recent fire in Wickepin. A meeting was held with Wickepin FCO's for hydrant reviews and to also seek support through DFES on the outcomes identified from the day. Equipment has been quoted and seeking approval via the LGGS Scheme.

LEMC

The Shire has recently agreed to move away from its current arrangements with the Shire of Cuballing. Charlotte Powis (DEMC) attended the office with Gavin Stevens (DFES) to review the process moving forward for the Shire. The CEO will work through this with their assistance over the coming months.

Shire President, Cr Russell, Cr Corke and myself attended also the LEMC meeting held at Shire of Cuballing on Monday 13th May 2024 in relation to the formal process of separation. This will work through the requirements of the guidelines with the CEO presenting in the coming months of the new documents to be endorsed and to then follow the requirements under DEMC & SEMC.

Meeting with Bunge

A teams meeting was held with David Mulder, Graeme Hedditch and I on the matters of Bunge coming to the area. Road concerns and the costs associated with this meeting was of the discussion with David

requiring to come back once he has finalised discussions with MRD on costs. Bunge will present to Council when all costs are identified and fit within their scope of funds.

Wickepin Swimming Pool

End of season catch up with the Pool Manager, with discussions on the future requirements and positive season outcomes. Pool Manager to provide Council with an update of the season and the requests for building assets in the coming months.

Shire of Narrogin – Planning Meeting

CEO & Shire Officers from Narrogin discussed the current proposal of the Town Planning Strategy and overview of the agenda items for the development application for CBH. Both items are being addressed in today's meeting.

Facey Group Meeting

CEO formally met with Tina and Bronwyn from the Facey Group. It was lovely to understand their strategic direction and the work that they manage and achieve through grant funding opportunities. They are seeking the continued support that the Shire provides to them. The MOU agreement will be discussed with Council for outcomes prior to the new agreement to be signed.

Delegations exercised –

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Payment of Accounts Refer to FM report item. 14.1 List of Accounts		CEO, DCEO.
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO	Facey Group	05/05/24	

A13	Hire of Community Halls / Community Centre	CEO	Facey Group Yealering PS T Higginson – Winter Weekend	09/05/24 29/04/24 19/04/24	
A14	The Food Act 2008 and the Food Regulations 2009	CEO	Wickepin Arts & Craft Primal Alternative Wickepin Ladies Hockey Club	08/05/24 08/05/24 08/05/24	
A15	The Public Health Act 2016	CEO			
A16	Sponsorship, contributions and donations to sporting and community groups	CEO			

Council Decision

Resolution OCM-150524-03

Moved Cr Corke

Second Cr Allan

That council note the Chief Executive Officer's report dated 15 May 2024.

Carried 7/0

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller

Against Nil

13 Notices of Motions for the Following Meeting

Nil.

14 Reports and Information

14.1 Monthly Schedule of Accounts Paid – April 2024

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	FM.FR.1212
Author	E Clement – Deputy Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	10 April 2024
Attachments	14.1.1 - Monthly Schedule of Accounts Paid – April 2024

Summary

Council is required to have a Schedule of Accounts Paid produced each month containing relevant information, as legislated.

The purpose of this report is to present the –

- Schedule of Creditor Accounts Paid, including Corporate Credit Card Reconciliations, for April 2024

Council is requested to confirm the Monthly Schedule of Accounts Paid, as included in the attachments.

Background

The *Local Government (Financial Management) Regulations 1996* requires Shire officers to, monthly and within a prescribed timeframe, prepare a schedule of payments made from the Municipal Fund and the Trust Fund and present this to Council for confirmation.

Comments

Shire officers have prepared the Monthly Schedule of Accounts Paid, in accordance with legislative requirements, and this is attached.

The schedule of accounts, covering vouchers as listed below, have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costings and the amounts shown have been remitted.

For the month under review the following summarised details are presented –

Municipal Fund	Vouchers	Amounts
Electronic Funds Transfer	EFT14447 - 14520	\$ 549,614.62
Cheques	15927 - 15930	\$ 37,142.66
Direct Deductions	April 2024	\$ 1,095.05
Superannuation	April 2024	\$ 15,348.12
Credit Card	April 2024	\$ 0
BPay Payments	April 2024	\$ 3,568.44
Payroll	April 2024	\$ 100,154.00
Licensing	April 2024	\$ 23,387.63
Municipal Fund Total	April 2024	\$ 730,310.52
Trust Fund		
Electronic Funds Transfer		\$ 0
Cheques		\$ 0
Trust Fund Total		\$ 0
Total		\$ 730,310.52

Statutory Environment

Local Government (Financial Management) Regulations 1996 – Regulation 13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

Where the local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the Chief Executive Officer is to be prepared each month showing details for each account paid.

This list is to be presented to the council at the next ordinary meeting of the council and recorded in the minutes.

Policy Implications

Council Policy 3.1.7 – EFT Payment and Cheque Issue

Council has authorised the Chief Executive Officer to make payments from the municipal fund and the trust fund.

Financial Implications

Current Financial Year

Payments included on the Schedule of Accounts Paid have been undertaken in accordance with appropriate processes and the Annual Budget.

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 acknowledges payments from the Municipal Fund of \$730,310.52 for April 2024.

Council Decision

Resolution OCM-150524-04

Moved Cr Miller

Second Cr Thompson

That Council, pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996* acknowledges payments from the Municipal Fund of \$730,310.52 for April 2024.

Carried 7/0

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller

Against Nil

14.2 Statement of Financial Activity – April 2024

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	FM.FR.1212
Author	E Clement – Deputy Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	8 May 2024
Attachments	14.2.1 - Statement of Financial Activity – April 2024

Summary

Council is required to have a Statement of Financial Activity produced each month containing relevant information, as legislated.

The purpose of this report is to present the Statement of Financial Activity for the period ended April 2024.

Council is requested to accept the Statement of Financial Activity.

Background

The *Local Government (Financial Management) Regulations 1996* require Shire officers, monthly and within a prescribed timeframe, to prepare financial reports covering prescribed information and present these to Council.

Comments

Shire officers have prepared the Statement of Financial Activity, and supporting documentation, in accordance with legislative requirements, and this is attached.

Statutory Environment

Local Government Act 1995 – Section 6.4 Financial report

Local governments are required to prepare and present financial reports, on an annual basis and at any other time, and in any other format, as prescribed.

Local Government (Financial Management) Regulations 1996 – Regulation 34 Financial activity statement required each month (Act s. 6.4)

Shire officers are to prepare each month a statement of financial activity reporting on revenue and expenditure as set out in the annual budget. Each statement of financial activity is to be accompanied by information explaining the composition of net assets less committed and restricted assets, any material variances and any other supporting information considered relevant.

Policy Implications

Council Policy 3.1.14.2 – Monthly Financial Reporting

The Chief Executive Officer shall ensure a monthly statement of financial activity complies with all aspects of the Act and *Local Government (Financial Management) Regulations 1996*.

Financial ImplicationsCurrent Financial Year

Commentary on the current financial position is outlined within the body of the attached reports.

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Statement of Financial Activity and associated documentation for the period ending April 2024, as included in the attachments.

Council Decision

Resolution OCM-150524-05

Moved Cr Allan

Second Cr Miller

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Statement of Financial Activity and associated documentation for the period ending April 2024, as included in the attachments.

Carried 7/0

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller

Against Nil

14.3 10 Year Plant Replacement Program

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	Shire of Wickepin
File Reference	PS.MAI.2113/FM.BU.1209
Author/s	Kellie Bartley – Chief Executive Officer Graeme Hedditch – Manager Works & Services
Interest Disclosures	The author/s have no financial, proximity or impartiality interests in this item.
Report Written Date	28 April 2024
Attachments	14.3.1 - Draft 10 Year Plant Replacement Program

Summary

This report is for Council to consider a draft 10 Year Plant Replacement Program for the 2024/2025 financial year.

Background

The Plant Replacement Program aims to address the need for ongoing optimisation of plant operations, the reduction of changeover costs, minimisation of downtime, and plant repair expenses in a financial responsibility and sustainable manner. The Shire of Wickepin has continued to manage and keep the current plant replacement program to a standard that it meets the operational requirements for the Shire.

Comments

While the plant replacement program serves as a long-term guide for the Council's intentions, annual budget decisions may still be made based on condition and serviceability of individual plant. The proposed plan includes estimated of changeover costs and considers trade-in values. All costs are presented in current dollars, without considering inflation, interest or increases in the Council's rate income.

In the 2023/2024 financial year the Shire purchased a new loader and mower along with the changeover of 2 light vehicles. The draft plan for consideration includes the purchase of a 6 wheel tip truck, replacement of 3 light vehicles, and consideration of the Community Bus. Shire Officers will consider grant opportunities for the replacement of the Community Bus.

The replacement of the Facey Group vehicle has been moved into the following financial year due to the memorandum of understanding in current review. The current vehicle has reasonable low kilometres and further consideration is required for the best possible outcome with the vehicle and changeover options.

Council anticipates to allocate \$400,000 into the plant reserve however this may change pending the review of the draft 2024/2025 Annual Budget.

The draft 10 Year Plant Replacement Program is contained in **Attachment 14.3.1**.

Statutory Environment

The development and adoption of the 10 Year Plant Replacement program forms a component of the Council obligation to produce a plan for the future under Section 5.56 (1) of the *Local Government Act 1995*.

Policy Implications

Council Policy 3.1.12 – Depreciation of Fixed Assets provide clear parameters in relation to the depreciation of fixed assets which includes the Plant and Equipment for both heavy and light vehicles.

Council Policy 6.2.5 – Community Bus use, clause 6.2.5.5 – Replacement, refers to the 10 Year Plant Replacement Program and for consideration in this draft 2024/2025 Annual Budget.

Council Policy 9.3.2 – Facey Group Vehicle – there is current provisions in the MOU for the Shire to consider a vehicle.

Financial Implications

The funds associated with the projected vehicle purchases are to be taken into account in the draft 2024/2025 Annual Budget. The Council has provisions in the Plant Reserve should funding be required and will be further considered through budget deliberations. Current Plant Reserve total is \$690,998 as at 31 March 2024.

The Shire will seek grant funding with regards to the Community Bus. Also reviewing the opportunities to expand the use of the bus with consideration of Access and Inclusion for community members, groups and agencies.

Strategic Implications

Goal - Infrastructure

Objective: 1 Roads are the key economic drive across the Shire.

Strategy: 1.3 Plant and equipment maintenance and replacement is planned.

Voting Requirement

Simple Majority

Officer Recommendation

That Council adopts the draft 10 Year Plant Replacement Program as contained in **Attachment 14.3.1** for the 2024/2025 financial year.

Council Decision

Resolution OCM-150524-06

Moved Cr Astbury

Second Cr Allan

That Council adopts the draft 10 Year Plant Replacement Program as contained in Attachment 14.3.1 for the 2024/2025 financial year.

Carried 7/0

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller

Against Nil

14.4 New Policy – Disposal of Property (Other than Land) & New Delegation – A18 – Disposal of Property

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	CM.POL.403
Author	Kellie Bartley – Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	1 May 2024
Attachments	14.4.1 - Draft Disposal of Property (Other than Land) Policy 14.4.2 - New Delegation – A18 - Disposal of Property

Summary

The purpose of this report is to recommend to Council to adopt new Council Policy – Disposal of Property (Other than Land) and New Delegation – A18 – Disposal of Property, for the purpose of disposal of assets that the Shire of Wickepin may dispose, sell or donate.

Background

The Shire of Wickepin require to dispose of assets at any given time. There is a number of small minor assets that the Shire now has become available and requires to dispose of these in the manner that meets any legislative requirements.

On review of operational matters associated with the current plant and equipment that is due for replacement, Council does not currently have a policy to define the guidelines or a delegation for the Chief Executive Officer to support the process.

Comments

These two documents will allow for the Chief Executive Officer (CEO) and staff to operate within legislative requirements and be able to dispose, sell or donate minor assets and other assets within the thresholds listed. The policy will provide for best practices approach to procurement and disposals by providing a transparent, equitable and competitive purchasing and disposal practices.

The delegation provides the authority for the CEO and staff members to proceed without the requirement to advise Council on disposal of property under \$20,000.

The Officer's recommendation is to support Council to endorse the new Council Policy – Disposal of Property (Other than Land) and the new Delegation – A18 – Disposal of Property. The policy and delegation are contained in **Attachment 14.4.1** and **Attachment 14.4.2**.

Statutory Environment

Section 2.7 of the *Local Government Act 1995*, states:

2.7. Role of council

(1) *The council —*

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

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

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

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

(b) *determine the local government's policies.*

Furthermore, Section 5.42 of the *Local Government Act 1995*, provides further guidance for delegation of powers, it states:

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
- (a) this Act other than those referred to in section 5.43; or
 - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

* Absolute majority required.

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

Policy Implications

The policy has been detailed in the item that is being presented.

Financial Implications

There are no financial implications associated with this item. All items for disposal are generally adopted through the Annual Budget process. Minor equipment/assets that fall under \$5,000 will be taken as income received.

Strategic Implications

Theme - Infrastructure

Objective: 4 Maintain Shire owned facilities in a strategic manner and also to meet community needs

Strategy: 4.1 Ensure currency of the Asset Management Plan; fund and deliver the asset preservation needs for the organisation's assets including roads, buildings, plant and equipment

Strategy: 4.2 Support improvement and maintenance of assets in a strategic manner

Voting Requirement

Recommendation 1 - Simple Majority

Recommendation 2 - Absolute Majority

Officer Recommendation 1

That Council adopts the Council Policy – Disposal of Property (Other than Land) as contained in Attachment 14.4.1 effective 15th May 2024.

Officer Recommendation 2

That Council adopts, by absolute majority, that the Delegation A18 – Disposal of Property as contained in Attachment 14.4.2 effective 15th May 2024.

Recommendation 1

Council Decision

Resolution OCM-150524-07

Moved Cr Astbury

Second Cr Thompson

That Council adopts the Council Policy – Disposal of Property (Other than Land) as contained in Attachment 14.4.1 effective 15th May 2024.

Carried 7/0
For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller
Against Nil

Recommendation 2

Council Decision by Absolute Majority

Resolution OCM-150524-08

Moved Cr Astbury

Second Cr Thompson

That Council adopts, by absolute majority, that the Delegation A18 – Disposal of Property as contained in Attachment 14.4.2 effective 15th May 2024.

Carried 7/0
For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller
Against Nil

14.5 Policy Review – Council Policy - 2.1.5 – Councillors Resources and Council Policy – 2.1.9 – IPAD Policy

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	CM.POL.403
Author	Kellie Bartley – Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	22 April 2024
Attachments	14.5.1 – Current Council Policy – 2.1.5 – Councillor Resources 14.5.2 – Revised Council Policy – 2.1.5 – Councillor Resources 14.5.3 – Current Council Policy – 2.1.9 – IPAD Policy 14.5.4 – Revised Council Policy 2.1.9 – Councillor ICT Policy

Summary

This report is for Council to consider a draft Council Policies – 2.1.5 – Councillor Resources and 2.1.9 – Councillor ICT Policy, that provides the parameters on the provision, use, support and replacement of digital tablet devices for the Shire of Wickepin Councillors.

Background

The Shire of Wickepin has provided iPads to Councillors since 2015, primarily for the purpose of accessing Council business papers (agendas and minutes) in a digital format. The provision of the digital business papers has been through the use of share point concept.

Council recently upgraded the outdated iPads to support the upgrade to Office365. The supply of the tablets and relevant training has been through staff officers advising elected members with the support of the Shire's IT contractor.

Comments

Recently the Shire updated the ICT software from iPads to Surface Pro's along with the creation of Councillor email addresses to help reduce the risk of cyber/data breaches that could possibly occur.

The review of the two council policies addresses provision and use of digital tablet devices, replacement, support and purchase of decommissioned digital tablet devices, whilst updating standard guidelines for the use of digital tablet devices. The changes are noted in **RED** for additional wording and the deletions are noted with ~~STRIKE-OUT~~ in **BLUE**.

The policies provide for a sound understanding for both Shire Officers and Councillors with the provisions and use of the current Shire's ICT equipment provided. The two policies are contained in **Attachments 14.5.2** and **Attachment 14.5.4**.

Statutory Environment

Section 2.7 of the Local Government Act 1995, states:

2.7. Role of council

(1) *The council —*

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

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

- (2) *Without limiting subsection (1), the council is to —*
- (a) *oversee the allocation of the local government’s finances and resources; and*
 - (b) *determine the local government’s policies.*

Furthermore, section 5.41 of the *Local Government Act 1995* notes that one of the CEO’s functions is to ensure that advice and information is available to Council so that informed decisions can be made.

Policy Implications

The recommendation proposes changes to the current two policies with the latest changes that are consistent with the intent of the legislation and has been prepared to include reference to all Shire of Wickepin Councillors and employees who will be required to maintain the service delivery of these devices.

The policies will provide for the objective of specific resources and guidelines on the appropriate use of Council issued equipment.

Financial Implications

The financial costs of the new Surface Pro’s have already been factored into the 2023/2024 Annual Budget. No further costs have been noted however the income will be received should a Councillor wish to purchase.

Strategic Implications

GOAL - Governance

Objective: 10 Our organisation is well positioned and has capacity for the future.

Strategy: 10.3 Identify Councillor training needs.

Objective: 12 Our communities are informed via multiple channels of regular intervals.

Strategy: 12.1 Provide meaningful communication that delivers information regularly and succinctly.

Voting Requirement

Simple Majority

Officer Recommendation

That Council adopts the revised Council Policies – Council Policy – 2.1.5 Councillor Resources and Council Policy – 2.1.9 Councillor ICT Policy with the relevant changes noted and contained in Attachments 14.5.2 and 14.5.4.

Council Decision

Resolution **OCM-150524-09**

Moved **Cr Allan**

Second **Cr Thompson**

That Council adopts the revised Council Policies – Council Policy – 2.1.5 Councillor Resources and Council Policy – 2.1.9 Councillor ICT Policy with the relevant changes noted and contained in Attachments 14.5.2 and 14.5.4.

Carried **7/0**

For **Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller**

Against **Nil**

14.6 District Firebreak Notice Approval 24/25

Submission to	Ordinary Council
Location / Address	-
Name of Applicant	-
File Reference	ES.MEE.904
Author	E Clement – Deputy Chief Executive Officer K Bartley - Chief Executive Officer
Interest Disclosures	The author/s have no financial, proximity or impartiality interests in this item.
Report Written Date	11 April 2024 4 May 2024
Attachments	-

This item was tabled at the Ordinary Council Meeting – 17th April 2024 and was laid on the table for Shire Officers to present further information in relation to the distance for the fencing requirements. Changes to the original report are written in red.

Summary

Council is requested to approve the wording for the 2024/2025 Fire Break Notice which is distributed to all owners and occupiers in the district.

Background

The Bush Fire Control Officers meeting held on Tuesday 26 March 2024 proposed no amendments to the annual Fire Break Notice.

As per legislation, a local government may require an occupier of land to plough or clear a fire break to the satisfaction of the local government or a duly authorised officer.

The requirement includes all or any of the following things –

- To plough, cultivate, scarify, burn or otherwise clear upon the land fire breaks in such manner, at such places, of such dimensions, and to such number, and whether in parallel or otherwise, as determined,
- To maintain the fire breaks, clear of inflammable matter, and
- To act as and when specified with respect to anything which is upon the land which is, or is likely to be, conducive to the outbreak of a bush fire or the spread or extension of a bush fire.

Comments

The Bush Fire Control Officers have made no changes to the fire break notice previously passed by Council.

At the Ordinary Council Meeting held on 17 April 2024, Council requested further details in relation to the firebreak requirements with regards to the fencing requirements of the distance.

Procedural Motion

Council Decision

Resolution **OCM-170424-08**

Moved **Cr L Corke**

Second **Cr P Thompson**

That Council, pursuant to clause 14.1(i) of the Shire of Wickepin Local Laws relating to Standing Orders 1998, request that the District Fire Break Notice for 2024/2025 and pursuant to Section 33 of the Bush Fires Act 1954, lie on the table with the reason to seek clarification over the fencing clearing requirements.

REASON: To seek further clarification on fencing requirements.

Carried 6/0

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson

Against Nil

Shire Officers will be seeking a full view of the bush fire notice for the 2025 season to be tabled at the next Bush Fire Control Officer's meeting for discussion. The Shire will also review the Bush Fire Notice against WALGA's guidance note – Section 33 Fire Break Notices.

The Bush Fire Notice is under the requirements of the *Bush Fires Act 1954*, providing the requirement of a local government to be able to direct individuals directly or on all owners and occupiers of land by publishing the notice in the Government Gazette and a local newspaper.

It is recommended that to approve the current Bush Fire Notice with the shire officers to engage with the Bush Fire Control Officers with a full review of the Bush Fire Notice for the 2025/2026 season.

Further information will be updated on the Shire's website and through the mail out with the rates notice for town areas to gain a better understanding for general fire requirements within a townsite.

Statutory Environment

Bush Fires Act 1954 – Section 33. Local government may require occupier of land to plough or clear fire-break.

A local government may, from time to time, as a measure for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire, give notice to an owner or occupier of land within the district requiring them to undertake activities on the land to remove items which is, or is likely to be, conducive to the outbreak of a bush fire or the spread or extension of a bush fire.

Policy Implications

Nil

Financial Implications

Current Financial Year

Nil

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation 1

That Council, in relation to the District Fire Break Notice for 2024/2025 and pursuant to Section 33 of the Bush Fires Act 1954 approves the following text –

*Bush Fires Act 1954
Shire of Wickepin
Annual Firebreak Notice 2024/2025*

Action is required by owners and / or occupiers of all land in the Shire of Wickepin. Please read this notice carefully.

Any queries should be directed to the Shire of Wickepin Administration Centre or Local Shire Bush Fire Control Officer.

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2024 and thereafter to 14 April 2025 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows –

Rural Land

Inside the boundary of all land held by each owner or occupier, firebreaks need not follow the perimeter of any paddock and will be acceptable following land contours in an endeavour to overcome water erosion –

- To subdivide each holding into lots of no greater than 400 hectares; and*
- To surround the homestead, out buildings and fuel storages on any such land.*

From 15 October all harvesting, baling and stubble crunching (including cutting and raking) operations, there shall be an operational mobile engine powered firefighting unit or units with a minimum combined capacity of 1,200 litres of available water, located in or immediately adjacent to the paddock being harvested and / or baled. The minimum capacity of any single firefighting unit shall be 600 litres of available water. The responsibility to supply and operate the firefighting unit lies with the landowner and / or occupier.

Townsite Land

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty of \$5,000.

Clearing of Fence Lines

When clearing for new fence lines adjoining road reserves, you must have written approval from the Shire of Wickepin prior to commencement of clearing works. Landholders are asked to consider locating the fence three (3) metres inside the boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place the fence on the boundary, they may clear no more than one (1) metre beyond the boundary. This may be varied in special circumstances at the discretion of the Chief Executive Officer of the Shire of Wickepin. Any timber removed from the road reserve is to be pushed onto the owner's property.

Fencing of Road Reserves

Council encourages farmers to fence off road reserves running through properties to protect trees on these reserves and to allow new growth of vegetation.

Burning on Roadsides

Should property owners wish to carry out burning of the road reserve adjacent to the property, it is necessary to obtain Shire approval prior to any burning taking place.

Burning Periods

Restricted Burning – 1 October 2024 to 13 November 2024

Prohibited Burning – 14 November 2024 to 7 February 2025

Restricted Burning – 8 February 2025 to 14 April 2025

Harvest and Fire Ban 2024/2025 Season

Harvesting is banned on Christmas Day, Boxing Day and New Year's Day.

Lighting of fires is banned on Good Friday and Easter Sunday.

Officer Recommendation 2

That Council authorises the Chief Executive Officer to undertake a review of the Bush Fire Notice in line with WALGA's guidance note whilst collaborating with DFES, Area Officer and the Shire of Wickepin Bush Fire Control Officers for the preseason meeting to be held in October 2024.

Recommendation 1**Council Decision**

Resolution OCM-150524-10

Moved Cr Astbury

Second Cr Corke

That Council, in relation to the District Fire Break Notice for 2024/2025 and pursuant to Section 33 of the Bush Fires Act 1954 approves the following text –

**Bush Fires Act 1954
Shire of Wickepin
Annual Firebreak Notice 2024/2025**

Action is required by owners and / or occupiers of all land in the Shire of Wickepin. Please read this notice carefully.

Any queries should be directed to the Shire of Wickepin Administration Centre or Local Shire Bush Fire Control Officer.

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2024 and thereafter to 14 April 2025 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows –

Rural Land

Inside the boundary of all land held by each owner or occupier, firebreaks need not follow the perimeter of any paddock and will be acceptable following land contours in an endeavour to overcome water erosion –

- To subdivide each holding into lots of no greater than 400 hectares; and
- To surround the homestead, out buildings and fuel storages on any such land.

From 15 October all harvesting, baling and stubble crunching (including cutting and raking) operations, there shall be an operational mobile engine powered firefighting unit or units with a minimum combined capacity of 1,200 litres of available water, located in or immediately adjacent to the paddock being harvested and / or baled. The minimum capacity of any single firefighting unit shall be 600 litres of available water. The responsibility to supply and operate the firefighting unit lies with the landowner and / or occupier.

Townsite Land

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty of \$5,000.

Clearing of Fence Lines

When clearing for new fence lines adjoining road reserves, you must have written approval from the Shire of Wickepin prior to commencement of clearing works. Landholders are asked to consider locating the fence three (3) metres inside the boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place the fence on the boundary, they may clear no more than one (1) metre beyond the boundary. This may be varied in special circumstances at the discretion of the Chief Executive Officer of the Shire of Wickepin. Any timber removed from the road reserve is to be pushed onto the owner's property.

Fencing of Road Reserves

Council encourages farmers to fence off road reserves running through properties to protect trees on these reserves and to allow new growth of vegetation.

Burning on Roadsides

Should property owners wish to carry out burning of the road reserve adjacent to the property, it is necessary to obtain Shire approval prior to any burning taking place.

Burning Periods

Restricted Burning – 1 October 2024 to 13 November 2024

Prohibited Burning – 14 November 2024 to 7 February 2025

Restricted Burning – 8 February 2025 to 14 April 2025

Harvest and Fire Ban 2024/2025 Season

Harvesting is banned on Christmas Day, Boxing Day and New Year's Day.

Lighting of fires is banned on Good Friday and Easter Sunday.

Recommendation 2

Council Decision

Resolution OCM-150524-11

Moved Cr Astbury

Second Cr Corke

That Council authorises the Chief Executive Officer to undertake a review of the Bush Fire Notice in line with WALGA's guidance note whilst collaborating with DFES, Area Officer and the Shire of Wickepin Bush Fire Control Officers for the preseason meeting to be held in October 2024.

Carried 7/0

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller

Against Nil

14.7 Adoption – Shire of Wickepin Parking and Parking Facilities Local Law 2024

Submission to	Ordinary Council Meeting
Location / Address	Whole of District
Name of Applicant	Shire of Wickepin
File Reference	LD.LL.14
Author	K Bartley – Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	4 May 2024
Attachments	14.7.1 - Shire of Wickepin Parking and Parking Facilities Local Law 2024 14.7.2 - Shire of Wickepin Parking and Parking Facilities Local Law 2024 with minor changes 14.7.3 - Shire of Wickepin Parking and Parking Facilities Local Law 2024 – FINAL

Summary

The purpose of this report is to enable the Council to consider making the *Shire of Wickepin Parking and Parking Facilities Local Law 2024* following public advertising.

Background

At the 21 February 2024 Ordinary Council Meeting, Council resolved to advertise the *Shire of Wickepin Parking and Parking Facilities Local Law 2024* as part of the process required by legislation to make local laws. In the advertising of the local law, in accordance with legislation, Council resolved that:

- The purpose of this local law is to regulate the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the local government and to provide for the management and operation of parking facilities.
- The effect of this local law is to control parking throughout the district to ensure the safe, fair and equitable use of parking facilities under the care and control of the local government.

As required by the *Local Government Act 1995* (the Act), copies of the law were provided to the Minister of Department of Local Government, Sport and Cultural Industries.

Comments

In accordance with section 3.12 of the Act prior to making any local law, the Shire is required to give local public notice of the draft law and consider any submissions made and make the local law as proposed or make a local law that is not significantly different from what was proposed.

Following Council's resolution, the public notice intention to make the local law was published in the Watershed, 5 March 2024, the Narrogin Observer on 14th March 2024, the Shire's website and notice board from the 6th March 2024. Submissions on the proposed local law closed at 4.00pm on 4 May 2024. The period for public advertising exceeded the minimum of 6 weeks required by legislation.

Submissions on the proposed local law were invited until 4.00pm on 4 May 2024. At the close of the public consultation period, no public submissions were received however, feedback was received from the Department of Local Government, Sport and Cultural Industries (DLGSC).

DLGSC Feedback

The DLGSC provided comments back on minor edits.

Minor Edits

The following minor edits are suggested:

- a) Clause 1.1 - Change citation to italics.
- b) Clause 1.4 - ensure that the definition of “authorized person” and “authorized vehicle” is amended to use the correct spelling “authorised”.
- c) Clause 2.2(1)(b) – Amend the clause to remove extra space between “stall;” “and”.
- d) Clause 2.3(1)(c) - Amend the clause to remove extra space between “vehicle;” and “or”.
- e) Schedule 1 – Amend the title to remove extra space between “Schedule 1” and “-”.
- f) Schedule 1 Clause 2 - Amend the title to remove the extra space between “Main Roads;” and “and”.
- g) Remove page numbers from contents as they won’t match the Government Gazette’s existing page system.
- h) Schedules: After the Schedule title, include a bracket reference to the applicable clause.
- i) The Shire should ensure it double checks all references and cross references.

The comments received from the DLGSC were all reviewed, and the minor edits suggested have been actioned, as required. The changes have been made and are contained in **Attachment 14.7.2** which have been marked out in red.

The purpose and effect of the proposed Shire of Wickepin Parking and Parking Facilities Local Law 2024, are as follows:

Purpose

The purpose of this local law is to regulate the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the local government and to provide for the management and operation of parking facilities.

Effect

The effect of this local law is to control parking throughout the district to ensure the safe, fair and equitable use of parking facilities under the care and control of the local government.

In the event that Council resolves to make the local law, the next steps are:

- Affixing the common seal;
- Publishing a copy in the Government Gazette and providing a copy to the relevant Minister;
- Issuing a local public notice following gazettal;
- Providing copies of the local law to Parliament within 10 working days of the Gazette publication date with the information required *Local Laws Explanatory Memoranda Directions 2010*, including an explanatory memorandum.

Following the public submission period and consideration of the DLGSC, the Officer recommends that Council proceed with making the Shire of Wickepin Parking and Parking Facilities Local Law 2024 as contained in **Attachment 14.7.3**.

Statutory Environment

Section 3.12 of the *Local Government Act 1995* sets out the process to be followed when making, amending or repealing local laws.

Policy Implications

There is no policy related to this item.

Financial Implications

The costs associated with publication of the local law are accommodated within the related Shire's budget allocation.

Strategic Implications

GOAL - Governance

Objective: 12 Our communities are informed via multiple channels of regular intervals

Strategy: 12.1 Provide meaningful communication that delivers information regularly and succinctly.

Voting Requirement

Absolute Majority

Officer Recommendation

That with respect to the proposed Shire of Wickepin Parking and Parking Facilities Local Law 2024, that Council:

1. *Makes the local law as detailed in **Attachment 14.7.3**, pursuant to section 3.12 (4) of the Local Government Act 1995;*
2. *Notes the submissions received during the public advertising period required by the Local Government Act 1995 and the responses taken to the proposed Local Law.*
3. *Authorises the Shire President and Chief Executive Officer to affix the common seal to the Shire of Wickepin Parking and Parking Facilities Local Law 2024 as contained in **Attachment 14.7.3**.*
4. *Instructs the Chief Executive Officer to:*
 - a) *Publish the local law in the Government Gazette in accordance with section 3.12(5) of the Local Government Act 1995;*
 - b) *Provide a copy of this local law to the Minister of Local Government once published in the Government Gazette;*
 - c) *Give local public notice pursuant to section 1.7 of the Local Government Act 1995 following publication in the Government Gazette, stating the title and purpose and effect of this local law, and that the local law is published on the Shire website and that copies may be inspected at, or obtained from the Shire's administration officers; and*
 - d) *Prepare and submit to the Joint Standing Committee on Delegated Legislation, a copy of this local law, an explanatory memorandum (jointly signed by the Shire President and Chief Executive Officer) along with the checklist and any other supporting information on the local law made.*

Council Decision**Resolution OCM-150524-12****Moved Cr Mearns****Second Cr Miller**

That with respect to the proposed Shire of Wickepin Parking and Parking Facilities Local Law 2024, that Council:

- 1. Makes the local law as detailed in Attachment 14.7.3, pursuant to section 3.12 (4) of the Local Government Act 1995;**
- 2. Notes the submissions received during the public advertising period required by the Local Government Act 1995 and the responses taken to the proposed Local Law.**
- 3. Authorises the Shire President and Chief Executive Officer to affix the common seal to the Shire of Wickepin Parking and Parking Facilities Local Law 2024 as contained in Attachment 14.7.3.**
- 4. Instructs the Chief Executive Officer to:**
 - a) Publish the local law in the Government Gazette in accordance with section 3.12(5) of the Local Government Act 1995;**
 - b) Provide a copy of this local law to the Minister of Local Government once published in the Government Gazette;**
 - c) Give local public notice pursuant to section 1.7 of the Local Government Act 1995 following publication in the Government Gazette, stating the title and purpose and effect of this local law, and that the local law is published on the Shire website and that copies may be inspected at, or obtained from the Shire's administration officers; and**
 - d) Prepare and submit to the Joint Standing Committee on Delegated Legislation, a copy of this local law, an explanatory memorandum (jointly signed by the Shire President and Chief Executive Officer) along with the checklist and any other supporting information on the local law made.**

Carried 7/0 by absolute majority

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller

Against Nil

14.8 Shire of Wickepin Fencing Local Law 2024

Submission to	Ordinary Council Meeting
Location / Address	Whole of District
Name of Applicant	Shire of Wickepin
File Reference	LD.LL.14
Author	K Bartley – Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	4 May 2024
Attachments	14.8.1 - Shire of Wickepin Fencing Local Law 2024 14.8.2 - Shire of Wickepin Fencing Local Law 2024 with minor changes 14.8.3 - Shire of Wickepin Fencing Local Law 2024 - FINAL

Summary

The purpose of this report is to enable the Council to consider making the *Shire of Wickepin Fencing Local Law 2024* following public advertising.

Background

At the 21 February 2024 Ordinary Council Meeting, Council resolved to advertise the *Shire of Wickepin Fencing Local Law 2024* as part of the process required by legislation to make local laws. In the advertising of the local law, in accordance with legislation, Council resolved that:

- The purpose of this local law is to prescribe a sufficient fence and the standard for the construction of fences throughout the district.
- The effect of this local law is to establish the minimum requirements for fencing within the district.

As required by the *Local Government Act 1995* (the Act), copies of the law were provided to the Minister of Department of Local Government, Sport and Cultural Industries and Minister of Commerce.

Comments

In accordance with section 3.12 of the Act prior to making any local law, the Shire is required to give local public notice of the draft law and consider any submissions made and make the local law as proposed or make a local law that is not significantly different from what was proposed.

Following Council's resolution, the public notice intention to make the local law was published in the Watershed, 5 March 2024, the Narrogin Observer on 14th March 2024, the Shire's website and notice board from the 6th March 2024. Submissions on the proposed local law closed at 4.00pm on 4 May 2024. The period for public advertising exceeded the minimum of 6 weeks required by legislation.

At the close of the public consultation period, 3 submissions were received with feedback received from the Department of Local Government, Sport and Cultural Industries (DLGSC) and the Department of Commerce (DoC).

Details of the submissions and the associated Officer responses are shown in the table below:

Source of submission	Submission	Officer Response
Department of Local Government, Sport and Cultural Industries	<ol style="list-style-type: none"> 1. Notifying the relevant minister under section 3.12 of the <i>Local Government Act 1995</i>. 2. Use of Australian/New Zealand Standards 3. Minor Edits <ul style="list-style-type: none"> • Clause 2.3 – The subclause (1) designator is unnecessary, as the clause doesn't have any other subclauses. • Ensure that all references and cross-references are double checked for accuracy. 	<p>The Australian/New Zealand Standards – The shire would be required to purchase these Standards, however would not necessarily be available for the public to view online. The Shire would be required to purchase and have these available for viewing free of charge at the Shire Administration Office.</p> <p>The minor edits to formatting and language requested by the Department have been made. Minor changes made and are available in Attachment 14.8.2 and noted in RED.</p>
Department of Commerce	<p>Hon Minister Ellery (Minister for Commerce).</p> <p>Department of Commerce acknowledges and notes the proposed Fencing Local Law 2024.</p>	<p>Noted. No further action required.</p>
Ryan Tilbrook	<p>I oppose the proposed new local Fencing Law 2024 due to it being too restrictive.</p>	<p>Noted. No changes recommended.</p>

At the Council Briefing Session on 17 April 2024, Councillors requested that further information regarding the fencing requirements and the definitions to be noted as they did not align or identify with the "Agricultural" Zoning. Further wording for "Special Rural" versus the zoning codes were not aligned with the Town Planning Scheme No. 4. Council did request further information on the use of certain materials for fencing on agricultural land and how would this effect the district.

Shire Officer's sought further information from WALGA's Governance Team, providing information for officers to seek further clarification with regards to the comparison of the draft local law against the Dividing Fences Act 1961, guidelines for clearing fence lines and the use of razor wire. This will take officers time to investigate the additional information to understand these points raised.

The purpose and effect of the proposed Shire of Wickepin Fencing Local Law 2024, are as follows:

Purpose

The purpose of this local law is to prescribe a sufficient fence and the standard for the construction of fences throughout the district.

Effect

The effect of this local law is to establish the minimum requirements for fencing within the district.

In the event that Council resolves to make the local law, the next steps are:

- Affixing the common seal;
- Publishing a copy in the Government Gazette and providing a copy to the relevant Ministers;
- Issuing a local public notice following gazettal;
- Providing copies of the local law to Parliament within 10 working days of the Gazette publication date with the information required *Local Laws Explanatory Memoranda Directions 2010*, including an explanatory memorandum.

The following officer recommendations are details as below with two options to be considered.

Option 1

That with respect to the proposed Shire of Wickepin Fencing Local Law 2024, that Council:

1. *Makes the local law as detailed in **Attachment 14.8.3**, pursuant to section 3.12 (4) of the Local Government Act 1995;*
2. *Notes the submissions received during the public advertising period required by the Local Government Act 1995 and the responses taken to the proposed Local Law.*
3. *Authorises the Shire President and Chief Executive Officer to affix the common seal to the Shire of Wickepin Fencing Local Law 2024 as contained in **Attachment 14.8.3**.*
4. *Instructs the Chief Executive Officer to:*
 - a) Publish the local law in the Government Gazette in accordance with section 3.12(5) of the *Local Government Act 1995*;
 - b) Provide a copy of this local law to the Minister of Local Government once published in the Government Gazette;
 - c) Give local public notice pursuant to section 1.7 of the Local Government Act 1995 following publication in the Government Gazette, stating the title and purpose and effect of this local law, and that the local law is published on the Shire website and that copies may be inspected at, or obtained from the Shire's administration officers; and
 - d) Prepare and submit to the Joint Standing Committee on Delegated Legislation, a copy of this local law, an explanatory memorandum (jointly signed by the Shire President and Chief Executive Officer) along with the checklist and any other supporting information on the local law made.

Option 2

Based on further advice from WALGA and Council's consultation, seek to:

The Council DOES NOT MAKE the Shire of Wickepin Fences Local Law 2024.

Option 2 is the Officer's Recommendation.

Statutory Environment

Section 3.12 of the *Local Government Act 1995* sets out the process to be followed when making, amending or repealing local laws.

Policy Implications

There is no policy related to this item.

Financial Implications

The costs associated with publication of the local law are accommodated within the related Shire's budget allocation.

Strategic Implications

GOAL - Governance

Objective: 12 Our communities are informed via multiple channels of regular intervals.

Strategy: 12.1 Provide meaningful communication that delivers information regularly and succinctly.

Voting Requirement

Absolute Majority

Officer Recommendation

That with respect to the proposed Shire of Wickepin Fencing Local Law 2024, that Council DOES NOT MAKE the Shire of Wickepin Fencing Local Law 2024.

Council Decision

Resolution OCM-150524-13

Moved Cr Corke

Second Cr Astbury

That with respect to the proposed Shire of Wickepin Fencing Local Law 2024, that Council DOES NOT MAKE the Shire of Wickepin Fencing Local Law 2024.

Carried 7/0 by absolute majority

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller

Against Nil

14.9 Financial Support – Facey Festival 2025

Submission to	Ordinary Council Meeting
Location / Address	All of the district
Name of Applicant	Albert Facey Reference Group
File Reference	CR.MEE.208
Author	O Melville-Main – Community Economic Development Officer K Bartley – Chief Executive Officer
Interest Disclosures	The author/s have no financial, proximity or impartiality interests in this item.
Report Written Date	9 May 2024
Attachments	-

Summary

This report is for Council to consider the request from the Albert Facey Working Reference Group to support the opportunity of a community event – Facey Festival 2025, with financial support. The event is scheduled for March 2025 with opportunity to seek further grant funding.

Background

The first Facey Festival was held by the Shire in 2018 and was collaborated with community and the shire to achieve the event. With the support of Theatre 180, the Albert Facey Homestead committee was able to bring “A Fortunate Life” back to Wickepin. The event helped to bring together the arts, culture and agriculture industry into a live performance.

Theatre 180 will be applying for a grant to once again bring this to life and had approached members of the Albert Facey Homestead Reference Group for consideration to bring this unique and emergent style of theatre back to Wickepin.

The festival will feature a captivating theatre production by Theatre Company Theatre 180, live enactments at Cave Rock, engaging bush poetry performances, and lively entertainment market stalls, promising a weekend of cultural immersion and community spirit. Given the Reference Group's lack of incorporation, they have requested the Wickepin Shire to submit funding applications to Lotteries West and other current grant funding organisations to ensure the festival's success. This funding will support essential components of the event, fostering community enrichment and preserving local heritage through a vibrant celebration of Albert Facey's life.

The Albert Facey Homestead Reference Group met on 26 March 2024 and 24 April 24, respectively, and have now formed as a Working Reference Group. Chaired now, by newly appointed, Linley Rose and attended by 5 others in the working group, Libby Heffernan and Linley Rose provided information to the Chief Executive Officer (CEO) regarding a proposed Facey Festival to be held in March 2025.

Comments

The aim of the Facey Festival is to bring visitors to the Shire aligning to the Shire's Strategic Community Plan with regards to tourism and to support local businesses to thrive. Whilst providing the opportunity to showcase Wickepin's natural assets and community sense of spirit.

The group presented the Facey Festival concept at the April 2024 Council Forum, proposing a dynamic cultural event in Wickepin, scheduled for March 2025. The concept of the event is to bring locals residents and surrounding districts along with the opportunity for tourists to visit and experience the Albert

Facey historical story and list of weekend of events. Whilst providing the community to contribute and benefit from visitors coming to Wickepin.

The working group has been working on the concept which underscores Council's intent to pursue funding from Lotterywest and other grants for the Facey Festival. In response, a detailed document has been produced, outlining the festival's objectives, activities, budget, and anticipated outcomes. Emphasising the event's cultural significance and its potential community impact, the proposal will specify how funds from Lotterywest and other grants, will be utilised and aims to secure the necessary financial support for the Facey Festival concept, contingent upon the success of the funding applications.

The Shire Officers, in collaboration with the Albert Facey Reference Working Group are preparing grant applications to Lotteries West and Elders to assist with funding for the event. The working group have prepared a comprehensive working document for the concept, underscoring Council's intent to pursue funding from Lotterywest and other grants for the Facey Festival.

In response, a detailed document has been produced, outlining the festival's objectives, activities, budget, and anticipated outcomes. Emphasising the event's cultural significance and its potential community impact, the proposal will specify how funds from Lotterywest and other grants, will be utilised and aims to secure the necessary financial support for the Facey Festival concept, contingent upon the success of the funding applications.

Members of the working group have managed to seek the Facey Family to be involved, Fremantle Press have given verbal support to utilise the Facey context and the support of so far 12 community groups who are willing to partake in activities and the opportunity to fundraise as part of the event.

A number of activities have so far been planned, some are listed below:

- Pioneer Lunch with billy tea and damper near the Heritage Walk Trail area.
- Albert Facey Homestead open
- Toolseum open
- Demonstrations of Blade Shearing, Rope making and Wool spinning
- Old household and farm equipment on display and working: Gramophone, Coolgardie Safe.
- Market stalls with consumables and plants
- Tenth Light Horse from Bunbury Display
- Band playing near Homestead
- Grandma Carr and Uncle Archie wandering through the crowd
- Bus tour of the Albert Facey Heritage trail including Cave Rock and an appearance of Albert Facey.
- Narrogin Arts Facey exhibition
- Performance of A Fortunate Life – Theatre 180
- Projections of TV series on the front of the town hall
- Poets breakfast

This event will create tourism for local businesses and the ability for the Shire to be able to provide RV Camping experience within the towns of Wickepin, Yealering and Harrismith.

The Event costings are yet to be finalised however the group is seeking support in principle from the Shire for the in-kind costs for Shire Officer's time, facility hire and additional costs that may not be covered by any grant opportunities.

Officers recommend supporting this event and through the draft 2024/025 Annual Budget process provide the financial costs to be considered should all grants be approved.

Statutory Environment

This request aligns to Section 6.8 of the *Local Government Act 1995*, which states:

6.8. Expenditure from municipal fund not included in annual budget

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) *is incurred in a financial year before the adoption of the annual budget by the local government; or*
 - (b) *is authorised in advance by resolution*;* or
 - (c) *is authorised in advance by the mayor or president in an emergency.*

** Absolute majority required.*

Policy Implications

There is no policy associated with this item.

Financial Implications

Consultation with the working group, Theatre 180 will be applying for grant funding for the performance, whilst Shire Officers will continue to work with Lotterywest and Elders Community Giving Projects for most of the funding, the Shire will require to support the in-kind costs associated with staff time, facility hire, insurances, hire of equipment and costs for marquees.

The costs associated with at present will be approximately up to \$5,000.

Theatre 180 are applying for the grant for the performance of \$9,000. The Shire Officers will be applying for further grants with Lotterywest and Elders for the additional funds. To date these costs are approximately at \$20,000.

Shire Officers have been in contact with Lotterywest who are supportive of this event and have given the guidelines to support the process of the event.

Ticket sales will be a source of income along with assisting local groups to activate the programs for the event. Therefore, benefiting in fundraising, donations and assisting local groups to enhance the social and community inclusion to the community.

Strategic Implications

Goal – Economy

Objective: Tourism opportunities create value to our communities

Strategy: Promote (and partner where appropriate) festivals and events that showcase the district's natural assets and community.

Voting Requirement

Absolute Majority

Officer Recommendation

The Council:

- 1. considers the financial amount of up to \$5,000 to be presented in the draft Annual Financial Budget 2024/2025 for the Facey Festival 2025; and*
- 2. authorises the Chief Executive Officer to seek additional grant funding on behalf of the Albert Facey Homestead Reference Group for the Facey Festival 2025.*

Council Decision

Resolution OCM-150524-14

Moved Cr Thompson

Second Cr Miller

The Council:

- 1. considers the financial amount of up to \$5,000 to be presented in the draft Annual Financial Budget 2024/2025 for the Facey Festival 2025; and**
- 2. authorises the Chief Executive Officer to seek additional grant funding on behalf of the Albert Facey Homestead Reference Group for the Facey Festival 2025.**

Carried 7/0 by absolute majority

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller

Against Nil

14.10 Grant Application – Solar Panels – Wickepin Community Centre

Submission to	Ordinary Council Meeting
Location / Address	49 Campbell Street, Wickepin
Name of Applicant	Shire of Wickepin
File Reference	GS.PRG.1514/CP.DAC.514
Author	O Melville-Main – Community Economic Development Officer K Bartley – Chief Executive Officer
Interest Disclosures	The author/s have no financial, proximity or impartiality interests in this item.
Report Written Date	7 May 2024
Attachments	Nil

Summary

This report recommends to Council to endorse the proposed Grant Application and financial support for Community Energy Upgrades Fund Round 1 - Installation of Solar Panels on Wickepin Community Centre 2024/2025.

Background

The Department of Climate Change, Energy, the Environment and Water (DCCEEW) has introduced the Community Energy Upgrades Fund who will deliver \$100 million over 2 funding rounds and will run over 3 years from 2024/2025. The program will co-fund energy efficiency and electrification upgrades for local governments to deliver reduced energy bills and emissions from local government owned and/or operated facilities.

The program will contribute to Australia meeting its emissions reduction targets of 43 percent by 2030, net zero emissions by 2050, and support 82% renewable electricity generation by 2030. It will also support the Commonwealth-led National Energy Performance Strategy (NEPS).

The objectives of the program are to support:

- the Government's broader efforts to reduce emissions and improve energy performance and contribute to Australia meeting its emission reduction targets of 43 percent by 2030, Net-Zero emissions by 2050 and 82% renewable electricity generation by 2030
- local governments to decarbonise their operations and reduce energy bills through energy efficiency and load flexibility upgrades and electrification of their facilities
- the improvement in energy performance necessary to more easily utilise renewable electricity and improve system reliability.

The intended outcomes of the program are:

- reduced energy bills and emissions from local government owned and/or operated facilities
- installed energy efficiency, load flexibility and electrification technology that is commercially available
- improved capability of local governments and the wider community to implement energy upgrades and electrification projects in their facilities.
- increased capacity of domestic supply chains and labour force to support significant future investment in energy efficiency upgrades
- improved workforce skills in delivering and operating energy transition projects.

Comments

Transitioning our local government facilities to renewable energy will decrease costs, prevent penalties for non-renewable energy use, and free up funds for community projects, fostering sustainability and development.

The Wickepin Community Centre serves as a multifunctional space, accommodating community groups, sporting events, and Shire meetings, and is vital as an evacuation centre during emergencies. Recognising its importance, it was considered important for the Shire to consider an application for the opportunity of Community Energy Upgrades Fund, Round 1. Recently, our Community & Economic Development Officer and Works Manager collaborated on a grant application to the Commonwealth Government's Department of Resources, Science, and Resources.

This application seeks a 50% subsidy to install a 39.6kW solar system, potentially leading to up to 91.41% savings on the facility's monthly utility bill from \$865.78 to \$74.50 (after solar). The system would produce an estimate of 55,939kWh/year, calculating for an emissions reduction of 16.22 tCO₂e/year.

The Wickepin Community Centre was chosen this opportunity due to its large, accessible roof space, ease of construction, and accessibility. The swimming pool, caravan park and Shire administration building also have high energy consumption. Applying for the upgrade in round 2 would align with these significant assets, ensuring long-term operational cost savings and decreased ongoing expenses.

The strategic implications of the project are multifaceted, with a primary focus on achieving lower costs through renewable energy adoption.

Cost Reduction: Transitioning to renewable energy sources presents a significant opportunity for the Shire of Wickepin to lower operational costs. By reducing reliance on conventional energy sources, the Shire can decrease electricity expenses associated with powering the Community Centre, freeing up resources for other essential community initiatives.

Sustainability Integration: In addition to cost savings, adopting renewable energy aligns the Shire with broader sustainability goals, actively reducing its carbon footprint and contributing to environmental preservation.

Infrastructure Enhancement: The transition to renewable energy enhances the resilience and efficiency of Council-owned assets, ensuring their long-term viability while decreasing reliance on conventional energy sources.

Emergency Preparedness: Renewable energy adoption bolsters resilience during emergencies, particularly given the Community Centre's role as an evacuation centre. By providing a dependable energy source independent of the grid, the Shire may look to upgrading this infrastructure to battery storage, enduring continued functionality during crises, and where generators add to the preparedness.

Future Considerations: While solar panel installation serves as the initial focus, subsequent stages may explore independent renewable and sustainable energy solutions. This approach fosters ongoing adaptability and innovation in asset management, ensuring the Shire remains at the forefront of sustainable practices.

Notably, the grant opportunity requires a minimum project expenditure of \$50,000.00 (minimum grant amount \$25,000). The objective of the energy upgrade is to install 90 solar panels on the roof of the Wickepin Community Centre, utilising its vast roof area of almost 3,000 sqm, to generate renewable energy and reduce the facility's reliance on traditional energy sources.

The officer is requesting to support this application and the contribution of \$25,000 to be considered in the 2024/2025 draft Annual Financial Budget.

Statutory Environment

This request aligns to Section 6.8 of the *Local Government Act 1995*, which states:

6.8. Expenditure from municipal fund not included in annual budget

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) *is incurred in a financial year before the adoption of the annual budget by the local government; or*
 - (b) *is authorised in advance by resolution*; or*
 - (c) *is authorised in advance by the mayor or president in an emergency.*

** Absolute majority required.*

Policy Implications

There is no current policy that is associated with this item.

Financial Implications

The financial implications entail allocating funds to support the project, capturing the generous funding opportunity from the Commonwealth in Funding Round 1. However, this means the project must commence in September 2024 to meet grant requirements. The request to support 50% of the funding is required with the application and to be requested to be in the 2024/2025 Draft Annual Budget.

The current monthly utility bill for the Community Centre (Before Solar) is \$865.78. The after 39.6kW system monthly utility bill is \$ 74.50, a reduction = 91.41%, representing long-term operational cost savings and a substantial decrease in ongoing expenses for energy consumption for the Shire of Wickepin.

Strategic Implications

SCP | Infrastructure: Goal 4 | Maintain Shire owned facilities in a strategic manner and also to meet community needs.

- 4.1 Ensure currency of the Asset Management Plan; fund and deliver the asset preservation needs for the organisation's assets including roads, buildings, plant and equipment.
- 4.2 Support the improvement and maintenance of assets in a strategic manner.
- 4.3 Encourage greater usage of Shire facilities.

The policy implications suggest that the Shire of Wickepin lacks a current strategy for adopting renewable assets or infrastructure powered by renewable energy. Interest lies in aligning renewable energy initiatives with existing strategic priorities outlined in the Strategic Community Plan. Specifically, these initiatives aim to support asset improvement and maintenance, as well as land use planning for residential and industrial growth. By integrating renewable energy into these priorities, the Shire can attract new populations, stimulate local economic growth, and enhance environmental sustainability, thus maximising the value and impact of Council-owned infrastructure and services.

Voting Requirement

Absolute Majority

Officer Recommendation

The Council;

- 1. considers the financial amount of \$25,000 for support (in principle) the Energy Upgrade Project for the Solar Panels at the Wickepin Community Centre to be included in the draft 2024/2025 Annual Financial Budget; and*
- 2. approves the Chief Executive Officer to use the \$25,000 from the Future Projects Reserve in the Draft 2024/2025 Annual Financial Budget.*

Substantive Motion

Cr Russell moved to request the following substantive motion to be considered.

Council Decision

Resolution OCM-150524-15

Moved Cr Russell

Second Cr Miller

That Council:

- 1. withdraw from the current Community Energy Upgrades Fund Round 1; and**
- 2. authorise the Chief Executive Officer to undertake an all facilities audit in the shire to assess eligibility and cost benefit analysis for grant applications over the next 3 years and report back to Council forum.**

Carried 7/0 by absolute majority

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson, Cr T Miller

Against Nil

Reason: The substantive motion is different due to further information on ALL shire facilities and report back at Council forum.

The following declarations of interest were declared for item 14.11:

Item	Item Title	Councillor/Officer	Interest	Reason
14.11	Proposed Workforce Accommodation – Lot 55 Williams-Kondinin Rd, Wickepin	Cr Julie Russell	Direct Financial & Indirect Financial	<ul style="list-style-type: none"> • Deliver and market grain through Co-operative Bulk Handling for partnership PL & JA Russell • Hold share of minimal value in order to be able to market grain
14.11	Proposed Workforce Accommodation – Lot 55 Williams-Kondinin Rd, Wickepin	Cr Julie Russell	Proximity	Own land in partnership with husband of Loc 14824(1) and Loc 14824(3) adjacent to but separated from Lot 55 (CBH) by Williams-Kondinin Rd Reserve and Great Southern Railway Line Reserve
14.11	Proposed Workforce Accommodation – Lot 55 Williams-Kondinin Rd, Wickepin	Cr Peter Thompson	Indirect Financial	We sometimes sell grain to CBH and we also cart grain into and out of CBH Wickepin
14.11	Proposed Workforce Accommodation – Lot 55 Williams-Kondinin Rd, Wickepin	Cr Wes Astbury	Direct Financial	<ul style="list-style-type: none"> • Shareholder in company • Deliver grain to CBH Wickepin
	Proposed Workforce Accommodation – Lot 55 Williams-Kondinin Rd, Wickepin	Cr Lindsay Corke	Direct Financial	My business has CBH handle our grain as well as purchase grain from us

The Department of Local Government advice is that Cr Corke is to remain with Item 14.11 and the following Councillors – Cr Russell, Cr Astbury, Cr Thompson are not to remain in the room to deal with item 14.11.

Cr Russell, Cr Astbury and Cr Thompson left the meeting at 4.49pm.

The Chair was vacated and taken over by Cr Miller.

14.11 Proposed Workforce Accommodation – Lot 55 Williams Kondinin Road, Wickepin

Submission to	Ordinary Council Meeting
Location / Address	Lot 55 Williams Kondinin Road, Wickepin
Name of Applicant	Co-operative Bulk Handling
File Reference	A6346
Author	Azhar Awang – Executive Manager Development & Regulatory Services, Shire of Narrogin
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	9 May 2024
Attachments	14.11.1 - Application for Development Approval Form – Shire of Wickepin 14.11.2 - CBH Covering Letter 14.11.3 - Certificate of Title - Lot 55 on Deposited Plan 412971, Wickepin 14.11.4 - Feature Survey – Wickepin 14.11.5 - Proposed Plans of Development – Wickepin 14.11.6 - Colorbond Material and Colour Palette 14.11.7 - Example of ‘as constructed’ accommodation units 14.11.8 - Stormwater Management Plan – Wickepin 14.11.9 - Post Development Catchment Plan - Wickepin 14.11.10 - Site and Soil Evaluation – Wickepin 14.11.11 - Letter of Delegation to sign Development Application Form

Summary

Council is requested to consider the proposed Workforce Accommodation at Lot 55 Williams Kondinin Road, Wickepin.

As a “Use not listed” under the Shire of Wickepin Local Planning Scheme No.4 (LPS 4), the proposal is presented to Council for its consideration as to whether such use is consistent with the objectives of the particular zone.

Background

The Shire has received a Planning Application from CBH Group proposing a Worker’s Accommodation at Lot 55 Williams Kondinin Road, Wickepin. The proposal consists of the following:

- Stage 1 – Onsite accommodation comprising of 2x4 single person living quarters;
- Stage 2 – Onsite accommodation comprising of 2x4 single person living quarters;
- Shared amenities including kitchen. Laundry, dining and common areas;
- Covered areas, verandas and associated amenities;
- Car parking (total 15 bays);
- Onsite Effluent disposal system;
- internal access roads; and
- associated stormwater drainage system.

Access onto the property is via an existing crossover on Williams Kondinin Road and no additional access has been proposed.

The applicant has also included in **Attachments 14.11.1 – 14.11.11** a comprehensive report supporting the proposed development.

Comments

Zoning & Land Use Permissibility

Lot 55 Williams Kondinin Road, Wickepin, is zoned 'RES Development' for Residential purposes under LPS 4. The objectives of the Development Zone are:

- To make provision for future residential and industrial development; and
- To ensure that development zoned areas are developed in an orderly manner in accordance with an approved Structure Plan.

The proposed use as "Workforce Accommodation" is not defined under LPS 4. On that basis clause 3.4.2, LPS 4 makes the following provisions:

- 3.4.2 *If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may –*
- a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;*
 - b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for development approval; or*
 - c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.*

Under Schedule 1 – Model Provisions for Local Planning Schemes, in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015, Workforce Accommodation is defined as premises, which may include modular or relocatable buildings, used —

- (a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and
- (b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors.

The subject land abuts the existing residential development to the east and the CBH operation to the north, west and south west of the property. The proposed Workforce accommodation is to accommodate the CBH employees that work in the area.

As the proposal is not to subdivide the subject property, it is not a requirement for a structure plan to be developed.

Given the close proximity of the Workforce Accommodation to existing residential to the east of the site, it is recommended that the Council advertise the proposal and seek written comments from the adjoining and impacted properties in accordance with clause 9.5.

However, it is noted that an inconsistency exists in the current LPS 4, where clause 9.5 is absent, possibly due to oversight in previous scheme amendments. In the absence of such a clause, the reference to advertising is made in clause 64(4) of Schedule 2 Deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, which stipulates the following provisions:

- (4) For the purposes of subclause (1)(b) or (c), an application that is not a complex application is advertised by doing any or all of the following, as determined by the local government —*
 - (a) publishing in accordance with clause 87 —*
 - (i) a notice of the proposed development in the form set out in clause 86(3); and*

- (ii) *the application for development approval; and*
 - (iii) *any accompanying material in relation to the application that the local government considers should be published;*
- (b) *giving notice of the proposed development to owners and occupiers of properties in the vicinity of the development who, in the opinion of the local government, are likely to be affected by the granting of development approval;*
- (c) *erecting, in the manner and form approved by the Commission, a sign or signs in a conspicuous place on the land the subject of the application giving notice of the proposed development in the form set out in clause 86(3).*

It is considered that the proposed development could primarily affect the existing residential properties situated to the east of the proposed site. Therefore, it is advised that written notification be sent to the adjoining residential properties to the east of the proposed development, allowing a 21-day period for response from the date of the notice.

Compliance with Development Standards

LPS 4 does not contain any specific standards governing the development and use of land for 'RES Development'. As such any planning application received in this regard must be considered and determine on its merits with due regard for its potential impacts

Clause 4.21 of the LPS 4, makes reference to Development in the Development Zone, which states as follows:

4.21.1 Development in the Development zone will be subject to:

- a) The availability of services adequate to accommodate the proposed development.
- b) The preparation of a Structure Plan prepared in accordance with the provisions of Sub-Clause 4.10 and Part 4 of the deemed provisions and approved by the Commission.

The applicant will need to ensure that they liaise with the relevant services authorities regarding power, water and sewer. As there is no underground reticulated, the proposed development must comply with the *Health (Treatment of Sewerage and Disposal of Effluent and Liquid Waste) Regulations 1974* and the relevant Code of Practices and to obtain the approval from the Department of Health.

In regards to part (b) of the clause, the proposal does not involve subdivision and therefore a structure plan is not proposed for the site. The applicant has also indicated that due to the close proximity of the site to the CBH operation, the site would not be suitable for residential subdivision due to its close proximity to the industrial activity on the site.

Landscaping

Considering that the proposed development to the east adjoins existing residential development and acknowledging the presence of remnant vegetation along the eastern boundary of the proposed development site, it is advisable to preserve this existing vegetation. Additionally, it is recommended that the applicant enhance landscaping to the south of the property.

Car Parking

The applicant has proposed to designate a combined total of 15 car parking bays for both stage one and stage two of the development. While there is no explicit requirement in the 'RES Development' zone, the scheme does indicate a need for 1 car bay per bedroom or accommodation unit.

Accordingly, it is advised that a total of 16 car bays will be necessary for the development. Additionally, to mitigate potential dust issues arising from vehicle movement in close proximity to existing residences, it is recommended that the applicant mark and seal the parking area.

Stormwater Management

The stormwater drainage system proposed for the accommodation, as outlined by BG & E Resources in the accompanying document and based on Design Specification TS10A and Australian Rainfall & Runoff guidelines, is designed to manage a 20-year Average Recurrence Interval (ARI) rainfall event.

To minimize flooding and safeguard critical infrastructure, surface runoff within the site will be carefully managed. The report indicates that runoff up to the 20-year ARI event will be channelled through an open drainage system. Additionally, surface water from the same event will be detained onsite, with controlled outflow restricted to predevelopment flow rates.

The accommodation and carpark area, totalling 1,010m² of impervious surface, will result in a post-development stormwater discharge of 26 L/s compared to a pre-development discharge of 6 L/s. Stormwater runoff from the facility will be directed to a detention basin via a network of downpipes, as delineated in the post-development catchment plan.

As per the report, the proposed catchment is not anticipated to impact the existing stormwater drainage system, as detailed in BG&E's Stormwater Management Plan submitted with the development application.

Policy Manual – 10.3.4 Temporary Accommodation Camps

The aim of this policy is to ensure consistent, fair, thorough, and prompt assessment of applications for the development of temporary accommodation camps. These camps are recognised as a 'use not listed' in the Shire of Wickepin Town Planning Scheme No.4. The policy provides guidance to various stakeholders, including Councillors, employees, government agencies, landowners, developers, consultants, and the public, regarding the evaluation of such applications. It also aims to facilitate the development of temporary accommodation camps in a manner that maximises social benefits while minimising social costs.

According to the policy, where a Temporary Accommodation Camp is located within a gazetted town site of the Shire, it must:

- Be strategically located within walking distance to a range of services including social, recreational, educational, commercial, retail and medical.
- Be accessible to bitumen sealed road (7.0 metre seal) and reticulated power, water and sewerage.
- In the opinion of the Council, not be located in an area of perceived environmental, social or visual sensitivity.
- Accord with the Shire of Wickepin's current planning instruments (i.e. Town Planning Scheme, Local Planning Strategy) in demonstrating a 'value added' benefit for possible re-use of some or the entire camp infrastructure beyond the life of the temporary accommodation camp use.

The site selected is located within the Shire of Wickepin Townsite as depicted in the Shire of Wickepin Local Planning Scheme No. 4 (Wickepin Townsite).

Based on the above assessments, it is considered that the proposed Workforce Accommodation may be considered consistent with clause 3.4.2(b) of the LPS 4 and therefore it is recommended that the proposal be advertised in accordance with clause 64(4) in Schedule 2 Deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, in particular part

(b): *giving notice of the proposed development to owners and occupiers of properties in the*

vicinity of the development who, in the opinion of the local government, are likely to be affected by the granting of development approval.

Furthermore, it is suggested that if no adverse submissions are received during the notification period, the Council should approve the proposed development, subject to the specified conditions.

Statutory Environment

- *Planning and Development (Local Planning Schemes) Regulations 2015*
- *Shire of Wickepin Local Planning Scheme No. 4.*

Policy Implications

This policy is covered by Planning Policy - 10.3.4 – Temporary Accommodation Camps.

Financial Implications

The cost associated with planning fee for the proposed development is based on the cost of development. The application submitted stated the total cost of development to be \$2 million. Based on this total cost of development, the planning fee payable is \$5,555.

Strategic Implications

Shire of Wickepin Strategic Community Plan 2023 - 2033

GOAL 6: New Businesses are attracted and existing business grow.

Strategy 6.1 Support local business to thrive.

6.2 Plan in a Local Planning Strategy and Town Planning Scheme for a diverse range of land, housing and development opportunities for facilitation of growth in residential and industrial land use – to meet current and future needs.

Voting Requirements

Simple majority

Recommendation 1

That with respect to the proposed Workforce Accommodation at Lot 55 Williams Kondinin Road, Wickepin, Council:

1. *In accordance with clause 3.4.2 b) of the Shire of Wickepin Local Planning Scheme No 4, determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures with clause 64(4) in Schedule 2 Deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, in particular part (b); by giving notice of the proposed development to owners and occupiers of properties in the vicinity of the development who, are likely to be affected by the granting of development approval.*
2. *The notification is for a period of 21 days from the date of notification.*
3. *Any objections received will be presented at the next available Council meeting after assessment of the submissions received.*

Recommendation 2

In the event that no negative objection is received during the notification period, the application for planning approval submitted by Co-Operative Bulk Handling Ltd (CBH) with respect to the proposed Workforce Accommodation at Lot 55 Williams Kondinin Road, Wickepin, be APPROVED subject to the following condition:

1. *The development approved shall be in accordance with the plans and specifications submitted with the application and there shall not be altered or modified without the prior written approval of Council.*
2. *The approval is for a period of five (5) years from the date of approval plus the option for a further extension of additional 5 years.*

3. *Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.*
4. *The approval shall expire if the development permitted is not completed within two (2) years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing.*
5. *All stormwater generated by the proposed development shall be managed and disposed of in accordance with the Stormwater Management Plan prepared by BG & E Resources to the specifications and satisfaction of the Shire's Chief Executive Officer.*
6. *A total of 16 car bay will be required for the development to be line marked and sealed to the satisfaction of the Chief Executive Officer.*
7. *All on-site vehicle accessways and parking areas associated with the proposed new accommodation building shall be constructed and maintained in accordance with the internal road layout depicted on the development plan with appropriate measures for drainage and disposal of surface water to the specifications and satisfaction of the Shire's Chief Executive Officer.*
8. *Suitable drought tolerant landscaping shall be provided adjacent to the new building on the eastern property boundary within three (3) months of the building being sited on the land and maintained at all times to the satisfaction of the Shire's Chief Executive Officer.*
9. *The sub-floor area of the building shall be enclosed with brick, stone, vermin battens or other means acceptable to the Shire's Chief Executive Officer.*
10. *Any floodlights / security lights that need to be installed are not to be positioned or operated in such manner as to cause the light source to be directly visible to the travelling public or adjoining properties or cause annoyance to the surrounding area.*
11. *All rubbish generated on-site shall be managed and disposed of to the specifications and satisfaction of the Shire's Chief Executive Officer.*
12. *The property shall be maintained in a neat and tidy condition at all times to the specifications and satisfaction of the Shire's Chief Executive Officer.*

Advice Notes

1. *This approval is not an authority to ignore any constraint to development on the land that may exist through contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether it has been drawn to the local government's attention.*
2. *An application to construct or install an apparatus for the treatment of sewage must be submitted and approved by the local government's Environmental Health Officers or Chief Health Officer of Public Health before the commencement of construction for the new dwelling. Statutory fees apply and are to be paid on submission of the application.*
3. *An approved on-site effluent disposal system, as determined by the local government's Environmental Health Officers or Chief Health Officer of Public Health, shall be installed to the specifications and satisfaction of the local government's Environmental Health Officer or Chief Health Officer of Public Health. A permit to use the on-site effluent disposal apparatus must be issued by the local government's Environmental Health Officer or Chief Health Officer of Public Health prior to occupation and use of the proposed dwelling.*
4. *This is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant and landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.*
5. *In accordance with the Building Act 2011 and Building Regulations 2012, a Building Permit Application must be submitted to and approved by the local government's Building Surveyor prior to the commencement of development, including any proposed earthworks.*
6. *The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.*
7. *No construction works shall commence prior to 7.00am without the Shire's written approval.*
8. *If the applicant and/or owner are aggrieved by this decision as a result of the conditions of approval or by a determination of refusal, there may be a right of review under the provisions of*

Part 14 of the Planning and Development Act 2005. A review must be lodged with the State Administrative Tribunal and must be lodged within 28 days of the decision.

Council Decision

Resolution OCM-150524-16

Moved Cr Mearns

Second Cr Allan

Recommendation 1

That with respect to the proposed Workforce Accommodation at Lot 55 Williams Kondinin Road, Wickepin, Council:

1. In accordance with clause 3.4.2 b) of the Shire of Wickepin Local Planning Scheme No 4, determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures with clause 64(4) in Schedule 2 Deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, in particular part (b); by giving notice of the proposed development to owners and occupiers of properties in the vicinity of the development who, are likely to be affected by the granting of development approval.
2. The notification is for a period of 21 days from the date of notification.
3. Any objections received will be presented at the next available Council meeting after assessment of the submissions received.

Recommendation 2

In the event that no negative objection is received during the notification period, the application for planning approval submitted by Co-Operative Bulk Handling Ltd (CBH) with respect to the proposed Workforce Accommodation at Lot 55 Williams Kondinin Road, Wickepin, be APPROVED subject to the following condition:

1. The development approved shall be in accordance with the plans and specifications submitted with the application and there shall not be altered or modified without the prior written approval of Council.
- ~~2. The approval is for the period of five (5) years from the date of approval plus the option for a further extension of additional 5 years.~~
3. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
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7. All on-site vehicle accessways and parking areas associated with the proposed new accommodation building shall be constructed and maintained in accordance with the internal road layout depicted on the development plan with appropriate measures for drainage and disposal of surface water to the specifications and satisfaction of the Shire's Chief Executive Officer.
8. Suitable drought tolerant landscaping shall be provided adjacent to the new building on the eastern property boundary within three (3) months of the building being sited on the land and maintained at all times to the satisfaction of the Shire's Chief Executive Officer.

9. The sub-floor area of the building shall be enclosed with brick, stone, vermin battens or other means acceptable to the Shire's Chief Executive Officer.
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5. In accordance with the Building Act 2011 and Building Regulations 2012, a Building Permit Application must be submitted to and approved by the local government's Building Surveyor prior to the commencement of development, including any proposed earthworks.
6. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
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8. If the applicant and/or owner are aggrieved by this decision as a result of the conditions of approval or by a determination of refusal, there may be a right of review under the provisions of Part 14 of the Planning and Development Act 2005. A review must be lodged with the State Administrative Tribunal and must be lodged within 28 days of the decision.

Carried 4/0

For Cr L Corke, Cr J Mearns, Cr F Allan, Cr T Miller

Against Nil

Noting: Withdraw on Recommendation 2 of Condition 2 which states *"The approval is for the period of five (5) years from the date of approval plus the option for a further extension of additional 5 years."* Has been removed due to the permanent structures that CBH has lodged and is planning on completing under this Development Application.

Cr Russell, Cr Astbury and Cr Thompson re-entered the meeting at 4.53pm.

Cr Russell took the chair.

15 Confidential Reports and Information

Nil

16 Urgent Business

Nil

17 Closure

The Presiding Member declared the meeting closed at 4.55pm. .

List of Accounts Due & Submitted to Council			
31-May-24			
Chq/EFT	Date	Name	Muni
EFT14521	03/05/2024	HAPPY AUSSIE CAMPERS	\$ 630.00
EFT14522	08/05/2024	CHLOE SU NELSON	\$ 630.00
EFT14523	09/05/2024	AUTOMOTIVE WORKSHOP SERVICES	\$ 1,974.50
EFT14524	09/05/2024	DC & LB CURTIS	\$ 27,640.00
EFT14525	09/05/2024	DIAMOND LOCKSMITHS	\$ 118.75
EFT14526	09/05/2024	DUFFY ELECTRICS	\$ 738.32
EFT14527	09/05/2024	FULFORD EARTHMOVING & CIVIL	\$ 21,450.00
EFT14528	09/05/2024	JASON SIGNMAKERS	\$ 249.04
EFT14529	09/05/2024	NARROGIN PACKAGING	\$ 206.82
EFT14530	09/05/2024	NARROGIN CARPETS & CURTAINS	\$ 14,071.00
EFT14531	09/05/2024	PERFECT COMPUTER SOLUTIONS - PCS	\$ 460.00
EFT14532	09/05/2024	TINCURRIN RURAL SERVICES	\$ 1,600.00
EFT14533	09/05/2024	WCP CIVIL PTY LTD	\$ 113,993.66
EFT14534	09/05/2024	ZONE 50 ENGINEERING SURVEYS	\$ 3,018.40
EFT14535	09/05/2024	AUSTRALIA POST	\$ 34.27
EFT14536	09/05/2024	AIR LIQUIDE WA PTY LTD	\$ 58.90
EFT14537	09/05/2024	GOODYEAR AUTOCARE NARROGIN	\$ 60.00
EFT14538	09/05/2024	BISH'S TIMBER SUPPLIES	\$ 88.00
EFT14539	09/05/2024	BMR MECHANICAL PTY LTD	\$ 735.51
EFT14540	09/05/2024	COUNTRY PAINT SUPPLIES	\$ 207.36
EFT14541	09/05/2024	ELDERS WICKEPIN	\$ 160.00
EFT14542	09/05/2024	ELDERS REAL ESTATE	\$ 2,024.00
EFT14543	09/05/2024	EMBROIDER ME	\$ 25.30
EFT14544	09/05/2024	FLOWERS IN THE VALLEY	\$ 330.00
EFT14545	09/05/2024	GREAT SOUTHERN FUEL SUPPLIES	\$ 17,655.85
EFT14546	09/05/2024	HANSON CONSTRUCTION MATERIALS	\$ 981.75
EFT14547	09/05/2024	HERSEY'S SAFETY PTY LTD	\$ 2,284.80
EFT14548	09/05/2024	BERYLE HOLM	\$ 393.28
EFT14549	09/05/2024	MOORE	\$ 2,816.00
EFT14550	09/05/2024	MCINTOSH & SON NARROGIN	\$ 4,698.00
EFT14551	09/05/2024	NARROGIN HARDWARE MAKIT	\$ 477.12
EFT14552	09/05/2024	NARROGIN BEARING SERVICES	\$ 1,758.30
EFT14553	09/05/2024	NARROGIN LIQUOR BARONS	\$ 61.99
EFT14554	09/05/2024	PORTER CONSULTING ENGINEERS	\$ 3,300.00
EFT14555	09/05/2024	RYNAT INDUSTRIES AUSTRALIA	\$ 1,949.75
EFT14556	09/05/2024	REPCO	\$ 275.55
EFT14557	09/05/2024	RURAL TREE SERVICES WA	\$ 1,800.00
EFT14558	09/05/2024	TANYA MARY SANDS	\$ 226.69
EFT14559	09/05/2024	TEAM GLOBAL EXPRESS PTY LTD	\$ 450.30
EFT14560	09/05/2024	WESTRAC EQUIPMENT	\$ 1,837.56
EFT14561	09/05/2024	WA HINO SALES & SERVICE	\$ 2,662.33
EFT14562	20/05/2024	JESSICA HUGHES	\$ 630.00
EFT14563	23/05/2024	PAUL WINSTON ASKINS	\$ 101.32
EFT14564	23/05/2024	COUNTRY PAINT SUPPLIES	\$ 296.46
EFT14565	23/05/2024	LANDGATE	\$ 6,462.75
EFT14566	23/05/2024	DX PRINT GROUP PTY LTD	\$ 126.50
EFT14567	23/05/2024	DUFFY ELECTRICS	\$ 5,167.45
EFT14568	23/05/2024	EWEN RURAL SUPPLIES	\$ 3,901.42
EFT14569	23/05/2024	EFIRE & SAFETY	\$ 2,370.50

EFT14570	23/05/2024	ELDERS WICKEPIN	\$ 1,927.20
EFT14571	23/05/2024	HERSEY'S SAFETY PTY LTD	\$ 3,174.60
EFT14572	23/05/2024	GREAT SOUTHERN WASTE DISPOSAL	\$ 8,285.17
EFT14573	23/05/2024	NARROGIN GLASS	\$ 4,514.59
EFT14574	23/05/2024	NARROGIN PACKAGING	\$ 246.84
EFT14575	23/05/2024	NARROGIN BETTA HOME LIVING	\$ 442.98
EFT14576	23/05/2024	NARROGIN & DISTRICTS PLUMBING SERVICE	\$ 17,099.50
EFT14577	23/05/2024	NARROGIN SUPERMARKET TREE TREE TRADING PTY LTD	\$ 94.66
EFT14578	23/05/2024	OFFICEWORKS SUPERSTORES PTY LTD	\$ 54.69
EFT14579	23/05/2024	PERFECT COMPUTER SOLUTIONS - PCS	\$ 1,830.00
EFT14580	23/05/2024	REPCO	\$ 177.21
EFT14581	23/05/2024	R J SMITH ENGINEERING	\$ 156.20
EFT14582	23/05/2024	TEAM GLOBAL EXPRESS PTY LTD	\$ 132.28
EFT14583	23/05/2024	WA HINO SALES & SERVICE	\$ 636.00
EFT14584	23/05/2024	WICKEPIN NEWSAGENCY	\$ 386.60
EFT14585	28/05/2024	DONGOLOCKING PLUMBING & GAS	\$ 13,915.00
		EFT TOTAL	\$ 306,263.02
15931	01/05/2024	SYNERGY	\$ 4,817.89
15932	01/05/2024	WATER CORPORATION	\$ 21,803.55
15933	09/05/2024	SYNERGY	\$ 572.46
15934	09/05/2024	WATER CORPORATION	\$ 2,201.38
15935	23/05/2024	SYNERGY	\$ 10,062.27
15936	23/05/2024	WATER CORPORATION	\$ 50.05
		CHEQUE TOTAL	\$ 39,507.60
DD15012.1	29/05/2024	3E ADVANTAGE PTY LTD	\$ 1,095.05
DD15020.1	22/05/2024	ANZ BANK	\$ 174.87
		TOTALS DIRECT DEBIT	\$ 1,269.92
DD14951.1	01/05/2024	AWARE SUPER	\$ 4,950.33
DD14951.2	01/05/2024	REST INDUSTRY SUPER	\$ 246.63
DD14951.3	01/05/2024	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	\$ 234.82
DD14951.4	01/05/2024	PRIME SUPER	\$ 525.84
DD14951.5	01/05/2024	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION	\$ 501.41
DD14951.6	01/05/2024	NETWEALTH INVESTMENTS	\$ 275.54
DD14951.7	01/05/2024	ANZ SUPER	\$ 38.20
DD14951.8	01/05/2024	SPIRIT SUPER	\$ 361.45
DD14951.9	01/05/2024	AMP SIGNATURE SUPER	\$ 236.63
DD14981.1	15/05/2024	AWARE SUPER	\$ 5,045.01
DD14981.2	15/05/2024	REST INDUSTRY SUPER	\$ 247.49
DD14981.3	15/05/2024	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	\$ 264.17
DD14981.4	15/05/2024	PRIME SUPER	\$ 528.42
DD14981.5	15/05/2024	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION	\$ 551.97
DD14981.6	15/05/2024	NETWEALTH INVESTMENTS	\$ 275.54
DD14981.7	15/05/2024	ANZ SUPER	\$ 74.02
DD14981.8	15/05/2024	SPIRIT SUPER	\$ 362.40
DD14981.9	15/05/2024	AMP SIGNATURE SUPER	\$ 236.63
DD15005.1	29/05/2024	AWARE SUPER	\$ 5,135.64
DD15005.2	29/05/2024	REST INDUSTRY SUPER	\$ 247.49
DD15005.3	29/05/2024	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	\$ 266.62
DD15005.4	29/05/2024	PRIME SUPER	\$ 534.12
DD15005.5	29/05/2024	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION	\$ 551.11
DD15005.6	29/05/2024	NETWEALTH INVESTMENTS	\$ 275.54
DD15005.7	29/05/2024	ANZ SUPER	\$ 97.89
DD15005.8	29/05/2024	SPIRIT SUPER	\$ 363.30
DD15005.9	29/05/2024	AMP SIGNATURE SUPER	\$ 236.63

DD14951.10	01/05/2024	AUSTRALIAN SUPER	\$ 253.53
DD14981.10	15/05/2024	AUSTRALIAN SUPER	\$ 253.53
DD15005.10	29/05/2024	AUSTRALIAN SUPER	\$ 253.53
		TOTALS SUPERANNUATION	\$ 23,425.43
98010524	01/05/2024	DEPT OF TRANSPORT	\$ 1,121.20
98030524	03/05/2024	DEPT OF TRANSPORT	\$ 3,201.35
98060524	06/05/2024	DEPT OF TRANSPORT	\$ 765.55
98070524	07/05/2024	DEPT OF TRANSPORT	\$ 31.10
98080524	08/05/2024	DEPT OF TRANSPORT	\$ 843.70
98090524	09/05/2024	DEPT OF TRANSPORT	\$ 3,135.20
98100524	10/05/2024	DEPT OF TRANSPORT	\$ 1,867.65
98130524	13/05/2024	DEPT OF TRANSPORT	\$ 381.50
98150524	15/05/2024	DEPT OF TRANSPORT	\$ 572.65
98160524	16/05/2024	DEPT OF TRANSPORT	\$ 1,287.35
98200524	20/05/2024	DEPT OF TRANSPORT	\$ 840.30
98210524	21/05/2024	DEPT OF TRANSPORT	\$ 45.15
98240524	24/05/2024	DEPT OF TRANSPORT	\$ 1,152.00
98270524	27/05/2024	DEPT OF TRANSPORT	\$ 321.50
98280524	28/05/2024	DEPT OF TRANSPORT	\$ 353.10
98290524	29/05/2024	DEPT OF TRANSPORT	\$ 496.30
98300524	30/05/2024	DEPT OF TRANSPORT	\$ 161.60
		TOTALS LICENSING	\$ 16,577.20
1/05/2024		PAYROLL	\$ 47,890.00
15/05/2024		PAYROLL	\$ 49,628.00
26/05/2024		PAYROLL	\$ 49,499.00
		TOTALS PAYROLL	\$ 147,017.00
		TOTAL PAYMENTS FOR MAY 2024	\$ 534,060.17

<u>Credit Card Payment Summary</u>			
	<u>23rd APRIL 2024 - 22nd MAY 2024</u>		
	CARD ENDING XXXX224175		
	DATE	COMPANY	
	7/05/2024	DEPARTMENT OF TRANSPORT	\$ 31.10
	8/05/2024	DEPARTMENT OF TRANSPORT	\$ 112.10
	22/05/2024	ANZ	\$ 31.67
		<u>Total For This Card</u>	\$ 174.87
		<u>TOTAL FOR SHIRE OF WICKEPIN</u>	\$ 174.87
	<u>Fuel Card May 2024</u>		
	Job	Job Description	Total
	P475	CAT 444F2 BACKHOE LOADER	\$ 392.06
	P248	HINO 700 SERIES - FS 2848	\$ 1,297.95
	P342	HINO 700 SERIES FS2848	\$ 804.52
	P1955A	FUSO CANTER 7.5T CREW CAB	\$ 4,612.84
	P1915	HINO 500 SERIES 1628 MEDIUM NINE TRUCK	\$ 574.78
	P698	FUSO CANTER 815 7.5T TRUCK - GARDENERS	\$ 416.43
	P2433	HINO FG 1628 TRUCK	\$ 174.50
	P2489	BOBCAT T650 TRACK LOADER	\$ 303.90
	P2473	HINO 300 SERIES 921 AUTO TRADE ACE	\$ 806.54
	P468	HOLDEN COLORADO 4X4 SINGLE CAB - GARDENER'S UTE	\$ 318.85
	P706	HOLDEN COLORADO 4X4 SINGLE CAB CHASSIS 2.8L UTE	\$ 573.21
	P632	ISUZZ D-MAX 4X4 SINGLE CAB CHASSIS SX AUTO	\$ 186.14
	P2255	YEALERING RURAL FIRE TANKER	\$ 183.14
	PCEO	ISUZU MU-X 4X4 LSU 3.0L AUTO MINERAL WHITE	\$ 538.16
	PFACEY	IZUZU D-MAX - SILVER 2.8L 2021	\$ 962.09
	P2567	ISUZU DMAX - WHITE CREW CAB CHASSIS SX 3.0L AUTO	\$ 1,176.23
	PMWS	ISUZU D MAX 4X4 MINERAL WHITE CREW CAB AUTO XT 3.0L	\$ 854.52
	P813	CAT 12H GRADER 2017	\$ 669.43
	P698	FUSO CANTER 815 7.5T TRUCK - GARDENERS	\$ 10.77
	PFACEY	IZUZU D-MAX - SILVER 2.8L 2021	\$ 87.50
			\$ 14,943.56



SHIRE OF WICKEPIN

MONTHLY FINANCIAL REPORT

For the Period Ended 31 May 2024

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Compilation Report	2
Monthly Summary Information	3
Statement of Financial Activity by Program	6
Statement of Financial Activity By Nature or Type	7
Statement of Capital Acquisitions and Capital Funding	8
Note 1 Significant Accounting Policies	9
Note 2 Explanation of Material Variances	16
Note 3 Net Current Funding Position	17
Note 4 Cash and Investments	18
Note 5 Budget Amendments	19
Note 6 Receivables	20
Note 7 Cash Backed Reserves	21
Note 8 Capital Disposals	22
Note 9 Rating Information	23
Note 10 Information on Borrowings	24
Note 11 Grants and Contributions	25
Note 12 Trust	26
Note 13 Details of Capital Acquisitions	27

Shire of Wickepin

Compilation Report

For the Period Ended 31 May 2024

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34 .

Overview

Summary reports and graphical progressive graphs are provided on page 3, 4 and 5.
No matters of significance are noted.

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 May 2024 of -\$490,302.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

Preparation

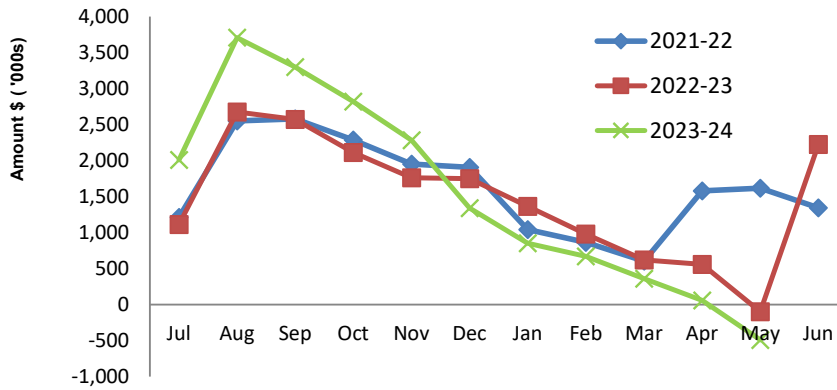
Prepared by: E.Clement DCEO

Date prepared: 6-Jun-24

Reviewed by: K Bartley - CEO

Shire of Wickepin
Monthly Summary Information
For the Period Ended 31 May 2024

Liquidity Over the Year (Refer Note 3)



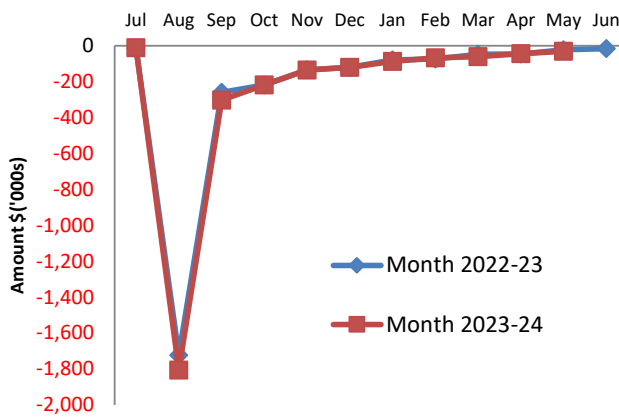
**Cash and Cash Equivalents
as at period end**

Unrestricted	\$ 642,594
Restricted	\$ 3,135,769
	\$ 3,778,362

Receivables

Rates	\$ 31,216
Other	\$ 6,930
	\$ 38,146

Rates Receivable (Refer Note 6)



**Accounts Receivable Ageing (non-rates)
(Refer Note 6)**

Comments

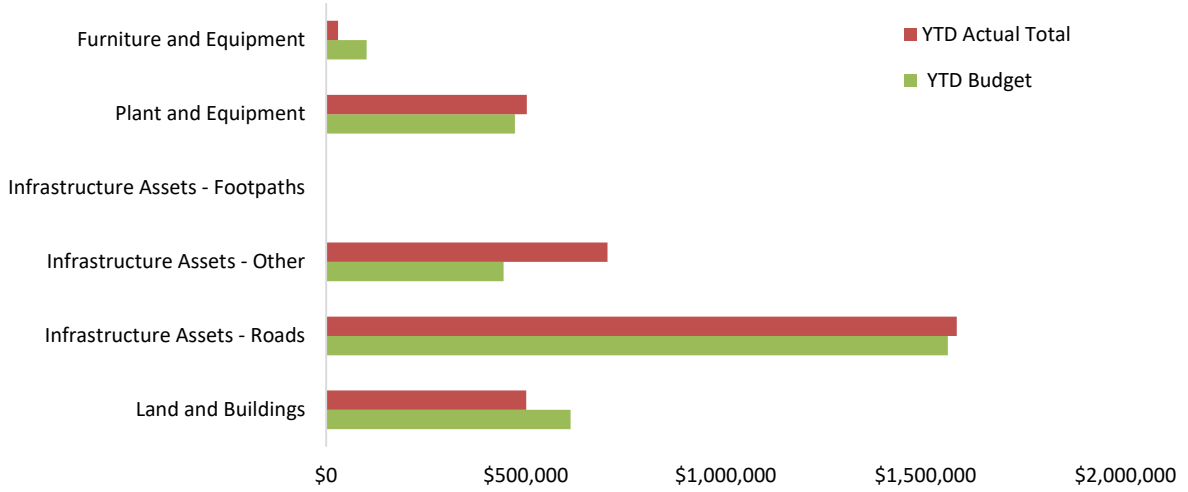
Unrestricted cash includes the following payments in advance

23/24 Grants Commission - General	\$1,156,701
23/24 Grants Commission - Roads	\$650,457
Amounts paid in advance	\$1,807,158

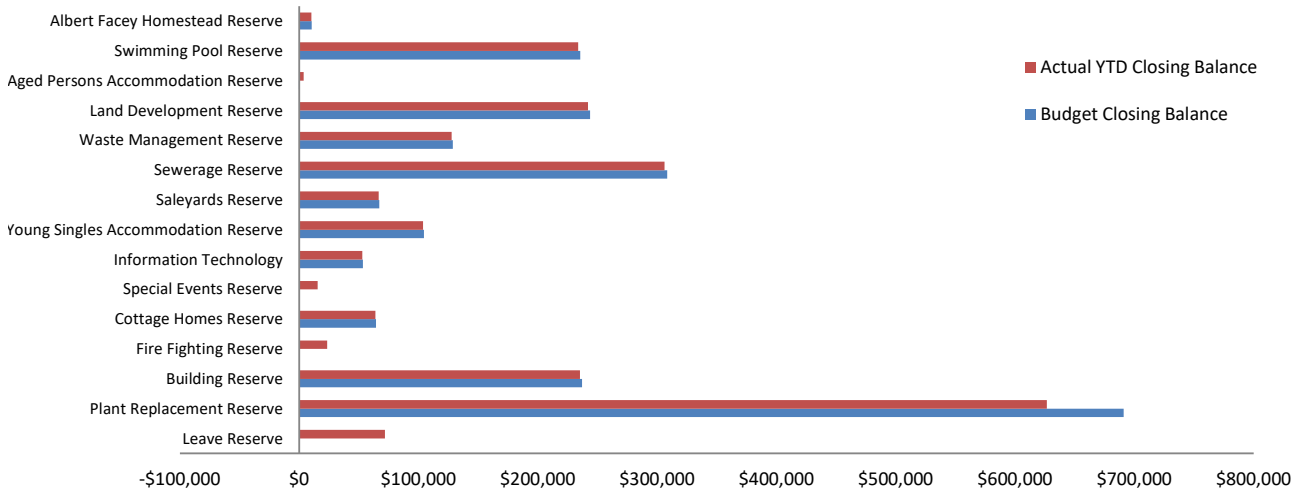
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin
Monthly Summary Information
For the Period Ended 31 May 2024

Capital Expenditure Program YTD (Refer Note 13)



Year To Date Reserve Balance to End of Year Estimate (Refer Note 7)



Comments

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

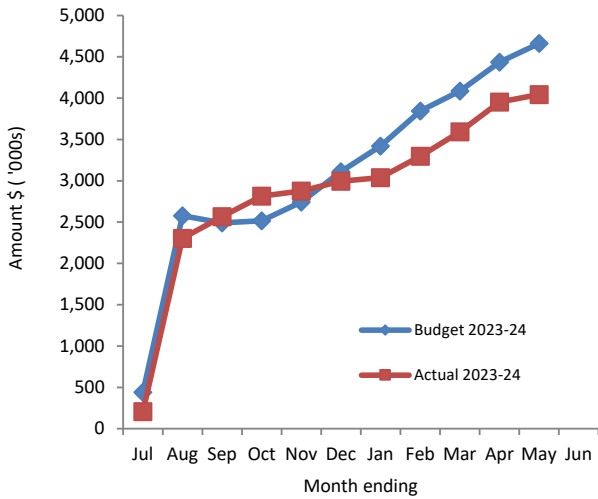
Shire of Wickepin

Monthly Summary Information

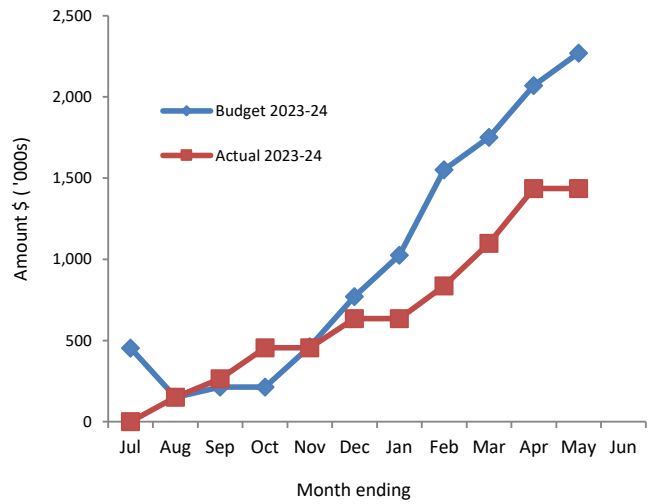
For the Period Ended 31 May 2024

Revenues

Budget Operating Revenues -v- Actual (Refer Note 2)

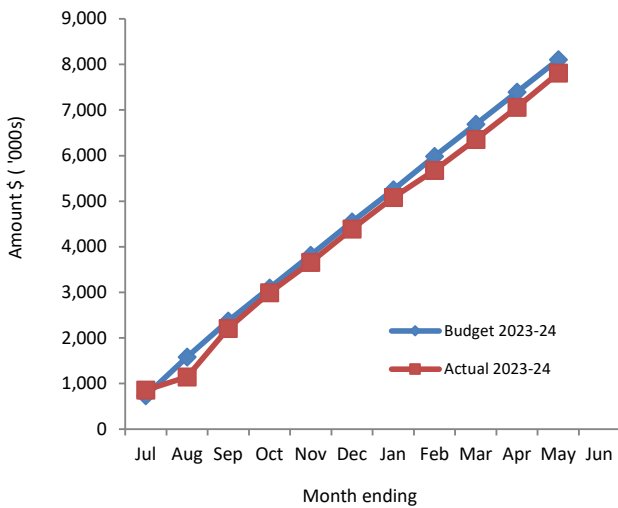


Budget Capital Revenue -v- Actual (Refer Note 2)

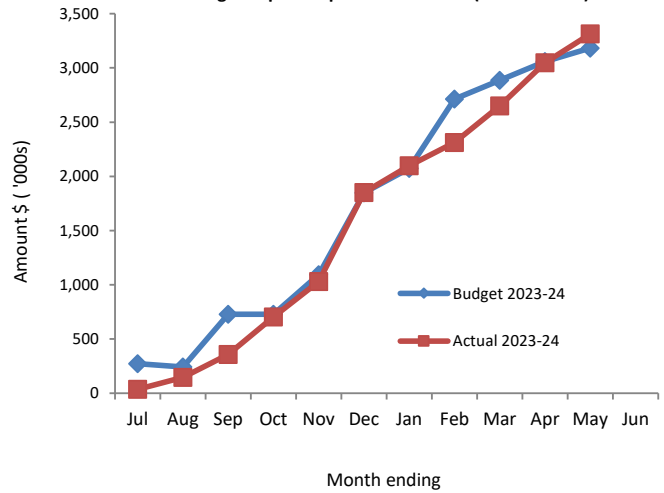


Expenditure

Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



Comments

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 May 2024

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues	\$	\$	\$	\$	%	
Governance	100	88	27,357	27,269	30987.74%	▲
General Purpose Funding - Rates	9	1,566,800	1,566,738	1,563,190	(3,548)	(0.23%)
General Purpose Funding - Other		361,100	304,215	423,976	119,761	39.37%
Law, Order and Public Safety		130,500	114,728	123,538	8,810	7.68%
Health		200	176	356	180	102.27%
Education and Welfare		300	275	100	(175)	(63.64%)
Housing		227,700	221,214	226,775	5,561	2.51%
Community Amenities		292,100	288,104	241,731	(46,374)	(16.10%)
Recreation and Culture		1,171,100	800,539	104,650	(695,889)	(86.93%)
Transport		1,452,700	1,267,463	1,197,024	(70,439)	(5.56%)
Economic Services		77,000	70,543	89,513	18,970	26.89%
Other Property and Services		30,000	27,489	45,516	18,027	65.58%
Total Operating Revenue		5,309,600	4,661,572	4,043,726	(617,846)	
Operating Expense						
Governance		(617,733)	(566,964)	(541,742)	25,222	4.45%
General Purpose Funding		(109,700)	(100,529)	(95,993)	4,536	4.51%
Law, Order and Public Safety		(290,300)	(270,621)	(223,958)	46,663	17.24%
Health		(32,300)	(29,604)	(17,672)	11,932	40.31%
Education and Welfare		(47,200)	(43,241)	(25,990)	17,251	39.89%
Housing		(178,900)	(164,192)	(135,220)	28,972	17.65%
Community Amenities		(679,100)	(622,887)	(535,740)	87,147	13.99%
Recreation and Culture		(1,412,200)	(1,295,389)	(1,192,078)	103,311	7.98%
Transport		(5,103,500)	(4,677,915)	(4,435,849)	242,066	5.17%
Economic Services		(343,700)	(314,886)	(233,235)	81,651	25.93%
Other Property and Services		(14,100)	(18,954)	(372,180)	(353,226)	(1863.60%)
Total Operating Expenditure		(8,828,733)	(8,105,182)	(7,809,656)	295,526	
Funding Balance Adjustments						
Add back Depreciation		4,785,500	4,386,646	4,401,312	14,666	0.33%
Adjust (Profit)/Loss on Asset Disposal	8	(28,200)	(28,724)	(75,661)	(46,937)	163.41%
Adjust Provisions and Accruals		(71,100)		0	0	
Adjust Rounding		0	0	1		
Net Cash from Operations		1,167,067	914,312	559,720.98	(354,592)	
Capital Revenues						
Proceeds from Disposal of Assets	8	253,000	168,667	279,324	110,658	65.61%
Total Capital Revenues		253,000	168,667	279,324	110,658	
Capital Expenses						
Land and Buildings	13	(692,500)	(611,400)	(500,663)	110,737	18.11%
Infrastructure - Roads	13	(1,555,100)	(1,555,100)	(1,577,497)	(22,397)	(1.44%)
Infrastructure -Other	13	(443,500)	(443,500)	(704,086)	(260,586)	(58.76%)
Plant and Equipment	13	(472,000)	(472,000)	(501,792)	(29,792)	(6.31%)
Furniture and Equipment	13	(110,000)	(101,000)	(29,330)	71,670	70.96%
Total Capital Expenditure		(3,273,100)	(3,183,000)	(3,313,368)	(130,368)	
Net Cash from Capital Activities		(3,020,100)	(3,014,333)	(3,034,044)	(19,711)	
Financing						
Transfer from Reserves	7	113,100	0	0	0	
Repayment of Debentures	10	(40,000)	(20,000)	(19,969)	31	0.15%
Transfer to Reserves	7	(569,300)	0	(285,474)	(285,474)	
Net Cash from Financing Activities		(496,200)	(20,000)	(305,443)	(285,443)	
Net Operations, Capital and Financing		(2,349,233)	(2,120,021)	(2,779,766)	(659,745)	
Opening Funding Surplus(Deficit)	3	2,349,233	2,349,233	2,289,464	(59,769)	(2.54%)
Closing Funding Surplus(Deficit)	3	0	229,212	(490,302)	(719,634)	

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 May 2024

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Rates	9	1,552,400	1,552,338	1,548,670	(3,668)	(0.24%)	
Rates excluding General Rates	9	14,400	14,400	14,521			
Operating Grants, Subsidies and Contributions	11	221,600	206,200	302,731	96,531	46.81%	▲
Fees and Charges		469,700	447,481	810,837	363,356	81.20%	▲
Interest Earnings		105,500	49,027	84,657	35,630	72.67%	▲
Other Revenue		255,700	255,276	45,121	(210,155)	(82.32%)	▼
Profit on Disposal of Assets	8	34,400	34,400	80,997	46,597		
Total Operating Revenue		2,653,700	2,559,122	2,887,534	328,291		
Operating Expense							
Employee Costs		(1,594,800)	(1,464,304)	(1,465,076)	(771)	(0.05%)	
Materials and Contracts		(1,919,633)	(1,767,333)	(1,439,180)	328,153	18.57%	▲
Utility Charges		(231,600)	(212,102)	(217,129)	(5,027)	(2.37%)	
Depreciation on Non-Current Assets		(4,785,500)	(4,386,646)	(4,401,312)	(14,666)	(0.33%)	
Interest Expenses		(2,800)	(2,563)	(1,637)	926	36.12%	▲
Insurance Expenses		(255,700)	(248,232)	(243,994)	4,238	1.71%	
Other Expenditure		(32,500)	(18,326)	(35,993)	(17,667)	(96.41%)	▼
Loss on Disposal of Assets	8	(6,200)	(5,676)	(5,335)	341	6.00%	
Total Operating Expenditure		(8,828,733)	(8,105,182)	(7,809,656)	295,526		
Funding Balance Adjustments							
Add back Depreciation		4,785,500	4,386,646	4,401,312	14,666	0.33%	
Adjust (Profit)/Loss on Asset Disposal	8	(28,200)	(28,724)	(75,661)	(46,937)	163.41%	
Adjust Provisions and Accruals		(71,100)			0		
Adjust Rounding		0	0	1			
Net Cash from Operations		(1,488,833)	(1,188,138)	(596,471)	591,545		
Capital Revenues							
Grants, Subsidies and Contributions	11	2,655,900	2,102,450	1,156,192	(946,258)	(45.01%)	▼
Proceeds from Disposal of Assets	8	253,000	168,667	279,324	110,658	65.61%	▲
Proceeds from Sale of Assets		0	0	0	0		
Total Capital Revenues		2,908,900	2,271,117	1,435,516	(835,600)		
Capital Expenses							
Land and Buildings	13	(692,500)	(611,400)	(500,663)	110,737	18.11%	▲
Infrastructure - Roads	13	(1,555,100)	(1,555,100)	(1,577,497)	(22,397)	(1.44%)	
Infrastructure - Drainage	13	(443,500)	(443,500)	(704,086)	(260,586)	(58.76%)	▼
Plant and Equipment	13	(472,000)	(472,000)	(501,792)	(29,792)	(6.31%)	
Furniture and Equipment	13	(110,000)	(101,000)	(29,330)	71,670	70.96%	▲
Total Capital Expenditure		(3,273,100)	(3,183,000)	(3,313,368)	(130,368)		
Net Cash from Capital Activities		(364,200)	(911,883)	(1,877,852)	(965,969)		
Financing							
Transfer from Reserves	7	113,100	0	0	0		
Repayment of Debentures	10	(40,000)	(20,000)	(19,969)	31	0.15%	
Transfer to Reserves	7	(569,300)	0	(285,474)	(285,474)		▼
Net Cash from Financing Activities		(496,200)	(20,000)	(305,443)	(285,443)		
Net Operations, Capital and Financing		(2,349,233)	(2,120,021)	(2,779,766)	(659,866)		
Opening Funding Surplus(Deficit)	3	2,349,233	2,349,233	2,289,464	(59,769)	(2.54%)	
Closing Funding Surplus(Deficit)	3	0	229,212	(490,302)	(719,635)		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

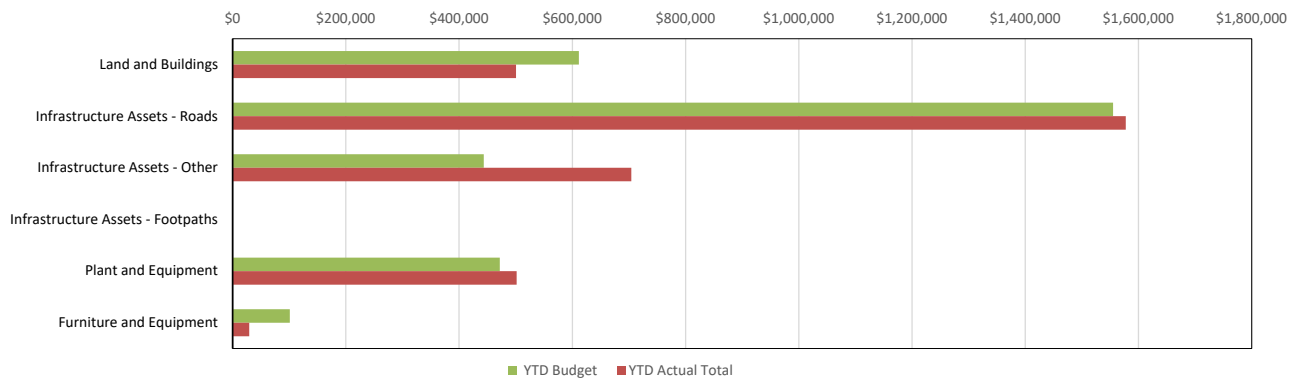
SHIRE OF WICKEPIN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 May 2024

Capital Acquisitions	Note	YTD 31 05 2024					
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 500,663	\$ 0	\$ 500,663	\$ 611,400	\$ 692,500	\$ (110,737)
Infrastructure Assets - Roads	13		1,577,497	1,577,497	1,555,100	1,555,100	22,397
Infrastructure Assets - Other	13	704,086	0	704,086	443,500	443,500	260,586
Infrastructure Assets - Footpaths	13	0	0	0	0	0	0
Plant and Equipment	13	501,792	0	501,792	472,000	472,000	29,792
Furniture and Equipment	13	29,330	0	29,330	101,000	110,000	(71,670)
Capital Expenditure Totals		1,735,871	1,577,497	3,313,368	3,183,000	3,273,100	130,368

Funded By:

Capital Grants and Contributions	1,156,192	2,655,900	2,655,900	1,499,708
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	279,324	168,667	(28,200)	110,658
Own Source Funding - Cash Backed Reserves		0		0
Total Own Source Funding - Cash Backed Reserves	251,945	0		251,945
Own Source Funding - Operations		358,433	645,400	358,433
Capital Funding Total	1,687,461	3,183,000	3,273,100	(1,495,539)

Capital Expenditure Program YTD



SHIRE OF WICKEPIN
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 31 May 2024

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
Operating Revenues	\$	\$	\$	\$
Governance	100		100	88
General Purpose Funding - Rates	1,566,800	(12,035)	1,554,765	1,566,738
General Purpose Funding - Other	361,100	50,200	411,300	304,215
Law, Order and Public Safety	130,500		130,500	114,728
Health	200		200	176
Education and Welfare	300		300	275
Housing	227,700		227,700	221,214
Community Amenities	292,100		292,100	288,104
Recreation and Culture	1,171,100	35,000	1,206,100	800,539
Transport	1,452,700		1,452,700	1,267,463
Economic Services	77,000		77,000	70,543
Other Property and Services	30,000		30,000	27,489
Total Operating Revenue	5,309,600	73,165	5,382,765	4,661,572
Operating Expense				
Governance	(617,733)	(23,380)	(641,113)	(566,964)
General Purpose Funding	(109,700)		(109,700)	(100,529)
Law, Order and Public Safety	(290,300)		(290,300)	(270,621)
Health	(32,300)		(32,300)	(29,604)
Education and Welfare	(47,200)	(5,000)	(52,200)	(43,241)
Housing	(178,900)	142	(178,758)	(164,192)
Community Amenities	(679,100)		(679,100)	(622,887)
Recreation and Culture	(1,412,200)	(700)	(1,412,900)	(1,295,389)
Transport	(5,103,500)	31,720	(5,071,780)	(4,677,915)
Economic Services	(343,700)		(343,700)	(314,886)
Other Property and Services	(14,100)	2,500	(11,600)	(18,954)
Total Operating Expenditure	(8,828,733)	5,282	(8,823,451)	(8,105,182)
Funding Balance Adjustments				
Add back Depreciation	4,785,500		4,785,500	4,386,646
Adjust (Profit)/Loss on Asset Disposal	(28,200)		(28,200)	(28,724)
Adjust Provisions and Accruals	(29,918)		(29,918)	
Net Cash from Operations	1,208,249	78,447	1,286,696	914,312
Capital Revenues				
Proceeds from Disposal of Assets	253,000		253,000	168,667
Grants, Subsidies and Contributions			0	0
Total Capital Revenues	253,000	0	253,000	168,667
Capital Expenses				
Land Held for Resale				
Land and Buildings	(692,500)	(242,000)	(934,500)	(611,400)
Infrastructure - Roads	(1,555,100)		(1,555,100)	(1,555,100)
Infrastructure - Public Facilities	(443,500)		(443,500)	
Infrastructure - Footpaths	0		0	0
Infrastructure - Drainage	0		0	(443,500)
Plant and Equipment	(472,000)	(35,000)	(507,000)	(472,000)
Furniture and Equipment			0	(101,000)
Total Capital Expenditure	(3,163,100)	(277,000)	(3,440,100)	(3,183,000)
Net Cash from Capital Activities	(2,910,100)	(277,000)	(3,187,100)	(3,014,333)
Financing				
Proceeds from New Debentures	0		0	0
Proceeds from Advances	0		0	0
Self-Supporting Loan Principal	7,124		7,124	0
Transfer from Reserves	346,248	200,000	546,248	0
Advances to Community Groups	0		0	0
Repayment of Debentures	(46,784)		(46,784)	(20,000)
Transfer to Reserves	(282,500)		(282,500)	0
Net Cash from Financing Activities	24,088	200,000	224,088	(20,000)
Net Operations, Capital and Financing	(1,677,763)	1,447	(1,676,316)	(2,120,021)
Opening Funding Surplus(Deficit)	2,349,233	(91)	2,349,142	2,349,142
Closing Funding Surplus(Deficit)	671,470	1,356	672,826	229,121

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable.

The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

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

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

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Roads	20 to 50 years
Footpaths	20 years
Sewerage Piping	100 years
Water Supply Piping and Drainage Systems	75 years
Infrastructure - Parks & Ovals	30 to 50 years

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies the These are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

Based upon feedback received from the community the vision of the Shire is:

A Collaborative Council, dedicated to maintaining and developing our community assets for the benefit of our residents whilst supporting a strong community, vibrant economy, successful businesses and a sound environment

The Strategic Community Plan defines the key objectives of the Shire as:

- (1) Social – This theme describes the social aspects of life in the Shire incorporating community safety, recreation and leisure, as well as arts, culture and heritage.*
- (2) Environmental – This theme relates to valuing the environment, including natural resource management; sustainable land use, waste management, and recycling.*
- (3) Economic – This theme describes infrastructure planning, transport infrastructure, facilities and services and asset management and inclusive community engagement*
- (4) Civic leadership – This theme describes how the Shire embraces a culture of leadership, customer service .*

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

(s) GOVERNANCE

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

GENERAL PURPOSE FUNDING

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. The costs associated with raising the above mentioned revenues, eg. Valuation expenses, debt collection and overheads.

LAW, ORDER, PUBLIC SAFETY

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

HEALTH

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

Provision and maintenance of rented housing accommodation for pensioners and employees.

COMMUNITY AMENITIES

Sanitation, sewerage, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.

RECREATION AND CULTURE

Parks, gardens and recreation reserves, library services, swimming facilities, walk trails, public halls and Community Centre.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase and cleaning of streets.

ECONOMIC SERVICES

Tourism, community development, pest control, building services, caravan parks and private works.

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF WICKEPIN
NOTES TO FINANCIAL ACTIVITY STATEMENT
For the Period Ended 31 May 2024

Note 2: EXPLANATION OF MATERIAL VARIANCES

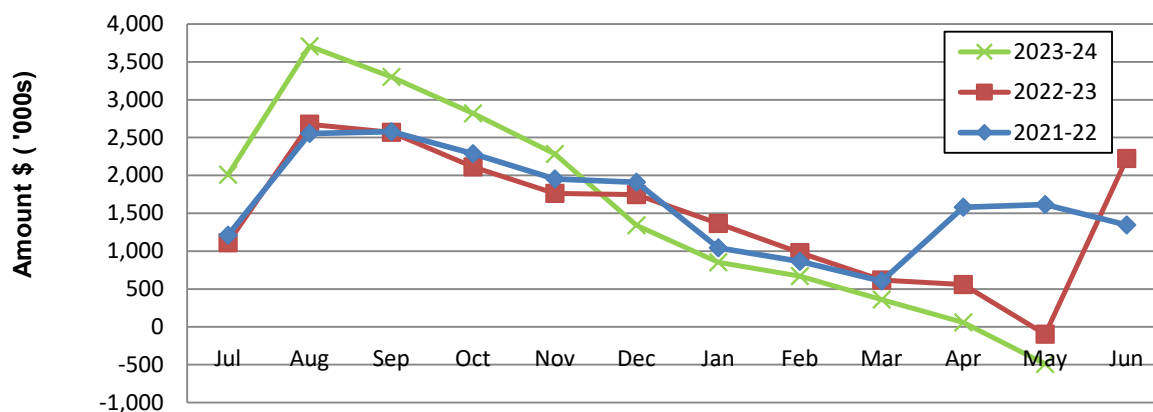
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	27,269	30988%	▲	Permanent	Paid Paental leave income
General Purpose Funding - Other	119,761	39.37%	▲	Permanent	Grants Commission funding increase
Law, Order and Public Safety	8,810	7.68%			
Health	180	102.27%			
Education and Welfare	(175)	(63.64%)			
Housing	5,561	2.51%			
Community Amenities	(46,374)	(16.10%)	▼	Permanent	Increase in Sewerage rates
Recreation and Culture	(695,889)	(86.93%)	▼	Timing	LRCI funding not yet received
Transport	(70,439)	(5.56%)			
Economic Services	18,970	26.89%	▲	Permanent	Increase in Standpipe income and Building Fees, Caravan Park Fees
Other Property and Services	18,027	65.58%	▲	Permanent	Increase in Private Works
Operating Expense					
Governance	25,222	4.45%			
General Purpose Funding	4,536	4.51%			
Law, Order and Public Safety	46,663	17.24%	▼	Timing	Bushfire Mitagation Officer not in place, Fire insurance under budget
Health	11,932	40.31%			
Education and Welfare	17,251	39.89%	▼	Timing	Donations Lower YTD,
Housing	28,972	17.65%	▼	Timing	Building Maintenance Lower YTD
Community Amenities	87,147	13.99%	▼	Timing	Plans not yet completed, Cemetery maintenance not yet expended
Recreation and Culture	103,311	7.98%			
Transport	242,066	5.17%			
Economic Services	81,651	25.93%	▼	Timing	Concept plan not yet expended.
Other Property and Services	(353,226)	(1863.60%)	▲	Permanent	Private works increase, Long service leave not budgeted
Capital Revenues					
Grants, Subsidies and Contributions	(946,258)	(45.01%)	▼	Timing	RZR, RRG funding not yet received
Proceeds from Disposal of Assets	110,658	65.61%	▲	Timing	Higher proceeds
Capital Expenses					
Land and Buildings	110,737	18.11%	▼	Timing	Projects yet to be completed
Infrastructure - Roads	(22,397)	(1.44%)			
Infrastructure - Other	(260,586)	(58.76%)	▲	Timing	Skate Park Fencing higher
Infrastructure - Footpaths	0				
Plant and Equipment	(29,792)	(6.31%)			
Furniture and Equipment	71,670	70.96%	▼	Timing	Upgrade to Chmabers technology and CCTV not yet completed
Financing					
Loan Principal	31	0.15%			

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

Note 3: NET CURRENT FUNDING POSITION

				Positive=Surplus (Negative=Deficit)		
				YTD 31 May 2024	30 June 2023	YTD 31 May 2023
				\$	\$	\$
Current Assets						
	4		642,594	2,839,188	3,054,752	
	4		3,135,769	3,179,774	2,824,404	
	6		31,216	16,420	157,827	
	6		6,930	251,825	5,929	
			15,066	44,240	25,304	
				3,831,574	6,331,448	6,068,216
Less: Current Liabilities						
	-		148,857	(169,230)	(210,020)	
	-		837,862	(493,592)	(853,441)	
	-		199,388	(199,388)	(227,654)	
				1,186,107	(862,210)	(1,291,116)
	7		3,135,769	(3,179,774)	(2,824,404)	
Net Current Funding Position				490,302	2,289,464	1,952,696

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Account	0.00%	214,150			214,150	ANZ	At Call
Reserve Bank Account	0.00%		3,135,769		3,135,769	ANZ	At Call
Trust Bank Account	0.00%			93,155	93,155	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
(b) Term Deposits							
Municipal					0		
Municipal					0		
Municipal	4.30%	427,504			427,504	WA Treasury	At Call
Reserve	0.40%				0	WA Treasury	06-May-24
Trust	0.40%				0		
Total		642,354	3,135,769	93,155	3,871,277		

Comments/Notes - Investments

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

Note 6: RECEIVABLES

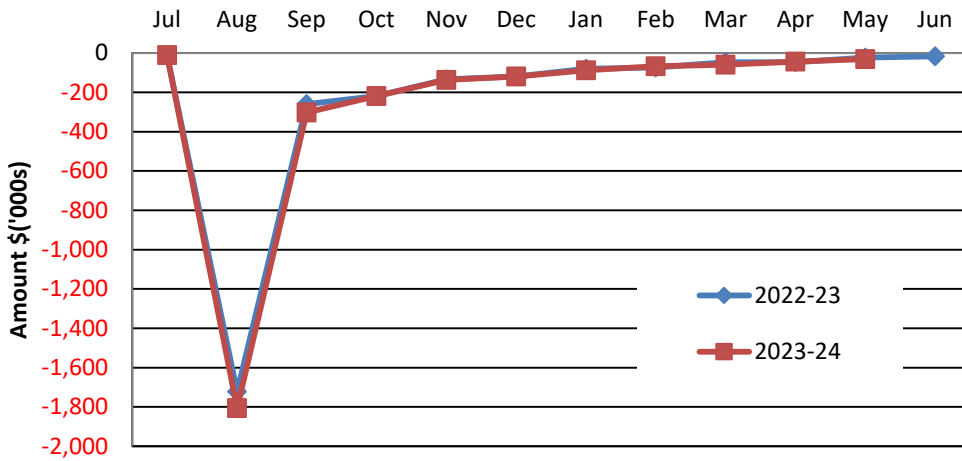
Receivables - Rates Receivable

Opening Arrears Previous Years
 Levied this year
Less Collections to date
 Equals Current Outstanding

Net Rates Collectable
 % Collected

	YTD 31 May 2024	30 June 2023
	\$	\$
Opening Arrears Previous Years	16,420	19,522
Levied this year	1,753,799	1,654,442
<u>Less Collections to date</u>	(1,739,003)	(1,657,544)
Equals Current Outstanding	31,216	16,420
Net Rates Collectable	31,216	16,420
% Collected	98.24%	99.02%

Note 6 - Rates Receivable



Comments/Notes - Receivables Rates

Receivables - General

Receivables - General

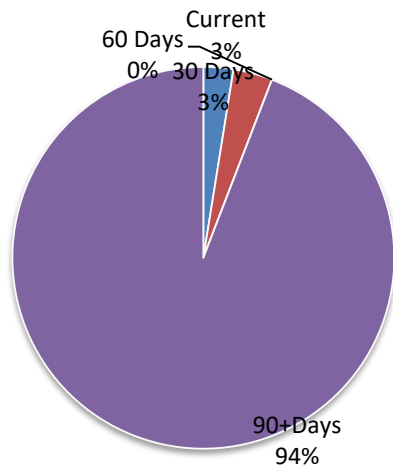
	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	175	230	0	6,524

Total Receivables General Outstanding

6,930.00

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



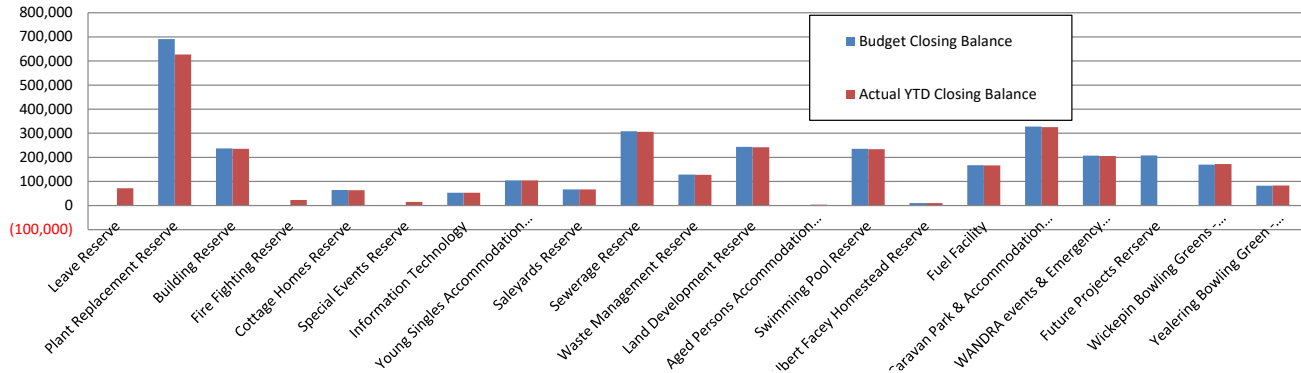
Comments/Notes - Receivables General

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

Note 7: Cash Backed Reserve

2023-24	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
Name	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	71,069		768			71,100			0	71,837
Plant Replacement Reserve	619,898	11,100	6,693	60,000					690,998	626,591
Building Reserve	232,817	4,200	2,523						237,017	235,340
Fire Fighting Reserve	23,063		247			23,100			(0)	23,310
Cottage Homes Reserve	63,166	1,100	685						64,266	63,850
Special Events Reserve	15,176		164			15,200			0	15,341
Information Technology	52,428	900	567						53,328	52,994
Young Singles Accommodation Reserve	102,700	1,800	1,110						104,500	103,810
Saleyards Reserve	66,005	1,200	713						67,205	66,718
Sewerage Reserve	302,999	5,400	3,275						308,399	306,273
Waste Management Reserve	126,418	2,300	1,366						128,718	127,784
Land Development Reserve	239,389	4,300	2,587						243,689	241,976
Aged Persons Accommodation Reserve	3,733		40			3,700			(0)	3,773
Swimming Pool Reserve	231,238	4,200	2,499						235,438	233,737
Albert Facey Homestead Reserve	10,144	200	110						10,344	10,254
Fuel Facility	164,759	3,000	1,752						167,759	166,510
Caravan Park & Accommodation Reserve	322,021	5,800	3,502						327,821	325,523
WANDRA events & Emergency Repairs Reserve	203,274	3,700	2,205						206,974	205,479
Future Projects Reserve		1,300		206,600					207,900	0
Wickepin Bowling Greens - Replacement	0	1,000	1,838	168,800	170,048				169,800	171,886
Yealering Bowling Green - Replacement	0	500	885	81,900	81,896				82,400	82,782
	2,850,295	52,000	33,529	517,300	251,945	113,100	0		3,306,554	3,135,769

Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Amended Current Budget			
				YTD 31 05 2024			
Cost	Accum Depr	Proceeds	Profit (Loss)		Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
\$	\$	\$	\$		\$	\$	\$
				Plant and Equipment			
57,272	3,829	48,329	(5,114)	CEO	(1,850)	(5,114)	(3,264)
50,023	1,658	48,397	33	CEO	(1,850)	33	1,883
60,359	7,541	52,598	(220)	PWS	(2,600)	(220)	2,380
190,000	140,963	130,000	80,963	Loader	31,500	80,963	49,463
			0	Mower	3,000	0	(3,000)
			0			0	0
			0			0	0
			0			0	0
357,654	153,991	279,324	75,661		28,200	75,661.43	47,461

Comments - Capital Disposal/Replacements

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

Note 9: RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
Differential General Rate											
GRV	0.078864	145	1,501,516	119,031	532	0	119,563	118,416			118,416
UV	0.006166	272	242,206,610	1,486,518	550		1,487,068	1,485,517	778		1,486,295
Mining UV	0.006166	5	944,112	4,190			4,190	8,040			8,040
Sub-Totals		422	244,652,238	1,609,739	1,083	0	1,610,822	1,611,973	778	0	1,612,751
Minimum Payment	Minimum \$										
GRV	500	115	360,400	63,250			63,250	63,800			63,800
UV	500	25	1,332,127	13,750			13,750	15,950	778		15,950
Mining UV	500	7		3,850			3,850				
Sub-Totals		147	1,692,527	80,850	0	0	80,850	79,750	778	0	79,750
Ex Gratia Rates							1,691,672				1,692,501
Discount							14,521				14,400
Rates Writeoffs							(142,955)				(140,000)
Amount from General Rates							(47)				(100)
Specified Area Rates							1,563,191				1,566,801
Totals							1,563,191				1,566,801

Comments - Rating Information

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-23	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
Loan 103 -Staff House	309,540		19,969	40,031	309,540	309,540	1,447	2,801	2/12/2030
	309,540	0	19,969	40,031	309,540	309,540	1,447	2,801	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval (Y/N)	2023-24 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
					\$	\$	\$	\$
GENERAL PURPOSE FUNDING			\$	\$	\$	\$	\$	\$
Grants Commission - General	WALGGC	Y		0	0	0	48,772	(48,772)
Grants Commission - Roads	WALGGC	Y		0	0	0	32,293	(32,293)
GOVERNANCE		Y					0	0
LAW, ORDER, PUBLIC SAFETY								
DFES Grant - Operating Bush Fire Brigade	DFES	Y	61,600	0	61,600	0	61,620	(20)
HOUSING								
WSAHA Grant	DPIRD	Y	150,000			150,000	150,000	0
EDUCATION & WELFARE		N						0
COMMUNITY AMENITIES		N			0	0		0
LY Ablution (From Contract Liabilities)		Y	104,500			104,500	0	104,500
RECREATION AND CULTURE								
Wogolin Playground (From Contract Liabilities)	From							
	LRCI Phase 1	Y	738,100			738,100	62,505	675,595
	LRCI Phase 2	Y	415,000			415,000		415,000
	LRCI Phase 3	Y						
ECONOMIC SERVICES								
LRCI Funding		Y					0	0
		N						0
TRANSPORT								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	263,900	0	0	263,900	261,895	2,005
RRG Grants - Capital Projects	Regional Road Group	Y	984,400	0	0	984,400	681,792	302,608
Direct Grant - Maintenance	Dept. of Transport	Y	160,000	0	160,000	0	160,046	(46)
TOTALS			2,877,500	0	221,600	2,655,900	1,458,923	1,418,577

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

Note 12: TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 23	Amount Received	Amount Paid	Closing Balance 31-May-24
	\$	\$	\$	\$
Housing Bonds	0	1,640	-1,640	0
Master Key Deposits	240	6,636	-6,384	492
Nomination Deposits	0	300	-300	0
Building and BCITF	1,128	1,923	-2,928	123
Cat/Dog Trap Hire	0	0	0	0
WDSC Replacement Greens	167,548	7,500	-170,048	5,000
Kidsport	0	0	0	0
Wickepin Community Harvest Fund	76,903	0	0	76,903
Albert Facey Homestead	0	0	0	0
Miscellaneous Trust	2,329	720	-720	2,329
Yealering Bowling Club Greens	81,896	8,800	-81,896	8,800
Licensing		197,202	-197,202	0
	330,045	224,721	-461,119	93,647

Level of Completion Indicators

- 0% ○
- 20% ○
- 40% ●
- 60% ●
- 80% ●
- 100% ●

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2024

Note 13: CAPITAL ACQUISITIONS

31/05/2024						
Infrastructure Assets		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Strategic Reference / Comment
Land & Buildings						
Governance						
Administration Office Upgrade	LAB2	10,000	10,000	9,005.95	994	
Administration Office - Upgrade Carport	XAB3	20,000	20,000	17,500.00		
Governance Total		30,000	10,000	26,505.95	994	
Education & Welfare						
Wickepn Playgroup - Renew Gazebo	XPG1	6,000	6,000	0.00	6,000	
Education & Welfare Total		6,000	6,000	0.00	6,000	
Housing						
Capital Expenses To 7 Rintel Street	CSH1	7,000	7,000	8,450.00	(1,450)	
7 Rintel Street - Renew Flooring	XSH1	5,000	5,000	0.00	5,000	
14 Smith St - Upgrade Fencing	XSH12	15,000	15,000	0.00	15,000	
Housing Total		27,000	27,000	8,450.00	18,550	
Other Housing						
Aged Units - Johnston St - Wsaha	CLCH3	300,000	284,900	238,856.35	46,044	
Other Housing Total		300,000	284,900	238,856.35	46,044	
Community Amenities						
Wickepin Tip - New Building	XWT1	30,000	0	22,498.18		
Land Purchases				32,555.94		
Community Amenities Total		30,000	0	55,054.12	0	
Recreation and Culture						
Swimming Pool - Renew Pump Shed Roof	XSP7	17,000	17,000	1,772.50	15,228	
Lake Yealering Foreshore Ablutions	LYFA2	258,500	242,500	87,264.63	171,235	
Toolibin Tennis Club - Lrci 4 - Ablutions	XTA1	0	0	37,872.14	(37,872)	
Wickepin Community Centre - Change Rooms- LRCI Phase 4	XCC1	0	0	34,087.00	(34,087)	
Wickepin Swimming Pool- Disable Toilet- LRCI Phase 4	XSP6	0	0	2,400.00	(2,400)	
Recreation And Culture Total		275,500	259,500	163,396.27	112,104	
Transport						
Public Works Dept (Old He Shed She Shed)	LPWC	10,000	10,000	8,400.53	1,599	
Transport Total		10,000	10,000	8,400.53	1,599	
Economic Services						
Harrismith Caravan Park - Renew Facilities	XCP3	14,000	14,000	0.00	14,000	
Transport Total		14,000	14,000	0.00	14,000	
Land and Buildings Total		692,500	611,400	500,663.22	178,297	
Furniture & Equipment						
Governance						
Council Chambers - Upgrade Technology	XAB4	20,000	20,000	0.00	20,000	
Administration Office - Upgrade Technology	XAB5	50,000	45,000	25,855.05	19,145	
Various Locations - New Cctv System	XCTV	40,000	36,000	3,474.95	32,525	
Governance Total		110,000	101,000	29,330.00	71,670	
Furniture & Office Equip. Total		110,000	101,000	29,330.00	71,670	
Plant , Equip. & Vehicles						
Governance						
Ceo Vehicle 4X4 Wagon (1) Renew	XCEO1	60,000	60,000	50,022.73		
Ceo Vehicle 4X4 Wagon (2) - Renew	XCEO2	60,000	60,000	50,488.18	9,512	
Governance Total		120,000	120,000	100,510.91	9,512	
Recreation And Culture						
Swimming Pool - Renew Pool Pumps	XSP5	30,000	30,000	27,443.20		
Recreation And Culture Total		30,000	30,000	27,443.20	0	
Transport						
Loader - Renew	XPM1	226,000	226,000	284,000.00	(58,000)	
Mower - Renew	XPM2	26,000	26,000	24,180.95	1,819	
Pws Vehicle 4X4 Wagon Dual Cab - Renew	XPWS	70,000	70,000	65,657.27	4,343	
Transport Total		322,000	322,000	373,838.22	(51,838)	
Plant , Equip. & Vehicles Total		472,000	472,000	501,792.33	(29,156)	
Infrastructure Other						
Recreation and Culture						
Swimming Pool - Renew Pool Covers	XSP4	10,000	10,000	9,098.00		
Wickepin Skate Park	5088	412,500	412,500	465,796.23	(53,296)	
Wickepin Oval - Renew Cricket Pitch Covers	XWCP	16,000	16,000	16,053.35	(53)	
Capital Wickepin War Memorial	CWWM1	5,000	5,000	5,415.23	(415)	
Wickepin Community Centre - Playground- LRCI Phase 4	XCC2	0	0	140,000.00		
Harrismith Community Centre Playground- LRCI Phase 4	XHC1	0	0	0.00		
Wickepin District Sports Club Capital Infra Other	WDSCO	0	0	27,800.00		
Recreation And Culture Total		443,500	443,500	664,162.81	(53,765)	
Economic Services						
Wickepin Fuel Facility - Lrci 4 - Resealing	XFF2	0	0	39,923.00	(39,923)	
Economic Services Total		0	0	39,923.00	(39,923)	
Infrastructure Other Total		443,500	443,500	704,085.81	0	
Roads						
Transport Regional Road Group						
Wickepin Pingelly Road	RG001	451,000	451,000	487,768.78	(36,769)	
Wickepin-Corrigin Rd	RG003	278,800	278,800	243,993.77	34,806	
Cuballing East Road	WSF24	561,300	561,300	573,179.82	(11,880)	
Regional Road Group Total		1,291,100	1,291,100	1,304,942.37	(13,842)	
Transport Roads to Recovery						
Yarling Brook Road	R2R018	264,000	264,000	272,554.70	(8,555)	
Roads to Recovery Total		264,000	264,000	272,554.70	(8,555)	
Council Resources Construction						
Harrismith Layby - LRCI Phase 4	XH15	0	0	0.00	0	
Council Resources Construction Total		0	0	0.00	0	
Roads Total		1,555,100	1,555,100	1,577,497.07	(22,397.07)	
Capital Expenditure Total		3,273,100	3,183,000	3,313,368.43	185,243	

YOUR REF:
OUR REF: OCR2415637 - 9.1.1
ENQUIRIES: Azhar Awang



16 May 2024

89 Earl Street, Narrogin
Correspondence to:
PO Box 1145, Narrogin WA 6312
T (08) 9890 0900
E enquiries@narrogin.wa.gov.au
W www.narrogin.wa.gov.au

Ms Kellie Bartley
Chief Executive Officer
Shire of Wickepin
PO Box 19
WICKEPIN WA 6370

(via: admin@wickepin.wa.gov.au)

Dear Kellie

APPOINTMENT OF DUAL FIRE CONTROL OFFICERS FOR THE 2024/25 SEASON

At the Shire of Narrogin's Council meeting held on 24 April 2024, it was resolved to nominate Troy Smith to your Shire for consideration for appointment as a Dual Fire Control Officer.

Troy is a local farmer, has completed the FCO training, and has been and remains a FCO of the Shire and a Volunteer Bush Brigade Firefighter for many years. I trust you find this satisfactory, and I seek your consent to the appointment.

Should you require further information or clarification on the above, please contact me via email, enquiries@narrogin.wa.gov.au or telephone 9890 0900.

Yours sincerely

Dale Stewart
Chief Executive Officer

Cc Troy Smith
Azhar Awang - Executive Manager Development & Regulatory Services
Shire Rangers

3.1.10 PETTY CASH

OBJECTIVE: Provide clear parameters in relation to the use of petty cash.

Petty cash advances are established to facilitate the payment of low-value claims to ensure that these claims are processed in the most efficient manner. Petty cash funds are to be used to pay for miscellaneous and incidental items of small value. Expenditure may only be incurred for Shire of Wickepin business purposes. This policy seeks to ensure that petty cash floats are established and managed appropriately and that staff are not financially disadvantaged as a result of incurring minor work-related expenses.

Policy and Procedure Governing the Use of Petty Cash

The following policies and procedures are designed to control the use of petty cash:

- It shall be the responsibility of the CEO to consider any application for a petty cash float.
- The amount of the petty cash float shall be as determined by the CEO from time to time, but in general should not exceed \$500.
- It shall be the responsibility of the Finance Officer to manage the petty cash funds and their reimbursement according to this policy.
- Petty cash is only to be used where an urgent purchase is required and payment by corporate credit card is not an option or the amount does not warrant normal purchasing procedure.
- Petty cash claims over \$50 including GST must include a tax invoice.
- Petty cash claims under \$50 including GST must include one of the following:
 - a tax invoice
 - a cash register docket
 - a receipt
 - an invoice.
 - the name and ABN of the supplier, the date of purchase, a description of the items purchased, and the amount paid.
- Petty cash vouchers will be completed for each petty cash transaction. These vouchers will include:
 - Date of the transaction
 - GL or job number
 - Description of the purchase
 - Amount reimbursed to employee
 - Signature of the employee reimbursed
- At all times the sum of transactions made since the last reimbursement of the petty cash advance should equal the total value of the receipts on hand plus the amount of cash on hand to equal the total value of the petty cash advance.
- Petty cash must be reconciled monthly but reimbursed on an as needs basis no more than 2 months after the first transaction since the previous reimbursement.
- Petty cash must be reimbursed and reconciled 30 June to meet EOFY requirements.

The following transactions are specifically excluded from petty cash reimbursement:

- Cashing of cheques.
- Temporary loans to any person whatever.
- Payment of expenses exceeding \$100 for any one voucher.

- Payment of creditors' accounts.
- Purchase of fuel where a fuel card exists.
- Payment of any personal remuneration to any person whatever, whether for salaries, wages, honoraria or for any other reason.

Reimbursement of Petty Cash

Petty cash advances are maintained on an imprest system, which means that details of all disbursements of petty cash to staff must be carefully recorded. To do this, a Petty Cash Reimbursement form is to be prepared listing each transaction from the petty cash advance. The Petty Cash Reimbursement form acts as a register of petty cash transactions and must contain the following information:

- Date of transaction
- Name of supplier
- Amount including GST
- GST Amount
- Details of the transaction
- GL/Job allocation
- Balance of petty cash remaining

Regulation 11 of the Local Government (Financial Management) Regulations 1996 states:

- (1) *A local government is to develop procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for, and properly authorised use of –*
- (a) *cheques, credit cards, computer encryption devices and passwords, purchasing cards and any other devices or methods by which goods, services, money or other benefits may be obtained; and*
- (b) *petty cash systems.*

RESOLUTION:	DATE OF REVIEW:
210617-18	21/06/2017
180320-02	19/02/2020
170321-03	17/02/2021
200422-12	16/03/2022

3.1.3 CORPORATE CREDIT CARD

OBJECTIVE: Provide clear parameters in relation to corporate credit cards.

Credit cards can be an efficient method of purchasing goods and services and can reduce administration costs as well as the need to carry cash. If not properly controlled, they can also expose the Shire of Wickepin to significant risks. These risks can be minimised by implementing policies to control their use. The purpose of the Corporate Credit Card Policy is to establish the guidelines for use of the credit card and responsibilities of cardholders.

Legislation

The following provisions of the Local Government Act 1995 (the Act) and associated regulations impact on the use and control of corporate credit cards:

- Section 2.7(2)(a) and (b) requires the council to oversee the allocation of the local government's finances and resources and determine the policies of the local government.
- Section 6.5(a) of the Act requires the Chief Executive Officer (CEO) to ensure that proper accounts and records of the transactions and affairs of the local government are kept in accordance with regulations.
- Local Government (Financial Management) Regulation 11(1) (a) requires local governments to develop procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for, and properly authorised use of cheques, credit cards, computer encryption devices and passwords, purchasing cards and any other devices or methods by which goods, services, money or other benefits may be obtained.

Policy and Procedure Governing the Use of Corporate Credit Cards

The following policies and procedures are designed to control the use of credit cards:

- An agreement must be signed by the cardholder and the Shire setting out the cardholder's responsibilities and legal obligations when using the credit card.
- A register should be kept of all current cardholders including, card number, expiry date of the credit card, credit limit and details of goods and services the cardholder has authority to purchase.
- All new and existing cardholders are to be provided with a copy of the policy relating to the use of credit cards on an annual basis.
- In the event that a cardholder ceases employment, takes an extended period of leave, or moves to a position which does not require the use of a credit card, the cardholder must return the card to the CEO two weeks before termination date, to arrange cancellation and destruction of the card and to ensure all receipts are obtained and the account has been settled.
- In the event that the cardholder loses or misplace their credit card they must notify the issuing financial institution and CEO immediately.
- The credit card account will be unique to the user and may not be transferred to other users.
- If the credit cards issued by the financial institution include reward schemes such as frequent flyer points of fly buys, these will be accumulated in the name of the Shire of Wickepin. The Chief Executive Officer, at their discretion, will decide how these rewards are utilised and could include offering these to charitable

institutions, or sporting clubs. Under no circumstances is the reward scheme to be used to provide private benefits to staff or councillors.

- Payments made using Corporate Credit Card will be disclosed in monthly agenda report to council and statements made available for councillors to view.

Cardholders Breaching Credit Card Policy

- Any officer that believes a cardholder is entering into transactions that seem to be unauthorised, excessive and unreasonable will be reported to the Chief Executive Officer or Deputy CEO. Any breach by a cardholder will require an investigation into activities and if necessary action taken by the Chief Executive Officer or Deputy CEO which may result in the withdrawal of the card or termination of employment. .
- Cardholders that do not follow any component of the policy, at the discretion of the Chief Executive Officer, may have their credit card cancelled.
- If the purchase has a component that is private in nature, the entire purchase will be recovered by the cardholder as private expenditure.

Purchasing

- Corporate credit cards are only be used for purchasing goods and services on behalf of the Shire of Wickepin which is authorised in the current budget.
- Cardholders must follow the Shire of Wickepin Purchasing Policy.
- Personal expenditure is prohibited.
- The credit card is not be used for cash withdrawals.
- The maximum credit card limit is \$5,000.
- Where the purchase has been made via facsimile, telephone or over the internet, an invoice or receipt is must be provided containing details of the purchase.
- For fringe benefits tax record keeping purposes, any expenditure for entertainment must include the number of people who were in attendance and the full names of any Shire of Wickepin staff.

Payments

- The monthly credit card statement is paid via a direct debit on or before the due date.
- All tax invoices and supporting documents for credit card purchases are to be presented to the Finance Officer to be matched up with the statement.
- The Finance Officer will code the individual transactions and submit the list to the credit card holder for their confirmation. The transaction list and associated codes will also be authorised by the Deputy CEO or Manager of Works.
- The Deputy CEO will be required to authorise and sign the Chief Executive Officer's statement.

Authorised Use and Limits

- A credit card may be issued to the Chief Executive Officer and any authorised officers that would benefit from using this payment method.
- Council must approve the use of a credit card to the Chief Executive Officer and any changes to their credit card limit up to a maximum of \$5,000.

- The Chief Executive Officer may approve the use and any changes to credit card limits up to a maximum \$5,000 for any authorised officers.
- The Local Government Act 1995 does not allow for the issue of credit cards to elected members. There are no provisions within the Act which allow an elected member to incur a debt, as would be the case with a credit card. The Shire of Wickepin may only pay allowances or reimburse expenses to an elected member.

Finance Officer Responsibilities

The Finance Officer will:

- Arrange the issuing and cancellations of credit cards as directed by the Chief Executive Officer.
- Maintain a register of all cardholders.
- Provide cardholders with the Credit Card Policy and where required any changes to the policy and their responsibilities and obligations as cardholders.
- Process payments of credit cards including the attachment of all receipts and tax invoices and the relevant authorising officers have signed off on the statements.
- Arrange for all cardholders to sign the Credit cardholder Agreement (**refer to Appendix A below**) on receipt of the issue of the new card and ensure the signed agreement is placed in the Corporate Credit Card Register in the Synergy Central Records system.

Cardholders Responsibilities and Obligations

Credit cardholder's must:

- Keep their card in a safe place.
- Make payments for goods and services that are within their card limit, budget and authority to do so.
- Adhere to the Corporate Credit Card Policy and procedures and Purchasing Policy.
- Ensure all receipts and tax invoices are kept and submitted to the Finance Officer within seven days of receipt.

RESOLUTION:	DATE OF REVIEW:
170615-12	17/06/2015
150317-11	15/03/2017
210617-16	21/06/2017
180320-02	19/02/2020
170321-03	17/02/2021
200422-12	16/03/2022

3.1.3 - Transaction Card Policy

Policy Objective

To provide the Chief Executive Officer with a framework of principles to guide the use and management of Transaction Card facilities and which:

1. Ensures efficient and effective procurement and payment operations.
2. Minimises the risk of misuse, fraudulent or corrupt use.
3. Defines allowable and prohibited uses.
4. Defines management and oversight obligations.
5. Defines Cardholder duty of care and responsible use obligations.

Policy Scope

This policy provides an in-principle framework to guide the Chief Executive Officer when fulfilling their statutory duties for establishing and implementing appropriate systems and procedures for incurring expenditure and making payments specific to Transaction Cards.

Policy Statement

1 Definitions

Cardholder means an employee who has been authorised by the CEO to incur expenditure by means of a Transaction Card.

Transaction Card means a card facility (which may include; credit, store and fuel cards) approved for use in lieu of cash transactions, to incur expenditure for goods and services for the purposes of the Shire of Wickepin's business activities only in accordance with relevant Shire of Wickepin Policies.

2 Management Oversight and Reporting

2.1 Legislation

- (1) Section 6.5(a) of the *Local Government Act 1995* prescribes the Chief Executive Officer's (CEO) duty to ensure that proper accounts and records of the transactions and affairs of the Shire of Wickepin are kept in accordance with regulations.
- (2) The *Local Government (Financial Management) Regulations 1996* prescribe:
 - a. Regulation 5, the Chief Executive Officer's duties to ensure efficient systems and procedures are established for the proper authorisation of incurring of liabilities and the making of payments.
 - b. Regulation 11(1)(a) and (2) of the requires Local Government to develop procedures that ensure effective security for the authorisation and payment of accounts and for the authorised use of payment methods, including credit cards.

2.2 Determining When Transaction Card Facilities are Appropriate

- (1) Transaction Card facilities may be implemented and maintained where the card facility provides benefit to the Shire of Wickepin operations by ensuring:
 - a. goods and services can be obtained in a timely and efficient manner to meet the business needs of the Shire of Wickepin;

- b. financial management and accounting standards are met; and
 - c. purchasing and payment functions are secure, efficient and effective.
- (2) Transaction Card facility providers will only be acceptable where, in the opinion of the CEO, they:
- a. Provide appropriate and sufficient statement, administration and acquittal controls that enable the Shire of Wickepin to sufficiently administer the facility;
 - b. Provide the Shire of Wickepin with protection and indemnification from fraudulent unauthorised transactions; and
 - c. A store card is permitted at the discretion of the CEO only where its primary function is one of the identification of the Shire's account with the provider.

2.3 Management Oversight

The Chief Executive Officer shall determine and implement systems and procedures adequate to ensure:

- a. Assessment and selection of Transaction Card facilities suitable to the efficient and effective operations of the Shire of Wickepin;
- b. Authorisation and appointment of suitably eligible Cardholders;
- c. Cardholder duties and responsibilities are documented and Cardholders provided with training;
- d. Cards will not be transferrable and will be required to be returned on employment ceasing by an authorised sign off register; and
- e. Monitoring and auditing of Transactional Card activities is planned and reported.

2.4 Reporting

The CEO will ensure that acquitted transaction statements for each Transaction Card facility are provided to Council as part of the monthly financial reporting regime.

2.5 Misuse, Misconduct and Fraudulent Use

Any alleged misuse of Transaction Cards will be investigated, and may be subject to disciplinary procedures.

Where there is reasonable suspicion of misconduct or fraudulent activity arising from Transaction Card facilities the matter will be reported to the appropriate regulatory agency, subject to the requirements of the *Public Sector Management Act 1994* and the *Corruption, Crime and Misconduct Act 2003*.

2.6 Principles for Transaction Card Usage

2.6.1 Allowable Transactions

- (1) Transaction Card facilities may only be used where:
- a. The expenditure is directly arising from a Shire of Wickepin operational business activity for which there is an Annual Budget provision;
 - b. The expenditure is in accordance with legislation, the Shire of Wickepin's Purchasing Policy, Code of Conduct and any conditions or limitations applicable to the individual Cardholder.

- c. The procurement of the required goods or services is impractical or inefficient if undertaken via a purchase order or is not able to be obtained other than by a Transaction Card;
 - d. Supplier surcharges (fees) on transactions are minimised and only allowable where the alternative method of obtaining the supply (i.e. by purchase order) is more onerous, not cost effective or there is no alternative mode of supply.
 - e. Official travel, accommodation and related expenses may only occur in accordance with Shire of Wickepin policies and procedures;
 - f. Accounts payable payments are made under the direction of the Deputy Chief Executive Officer;
 - g. A sufficient record of each transaction is obtained and retained in the local government record.
- (2) Allowable transaction modes include:
- a. In-person and over the counter retail purchases;
 - b. Telephone or facsimile purchasing;
 - c. Mail order purchasing and subscriptions;
 - d. Internet purchasing.

2.6.2 Prohibited Transactions

- (1) The Shire of Wickepin prohibits the use of Transaction Card facilities for:
- a. Cash advances;
 - b. Incurring expenses which are personal or private (i.e. any expenditure which is not an approved Local Government activity);
 - c. Making deposits onto the Card, whether to offset misuse or otherwise;
 - d. Incurring Capital expenditure over \$5,000;
 - e. Incurring expenditure for goods or services which are subject to a current supplier contract;
 - f. Incurring expenses which are not in accordance with legislation, the Shire of Wickepin Purchasing Policy, the Annual Budget and / or the conditions or limitations relevant to the individual Cardholder;
 - g. Splitting expenditure to avoid compliance with the Purchasing Policy or to negate limits or conditions applicable to the Cardholder; and
 - h. Incurring expenses for the primary purpose of obtaining personal advantage through the transaction (i.e. membership or loyalty rewards).
- (2) For clarity, Elected Members are prohibited from using Shire of Wickepin Transaction Cards as the *Local Government Act 1995* does not provide authority for an Elected Member to incur liabilities on behalf of the Local Government. The Act limits Local Governments to only paying Elected Member allowances and reimbursing Elected Member expenses.

2.6.3 Cardholder duty of care and responsible use obligations

- (1) A Cardholder is required to:
- a. Keep the Transaction Card and access information in a safe manner; protected from improper use or loss.
 - b. Only use the Transaction Card for allowable purposes and not for prohibited purposes.
 - c. Obtain, create and retain Local Government records that evidence transactions.
 - d. Acquit the reconciliation of Transaction Card usage in the required format and within required timeframes. The onus is on the cardholder to provide sufficient detail for each

transaction to avoid any potential perception that a transaction may be of a personal nature.

- e. Return the Transaction Card to the Shire of Wickepin before termination of employment, inclusive of reconciliation records.
- f. Reimburse the Shire of Wickepin the full value of any unauthorised, prohibited or insufficiently reconciled expenditure.

- (2) Benefits obtained through use of a Transaction Card (i.e. membership or loyalty rewards) are the property of the Shire of Wickepin and may only be used for Shire of Wickepin business purposes. Such benefits must be relinquished by the Cardholder to the Shire of Wickepin. Under no circumstances may such benefits be retained as a personal benefit.

2.6.4 Transaction evidence

- (1) A sufficient transaction record must include the following minimum information:
- a. Invoice and / or receipt that includes; the date, company name, address, ABN, amount and any GST amount included;
 - b. Where an invoice and / or receipt cannot be obtained, the Cardholder must provide a Statutory Declaration, in accordance with the *Oaths, Affidavits and Statutory Declarations Act 2005*, detailing the nature of the expense and sufficient information to satisfy the requirements of subclause (a) above.
- (2) Where a Transaction Card is used to incur an expense for hospitality, the transaction record must include for the purposes of Fringe Benefits Tax calculations and probity:
- a. the number of persons entertained;
 - b. the names of any employees in that number; and
 - c. the purpose of providing the entertainment or hospitality.

Document Control Box							
Document Responsibilities:							
Owner:	[insert Position Title]			Owner Business Unit:	[insert Unit Title]		
Reviewer:	[insert Position Title]			Decision Maker:	Council		
Compliance Requirements:							
Legislation:	Section 6.5(a) of the <i>Local Government Act 1995</i> Regs 5 & 11(1)(a) & (2) of the <i>Local Government (Financial Management) Regulations 1996</i> <i>Public Sector Management Act 1994</i> <i>Corruption, Crime and Misconduct Act 2003</i> <i>Oaths, Affidavits and Statutory Declarations Act 2005</i>						
Industry:	Department of Local Government, Sporting and Cultural Industries Guideline No.11 – Use of Corporate Credit Cards						
Organisational:	[Shire/ Town / City of XXX] Purchasing Policy [Shire/ Town / City of XXX] Hospitality / Entertainment Policy [Shire/ Town / City of XXX] Code of Conduct [Shire/ Town / City of XXX] Operational Procedure – Transaction Card Administration [Shire/ Town / City of XXX] Operational Procedure – Transaction Card User						
Document Management:							
Risk Rating:	[low / med / high]	Review Frequency:	[annual / biennial / triennial]	Next Due:	[20##]	Records Ref:	[CP####]
Version #	Decision Reference:			Synopsis:			
1.	[decision date / TRIM Ref]			[brief description of the adoption / changes approved]			
2.							

A5		Application for Planning Consent
Delegation	:	The Chief Executive Officer is authorised to issue planning consent for development applications that fully comply with all requirements.
Objectives	:	To permit early approval of development applications submitted.
Conditions	:	Nil
Formal Record	:	Officer's report to Council.
Heads of Power	:	Town Planning Development Act. Town Planning Scheme No 4.
History	:	Adopted 19 July 2000 Amended 19 June 2002 Reviewed 18 May 2005 Reviewed 21 November 2007 Reviewed 17 June 2009 Reviewed 18 August 2010 Reviewed 19 June 2013 Reviewed 19 November 2014 Reviewed 17 June 2015 Reviewed 15 June 2016 Reviewed 19 April 2017 Reviewed 16 June 2021 Reviewed 17 August 2022 Reviewed 18 October 2023

A5		Application for Planning Consent
Delegation	:	The Chief Executive Officer is authorised to issue planning consent for development applications. that fully comply with all requirements.
Objectives	:	To permit early approval of development applications submitted.
Conditions	:	<p>Nil</p> <ol style="list-style-type: none"> 1. The Development Approval functions for single house and associated development, except in relation to a heritage protected place; do not require permission by Council and are to be authorised by the CEO or employee authorised. 2. Contract Services of the Shire of Narrogin is able to assess single house development applications regarding the assessment, analysis, preparation of reports for development applications and the making of a recommendation with conditions and/or reasons.
Formal Record	:	Officer's report to Council.
Heads of Power	:	<p>Town Planning Development Act <i>Planning and Development Act 2005</i> <i>Planning and Development Amendment Act 2023</i> <i>Planning and Development (Local Planning Schemes) Regulations</i> Town Planning Scheme No 4.</p>
History	:	Adopted 19 July 2000 Amended 19 June 2002 Reviewed 18 May 2005 Reviewed 21 November 2007 Reviewed 17 June 2009 Reviewed 18 August 2010 Reviewed 19 June 2013 Reviewed 19 November 2014 Reviewed 17 June 2015 Reviewed 15 June 2016 Reviewed 19 April 2017 Reviewed 16 June 2021 Reviewed 17 August 2022 Reviewed 18 October 2023



Department of **Planning,
Lands and Heritage**

Our ref: DG-2024-1212
Enquiries: Elyse Saraceni, 6551 9447

CHIEF EXECUTIVE OFFICER
LOCAL GOVERNMENT AUTHORITY

REFORMS TO DECISION MAKING ON DEVELOPMENT OF SINGLE HOUSES

Earlier this year the Minister for Planning announced that a number of planning reforms would commence on 1 July 2024, including changes to local government roles and responsibilities in decision making on development applications for single houses.

This reform will see implementation of Part 4 of the *Planning and Development Amendment Act 2023* supported by amendments to *Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations* that:

- introduce a new section 257C into the *Planning and Development Act 2005*, which provides the ability for regulations to specify that certain types of development applications must be determined by the officers of the local government; and
- amend Schedule 2 of the Regulations to specify that a single house development or any development associated with a single house such as additions, alterations, patios or carports, where not otherwise exempt, are to be determined by the Chief Executive Officer (CEO) of the local government or other local government officer/s authorised by the CEO. This will not apply to any heritage protected place as defined in Schedule 2.

The rationale for this reform was outlined in the material available during the public consultation period between October 2023 and January 2024. The Department would like to thank everyone who took the time to provide feedback on the draft amendments to the Regulations, which has been reviewed and no changes were recommended. The amendments to the Regulations have now been finalised, will come into effect on Monday 1 July 2024 and can be viewed [here](#).

As a result, from 1 July 2024, the determination of development applications for single houses or any development associated with a single house, excluding development of or associated with a heritage protected place, must be made by the CEO of the local government or employees authorised by the CEO. This cannot be determined by Council.

In preparation for the commencement of this reform you are advised that you should:

- review and update the register of delegated authority from Council to remove any references to development approval functions for single houses and associated development, except in relation to a heritage protected place;

- where necessary, prepare and approve the appropriate authorisations from the CEO to local government officers. The CEO is automatically authorised under the Regulations and there is no action required by a local government to authorise a CEO; and
- consider any necessary updates to reporting to reflect the new authorisations. This may only be required if your local government reports regularly to Council on planning decisions made under delegated authority.

Local governments that utilise the services of a consultant or other contractor to assess single house development applications can continue to have a contractual arrangement with a private consultant or other contractor to provide services regarding assessment, analysis, preparation of reports for development applications and the making of a recommendation with conditions and/or reasons.

From 1 July 2024, that report and attachments must be provided to the CEO or other authorised local government officer who will consider the recommendation and make the decision. The procurement of consultants and contractors remains subject to the provisions of the *Local Government Act 1995* and the changes to decision making outlined above does not impact those provisions.

Further detail on this reform can be viewed [here](#). For further information please contact planningreform@dph.wa.gov.au.

Yours sincerely



Anthony Kannis PSM
Director General

16 May 2024

Shire of Wickopin
Fees and Charges 2024 -2025

		2024/2025			2023/2024			2022/2023			2021/2022			2020/2021		
		Fee	Nett to Council	GST	Fee	Nett to Council	GST	Fee	Nett to Council	GST	Fee	Nett to Council	GST	Fee		
General Purpose Funding																
Rates Enquiry Fees																
		Receipt to 101530			Receipt to 101530			Receipt to 101530			Receipt to 101530			Receipt to 101530		
Settlement Agent Enquiry Fee	S6.16 LGA	\$110.00	\$115.50	Division 81	\$110.00	\$115.50	Division 81	\$110.00	\$115.50	Division 81	\$110.00	\$115.50	Division 81	\$110.00		
Reinspection Fee Statutory	S6.16 LGA	\$110.00	\$115.50	Division 81	\$110.00	\$115.50	Division 81	\$110.00	\$115.50	Division 81	\$110.00	\$115.50	Division 81	\$110.00		
Orders/Requisitions Enquiry (additional to standard)	S6.16 LGA	\$60.00	\$63.00	Division 81	\$60.00	\$63.00	Division 81	\$60.00	\$63.00	Division 81	\$60.00	\$63.00	Division 81	\$60.00		
Group Rating Fee (amalgamate two or more assessments)	S6.16 LGA	\$110.00	\$115.50	Division 81	\$110.00	\$115.50	Division 81	\$110.00	\$115.50	Division 81	\$110.00	\$115.50	Division 81	\$110.00		
Governance																
Freedom of Information																
		Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230		
Application (per enquiry)	FOI Regs 2013	\$30.00	\$30.00		\$30.00	\$30.00		\$30.00	\$30.00		\$30.00	\$30.00		\$30.00		
Research and Collation Time Per Hour	FOI Regs 2013	\$30.00	\$30.00		\$30.00	\$30.00		\$30.00	\$30.00		\$30.00	\$30.00		\$30.00		
Supervised Access (per Hour)	FOI Regs 2013	\$30.00	\$30.00		\$30.00	\$30.00		\$30.00	\$30.00		\$30.00	\$30.00		\$30.00		
Administration Staff Time (per Hour)	FOI Regs 2013	\$30.00	\$30.00		\$30.00	\$30.00		\$30.00	\$30.00		\$30.00	\$30.00		\$30.00		
Transcribing from Tape, Film or computer (per Hour)	FOI Regs 2013	\$30.00	\$30.00		\$30.00	\$30.00		\$30.00	\$30.00		\$30.00	\$30.00		\$30.00		
Duplicating from Tape, Film or Computer (per instance)	FOI Regs 2013	At Cost	At Cost		At Cost	At Cost		At Cost	At Cost		At Cost	At Cost		At Cost		
Delivery, Packaging and Postage (per instance)	FOI Regs 2013	At Cost	At Cost		At Cost	At Cost		At Cost	At Cost		At Cost	At Cost		At Cost		
Eligible Concession Card Holder Discount (per enquiry)	FOI Regs 2013	25%	25%		25%	25%		25%	25%		25%	25%		25%		
Advanced deposit of the estimated charge (per applicable item)	FOI Regs 2013	25%	25%		25%	25%		25%	25%		25%	25%		25%		
Further advance deposit of the estimated charges (per applicable item)	FOI Regs 2013	\$0.75	\$0.75		\$0.75	\$0.75		\$0.75	\$0.75		\$0.75	\$0.75		\$0.75		
Photocopying Under Freedom of Information (per page)	FOI Regs 2013	\$0.20	\$0.20		\$0.20	\$0.20		\$0.20	\$0.20		\$0.20	\$0.20		\$0.20		
Photocopying - General																
		Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230		
General per page A4 - black and white	S6.16 LGA	\$0.90	\$0.82	\$0.08	\$0.85	\$0.77	\$0.08	\$0.80	\$0.73	\$0.07	\$0.72	\$0.65	\$0.07	\$0.72		
General per page A4 - colour	S6.16 LGA	\$1.35	\$1.23	\$0.12	\$1.30	\$1.18	\$0.12	\$1.25	\$1.14	\$0.11	\$1.20	\$1.09	\$0.11	\$1.20		
General per page A3 - black and white	S6.16 LGA	\$1.10	\$1.00	\$0.10	\$1.05	\$0.95	\$0.10	\$1.00	\$0.91	\$0.09	\$0.96	\$0.87	\$0.09	\$0.96		
General per page A3 - colour	S6.16 LGA	\$1.60	\$1.45	\$0.15	\$1.50	\$1.36	\$0.14	\$1.45	\$1.32	\$0.13	\$1.44	\$1.31	\$0.13	\$1.44		
Back & Front A4 - black and white	S6.16 LGA	\$1.20	\$1.09	\$0.11	\$1.15	\$1.05	\$0.10	\$1.10	\$1.00	\$0.10	\$1.08	\$0.98	\$0.10	\$1.08		
Back & Front A4 - colour	S6.16 LGA	\$1.80	\$1.64	\$0.16	\$1.70	\$1.55	\$0.15	\$1.60	\$1.45	\$0.15	\$1.56	\$1.42	\$0.14	\$1.56		
Back and Front A3 - black and white	S6.16 LGA	\$1.70	\$1.55	\$0.15	\$1.60	\$1.45	\$0.15	\$1.50	\$1.36	\$0.14	\$1.44	\$1.31	\$0.13	\$1.44		
Back and Front A3 - colour	S6.16 LGA	\$2.00	\$1.82	\$0.18	\$1.90	\$1.73	\$0.17	\$1.80	\$1.64	\$0.16	\$1.80	\$1.64	\$0.16	\$1.80		
Photocopying - Sporting & Community Groups																
		Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230		
General per page A4 - black and white	S6.16 LGA	\$0.60	\$0.55	\$0.05	\$0.55	\$0.50	\$0.05	\$0.50	\$0.45	\$0.05	\$0.48	\$0.44	\$0.04	\$0.48		
General per page A4 - colour	S6.16 LGA	\$1.10	\$1.00	\$0.10	\$1.05	\$0.95	\$0.10	\$1.00	\$0.91	\$0.09	\$0.96	\$0.87	\$0.09	\$0.96		
General per page A3 - black and white	S6.16 LGA	\$0.85	\$0.77	\$0.08	\$0.80	\$0.73	\$0.07	\$0.75	\$0.68	\$0.07	\$0.72	\$0.65	\$0.07	\$0.72		
General per page A3 - colour	S6.16 LGA	\$1.35	\$1.23	\$0.12	\$1.30	\$1.18	\$0.12	\$1.25	\$1.14	\$0.11	\$1.20	\$1.09	\$0.11	\$1.20		
Back & Front A4 - black and white	S6.16 LGA	\$0.90	\$0.82	\$0.08	\$0.85	\$0.77	\$0.08	\$0.80	\$0.73	\$0.07	\$0.72	\$0.65	\$0.07	\$0.72		
Back & Front A4 - colour	S6.16 LGA	\$1.35	\$1.23	\$0.12	\$1.30	\$1.18	\$0.12	\$1.25	\$1.14	\$0.11	\$1.20	\$1.09	\$0.11	\$1.20		
Back and Front A3 - black and white	S6.16 LGA	\$1.35	\$1.23	\$0.12	\$1.30	\$1.18	\$0.12	\$1.25	\$1.14	\$0.11	\$1.20	\$1.09	\$0.11	\$1.20		
Back and Front A3 - colour	S6.16 LGA	\$1.60	\$1.45	\$0.15	\$1.50	\$1.36	\$0.14	\$1.45	\$1.32	\$0.13	\$1.44	\$1.31	\$0.13	\$1.44		
Laminating																
		Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230		
A4	S6.16 LGA	\$5.50	\$5.00	\$0.50	\$5.25	\$4.77	\$0.48	\$5.00	\$4.55	\$0.45	\$4.80	\$4.36	\$0.44	\$4.80		
Council Minutes																
		Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230		
Annual subscription to council minutes	S6.16 LGA	\$100.00	\$90.90	\$9.09	\$94.50	\$85.91	\$8.59	\$90.00	\$81.82	\$8.18	\$90.00	\$81.82	\$8.18	\$90.00		
Electoral Roll																
		Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230		
Per Roll	S6.16 LGA	\$55.00	\$50.00	\$5.00	\$52.50	\$47.73	\$4.77	\$50.00	\$45.45	\$4.55	\$48.00	\$43.64	\$4.36	\$48.00		
Rate Book	S6.16 LGA	\$132.50	\$120.45	\$12.05	\$126.00	\$114.55	\$11.45	\$120.00	\$109.09	\$10.91	\$120.00	\$109.09	\$10.91	\$120.00		
Note: Before purchase a statutory declaration must be made stating that it will not be copied, used for any commercial purpose, and/or provided to any other person																
Pens & Coasters																
		Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230			Receipt to 108230		
Coasters (Set of 6)	S6.16 LGA	\$31.50	\$28.64	\$2.86	\$31.50	\$28.64	\$2.86	\$30.00	\$27.27	\$2.73	\$30.00	\$27.27	\$2.73	\$30.00		
Law, Order & Public Safety																
Rural Street Number Signs																
		Receipt to 111430			Receipt to 111430			Receipt to 111430			Receipt to 111430			Receipt to 111430		
Rural Street Number with Star Picket Installation (Green Sign)		\$100.00	\$90.91	\$9.09												
D																
DOG REGISTRATIONS - Fees set by regulations S6.16 & Reg 17																
		Receipt to 113430			Receipt to 113430			Receipt to 113430			Receipt to 113430			Receipt to 113430		
1 Year - Sterilised	R17 DA	\$20.00	\$20.00	Regulation 17	\$20.00		Regulation 17	\$20.00		Regulation 17	\$20.00		Division 81	\$20.00		
1 Year - Unsterilised	R17 DA	\$50.00	\$50.00	Regulation 17	\$50.00		Regulation 17	\$50.00		Regulation 17	\$50.00		Division 81	\$50.00		
1 Year - Dangerous Dog	R17 DA	\$50.00	\$50.00	Regulation 17	\$50.00		Regulation 17	\$50.00		Regulation 17	\$50.00		Division 81	\$50.00		
3 Years - Sterilised	R17 DA	\$42.50	\$42.50	Regulation 17	\$42.50		Regulation 17	\$42.50		Regulation 17	\$42.50		Division 81	\$42.50		
3 Years - Unsterilised	R17 DA	\$120.00	\$120.00	Regulation 17	\$120.00		Regulation 17	\$120.00		Regulation 17	\$120.00		Division 81	\$120.00		
Life Time - Sterilised	R17 DA	\$100.00	\$100.00	Regulation 17	\$100.00		Regulation 17	\$100.00		Regulation 17	\$100.00		Division 81	\$100.00		
Life Time Unsterilised	R17 DA	\$250.00	\$250.00	Regulation 17	\$250.00		Regulation 17	\$250.00		Regulation 17	\$250.00		Division 81	\$250.00		
Stock Dogs																
		Receipt to 113430			Receipt to 113430			Receipt to 113430			Receipt to 113430			Receipt to 113430		
1 Year - Sterilised	R17 DA	\$5.00	\$5.00	Regulation 17	\$5.00		Regulation 17	\$5.00		Regulation 17	\$5.00		Division 81	\$5.00		
1 Year - Unsterilised	R17 DA	\$12.50	\$12.50	Regulation 17	\$12.50		Regulation 17	\$12.50		Regulation 17	\$12.50		Division 81	\$12.50		
3 Years - Sterilised	R17 DA	\$10.60	\$10.60	Regulation 17	\$10.60		Regulation 17	\$10.60		Regulation 17	\$10.60		Division 81	\$10.60		
3 Years - Unsterilised	R17 DA	\$30.00	\$30.00	Regulation 17	\$30.00		Regulation 17	\$30.00		Regulation 17	\$30.00		Division 81	\$30.00		
Life Time - Sterilised	R17 DA	\$25.00	\$25.00	Regulation 17	\$25.00		Regulation 17	\$25.00		Regulation 17	\$25.00		Division 81	\$25.00		
Life Time Unsterilised	R17 DA	\$62.50	\$62.50	Regulation 17	\$62.50		Regulation 17	\$62.50		Regulation 17	\$62.50		Division 81	\$62.50		
Pensioner Dogs																
		Receipt to 113430			Receipt to 113430			Receipt to 113430			Receipt to 113430			Receipt to 113430		
1 Year - Sterilised	R17 DA	\$10.00	\$10.00	Regulation 17	\$10.00	\$10.00	Regulation 17	\$10.00	\$10.00	Regulation 17	\$10.00	\$10.00	Division 81	\$10.00		
1 Year - Unsterilised	R17 DA	\$25.00	\$25.00	Regulation 17	\$25.00	\$25.00	Regulation 17	\$25.00	\$25.00	Regulation 17	\$25.00	\$25.00	Division 81	\$25.00		
3 Years - Sterilised	R17 DA	\$21.25	\$21.25	Regulation 17	\$21.25	\$21.25	Regulation 17	\$21.25	\$21.25	Regulation 17	\$21.25	\$21.25	Division 81	\$21.25		
3 Years - Unsterilised	R17 DA	\$60.00	\$60.00	Regulation 17	\$60.00	\$60.00	Regulation 17	\$60.00	\$60.00	Regulation 17	\$60.00	\$60.00	Division 81	\$60.00		
Life Time - Sterilised	R17 DA	\$100.00	\$100.00	Regulation 17	\$100.00	\$100.00	Regulation 17	\$100.00	\$100.00	Regulation 17	\$100.00	\$100.00	Division 81	\$100.00		
Life Time Unsterilised	R17 DA	\$125.00	\$125.00	Regulation 17	\$125.00	\$125.00	Regulation 17	\$125.00	\$125.00	Regulation 17	\$125.00	\$125.00	Division 81	\$125.00		
Dogs registered after May 31 - 50% of above fee																
Pound Fees																
		Receipt to 113230			Receipt to 113230			Receipt to 113230			Receipt to 113230			Receipt to 113230		
Daily Sustenance - Dog /Cat	S6.16 LGA	\$33.50	\$30.45	\$3.05	\$31.50	\$28.64	\$2.86	\$30.00	\$27.27	\$2.73	\$30.00	\$27.27	\$2.73	\$30.00		
Surrender and/or destruction of Dog/Cat	S29 DA S27 CA S6.16 LGA	\$132.50	\$120.45	\$12.05	\$126.00	\$114.55	\$11.45	\$120.00	\$109.09	\$10.91	\$120.00	\$109.09	\$10.91	\$120.00		
Replacement of Dog & Cat Licence Tag	S6.16 LGA	\$4.00	\$3.64	\$0.36	\$3.80	\$3.45	\$0.35	\$3.60	\$3.27	\$0.33	\$3.60	\$3.27	\$0.33	\$3.60		
C																
CAT REGISTRATIONS - Fees set by regulations																
		Receipt to 113430			Receipt to 113430			Receipt to 113430			Receipt to 113430			Receipt to 113430		
Fee for application for grant or renewal of the registration of a cat for one year	Sch 3 CA															
a) if application is for grant of registration and is made after 31 May for registration until the next 31 October	Sch 3 CA	\$10.00	\$10.00	Schedule 3 — Fees	\$10.00	\$10.00	Schedule 3 — Fees	\$10.00</								

Shire of Wickepin
Fees and Charges 2024 -2025

		2024/2025			2023/2024			2022/2023			2021/2022			2020/2021		
		Fee	Nett	GST	Fee	Nett	GST	Fee	Nett	GST	Fee	Nett	GST	Fee		
	If the owner of a cat is a pensioner, the fee payable for an application for the grant or renewal of the registration of the cat is 50% of the fee that would otherwise be payable under subclause (2).															
Cat Traps		Receipt to TRUST			Receipt to TRUST			Receipt to TRUST			Receipt to TRUST			Receipt to TRUST		
Bond	S6.16 LGA	\$55.00			\$52.50			\$50.00			\$50.00			\$50.00		
Hire Charge		Free			Free			Free			Free			Free		
Health		Receipt to 126730			Receipt to 126730			Receipt to 126730			Receipt to 126730			Receipt to 126730		
Annual Food Business Registration Fee	S6.16 LGA	\$121.50	\$110.45	\$11.05	\$115.50	\$105.00	\$10.50	\$110.00	\$100.00	\$10.00	\$110.00	\$100.00	\$10.00	\$110.00		
Itinerant Food Vendor/Stallholder Fee Initial License Fee	S140 FA	\$121.50	\$110.45	\$11.05	\$115.50	\$105.00	\$10.50	\$110.00	\$100.00	\$10.00	\$110.00	\$100.00	\$10.00	\$110.00		
Annual Itinerant Food Vendor/Stallholder Fee License Renewal	S6.16 LGA	\$65.00	\$59.09	\$5.91	\$57.75	\$52.50	\$5.25	\$55.00	\$50.00	\$5.00	\$55.00	\$50.00	\$5.00	\$55.00		
Liquor Act Certification Section 39 (Commercial)	S6.16 LGA	\$138.00	\$125.45	\$12.55	\$131.25	\$119.32	\$11.93	\$125.00	\$113.64	\$11.36	\$125.00	\$113.64	\$11.36	\$125.00		
Liquor Act Certification Section 39 (Not for Profit)	S6.16 LGA	\$70.00	\$63.64	\$6.36	\$63.00	\$57.27	\$5.73	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00		
Housing		Receipt to 132130			Receipt to 132130			Receipt to 132130			Receipt to 132130			Receipt to 132130		
Housing Rentals - staff subsidised		Receipt to 132130			Receipt to 132130			Receipt to 132130			Receipt to 132130			Receipt to 132130		
7 Smith Street - per week	S6.16 LGA	\$98.00	\$98.00	N/A	\$94.50	\$94.50	N/A	\$90.00	\$90.00	N/A	\$90.00	\$90.00	N/A	\$90.00		
49 Collins Street - per week	S6.16 LGA	\$82.00	\$82.00	N/A	\$81.90	\$81.90	N/A	\$78.00	\$78.00	N/A	\$78.00	\$78.00	N/A	\$78.00		
7 Fisher - Caravan Park caretaker	S6.16 LGA	Contract	Contract		Contract	Contract		Contract	Contract		Contract	Contract		Contract		
5 Smith - per week	S6.16 LGA	\$95.00	\$95.00	N/A	\$94.50	\$94.50	N/A	\$90.00	\$90.00	N/A	\$90.00	\$90.00	N/A	\$90.00		
Unit 5 - per week	S6.16 LGA	\$82.00	\$82.00	N/A	\$81.90	\$81.90	N/A	\$78.00	\$78.00	N/A	\$78.00	\$78.00	N/A	\$78.00		
Cottage Homes Units		Receipt to 134130			Receipt to 134130			Receipt to 134130			Receipt to 134130			Receipt to 134130		
Units 1-4 - Eligible Occupant		Tenants are required to pay 25% of the total assessable gross (before tax) income of all household members who have reached 16 years of age as rent or market rent, whichever is the lower amount.			Tenants are required to pay 25% of the total assessable gross (before tax) income of all household members who have reached 16 years of age as rent or market rent, whichever is the lower amount.			Tenants are required to pay 25% of the total assessable gross (before tax) income of all household members who have reached 16 years of age as rent or market rent, whichever is the lower amount.			As per Centre link			As per Centre link		
Units 1-3 - Non-eligible Occupant		Any income which is regular, ongoing and provided to meet the general costs of living is considered assessable income for the purpose of calculating rent.			Any income which is regular, ongoing and provided to meet the general costs of living is considered assessable income for the purpose of calculating rent.			Any income which is regular, ongoing and provided to meet the general costs of living is considered assessable income for the purpose of calculating rent.			Based on Income no more than 25% of weekly income			Based on Income no more than 25% of weekly income		
Independent Living Units		Receipt to 134330			Receipt to 134330			Receipt to 134330			Receipt to 134330			Receipt to 134330		
One person in unit - per week		Tenants are required to pay 25% of the total assessable gross (before tax) income of all household members who have reached 16 years of age as rent or market rent, whichever is the lower amount.			Tenants are required to pay 25% of the total assessable gross (before tax) income of all household members who have reached 16 years of age as rent or market rent, whichever is the lower amount.			Tenants are required to pay 25% of the total assessable gross (before tax) income of all household members who have reached 16 years of age as rent or market rent, whichever is the lower amount.			As per Centrelink			As per Centrelink		
Two people in unit - per week		Any income which is regular, ongoing and provided to meet the general costs of living is considered assessable income for the purpose of calculating rent.			Any income which is regular, ongoing and provided to meet the general costs of living is considered assessable income for the purpose of calculating rent.			Any income which is regular, ongoing and provided to meet the general costs of living is considered assessable income for the purpose of calculating rent.			Based on Income no more than 25% of weekly income			Based on Income no more than 25% of weekly income		
Young Singles Rental		Receipt to 134330			Receipt to 134330			Receipt to 134330			Receipt to 134330			Receipt to 134330		
One person in unit - per week		Tenants are required to pay 25% of the total assessable gross (before tax) income of all household members who have reached 16 years of age as rent or market rent, whichever is the lower amount.			Tenants are required to pay 25% of the total assessable gross (before tax) income of all household members who have reached 16 years of age as rent or market rent, whichever is the lower amount.			Tenants are required to pay 25% of the total assessable gross (before tax) income of all household members who have reached 16 years of age as rent or market rent, whichever is the lower amount.			Refer to Joint Venture agreement			Refer to Joint Venture agreement		
Two people in unit - per week		Any income which is regular, ongoing and provided to meet the general costs of living is considered assessable income for the purpose of calculating rent.			Any income which is regular, ongoing and provided to meet the general costs of living is considered assessable income for the purpose of calculating rent.			Any income which is regular, ongoing and provided to meet the general costs of living is considered assessable income for the purpose of calculating rent.			Refer to Joint Venture agreement			Refer to Joint Venture agreement		
Joint Venture Duplex		Receipt to 134630			Receipt to 134630			Receipt to 134630			Receipt to 134630			Receipt to 134630		
17 Collins street Unit A (3 bed)		Tenants are required to pay 25% of the total assessable gross (before tax) income of all household members who have reached 16 years of age as rent or market rent, whichever is the lower amount.			Tenants are required to pay 25% of the total assessable gross (before tax) income of all household members who have reached 16 years of age as rent or market rent, whichever is the lower amount.			Tenants are required to pay 25% of the total assessable gross (before tax) income of all household members who have reached 16 years of age as rent or market rent, whichever is the lower amount.			Refer to Joint Venture agreement			Refer to Joint Venture agreement		
17 Collins street Unit B (4 bed)		Any income which is regular, ongoing and provided to meet the general costs of living is considered assessable income for the purpose of calculating rent.			Any income which is regular, ongoing and provided to meet the general costs of living is considered assessable income for the purpose of calculating rent.			Any income which is regular, ongoing and provided to meet the general costs of living is considered assessable income for the purpose of calculating rent.			Refer to Joint Venture agreement			Refer to Joint Venture agreement		
Private Rentals		Receipt to 134630			Receipt to 134630			Receipt to 134630			Receipt to 134630			Receipt to 134630		
10 Smith Street - under lease	S6.16 LGA	\$300.00	\$300.00	N/A	\$300.00 (under Lease)	\$300.00	N/A	\$300.00	\$300.00	N/A	\$300.00	\$300.00	N/A	\$300.00		
5 Smith Street	S6.16 LGA	\$275.65	\$250.00	N/A	\$262.50	\$250.00	N/A	\$250.00	\$250.00	N/A	\$250.00	\$250.00	N/A	\$250.00		
Community Amenities		Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030		
Cemeteries Wickepin, Yealering, Harris Smith		Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030		
Land for Right of Burial		Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030		
Reservation Fee includes Grant of Right of Burial	S53 CA	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00		
Grave Digging to depth of 2.1 (on application)		Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030		
Grant right of burial if no reservation	S53 CA	\$60.00			\$60.00			\$60.00			\$60.00	\$54.55	\$5.45	\$60.00		
Single 2.4m long x 2.1m deep	S53 CA	\$530.00	\$481.82	\$48.18	\$530.00	\$481.82	\$48.18	\$530.00	\$481.82	\$48.18	\$430.00	\$390.91	\$39.09	\$430.00		
Double 2.4m x 3.6m	S53 CA	\$700.00	\$636.36	\$63.64	\$700.00	\$636.36	\$63.64	\$700.00	\$636.36	\$63.64	\$600.00	\$545.45	\$54.55	\$600.00		
Triple 2.4m x 4.8m	S53 CA	\$850.00	\$772.73	\$77.27	\$850.00	\$772.73	\$77.27	\$850.00	\$772.73	\$77.27	\$750.00	\$681.82	\$68.18	\$750.00		
Interment on Weekends additional	S53 CA	\$880.00	\$800.00	\$80.00	\$880.00	\$800.00	\$80.00	\$880.00	\$800.00	\$80.00	\$780.00	\$709.09	\$70.91	\$780.00		
Graves be sunk deeper than 2.1m		Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030		
First additional 0.3m	S53 CA	\$80.40	\$73.09	\$7.31	\$80.40	\$73.09	\$7.31	\$80.40	\$73.09	\$7.31	\$80.40	\$73.09	\$7.31	\$80.40		
Second additional 0.3m	S53 CA	\$102.00	\$92.73	\$9.27	\$102.00	\$92.73	\$9.27	\$102.00	\$92.73	\$9.27	\$102.00	\$92.73	\$9.27	\$102.00		
Third additional 0.3m	S53 CA	\$120.00	\$109.09	\$10.91	\$120.00	\$109.09	\$10.91	\$120.00	\$109.09	\$10.91	\$120.00	\$109.09	\$10.91	\$120.00		
(land so on in proportion for each additional 0.3m)	S53 CA	\$18.00	\$16.36	\$1.64	\$18.00	\$16.36	\$1.64	\$18.00	\$16.36	\$1.64	\$18.00	\$16.36	\$1.64	\$18.00		
Re-opening Fees (re-opening an ordinary grave for each interment or exhumation)		Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030		
Ordinary Grave - Adult	S53 CA	\$480.00	\$436.36	\$43.64	\$480.00	\$436.36	\$43.64	\$480.00	\$436.36	\$43.64	\$480.00	\$436.36	\$43.64	\$480.00		
Removal of kerbing, tiles etc., if necessary Per Hour	S53 CA	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00		
Interment of Ashes		Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030		
Interment of ashes in a grave	S53 CA	\$300.00	\$272.73	\$27.27	\$300.00	\$272.73	\$27.27	\$300.00	\$272.73	\$27.27	\$300.00	\$272.73	\$27.27	\$300.00		
Extra charge for		Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030		
Interment without due notice under Local Law 3.2	S53 CA	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00		
Late arrival at Cemetery gates under Local Law 5.2	S53 CA	\$24.00	\$21.82	\$2.18	\$24.00	\$21.82	\$2.18	\$24.00	\$21.82	\$2.18	\$24.00	\$21.82	\$2.18	\$24.00		
Exhumations in addition to re-opening fee	S53 CA	\$600.00	\$545.45	\$54.55	\$600.00	\$545.45	\$54.55	\$600.00	\$545.45	\$54.55	\$600.00	\$545.45	\$54.55	\$600.00		
Niche Wall		Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030		
Reservation Fee includes Grant of Right of Burial	S53 CA	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00		
Grant right of burial if no reservation	S53 CA	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00		
Compartment for ashes Single	S53 CA	\$210.00	\$190.91	\$19.09	\$210.00	\$190.91	\$19.09	\$210.00	\$190.91	\$19.09	\$210.00	\$190.91	\$19.09	\$210.00		
Compartment for ashes Double	S53 CA	\$240.00	\$218.18	\$21.82	\$240.00	\$218.18	\$21.82	\$240.00	\$218.18	\$21.82	\$240.00	\$218.18	\$21.82	\$240.00		
compartment plaque - standard single	S53 CA	At Cost			At Cost			At Cost			At Cost			At Cost		
compartment plaque - standard double	S53 CA	At Cost			At Cost			At Cost			At Cost			At Cost		
Interment of Ashes / Erecting nameplate	S53 CA	\$156.00	\$141.82	\$14.18	\$156.00	\$141.82	\$14.18	\$156.00	\$141.82	\$14.18	\$156.00	\$141.82	\$14.18	\$156.00		
Harris Smith Remembrance Wall		Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030		
Compartment plaque - standard single/double	S53 CA	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00		
Erecting nameplate	S53 CA	\$90.00	\$90.00	\$0.00	\$90.00	\$90.00	\$0.00	\$90.00	\$90.00	\$0.00	\$90.00	\$90.00	\$0.00	\$90.00		
Miscellaneous charges		Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030			Receipt to 140030		
Permission to erect Monument &/or kerbing	S53 CA	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00		
Registration of "Transfer of Form of Grant of Right of Burial"	S53 CA	\$24.00	\$21.82	\$2.18	\$24.00	\$21.82	\$2.18	\$24.00	\$21.82	\$2.18	\$24.00	\$21.82	\$2.18	\$24.00		
Copy of "Grant of Burial"	S53 CA	\$24.00	\$21.82	\$2.18	\$24.00	\$21.82	\$2.18	\$24.00	\$21.82	\$2.18	\$24.00	\$21.82	\$2.18	\$24.00		
Grave number plate	S53 CA	\$26.40	\$24.00	\$2.40	\$26.40	\$24.00	\$2.40	\$26.40	\$24.00	\$2.40	\$26.40	\$24.00	\$2.40	\$26.40		
Making a search in register (per 1/2 hour)	S53 CA	\$24.00	\$21.82	\$2.18	\$24.00	\$21.82	\$2.18	\$24.00	\$21.82	\$2.18	\$24.00	\$21.82	\$2.18	\$24.00		
Copy of Local Laws	S53 CA	\$6.00	\$6.00	\$0.00	\$6.00	\$6.00	\$0.00	\$6.00	\$6.00	\$0.00	\$6.00	\$6.00	\$0.00	\$6.00		
Funeral Director's Annual Licence	S53 CA	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00		
Community Bus per kilometre		Receipt to 140330			Receipt to 140330			Receipt to 140330			Receipt to 140330			Receipt to 140330		
All Distances Travelled - per km	S6.16 LGA	\$1.20	\$1.09	\$0.11	\$1.15	\$1.05	\$0.10	\$1.08	\$0.98	\$0.10	\$1.08	\$0.98	\$0.10	\$1.08		
Bond as per policy 6.2.5.4 BOND																
□ A bond of \$120.00 must be deposited at the Shire prior to the bus departing.		\$120.00	\$120.00	\$0.00	\$120.00	\$120.00	\$0.00	\$120.00	\$120.00							

Shire of Wickepin
Fees and Charges 2024 -2025

		2024/2025			2023/2024			2022/2023			2021/2022			2020/2021		
		Fee	Nett	GST	Fee	Nett	GST	Fee	Nett	GST	Fee	Nett	GST	Fee		
Refuse Bins		Receipt to 135630			Receipt to 135630			Receipt to 135630			Receipt to 135630			Receipt to 135630		
240 litre refuse bins Additional to 1 Supplied by SOW		To be purchased by Owner			Refer Policy 6.2.1 GENERAL WASTE AND			To be purchased by Owner			Refer Policy 6.2.1 GENERAL WASTE AND			To be purchased by Owner		
240 litre recycling bins Additional to 1 Supplied by SOW		To be purchased by Owner			Refer Policy 6.2.1 GENERAL WASTE AND			To be purchased by Owner			Refer Policy 6.2.1 GENERAL WASTE AND			To be purchased by Owner		
Town Planning (part 17 PDA)		Receipt to 142030			Receipt to 142030			Receipt to 142030			Receipt to 142030			Receipt to 142030		
Determination of development application (other than for an extractive industry) where the estimated cost of the development is:																
a) Not more than \$50,000	Part 17 PDA	\$147.00	\$147.00	\$0.00	\$147.00	\$147.00	\$0.00	\$147.00	\$147.00	\$0.00	\$147.00	\$147.00	\$0.00	\$147.00		
b) More than \$50,000 but not more than \$500,000	Part 17 PDA	\$0.32% of the estimated cost of development			\$0.32% of the estimated cost of development			\$0.32% of the estimated cost of development			\$0.32% of the estimated cost of development			\$0.32% of the estimated cost of development		
c) More than \$500,000 but not more than \$2.5 million	Part 17 PDA	\$500,000			\$1,700 + 0.257% for every \$1 in excess of \$500,000			\$1,700 + 0.257% for every \$1 in excess of \$500,000			\$1,700 + 0.257% for every \$1 in excess of \$500,000			\$1,700 + 0.257% for every \$1 in excess		
d) More than \$2.5 million but not more than \$5 million	Part 17 PDA	\$7,161 + 0.206% for every \$1 in excess of \$2.5m			\$7,161 + 0.206% for every \$1 in excess of \$2.5m			\$7,161 + 0.206% for every \$1 in excess of \$2.5m			\$7,161 + 0.206% for every \$1 in excess of \$2.5m			\$7,161 + 0.206% for every \$1 in excess		
e) More than \$5 million but not than \$21.5 million	Part 17 PDA	\$12,633 + 0.123% for every \$1 in excess of \$5m			\$12,633 + 0.123% for every \$1 in excess of \$5m			\$12,633 + 0.123% for every \$1 in excess of \$5m			\$12,633 + 0.123% for every \$1 in excess of \$5m			\$12,633 + 0.123% for every \$1 in		
Deemed to Comply Check - Development approval exemption for Single House	Part 17 PDA	\$295.00	\$295.00	\$0.00	\$295.00	\$295.00	\$0.00	\$295.00	\$295.00	\$0.00	\$295.00	\$295.00	\$0.00	\$295.00		
More than \$21.5 million	Part 17 PDA	\$34,196.00			\$34,196.00			\$34,196.00			\$34,196.00			\$34,196.00		
NOTE: If development has commenced or been carried out, an additional amount by way of penalty, that is twice the amount of the fee payable for determination of the application (in addition to the initial application fee)														NOTE: If development has commenced or been carried out, an additional amount by way of penalty, that is twice the amount of the fee		
Amended plans (this applies where a determination is already given by the Shire or where amended plans are submitted and not requested by the Shire)	Part 17 PDA	66% of the original application fee with a minimum of \$92			66% of the original application fee with a minimum of \$92			66% of the original application fee with a minimum of \$92			66% of the original application fee with a minimum of \$92			66% of the original application fee with a		
Single House - Residential Design Codes performance criteria or Town Planning Scheme variation assessment	Part 17 PDA	Scheme variation assessed with a minimum of \$138 and a maximum of \$690		\$0.00	\$69 per performance criteria / Town Planning Scheme variation assessed with a minimum of \$138 and a maximum of \$690		\$0.00	\$69 per performance criteria / Town Planning Scheme variation assessed with a minimum of \$138 and a maximum of \$690		\$0.00	\$69 per performance criteria / Town Planning Scheme variation assessed with a minimum of \$138 and a maximum of \$690		\$0.00	\$69 per performance criteria / Town Planning Scheme variation assessed		
Demolition where Planning Approval required	Part 17 PDA	\$140.00	\$140.00		\$140.00	\$140.00		\$140.00	\$140.00		\$140.00	\$140.00		\$140.00		
Application for approval of home based business (including cottage industry):	Part 17 PDA															
a) Initial fee	Part 17 PDA	\$222.00	\$222.00	\$0.00	\$222.00	\$222.00	\$0.00	\$222.00	\$222.00	\$0.00	\$222.00	\$222.00	\$0.00	\$222.00		
NOTE: If the home based business or cottage industry has commenced an amount equivalent to twice the normal fee as a penalty	Part 17 PDA	\$444.00	\$444.00	\$0.00	\$444.00	\$444.00	\$0.00	\$444.00	\$444.00	\$0.00	\$444.00	\$444.00	\$0.00	\$444.00		
b) Annual renewal fee	Part 17 PDA	\$73.00	\$73.00	\$0.00	\$73.00	\$73.00	\$0.00	\$73.00	\$73.00	\$0.00	\$73.00	\$73.00	\$0.00	\$73.00		
NOTE: If the home based business or cottage industry Licence has expired amount equivalent to twice the normal fee as a penalty	Part 17 PDA	\$146.00	\$146.00	\$0.00	\$146.00	\$146.00	\$0.00	\$146.00	\$146.00	\$0.00	\$146.00	\$146.00	\$0.00	\$146.00		
Application for change of use or for alteration or extension or change of a non-conforming use which item 1 does not apply	Part 17 PDA	\$295.00	\$295.00	\$0.00	\$295.00	\$295.00	\$0.00	\$295.00	\$295.00	\$0.00	\$295.00	\$295.00	\$0.00	\$295.00		
NOTE: If the change of use or the alteration or extension or change of the non-conforming use has commenced, an amount of \$590 by way of penalty	Part 17 PDA	\$590.00	\$590.00	\$0.00	\$590.00	\$590.00	\$0.00	\$590.00	\$590.00	\$0.00	\$590.00	\$590.00	\$0.00	\$590.00		
Extension of current Planning Approval	Part 17 PDA	\$105.00	\$105.00	\$0.00	\$105.00	\$105.00	\$0.00	\$105.00	\$105.00	\$0.00	\$105.00	\$105.00	\$0.00	\$105.00		
Relocation of building envelope	Part 17 PDA	\$140.00	\$140.00	\$0.00	\$140.00	\$140.00	\$0.00	\$140.00	\$140.00	\$0.00	\$140.00	\$140.00	\$0.00	\$140.00		
Determination of development application for an extractive industry	Part 17 PDA	\$739.00	\$739.00	\$0.00	\$739.00	\$739.00	\$0.00	\$739.00	\$739.00	\$0.00	\$739.00	\$739.00	\$0.00	\$739.00		
NOTE: If development has commenced or been carried out, an additional amount by way of penalty twice the normal fee	Part 17 PDA	\$1,478.00	\$1,478.00	\$0.00	\$1,478.00	\$1,478.00	\$0.00	\$1,478.00	\$1,478.00	\$0.00	\$1,478.00	\$1,478.00	\$0.00	\$1,478.00		
Provision of a subdivision clearance:	Part 17 PDA															
a) Not more than 5 lots Per Lot	Part 17 PDA	\$73.00	\$73.00	\$0.00	\$73.00	\$73.00	\$0.00	\$73.00	\$73.00	\$0.00	\$73.00	\$73.00	\$0.00	\$73.00		
b) More than 5 lots but not more than 195 lots - \$73 per lot for the first 5 lots and \$35 per lot thereafter	Part 17 PDA															
c) More than 195 lots	Part 17 PDA	\$7,393.00	\$7,393.00	\$0.00	\$7,393.00	\$7,393.00	\$0.00	\$7,393.00	\$7,393.00	\$0.00	\$7,393.00	\$7,393.00	\$0.00	\$7,393.00		
* Minor Scheme Amendment (i.e. an amendment that involves only textual changes or rectifies a zoning anomaly):	Part 17 PDA	\$3,235.00	\$2,940.91	\$294.09	\$3,235.00	\$2,940.91	\$294.09	\$3,235.00	\$2,940.91	\$294.09	\$3,235.00	\$2,940.91	\$294.09	\$3,235.00		
a) Request for Council initiation	Part 17 PDA	\$2,370.00	\$2,154.55	\$215.45	\$2,370.00	\$2,154.55	\$215.45	\$2,370.00	\$2,154.55	\$215.45	\$2,370.00	\$2,154.55	\$215.45	\$2,370.00		
b) Conclusion of advertising for Council adoption	Part 17 PDA	\$865.00	\$786.36	\$78.64	\$865.00	\$786.36	\$78.64	\$865.00	\$786.36	\$78.64	\$865.00	\$786.36	\$78.64	\$865.00		
* Major Scheme Amendment (i.e. an amendment that involves a zoning change):	Part 17 PDA	\$5,935.00	\$5,395.45	\$539.55	\$5,935.00	\$5,395.45	\$539.55	\$5,935.00	\$5,395.45	\$539.55	\$5,935.00	\$5,395.45	\$539.55	\$5,935.00		
a) Request for Council initiation	Part 17 PDA	\$4,210.00	\$3,827.27	\$382.73	\$4,210.00	\$3,827.27	\$382.73	\$4,210.00	\$3,827.27	\$382.73	\$4,210.00	\$3,827.27	\$382.73	\$4,210.00		
b) Conclusion of advertising for Council adoption	Part 17 PDA	\$1,725.00	\$1,568.18	\$156.82	\$1,725.00	\$1,568.18	\$156.82	\$1,725.00	\$1,568.18	\$156.82	\$1,725.00	\$1,568.18	\$156.82	\$1,725.00		
* Minor Structure Plans, Outline Development Plans, Subdivision Guide Plans or similar:	Part 17 PDA	\$2,695.00	\$2,450.00	\$245.00	\$2,695.00	\$2,450.00	\$245.00	\$2,695.00	\$2,450.00	\$245.00	\$2,695.00	\$2,450.00	\$245.00	\$2,695.00		
a) Lodgement of documentation	Part 17 PDA	\$1,620.00	\$1,472.73	\$147.27	\$1,620.00	\$1,472.73	\$147.27	\$1,620.00	\$1,472.73	\$147.27	\$1,620.00	\$1,472.73	\$147.27	\$1,620.00		
b) Conclusion of advertising for Council adoption	Part 17 PDA	\$1,075.00	\$977.27	\$97.73	\$1,075.00	\$977.27	\$97.73	\$1,075.00	\$977.27	\$97.73	\$1,075.00	\$977.27	\$97.73	\$1,075.00		
Modifications to Plans once approval given	Part 17 PDA	\$865.00	\$786.36	\$78.64	\$865.00	\$786.36	\$78.64	\$865.00	\$786.36	\$78.64	\$865.00	\$786.36	\$78.64	\$865.00		
* Major Structure Plans, Outline Development Plans, Subdivision Guide Plans or similar:	Part 17 PDA	\$4,860.00	\$4,418.18	\$441.82	\$4,860.00	\$4,418.18	\$441.82	\$4,860.00	\$4,418.18	\$441.82	\$4,860.00	\$4,418.18	\$441.82	\$4,860.00		
a) Lodgement of documentation	Part 17 PDA	\$2,965.00	\$2,695.45	\$269.55	\$2,965.00	\$2,695.45	\$269.55	\$2,965.00	\$2,695.45	\$269.55	\$2,965.00	\$2,695.45	\$269.55	\$2,965.00		
b) Conclusion of advertising for Council adoption	Part 17 PDA	\$1,895.00	\$1,722.73	\$172.27	\$1,895.00	\$1,722.73	\$172.27	\$1,895.00	\$1,722.73	\$172.27	\$1,895.00	\$1,722.73	\$172.27	\$1,895.00		
Modifications to Plans once approval given	Part 17 PDA	\$1,725.00	\$1,568.18	\$156.82	\$1,725.00	\$1,568.18	\$156.82	\$1,725.00	\$1,568.18	\$156.82	\$1,725.00	\$1,568.18	\$156.82	\$1,725.00		
Detailed Area Plan	Part 17 PDA	\$750.00	\$681.82	\$68.18	\$750.00	\$681.82	\$68.18	\$750.00	\$681.82	\$68.18	\$750.00	\$681.82	\$68.18	\$750.00		
Issue of zoning certificate	Part 17 PDA	\$73.00	\$66.36	\$6.64	\$73.00	\$66.36	\$6.64	\$73.00	\$66.36	\$6.64	\$73.00	\$66.36	\$6.64	\$73.00		
Replying to a property settlement questionnaire	Part 17 PDA	\$73.00	\$66.36	\$6.64	\$73.00	\$66.36	\$6.64	\$73.00	\$66.36	\$6.64	\$73.00	\$66.36	\$6.64	\$73.00		
Issue of Section 40 certificate	Part 17 PDA	\$73.00	\$66.36	\$6.64	\$73.00	\$66.36	\$6.64	\$73.00	\$66.36	\$6.64	\$73.00	\$66.36	\$6.64	\$73.00		
Issue of written planning advice	Part 17 PDA	\$73.00	\$66.36	\$6.64	\$73.00	\$66.36	\$6.64	\$73.00	\$66.36	\$6.64	\$73.00	\$66.36	\$6.64	\$73.00		
* Road / R.O.W / P.A.W. request for closure	Part 17 PDA	\$530.00	\$481.82	\$48.18	\$530.00	\$481.82	\$48.18	\$530.00	\$481.82	\$48.18	\$530.00	\$481.82	\$48.18	\$530.00		
Advertising	Part 17 PDA															
a) On site signage - Per Sign	Part 17 PDA	\$260.00	\$236.36	\$23.64	\$260.00	\$236.36	\$23.64	\$260.00	\$236.36	\$23.64	\$260.00	\$236.36	\$23.64	\$260.00		
b) Newspaper advertising Per Advertisement	Part 17 PDA	\$260.00	\$236.36	\$23.64	\$260.00	\$236.36	\$23.64	\$260.00	\$236.36	\$23.64	\$260.00	\$236.36	\$23.64	\$260.00		
CD digital copy of planning document	Part 17 PDA	\$20.00	\$18.18	\$1.82	\$20.00	\$18.18	\$1.82	\$20.00	\$18.18	\$1.82	\$20.00	\$18.18	\$1.82	\$20.00		
Pre-strata inspection	Part 17 PDA	\$265.00	\$240.91	\$24.09	\$265.00	\$240.91	\$24.09	\$265.00	\$240.91	\$24.09	\$265.00	\$240.91	\$24.09	\$265.00		
NOTE: All fees are exempt from GST unless otherwise indicated.																
* Fee is inclusive of all associated advertising charges.																
Development Assessment Panel Application Fees (Sch 1 r.10 PDR)		Receipt to 142030			Receipt to 142030			Receipt to 142030			Receipt to 142030			Receipt to 142030		
Not less than \$2 million and Less than \$7 million	Sch 1 r.10 PDR	\$5,815.00	\$5,286.36	\$528.64	\$5,815.00	\$5,286.36	\$528.64	\$5,815.00	\$5,286.36	\$528.64	\$5,815.00	\$5,286.36	\$528.64	\$5,815.00		
Not less than \$7 million and Less than \$10 million	Sch 1 r.10 PDR	\$8,977.00	\$8,160.91	\$816.09	\$8,977.00	\$8,160.91	\$816.09	\$8,977.00	\$8,160.91	\$816.09	\$8,977.00	\$8,160.91	\$816.09	\$8,977.00		
Not less than \$10 million and Less than \$12.5 million	Sch 1 r.10 PDR	\$9,767.00	\$8,879.09	\$887.91	\$9,767.00	\$8,879.09	\$887.91	\$9,767.00	\$8,879.09	\$887.91	\$9,767.00	\$8,879.09	\$887.91	\$9,767.00		
Not less than \$12.5 million and Less than \$15 million	Sch 1 r.10 PDR	\$10,045.00	\$9,131.82	\$913.18	\$10,045.00	\$9,131.82	\$913.18	\$10,045.00	\$9,131.82	\$913.18	\$10,045.00	\$9,131.82	\$913.18	\$10,045.00		
Not less than \$15 million and Less than \$17.5 million	Sch 1 r.10 PDR	\$10,324.00	\$9,385.45	\$938.55	\$10,324.00	\$9,385.45	\$938.55	\$10,324.00	\$9,385.45	\$938.55	\$10,324.00	\$9,385.45	\$938.55	\$10,324.00		
Not less than \$17.5 million and Less than \$20 million	Sch 1 r.10 PDR	\$10,604.00	\$9,640.00	\$964.00	\$10,604.00	\$9,640.00	\$964.00	\$10,604.00	\$9,640.00	\$964.00	\$10,604.00	\$9,640.00	\$964.00	\$10,604.00		
20 million or more	Sch 1 r.10 PDR	\$10,883.00	\$9,893.64	\$989.36	\$10,883.00	\$9,893.64	\$989.36	\$10,883.00	\$9,893.64	\$989.36	\$10,883.00	\$9,893.64	\$989.36	\$10,883.00		
An application under Regulation 17	Sch 1 r.10 PDR	\$249.00	\$226.36	\$22.64	\$249.00	\$226.36	\$22.64	\$249.00	\$226.36	\$22.64	\$249.00	\$226.36	\$22.64	\$249.00		
*The estimated cost of development is calculated exclusive of GST																

Shire of Wickepin
Fees and Charges 2024 -2025

		2024/2025			2023/2024			2022/2023			2021/2022			2020/2021		
		Fee	Nett	GST	Fee	Nett	GST	Fee	Nett	GST	Fee	Nett	GST	Fee		
W K E L L	Wickepin Old Railway Station	Receipt to 144530			Receipt to 144530			Receipt to 144530			Receipt to 144530			Receipt to 144530		
	Per Day	\$6.16 LGA	\$27.50	\$25.00	\$2.50	\$26.25	\$23.86	\$2.39	\$25.00	\$22.73	\$2.27	\$25.00	\$22.73	\$2.27	\$25.00	
	Per Night	\$6.16 LGA	\$27.50	\$25.00	\$2.50	\$26.25	\$23.86	\$2.39	\$25.00	\$22.73	\$2.27	\$25.00	\$22.73	\$2.27	\$25.00	
	Per Session	\$6.16 LGA	\$16.50	\$15.00	\$1.50	\$15.75	\$14.32	\$1.43	\$15.00	\$13.64	\$1.36	\$15.00	\$13.64	\$1.36	\$15.00	
	No Bond required	\$6.16 LGA				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
T O W N	Wickepin Town Hall	Receipt to 144530			Receipt to 144530			Receipt to 144530			Receipt to 144530			Receipt to 144530		
	Per Night Fee	\$6.16 LGA	\$106.00	\$96.36	\$9.64	\$100.80	\$91.64	\$9.16	\$96.00	\$87.27	\$8.73	\$96.00	\$87.27	\$8.73	\$96.00	
	Per Hour (maximum \$62)	\$6.16 LGA	\$24.00	\$21.82	\$2.18	\$22.70	\$20.64	\$2.06	\$21.60	\$19.64	\$1.96	\$21.60	\$19.64	\$1.96	\$21.60	
	Community groups - Cleaning fee only (Policy)	\$6.16 LGA	\$66.00	\$60.00	\$6.00	\$63.00	\$57.27	\$5.73	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	
	Supper room meetings	\$6.16 LGA	\$20.00	\$18.18	\$1.82	\$18.90	\$17.18	\$1.72	\$18.00	\$16.36	\$1.64	\$18.00	\$16.36	\$1.64	\$18.00	
	Aerobics, Tai Chi, Gymnastics, Ballet, Karate	\$6.16 LGA	\$20.00	\$18.18	\$1.82	\$18.90	\$17.18	\$1.72	\$18.00	\$16.36	\$1.64	\$18.00	\$16.36	\$1.64	\$18.00	
	30 Chairs	\$6.16 LGA	\$26.50	\$24.09	\$2.41	\$25.20	\$22.91	\$2.29	\$24.00	\$21.82	\$2.18	\$24.00	\$21.82	\$2.18	\$24.00	
	Trestles	\$6.16 LGA	\$23.00	\$20.91	\$2.09	\$22.05	\$20.05	\$2.00	\$21.00	\$19.09	\$1.91	\$21.00	\$19.09	\$1.91	\$21.00	
	Additional fee for Cleaning	\$6.16 LGA	\$66.00	\$60.00	\$6.00	\$63.00	\$57.27	\$5.73	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	
	<i>Free use for all shire school activities</i>															
	H A L L	Yealering Town Hall	Receipt to 144530			Receipt to 144530			Receipt to 144530			Receipt to 144530			Receipt to 144530	
Full Kitchen/Bar & Function Area (whole hall)		\$6.16 LGA	\$159.00	\$144.55	\$14.45	\$151.20	\$137.45	\$13.75	\$144.00	\$130.91	\$13.09	\$144.00	\$130.91	\$13.09	\$144.00	
Full Kitchen/Bar & Function Area (whole hall) - half day		\$6.16 LGA	\$106.00	\$93.64	\$6.36	\$100.80	\$83.64	\$6.36	\$96.00	\$83.64	\$6.36	\$96.00	\$83.64	\$6.36	\$96.00	
Full Kitchen/Bar & Foyer		\$6.16 LGA	\$125.50	\$114.09	\$11.41	\$119.70	\$108.82	\$10.88	\$114.00	\$103.64	\$10.36	\$114.00	\$103.64	\$10.36	\$114.00	
Full Kitchen/Bar & Foyer - half day		\$6.16 LGA	\$92.50	\$84.09	\$8.41	\$88.20	\$80.18	\$8.02	\$84.00	\$76.36	\$7.64	\$84.00	\$76.36	\$7.64	\$84.00	
Basic Kitchen/Foyer - morning/afternoon tea		\$6.16 LGA	\$53.00	\$48.18	\$4.82	\$50.40	\$43.64	\$4.36	\$48.00	\$43.64	\$4.36	\$48.00	\$43.64	\$4.36	\$48.00	
Equip Hire - trestle tables (old)		\$6.16 LGA	\$16.00	\$14.55	\$1.45	\$15.10	\$13.73	\$1.37	\$14.40	\$13.09	\$1.31	\$14.40	\$13.09	\$1.31	\$14.40	
30 chairs (old)		\$6.16 LGA	\$20.00	\$18.18	\$1.82	\$18.90	\$17.18	\$1.72	\$18.00	\$16.36	\$1.64	\$18.00	\$16.36	\$1.64	\$18.00	
NO tables and chairs to be removed from the YE Town hall																
Community groups - Cleaning fee only (Policy)		\$6.16 LGA	\$66.00	\$60.00	\$6.00	\$63.00	\$57.27	\$5.73	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00	
Cricket Club Annual Fee - Waived				TO BE REMOVED		\$0.00			\$0.00			\$0.00			\$0.00	
Additional fee for Cleaning	\$6.16 LGA	\$66.00	\$60.00	\$6.00	\$63.00	\$57.27	\$5.73	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00		
<i>Free use for all shire school activities</i>																
W K C O M M U N I T Y C E N T R E	Wickepin Community Centre	Receipt to 149130			Receipt to 149130			Receipt to 149130			Receipt to 149130			Receipt to 149130		
	FULL DAY RATES															
	Function Room 1	\$6.16 LGA	\$110.50	\$99.45	\$11.05	\$105.00	\$94.50	\$10.50	\$100.00	\$90.00	\$10.00	\$96.00	\$86.40	\$9.60	\$96.00	
	Function Room + Kitchen	\$6.16 LGA	\$176.50	\$158.85	\$17.65	\$168.00	\$151.20	\$16.80	\$160.00	\$144.00	\$16.00					
	Function Room + Kitchen + Bar	\$6.16 LGA	\$220.50	\$198.45	\$22.05	\$210.00	\$189.00	\$21.00	\$200.00	\$180.00	\$20.00					
	Function Room + Bar	\$6.16 LGA	\$176.50	\$158.85	\$17.65	\$168.00	\$151.20	\$16.80	\$160.00	\$144.00	\$16.00					
	Mezzanine Room	\$6.16 LGA	\$99.45	\$89.45	\$11.05	\$105.00	\$94.50	\$10.50	\$100.00	\$90.00	\$10.00					
	Mezzanine Room + Kitchen	\$6.16 LGA	\$176.50	\$158.85	\$17.65	\$168.00	\$151.20	\$16.80	\$160.00	\$144.00	\$16.00					
	Aerobics, Tai Chi, Gymnastics, Ballet, Karate	\$6.16 LGA	\$22.00	\$19.80	\$2.20	\$21.00	\$18.90	\$2.10	\$20.00	\$18.00	\$2.00	\$18.00	\$16.20	\$1.80	\$18.00	
	Play Group Casual Daily Rate	\$6.16 LGA	\$22.00	\$19.80	\$2.20	\$21.00	\$18.90	\$2.10	\$20.00	\$18.00	\$2.00	\$18.00	\$16.20	\$1.80	\$18.00	
	Kitchen Only	\$6.16 LGA	\$110.50	\$99.45	\$11.05	\$105.00	\$94.50	\$10.50	\$100.00	\$90.00	\$10.00	\$96.00	\$86.40	\$9.60	\$96.00	
	Bar Only	\$6.16 LGA	\$110.50	\$99.45	\$11.05	\$105.00	\$94.50	\$10.50	\$100.00	\$90.00	\$10.00	\$96.00	\$86.40	\$9.60	\$96.00	
	Half Day															
	Function Room 1	\$6.16 LGA	\$66.00	\$59.40	\$6.60	\$63.00	\$56.70	\$5.67	\$60.00	\$54.00	\$6.00	\$54.00	\$48.60	\$5.40	\$54.00	
	Function Room + Kitchen	\$6.16 LGA	\$110.50	\$99.45	\$11.05	\$105.00	\$94.50	\$10.50	\$100.00	\$90.00	\$10.00					
	Function Room + Kitchen + Bar	\$6.16 LGA	\$143.50	\$129.15	\$14.35	\$136.50	\$122.85	\$12.29	\$130.00	\$117.00	\$13.00					
	Mezzanine Room	\$6.16 LGA	\$66.00	\$59.40	\$6.60	\$63.00	\$56.70	\$5.67	\$60.00	\$54.00	\$6.00					
Mezzanine Room + Kitchen	\$6.16 LGA	\$110.50	\$99.45	\$11.05	\$105.00	\$94.50	\$10.50	\$100.00	\$90.00	\$10.00						
Kitchen	\$6.16 LGA	\$66.00	\$59.40	\$6.60	\$63.00	\$56.70	\$5.67	\$60.00	\$54.00	\$6.00	\$54.00	\$48.60	\$5.40	\$54.00		
Bar	\$6.16 LGA	\$66.00	\$59.40	\$6.60	\$63.00	\$56.70	\$5.67	\$60.00	\$54.00	\$6.00	\$54.00	\$48.60	\$5.40	\$54.00		
Crèche	\$6.16 LGA	\$66.00	\$59.40	\$6.60	\$63.00	\$56.70	\$5.67	\$60.00	\$54.00	\$6.00	\$54.00	\$48.60	\$5.40	\$54.00		
Aerobics, Tai Chi, Gymnastics, Ballet, Karate	\$6.16 LGA	\$22.00	\$19.80	\$2.20	\$21.00	\$18.90	\$2.10	\$20.00	\$18.00	\$2.00	\$20.00	\$18.00	\$2.00	\$20.00		
Play Group Casual Daily Rate	\$6.16 LGA	\$22.00	\$19.80	\$2.20	\$21.00	\$18.90	\$2.10	\$20.00	\$18.00	\$2.00	\$18.00	\$16.20	\$1.80	\$18.00		
Additional fee for Cleaning	\$6.16 LGA	\$66.00	\$59.40	\$6.60	\$63.00	\$56.70	\$5.67	\$60.00	\$54.00	\$6.00	\$60.00	\$54.00	\$6.00	\$60.00		
Bain Marie - not for hire											\$84.00	\$0.00	\$0.00	\$84.00		
Pie Warmer - not for hire											\$48.00	\$0.00	\$0.00	\$48.00		
Urn - not for hire											\$6.00	\$0.00	\$0.00	\$6.00		
Crockery & Cutlery - per 20 sets- not for hire											\$18.00	\$0.00	\$0.00	\$18.00		
Portable PA System	\$6.16 LGA	\$77.00	\$69.30	\$7.70	\$73.50	\$66.15	\$7.35	\$70.00	\$63.00	\$7.00	\$60.00	\$54.00	\$6.00	\$60.00		
Ground/Court Fees - per annum																
Football Annual Fee	\$6.16 LGA	\$2,977.00	\$2,706.36	\$270.64	\$2,835.00	\$2,577.27	\$257.73	\$2,700.00	\$2,454.55	\$245.45	\$2,700.00	\$2,454.55	\$245.45	\$2,700.00		
Cricket	\$6.16 LGA	\$463.00	\$420.91	\$42.09	\$441.00	\$400.91	\$40.09	\$420.00	\$381.82	\$38.18	\$420.00	\$381.82	\$38.18	\$420.00		
Hockey	\$6.16 LGA	\$463.00	\$420.91	\$42.09	\$441.00	\$400.91	\$40.09	\$420.00	\$381.82	\$38.18	\$420.00	\$381.82	\$38.18	\$420.00		
Badminton Club	\$6.16 LGA	\$172.00	\$156.36	\$15.64	\$163.80	\$148.91	\$14.89	\$156.00	\$141.82	\$14.18	\$156.00	\$141.82	\$14.18	\$156.00		
Netball Club	\$6.16 LGA	\$463.00	\$420.91	\$42.09	\$441.00	\$400.91	\$40.09	\$420.00	\$381.82	\$38.18	\$420.00	\$381.82	\$38.18	\$420.00		
Archery Club	\$6.16 LGA	\$463.00	\$420.91	\$42.09	\$441.00	\$400.91	\$40.09	\$420.00	\$381.82	\$38.18	\$420.00	\$381.82	\$38.18	\$420.00		
Miscellaneous - Other	\$6.16 LGA	\$463.00	\$420.91	\$42.09	\$441.00	\$400.91	\$40.09	\$420.00	\$381.82	\$38.18	\$420.00	\$381.82	\$38.18	\$420.00		
<i>Free use for all shire school activities</i>																
P O L I C I E S	Bonds All Halls	Receipt to TRUST			Receipt to TRUST			Receipt to TRUST			Receipt to TRUST			Receipt to TRUST		
	Community Group	\$6.16 LGA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Corporate Booking/Function	\$6.16 LGA	\$250.00	\$250.00		\$252.00	\$200.00	\$0.00	\$240.00	\$200.00	\$0.00	\$240.00	\$200.00	\$0.00	\$240.00	
	Private Booking/Function	\$6.16 LGA	\$630.00	\$630.00		\$630.00	\$500.00	\$0.00	\$600.00	\$500.00	\$0.00	\$600.00	\$500.00	\$0.00	\$600.00	
	Circuses - Bond	\$6.16 LGA	\$760.00	\$565.00		\$756.00	\$565.00	trust a/c	\$720.00	\$565.00	trust a/c	\$720.00	\$565.00	trust a/c	\$720.00	
	Main Pavilion Hire	Receipt to 149130			Receipt to 149130			Receipt to 149130			Receipt to 149130			Receipt to 149130		
	<i>Sheep Field Days</i>															
	Annual Pen Hire - Non original Sponsor	\$6.16 LGA	\$551.50	\$501.36	\$50.14	\$525.00	\$477.27	\$47.73	\$500.00	\$454.55	\$45.45	\$500.00	\$454.55	\$45.45	\$500.00	
Other Expo's																
Pavilion Hire - per day	\$6.16 LGA	\$218.50	\$198.64	\$19.86	\$207.90	\$189.00	\$18.90	\$198.00	\$180.00	\$18.00	\$198.00	\$180.00	\$18.00	\$198.00		
Pavilion Hire - per 1/2 day	\$6.16 LGA	\$110.50	\$100.45	\$10.05	\$105.00	\$95.45	\$9.55	\$100.00	\$90.91	\$9.09	\$96.00	\$87.27	\$8.73	\$96.00		
Pavilion Hire - per day excluding netball court	\$6.															

Shire of Wickepin
Fees and Charges 2024 -2025

		2024/2025			2023/2024			2022/2023			2021/2022			2020/2021		
		Fee	Nett	GST	Fee	Nett	GST	Fee	Nett	GST	Fee	Nett	GST	Fee		
B U I L D I N G	Economic Services															
	Building Licence Fees - Set by regulation (Sch 2 BR)	Receipt to 170030			Receipt to 170030			Receipt to 170030			Receipt to 170030			Receipt to 170030		
	Applications for occupancy permits and building approval certificates															
	Application for an occupancy permit for a completed building (s. 46)	Sch 2 BR	\$110.00			\$110.00			\$110.00			\$110.00			\$110.00	
	Application for a temporary occupancy permit for an incomplete building (s. 47)	Sch 2 BR	\$110.00			\$110.00			\$110.00			\$110.00			\$110.00	
	Application for modification of an occupancy permit for additional use of a building on a temporary basis (s. 48)	Sch 2 BR	\$110.00			\$110.00			\$110.00			\$110.00			\$110.00	
	Application for a replacement occupancy permit for permanent change of the building's use, classification (s. 49)	Sch 2 BR	\$110.00			\$110.00			\$110.00			\$110.00			\$110.00	
	Application for an occupancy permit or building approval certificate for registration of strata scheme, plan of re-subdivision (s. 50(1) and (2))	Sch 2 BR	\$10.50 for each strata unit covered by the application, but not less than \$104.65			\$10.50 for each strata unit covered by the application, but not less than \$104.65			\$10.50 for each strata unit covered by the application, but not less than \$104.65			\$10.50 for each strata unit covered by the application, but not less than \$104.65			\$10.50 for each strata unit covered by the application, but not less than \$104.65	
	Application for a building approval certificate for a building in respect of which unauthorised work has been done (s. 51(3))	Sch 2 BR	0.38% of the estimated value of the unauthorised work as determined by the relevant permit authority, but not less than \$110			0.38% of the estimated value of the unauthorised work as determined by the relevant permit authority, but not less than \$110			0.38% of the estimated value of the unauthorised work as determined by the relevant permit authority, but not less than \$110			0.38% of the estimated value of the unauthorised work as determined by the relevant permit authority, but not less than \$110			0.38% of the estimated value of the unauthorised work as determined by the relevant permit authority, but not less than \$110	
	Application to replace an occupancy permit for an existing building (s. 52(1))	Sch 2 BR	\$110.00			\$110.00			\$110.00			\$110.00			\$110.00	
	Application for a building approval certificate for an existing building where unauthorised work has not been done (s. 52(2))	Sch 2 BR	\$110.00			\$110.00			\$110.00			\$110.00			\$110.00	
	Application to extend the time during which an occupancy permit or building approval certificate has effect (s. 65(3)(a))	Sch 2 BR	\$110.00			\$110.00			\$110.00			\$110.00			\$110.00	
	Applications for building permits and demolition permits															
	Certified application for a building permit (s.16(1))	S16(1)	For building work for a Class 1 or Class 10 Building or incidental structure the fee is 0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00			For building work for a Class 1 or Class 10 Building or incidental structure the fee is 0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00			For building work for a Class 1 or Class 10 Building or incidental structure the fee is 0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00			For building work for a Class 1 or Class 10 Building or incidental structure the fee is 0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00			For building work for a Class 1 or Class 10 Building or incidental structure the fee is 0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00	
	Uncertified application for a building permit (s.16(1))	S16(1)	The fee is 0.32% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00			The fee is 0.32% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00			The fee is 0.32% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00			The fee is 0.32% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00			The fee is 0.32% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00	
	Application for a demolition permit (s. 16(1))	S16(1)	For demolition work in respect of a Class 1 or Class 10 building or incidental structure the fee is \$110			For demolition work in respect of a Class 1 or Class 10 building or incidental structure the fee is \$110			For demolition work in respect of a Class 1 or Class 10 building or incidental structure the fee is \$110			For demolition work in respect of a Class 1 or Class 10 building or incidental structure the fee is \$110			For demolition work in respect of a Class 1 or Class 10 building or incidental structure the fee is \$110	
			For demolition work in respect of a Class 2 to Class 9 building the fee is \$110.00 for each storey of the building.			For demolition work in respect of a Class 2 to Class 9 building the fee is \$110.00 for each storey of the building.			For demolition work in respect of a Class 2 to Class 9 building the fee is \$110.00 for each storey of the building.			For demolition work in respect of a Class 2 to Class 9 building the fee is \$110.00 for each storey of the building.			For demolition work in respect of a Class 2 to Class 9 building the fee is \$110.00 for each storey of the building.	
	Application to extend the time during which a building or demolition permit has effect (s. 32(3)(f))	S32(3)(f)	\$110.00			\$110.00			\$110.00			\$110.00			\$110.00	
	Application as defined in regulation 31 (for each building standard in respect of which a declaration is sought)	Sch 2 BR	\$2,160.15			\$2,160.15			\$2,160.15			\$2,160.15			\$2,160.15	
	Inspection of pool enclosures (regulation 53)	R53 BR	\$58.45			\$58.45			\$57.45			\$57.45			\$57.45	
	Application for approval of battery powered smoke alarms (regulation 61)	R61 BR	\$179.40			\$179.40			\$176.30			\$176.30			\$176.30	
	Building Services Levy		Over \$45,000	\$45,000 or Less		Over \$45,000	\$45,000 or Less		Over \$45,000	\$45,000 or Less		Over \$45,000	\$45,000 or Less		Over \$45,000	
	Building permit	R12 BS	0.137% of the value of the work	\$63.50		0.137% of the value of the work	\$61.65		0.137% of the value of the work	\$61.65		0.137% of the value of the work	\$61.65		0.137% of the value of the work	
	Demolition Permit	R12 BS	0.137% of the value of the work	\$61.65		0.137% of the value of the work	\$61.65		0.137% of the value of the work	\$61.65		0.137% of the value of the work	\$61.65		0.137% of the value of the work	
	Occupancy permit or building approval certificate for approved building work under s47, 49, 50 or 52 of the Building Act	S47.49.50.52	\$61.65	\$61.65		\$61.65	\$61.65		\$61.65	\$61.65		\$61.65	\$61.65		\$61.65	
	Occupancy permit or building approval certificate for unauthorised building work under s51 of the Building Act	S51 BS	0.274% of the value of the work	\$123.30		0.274% of the value of the work	\$123.30		0.274% of the value of the work	\$123.30		0.274% of the value of the work	\$123.30		0.274% of the value of the work	
	Occupancy permit under s46 of the Building Act	S46	No levy is payable	No levy is payable		No levy is payable	No levy is payable		No levy is payable	No levy is payable		No levy is payable	No levy is payable		No levy is payable	
	Modification of occupancy permit for additional use of building on temporary basis under s48 of the Building Act	S48	No levy is payable	No levy is payable	S344c HA	No levy is payable	No levy is payable		No levy is payable	No levy is payable		No levy is payable	No levy is payable		No levy is payable	
	Septic Tank Application Fee (Rec 124430)	S344c HA	\$120.00	\$104.00	N/A	\$120.00	\$104.00	N/A	\$120.00	\$104.00	N/A	\$120.00	\$104.00	N/A	\$120.00	
	Septic Inspection Fee (Rec 124430)	S344c HA	\$150.00	\$104.00	N/A	\$150.00	\$104.00	N/A	\$150.00	\$104.00	N/A	\$150.00	\$104.00	N/A	\$150.00	
	Caravan Parks		Receipt to WK 168640 HS 168660 Year 168650			Receipt to WK 168640 HS 168660 Year 168650			Receipt to WK 168640 HS 168660 Year 168650			Receipt to WK 168640 HS 168660 Year 168650			Receipt to WK 168640 HS 168660	
	Powered Site - per night	S6.16 LGA	\$27.50	\$25.00	\$2.50	\$26.25	\$23.86	\$2.39	\$25.00	\$22.73	\$2.27	\$22.00	\$20.00	\$2.00	\$22.00	
	Powered Site Fee - Weekly No GST after 1 Month	S6.16 LGA	\$132.50	\$120.45	\$12.05	\$126.00	\$114.55	\$11.45	\$120.00	\$109.09	\$10.91	\$100.00	\$90.91	\$9.09	\$100.00	
	Unpowered Site - per night	S6.16 LGA	\$22.00	\$20.00	\$2.00	\$21.00	\$19.09	\$1.91	\$20.00	\$18.18	\$1.82	\$17.00	\$15.45	\$1.55	\$17.00	
RV - Per night Caravan Park (No access to power or ablutions)	S6.16 LGA	\$16.50	\$15.00	\$1.50	\$15.75	\$14.32	\$1.32	\$15.00	\$13.64	\$1.24	\$10.00	\$9.09	\$0.91	\$10.00		
RV - Per night Wickepin Community Centre Oval	S6.16 LGA	\$16.50	\$15.00	\$1.50	\$15.75	\$14.32	\$1.32	\$15.00	\$13.64	\$1.24	\$10.00	\$9.09	\$0.91	\$10.00		
Caravan Parks		Receipt to WK 168640 Year 168650			Receipt to WK 168640 Year 168650			Receipt to WK 168640 Year 168650			Receipt to WK 168640 Year 168650			Receipt to WK 168640 Year 168650		
Seasonal Accommodation Unit - Wickepin & Yealering - per night																
Per night (single room)	S6.16 LGA	\$60.50	\$55.00	\$5.50	\$57.75	\$52.50	\$5.25	\$55.00	\$50.00	\$5.00	\$55.00	\$50.00	\$5.00	\$55.00		
Per night (double room)	S6.16 LGA	\$88.00	\$80.00	\$8.00	\$84.00	\$76.36	\$7.64	\$80.00	\$72.73	\$7.27	\$80.00	\$72.73	\$7.27	\$80.00		
5 nights or more in one stay - per night Single	S6.16 LGA	\$35.50	\$32.27	\$3.23	\$33.60	\$30.55	\$3.05	\$32.00	\$29.09	\$2.91	\$32.00	\$29.09	\$2.91	\$32.00		
5 nights or more in one stay - per night Double	S6.16 LGA	\$66.00	\$60.00	\$6.00	\$63.00	\$57.27	\$5.73	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00		
Caravan Parks		Receipt to HS 168660			Receipt to HS 168660			Receipt to HS 168660			Receipt to HS 168660			Receipt to HS 168660		
Seasonal Accommodation Unit - Harrismith - per night																
Short term - less than 5 nights - per night Single	S6.16 LGA	\$44.00	\$40.00	\$4.00	\$42.00	\$38.18	\$3.82	\$40.00	\$36.36	\$3.64	\$40.00	\$36.36	\$3.64	\$40.00		
Short term - less than 5 nights - per night Double	S6.16 LGA	\$66.00	\$60.00	\$6.00	\$63.00	\$57.27	\$5.73	\$60.00	\$54.55	\$5.45	\$60.00	\$54.55	\$5.45	\$60.00		
5 nights or more in one stay - per night single	S6.16 LGA	\$33.00	\$30.00	\$3.00	\$31.50	\$28.64	\$2.86	\$30.00	\$27.27	\$2.73	\$30.00	\$27.27	\$2.73	\$30.00		
5 nights or more in one stay - per night Double	S6.16 LGA	\$61.00	\$55.45	\$5.55	\$58.00	\$52.73	\$5.27	\$55.00	\$50.00	\$5.00	\$60.00	\$54.55	\$5.45	\$60.00		
Albert Facey Homestead		Receipt to 168830			Receipt to 168830			Receipt to 168830			Receipt to 168830			Receipt to 168830		
Admission Fees - Adult	S6.16 LGA	\$2.50	\$2.27	\$0.23	\$2.65	\$2.41	\$0.24	\$2.50	\$2.27	\$0.23	\$2.50	\$2.27	\$0.23	\$2.50		
Admission Fees - Children	S6.16 LGA	\$1.10	\$1.00	\$0.10	\$1.05	\$0.95	\$0.10	\$1.00	\$0.91	\$0.09	\$1.00	\$0.91	\$0.09	\$1.00		
Group Bookings - Per head	S6.16 LGA	\$2.10	\$1.91	\$0.19	\$2.10	\$1.91	\$0.19	\$2.00	\$1.82	\$0.18	\$2.00	\$1.82	\$0.18	\$2.00		
Saleyard Fees		Receipt to 170130			Receipt to 170130			Receipt to 170130			Receipt to 170130			Receipt to 170130		
Fee per head	S6.16 LGA	\$0.55	\$0.50	\$0.05	\$0.53	\$0.48	\$0.05	\$0.50	\$0.45	\$0.05	\$0.50	\$0.45	\$0.05	\$0.50		
eID Panel Bond	S6.16 LGA	\$200.00	\$181.82	\$18.18												
Standpipes		Receipt to 170830			Receipt to 170830			Receipt to 170830			Receipt to 170830			Receipt to 170830		
As per water corporation charge rates per Kilo litre	S6.16 LGA	At Water Corp Rate			At Water Corp Rate			At Water Corp Rate			At Water Corp Rate			At Water Corp Rate		
Administration Fee	S6.16 LGA	15%			15%			15%			15%			15%		
Minimum Charge	S6.16 LGA	\$11.00	\$10.00	\$1.00	\$10.50	\$9.55	\$0.95	\$10.00	\$9.09	\$0.91	\$10.00	\$9.09	\$0.91	\$10.00		
Standpipe Cards	S6.16 LGA	\$27.55	\$25.05	\$2.50	\$26.25	\$23.86	\$2.39	\$25.00	\$22.73	\$2.27	\$25.00	\$22.73	\$2.27	\$25.00		
Replacement Standpipe Cards	S6.16 LGA	\$77.15	\$70.14	\$7.01	\$73.50	\$66.82	\$6.68	\$70.00	\$63.64	\$6.36	\$70.00	\$63.64	\$6.36	\$70.00		
Centenary Wall		Receipt to 168730			Receipt to 168730			Receipt to 168730			Receipt to 168730			Receipt to 168730		
Centenary Wall Plaques	S6.16 LGA	At Cost			At Cost			\$186.00	\$169.09	\$16.91	\$186.00	\$169.09	\$16.91	\$186.00		
Centenary Wall Plaques Erecting	S6.16 LGA	\$50.00														
Wickepin Business Centre - Part of CAC Building		Receipt to 170430			Receipt to 170430			Receipt to 170430			Receipt to 170430			Receipt to 170430		
Charge per day or part thereof	S6.16 LGA	\$27.50	\$25.00	\$2.50	\$26.25	\$23.86	\$2.39	\$25.00	\$22.73	\$2.27	\$25.00	\$22.73	\$2.27	\$25.00		
Central Aqcare - casual hire	S6.16 LGA	Free			Free			Free			Free			Free		

Shire of Wickepin
Fees and Charges 2024 -2025

	2024/2025			2023/2024			2022/2023			2021/2022			2020/2021		
	Fee	Nett	GST	Fee	Nett	GST	Fee	Nett	GST	Fee	Nett	GST	Fee	Nett	GST
Other Property & Services															
Private Works	Receipt to 173330			Receipt to 173330			Receipt to 173330			Receipt to 173330			Receipt to 173330		
Wickepin Ratepayers/Electors	Receipt to 173330			Receipt to 173330			Receipt to 173330			Receipt to 173330			Receipt to 173330		
Labour - per hour	S6.16 LGA	\$69.50	\$63.18	\$6.32	\$66.15	\$60.14	\$6.01	\$63.00	\$57.27	\$5.73	\$63.00	\$57.27	\$5.73	\$63.00	
Graders, includes labour - per hour	S6.16 LGA	\$250.00	\$227.27	\$22.73	\$238.15	\$216.50	\$21.65	\$226.80	\$206.18	\$20.62	\$226.80	\$206.18	\$20.62	\$226.80	
Loaders, steel roller, includes labour - per hour	S6.16 LGA	\$208.50	\$189.55	\$18.95	\$198.45	\$180.41	\$18.04	\$189.00	\$171.82	\$17.18	\$189.00	\$171.82	\$17.18	\$189.00	
Tractors/Rubber Tyred Rollers, Bob Cat includes labour - per hour	S6.16 LGA	\$98.50	\$89.55	\$8.95	\$93.70	\$85.18	\$8.52	\$89.25	\$81.14	\$8.11	\$89.25	\$81.14	\$8.11	\$89.25	
8 Wheeler Truck, includes labour - per hour	S6.16 LGA	\$194.50	\$176.82	\$17.68	\$185.20	\$168.36	\$16.84	\$176.40	\$160.36	\$16.04	\$176.40	\$160.36	\$16.04	\$176.40	
Single Axle Truck, includes labour - per hour	S6.16 LGA	\$142.00	\$129.09	\$12.91	\$135.15	\$122.86	\$12.29	\$128.70	\$117.00	\$11.70	\$128.70	\$117.00	\$11.70	\$128.70	
Backhoe, includes labour - per hour	S6.16 LGA	\$194.50	\$176.82	\$17.68	\$185.20	\$168.36	\$16.84	\$176.40	\$160.36	\$16.04	\$176.40	\$160.36	\$16.04	\$176.40	
Plate compactor - per day	S6.16 LGA	\$83.50	\$75.91	\$7.59	\$79.40	\$72.18	\$7.22	\$75.60	\$68.73	\$6.87	\$75.60	\$68.73	\$6.87	\$75.60	
Plate compactor - per hour	S6.16 LGA	\$21.00	\$19.09	\$1.91	\$19.85	\$18.05	\$1.80	\$18.90	\$17.18	\$1.72	\$18.90	\$17.18	\$1.72	\$18.90	
Ute - per kilometre	S6.16 LGA	\$1.50	\$1.36	\$0.14	\$1.30	\$1.18	\$0.12	\$1.26	\$1.15	\$0.11	\$1.26	\$1.15	\$0.11	\$1.26	
Small plant (Mowers, whipper snippers) - per day	S6.16 LGA	\$84.00	\$76.36	\$7.64	\$80.00	\$72.73	\$7.27								
Mowing- including labour (includes fire reductions	S6.16 LGA	\$115.50	\$105.00	\$10.50	\$110.00	\$100.00	\$10.00								
External Commercial Rates	Receipt to 173330			Receipt to 173330			Receipt to 173330			Receipt to 173330			Receipt to 173330		
Labour - per hour	S6.16 LGA	\$99.00	\$90.00	\$9.00	\$94.50	\$85.91	\$8.59	\$90.00	\$81.82	\$8.18	\$90.00	\$81.82	\$8.18	\$90.00	
Graders, includes labour - per hour	S6.16 LGA	\$357.00	\$324.55	\$32.45	\$340.20	\$309.27	\$30.93	\$324.00	\$294.55	\$29.45	\$324.00	\$294.55	\$29.45	\$324.00	
Loaders, steel roller, includes labour - per hour	S6.16 LGA	\$304.50	\$276.82	\$27.68	\$289.80	\$263.45	\$26.35	\$276.00	\$250.91	\$25.09	\$276.00	\$250.91	\$25.09	\$276.00	
Tractors/Rubber Tyred Rollers, Bob Cat includes labour - per hour	S6.16 LGA	\$192.00	\$174.55	\$17.45	\$182.70	\$166.09	\$16.61	\$174.00	\$158.18	\$15.82	\$174.00	\$158.18	\$15.82	\$174.00	
8 Wheeler Truck, includes labour - per hour	S6.16 LGA	\$317.50	\$288.64	\$28.86	\$302.40	\$274.91	\$27.49	\$288.00	\$261.82	\$26.18	\$288.00	\$261.82	\$26.18	\$288.00	
Single Axle Truck, includes labour - per hour	S6.16 LGA	\$225.00	\$204.55	\$20.45	\$214.20	\$194.73	\$19.47	\$204.00	\$185.45	\$18.55	\$204.00	\$185.45	\$18.55	\$204.00	
Backhoe, includes labour - per hour	S6.16 LGA	\$278.00	\$252.73	\$25.27	\$264.60	\$240.55	\$24.05	\$252.00	\$229.09	\$22.91	\$252.00	\$229.09	\$22.91	\$252.00	
Plate compactor - per day	S6.16 LGA	\$132.50	\$120.45	\$12.05	\$126.00	\$114.55	\$11.45	\$120.00	\$109.09	\$10.91	\$120.00	\$109.09	\$10.91	\$120.00	
Plate compactor - per hour	S6.16 LGA	\$33.00	\$30.00	\$3.00	\$31.50	\$28.64	\$2.86	\$30.00	\$27.27	\$2.73	\$30.00	\$27.27	\$2.73	\$30.00	
Ute - per kilometre	S6.16 LGA	\$2.27	\$2.03	\$0.23	\$2.50	\$2.27	\$0.23	\$2.40	\$2.18	\$0.22	\$2.40	\$2.18	\$0.22	\$2.40	
Small plant (Mowers, whipper snippers)	S6.16 LGA	\$92.50	\$84.09	\$8.41	\$88.00	\$80.00	\$8.00								
Mowing- including labour (includes fire reductions	S6.16 LGA	\$126.00	\$114.55	\$11.45	\$120.00	\$109.09	\$10.91								
Sand and Gravel	Receipt to 173330			Receipt to 173330			Receipt to 173330			Receipt to 173330			Receipt to 173330		
Materials - per m3	S6.16 LGA	\$6.00	\$5.45	\$0.55	\$5.65	\$5.14	\$0.51	\$5.40	\$4.91	\$0.49	\$5.40	\$4.91	\$0.49	\$5.40	
Materials - per 10m3 load - within 10km of town additional freight	S6.16 LGA	\$198.50	\$180.45	\$18.05	\$189.00	\$171.82	\$17.18	\$180.00	\$163.64	\$16.36	\$180.00	\$163.64	\$16.36	\$180.00	
Materials - per 10m3 load - over 10km from town additional freight	S6.16 LGA	\$231.50	\$210.45	\$21.05	\$220.50	\$200.45	\$20.05	\$210.00	\$190.91	\$19.09	\$210.00	\$190.91	\$19.09	\$210.00	
Materials - Over 10m3 - 3.50 per m3 Plus Private works Rate	S6.16 LGA	\$ 5.00 Plus Private Works Rate			\$ 5.40 Plus Private Works Rate			\$ 5.40 Plus Private Works Rate			\$ 5.40 Plus Private Works Rate			\$ 5.40 Plus Private Works Rate	