



**WHEATBELT NORTH REGIONAL ROAD GROUP**  
Comprising Avon, Kellerberrin, North East and Moora Sub Groups

**WHEATBELT SOUTH REGIONAL ROAD GROUP**  
Comprising Hotham-Dale, Lakes, Narrogin and Roe Sub Groups  
correspondence to RRG Secretariat, Main Roads WA PO Box 333 NORTHAM WA 6401

Briefing Note:

# Wheatbelt Secondary Freight Route

August 2018

## OVERVIEW

The Wheatbelt Secondary Freight Route (WSFR) network in the Main Roads WA Wheatbelt region comprises some 4,400km of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks safe and cost effective access to business. The WSFR project is developing a business case, with the supporting evidence and documentation required, to seek the addition of a program of road improvements across the network be added to the Infrastructure Australia Priority List.

## WSFR WORKING GROUP

The project is being driven by local government authorities associated with the Regional Road Groups of the Wheatbelt Region. The project is intended to support and contribute to other work being undertaken by Main Roads WA, the Department of Transport and the Department of Primary Industries and Regional Development that is considering strategic transport investments across the agricultural regions through the Revitalising Agricultural Regional Freight (RARF) project.

A project Working Group has been established consisting of representatives from the following organisations:

- Wheatbelt North Regional Road Group (WN RRG)
- Wheatbelt South Regional Road Group (WS RRG)
- WA Local Government Association (WALGA)
- Regional Development Australia - Wheatbelt (RDA-W)
- Main Roads WA-Wheatbelt Region (MRWA-WR)
- Wheatbelt Development Commission (WDC)



The project has been encouraged by indications from the Federal Government that they are keen to receive well developed business cases for investment in nationally significant supply chains, with the Working Group

developing the Wheatbelt Secondary Freight Routes project. Secondary Freight Routes connect with State and National highways, providing access for heavy vehicles into the region, allowing trucks safe, cost effective access to businesses.

## GOAL - INFRASTRUCTURE AUSTRALIA INFRASTRUCTURE PRIORITY LIST

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The immediate goal is the inclusion of the WSFR project on the Infrastructure Australia Infrastructure Priority List (IPL), which is a prioritised list of nationally significant investments. It provides decision makers with advice and guidance on specific infrastructure investments that will underpin Australia's continued prosperity. Infrastructure Australia is seeking submissions for the next update of the Infrastructure Priority List, which will be published in February 2019.

The long term goal is to obtain funding support from the Federal Government for a broadly estimated, \$500 million capital works program over 10 - 20 year timeframe to bring the network up to a fit for purpose standard for current and anticipated future needs. In order to be considered for this list Infrastructure Australia require a Stage 4 Business Case submission.

Led by the Wheatbelt North and Wheatbelt South Regional Road Groups, work is underway to secure the funds needed to do the work required to formally submit the Wheatbelt Secondary Freight Routes proposal for consideration by Infrastructure Australia. RDA Wheatbelt (RDAW) have provided seed funding of approximately \$80k to support project scoping with the aim of securing the \$2 million to \$5 million (depending on the findings) needed to development an investment ready business case. The project development costs are likely to be of the order of 1% of the final investment.

To be confident that sufficient funds are available before starting the detailed planning, engineering and costing, preliminary data has been collected from Local Governments concerning roads that have been identified as part of the network. These works constitute components associated with the development of Stages 1 and 2 of Infrastructure Australia's IPL submission process.

The WSFR Working Group proponents are currently investigating funding options for funding the Stage 4 IPL submission of up to \$5M. This has primarily sought State Government support of \$1.25 million cash through the Leverage Fund, administered by the Department of Primary Industries and Regional Development, *conditional upon* Federal cash support of \$3.5 million through an application to the Building Better Regions Fund and Local Government cash and in-kind support of \$350,000. These funds will be utilised to prepare complete and compliant Stage 1 to Stage 4 submissions to Infrastructure Australia. If successful, this will result in the project being added to the Infrastructure Priority List, facilitating conversations with the Federal Government for capital funding contributions.

## AUSTRALIAN FEDERAL GOVERNMENT – INQUIRY INTO NATIONAL FREIGHT AND SUPPLY CHAIN PRIORITIES

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The Federal Government has announced the Roads of Strategic Importance (ROSI) initiative. The aim of this initiative is to implement actions that address findings from the Inquiry into National Freight and Supply Chain Priorities.

The Federal Government has allocated \$3.5 billion over the next decade through the new Roads of Strategic Importance (ROSI) initiative, to ensure key freight roads efficiently connect agricultural and mining regions to ports, airports and other transport hubs.

The Major Project Business Case Fund will also provide an Australian Government contribution towards planning and business case development on projects with clear strategic merit. The Fund will facilitate earlier Australian Government engagement in the project planning stage to ensure broader Commonwealth objectives are considered as projects are developed. \$250M has been allocated towards planning and business cases development works on projects across the country, as priorities are identified through ongoing consultation with state and territory governments.

In July 2017 RDA Wheatbelt of behalf the Wheatbelt RRG submitted a full paper to the National Freight and Supply Chain Priorities Inquiry (*July 2017 RDA Wheatbelt Inc Submission* to the ***Inquiry into National***

**Freight and Supply Chain Priorities**), which discusses the various issues in relation to the need for the WSFR project to receive priority.

This paper outlined the fundamental issues that will be addressed by this project are the growing and changing freight task, consolidation of grain receival facilities, increasing use of larger vehicles, pressure to increase supply chain productivity, poor road safety outcomes and the lack of available capital to meet requirements.

The efficiency of supply chains serving industries in the Wheatbelt region is determined by the performance of the weakest link. Failure to maintain and improve productivity of the secondary freight network will reduce the international competitiveness of the Wheatbelt agricultural sector, which underpins employment and economic activity in the region. Transport links need to be addressed if the production of this sector is to be supported.

## WA STATE GOVERNMENT – DEPARTMENT OF TRANSPORT: REVITALISING AGRICULTURAL REGIONAL FREIGHT PROJECT

Separately Western Australian Department of Transport (DoT) in association with Department of Industry and Regional Development (DPIRD) and Main Roads WA are developing a strategy and investment proposals to support improvements to freight related infrastructure in the agricultural regions. The project team is working to ensure that the need for investment in Local Government roads (secondary freight routes) is reflected in the analysis to ensure these don't remain the weakest link in the supply chain.

The WSFR Working Group has submitted a draft submission to the RARF project which outlines the process undertaken so far as part of the WSFR project, route identification, data collection, project scoping and costing, business case development and initial route prioritisation. This submission is on behalf of all local governments associated with the Wheatbelt RRG. It focuses on the priorities of local government roads within the region.

WSFR Working group will continue to work with MRWA WR and WDC as part of the RARF project consultation, and see this consultation as ongoing throughout the course of 2018 and beyond. The WSFR is representative of the views of all Wheatbelt local governments through the RRG, will be the key local government consultation point for the RARF Project. The Committee through its membership is in regular consultation with both MRWA WR and WDC, as part of our project development.

## PROPOSED BUDGET AND FUNDING OPTIONS

The draft budget and potential funding options are summarised as follows:

Capital Cost	\$500M	Details
Planning Cost	\$5M	~1% of capital cost
Federal Govt	\$3.5M	BBRF - requires co-contribution; or Major Project Business Case Fund
WA State Govt	\$1.25M	DPIRD Leverage Fund DoT – RARF
Local Govt	\$250K	Approx. - \$6K each from 42 LGAs

Feedback from DPIRD regarding the Leverage Fund application of \$1.2M by RDA-Wheatbelt on behalf of WSFR, was that the application was considered better suited for MRWA consideration and to link into with the current RARF project work given the significant alignment between the two sets of work. It was recommended that the WSFR Working Group continue to pursue their relationship with DoT and MRWA to ensure the requirements of the WSFR are adequately included in the RARF activities. The WSFR Working Group has

continued on-going discussions and consultation with RARF via Main Roads WA-WR and WDC as directed by DPIRD.

## ADVOCACY AND CONSULTATION

The working group is continuing to use every opportunity to promote and seek support for the proposal with stakeholders, the community and political leaders at Federal and State level. It will be helpful if Local Governments can support this effort. The way in which this is done will depend on the audience and the key issues in your area. However, the common messages are:

1. Industry and jobs depend on an efficient supply chain in order to remain internationally competitive;
2. The supply chain is only as strong as the weakest link, which are typically the connections to the major highways;
3. The size, weight and productivity of trucks has increased and is expected to continue to do so;
4. The road freight task has increased and is expected to continue to do so;
5. Local Governments in the Wheatbelt Regions are spending more than \$100m per year maintaining roads. To make this expenditure more efficient, some roads need to be upgraded to a higher standard as they were not designed for the purposes for which they are now used;
6. This proposed project is a step change for a defined network. Once delivered it will contribute to lower freight costs, lower road network operating costs and a safer road network.

At the Federal level Ministers Corman and Porter as well as Members Melissa Price and Rick Wilson have received a briefing. At the State level, Ministerial advisers and senior department staff have been briefed and discussions held with local members Darren West and Mia Davies.

State support for an application to Infrastructure Australia will be critical. The project team is seeking to ensure that this work supports and is supported by other project work being undertaken by the Department of Transport in conjunction with Main Roads WA and the Department of Primary Industries and Regional Development analysing strategic freight issues. It also builds on work completed in 2017 looking specifically at the agricultural lime freight task.

A summary of consultation undertaken is as follows:

Organisation	Personnel	Details
Local Govt	42 LGAs RRG WN and WS	Project scoping Data collection Technical Representatives
Federal Govt	McCormack and McVeigh Ministers Corman and Porter Members Melissa Price and Rick Wilson RDA Wheatbelt	Advisor Briefing Teleconference Summary Documentation
State Govt	DPIRD - Minister MacTiernan DoT – Minister Saffioti RAFT MRWA WR WDC	State Leverage Fund – requested \$1.25M RARF Submission In-principle support Communication conduit
Industry	CBH Ag Lime WA	Match priority routes Lime Strategy
Infrastructure Australia	Nicole Lockwood (Director)	Advice on IA Stage 3 – 4 submission Assistance at each step
Freight and Logistics Council	Kellie Houlahan (Policy Adviser)	Conduit to State Govt



## AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS

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In November 2017 Cr Ricky Storer, President of the Shire of Koorda and Chair of the WN RRG, delivered a presentation outlining the proactive, collective approach of Wheatbelt Councils to the regional freight challenges and the outcomes that would result from investment in secondary freight routes in the Wheatbelt at the Australian Local Government Association National Local Roads and Transport Congress. The Hon Darren Chester, Minister for Infrastructure and Transport as well as Acting Minister for Regional Development and Local Government delivered a presentation during the same session which was attended by a number of senior Federal Government officers and more than 200 Local Government delegates from around Australia.

### PROJECT METHODOLOGY

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Over the last 2 years 42 Local Government authorities across the Wheatbelt region have collaborated to identify priority routes across the Secondary Freight Network and have also participated in a technical data collection process led by the Shire of Dandaragan to estimate costs, preparation of a business case and a cost benefit analysis of the work to be undertaken. The in-kind investment by Local Government to date, facilitated through the RRG, is estimated to be well in excess of \$750,000.

The work flow is currently nearing the end of Phase 2 and seeking resources to support Phase 3. No capital funding request can occur without Phase 3 being completed (a requirement of the Federal funding processes for capital projects over \$100m).

Two workshops were undertaken in March 2018 that reviewed the road and traffic data available. The Technical Representatives from each of the Regional Road Group Sub-groups were invited to participate in these workshops, along with Main Roads WA staff and other stakeholders. The workshops provided direction to the consultants that have been commissioned by RDA Wheatbelt to prepare the funding submission for Building Better Regions Fund.



#### Phase 1: Scoping

1. Assessment of the condition of the existing road network (based on available data supplemented with consultation and field investigations) covering the identified secondary freight network.
2. Development of transport modelling to inform scope and design criteria.
3. Development and agreement as to the scope and standards required across the 80+ routes.
4. Development of concept design to facilitate a P50 cost estimate for the 80+ routes (including methodology to determine costings across a large road network with limited data).
5. Assessment and prioritisation of routes for a program of delivery including supporting justification for costs and benefits within a business case framework.

The cost estimating process for this phase will require input from a number of disciplines including the following consultants;

- geotechnical
- environmental
- consultation
- transport and traffic engineering
- civil engineering

## Phase 2: Preparation of Business Case and BBRF application

This phase is used to undertake the work required to compile the evidence and complete the business case to support the submission for the required funding amount (determined from Phase 1). Completion of this Phase is subject to finalisation of the required co-contributions based on the figure calculated in Phase 1.

RDA Wheatbelt is providing seed funding for this Phase to be completed subject to the agreement of RRG North and South in relation to meeting the required minimum co-contribution level. The required co-contributions are set by the Federal Government based on the physical location of the benefit of the project. For areas classified as Remote or Very Remote the required co-contribution is 25% of the project amount (i.e. \$1 for every \$3 of grant funding). For other classifications it is \$1 for \$1.

Tasks to complete Phase 2 include the following:

1. Undertake problem definition and needs assessment
2. Develop opportunity statement based on potential benefits of the project
3. Quantify benefits of undertaking the work against the following areas:
  - a. Criteria 1: Economic Benefit
  - b. Criteria 2: Social Benefit
4. Provide Input as necessary into the following areas:
  - a. Criteria 3: Value for Money
  - b. Criteria 4: Project Delivery
5. Collation of business case and supporting evidence for inclusion in BBRF application.

## PROJECT SCOPING

This process has been an excellent example of a large number of local governments (42) working together on a common strategic regional priority. To date, local government staff has provided a large amount of information and data in an in-kind capacity. The key undertakings of the project so far are:

1. Identification of nominated WSFR roads based upon a simple criteria developed by RRG with routes that:
  - i. Listed on Roads 2030.
  - ii. Regional Distributor that connects Regional Centres or major freight generating locations.
  - iii. Parallel routes not to be closer than 20km apart.
  - iv. Route not to duplicate or replace existing freight routes on State or National Highways.
  - v. Routes serving significant recent increases in regional freight that is anticipated to be sustained.
2. Determination of basic project framework and minimum design standards.
3. Road condition assessment of all identified roads across 42 local governments against minimum design standards.
4. High level scope of works and order of magnitude costs for upgrades required.
5. A summary of data collection and assessment across the 42 local of governments for both Wheatbelt north and south is:

	Route Length (km)	Proposed Works (km)	Proposed Length (%)	Indicative Costs (\$)
<b>Wheatbelt North</b>	1,608	1,134	71	\$ 197,000,000
<b>Wheatbelt South</b>	2,729	1,717	63	\$ 296,000,000
<b>TOTAL</b>	4,337	2,851	66	\$ 493,000,000

## BUSINESS CASE

The WSFR engaged economic consultant, Pracsys, to develop a BBRF business case for the planning and staging prioritisation of the secondary freight routes. This planning work will inform the strategic allocation of road capital works funding provided to LGAs in the region, identifying the economically optimal sequence for developing the network and ensuring that roads are designed and constructed to an optimal standard from a 'whole-of-life' asset management perspective. If successful, BBRF funding will allow for the development of a detailed scope of works that will form the basis for a subsequent submission for Infrastructure Australia funding. It will therefore be important to consider the benefits associated with both the initial planning stage, and broader project, within the BBRF Business Case.

The methodology was divided into two components:

1. Phase 1: Estimating Benefits High Level at an IA IPL submission level and for the BBRF proposal  
It is recommended that a Benefit Cost Ratio (BCR) of at least 1.2 be targeted as lower levels are unlikely to attract funding under the BBRF. In addition, a \$30 million impact threshold applies to IA funding applications. This phase will be used to understand and produce high level estimates of project benefits, informing a 'go/no go' decision for phase 2.
2. Phase 2: Developing a BBRF CBA and Business Case  
Based on the outcomes of Phase 1, document a concise Cost-Benefit Analysis and Business Case in support of the BBRF submission.

### Estimating Planning Benefits

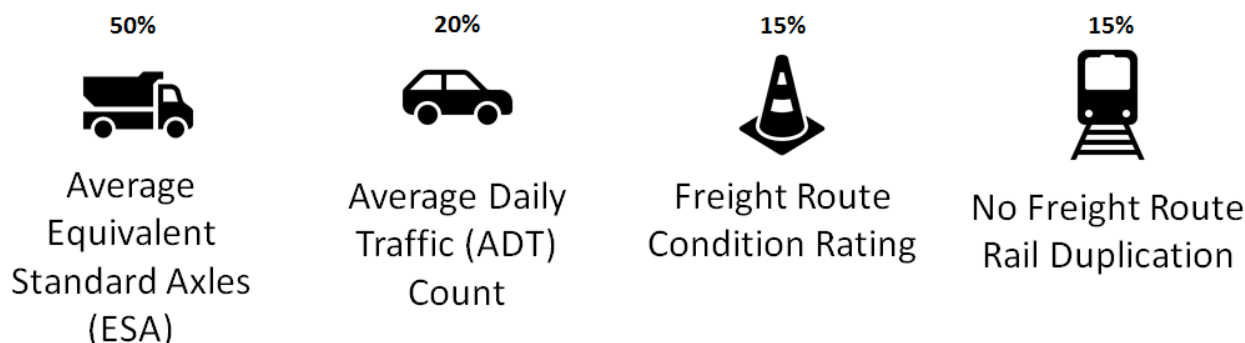
The benefits attributable to the Wheatbelt secondary freight routes prioritisation planning process were outlined and in turn used to provide a preliminary prioritisation of works for internal review. Benefits were calculated where possible, however some benefits are unquantifiable, and other benefits are best left for in-depth quantification in the detailed planning phase. The methodology included:

- Investigate plausible project benefits and compare to typical costs
- Apply assumed BCRs to hypothetical 100km works segments (over 5 to 10 years)
- Conduct comparison of net benefit using scenarios  
Scenario A: Conduct works without strategic planning – using randomised project sequence  
Scenario B: Conduct works based on strategic planning - using an optimised project sequence

The detailed planning exercise is expected to achieve a benefit in the order of \$20 million based solely on the benefits gained from freight route prioritisation.

### Initial Prioritisation System

The WSFR were evaluated on a route-by-route basis to give an early indication of their relative upgrade priorities. The evaluation conducted was a Multiple Criteria Analysis (MCA) assessing the following criteria weightings – this may be added to in future:



Attachment 1 shows a the initial first draft of the staging plan and prioritisation process. This will evolve as further planning is undertaken and additional data collected.

## PROPOSED DELIVERY METHODOLOGY

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The Working Group is currently investigating a number of delivery methods for the development of the IA Stage 4 submission. These will largely be dependent upon the level of funding available. The options considered include complete outsourcing of the project, or a collaborative delivery method undertaken by the RRG and its associated LGA staff with various levels of support from consultants and/or Main Roads WA staff. The more collaborative model provides the opportunity to utilise the technical skills of staff within the region that have the greatest understanding and knowledge of the road network and its associated issues. It also allows for collaboration amongst all stakeholders and working party members, as well the opportunity for information sharing, capacity building and upskilling. The latter approach would entail local government and state government agency staff working together to deliver a project with regional benefits.

The proposed delivery options are:

### **Option A - Fully Funded – Consultant Delivery**

- \$5M
- Technical Consultant
  - Full project delivery
  - Target greater number of routes
  - Wider scale technical input
- Local Government
  - Project Management
  - Input from Technical Working Group
- MRWA
  - Technical Support
  - Review

### **Option B - Partially Funded – RRG Delivery**

- \$1M - \$5M depending upon funding levels
  - LGA project team could be funded or In-kind.
  - MRWA FTE
  - WDC FTE
- LGA – Project Delivery Team
  - LGA Driven
  - Technical Working Group
  - Project Delivery Team
  - Technical Consultant
- Technical Consultant
  - Funding used for specific technical purposes
  - Targeted technical input
  - Prioritised routes
  - Economic assessment and business case development

## IMPLICATIONS FOR LOCAL GOVERNMENT

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The in-kind support from staff and Councillors at 42 Local Governments who have provided data so far is greatly appreciated.

1. Road Group Sub Groups have undertaken ongoing consultation via the Sub-groups and Technical Representative regarding outcomes being requested through this project to ensure they properly reflects the needs of LGAs in progressing the WSFR network. It would be of value if each Shire could ensure their representative receives these monthly updates (you can add them to the mailing list through [admin@rdawheatbelt.com.au](mailto:admin@rdawheatbelt.com.au) )
2. Cash Co-contributions are requested from LGA with a contribution of \$6,000 per local government being requested to provide an overall contribution of \$250,000 across the 42 LGA. It is requested that these funds come from 2018/19 budgets and request each LGA to draft an Agenda Item – August or September Council Meetings
3. Shire of Dandaragan will be undertaking the project management role for this application (should it proceed) on behalf of all 42 local governments (thankyou Dandaragan).
4. It is still the intention to seek other forms of co-contribution for this project as outlined.
5. The Working Group will continue to work towards the development of a Technical Working Group and Project Delivery Team. It will seek to identify potential resources for these roles through the RRG and nominations via Sub-groups and their respective LGAs. Positions within these groups may be either funded or in-kind depending upon funding available or the ultimate delivery methodology.

**From:** Rick Storer <storerf@koorda.wa.gov.au>  
**Sent:** Tuesday, 7 August 2018 8:33 PM  
**To:** CHITTERING SHIRE-CEO; CUNDERDIN SHIRE-CEO; DALWALLINU SHIRE-CEO; DANDARAGAN SHIRE-CEO; DOWERIN SHIRE-CEO; GINGIN SHIRE-CEO; GOOMALLING SHIRE-CEO; KELLERBERRIN SHIRE-CEO; David Burton; MERREDIN SHIRE-CEO; MOORA SHIRE-CEO; John Nuttall; MUKINBUDIN SHIRE-CEO; Northam Shire-CEO; NUNGARIN SHIRE-CEO; TAMMIN SHIRE-CEO; TOODYAY SHIRE-CEO; TRAYNING SHIRE-CEO; VICTORIA PLAINS-CEO; WESTONIA SHIRE-CEO; WONGAN-BALLIDU SHIRE-CEO; WYALKATCHEM SHIRE-CEO; YILGARN SHIRE-CEO; YORK SHIRE-CEO  
**Subject:** Wheatbelt Secondary Freight Route - Council Motion  
**Attachments:** attachment 1.pdf; ATT00001.htm

Goodmorning Everyone,

At the most recent meeting of the WBN RRG the delegates asked me to write to you all requesting that all Council's reaffirm their commitment to the Wheatbelt Secondary Freight Project and commit \$6000 in their 18/19 budgets as the co-contribution required from all 42 LG's for the funding application we will be submitting over the coming months to undertake the detailed planning and design works to enable us to have a Level 4 Infrastructure Australia Submission prepared.

We acknowledge that a lot of councillors will not be intimately aware of the project, so to that end Garrick Yandle together with the Working Group have prepared a detailed Briefing document that we would like you to include with the agenda item for your councillors.

We are requesting that all LG's present the motion as is below, our intent is to have 42 LG's adopted the exact same position, so that we continue to present a united front. It is this collaboration and agreement that is getting us significant traction both at a Federal and State Government Level. We would like you to present this recommendation and supporting documentation to your councils in the August round of Council meetings, following these meetings we would like you to write back to me as Chair of WBN RRG confirming the motion that was passed by council.

For those that aren't away the WSFR Project has been working on this project since mid 2016; the project stemmed from considerable work done by both WBS & WBN in looking at their road networks in attempt to improve connectivity through our RRG funding and road projects. This mapping process started in 2014, once the RRG together with Main Roads identified that improving the connectivity was a major project that would bring significant economic benefit to the Ag Region a working group was formed and RDA via Juliet Grist helped us obtain initial funding to further progress this as a regional road project. The last 2 ½ years have seen considerable work undertaken by all 42 LG's and the working group to get this project to a point where we are starting to have constructive and positive meetings with the State Government, Federal Government, Infrastructure Australia, Freight & Logistics Council WA, CBH and other key stakeholders.

Hopefully this provides your councils with sufficient information about the background of the project and the plan going forward to enable them to provide the working group with formal support, so we can continue to work for what is a significant regional project for Wheatbelt Region.

**That Council:**

1. **Notes the Secondary Freight Routes Project Development report;**
2. **Supports the strategic intent of the Secondary Freight Routes project;**

3. **Authorises the Chief Executive Office to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and**
4. **Endorses in principle an allocation of [\$6,000] in 2018/19 to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application.**

Should you require further information please do not hesitate to contact me.

Thank you for your ongoing support of this project, it is appreciated by the working group.

Regards  
Cr Ricky Storer  
President Koorda Shire Council  
0429 844088

## Nadine Richmond

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**From:** Rick Storer <storerf@koorda.wa.gov.au>  
**Sent:** Thursday, 9 August 2018 9:47 PM  
**To:** CHITTERING SHIRE-CEO; CUNDERDIN SHIRE-CEO; DALWALLINU SHIRE-CEO; DANDARAGAN SHIRE-CEO; DOWERIN SHIRE-CEO; GINGIN SHIRE-CEO; GOOMALLING SHIRE-CEO; KELLERBERRIN SHIRE-CEO; David Burton; MERREDIN SHIRE-CEO; MOORA SHIRE-CEO; John Nuttall; MUKINBUDIN SHIRE-CEO; Northam Shire-CEO; NUNGARIN SHIRE-CEO; TAMMIN SHIRE-CEO; TOODYAY SHIRE-CEO; TRAYNING SHIRE-CEO; VICTORIA PLAINS-CEO; WESTONIA SHIRE-CEO; WONGAN-BALLIDU SHIRE-CEO; WYALKATCHEM SHIRE-CEO; YILGARN SHIRE-CEO; YORK SHIRE-CEO  
**Cc:** Katrina Crute; gyandle@dandaragan.wa.gov.au; Ian Duncan  
**Subject:** Re: Wheatbelt Secondary Freight Route - Council Motion

Hello all,

I apologise for the request for Co-contributions coming without more explanation.

Some points that require clarification.

1) The WSFR working group had met with MRWA sometime ago putting forward the idea that any LGA contribution to assist with BBRF application, could come directly from project funding allocations. While we have not been given a definitive answer, the suggestion was that this would not be possible. At that time we had thought that co-contributions may need to be in the order of \$15,000 to \$20,000 per LGA. As the amount is now \$6000, the group felt this was the more appropriate action to avoid further delays,

2) When I made the request for co-contributions to be in 18/19, we were unsure if those contributions need to be in the year of the grant approval or if over the life of the project. I have since been advised that the contributions can be extended over the project life. It is now not necessary to make the allocation in 18/19, but could be in 19/20. The commitment will still be required to enable a BBRF application to be lodged. Any contribution would only be required if the BBRF application is successful.

3) We have been made aware that there is some Federal funding available from the Major Project Business Case Fund, that we are investigating to see if this can be used instead of the BBRF. I am not certain how much or in fact if any co-contribution is required. This is at present our primary target, as any outcome would be known sooner rather than later.

Initial discussions have been positive.

It had been arranged that I would meet with Minister McCormack to discuss this when he was to be in WA last weekend, but the visit was cancelled late Friday afternoon. I have requested for the WSFR to meet with the Minister when he next comes to WA, which is expected late August.

As there is uncertainty over this option, we will still progress the BBRF application.

I hope this provides some clarity as to the status of the WSFR.

During local government week, the WSFR working group had several very productive meetings with MRWA, DoT and Minister Saffioti's advisors. There had been concerns that the RARF project may not be able to endorse its support for the WSFR until their report had been tabled, but we have been given assurance that the DoT supports our project and are looking at how they may be able to assist.

If there are any further queries please contact me.

Regards

Cr Ricky Storer

President Koorda Shire Council

0429 844088



On 7 Aug 2018, at 8:32 pm, Rick Storer <[storerf@koorda.wa.gov.au](mailto:storerf@koorda.wa.gov.au)> wrote:

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Thank you for you ongoing support of this project, it is appreciated by the working group.

Regards  
Cr Ricky Storer  
President Koorda Shire Council  
0429 844088

<attachment 1.pdf>



# Water Corporation AA Dams Available for Transfer to the Shire of Mt Marshall

**Preliminary Report**

**December 2016**



**Dylan Copeland**

NRM CONSULTANT  
[nrm@icloud.com](mailto:nrm@icloud.com)  
0488 471 727

# TABLE OF CONTENTS

BACKGROUND	3
List of AA Dams (TABLE)	3
WIACUBBING DAM	4
GABBIN	5
WARKUTTING	6
GABBINING	7
MARINDO ROCKS (CHRISTIE'S TANK)	8
SNAKE SOAK	9
BEEBEEGNYING	10
SAND SOAK	11

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## BACKGROUND

The Water Corporation first approached the Shire of Mt Marshall to gauge their interest in taking over eight AA Dams in May 2015. The approach was made by David Morgan, Water Corporation Senior Property Planner, Procurement and Property Branch (08 9420 2640). At the time, the Shire was very interested in taking on the Beacon Rock tank and catchment, however this was not on the “Available for transfer” list.

David Morgan has recently contacted Stephen Tindale, Acting CEO. At Mr Tindale’s request I conducted site visits to the eight AA dams that are available for transfer and completed a preliminary visual inspection. This report contains details of these inspections.

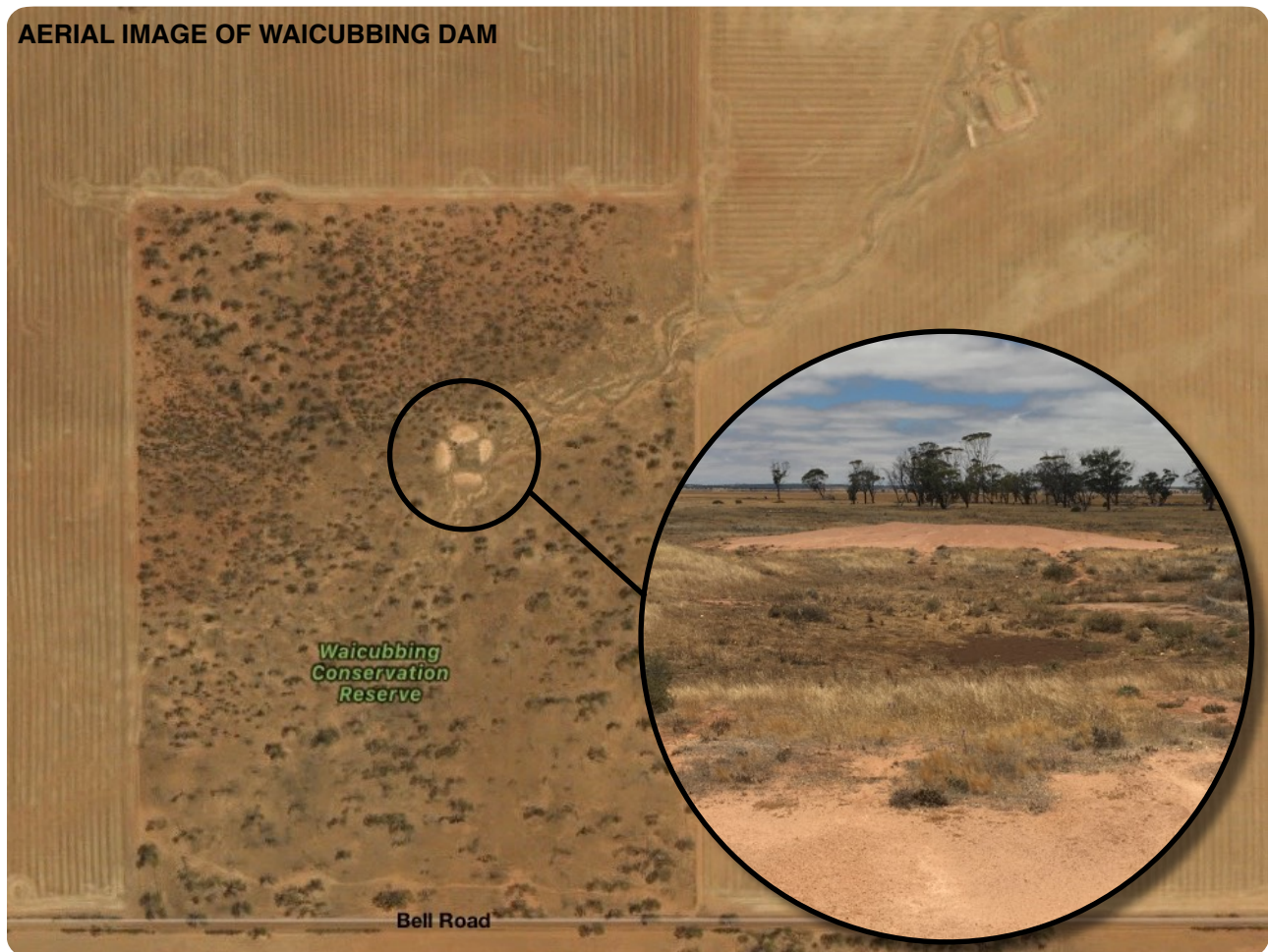
AA Dam Name	Address	GPS Coordinates	Availability
AA Dam No 069 Wiacubbing	Reserve 12689 Bell Road, Welbungin	-30.851420 117.961466	Available for Transfer
AA Dam No 412 Gabbin	Reserve 19373 Gabbin Road, Gabbin	-30.660753 117.652792	Available for Transfer
AA Dam No 434 Warkutting	Reserve 20303 Beacon-Bencubbin Road, Beacon	-30.557578 117.908252	Available for Transfer
AA Dam No 441 Sand Soak	Reserve 17924 Dalgouring Road, Wialki	-30.349733 117.985155	Available for Transfer
AA Dam No 456 Gabbining	Reserve 14744 Job Road, Beacon	-30.525034 117.778630	Available for Transfer
AA Dam No 457 Marindo Rocks	Reserve 21417 Marindo North Road, Cleary	-30.399970 117.758477	Available for Transfer
AA Dam No 461 Snake Soak	Reserve 17927 Welbungin-Wialki Road, Wialki	-30.575741 118.030852	Available for Transfer
AA Dam No 469 Beebeegnying	Reserve 21681 Grant Road, Bencubbin	-30.629343 117.927841	Available for Transfer (Subject to protection of other infrastructure within Res)

### LIST OF AA DAMS (TABLE)

All of the dams in this report require some maintenance and some safety enhancements. There may be funding available from either Water Corporation or Department of Water for the requisite works, depending on a range of factors.



## WACUBBING DAM



As can be seen in the above image, Waicubbing Dam is an actual dam instead of a tank. The dam itself is more interesting for its historical value rather than any potential as a water source. The fashion in which it is situated in the landscape means that its catchment area is small and will probably only harvest stormwater when the dam located ~900 metres to the north-east is full.

<b>NAME</b>	Waicubbing Dam
<b>TYPE</b>	Dam
<b>LOCATION NUMBER</b>	Avon Loc 14805 / R 12689
<b>SAFETY ISSUES</b>	<ul style="list-style-type: none"><li>• Nil</li></ul>
<b>MAINTENANCE ISSUES</b>	<ul style="list-style-type: none"><li>• The collection pathways are overgrown with weeds.</li><li>• No fence on north or west sides. North side was historically fenced but it lack of strainers make it seem as though the west side was never fenced.</li></ul>
<b>GENERAL COMMENTS</b>	Given that the area is already for “Conservation” if the Shire were to take on the site there might be some management activities that would enable the Shire to use the site as an offset for any future clearing permits.

Water source potential: **VERY LOW**



## GABBIN



Gabbin Dam is a relatively small tank. The water collection pathways are ill-defined and overgrown. As can be seen in the aerial image, it appears as though much of the harvested stormwater makes its way around the tank and into the dam ~160m to the north.

<b>NAME</b>	Gabbin Dam
<b>TYPE</b>	Tank
<b>STORAGE CAPACITY</b>	850 kL (estimated)
<b>EFFECTIVE CATCHMENT AREA</b>	0.5 hectares (approximate)
<b>LOCATION NUMBER</b>	Ninghan Loc 02372 / R 19373
<b>SAFETY ISSUES</b>	<ul style="list-style-type: none"><li>• Roof is coming adrift</li></ul>
<b>MAINTENANCE ISSUES</b>	<ul style="list-style-type: none"><li>• The collection pathways are overgrown with weeds.</li><li>• No visible leaks</li></ul>
<b>GENERAL COMMENTS</b>	Given the small size of the tank and its catchment area, its location, and the safety and maintenance issues it may not be a viable water source.

Water source potential: **LOW**

## WARKUTTING



Warkutting is quite central. Aside from the roof, it does not appear as though it would need much work to bring it up to standard. The access tracks would require a little attention to be suitable for larger vehicles.

<b>NAME</b>	Warkutting Dam
<b>TYPE</b>	Tank
<b>STORAGE CAPACITY</b>	1, 178 kL (estimated)
<b>EFFECTIVE CATCHMENT AREA</b>	1.5 hectares (approximate)
<b>LOCATION NUMBER</b>	R 20303
<b>SAFETY ISSUES</b>	<ul style="list-style-type: none"><li>• Roof damage</li><li>• Fence requires attention</li></ul>
<b>MAINTENANCE ISSUES</b>	<ul style="list-style-type: none"><li>• Despite being virtually full, water was not available at the outlet.</li><li>• Visual evidence of some leaks</li><li>• Catchment wall overgrown with weeds in places</li><li>• Ladder is locked, but no cage</li></ul>
<b>GENERAL COMMENTS</b>	Sump and inlet seem sound. The tank is a decent size and is relatively accessible.

Water source potential: **MEDIUM**



## GABBINING



Gabbining Dam is one of the two dams under consideration in this report that has had its roof replaced, which greatly enhances the attractiveness of the site. It is also has the largest tank and catchment area of the sites that were inspected.

<b>NAME</b>	Gabbining Dam
<b>TYPE</b>	Tank
<b>STORAGE CAPACITY</b>	2, 640 kL (estimated)
<b>EFFECTIVE CATCHMENT AREA</b>	3.6 hectares (approximate)
<b>LOCATION NUMBER</b>	R 14744
<b>SAFETY ISSUES</b>	<ul style="list-style-type: none"><li>• Two ladders and neither have cages nor are lockable</li></ul>
<b>MAINTENANCE ISSUES</b>	<ul style="list-style-type: none"><li>• Visual evidence of many leaks, although the tank was full at inspection</li><li>• Roof appears sound</li><li>• Fence requires some maintenance</li></ul>
<b>GENERAL COMMENTS</b>	Sump and inlet seem sound. The tank is the largest on under consideration in this report and is relatively accessible.

Water source potential: **VERY HIGH**

## MARINDO ROCKS (CHRISTIE'S TANK)



The tank seems to have had its roof replaced. It also does not have an obvious leaks from the tank, although there is one in the inlet pipe. The tank was approximately 75% full at time of inspection.

<b>NAME</b>	Marindo Rocks (Christie's Tank)
<b>TYPE</b>	Tank
<b>STORAGE CAPACITY</b>	1, 140 kL (estimated)
<b>EFFECTIVE CATCHMENT AREA</b>	1.5 hectares (approximate)
<b>LOCATION NUMBER</b>	Ninghan Loc 03742 / R 21417
<b>SAFETY ISSUES</b>	<ul style="list-style-type: none"><li>• No cage on ladder</li></ul>
<b>MAINTENANCE ISSUES</b>	<ul style="list-style-type: none"><li>• Inlet pipe has a leak</li><li>• No obvious leaks from the tank itself</li><li>• Inlet sump seems sound</li><li>• Fence seems sound</li><li>• Access to the gate is blocked by vegetation</li></ul>
<b>GENERAL COMMENTS</b>	Along with Gabbining, this is the other tank that appears to have had its roof replaced.

Water source potential: **HIGH**



## SNAKE SOAK



This tank holds water and comes with a serviceable outlet, including a standpipe. However, it is made less attractive by its relatively small tank and catchment size. The corrugated iron roof is all but gone and the timber frame is collapsing.

<b>NAME</b>	Snake Soak
<b>TYPE</b>	Tank
<b>STORAGE CAPACITY</b>	1, 178 kL (estimated)
<b>EFFECTIVE CATCHMENT AREA</b>	1.3 hectares (approximate)
<b>LOCATION NUMBER</b>	R 17927
<b>SAFETY ISSUES</b>	<ul style="list-style-type: none"><li>• Roof corrugated iron virtually gone</li><li>• Timber frame collapsing into tank</li><li>• Two ladders, neither have cages or are lockable</li></ul>
<b>MAINTENANCE ISSUES</b>	<ul style="list-style-type: none"><li>• Some minor leaks</li><li>• Catchment wall seems sound</li><li>• Sump and inlet pipe seem sound</li><li>• Outlet and standpipe are operational</li></ul>
<b>GENERAL COMMENTS</b>	The roof on this tank is the one in worst condition. Despite having some leaks, the tank was virtually full at time of inspection.

Water source potential: **LOW**

## BEEBEEGNYING



As with most of these tanks, the roof is in a state of disrepair. The tank itself is slightly bigger than most of the others in this report. Its catchment area is also slightly bigger, as well as looking nice and clear from a desktop survey. The rock had no obvious access tracks so an on-the-ground inspection was not possible. However, the tank was virtually full, so that would indicate that the catchment area is functional.

<b>NAME</b>	Beebeegnying Dam
<b>TYPE</b>	Tank
<b>STORAGE CAPACITY</b>	1, 360 kL (estimated)
<b>EFFECTIVE CATCHMENT AREA</b>	1.8 hectares (approximate)
<b>LOCATION NUMBER</b>	R 21681
<b>SAFETY ISSUES</b>	<ul style="list-style-type: none"><li>• Roof damage</li><li>• No cage on ladder</li></ul>
<b>MAINTENANCE ISSUES</b>	<ul style="list-style-type: none"><li>• Some minor leaks</li></ul>
<b>GENERAL COMMENTS</b>	The catchment area is on the opposite side of the road from the tank with no obvious access. The tank was full at time of inspection.

Water source potential: **MEDIUM**

## SAND SOAK



This dam has a nice character with the way it is built into the granite outcrop. However, it is not particularly accessible to large vehicles. Without being to observe the level of the dam floor it is difficult to discern how much water it can hold. Given its location and relatively small size it is probably not a convenient water source. Also, the fence requires attention and given that it is only 1.2m high in parts, would probably require replacement with a 1.8m high fence.

<b>NAME</b>	Sand Soak Dam
<b>TYPE</b>	Granite dam
<b>STORAGE CAPACITY</b>	600 kL (difficult to estimate due to its shape)
<b>EFFECTIVE CATCHMENT AREA</b>	1.5 hectares (approximate)
<b>LOCATION NUMBER</b>	Ninghan Loc 04303 / R 17924 are the numbers of the reserve though the actual dam is at Ninghan Loc 03045
<b>SAFETY ISSUES</b>	<ul style="list-style-type: none"><li>Fence requires maintenance</li></ul>
<b>MAINTENANCE ISSUES</b>	<ul style="list-style-type: none"><li>Some leaks in dam wall</li></ul>
<b>GENERAL COMMENTS</b>	The area is not particularly accessible to larger vehicles.

Water source potential: **LOW**



## Nadine Richmond

---

**From:** Nadine Richmond  
**Sent:** Tuesday, 11 September 2018 2:04 PM  
**To:** Nadine Richmond  
**Subject:** FW: Request to review Snake Soak



**Nadine Richmond**

Executive Assistant  
80 Monger Street  
PO Box 20 BENCUBBIN WA 6477  
T: (08) 9685 1202  
E: [ea@mtmarshall.wa.gov.au](mailto:ea@mtmarshall.wa.gov.au)



[www.mtmarshall.wa.gov.au](http://www.mtmarshall.wa.gov.au)

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**From:** Paul Sachse [<mailto:paulsachse@hotmail.com>]  
**Sent:** Monday, 30 July 2018 12:37 PM  
**To:** Jack Walker <[ro@mtmarshall.wa.gov.au](mailto:ro@mtmarshall.wa.gov.au)>  
**Subject:** Request to review Snake Soak

Jack Walker  
Regulatory Officer  
Shire of Bencubbin  
80 Monger St  
BENCUBBIN 6477

Re : Snake Soak Tank

Dear Jack

I would like the Bencubbin Shire Council to revisit its decision re Snake Soak tank. The area was included in an exploration expedition to Mt Churchman by John Septimus Roe and a plaque was attached to a tree just near Snakes Soak. The water catchment has major significance in relation to the sandalwooders. It was built as a water source. The catchment area covers a large section of the granite rock area to the north of the tank. In my opinion, the Council should have a vested interest in the tank and catchment area and investigate the possibility of increasing tourist potential. It seems a missed opportunity not to include the tank and surrounds as part of 'The Sandalwood Shire'. At this stage the council promotes a sandalwood dray on display in Monger Street and a group shops called the Sandalwood Shops. The Resource Centre sells sandalwood products. This tank area could be a major feature on the impact of the sandalwooders in the district. It could be included on local tourist maps. Features in the area include

1. The John Septimus Roe plaque
2. Catchment area - a most interesting walk to see the granite walls, the remains of small granite quarries
3. Tank
4. Remains of a horse watering trough
5. Track marks - where you can see 3 distinct ruts from horse and dray
6. Wildflowers in season
7. Moss and lichen in season
8. Sandalwood trees in the vicinity
9. Evidence of travellers overnighing and watering

I understand that the tank and surrounding area requires input to reach an acceptable standard as a tourist attraction but I sense a real loss in terms of history in our community.

Please consider.

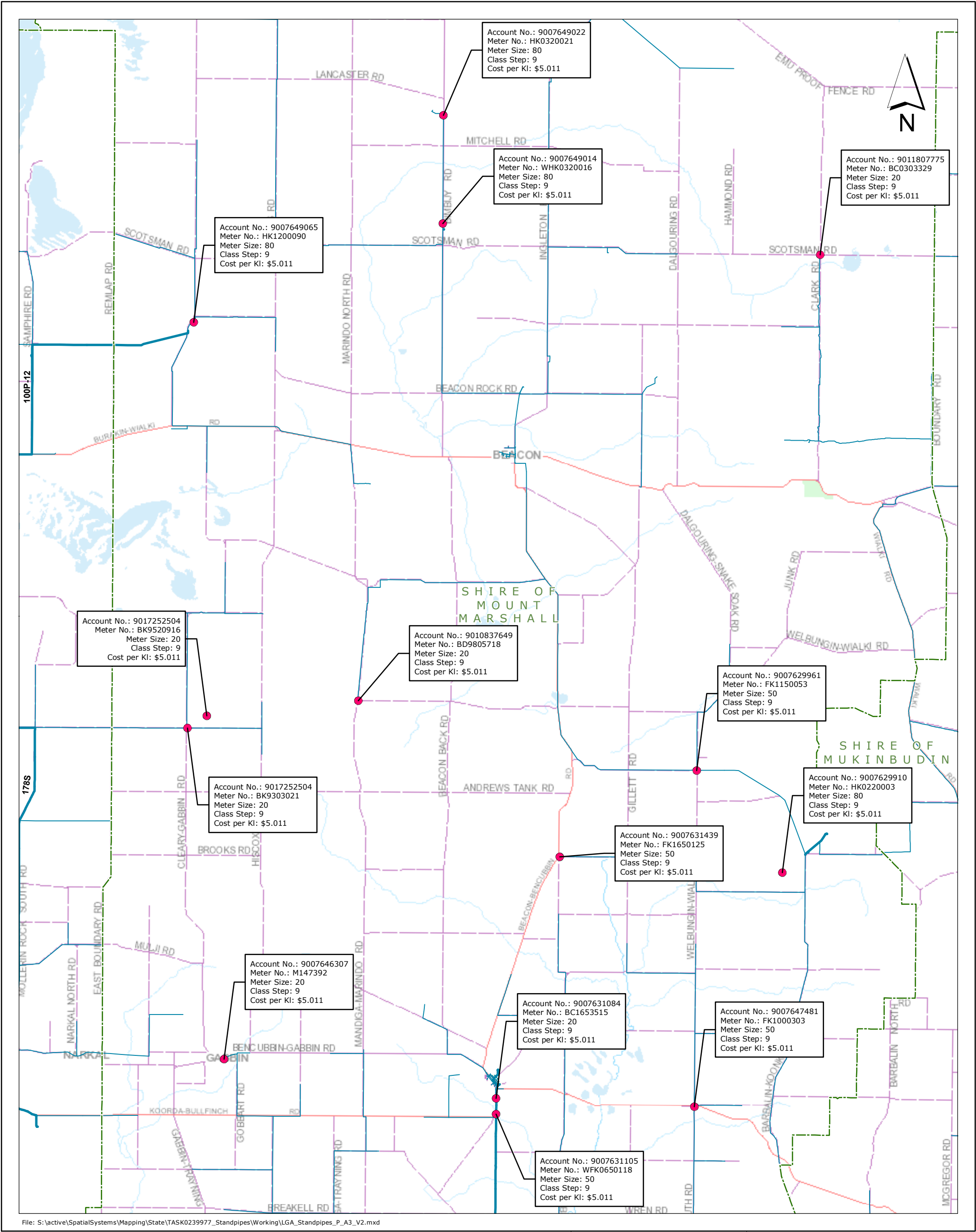
Yours

Paul Sachse

P.O. Box 75  
SOUTH FREMANTLE 6162  
30th July 2018

Sent from my iPad

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### Water Standpipe Class

0	4	8	12
1	5	9	13
2	6	10	14
3	7	11	15

1:225,000 at A3

0 2200 4400 6600 8800 Metres

Coordinate System: GDA 1994 MGA Zone 50  
Vertical Datum: AHD

AUTHOR: FLETTN0	DATE: 9/07/2018
BRANCH: DTG - MAPPING & GEOSPATIAL	

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## Attachment 12.1.33a

# SHIRE OF MOUNT MARSHALL

## Standpipe Locations

# Fixed Standpipes



## Frequently Asked Questions

Pricing for Local Government owned Fixed Standpipes in country regions is changing. This factsheet is provided to address frequently asked questions.

### **What is changing?**

Local Government Authorities (LGAs) are entitled to access concessional pricing for water used for their own purposes. This will not change; however high flow rate LGA owned fixed standpipes that are publicly accessible will no longer be charged concessional rates and commercial rates will instead apply.

### **Who does this pricing change affect?**

This change will affect users of high flow LGA owned fixed standpipes in country areas. Although the price is charged to the LGA directly, the costs may be passed on to businesses, farmers and properties not connected to the scheme.

### **How will rates and charges be applied to fixed standpipes?**

The new pricing structure is linked to the size of the standpipe meter, as this determines the flow rate. Small standpipes (20mm and 25mm) generally deliver between 20 – 40 litres per minute. Large standpipes (any pipe larger than 25mm) generally deliver from 80 litres per minute and above.

All LGA standpipes with a meter size of 20mm or 25mm will receive concessional rates and are to be used by the LGA or for community purposes only (such as drought assistance for farmers or households not connected to scheme water when a drought condition is announced by the Government). All standpipes with a meter size above 25mm will be charged at a commercial rate, but an exemption to consumption charges will apply for water used for fire-fighting purposes.

Standpipes with a meter above 25mm that are located in a shire depot or locked for Shire use only will be able to access the concessional rate by providing evidence of the ability to control user access.

There will be no change to Fire Standpipes or fixed standpipes installed on privately owned property.

### **Why is 25mm the cut off for a concessional service?**

The lower flow rate is less likely to be able to deliver more than 49 kilolitres per day, which would qualify for a Major Consumer Agreement. Anything above 25mm is viewed as being used for a commercial purpose.

### **What are the new prices for Standpipe use?**

<sup>1</sup> The new pricing structure is outlined in Appendix 1.

### **Why are these changes being made?**

Some commercial customers have in the past accessed LGA owned standpipes with concessional rates which are below the regulated Town Class rate for the location as set by Government. Water is a precious resource and is regulated like any other valuable natural resource and correct pricing must be enforced.

When the incorrect water rates are used, it creates inequity and results in the community and State Government subsidising the activities of private enterprises on an unequal basis.

Fixed standpipes provide an essential source of water for customers who are remote from reticulated water schemes, amenities to communities by enabling local governments to maintain street trees and undertake minor building activities, and enable economic growth by supplying businesses that rely on carted water as an input to production

These changes will ensure the rate commercial customers pay is consistent across the state.



### **When do the changes come in to effect?**

The changes will be effective from the 1 July 2019.

### **Why are water use charges higher for customers in regional areas?**

Prices for water use in most regional towns are higher than in the metropolitan area because the cost of supplying water is higher, usually due to their remote location and smaller population size (where costs are spread over fewer customers).

The maximum charge per kilolitre i.e. \$8.353/kL for non-residential customers (in 2018-19) protects customers from very high water bills, even when the cost of providing water services may be substantially higher than this.

### **How can Shires better manage and control the use of standpipes?**

Many standpipe infrastructure suppliers offer control systems for standpipes. Some Shires already have these installed for better management of their own standpipes.

Water Corporation can provide contact information for these suppliers, or information on which Shires have them installed, so you can speak to them directly on costs involved in making the change and understand the benefits of such a system.

### **Can Shires continue to on-sell water?**

Yes, Shires are able to set the price for on-selling at their discretion.

### **My Shire has been charging GST on water from a local government owned standpipe to third parties, can this continue?**

No, charging GST on water is not allowed. The ruling surrounding this is outlined by the Australian Tax Office via their website – [www.ato.gov.au](http://www.ato.gov.au).

### **There are no 'small' standpipes in our Shire, how will we access the concessional rates?**

Upon request, Water Corporation will provide the installation of one 20mm or 25mm connection, as nominated by the LGA, free of installation and administration fees (but not Standard Infrastructure Contributions) as part of the implementation of the new charging regime..

To take up this offer, the Water Corporation must be advised as soon as possible. The free connection offer will not be available after the 1 July 2019.

### **Is there an 'amnesty' period?**

No. All affected users are being provided with more than six months' notice to ensure a smooth understanding and transition prior to the change on the 1 July 2019.

### **Do standpipes require backflow prevention?**

Yes. Backflow prevention is mandatory to prevent scheme water from being contaminated if a reversal of flows occurs due to a change in pressure in the scheme water.



### **Are the design standards for new standpipes changing?**

Yes, all new standpipes will require the installation of a gate valve to ensure adequate control over water flow when standpipes are turned on and off to prevent water hammering in the pipes.

This requirement is for all new standpipes only, however if an existing standpipe has been identified as constantly being a problem, the Water Corporation will discuss an upgrade to a gate valve option with the cost being borne by the standpipe owner. Having a gate valve installed will help reduce breakages in the water pipes, which customers are currently being billed for if evidence shows the standpipe is being impacted through water hammering occurring from the standpipe.

### **Will any costs relating to installing a storage tank at the standpipe for access to higher flow rates be covered or subsidised by the Water Corporation?**

No, this will be the responsibility of the standpipe owner. The owner would make an assessment as to the need for this service for their customers.

### **If a Shire no longer requires a fixed standpipe, what is the charge for it to be decommissioned?**

The cost to decommission a fixed standpipe is \$769.57 (based on pricing for 2018\2019). This cost applies across all meter sizes and the Water Corporation will provide this for free.

### **How do Shires notify their users of the change?**

All affected shires will be notified in person or in writing and supporting documentation such as brochures will be available to assist with communicating to users. More information will be available at [www.watercorporation.com.au/home/business/starting-up/fixed-standpipes](http://www.watercorporation.com.au/home/business/starting-up/fixed-standpipes) (available from April 2019).

Water Corporation can also be contacted by current users for further information if required.

### **What are the options for charging the costs associated with accessing water from a standpipe?**

- Coin operated
- Swipe card (prepay or post pay options available)
- Credit card
- Honesty system – part of this project will be to encourage these systems to cease or be better controlled.

Ideally, a more controlled standpipe is the best option for everyone. The Water Corporation can assist in providing information on WA suppliers who offer controlled systems if required or direct owners to Shires who currently have these automated control systems in place to offer further advice.

### **How do I know if commercial users are accessing water from our Shire use meter, we work on an honesty system?**

Shires are responsible for knowing who is using their standpipes and if it is being used inappropriately. Introducing a control system may support this, e.g. Swipe card or managed within LGA depot to identify major users.

### **Why is the cost of water going up for commercial users when we have been accessing water without any issue?**

Water is a valuable resource and regulated charges are set by the State Government based on its use. Pricing of water is based on a 'user pays' principle and in regional Western Australia it has not been



implemented according to legislation for fixed standpipes. Having a regulated pricing structure ensures all users are paying the correct rate for water use no matter where they are located across the State.

Current usage patterns on fixed standpipes have shown that commercial suppliers are getting charged at the concessional level by accessing LGA standpipes which is inequitable for other commercial operators that are charged correctly.

Accessing large volumes of water from a fixed standpipe can also cause water supply issues to other users on the scheme and any large users need to be directed to the Water Corporation to be set up on a major consumer agreement.

### **Will high-flow standpipes be accessible for commercial use?**

Yes, but they will now be charged a commercial rate and not have access to concessional rates.

However if more than 49 kilolitres per day is required, the Shire should direct these commercial users (if known) to the Water Corporation so a Major Consumer Agreement can be set up instead.

From time to time, Water Corporation may restrict access if the high usage affects other users on the scheme.

### **What happens in drought conditions for the price of water to farmers?**

A 'Water Deficiency Declaration' is a government response to safeguard the commercial interests of farmers during very dry periods.

When a state government declared drought zone exists, all large shire-owned fixed standpipes will be made available at concessional rates to the community for drought relief in accordance with the terms of the declaration conditions. If conditions for commercial use relief are not specified then standard rates will apply.

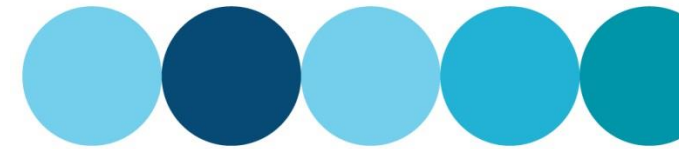
If water carters are hired by farmers to transport water during a drought, this cost is the responsibility of the farmer and water will be available at the concessional rate since the end use is for the farmer.

### **How do I get more information?**

Contact your local Shire or the Water Corporation.



# Fixed Standpipes FAQ



## Appendix 1- New Standpipe Charges

Type of standpipe: (Water Corporation code)	Rates 2018/2019 New Description
<b>Local Authority Standpipe</b>	<p><b>Use:</b> For use by Shire only – must be locked or within a depot and not available for public access.</p> <p><b>Meter:</b> Can be any size service as long as it is for direct Shire use.</p> <p>No contractor access for Shire projects as they need to use the Commercial standpipes and charged the appropriate commercial Town Class rate for the region.</p> <p><b>Service Charge:</b> No Service Charge.</p> <p><b>Commercial Class 1 tariff:</b> \$2.534 per kilolitre (kL).</p>
<b>Community Use Standpipe</b>	<p><b>Use:</b> Available to assist local farmers for topping up their water tanks, households not connected to schemes etc. Limited use by Shire for their own purposes.</p> <p><b>Meter:</b> 20mm and 25mm standpipes that are publicly accessible.</p> <p>Storage tanks can be installed by Shires at these sites to improve accessibility to larger volumes of water in a timely manner if required.</p> <p><b>Service Charge:</b> 20mm Service Charge only.</p> <p><b>Farmlands tariff:</b> \$2.534 per kilolitre (kL).</p>
<b>Commercial Standpipe</b>	<p><b>Use:</b> For use by commercial customers; may include major road building, water carting for large projects, and farming.</p> <p><b>Meter:</b> Any meter above 25mm.</p> <p><b>Service Charge:</b> Meter-based service charges (according to the size of the meter).</p> <p><b>Town based charges:</b> ranging from \$2.534 cents to \$8.353 per kilolitre.</p>
<b>Fire Standpipe</b>	<p>Remains as is – no changes unless the standpipe is unlocked and used as a normal standpipe then Commercial charges will apply</p> <p><b>Service Charge:</b> No Fee. 100% discount.</p> <p><b>Water Use Charge:</b> No Fee.</p> <p><b>Note:</b> Currently some Shire standpipes with signs advising they are for fire-fighting only are unlocked. Shires will need to implement a locked system or commercial rates apply unless evidence provided it was for fire-fighting purposes to obtain a refund.</p>
<b>Water Corporation standpipe</b>	<p>Offer to handover/gift these standpipes to Shires where there is a desire to manage an additional service.</p> <p>If Shires are not interested, service to be disconnected.</p> <p><b>Charge to handover:</b> No charge.</p>
<b>Private, Recycled and non-potable standpipes</b>	<p>Remains as is – no changes.</p>

Below is a list of your current standpipes. As discussed, please provide details on how these are to be classified under the new categories being introduced, by placing a tick in the relevant column.

Also, please provide details on where you wish to place your free infrastructure for a Community standpipe (20-25mm only) if eligible. (This is being offered to Shires who do not currently have a small meter service)

[illegible]

From the 1 July 2019, regional fixed standpipes will be charged based on the meter size.

**Once complete, please scan and return this form to [wendy.mathews@watercorporation.com.au](mailto:wendy.mathews@watercorporation.com.au) by the 30 September 2018**

Print Name: \_\_\_\_\_

**Job Title:** \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# Council Meeting

Tuesday 28 August 2018

Meeting held at the Shire of Koorda  
Council Chambers  
Cnr Allenby & Haig Streets  
KOORDA

## MINUTES

### **NEWROC Vision Statement**

*NEWROC is a strong, cohesive regional leadership group that fosters economic prosperity of member Councils.*

[www.newroc.com.au](http://www.newroc.com.au)

**Attachment 12.3.15**

# CONTENTS

<b><u>1. OPENING AND ANNOUNCEMENTS.....</u></b>	<b><u>5</u></b>
<b><u>2. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE .....</u></b>	<b><u>5</u></b>
2.1. ATTENDANCE.....	5
2.2. APOLOGIES.....	5
2.3. REQUESTS FOR LEAVE OF ABSENCE .....	6
2.4. DECLARATIONS OF INTEREST AND DELEGATIONS REGISTER.....	6
2.5. DECLARATIONS OF INTEREST.....	6
2.6. DELEGATIONS REGISTER – AUGUST 2018 .....	6
<b><u>3. PRESENTATIONS.....</u></b>	<b><u>6</u></b>
3.1. LINDA VERNON – WHEATBELT WAY .....	6
3.2. JULIET GRIST – WILL PRESENT AT THE START OF AGENDA ITEM 6.1.....	8
<b><u>4. MINUTES OF MEETINGS.....</u></b>	<b><u>8</u></b>
4.1. MINUTES OF ORDINARY MEETINGS.....	8
4.1.1. MINUTES OF ORDINARY MEETING OF NEWROC COUNCIL – 26 JUNE 2018.....	8
4.1.2. BUSINESS ARISING FROM NEWROC COUNCIL MEETING .....	8
4.2. MINUTES OF EXECUTIVE COMMITTEE MEETINGS .....	8
4.2.1. NEWROC EXECUTIVE COMMITTEE MEETING – 24 JUNE 2018.....	8
4.2.2. BUSINESS ARISING FROM THE NEWROC EXECUTIVE MEETING .....	9
4.2.2.2 AC VOLTAGE NETWORK REDUCTION.....	9
<b><u>5. FINANCIAL MATTERS.....</u></b>	<b><u>10</u></b>
5.1. LIST OF INCOME AND EXPENDITURE .....	10
<b><u>6. MATTERS FOR DECISION .....</u></b>	<b><u>12</u></b>
6.1. NEWROC STRATEGIC PLANNING .....	14
6.2. TELECOMMUNICATIONS PROJECT .....	16
6.3. NEWROC MoU.....	18
6.4. REGIONAL SUBSIDIARY .....	19
<b><u>7. EMERGING NEWROC ISSUES AS NOTIFIED, INTRODUCED BY DECISION OF THE MEETING .....</u></b>	<b><u>21</u></b>
<b><u>8. WALGA ZONE ISSUES.....</u></b>	<b><u>22</u></b>
<b><u>9. OTHER MATTERS.....</u></b>	<b><u>23</u></b>
9.1. COMMUNITY RESOURCE CENTRE'S .....	23
9.2. THANK YOU – NEWROC EO.....	23
<b><u>10. MEETING SCHEDULE.....</u></b>	<b><u>24</u></b>
<b><u>11. CLOSURE OF MEETING .....</u></b>	<b><u>24</u></b>



## ANNUAL CALENDAR OF ACTIVITIES

MONTH	ACTIVITY	MEETING
January		Executive
February	<ul style="list-style-type: none"> <li>🐦 Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year)</li> <li>🐦 Council reviews NEWROC project priorities</li> </ul>	Council
March	<ul style="list-style-type: none"> <li>🐦 WDC attendance to respond to NEWROC project priorities</li> <li>🐦 Submit priority projects to WDC, Regional Development and WA Planning</li> <li>🐦 Discussion regarding portfolios vs projects, current governance structure</li> <li>🐦 Group insurance discussion</li> </ul>	Executive
April	<ul style="list-style-type: none"> <li>🐦 NEWROC Budget Preparation</li> <li>🐦 Review NEWTRAVEL Tourism Officer Contract - expires June 2018</li> </ul>	Council
May	<ul style="list-style-type: none"> <li>🐦 NEWROC Draft Budget Presented</li> <li>🐦 NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2019)</li> <li>🐦 Local Government Week agenda to be discussed at Executive meeting to determine if EA should attend</li> </ul>	Executive
June	🐦 NEWROC Budget Adopted	Council
July		Executive
August	🐦 Information for Councillors pre-election	Council
September		Executive
October	🐦 NEWROC CEO and President Handover	Council
November	<ul style="list-style-type: none"> <li>🐦 NEWROC Induction of new Council representatives (every other year)</li> <li>🐦 Review NEWROC MoU (every other year)</li> </ul>	Executive
December	🐦 NEWROC Drinks	Council

### ONGOING ACTIVITIES

Compliance

Media Releases

### NEWROC Chair Rotation

Shire of Mt Marshall

Shire of Nungarin

**Shire of Wyalkatchem (November 2017 – November 2019)**

Shire of Koorda

Shire of Mukinbudin

Shire of Trayning

### NEWROC PROJECTS - Activity Running Sheet

NEWROC PRIORITY PROJECT	DETAILS	PROGRESS	RESPONSIBLE
Renewable Energy	Business Case	Business Case Quote requested and will include in 18/19 Budget	David Burton
IT Services	Investigation	Presentation to Executive at May Executive meeting	John Nuttall
Roads Contracting to MRWA	Investigation		Paul Sheedy
Advocacy of Education	Advocacy		David Burton
Telecommunications – contemporary and future focused	Advocacy		

ADDITIONAL COLLABORATION	Progress as at March 2018
1. Regional Road Construction Group	Ongoing discussions
2. Align waste contracts amongst members Regional Waste Site	Avon Waste presentations completed, individual waste reports to members
3. Youth Officer / Youth programs	
4. Art in the Wheatbelt (art on silo's and adding value to Wheatbelt Way)	Concept supported in Aug 2015, needs further progression with Wheatbelt Way
5. Records Management and Disposal	Presentation by IT Vision Shire of Dowerin presentation conducted
6. Group insurance	To be discussed in 2018 – Discussed, decision not to pursue (July 2018)



# NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Ordinary Meeting of Council held at the Shire of Koorda Council Chambers, Koorda on Tuesday 28 August 2018 commencing at 2:03pm.

## MINUTES

### 1. OPENING AND ANNOUNCEMENTS

The Chair, Cr Davies declared the meeting open at 2:03pm and welcomed guests and Councillors to the meeting.

### 2. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

#### 2.1. Attendance

##### Elected Members

Cr Quentin Davies	Delegate	NEWROC Chair, President, Shire of Wyalkatchem
Cr Ricky Storer	Delegate	President, Shire of Koorda
Cr Tony Sachse	Delegate	President, Shire of Mt Marshall
Cr Gary Shadbolt	Delegate	President, Shire of Mukinbudin
Cr Eileen O'Connell	Delegate	President, Shire of Nungarin
Cr Melanie Brown	Delegate	President, Shire of Trayning
Cr Rachel Kirby	Observer	Councillor, Shire of Mt Marshall
Cr Bev Palmer	Observer	Councillor, Shire of Nungarin
Cr Marlon Hudson	Observer	Councillor, Shire of Trayning
Cr Steve Gamble	Observer	Councillor, Shire of Wyalkatchem

##### Local Government Officers

Taryn Dayman	CEO, Shire of Wyalkatchem
David Burton	CEO, Shire of Koorda
Dirk Sellenger	CEO, Shire of Mukinbudin
Adam Majid	CEO, Shire of Nungarin
Paul Sheedy	Acting CEO, Shire of Trayning
Lana Foote	Deputy Chief Executive Officer, Shire of Koorda

##### NEWROC Officers

Dannelle Foley	NEWROC Executive Officer
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##### Guests

Linda Vernon	Tourism Officer, NEWTravel	(2.03pm – 2.39pm)
Juliet Grist	Rural and Regional Economic Solutions	(2.03pm – 3.20pm)

#### 2.2. Apologies

John Nuttall	CEO, Shire of Mt Marshall
Cr Nick Gillett	Deputy President, Shire of Mt Marshall
Caroline Robinson	NEWROC Executive Officer
Anne Banks McAllister	WALGA

### 2.3. Requests for Leave of Absence

Caroline Robinson requested a leave of absence for the meeting, directly to Cr Davies.  
 Approved.

### 2.4. DECLARATIONS OF INTEREST AND DELEGATIONS REGISTER

#### 2.5. Declarations of Interest

Declaration By (i.e. Cr B Example)	Shire (i.e. Shire of Barley Leaf)	Agenda Item #	Type and details of Interest (i.e. financial)
Cr Brown	Shire of Trayning	6.2 Telecomms.	Land provided for a Crisp Wireless tower

#### 2.6. Delegations Register – August 2018

Please find below a delegations register as per the new policy adopted in March 2017:

Description of Delegations	Delegatee	Delegated to	Approval
Records Management	CEO	NEWROC EO	Council
NEWROC Financial Management	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (NEWROC)	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (Shire of Wyalkatchem)	Council	CEO	Council Dec 2017
Management of NEWTravel EO	CEO	NEWROC EO	Council
NEWROC Website	CEO	NEWROC EO	Council June 2017

Cr Davies welcomed Councillors to their first NEWROC meeting, Cr Davies also extended a welcome to Lana Foote and Paul Sheedy.

### 3. PRESENTATIONS

#### 3.1. Linda Vernon – Wheatbelt Way

Cr Davies welcomed Linda to the meeting and invited her to present to the group.

Linda has been presenting the successes of NEWTRAVEL and the Wheatbelt Way annually to the NEWROC group.

In 2017 there were 5383 people across the Wheatbelt Way who stayed an average 1.75 nights within the six local government caravan parks across the Wheatbelt Way.

Estimated stay has increased from 1.5 nights to 1.7. This is good news for the group as this is one of their target goals.

Average spend is on the increase. Linda highlighted the need to look at the economics of the tourism dollar. Linda currently quotes the \$94.00 a night for the self contained traveller, this figure has been quoted for about 10 years. Possible project for the NEWROC/NEWTRAVEL to pursue.

The APP went live in November and replaces the guide book. The book will phased out over the next couple of years. The Android APP was released later than the Apple version. 303 versions have been downloaded. 9878 impressions (people who have looked at the APP).

Issues and restrictions are being experienced with city travellers being Vodafone, Optus and other providers other than Telstra customers. Wi-Fi in Caravan Parks could attract campers to the Caravan Parks instead of the free camp grounds. Education is currently underway to address this issue.

Currently NEWTRAVEL is working with WEROC, CW Visitors Centre and ROEROC for the Wheatbelt Weekends promotion. It is a very beneficial collaborative campaign saving significant money and getting wonderful exposure. Explore the colourful Wheatbelt is the caption being promoted.

A goal is to get accommodation providers online. Funding opportunities are limited so there was no ability to build an online system themselves. Third Party Online Booking information was researched on behalf of the Shires and the information provided. Dowerin, Mt Marshall and Westonia have all adopted the technology and currently offering online bookings and payments.

#### Going Forward:

- 1) Increase length of stay by one more night.
- 2) NEWTRAVEL will adopt a new constitution
  - a. Business Focus (moving away from just LG members)
- 3) Working with Shires to upgrade sites
  - a. Wildflower signage
  - b. Wheatbelt birds
  - c. Welcome Entry Signs to WBW
- 4) Marketing (key focus)
  - a. Social Media training for locals – workshops being held in Dowerin and Mukinbudin on 22 and 23 October.
  - b. Paid new marketing videos for 2019-2020 marketing

#### Comments / Questions

- 🐦 Cr Storer asked about auditing current facilities – Linda informed the group that two quotes were received and it would cost approximately \$5000 per caravan park.
- 🐦 Cr Sachse suggested that Vending Machines be investigated to assist in solving some of the food availability issues in some of the towns – could this be investigated?
- 🐦 Linda informed the meeting that Shires' up North have opened their recreation centres for caravaners to get them to spend more money in town. It is believed that the closer travellers are to town the more money they will spend when visiting.

Linda left the meeting at 2.39pm.

Juliet is undertaking some work for another tourism organisation and has some valuable information in this space that could be of benefit. This included collecting data from visitors by using 'ping' data from their mobile phone. Through this data you could track where the visitor is from, how long they stay in the region and if they revisit.

**3.2. Juliet Grist – will present at the start of agenda item 6.1**

**4. MINUTES OF MEETINGS**

**4.1. Minutes of Ordinary Meetings**

**4.1.1. Minutes of Ordinary Meeting of NEWROC Council – 26 June 2018**

Minutes of the meeting held 26 June 2018 have previously been circulated.

**RESOLUTION:**

That the Minutes of the NEWROC Meeting of Council held on 26 June 2018, with the addition of Anne Banks McAllister as an attendee be confirmed as a true and correct record of proceedings.

Moved Cr O'Connell

Seconded Cr Storer

Carried 6/0

**RESOLUTION:**

**That the Minutes of the NEWROC Meeting of Council held on 26 June 2018, with the addition of Anne Banks McAllister as an attendee and Cr Marlon Hudson title corrected be confirmed as a true and correct record of proceedings.**

**Moved Cr O'Connell**

**Seconded Cr Storer**

**Carried 6/0**

Note: The officer recommendation was amended to include a change to Cr Hudson's title in the list of attendees. Cr Hudson was listed as the Deputy President, needs to be amended to Councillor.

**4.1.2. Business Arising from NEWROC Council meeting**

**4.2. Minutes of Executive Committee Meetings**

**4.2.1. NEWROC Executive Committee Meeting – 24 June 2018**

Minutes of the NEWROC Executive Committee Meeting held on 24 June 2018 have been circulated.

**RESOLUTION:**

**That the Minutes of the NEWROC Executive Committee Meeting held on 24 June 2018, be received.**

**Moved Cr Shadbolt**

**Seconded Cr Storer**

**Carried 6/0**

#### **4.2.2. Business Arising from the NEWROC Executive Meeting**

##### **4.2.2.2 AC Voltage Network Reduction**

Dirk Sellenger has advised the group that the total AC Voltage over the network was recently reduced (several weeks after this was scheduled to take place), allowing for the solar systems in each of the towns on the network to operate more efficiently without continually dropping out as was previously the case. The results at the Shire of Mukinbudin were immediate.

#### **RESOLUTION:**

**Thanks extended to the Shire of Mukinbudin for following this issue up and the information is received.**

**Moved Cr O'Connell**

**Seconded Cr Sachse**

**Carried 6/0**

## 5. FINANCIAL MATTERS

### 5.1. List of Income and Expenditure

<b>PORTFOLIO:</b>	Corporate Capacity
<b>FILE REFERENCE:</b>	42-2 Finance Audit and Compliance
<b>REPORTING OFFICER:</b>	Caroline Robinson, Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 August 2018
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Dannelle Foley
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### COMMENTS

The below list outlines the income and expenditure from 1 July to 31 July 2018

#### Account Transactions North Eastern Wheatbelt Regional Organisation of Councils For the period 1 July 2018 to 31 July 2018

Date	Description	Reference	Credit	Debit	Gross
<b>NEWROC Funds #5557</b>					
<b>Opening Balance</b>			<b>125,796.60</b>	<b>0.00</b>	<b>0.00</b>
01 Jul 2018	Bendigo Bank	Interest Received	16.55	0.00	16.55
01 Jul 2018	Bendigo Bank	Bank Charges	0.00	2.00	(2.00)
02 Jul 2018	Payment: Digit Books Pty Ltd	D1G1T Subscription Inv 13115	0.00	50.00	(50.00)
10 Jul 2018	Payment: Byfields	Byfields - Inv 477882	0.00	330.00	(330.00)
10 Jul 2018	Payment: Extra Mile Writing Services	Extra Mile Writing Inv 3574 (NEWROC and LG Health Plans)	0.00	496.60	(496.60)
10 Jul 2018	ATO	BAS	0.00	2,729.00	(2,729.00)
11 Jul 2018	ATO	BAS Refund	563.70	0.00	563.70
11 Jul 2018	ATO	BAS Refund	22,043.00	0.00	22,043.00
23 Jul 2018	Payment: RAMBLA ON SWAN PTY LTD	Rambla on Swan - LGW Dinner	0.00	2,250.00	(2,250.00)
23 Jul 2018	Payment: Koorda Book Club	Koorda Book Club - Literary Luncheon	0.00	600.00	(600.00)
<b>Total NEWROC Funds #5557</b>			<b>22,623.25</b>	<b>6,457.60</b>	<b>16,165.65</b>
<b>Closing Balance</b>			<b>141,962.25</b>	<b>0.00</b>	<b>0.00</b>
<b>Total</b>			<b>22,623.25</b>	<b>6,457.60</b>	<b>16,165.65</b>

## Profit and Loss Report to the 31 July 2018

**Profit & Loss - updated**  
**NEWROC**  
**For the month ended 31 July 2018**  
**Cash Basis**

	Jul-18	YTD
<b>Income</b>		
Interest Received	\$16.55	\$16.55
<b>Total Income</b>	<b>\$16.55</b>	<b>\$16.55</b>
<b>Gross Profit</b>	<b>\$16.55</b>	<b>\$16.55</b>
<b>Less Operating Expenses</b>		
Accounting/Audit fees	\$345.45	\$345.45
Bank charges	\$2.00	\$2.00
Consultancy Fees	\$471.60	\$471.60
EO Travelling Expenses (Accom)	\$65.98	\$65.98
Event / Ceremony Expenses	\$65.98	\$65.98
Expenses for Reimbursement	\$1,913.49	\$1,913.49
Literary Luncheon	\$600.00	\$600.00
Telecommunications Contractor/Services	\$25.00	\$25.00
<b>Total Operating Expenses</b>	<b>\$3,489.50</b>	<b>\$3,489.50</b>
<b>Net Profit</b>	<b>-\$3,472.95</b>	<b>-\$3,472.95</b>

**RESOLUTION:**

**That the income and expenditure and the profit and loss report as at 31 July 2018, as listed, be endorsed.**

Moved Cr Shadbolt

Seconded Cr Sachse

Carried 6/0

**Note:** Updated report presented to delegates at the meeting. Changes were made to allocations to correctly reflect expenses incurred at the LGW dinner. Original report listed below for comparison purposes.

**Profit & Loss**  
**NEWROC**  
**For the month ended 31 July 2018**  
**Cash Basis**

	Jul-18	YTD
<b>Income</b>		
Interest Received	\$16.55	\$16.55
<b>Total Income</b>	<b>\$16.55</b>	<b>\$16.55</b>
<b>Gross Profit</b>	<b>\$16.55</b>	<b>\$16.55</b>
<b>Less Operating Expenses</b>		
Accounting/Audit fees	\$345.45	\$345.45
Bank charges	\$2.00	\$2.00
Consultancy Fees	\$471.60	\$471.60
Expenses for Reimbursement	\$2,045.46	\$2,045.46
Literary Luncheon	\$600.00	\$600.00
Telecommunications Contractor/Services	\$25.00	\$25.00
<b>Total Operating Expenses</b>	<b>\$3,489.51</b>	<b>\$3,489.51</b>
<b>Net Profit</b>	<b>-\$3,472.96</b>	<b>-\$3,472.96</b>



## **6. MATTERS FOR DECISION**

Juliet presented to the group prior to considering item 6.1.

The information including a briefing note and presentation has been previously circulated to Councillors and CEO's.

The NEWROC Energy network is a highly complex system. Fundamentally COAG Energy Council is in charge of the entire network;

- Generation (Wholesale Energy Market)
- Distribution (Western Power).
- Electricity retailing (Contestable and non contestable clients) – most clients in our region are non contestable
- State AND Federal regulation with global obligations
- Both State and Federal Regulation under review. Reforms will take a long time and both parties are not necessarily talking to each other.
- Rapidly changing technologies

Key factors driving change in the WA Energy landscape:

- New Technologies such as battery storage and electric vehicles with perhaps hydrogen fuelled vehicles to come
- Renewables
- Energy efficiency
- Prosumers (such as aggregation of distributed producers – peer to peer trading)
- Capacity (WA is in excess when it comes to renewable energy)

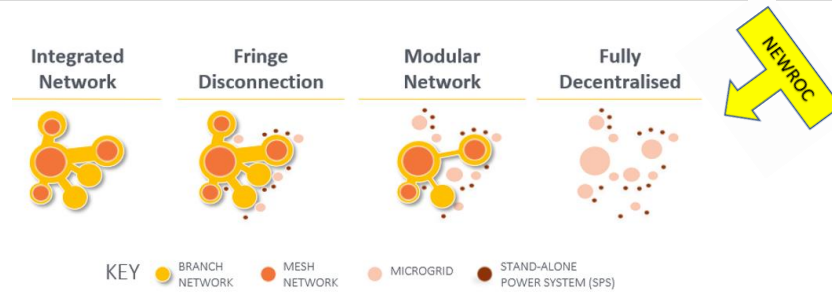
As part the reform there is a Wholesale Electricity Market reform. Electricity is sold two years and four months in advance. It is currently a constrained market. Old plants are not constrained.

Electricity Network Reform (Western Power) - review of commercial, regulatory and technical framework governing Western Power's electricity network.

Electricity Market Review – this is being undertaken in two phases. Phase 1 is the assessment of strengths and weaknesses of the current industry structure, market institutions and regulatory arrangements and examination of the reform options. Phase 1 identified an urgent need for the industry to reform addressing high and increasing costs. Phase 2 is a detailed design of a set of selected reforms for implementation.

The Australian Energy Market Operator predicts that the reforms won't be completed until 2022.

Western Power are undertaking their own review motivated by future investment requirements into the existing network. The network will require significant updates. They are currently undertaking some trials across the state (demand management, Microgrid, battery storage). Western Power currently receive a \$600 million subsidy to guarantee consumer price. Below is a diagram demonstrating the Western Power Network Evolution;



*Image Credit – Rural and Regional Economic Solutions*

The only option for NEWROC to pursue at the moment would be under the decentralised option.

#### Micro Grid Features

- Local Generation
- Consumption
- Energy Storage
- Point of Coupling
  - Current 'virtual' trial underway in the Goldfields.

Battery storage costs are predicted to reduce by 50% in the next couple of years. Battery backup can be used to reduce blackouts caused by failure in the long haul transmission lines. Perenjori have successfully completed a battery backup project recently – links to the project for more information:

- <https://westernpower.com.au/energy-solutions/projects-and-trials/perenjori-network-battery/>
- <https://www.youtube.com/watch?v=IQTDeszh-l8>

The Department of Primary Industries and Regional Development (DPIRD) have a specialist energy team headed by Amy Tait. They are very eager to be involved but at the moment are not able to be proactive. The Western Power liaison point is Claire Evans, Senior Government Relations Specialist (08) 9326 6365 or [claire.evans@westernpower.com.au](mailto:claire.evans@westernpower.com.au)

Juliet's recommendation would be to wait primarily due to cost, stay engaged in the conversation but don't spend any money. Western Power are very keen to work with NEWROC as they are working together as a group rather than individually. Western Power have recommended a feasibility study (<https://westernpower.com.au/connections/planning-your-project/feasibility-study/>).

NEWROC have the opportunity to submit a submission to the Economic and Industry Standing Committee enquiry into micro grids – currently being run by Jessica Shore.

Juliet left the meeting at 3.20pm.

## 6.1. NEWROC Strategic Planning

<b>PORTFOLIO:</b>	Corporate Capacity
<b>FILE REFERENCE:</b>	041-5 Strategic and Future Planning
<b>REPORTING OFFICER:</b>	Caroline Robinson, Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	21 August 2018
<b>ATTACHMENT NUMBER:</b>	#1 - Renewable Energy Briefing Note
<b>CONSULTATION:</b>	David Burton, CEO Shire of Koorda Juliet Grist, Rural and Regional Economics
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### COMMENT

The following have been identified as strategic projects and activities for 2018 – 2021.

<b>Projects/Activities for next 2-3 years</b>	<b>Action</b>
Renewable Energy – solar, wind, etc	Business Case
IT Services – shared service for software, hardware and support. Opportunity to share a common platform. Opportunity to provide fee for service to local business as income stream	Business Case
Roads Contracting to MRWA	Business Case
Education delivery in Council facilities	Advocacy
Telecommunications – Contemporary and future focused e.g. 5G	Advocacy
<b>Reserve Projects</b>	
Waste Management	No action at this stage
Trade base in each town/incubators	No action at this stage

### Actions since the Executive Meeting:

Energy has been identified as a strategic priority for the NEWROC.

At previous meetings, members have discussed renewable energy and the current state of the industry, gaps, opportunities and infrastructure concerns. Members were yet to determine a direction for the project.

Juliet Grist of Rural and Regional Economics had provided a quote to the NEWROC on pursuing a number of energy business cases. David Burton and Caroline Robinson held a videoconference with Juliet to discuss the quote, so too ideas from the NEWROC and gain a better understanding of where the NEWROC should be heading in regards to energy prior to proceeding with a full business case. During the meeting it was agreed that Juliet meet with Western Power's Grid Manager, Ben Bristow on behalf of the NEWROC as well as a number of other contacts including a few in the Department of Primary Industry and Regional Development. Following these meetings Juliet developed a briefing note for the NEWROC outlining the current state of play for energy, which will help members determine what option best suits the strategic direction of the organisation.

The briefing note is attached for members consideration with an outline of recommendations.

Since the briefing note submission to the NEWROC, DPIRD have advised the Wheatbelt Development Commission that the NEWROC is interested in energy projects.

**OFFICER RECOMMENDATION:**

That:

- 1) NEWROC consider a submission to the Economic and Industry Standing Committee enquiry into micro grids to signal that the NEWROC wishes to be part of the State conversation (no closing date);
- 2) NEWROC focus on relationship development and advocacy working towards the end goal of leading or participating in a regional micro grid pilot; and
- 3) NEWROC consider engaging Rural and Regional Economics to add further detail to the Briefing Note already submitted to give members a greater understanding of the options available.

**RESOLUTION:**

That:

- 1) **NEWROC consider a submission to the Economic and Industry Standing Committee enquiry into micro grids to signal that the NEWROC wishes to be part of the State conversation (no closing date);**
- 2) **NEWROC consider focusing on relationship development and advocacy working towards the end goal of leading or participating in a regional micro grid pilot; and**
- 3) **NEWROC consider engaging Rural and Regional Economics to add further detail to the Briefing Note already submitted to give members a greater understanding of the options available.**

**Moved Cr Sachse**

**Seconded Cr Shadbolt**

**Carried 6/0**



**Note:** The officer recommendation was amended to include the word 'consider' in item 2.

## 6.2. Telecommunications Project


<b>PORTFOLIO:</b>	Transport and Infrastructure
<b>FILE REFERENCE:</b>	035-1 Grants General
<b>REPORTING OFFICER:</b>	Caroline Robinson, Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	21 August 2018
<b>ATTACHMENT NUMBER:</b>	#2 NEWROC CW Agreement #3 Project Meeting Minutes
<b>CONSULTATION:</b>	Dirk Sellenger, Shire of Mukinbudin Leigh Ballard – Crisp Wireless
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### COMMENT









#### Connectivity:

-  Cr Brown (Shire of Trayning) has been connected and reports the service is fast and enjoyed by her children, the Trayning Hotel is also connected.
-  Shire of Koorda is connected.

#### Towers:

-  Dirk Sellenger, Leigh Ballard and Caroline Robinson met informally during Local Government to discuss the location of the tower in the Shire of Mukinbudin. It was agreed that Dirk would speak to a few landowners in the northern area of the Shire to seek out an existing tower which could be used and following this, discuss the options going forward.

#### An update on general activities:

-  BBRF Acquittal submitted and approved – funding complete
-  Revised Agreement between the NEWROC and Crisp Wireless is attached for review by members. The agreement was developed by Cullen Macleod Lawyers and the structure has been slightly amended to reflect the separation of infrastructure and customer connections. The intended purpose of such a document is to protect the infrastructure and investment by the NEWROC and have clear service standards for customers of Crisp Wireless who reside in the member Shires. At the Executive Meeting in July the CEO's amended Annexure F - minimum amount of income rather than minimum number of customers
-  Project Working Group (John Nuttall, Maree Gooch, Leigh Ballard) met in Perth on Friday 20 July 2018
-  An average of six connections a week are taking place across the district
-  Two agricultural businesses based on the Shire of Trayning and Kellerberrin border have requested access to the network, which the six CEO's agreed to
-  Crisp Wireless has sent through a flyer to promote connections, which all CEO's have received and will publicise through various channels
-  John Nuttall will be meeting with Leigh Ballard and Maree Gooch for a project update at Dowerin Field Day
-  LG Professionals have requested NEWROC present a short session on the telecommunications project at their annual conference on 8 November 2018 at the Crown Hotel. LG Professionals have requested information on the project management side of the telecommunications solution. Caroline is available to present if no other member wants to present.



## OFFICER RECOMMENDATION

Information be received

NEWROC continue to support the Shire of Mukinbudin in determining a suitable location for their tower

Crisp Wireless and NEWROC Agreement to be presented to Crisp Wireless and to NEWROC Council for ongoing discussion

NEWROC nominates \_\_\_\_\_ to present the telecommunications project at the LG Professionals Annual Conference on 8 November

## RESOLUTION:

**That:**

- 1) The information be received;**
- 2) NEWROC continue to support the Shire of Mukinbudin in determining a suitable location for their tower;**
- 3) Crisp Wireless and NEWROC Agreement to be presented to Crisp Wireless and to NEWROC Council for ongoing discussion; and**
- 4) NEWROC nominates John Nuttall to present the telecommunications project at the LG Professionals Annual Conference on 8 November 2018.**

**Moved Cr O'Connell**

**Seconded Cr Storer**

**Carried 6/0**

**Note:** The officer recommendation was amended to include John Nuttall as the nominee in point 4.

Dirk informed the meeting that he has spoken to a couple of land owners in the North of the Shire and will pass the information onto Leigh Ballard (Crisp Wireless).

**6.3. NEWROC MoU**

<b>PORTFOLIO:</b>	Corporate Capacity
<b>FILE REFERENCE:</b>	041-5 Strategic and Future Planning
<b>REPORTING OFFICER:</b>	Caroline Robinson, Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	19 July 2018
<b>ATTACHMENT NUMBER:</b>	#4 NEWROC MoU
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**COMMENT**

The NEWROC MoU for 2018 – 2020 is presented for review and adoption.

Only a few minor amendments have been made and tracked in the original document. Changes have been made to dates and the schedule and Cr Kirby also made some grammar and format amendments since the Executive Meeting in July.

**OFFICER RECOMMENDATION**

NEWROC MoU be signed by member Councils

**RESOLUTION:**

**That the NEWROC MoU be adopted, signed by member Councils and common seals executed.**

**Moved Cr Storer**

**Seconded Cr O'Connell**

**Carried 6/0**

**Note:** The wording was amended to ensure the MoU was adopted by the NEWROC prior to signing.

#### 6.4. Regional Subsidiary

<b>PORTFOLIO:</b>	Corporate Capacity
<b>FILE REFERENCE:</b>	041-5 Strategic and Future Planning
<b>REPORTING OFFICER:</b>	Caroline Robinson, Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	19 July 2018
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

Each Executive meeting the CEO's work on elements of the draft NEWROC Regional Subsidiary Charter. Members have already provided input and direction for the Board structure and voting.

The following are for review by the group;

#### **PURPOSE**

1.5 Purpose for which the subsidiary is established:

The Subsidiary is established to;

- 1.5.1 assess the possibilities and methodology of facilitating, and to identify funding and revenue opportunities for, a range of services and projects on a regional basis;
- 1.5.2 undertake coordinating, advocacy and representational roles on behalf of its Constituent Councils at a regional level;
- 1.5.3 facilitate and coordinate activities of local government at a regional level related to social, environmental and community development with the object of achieving improvement for the benefit of the communities of its Constituent Councils;
- 1.5.4 develop, encourage, promote, foster and maintain consultation and cooperation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community;
- 1.5.5 undertake projects and activities that benefit its region and its communities;
- 1.5.6 implement programs that seek to deliver local government services on a regional basis

#### **ROLE OF THE EXECUTIVE OFFICER**

- 4.1 The Board shall appoint an Executive Officer to manage the business of the Subsidiary on terms agreed between the Executive Officer and the Board
- 4.2 The Executive Officer is responsible to the Board for the execution of decisions taken by the Board and for the efficient and effective management of the affairs of the Subsidiary
- 4.3 The Executive Officer shall cause records to be kept of all activities and financial affairs of the Subsidiary in accordance with this Charter, in addition to other duties provided for by this Charter and those specified in the terms and conditions of appointment.
- 4.4 The Board may delegate responsibility for the day to day management of the Subsidiary to the Executive Officer, who will ensure that sound business and human resource management practices are applied in the efficient and effective management of the operations of the Subsidiary

- 4.5 The functions of the Executive Officer shall be specified in the terms and conditions of appointment and shall include but are not limited to:
- 4.5.1 attendance at all meetings of the Board;
  - 4.5.2 ensuring that the decisions of the Board are implemented in a timely and efficient manner;
  - 4.5.3 providing information to assist the Board to assess the Subsidiary's performance against its Strategic Management and Business Plans;
  - 4.5.4 the employment, management, supervision, direction and dismissal of employees of the Subsidiary
  - 4.5.5 determining the conditions of employment of employees of the Subsidiary within budgetary constraints set by the Board;
  - 4.5.6 providing advice and reports to the Board on the exercise and performance of its powers and functions under this Charter or any Act;
  - 4.5.7 ensuring that the Subsidiary is at all times complying with this Charter or any other Act;
  - 4.5.8 coordinating and initiating proposals for the consideration of the Board including but not limited to continuing improvement of the operations of the Subsidiary;
  - 4.5.9 ensuring that the assets and resources of the Subsidiary are properly managed and maintained;
  - 4.5.10 ensuring that records required under the Act or any other legislation are properly kept and maintained;
  - 4.5.11 ensuring that the Subsidiary's Annual Report is distributed to the Constituent Councils in time to be incorporated in their Annual Reports;
  - 4.5.12 exercising, performing or discharging other powers, functions, delegations or duties conferred on the Executive Officer by or under the Act or any other Act, and performing other functions lawfully directed by the Board; and
  - 4.5.13 achieving financial outcomes in accordance with adopted plans and budgets of the Subsidiary
- 4.6 The Executive Officer may delegate or sub delegate the exercise of any of the Executive Officer's functions to an employee of the Subsidiary, an employee of a Constituent Council, as agreed to by the Chief Executive Officer of a Constituent Council or a person for the time being occupying a particular office or position;
- 4.7 Where a power or function is delegated to an employee, or a person occupying a particular office or position, that employee or person is responsible to the Executive Officer for the efficient and effective exercise or performance of that power or function.
- 4.8 A written record of all delegations and sub delegations must be kept by the Executive Officer at all times.

## Discussion at the Executive Meeting:

- 🔥 Discussion regarding the proposed delegation from the Regional Subsidiary EO to constituent Councils. What might this look like and also do we want the subsidiary as a truly independent organisation? Members to note this in future discussions

### RESOLUTION:

**The Purpose and Role of the Executive Officer be adopted for the DRAFT NEWROC Regional Subsidiary Charter.**

**Moved Cr O'Connell**

**Seconded Cr Shadbolt**

**Carried 6/0**

**Note:** Cr Shadbolt requested more information. He was unable to see any point of difference in what is already being undertaken. David Burton clarified that the purpose was to just formalise current undertakings as part of the subsidiary charter.

## 7. EMERGING NEWROC ISSUES as notified, introduced by decision of the Meeting

### RESOLUTION:

**That the late item 7.1 be introduced and discussed at the meeting as presented.**

**Moved Cr Storer**

**Seconded Cr Brown**

**Carried 6/0**

### 7.1. Royal Commission into Child Sexual Abuse

<b>PORTFOLIO:</b>	Corporate Capacity
<b>FILE REFERENCE:</b>	050 - Legislation
<b>REPORTING OFFICER:</b>	David Burton – Shire of Koorda
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	27 August 2018
<b>ATTACHMENT NUMBER:</b>	Royal Commission – WA Govt Response PowerPoint
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### COMMENTS

The Royal Commission was established in 2013 to investigate failures of public and private institutions to protect children from sexual abuse. Broadly, the Royal Commission's aims were to:

- 🔥 identify what institutions should do to better protect children;
- 🔥 investigate how to improve reporting of and responding to reports of institutional child sexual abuse;
- 🔥 eliminate impediments to responding to the abuse; and
- 🔥 address the impact of past and future abuse.

The Royal Commission Final Report was released on 15 December 2017 and contained a total of 409 main and sub-recommendations:

- 🔥 310 recommendations applicable to the WA Government
- 🔥 99 recommendations outside the jurisdiction of the WA Government



Commonwealth, state and territory Governments are to provide an initial response to the Royal Commission recommendations within six months (June 2018) – Recommendation 17.1

Broadly the WA Government has supported the Royal Commission recommendations.

The specific recommendations from the Royal Commission to local government include:

*Local Government - With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following functions:*

- 🔥 developing child safe messages in local government venues, grounds and facilities
- 🔥 assisting local institutions to access online child safe resources
- 🔥 providing child safety information and support to local institutions on a needs basis
- 🔥 supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds.

The attached PowerPoint includes some discussion questions on the above recommendation for local government, however below are a few for discussion at NEWROC;

1. What impact would the designation of child safety officers have within a local government's workforce?
2. What areas of the local government do you believe this designation would occur and how might it benefit and / or be effective in supporting the community?
3. What training, resources and support would be required by the local government to successfully implement designated child safety officers?
4. What would be the most effective method(s) of supporting local government with the implementation of child safety officers?

**RESOLUTION:**

**Submitted for information and discussion.**

**Moved Cr Storer**

**Seconded Cr Sachse**

**Carried 6/0**

**RESOLUTION:**

**That NEWROC encourage individual member Local Governments' to consider submissions.**

**Moved Cr O'Connell**

**Seconded Cr Sachse**

**Carried 6/0**

**8. WALGA ZONE ISSUES**

Cr Shadbolt informed the meeting that WALGA are considering including an Economic Development arm within the organisation and believes this would have a positive impact for local governments.

Cr O'Connell informed the meeting that within the next 12 months there will be a change in CEO's at WALGA.

**9. OTHER MATTERS****9.1. Community Resource Centre's**

The State Government announced funding would be returned to all Community Resource Centres. Details are yet to be released about the length of the contract.

A media release from WALGA is available here: <https://www.walga.asn.au/News,-Events-and-Publications/Media/Minister-Recognises-Value-of-Community-Centres.aspx>

The Wheatbelt Business Network has continued to meet with State and Federal Government agencies about their engagement and use of Wheatbelt Community Resource Centres. To date multiple meetings have occurred between Caroline Robinson and the WA Electoral Commission, Australian Electoral Commission, WALGA (Anne Banks McAllister and Jodie Holbrook from DLGSC), Census (ABS) and more recently a proposal sent through to DFES.

**RESOLUTION:**

**That a letter of thanks to Caroline Robinson (WBN) and the Shire of Narembeen be sent for the work they contributed to this issue.**

**Moved Cr Sachse****Seconded Cr Shadbolt****Carried 6/0****9.2. Thank You – NEWROC EO**

Thank you to the NEWROC for inviting me to the NEWROC Dinner. I had a terrific time and also thank you for the day at the LG Conference. I took away some excellent learnings for the NEWROC and new networks.

Cr O'Connell reported that the venue was very suited to the group and the best venue that the dinner has been held at to date.

**9.3. Wheatbelt Youth Project**

This project is being driven by the Bencubbin Police. Currently Bencubbin, Beacon, Trayning and Koorda are participating. Under the scheme there is a 'Purple Bench Project' which Trayning are pursuing. The students at Trayning Primary School did a presentation to the Trayning Council.

**9.4. Regional Road Group Funding**

RRG funding allocations were announced yesterday (27/8/18). Cr Storer has received a call from the Shire of Gingin and their allocation is down by \$500,000. Cr Storer would like to encourage Councils to check their allocations and confirm that they are what they expected them to be. Please feed the information back to Cr Storer.

## **10. MEETING SCHEDULE**

25 September	Executive	Shire of Mt Marshall
23 October	Council	Shire of Mt Marshall
27 November	Executive	Shire of Trayning
11 December	Council	Shire of Trayning (Drinks afterwards)

**Note:** NEWTRAVEL Social media is scheduled for the 23 October 2018 in Mukinbudin. It was agreed that this would not impact attendees for the NEWROC meeting.

## **11. CLOSURE OF MEETING**

The Chair, Cr Davies thanked everyone for their attendance and closed the meeting at 4.07pm.

Additional information to support the agenda and meeting processes.

## Strategic Focus 2016-2021

### What will be the core drivers to achieving our vision?

#### **CORE DRIVER 1 - RETAINING AND GROWING OUR POPULATION**

Advocating, promoting and marketing our communities as a place to live,  
work and visit

Retain and attract populations

#### **CORE DRIVER 2 - POSITIVE GOVERNMENT RELATIONS AND ATTRACTING GOVERNMENT FUNDING**

Advocating on behalf of our communities

Having successful and collaborative partnerships

Promoting and engaging in civic leadership

Collaborating and sharing within our region

Maintain member identities while working with each other

### How will we achieve our vision?

#### **Helping businesses be innovative, sophisticated and growing**

**Developing our people (human capital)**

**Investing in our youth**

**Being technologically ready and adaptable**

**Investing in our natural environment**

**Working together and sharing our resources**

<b>CHIEF EXECUTIVE OFFICER - JOHN NUTTALL</b>				
<b>REF</b>	<b>DECISION</b>	<b>STATUS</b>	<b>COMMENT</b>	<b>ESTIMATED COMPLETION</b>
<b>2018/7 – 006 August 2018</b>	<b>That the Chief Executive Officer be authorised to make an application to the Department of Local Government, Sports and Communities for the current CSRFF funding round to fund the proposed redevelopment of the current aquatic facility located in Bencubbin.</b>	<b>Ongoing</b>		<b>February 2019</b>
<b>2018/7 – 005 August 2018</b>	<b>That subject to section 9.49 (A) (3) of the Local Government Act 1995, Council authorise the Shire President and the Chief Executive Officer to sign and apply the Shire of Mt Marshall Common Seal to the NEWROC MOU for the period July 2018 – June 2020.</b>	<b>Complete</b>		
<b>2018/6 - 015 July 2018</b>	<b>That Council:</b> <ol style="list-style-type: none"> <li><b>1. agree that it will fund the cost of CEACA purchasing and transferring 3 Rowlands Street, Beacon for the purpose of construction of a third aged care unit in the current CEACA construction phase;</b></li> <li><b>2. direct the Chief Executive Officer to confirm to CEACA that it is willing to contribute \$35,000 towards the additional costs of construction of a third unit in Beacon; and</b></li> <li><b>3. the cost of the purchase, transfer and construction contribution be budgeted in the Shire's 2018/19 annual budget.</b></li> </ol>	<b>Ongoing</b>		<b>March 2019</b>



<b>CHIEF EXECUTIVE OFFICER - JOHN NUTTALL</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
<b>2018/6 – 004 July 2018</b>	<b>That Council:</b> <b>1. Direct the Chief Executive Officer to run a period of community consultation by asking for submissions from community members, including direct communication with non-resident rate payers regarding the potential upgrade of the current aquatic facility, funded jointly by the Shire and any successful grant funding application.</b>  <b>2. Direct that all submissions be presented to Council at the August Ordinary Meeting of Council, with a further report regarding the potential for applying for CSRFF funding.</b>	<b>Complete</b>		

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2018/5-006 June 2018	That Council:			
	1. Receive the needs analysis report, concept designs and costings prepared by A Balanced View Leisure Consultancy Services;	Complete		
	2. Reject the concept options as proposed by A Balanced View Leisure Consultancy Services;	Complete		
	3. Direct the Chief Executive Officer to seek indicative quotes for a zero depth (splash pad) aquatic option located at the Beacon Recreation Complex;	Ongoing		
	4. Direct the Chief Executive Officer to investigate funding opportunities to assist with the cost of redeveloping the existing aquatic facility, with a report outlining: A) potential grant funding opportunities; and B) overall funding scenario/s for the project; To be presented to Council for further direction prior to any application being lodged.	Complete		
	5. Direct the Chief Executive Officer to conduct public consultation with residents and ratepayers following the presentation of the report outlined in 4, prior to any application for funding being lodged.	Complete		
	6. Instruct the CEO to engage with the same manufacturer used for the refurbishment costings of current Mt Marshall Aquatic Centre to supply indicative costs for a new stand alone pool at either the Bencubbin or Beacon Recreation Grounds	Complete		

<b>CHIEF EXECUTIVE OFFICER - JOHN NUTTALL</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2018/5-004 June 2018	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Award the tender for the purchase of 29 Brown Street, Bencubbin to Mr Kevin Smith at the tendered price of \$37500.</li> <li>2. Authorise the Chief Executive Officer to undertake the necessary arrangements to effect and complete the sale to Mr Kevin Smith, including the use of the Shire Common Seal on any necessary contract and transfer documentation.</li> <li>3. Resolve that the income received for the property be placed into the housing reserve.</li> </ol>	Ongoing	<b>Settlement date set for 30 September</b>	September 2018
2018/3 – 008 April 2018	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Resolve to engage Western Power to supply the power to the proposed Beacon Workers Accommodation Site;</li> <li>2. Subject to Section 6.8(1) Local Government Act 1995 expenditure of \$20,000 be authorised to undertake the power supply works to the proposed Beacon Workers Accommodation Site; and</li> <li>3. \$20000 be transferred from the Beacon Accommodation Reserve.</li> </ol>	<b>Ongoing</b>	An electrician has been contracted to undertake and liaise with Western Power	<b>December 2018</b>
2018/3 – 004 April 2018	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Direct the Chief Executive Officer to make arrangements for a new lease for the use of the Pergandes Sheep Yards as a tourist destination between the Shire and Mr &amp; Mrs Cooper; and</li> <li>2. That any costs associated with the preparation and execution of the new lease be borne by the Shire.</li> </ol>	Ongoing	Lease is being prepared by lawyers	<b>October 2018</b>

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/09-15 September 2017	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. resolve that new workers accommodation be constructed in Beacon to replace the Beacon Barracks accommodation;</li> <li>2. resolve that the new accommodation be sited to the West of the current Beacon Caravan Park;</li> <li>3. direct the Chief Executive Officer and obtain full costings for the new camp and present them to Council for a budget to be agreed as soon as possible; and</li> <li>4. direct the Chief Executive Officer to write to Public Transport Authority (WA) and request that one of the existing rooms be retained and gifted to the Shire to be preserved and used as a historical feature for the town.</li> </ol>	<p>Ongoing</p> <p><b>Complete</b></p> <p><b>Complete</b></p> <p><b>Complete</b></p>	<p>Extension on the date of Beacon Barracks closure to December 2018.</p> <p>Clearing Application made</p> <p>Investigations into options underway.</p>	December 2018
2017/07-4 July 2017	That Council, pursuant to section 58 Land Administration Act 1997 and clause 9 Land Administration Regulations 1998, endorse the closure of the section of Bencubbin-Kellerberrin Road as outlined in the sketch, and direct the Chief Executive Officer to request the Minister for Lands to take the necessary steps to permanently close that section of road.	Ongoing	A request has been sent to the Minister and awaiting their response.	<b>October 2018</b>

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/06-5 June 2017	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. subject to Section 6.8 (1) (b), increase the budget for the Bencubbin Recreation Complex Redevelopment capital expenditure account (8548) by \$75,000, to make a total of \$2,675,000. (Absolute Majority)</li> <li>2. subject to Section 6.8 (1) (b), increase the income for the Bencubbin Recreation Complex Redevelopment by \$75,000, with that income being provided by the BCRC. That income is to be held in reserve as contingency monies and be used only for unforeseen and necessary works arising during the course of the building project. (Absolute Majority)</li> <li>3. agree that the amount of contingency required for the project be \$99,258.</li> <li>4. agree that any unused contingency money, up to the value of \$75,000, be returned to the BCRC at the end of the building project.</li> <li>5. agree that should savings to the verbal quote be achieved during final negotiations with Devlyn, the BCRC contingency payment be reduced accordingly to achieve the contingency amount of \$99,258.</li> </ol>	<b>Complete</b>	<p>Written quote received. Engineering drawings being prepared.</p> <p>Contract currently being prepared. Awaiting for notification of start date.</p> <p>Builders on site from 18 September. Works are due to be completed mid-June 2018.</p> <p>Practical completion effected.</p> <p>Identified defects being resolved.</p>	<b>Complete</b>

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/04-10 April 2017	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Subject to funding being provided by Water Corporation for essential works as indicated in attachment 12.1.15a accept the offer from Water Corporation of the transfer of ownership from the Water Corporation to the Shire of Mt Marshall of the following AA Dams: <ul style="list-style-type: none"> <li>• Warkutting Tank</li> <li>• Gabbining Tank</li> <li>• Marindo Rocks</li> <li>• Beebeegnying Tank</li> <li>• Sand Soak Dam</li> </ul> </li> <li>2. Decline the offer from Water Corporation of the transfer of ownership from the Water Corporation to the Shire of Mt Marshall of the following AA Dams: <ul style="list-style-type: none"> <li>• Wiacubbing Dam</li> <li>• Gabbin Dam</li> <li>• Snake Soak Dam</li> </ul> </li> <li>3. Direct the Chief Executive Officer to communicate the above resolution to the Water Corporation, and make the necessary arrangements for the transfer of the assets into the control of the Shire of Mt Marshall</li> </ol>	Ongoing	<p>Correspondence sent to Water Corporation advising them of the resolution, and asking to enter discussions regarding funding.</p> <p>Water Corp have agreed to pay \$5,000 per tank. Transfer of assets is underway.</p> <p>Matter sits with the Department of Lands.</p> <p>Department waiting on the outcome of native title settlement prior to any transfer.</p>	November 2018



CHIEF EXECUTIVE OFFICER - JOHN NUTTALL				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/022 February 2017	<p>That:</p> <ol style="list-style-type: none"> <li>1. Council Acknowledge an historic equity imbalance in the provision of facilities between the towns of Beacon and Bencubbin;</li> <li>2. A desktop review be undertaken on proposed infrastructure upgrades for Beacon and that a further report be made to Council with a view to implementing a 5 year development program for the town;</li> <li>3. That the Shire's Community Development Officer investigate and report on other local government models for the development and support of volunteers in both communities; and</li> <li>4. That any agreed infrastructure development program and volunteer support program be incorporated into the Shire's Community Strategic Plan</li> </ol>	Ongoing	<p>This will be a 'work in progress' for some time. Initial conversations have taken place with CDO. This will link to the SCP which will be adopted by the end of the financial year.</p> <p>The Strategic Community Plan is being presented to the August meeting, which is the starting point of the review.</p> <p>The Strategic Community Plan and the Corporate Business Plan were adopted in September and will hopefully address some issues.</p>	

<b>ENVIRONMENTAL HEALTH OFFICER – PETER TOBOSS</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
<b>2018/6 – 012 July 2018</b>	<b>Shire of Mt Marshall Health Local Law 2018 That Council: (See Minutes)</b>			
<b>2018/6 – 011 July 2018</b>	<b>That:</b> <ol style="list-style-type: none"> <li>1. In accordance to section 135 of the Health (Miscellaneous Provisions) Act 1911, the dwelling on Lot 10 Hammond Street Gabbin, being of brick veneer, suspended timber floors and timber framed roof with clay tiles be declared unfit for human habitation by reason of want of repairs and must not be occupied or inhabited by any persons from immediate effect of date of notification;</li> <li>2. Subject to section 137 of the Health (Miscellaneous Provisions) Act 1911 grant approval for a Notice be issued to the owner to take down and remove the house, without giving him the alternative of amending the same;</li> <li>3. Subject to section 138 of the Health (Miscellaneous Provisions) Act approval be granted for a Notice to be issued to the owner to clean the land to the satisfaction of the Principal Environmental Health Officer, and remove all rubbish to a place appointed by Principal Environmental Health Officer; and</li> <li>4. A period of time being 60 days of notification of dwelling unfit for habitation to be allowed to do such works.</li> </ol>			

ENVIRONMENTAL HEALTH OFFICER – PETER TOBOSS				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2009/081 April 2009	That the dwelling located on Lot 94, Lindsay St, Beacon being of weather board walls over wooden stud frames, suspended timber floors and timber framed iron clad roof be declared unfit for human habitation from immediate effect of date of notification and also the Council place a work order on the said dwelling to bring the dwelling up to a standard deemed by the Environmental Health Officer/Building Surveyor to be compliant with the Health Act 1911, Shire of Mt Marshall Health Local Laws 2007 and Local Government (Miscellaneous Provisions) 1960 and that a period of time being 90 days of notification of dwelling unfit for habitation to be allowed to do such works and in the event of works not commenced to bring the dwelling to the said standard that a demolition order be placed on the said dwelling.	Ongoing	<p>Works inspected by EHO/BS and are acceptable. House Unfit for habitation to stay in effect until rear plumbing is confirmed done. Discussions with Ruth DeJong said they were keen to fix plumbing so they could get workers into the house BUT were out on jobs Statewide. Works ongoing when workhands available.</p> <p>House inspected on 10/08/2016. The house remains unfit for habitation by the owner's workers. The owner has been informed that the house needs to be made good before the order can be lifted and used for habitation.</p> <p>November 2017 - PEHO conducted site inspection; property is vacant with no person living in it. Health Notice on the door at the time of inspection. PEHO is yet to establish contact with the owner/owners.</p>	Ongoing.

FINANCE & ADMINISTRATION MANAGER – TANIKA MCLENNAN				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2015/5-013 June 2018	<p>That, pursuant to Section 6.64 (1) (b) of the Local Government Act 1995, the following property, which has rates in arrears for 3 or more years, be sold to recover unpaid rates and charges totalling \$24,651.05:</p> <ol style="list-style-type: none"> <li>1. A6056 being Lots 47, 48, 49 and 50 Monger Street, Bencubbin - Bencubbin Hotel</li> </ol>	Ongoing	<p>Owner making regular repayments.</p> <p><b>Arrears                      Balance</b>  <b>Outstanding on A6056 as</b>  <b>at 12/09/18 = \$93.60</b></p>	August 2018
2018/5-004 June 2018	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Award the tender for the purchase of 29 Brown Street, Bencubbin to Mr Kevin Smith at the tendered price of \$37500.</li> <li>2. Authorise the Chief Executive Officer to undertake the necessary arrangements to effect and complete the sale to Mr Kevin Smith, including the use of the Shire Common Seal on any necessary contract and transfer documentation.</li> <li>3. Resolve that the income received for the property be placed into the housing reserve.</li> </ol>	Ongoing	<b>Settlement scheduled for 30 September 2018</b>	September 2018

FINANCE & ADMINISTRATION MANAGER – TANIKA MCLENNAN				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/172 November 2016	<p>That:</p> <ol style="list-style-type: none"> <li>1) In accordance with section 6.71 of the Local Government Act 1995, ownership of Lots 45 and 46 Rowlands Street, Beacon (A6870 and A6871) be transferred to the Shire of Mt Marshall;</li> <li>2) In accordance with section 6.8 of the Local Government Act 1995, expenditure of \$1,300.02 be approved to settle outstanding water rates on Lots 45 and 46 Rowlands Street, Beacon; and</li> <li>3) In accordance with section 6.12 of the Local Government Act 1995, the following rates be written off: <ul style="list-style-type: none"> <li>A6870 \$7,867.50</li> <li>A6871 \$7,867.50</li> </ul> </li> </ol>		<p>Transfer lodged, awaiting notification of completion.</p> <p>Document rejected for want of the Common Seal. Awaiting its return to affix Common Seal.</p> <p>Document resubmitted, awaiting confirmation of transfer</p> <p>Landgate advised that documents were still progressing through their legal team and could not give an estimated completion time.</p> <p>Landgate rejected paperwork. Resubmitted with requested changes</p> <p><b>Landgate requested further changes and assessment for stamp duty by Office of State Revenue. Completed and resubmitted 12/9/18.</b></p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p><b>October 2018</b></p>

<b>REGULATORY OFFICER – JACK WALKER</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
<b>2018/7 – 011 August 2018</b>	<b>The Shire of Mt Marshall grants Development Approval (DA) to Q Stone Pty Ltd for.....see minutes.</b>	<b>Completed</b>		
<b>2018/6-010 July 2018</b>	<b>That Q Stone Pty Ltd be advised that their request for a two (2) year extension on Development Application DA2-16 has been refused and they will be required to submit a new Development Application before any further work is commenced.</b>	<b>Completed</b>	<b>New application approved at August meeting</b>	



## REGULATORY OFFICER – JACK WALKER

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2018/1 – 012 February 2018	That Council, pursuant to section 58 Land Administration Act 1997 and clause 9 Land Administration Regulations 1998, endorse the closure of the section of Potts Road as outlined by the Department of Planning, Lands and Heritage SmartPlan below and direct the Chief Executive Officer to request the Minister for Lands to take the necessary steps to permanently close that section of road.	Ongoing	<p>Correspondence has been received from the Department of Planning, Lands and Heritage seeking confirmation that the adjoining land owners will purchase the land as well as confirmation that the Shire of Mt Marshall will be responsible for any costs associated with the road closure.</p> <p>Confirmation that Faulkner Brothers and Mr Sachse have agreed to purchase the land has been sent and informed the Dept that the Shire will not cover any costs associated with the road closure. The long delay in the road closure process looks like causing the Development Application to lapse as no substantial works have been commenced in two years.</p>	<b>November 2018</b>

## REGULATORY OFFICER – JACK WALKER

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/05-18 May 2017	That: 1. Council resolve not to proceed with the Extractive Industries Local Law.  2. The Chief Executive Officer be directed to draw up and present to Council an Extractive Industries Local Planning Policy.	Completed  Current	  Staff are in the process of drafting a policy	  <b>October 2018</b>
2016/178 November 2016	That: 1. an application be submitted to Main Roads WA to have Medlin Street, Calderwood Drive, Lindsay Street, Shemeld Street and Hamilton Street Beacon added to the RAV Network 4 and RAV Network 7; and  2. an application be submitted to Main Roads WA seeking permission to install Give Way signs at the East end of Calderwood Drive, Beacon and the West end of the Beacon Grain Bin Road.	Completed  Ongoing	Advice from MRDWA is that the application was not successful. Reason given was that “MRD will not be adding RAV ACCESS at this point in time due to the regions Network Strategy”  <b>Line markings have been completed, signs need to be installed by MRDWA</b>	October 2017  <b>October 2018</b>

REGULATORY OFFICER – JACK WALKER				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/155 Oct 2016 Continued	h) Consent is given to the Department of Fire and Emergency Services to issue identity cards to Mt Marshall Fire Brigade members.	Ongoing	DFES require all volunteers to submit a photo, waiting for harvest and holidays to be completed before following up	<b>November</b> 2018
2016/110 July 2016	<p>That Council endorse the recommendation of the Wheatbelt North East Sub Regional Road Group in relation to the Wheatbelt Freight Plan as follows:</p> <p>That:</p> <p>a) The following “Collector” Routes within the WNE SRRG road network:</p> <ol style="list-style-type: none"> <li>1 Wyalkatchem to Southern Cross Route</li> <li>2 Cunderdin to Wyalkatchem Route</li> <li>3 Wongan Hills to Koorda Route</li> <li>4 Hines Hill to Burakin Route</li> <li>5 Kulja to Dalwallinu Route</li> <li>6 Kellerberrin to Beacon Route</li> <li>7 Warralakin to Burracoppin Route</li> <li>8 Bruce Rock to Moorine Rock Route</li> </ol> <p>be endorsed as our Wheatbelt Freight Plan routes.</p> <p>b) All of the 2030 roads within these eight (8) WFP “collector” routes be allocated a single RAV access level of Network 7.</p> <p>c) All of the 2030 roads within these eight (8) WFP “collector” routes be allocated an AMMS level of 2, except for the Mukinbudin / Wialki Rd within the Shire of Mukinbudin from SLK 0.0 – 25.00 (Mukinbudin – Bonnie Rock Rd intersection), which is to be kept at its current level 3.</p>	Ongoing	Awaiting confirmation that the Wheatbelt Freight Plan has been adopted.	<b>December</b> 2018

ENGINEERING ADMINISTRATION OFFICER – JACK WALKER				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2008/083 April 2008	<p>That the Shire of Mt Marshall Local Law Relating to Dogs be amended as follows:</p> <p>15    2)    Remove (e) Beacon Recreation Reserve No 36172</p> <p>15    (2)    Remove (f) Bencubbin Recreation Reserve No 21535</p> <p>15    (2)    Amend (g) to be denoted (e)</p> <p>Insert 15 (3) Fouling of Streets and Public Places</p> <p>Any person liable for the control of a dog as defined in Section 3(1) of the Act, who permits the dog to excrete on any street or public place or on any land within the District without the consent of the occupier commits an offence unless the excreta is removed forthwith and disposed of either on private land with the consent of the occupier or in such other manner as the local government may approve.</p> <p>16    (2)    Remove (a) All freehold land owned by the Shire of Mt Marshall.</p> <p>16    (2)    Remove (b) All reserves owned by the Shire of Mt Marshall or under the care control and management of the Shire.</p> <p>Insert 16 (2) (a) Beacon Recreation Reserve No 36172 (outside the fenced oval area) providing there are no organised activities upon this reserve.</p> <p>Insert 16 (2) (b) Bencubbin Recreation Reserve No 29824.</p>	Ongoing	Proposed changes to be advertised.	September 2009

<b>EXECUTIVE ASSISTANT – NADINE RICHMOND</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
<b>2018/7 – 008 August 2018</b>	<b>That the Shire of Mt Marshall Freedom of Information Statement 2018 as attached (12.3.14b) be received.</b>	<b>Complete</b>	<b>Updated statement is now on the website.</b>	

COMMUNITY DEVELOPMENT OFFICER – OLIVIA GRANICH								
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION				
2015/5-014 June 2018	<p>That the following 2017/18 Club Support Fund Applications be approved for funding by Council;</p> <table><tr><td>Beacon Hockey Club</td><td>\$3,500</td></tr><tr><td>Bencubbin Football Club</td><td>\$6,380</td></tr></table>	Beacon Hockey Club	\$3,500	Bencubbin Football Club	\$6,380	Ongoing	<p>Beacon Ladies Hockey Club have been advised in writing that they have been successful in there 2018 application.</p> <p>Bencubbin Football Club have been advised in writing that their 2018 application has been successful.</p>	TBA
Beacon Hockey Club	\$3,500							
Bencubbin Football Club	\$6,380							
2017/022 February 2017	<p>That:</p> <ol style="list-style-type: none"><li>1. Council Acknowledge an historic equity imbalance in the provision of facilities between the towns of Beacon and Bencubbin;</li><li>2. A desktop review be undertaken on proposed infrastructure upgrades for Beacon and that a further report be made to Council with a view to implementing a 5 year development program for the town;</li><li>3. That the Shire’s Community Development Officer investigate and report on other local government models for the development and support of volunteers in both communities; and</li><li>4. That any agreed infrastructure development program and volunteer support program be incorporated into the Shire’s Community Strategic Plan</li></ol>	Ongoing	<p>CDO liaising with Volunteers WA Wheatbelt Hub to source information that will assist with the development of the report.</p>					

## COMMUNITY DEVELOPMENT OFFICER – OLIVIA GRANICH

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/190 December 2016	<p>That:</p> <ol style="list-style-type: none"> <li>the Shire of Mt Marshall engage a consultant to undertake a Needs Assessment &amp; Feasibility Study for a new Mt Marshall Aquatic Centre based on the methodology and deliverables outlined in the Needs Assessment &amp; Feasibility Study Criteria; and</li> <li>for the purposes of the study, the site for any new aquatic facility be confined to the Beacon Recreation Complex site, the Bencubbin Recreation Complex site and the current aquatic centre site.</li> </ol>	Ongoing	<p>CDO acquired quotes from consultants to undertake this work. ABV Leisure Consultants to undertake the project. ABV currently reviewing Shires strategic documents and pool history. Survey and public consultation complete. Draft Needs Assessment presented in September, provided to Council to review.</p> <p>ABV are currently working on the Feasibility Study and cost estimates for the recommended options from the Needs Analysis. Draft report expected to be presented in Feb/March 18.</p> <p>CDO is acquiring quotes to engage a Quantity Surveyor to cost the capital works, lifecycle costings and lifespan replacement cost for the Mt Marshall Aquatic centre. Concept plans are nearing completion and are expected to be presented April 18.</p> <p><b><i>Continued over page</i></b></p>	



<b>COMMUNITY DEVELOPMENT OFFICER – OLIVIA GRANICH</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/190 December 2016		Ongoing	<p>Quantity Surveyor has been engaged and costings expected to be complete by the end of April 18. Research is still being conducted on the feasibility of the Aquatic Centre. Further research has been conducted by the CEO and engagement with external stakeholders by the CEO and CDO to review options for the Mt Marshall Aquatic Centre. This research will be presented in June 18.</p> <p>Council have requested more research by the CEO and CDO involving alternative aquatic centre options.</p> <p><b>Please refer to update in CEO section.</b></p>	

ECONOMIC DEVELOPMENT OFFICER – LOREN NORTHOVER				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION



## **Shire of Mt Marshall**

### **Monthly Statement of Financial Activity**

**For the Period 1 July 2018 to 31 August 2018**

#### **TABLE OF CONTENTS**

	<b>Page</b>
Statement of Financial Activity	2
Graphs	3
Notes to and Forming Part of the Statement	
1 Acquisition of Assets	4 to 5
2 Disposal of Assets	6
3 Information on Borrowings	7
4 Reserves	8 to 11
5 Net Current Assets	12
6 Rating Information	13
7 Trust Funds	14
8 Operating Statement	15
9 Balance Sheet	16
Report on Significant Variances	
Operating Income & Expenditure	17 to 21
Capital Expenditure	22

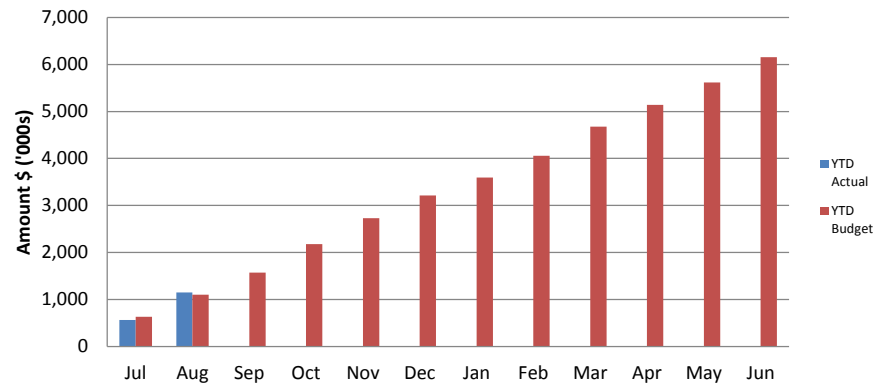
**Shire of Mt Marshall**  
**Statement of Financial Activity**  
**For the period 1 July 2018 to 31 August 2018**

	NOTE	Actual YTD 2018/2019	Budget YTD 2018/2019	Original Full Year Budget 2018/2019	Variance Budget to Actual YTD	
					%	\$
<b>Operating Revenue</b>						
Governance		6,389	2,528	15,199	153%	3,861
General Purpose Funding		325,510	324,311	1,378,277	0%	1,199
Law, Order & Public Safety		195	564	28,321	(65%)	(369)
Health		8,196	32,232	193,400	(75%)	(24,036)
Education & Welfare		18,618	19,066	94,601	(2%)	(448)
Housing		24,037	29,148	174,920	(18%)	(5,111)
Community Amenities		109,131	107,983	117,985	1%	1,148
Recreation & Culture		2,021	5,786	58,076	(65%)	(3,765)
Transport		124,048	121,316	1,218,397	2%	2,732
Economic Services		29,312	27,364	189,257	7%	1,948
Other Property & Services		4,976	10,978	65,900	(55%)	(6,002)
		<b>652,434</b>	<b>681,276</b>	<b>3,534,333</b>		
<b>Operating Expenses</b>						
Governance		(112,987)	(142,462)	(405,325)	(21%)	29,475
General Purpose Funding		(10,210)	(14,868)	(89,229)	(31%)	4,659
Law, Order & Public Safety		(25,982)	(39,904)	(167,378)	(35%)	13,922
Health		(56,349)	(43,434)	(295,737)	30%	(12,915)
Education & Welfare		(44,559)	(43,765)	(281,003)	2%	(794)
Housing		(58,405)	(66,865)	(308,362)	(13%)	8,460
Community Amenities		(39,439)	(44,678)	(250,265)	(12%)	5,239
Recreation & Culture		(107,099)	(158,255)	(886,631)	(32%)	51,156
Transport		(231,047)	(479,206)	(2,870,287)	(52%)	248,159
Economic Services		(67,722)	(73,505)	(454,721)	(8%)	5,783
Other Property & Services		19,699	(29,775)	(17,858)	(166%)	49,474
		<b>(734,100)</b>	<b>(1,136,717)</b>	<b>(6,026,795)</b>		
<b><u>Adjustments for Non-Cash (Revenue) and Expenditure</u></b>						
(Profit)/Loss on Asset Disposals	2	0	0	135,500		
Employee benefit Provisions Cash Backed		0	4	4		
Movement in employee benefit provisions (non-current)		0	0	0		
Movement in deferred pensioner Rates/ESL		(789)	0	0		
Depreciation on Assets		0	408,910	2,453,460		
<b><u>Capital Revenue and (Expenditure)</u></b>						
Purchase Property Plant & Equipment	1	0	(15,000)	(1,586,000)		
Purchase Infrastructure Assets	1	(87,645)	(360,334)	(2,182,400)		
Repayment of Debenture	3	(1,878)	(1,878)	(109,182)		
Proceeds from New Debenture	3	0	0	135,000		
Self-Supporting Loan Principal Income		1,878	1,878	17,411		
Proceeds from Disposal of Assets	2	0	0	332,500		
<b><u>Reserves and Restricted Funds</u></b>						
Transfers to Reserves	4	0	0	(183,821)		
Transfers from Reserves	4	0	0	640,057		
ADD Net Current Assets July 1 B/Fwd.	5	1,449,421	1,449,421	1,449,421		
LESS Net Current Assets Year to Date	5	(2,714,308)	(2,418,071)	0		
<b>Amount Raised from Rates</b>	<b>6</b>	<b>(1,434,988)</b>	<b>(1,390,512)</b>	<b>(1,390,512)</b>		

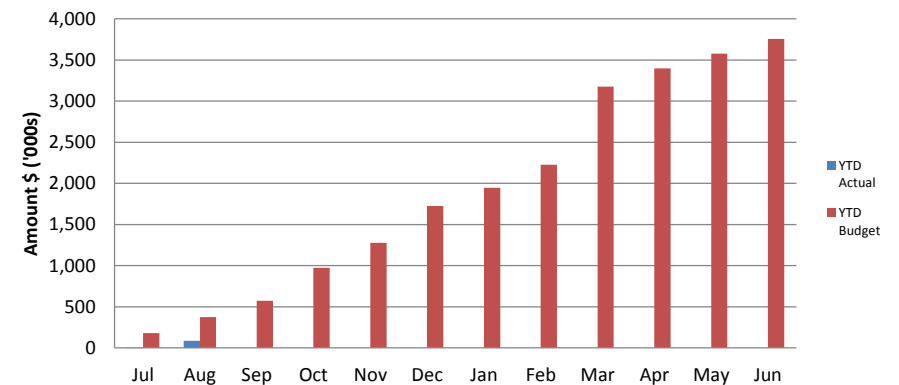
## Shire of Mt Marshall

For the period 1 July 2018 to 31 August 2018

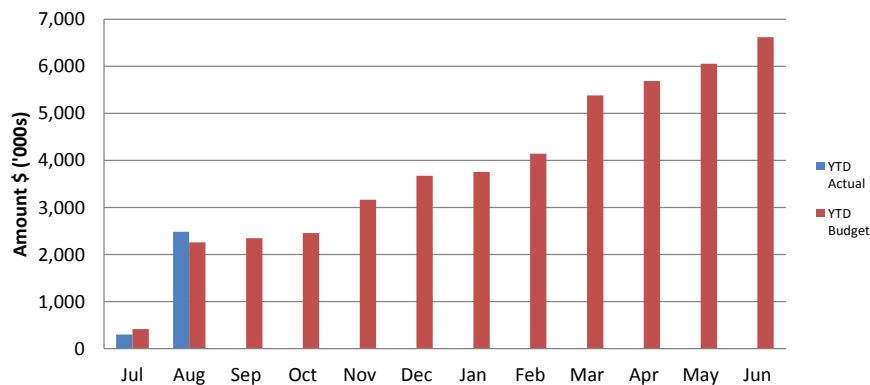
### Operating Expenditure



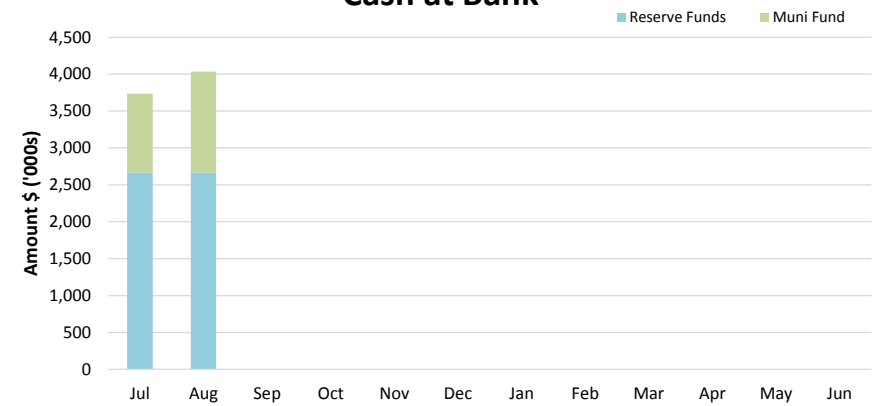
### Capital Works & Equipment Purchases



### Operating Income



### Cash at Bank



# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2018 to 31 August 2018

	2018/19 Adopted Budget \$	31-Aug-18 Actual \$	31-Aug-18 Budget YDT \$
<b>1. ACQUISITION OF ASSETS</b>			
The following assets have been acquired during the period under review:			
<b><u>By Program</u></b>			
<b>Governance</b>			
<i>Administration General</i>			
Purchase Vehicle - Admin	60,000	0	0
Admin Office Upgrade	12,000	0	0
<b>Health</b>			
<i>NEW Health Vehicles</i>			
New Health Purchase Of Motor Vehicle	80,000	0	0
<b>Housing</b>			
<i>Staff Housing</i>			
Land & Buildings - Staff Housing	51,000	0	0
<b>Community Amenities</b>			
<i>Protection of the Environment</i>			
Land & Buildings - Community Amenities	5,000	0	0
<i>Other Community Ammenities</i>			
Beacon And Bencubbin Water Collection	0	47	0
Purchase Of Plant	100,000	0	0
<b>Recreation and Culture</b>			
<i>Public Halls and Civic Centres</i>			
Land & Buildings - Halls & Civic Centres	40,000	0	0
<i>Sporting Facilities</i>			
Old Police Station Museum Capital	15,000	0	15,000
Land & Buildings - Bencubbin Recreation	52,000	0	0
Land & Buildings - Bencubbin			
Recreation Complex Redevelopment	10,000	0	0
<b>Transport</b>			
<i>Construction - Roads, Bridges, Depots</i>			
Roads To Recovery Road Works	456,000	35	75,974
State Road Projects Grant	923,400	87,563	153,884
Municipal Road Construction	294,000	0	48,976
Footpath Construction	20,000	0	0
<i>Road Plant Purchases</i>			
Plant Purchases	730,000	0	0
Motor Vehicle Purchases	119,000	0	0
<i>Airstrips</i>			
Beacon Airstrip Upgrade	489,000	0	81,500
<b>Economic Services</b>			
Buildings	35,000	0	0
Beacon Workers Camp - Capital	255,000	0	0
<b>Other Property and Services</b>			
Purchase Land And Buildings - Eng	22,000	0	0
	<u>3,768,400</u>	<u>87,645</u>	<u>375,334</u>

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2018 to 31 August 2018

1. ACQUISITION OF ASSETS (Continued)	2018/19 Adopted Budget \$	31-Aug-18 Actual \$	31-Aug-18 Budget YDT \$
The following assets have been acquired during the period under review:			
<b><u>By Class</u></b>			
Land Held for Resale - Current	0	0	0
Land Held for Resale - Non Current	0	0	0
Land	0	0	0
Land & Buildings	497,000	0	15,000
Furniture & Equipment	0	0	0
Motor Vehicles	259,000	0	0
Plant & Equipment	830,000	0	0
Infrastructure - Roads	1,673,400	87,598	278,834
Infrastructure - Footpaths	20,000	0	0
Infrastructure - Ovals & Parks	0	0	0
Infrastructure - Other	489,000	47	81,500
	<u>3,768,400</u>	<u>87,645</u>	<u>375,334</u>



# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2018 to 31 August 2018

### 2. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

<u>By Program</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	2018/19 Budget \$	August 2018 Actual \$	2018/19 Budget \$	August 2018 Actual \$	2018/19 Budget \$	August 2018 Actual \$
<b>Administration</b>						
Admin Vehicle	45,000		45,000		0	0
<b>Health</b>						
NEW Health Vehicles	60,000		60,000		0	0
<b>Housing</b>						
Lot 158 Brown St, Bencubbin	101,000		37,500		(63,500)	0
<b>Transport</b>						
Ford Ranger XLS C/Cab	30,000		30,000		0	0
Mitsubishi Triton MM279	12,000		10,000		(2,000)	0
Mitsubishi Triton MM254	12,000		10,000		(2,000)	0
Grader MM349	105,000		70,000		(35,000)	0
Grader MM5081	103,000		70,000		(33,000)	0
	468,000	0	332,500	0	(135,500)	0

<u>By Class of Asset</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	2018/19 Budget \$	August 2018 Actual \$	2018/19 Budget \$	August 2018 Actual \$	2018/19 Budget \$	August 2018 Actual \$
Motor Vehicles	159,000	0	155,000	0	(4,000)	0
Land & Buildings	101,000	0	37,500	0	(63,500)	0
Plant & Equipment	208,000	0	140,000	0	(68,000)	0
	468,000	0	332,500	0	(135,500)	0

### Summary

Profit on Asset Disposals  
Loss on Asset Disposals

2018/19 Adopted Budget \$	August 2018 Actual \$
0	0
(135,500)	0
(135,500)	0

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2018 to 31 August 2018

### 3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Expiry	Principal 1-Jul-18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$
<b>General Purpose Funding</b>										
Loan 119 - Benny Mart *	27/03/2019	8,586	0	0	8,586	1,878	0	6,708	797	69
<b>Housing</b>										
Loan 118 - Staff Housing	25/06/2019	59,159	0	0	59,159	0	0	59,159	6,348	(61)
<b>Recreation &amp; Culture</b>										
Loan 120 - Bencubbin Rec Complex Shire	28/04/2037	417,902	0	0	15,270	0	402,632	417,902	16,515	(3,813)
Loan 121 - Bencubbin Rec SAR	28/04/2037	474,607	0	0	17,342	0	457,265	474,607	18,756	(3,195)
Loan 122 - Bencubbin Rec Complex CRC*	28/04/2037	241,506	0	0	8,825	0	232,681	241,506	9,544	(1,626)
<b>Economic Services</b>										
Beacon Workers Camp			135,000	0	0	0	135,000	0	0	0
		1,201,760	135,000	0	109,182	1,878	1,227,578	1,199,882	51,960	(8,626)

(\*) Self supporting loan financed by payments from third parties.

All other loan repayments were financed by general purpose revenue.

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2018 to 31 August 2018

	2018/19 Adopted Budget \$	August 2018 Actual \$
<b>4. CASH BACKED RESERVES</b>		
<b>(a) Plant Replacement Reserve</b>		
Opening Balance	645,180	645,180
Amount Set Aside / Transfer to Reserve	16,129	0
Amount Used / Transfer from Reserve	(295,550)	0
	<u>365,759</u>	<u>645,180</u>
<b>(b) Aged Care Units Reserve</b>		
Opening Balance	91,017	91,017
Amount Set Aside / Transfer to Reserve	2,275	0
Amount Used / Transfer from Reserve	(48,517)	0
	<u>44,775</u>	<u>91,017</u>
<b>(c) Housing Reserve</b>		
Opening Balance	291,451	291,451
Amount Set Aside / Transfer to Reserve	84,786	0
Amount Used / Transfer from Reserve	0	0
	<u>376,237</u>	<u>291,451</u>
<b>(d) Employee Entitlements Reserve</b>		
Opening Balance	95,669	95,669
Amount Set Aside / Transfer to Reserve	2,392	0
Amount Used / Transfer from Reserve	0	0
	<u>98,061</u>	<u>95,669</u>
<b>(e) Public Amenities &amp; Buildings Reserve</b>		
Opening Balance	254,808	254,810
Amount Set Aside / Transfer to Reserve	6,370	0
Amount Used / Transfer from Reserve	(51,667)	0
	<u>209,511</u>	<u>254,810</u>
<b>(f) Mt Marshall Aquatic Centre Development Reserve</b>		
Opening Balance	940,024	940,024
Amount Set Aside / Transfer to Reserve	63,501	0
Amount Used / Transfer from Reserve	0	0
	<u>1,003,525</u>	<u>940,024</u>
<b>(g) Community Bus Reserve</b>		
Opening Balance	117,847	117,847
Amount Set Aside / Transfer to Reserve	2,946	0
Amount Used / Transfer from Reserve	(100,000)	0
	<u>20,793</u>	<u>117,847</u>

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2018 to 31 August 2018

	2018/19 Adopted Budget \$	August 2018 Actual \$
<b>4. RESERVES (Continued)</b>		
<b>(h) Bencubbin Recreation Complex Reserve</b>		
Opening Balance	4,081	4,081
Amount Set Aside / Transfer to Reserve	102	0
Amount Used / Transfer from Reserve	0	0
	<u>4,183</u>	<u>4,081</u>
<b>(i) Office Equipment Reserve</b>		
Opening Balance	16,324	16,324
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	(16,324)	0
	<u>0</u>	<u>16,324</u>
<b>(j) Economic Development Reserve</b>		
Opening Balance	75,602	75,602
Amount Set Aside / Transfer to Reserve	1,890	0
Amount Used / Transfer from Reserve	0	0
	<u>77,492</u>	<u>75,602</u>
<b>(k) Beacon Accommodation Reserve</b>		
Opening Balance	121,384	121,384
Amount Set Aside / Transfer to Reserve	3,035	0
Amount Used / Transfer from Reserve	(120,000)	0
	<u>4,419</u>	<u>121,384</u>
<b>(l) Medical Enhancement Reserve</b>		
Opening Balance	7,633	7,633
Amount Set Aside / Transfer to Reserve	191	0
Amount Used / Transfer from Reserve	0	0
	<u>7,824</u>	<u>7,633</u>
<b>(m) Bencubbin Community Resource Centre Reserve</b>		
Opening Balance	8,141	8,141
Amount Set Aside / Transfer to Reserve	204	0
Amount Used / Transfer from Reserve	(8,000)	0
	<u>345</u>	<u>8,141</u>
<b>Total Cash Backed Reserves</b>	<u><u>2,212,924</u></u>	<u><u>2,669,163</u></u>

All of the above reserve accounts are to be supported by money held in financial institutions.

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2018 to 31 August 2018

	2018/19 Adopted Budget \$	August 2018 Actual \$
<b>4. RESERVES (Continued)</b>		
<b>Cash Backed Reserves (Continued)</b>		
<b>Summary of Transfers To Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Plant Replacement Reserve	16,129	0
Aged Care Units Reserve	2,275	0
Community Housing Reserve	0	0
Housing Reserve	84,786	0
Employee Entitlements Reserve	2,392	0
Public Amenities & Buildings Reserve	6,370	0
Mt Marshall Aquatic Centre Development Rese	63,501	0
Community Bus Reserve	2,946	0
Bencubbin Recreation Complex Reserve	102	0
Office Equipment Reserve	0	0
Economic Development Reserve	1,890	0
Integrated Planning/Financial Reporting Reserv	0	0
Beacon Accommodation Reserve	3,035	0
Medical Enhancement Reserve	191	0
Bencubbin Community Resource Centre Reser	204	0
	<b>183,821</b>	<b>0</b>
<b>Transfers from Reserves</b>		
Plant Replacement Reserve	(295,550)	0
Aged Care Units Reserve	(48,517)	0
Community Housing Reserve	0	0
Housing Reserve	0	0
Employee Entitlements Reserve	0	0
Public Amenities & Buildings Reserve	(51,667)	0
Mt Marshall Aquatic Centre Development Rese	0	0
Community Bus Reserve	(100,000)	0
Bencubbin Recreation Complex Reserve	0	0
Office Equipment Reserve	(16,324)	0
Economic Development Reserve	0	0
Integrated Planning/Financial Reporting Reserv	1	0
Beacon Accommodation Reserve	(120,000)	0
Medical Enhancement Reserve	0	0
Bencubbin Community Resource Centre Reser	(8,000)	0
	<b>(640,057)</b>	<b>0</b>
<b>Total Transfer to/(from) Reserves</b>	<b>(456,236)</b>	<b>0</b>

## Shire of Mt Marshall

### Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2018 to 31 August 2018

#### 4. RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

**Plant Replacement Reserve**

- To fund the purchase of plant which exceeds Council's capitalisation threshold, so as to avoid undue heavy burden in a single year

**Aged Care Units Reserve**

- To fund capital works on existing Aged Care Units or construction of new Aged Care Units.

**Housing Reserve**

- To fund the replacement of housing and any major maintenance

**Employee Entitlement Reserve**

- To be used to fund Long Service Leave requirement / other accrued leave

**Public Amenities & Buildings**

- To help fund future building maintenance requirements to the shire's buildings.

**Mt Marshall Aquatic Centre Development**

- To finance future capital and maintenance upgrades for the Mt Marshall Aquatic Centre

**Community Bus Reserve**

- To finance the replacement of the community bus

**Bencubbin Recreation Complex**

- To provide funding for future extensions to the Bencubbin Complex

**Office Equipment**

- To replace office equipment as required

**Economic Development Reserve**

- To set aside funds for Economic Development initiatives.

**Beacon Accommodation Reserve**

- To set aside funds for the provision of transient accommodation in Beacon.

**Medical Enhancement Reserve**

- To be used for projects that may arise through the NEWROC Health Strategy

**Bencubbin Community Resource Centre Reserve**

- To be used for refurbishment of the Bencubbin Community Resource Centre

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2018 to 31 August 2018

	2018/19 B/Fwd Per Approved Budget \$	2017/18 B/Fwd Per Financial Report \$	August 2018 Actual \$
<b>5. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	1,959,858	1,959,858	1,424,894
Cash - Restricted Unspent Grants	0	0	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	2,669,161	2,669,161	2,669,161
Rates Outstanding	109,889	109,889	1,589,133
Sundry Debtors	269,949	269,949	87,761
Provision for Doubtful Debts	(69,713)	(69,713)	(69,713)
Gst Receivable	1	1	12,883
Accrued Income/Payments In Advance	(32,854)	(32,854)	(397)
Loans - Clubs/Institutions	0	0	0
Inventories	10,554	10,554	17,427
	<u>4,916,845</u>	<u>4,916,845</u>	<u>5,731,149</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(630,169)	(630,169)	(182,478)
Accrued Interest On Loans	(8,701)	(8,701)	0
Accrued Salaries & Wages	(40,067)	(40,067)	24
Income In Advance	0	0	0
Gst Payable	0	0	(5,408)
Payroll Creditors	0	0	(40,492)
Accrued Expenses	0	0	0
FBT Liability	0	0	0
Current Employee Benefits Provision	(214,995)	(214,995)	(214,995)
Current Loan Liability	(2)	(2)	1,876
	<u>(893,934)</u>	<u>(893,934)</u>	<u>(441,473)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>4,022,911</b>	<b>4,022,911</b>	<b>5,289,676</b>
Less: Cash - Reserves - Restricted	(2,669,161)	(2,669,161)	(2,669,161)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	95,669	95,669	95,669
Add Back : Current Loan Liability	2	2	(1,876)
Adjustment for Trust Transactions Within Muni	0	0	0
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u><b>1,449,421</b></u>	<u><b>1,449,421</b></u>	<u><b>2,714,308</b></u>



# Shire of Mt Marshall

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

For the Period 1 July 2018 to 31 August 2018

### 6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2018/19 Rate Revenue \$	2018/19 Interim Rates \$	2018/19 Back Rates \$	2018/19 Total Revenue \$	2018/19 Budget \$
<b>General Rate</b>								
GRV	0.128889	131	733,228	94,505			94,505	94,505
UV	0.018875	311	69,741,987	1,316,381			1,316,381	1,316,380
Mining	0.018875	1	42,416	801			801	801
<b>Sub-Totals</b>		443	70,517,631	1,411,686	0	0	1,411,686	1,411,686
<b>Minimum Rates</b>	<b>Minimum \$</b>							
GRV	406	43	29,182	17,458			17,458	17,458
UV	406	24	187,560	9,744			9,744	9,744
Mining	406	4	7,109	1,624			1,624	1,624
<b>Sub-Totals</b>		71	223,851	28,826	0	0	28,826	28,826
Discounts							1,440,512	1,440,512
<b>Total Amount of General Rates</b>							(5,525)	(50,000)
Movement in Excess Rates							1,434,987	1,390,512
Ex Gratia Rates							0	6,451
Specified Area Rates							0	16,400
Rates Written off							35,457	35,449
							(5)	(3,300)
<b>Total Rates</b>							1,470,439	1,445,512

All land except exempt land in the Shire of Mt Marshall is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

## Shire of Mt Marshall

### Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2018 to 31 August 2018

#### 7. TRUST FUNDS

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

Detail	Balance 01-Jul-18 \$	Amounts Received \$	Amounts Paid (\$)	August 2018 Balance \$
Police Licensing	10,110	17,499	(25,852)	1,757
Aged Care Beautification	829	0	0	829
Unclaimed Monies	59	0	0	59
Nomination Deposits	0	0	0	0
Tree Planting Nursery	1,000	0	0	1,000
Sundry Creditors	0	0	0	0
Housing Bonds	10,120	780	(60)	10,840
Staff Social Club	2,680	0	(303)	2,377
Portable Toilet Bonds	0	0	0	0
Deposit on Land	0	0	0	0
Rehabilitation Bonds	5,000	5,000	0	10,000
	29,798	23,279	(26,215)	26,862

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2018 to 31 August 2018

### 8. OPERATING STATEMENT

	August 2018 Actual \$	2018/19 Adopted Budget \$	2017/18 Actual \$
<b>OPERATING REVENUES</b>			
Governance	6,389	15,199	51,916
General Purpose Funding	1,760,498	2,768,789	3,758,955
Law, Order, Public Safety	195	28,321	334,156
Health	8,196	193,400	183,142
Education and Welfare	18,618	94,601	100,724
Housing	24,037	174,920	196,349
Community Amenities	109,131	117,985	159,347
Recreation and Culture	2,021	58,076	1,042,752
Transport	124,047	1,218,399	1,660,389
Economic Services	29,312	189,257	173,250
Other Property and Services	4,976	65,900	85,400
<b>TOTAL OPERATING REVENUE</b>	<b>2,087,420</b>	<b>4,924,847</b>	<b>7,746,381</b>
<b>OPERATING EXPENSES</b>			
Governance	112,987	405,325	393,031
General Purpose Funding	10,210	89,229	79,926
Law, Order, Public Safety	25,982	167,378	189,905
Health	56,349	295,737	251,236
Education and Welfare	44,559	281,003	329,493
Housing	58,405	308,362	547,259
Community Amenities	39,439	250,265	230,345
Recreation & Culture	107,099	886,631	924,580
Transport	231,047	2,870,287	2,780,258
Economic Services	67,722	454,721	413,751
Other Property and Services	(19,699)	17,858	27,641
<b>TOTAL OPERATING EXPENSE</b>	<b>734,100</b>	<b>6,026,795</b>	<b>6,167,425</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b><u>1,353,320</u></b>	<b><u>(1,101,949)</u></b>	<b><u>1,578,956</u></b>

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2018 to 31 August 2018

### 9. BALANCE SHEET

	August 2018 Actual \$	2017/18 Actual \$
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	4,094,055	4,629,019
Trade and Other Receivables	1,606,152	265,634
Inventories	17,427	10,554
<b>TOTAL CURRENT ASSETS</b>	<b>5,717,634</b>	<b>4,905,207</b>
<b>NON-CURRENT ASSETS</b>		
Other Receivables	11,290	10,501
Inventories	0	0
Property, Plant and Equipment	19,431,941	19,431,941
Infrastructure	90,973,467	90,885,822
Work in Progress	0	0
<b>TOTAL NON-CURRENT ASSETS</b>	<b>110,416,698</b>	<b>110,328,264</b>
<b>TOTAL ASSETS</b>	<b>116,134,332</b>	<b>115,233,471</b>
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables	228,354	678,936
Long Term Borrowings	(1,876)	2
Provisions	214,995	214,995
<b>TOTAL CURRENT LIABILITIES</b>	<b>441,473</b>	<b>893,933</b>
<b>NON-CURRENT LIABILITIES</b>		
Trade and Other Payables	0	0
Long Term Borrowings	1,201,759	1,201,759
Provisions	17,939	17,939
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>1,219,698</b>	<b>1,219,698</b>
<b>TOTAL LIABILITIES</b>	<b>1,661,171</b>	<b>2,113,631</b>
<b>NET ASSETS</b>	<b>114,473,161</b>	<b>113,119,840</b>
<b>EQUITY</b>		
Trust Imbalance	0	0
Retained Surplus	81,394,032	80,040,711
Reserves - Cash Backed	2,669,161	2,669,161
Revaluation Surplus	30,409,968	30,409,968
<b>TOTAL EQUITY</b>	<b>114,473,161</b>	<b>113,119,840</b>

## Shire of Mt Marshall

For the Period 1 July 2018 to 31 August 2018

### Report on Significant Variances (greater than 10% and \$5,000)

#### Purpose

The purpose of the Monthly Variance Report is to highlight circumstances where there is a major variance from the YTD Monthly Budget and YTD Actual figures. These variances can occur because of a change in timing of the activity, circumstances change (e.g. grants were budgeted for but not received) or changes to the original budget projections. The Report is designed to highlight these issues and explain the reason for the variance.

#### The Materiality variances adopted by Council are:

Actual Variance to YTD Budget up to 5%:	Don't Report
Actual Variance exceeding 10% of YTD Budget	Use Management Discretion
Actual Variance exceeding 10% of YTD Budget and a value greater than \$5,000:	Must Report

**Shire of Mt Marshall**  
**Report on Significant Variances - Operating Income & Expenditure**  
**For the Period 1 July 2018 to 31 August 2018**

	31 August 2018 YTD	Budget to Actual YTD	Budget to Actual YTD	Components of Variance	
	Actual	Budget	%	Favourable/ (Unfavourable)	Favourable/ (Unfavourable)
	\$	\$	%	\$	\$
<b>Revenues/Sources</b>					
Governance	6,389	2,528	153%	3,861	-
					3,861 <i>Minor Items</i>
General Purpose Funding	325,510	324,311	0%	1,199	
					1,199 <i>Minor Items</i>
Law, Order, Public Safety	195	564	(65%)	(369)	
					(369) <i>Minor Items</i>
Health	8,196	32,232	0%	(24,036)	(24,036) NEW Health August Reimbursement invoice not yet done
					- <i>Minor Items</i>
Education and Welfare	18,618	19,066	(2%)	(448)	
					(448) <i>Minor Items</i>
Housing	24,037	29,148	(18%)	(5,111)	(2,654) Staff housing reimbursements under budget - timing
					(2,457) <i>Minor Items</i>
Community Amenities	109,131	107,983	1%	1,148	
					1,148 <i>Minor Items</i>
Recreation and Culture	2,021	5,786	(65%)	(3,765)	
					(3,765) <i>Minor Items</i>
Transport	124,048	121,316	2%	2,732	
					2,732 <i>Minor Items</i>
Economic Services	29,312	27,364	7%	1,948	
					1,948 <i>Minor Items</i>
Other Property and Services	4,976	10,978	(55%)	(6,002)	(2,742) Diesel Fuel Rebate under budget - BAS not yet done
					(3,260) <i>Minor Items</i>
<b>Total Revenues excl Rates</b>	<b>652,434</b>	<b>681,276</b>	<b>(4%)</b>	<b>(28,842)</b>	
<b>Amount Raised from Rates</b>	<b>1,434,988</b>	<b>1,434,987</b>	<b>0%</b>	<b>0</b>	<b>0</b> <i>Minor Items</i>

**Shire of Mt Marshall**  
**Report on Significant Variances - Operating Income & Expenditure**  
**For the Period 1 July 2018 to 31 August 2018**

	31 August 2018		Budget to Actual YTD	Budget to Actual YTD Favourable/ (Unfavourable)	Components of Variance Favourable/ (Unfavourable)	
	YTD	YTD				
(Expenses)/(Applications)	Actual \$	Budget \$	%	\$	\$	
Governance	(112,987)	(142,462)	21%	29,475	3,359	Councillors travelling and conference expenses under budget
					7,350	Depreciation not yet run, waiting on asset reval report
					18,280	Consultants under budget - timing
					486	Minor Items
General Purpose Funding	(10,210)	(14,868)	31%	4,659	4,659	Minor Items
Law, Order, Public Safety	(25,982)	(39,904)	35%	13,922	11,932	Depreciation not yet run, waiting on asset reval report
					1,990	Minor Items
Health	(56,349)	(43,434)	(30%)	(12,915)	(15,480)	EHO expenditure over budget - LSL Accrual for J Goldacre unbudgetted. To be recouped from scheme members
					2,565	Minor Items
Education and Welfare	(44,559)	(43,765)	(2%)	(794)	(794)	Minor Items
Housing	(58,405)	(66,865)	13%	8,460	8,882	Depreciation not yet run, waiting on asset reval report
					(422)	Minor Items
Community Amenities	(39,439)	(44,678)	12%	5,239	2,196	Depreciation not yet run, waiting on asset reval report
					3,043	Minor Items
Recreation & Culture	(107,099)	(158,255)	32%	51,156	47,486	Depreciation not yet run, waiting on asset reval report
					3,670	Minor Items
Transport	(231,047)	(479,206)	52%	248,159	290,466	Depreciation not yet run, waiting for asset reval report
					(41,665)	Road Maintenance over budget - timing
					(643)	Minor Items
Economic Services	(67,722)	(73,505)	8%	5,783	8,653	Caravan Parks under budget - timing
					(2,870)	Minor Items
Other Property and Services	19,699	(29,775)	166%	49,474	42,849	Depreciation not yet run, waiting for asset reval report
					6,625	Minor Items
<b>Total Expenses/Applications</b>	<b>(734,100)</b>	<b>(1,136,717)</b>	<b>(6%)</b>	<b>48,980</b>		



**Shire of Mt Marshall**  
**Capital Expenditure Report on Significant Variances**  
**For the Period 1 July 2018 to 31 August 2018**

	Full Year Budget	31 August 2018 YTD Actual	YTD Budget	Budget to Actual YTD %	Budget to Actual YTD Favourable/ (Unfavourable)	Commentary
	\$	\$	\$	%	\$	
<b>Capital Expenditure</b>						
<b>Governance</b>						
Purchase Vehicle - Admin	60,000	-	-	0%	-	
Admin Office Upgrade	12,000	-	-	0%	-	
<b>Health</b>						
New Health Purchase Of Motor Vehicle	80,000	-	-	0%	-	
<b>Housing</b>						
Land & Buildings - Staff Housing	51,000	-	-	0%	-	
<b>Community Amenities</b>						
Land & Buildings - Community Amenities	5,000	-	-	0%	-	
Water Collection Projects	-	47	-	100%	(47)	
Portable Toiles	100,000	-	-	0%	-	
<b>Recreation &amp; Culture</b>						
Land & Buildings - Halls & Civic Centres	40,000	-	-	0%	-	
Old Police Station Museum Capital Expenditure	15,000	-	15,000	0%	15,000	Timing - work completed, invoice not yet entred
Bencubbin Rec Complex	52,000	-	-	0%	-	
Bencubbin Rec Complex	10,000	-	-	0%	-	
<b>Transport</b>						
Road Construction	1,673,400	87,598	278,834	69%	191,236	Timing - offset by road maintenance which is currently over budget
Footpath Construction	20,000	-	-	0%	-	
Plant Purchases	730,000	-	-	0%	-	
Beacon Airstrip Upgrade	489,000	-	81,500	100%	81,500	Timing
Motor Vehicle Purchases	119,000	-	-	0%	-	
<b>Economic Services</b>						
Bencubbin CRC	35,000	-	-	0%	-	
Beacon Workers Camp - Capital Expenditure	255,000	-	-	0%	-	
<b>Other Property &amp; Services</b>						
Depot Shed	22,000	-	-	0%	-	
<b>Total Capital Expenditure</b>	<b>3,768,400</b>	<b>87,645</b>	<b>375,334</b>	<b>77%</b>	<b>287,689</b>	



## Request for extension of time to submit an Annual Financial Report to the Auditor

Local governments who wish to seek Ministerial approval for an extension of time to submit the draft Annual Financial Report to the auditor, under section 6.4(3) of the *Local Government Act 1995*, will need to submit this application.

An extension of time will be considered if you are unable to prepare and submit the Annual Financial Report to your auditor by 30 September for the preceding financial year. An extension cannot be considered if this request is received **after 30 September** for the preceding financial year.

This application should be lodged via the **my LG** collaborative page in Smart Hub.

If you need help completing this form, telephone the department on (08) 6551 8787 or toll free for country callers on 1800 620 511, or email [smarthub@dlgsc.wa.gov.au](mailto:smarthub@dlgsc.wa.gov.au). For a Translating and Interpreting Service (TIS) telephone 13 14 50.

Check the appropriate boxes and enter text to fill in the form below.

### Applicant

Shire / Town / City:	Mt Marshall			
CEO Title:	Mr <input checked="" type="checkbox"/>	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	Other <input type="checkbox"/> Enter title here.
First name:	John			
Surname:	Nuttall			
Email address:	ceo@mtmarshall.wa.gov.au			
Telephone:	08 9685 1202			
Contact Title:	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Ms <input checked="" type="checkbox"/>	Other <input type="checkbox"/> Enter title here.
Contact position:	Tanika McLennan			
Email address:	fam@mtmarshall.wa.gov.au			

Telephone:	08 9685 1202
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## Application details

Provide the financial year of Annual Financial Report: 2017/18

Provide the new date you would like to lodge the draft Annual Financial Report with the auditor:

31/10/18

Give reason/s for the extension: Final Audit scheduled 8/11/18

Have all balance sheet accounts been reconciled to 30 June? If not, provide reasons: Yes

Does the local government have all the information necessary to report all required financial and asset ratios? If not, identify those ratios that cannot be reported and provide reasons: Yes

Provide details of the last three years:

Annual Report Year	2016/17	2015/16	2014/15
Date submitted to auditor	1/10/17	Unknown	Unknown
Date of audit certificate	14/12/17	9/12/16	2/2/16
Year extension requested	2016/17	No	No
Date of extension	29/9/17	N/A	N/A

If the local government outsources any of its accounting and financial statement preparation, provide details: Bob Waddell and Associates

Has council agreed to this decision to seek an extension? If 'Yes', provide the date of the Ordinary Council Meeting at which this decision was agreed: Enter date.

Name of auditor appointed by Council Moore Stephens

Business name of auditor Moore Stephens

Was the Auditor consulted on this application? If 'Yes', did the auditor provide feedback on council's proposed revised timeframe?

Yes ☒ or No ☐

Provide auditor feedback: No issues

With the requested extension, what is the auditor's expected date of sign off for the auditor's report?

End of November

Provide the date of adoption and review for the most recent plans:

- Strategic community plan: 15/8/17
- Corporate business plan: 2/10/17
- Long term financial plan: 2/10/17
- Asset management plan: Enter date.

## Legislative requirements

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All local governments are required to prepare their financial statements in accordance with the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996*, Australian Accounting Standards (AASB) and the Australian Accounting Standards Board Interpretations (AASBI).

Section 6.4(3) of the *Local Government Act 1995* requires a local government to complete its Annual Financial Report and submit the report to its auditors by 30 September in each financial year, or **such extended time as the Minister allows**.

## Decision

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The Director General has delegated authority from the Minister to consider and approve any extension. In making a decision, the following is taken into consideration:

- timeliness of application
- reasonableness of extension period requested
- adverse effects of delaying adoption
- reason and justification
- transparency

## Relevant legislation:

- *Local Government Act 1995*
  - Section 5.54 Acceptance of annual reports
  - Section 5.55 Notice of annual reports
  - Section 6.4(3) Financial Report

- Local Government (Financial Management) Regulations 1996  
Reg 5A Local governments to comply with AAS  
Reg 51 Annual financial report to be signed etc. by CEO and given to Department

## Approval

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The department will provide a decision to the applicant by email within five working days from the date and time of lodgement in Smart Hub of this request.

Applications will be considered until 5.00pm, 30 September for the preceding financial year.

## Enquiries

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Email: [smarthub@dlgsc.wa.gov.au](mailto:smarthub@dlgsc.wa.gov.au)

Telephone: 08 6551 8787

## Declaration

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To the best of my knowledge, the information provided is true and correct.

Signature: Enter text.

Date: Enter date.

**F&R.2.5 PURCHASING POLICY**

**Council Policy:** Disclaimers (where appropriate) shall be used when providing advice or information to either the public or other statutory bodies.

**Objective:**

- To provide compliance with the Local Government Act, 1995 and the Local Government Act (Functions and General) Regulations, 1996 (as amended in March 2007).
- To deliver a best practice approach and procedures to internal purchasing for the Local Government.
- To ensure consistency for all purchasing activities that integrates within all the Local Government operational areas.

**1.1. WHY DO WE NEED A PURCHASING POLICY?**

The Shire of Mt Marshall is committed to setting up efficient, effective, economical and sustainable procedures in all purchasing activities. This policy:

- Provides the Shire of Mt Marshall with a more effective way of purchasing goods and services.
- Ensures that purchasing transactions are carried out in a fair and equitable manner.
- Strengthens integrity and confidence in the purchasing system.
- Ensures that the Shire of Mt Marshall receives value for money in its purchasing.
- Ensures that the Shire of Mt Marshall considers the environmental impact of the procurement process across the life cycle of goods and services.
- Ensures the Shire of Mt Marshall is compliant with all regulatory obligations.
- Promotes effective governance and definition of roles and responsibilities.
- Uphold respect from the public and industry for the Local Government's purchasing practices that withstands probity.

**Operational Guidelines:****1.2. ETHICS & INTEGRITY**

All officers and employees of the Local Government shall observe the highest standards of ethics and integrity in undertaking purchasing activity and act in an honest and professional manner that supports the standing of the Local Government.

The following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties:

- full accountability shall be taken for all purchasing decisions and the efficient, effective and proper expenditure of public monies based on achieving value for money;
- all purchasing practices shall comply with relevant legislation, regulations, and requirements consistent with the Local Government policies and code of conduct;

- purchasing is to be undertaken on a competitive basis in which all potential suppliers are treated impartially, honestly and consistently;
- all processes, evaluations and decisions shall be transparent, free from bias and fully documented in accordance with applicable policies and audit requirements;
- any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed; and
- any information provided to the Local Government by a supplier shall be treated as commercial-in-confidence and should not be released unless authorised by the supplier or relevant legislation.

### **1.3. VALUE FOR MONEY**

Value for money is an overarching principle governing purchasing that allows the best possible outcome to be achieved for the Local Government. It is important to note that compliance with the specification is more important than obtaining the lowest price, particularly taking into account user requirements, quality standards, sustainability, life cycle costing, and service benchmarks.

An assessment of the best value for money outcome for any purchasing should consider:

- all relevant whole-of-life costs and benefits whole of life cycle costs (for goods) and whole of contract life costs (for services) including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, maintenance and disposal.
- the technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality;
- financial viability and capacity to supply without risk of default. (Competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history);
- a strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable.

Where a higher priced conforming offer is recommended, there should be clear and demonstrable benefits over and above the lowest total priced, conforming offer.

### **1.4. SUSTAINABLE PROCUREMENT**

Sustainable Procurement is defined as the procurement of goods and services that have less environmental and social impacts than competing products and services.

Local Government is committed to sustainable procurement and where appropriate shall endeavour to design quotations and tenders to provide an advantage to goods, services and/or processes that minimise environmental and negative social impacts.

Sustainable considerations must be balanced against value for money outcomes in accordance with the Local Government's sustainability objectives.

Practically, sustainable procurement means the Local Government shall endeavour at all times to identify and procure products and services that:

- Have been determined as necessary;
- Demonstrate environmental best practice in energy efficiency / and or consumption which can be demonstrated through suitable rating systems and eco-labelling.
- Demonstrate environmental best practice in water efficiency.
- Are environmentally sound in manufacture, use, and disposal with a specific preference for products made using the minimum amount of raw materials from a sustainable resource, that are free of toxic or polluting materials and that consume minimal energy during the production stage;
- Products that can be refurbished, reused, recycled or reclaimed shall be given priority, and those that are designed for ease of recycling, re-manufacture or otherwise to minimise waste.
- For motor vehicles – select vehicles featuring the highest fuel efficiency available, based on vehicle type and within the designated price range;
- For new buildings and refurbishments – where available use renewable energy and technologies.

### 1.5. PURCHASING THRESHOLDS

Where the value of procurement (excluding GST) for the value of the contract over the full contract period (including options to extend) is, or is expected to be:-

Amount of Purchase	Model Policy
Up to \$10,000	Direct purchase from suppliers requiring only two verbal quotations.
\$10,001 - \$19,999	Obtain at least two verbal or written quotations if possible see Note 1
\$20,000 - \$39,999	Obtain at least three written quotations
\$40,000 - \$149,999	Obtain at least three written quotations containing price and specification of goods and services (with procurement decision based on all value for money considerations). See Note 1
\$150,000 and above	Conduct a public tender process.

Where it is considered beneficial, tenders may be called in lieu of seeking quotations for purchases under the \$150,000 threshold (excluding GST). If a decision is made to seek public tenders for Contracts of less than \$150,000, a Request for Tender process that entails all the procedures for tendering outlined in this policy must be followed in full.

*Note:1 If it is not possible to get the required number of written quotations, a supplier's written "decline to quote" will be sufficient.*



**1.5.1. Up to \$10,000**

Where the value of procurement of goods or services does not exceed \$10,000, purchase on the basis of at least two verbal quotations is permitted. However it is recommended to use professional discretion and occasionally undertake market testing with a greater number or more formal forms of quotation to ensure best value is maintained.

This purchasing method is suitable where the purchase is relatively small and low risk.

Record keeping requirements must be maintained in accordance with record keeping policies. The Local Government Purchasing and Tender Guide contains a sample form for recording verbal quotations.

**1.5.2. \$10,001 to \$19,999**

This category is for the procurement of goods or services where the value of such procurement ranges between \$1,001 and \$19,999.

At least written quotations (or a combination of both) are required. Where this is not practical, e.g. due to limited suppliers, it must be noted through records relating to the process.

The general principles for obtaining verbal quotations are:

- Ensure that the requirement / specification is clearly understood by the Local Government employee seeking the verbal quotations.
- Ensure that the requirement is clearly, accurately and consistently communicated to each of the suppliers being invited to quote.
- Read back the details to the Supplier contact person to confirm their accuracy.
- Written notes detailing each verbal quotation must be recorded.

Record keeping requirements must be maintained in accordance with record keeping policies. The Local Government Purchasing and Tender Guide contains sample forms for recording verbal and written quotations.

**1.5.3. \$20,000 to \$39,999**

For the procurement of goods or services where the value exceeds \$20,000 but is less than \$39,999, it is required to obtain at least three written quotes (commonly a sufficient number of quotes would be sought according to the type and nature of purchase).

The responsible officer is expected to demonstrate due diligence seeking quotes and to comply with any record keeping and audit requirements. Record keeping requirements must be maintained in accordance with record keeping policies.

**NOTES:** The general principles relating to written quotations are;

- An appropriately detailed specification should communicate requirement(s) in a clear, concise and logical fashion.

- The request for written quotation should include as a minimum:
  - Written Specification
  - Selection Criteria to be applied
  - Price Schedule
  - Conditions of responding
  - Validity period of offer
- Invitations to quote should be issued simultaneously to ensure that all parties receive an equal opportunity to respond.
- Offer to all prospective suppliers at the same time any new information that is likely to change the requirements.
- Responses should be assessed for compliance, then against the selection criteria, and then value for money and all evaluations documented.
- Respondents should be advised in writing as soon as possible after the final determination is made and approved.

The Local Government Purchasing and Tender Guide produced by the Western Australian Local Government Association (WALGA) should be consulted for further details and guidance.

#### **1.5.4. \$40,000 to \$149,999**

For the procurement of goods or services where the value exceeds \$40,000 but is less than \$149,999, it is required to obtain at least three written quotations containing price and a sufficient amount of information relating to the specification of goods and services being purchased.

The Local Government Purchasing and Tender Guide has a series of forms including a Request for Quotation Template which can assist with recording details. Record keeping requirements must be maintained in accordance with record keeping policies.

For this procurement range, the selection should not be based on price alone, and it is strongly recommended to consider some of the qualitative factors such as quality, stock availability, accreditation, time for completion or delivery, warranty conditions, technology, maintenance requirements, organisation's capability, previous relevant experience and any other relevant factors as part of the assessment of the quote.

## **1.6. REGULATORY COMPLIANCE**

### **1.6.1. Tender Exemption**

In the following instances public tenders or quotation procedures are not required (regardless of the value of expenditure):

- An emergency situation as defined by the Local Government Act 1995;
- The purchase is under a contract of WALGA (Preferred Supplier Arrangements), Department of Treasury and Finance (permitted Common Use Arrangements), Regional Council, or another Local Government;
- The purchase is under auction which has been authorised by Council;
- The contract is for petrol, oil, or other liquid or gas used for internal combustion engines;

- Any of the other exclusions under Regulation 11 of the Functions and General Regulations apply.

#### **1.6.2. Sole Source of Supply (Monopoly Suppliers)**

The procurement of goods and/or services available from only one private sector source of supply, (i.e. manufacturer, supplier or agency) is permitted without the need to call competitive quotations provided that there must genuinely be only one source of supply. Every endeavour to find alternative sources must be made. Written confirmation of this must be kept on file for later audit.

**Note:** The application of provision “sole source of supply” should only occur in limited cases and procurement experience indicates that generally more than one supplier is able to provide the requirements.

#### **1.6.3. Anti-Avoidance**

The Local Government shall not enter two or more contracts of a similar nature for the purpose of splitting the value of the contracts to take the value of consideration below the level of \$150,000, thereby avoiding the need to publicly tender.

#### **1.6.4. Tender Criteria**

The Local Government shall, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.

The evaluation panel shall be established prior to the advertising of a tender and include a mix of skills and experience relevant to the nature of the purchase.

For Requests with a total estimated (Ex GST) price of:

- Between \$40,000 and \$149,999, the panel must contain a minimum of 2 members; and
- \$150,000 and above, the panel must contain a minimum of 3 members.

#### **1.6.5. Advertising Tenders**

Tenders are to be advertised in a state wide publication e.g. “The West Australian” newspaper, Local Government Tenders section, preferably on a Wednesday or Saturday.

The tender must remain open for at least 14 days after the date the tender is advertised. Care must be taken to ensure that 14 full days are provided as a minimum.

The notice must include;

- a brief description of the goods or services required;
- information as to where and how tenders may be submitted;
- the date and time after which tenders cannot be submitted; and
- particulars identifying a person from whom more detailed information as to tendering may be obtained.

A reference to detailed information includes a reference to:

- such information as the local government decides should be disclosed to those interested in submitting a tender;
- detailed specifications of the goods or services required;
- the criteria for deciding which tender should be accepted;
- whether or not the local government has decided to submit a tender; and
- whether or not the CEO has decided to allow tenders to be submitted by facsimile or other electronic means, and if so, how tenders may so be submitted,
- After a notice has been given under subregulation (1) or (2), a local government may vary the information referred to in subregulation (3) by taking reasonable steps to give each person who has sought copies of the tender documents or each acceptable tenderer, as the case may be, notice of the variation.

#### **1.6.6. Issuing Tender Documentation**

Tenders will not be made available (counter, mail, internet, referral, or other means) without a robust process to ensure the recording of details of all parties who acquire the documentation.

This is essential as if clarifications, addendums or further communication is required prior to the close of tenders, all potential tenderers must have equal access to this information in order for the Local Government not to compromise its Duty to be Fair.

#### **1.6.7. Tender Deadline**

A tender that is not received in full in the required format by the advertised Tender Deadline shall be rejected.

#### **1.6.8. Opening of Tenders**

No tenders are to be removed from the tender box, or opened (read or evaluated) prior to the Tender Deadline.

Tenders are to be opened in the presence of the Chief Executive Officer's delegated nominee and preferably at least one other Council Officer. The details of all tenders received and opened shall be recorded in the Tenders Register.

Tenders are to be opened in accordance with the advertised time and place. There is no obligation to disclose or record tendered prices at the tender opening, and price information should be regarded as commercial-in-confidence to the Local Government. Members of the public are entitled to be present.

The Tenderer's Offer form, Price Schedule and other appropriate pages from each tender shall be date stamped and initialled by at least two Local Government Officers present at the opening of tenders.

**1.6.9. No Tenders Received**

Where the Local Government has invited tenders, however no compliant submissions have been received, direct purchases can be arranged on the basis of the following:

- a sufficient number of quotations are obtained;
- the process follows the guidelines for seeking quotations between \$40,000 & \$149,999 (listed above);
- the specification for goods and/or services remains unchanged;
- purchasing is arranged within 6 months of the closing date of the lapsed tender.

**1.6.10. Tender Evaluation**

Tenders that have not been rejected shall be assessed by the Local Government by means of a written evaluation against the pre-determined criteria. The tender evaluation panel shall assess each tender that has not been rejected to determine which tender is most advantageous.

**1.6.11. Addendum to Tender**

If, after the tender has been publicly advertised, any changes, variations or adjustments to the tender document and/or the conditions of tender are required, the Local Government may vary the initial information by taking reasonable steps to give each person who has sought copies of the tender documents notice of the variation.

**1.6.12. Minor Variation**

If after the tender has been publicly advertised and a successful tenderer has been chosen but before the Local Government and tenderer have entered into a Contract, a minor variation may be made by the Local Government.

A minor variation will not alter the nature of the goods and/or services procured, nor will it materially alter the specification or structure provided for by the initial tender.

**1.6.13. Notification of Outcome**

Each tenderer shall be notified of the outcome of the tender following Council resolution. Notification shall include:

- The name of the successful tenderer
- The total value of consideration of the winning offer

The details and total value of consideration for the winning offer must also be entered into the Tenders Register at the conclusion of the tender process.

**1.6.14. Records Management**

All records associated with the tender process or a direct purchase process must be recorded and retained. For a tender process this includes:

- Tender documentation;
- Internal documentation;

- Evaluation documentation;
- Enquiry and response documentation;
- Notification and award documentation.

For a direct purchasing process this includes:

- Quotation documentation;
- Internal documentation;
- Order forms and requisitions.

Record retention shall be in accordance with the minimum requirements of the State Records Act, and the Local Government's internal records management policy.

**Date Resolved:**

**Amendment:**