



S H I R E O F G N O W A N G E R U P

MINUTES

ORDINARY MEETING OF COUNCIL

23rd May 2018
Commencing at 3:30pm

Council Chambers
28 Yougenup Road, Gnowangerup WA 6335

COUNCIL'S VISION

Gnowangerup Shire – A progressive, inclusive and prosperous community built on opportunity



TABLE OF CONTENTS

OPENING PROCEDURES

1. OPENING AND ANNOUNCEMENT OF VISITORS	1
2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE	1
2.1. ATTENDANCE	1
2.2. APOLOGIES	1
2.3. APPROVED LEAVE OF ABSENCE	1
3. APPLICATION FOR LEAVE OF ABSENCE	1
4. RESPONSE TO QUESTIONS TAKEN ON NOTICE	2
5. PUBLIC QUESTION TIME	3
6. DECLARATION OF FINANCIAL INTERESTS AND INTERESTS AFFECTING IMPARTIALITY	3
7. PETITIONS / DEPUTATIONS / PRESENTATIONS	3
7.1. PETITIONS	3
7.2. DEPUTATIONS	3
7.3. PRESENTATIONS	3
8. CONFIRMATION OF PREVIOUS MEETING MINUTES	3
8.1. ORDINARY MEETING OF COUNCIL MINUTES 24 th APRIL 2018	3
9. USE OF THE COMMON SEAL	4
9.1 COMMON SEAL	4
10. ANNOUNCEMENTS BY ELECTED MEMBERS WITHOUT DISCUSSION	7
10.1. ELECTED MEMBERS ACTIVITY REPORTS	7

REPORTS FOR DECISION

11. COMMITTEES OF COUNCIL	8
11.1 CEO REVIEW COMMITTEE MEETING MINUTES	8
12 STRATEGY AND GOVERNANCE	24
12.1 SUBMISSIONS ON APPLICATION FOR DEVELOPMENT APPROVAL – PUBLIC VIEWING OF JOEYS GNOWANGERUP NEWSAGENCY/CAFE	24
13. CORPORATE SERVICES & COMMUNITY DEVELOPMENT	47
13.1 BUDGET AMENDMENT – SHIRE OF GNOWANGERUP DIGITAL STRATEGY	47
14. INFRASTRUCTURE AND ASSET MANAGEMENT	81
14.1 BUDGET AMENDMENT – PURCHASE OF SOLAR PANELS	81
15. STATUTORY COMPLIANCE	83
16. FINANCE	83
16.1 ACCOUNTS FOR PAYMENT AND AUTHORISATION – APRIL 2018	83
16.2 APRIL 2018 MONTHLY FINANCIAL REPORT	95
16.3 TRANSFER LONG SERVICE LEAVE MS JUDITH STEWART	108
16.4 BUDGET AMENDMENT – FAIR VALUE INFRASTRUCTURE OTHER	111
17. CONFIDENTIAL ITEMS	114
17.1 GARDENING SERVICES TENDER - CANCELLATION	115

OTHER BUSINESS AND CLOSING PROCEDURES

18. URGENT BUSINESS INTRODUCED BY DECISION OF COUNCIL	118
19. MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	118
19.1 WALGA WORKSHOP – ROLES & RESPONSIBILITIES	118

20. DATE OF NEXT MEETING	120
21. CLOSURE	120

OPENING PROCEDURES

1. OPENING AND ANNOUNCEMENT OF VISITORS

Shire President, Keith House welcomed Councillors, Staff and visitors and opened the meeting at 3:32pm.

2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

2.1 ATTENDANCE

Cr Keith House
Cr Fiona Gaze
Cr Chris Thomas
C Richard House
Cr Ben Moore
Cr Lex Martin
Cr Frank Hmeljak
Cr Greg Stewart
Cr Shelley Hmeljak

Shelley Pike
Vin Fordham Lamont
Carol Shaddick
Yvette Wheatcroft
John Skinner
Rena Walker
Maurice Walsh
Phil Shepard

Chief Executive Officer
Deputy Chief Executive Officer
Senior Finance Officer
Manager of Works
Asset and Waste Management Coordinator
Executive Assistant
Environmental Health Officer
Town Planner

Public

Megan Smith
Phil Vardy

2.2 APOLOGIES

Nil

2.3 APPROVED LEAVE OF ABSENCE

Nil

3. APPLICATION FOR LEAVE OF ABSENCE

Nil

4. RESPONSE TO QUESTIONS TAKEN ON NOTICE

Cr R House

Item 12.1

Q1. If there wasn't a cafe would they be able to have the joeys in the shop?

A. Yes they could display joeys if there wasn't a café (with Council approval).

Cr C Thomas

Item 16.4

Q1. Did Griffin Valuations include in their original quotation a variation clause that assigned a value per asset to be applied to additional assets discovered in excess of those covered by their quoted price?

A. No.

Q2. If yes - What was the quoted value per additional asset item?

A. N/A

Q3. If no - What were the additional expenses incurred by Griffin Valuations to justify the additional \$3,600 cost?

A. There was nearly double the number of assets to be valued as was expected - additional time required by contractor to complete inspections and compile report. The list of assets which the original quote was based on came from the previous fair value report from a different valuation company.

Q4. Do we include Standard Conditions in our contract documents with successful tenderers?

A. We have introduced standard conditions of contract recently, but not back in 2016 when this contract was entered into.

Q5. If yes - do those conditions include a section or clause on Variations to Contract?

A. Yes.

Q5A - If yes - did Griffin Valuations apply that clause when seeking additional payment?

A. N/A

Q5B - Has the additional amount of \$3,600 already been paid to Griffin Valuations?

A. No.

Item 12.1

Q19. This matter was first brought to Council's attention as an alleged breach of the Public Health Act and the CEO advised at the time that an infringement notice and fine were to be issued to Mr Vardy. Have all matters related to those allegations been resolved?

A. Council was advised previously that the CEO and the Environmental Health Officer would waive the infringement notice and fine on the condition that the proponent address any outstanding statutory matters.

Q20. I recognise the Officers comment that this matter is for Council to resolve. Can the officer definitively advise - does the proposal conform with all relevant matters related to Town Planning?

A. The Town Planner is satisfied with this agenda item. He will be in attendance at Wednesday's council meeting to speak to the item if required.

5. PUBLIC QUESTION TIME

Nil

6. DECLARATION OF FINANCIAL INTERESTS AND INTERESTS AFFECTING IMPARTIALITY

Cr S Hmeljak – Item 12.1 Financial

Cr F Hmeljak – Item 12.1 Financial

7. PETITIONS / DEPUTATIONS / PRESENTATIONS

7.1 PETITIONS

7.2 DEPUTATIONS

7.3 PRESENTATIONS

8. CONFIRMATION OF PREVIOUS MEETING MINUTES

8.1 ORDINARY MEETING OF COUNCIL MINUTES 24th APRIL 2018

COUNCIL RESOLUTION

Moved: Cr C Thomas

Seconded: Cr R House

0518.41 That the minutes of the Ordinary Council Meeting held on 24th April 2018 be confirmed as a true record of proceedings.

UNANIMOUSLY CARRIED: 9/0

9. USE OF THE COMMON SEAL

9.1	COMMON SEAL
Location:	Shire of Gnowangerup
Proponent:	N/A
Business Unit:	Strategy and Governance
Date of Report:	15 th May 2018
Officer:	S Pike - Chief Executive Officer
Disclosure of Interest:	Nil

ATTACHMENT

- Copy of Common Seal Register

PURPOSE

This report is a standard report and for noting purposes only.

BACKGROUND

Section 2.5 of *the Local Government Act 1995* states that a Local Government is a Body Corporate with perpetual succession and a common seal. A document is validly executed by a Body Corporate when the common seal of the Local Government is affixed to it by the Chief Executive Officer, and the President/Chairman and the Chief Executive Officer attest the affixing of the seal.

Since the last meeting of Council the common seal has been applied to the:

- Gnowangerup Pistol Club Inc. Lease Agreement

The Chief Executive Officer is primarily responsible for the governance role of the Shire of Gnowangerup which includes ensuring all legislative requirements are complied with including: adopting plans and reports, accepting tenders, directing operations, setting and amending budgets. This use of the Common Seal is a Standard Report for noting by Council.

All documents validly executed will have the common seal affixed and the President and the Chief Executive Officer's attestations affixing the seal. Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied.

POLICY IMPLICATIONS

Nil

LEGISLATIVE IMPLICATIONS

Section 2.5(2) of the Local Government Act 1995. The local government is a body corporate with perpetual succession and a common seal Section 9.49. Documents, how authenticated. A document, is, unless this Act requires otherwise, sufficiently authenticated by a local government without its common seal if signed by the CEO or an employee of the local government who purports to be authorised by the CEO to so sign.

CONCLUSION

This is a standard report for Elected Members' information.

COMMON SEAL REGISTER

Register Reference No	Party (company etc.)	Description e.g. Contract Agreement	Date Signed	Resolution No.	Signed
009	Gnowangerup Pistol Club Inc. Lease Agreement	<ul style="list-style-type: none"> Lease Agreement commencing on the 1st April 2018, expiring on the 31st March 2023 	19/04/2018		Yes

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

10.1 ELECTED MEMBERS ACTIVITY REPORT

Date of Report: 15th May 2018

Councillors: Various

Attended the following meetings/events

Cr F Gaze: Attended Premiere of movie Breath held on 21st April, GSDC meeting in Katanning held on 27th April and the Briefing Session held on 9th May.

Cr C Thomas: Attended the Briefing Session held on 9th May.

Cr R House: Attended the Great Southern Regional Roads Group meeting held on 30th April and the Briefing Session held on 9th May.

Cr B Moore: Malleefowl meeting held on 2nd May and the Briefing Session held on 9th May

Cr L Martin: Nil

Cr F Hmeljak: Attended the Briefing Session held on 9th May.

Cr G Stewart: Attended the Briefing Session held on 9th May.

Cr S Hmeljak: Attended the Briefing Session held on 9th May.

Cr K House: Attended Anzac service held on 26th April, WALGA Great Southern Zone meeting held on 27th April, Great Southern Regional Roads Group meeting held on 30th April and the Briefing Session held on 9th May.

11. COMMITTEES OF COUNCIL

11.1 CEO REVIEW COMMITTEE MEETING MINUTES

Location: Shire of Gnowangerup
Proponent: N/A
File Ref: ADM
Date of Report: 15th May 2018
Business Unit: Strategy and Governance
Officer: S Pike - Chief Executive Officer
Disclosure of Interest: Nil

ATTACHMENT

- Minutes of the CEO Review Committee Meeting held on Wednesday 9th May 2018 (Tabled at Meeting)

PURPOSE OF THE REPORT

To advise Council of the CEO Review Committee Meeting held on Wednesday 9th May 2018 and seek its endorsement of the Committee resolution.

BACKGROUND

The CEO Review Committee met on Wednesday 9th May 2018 and made the following resolution:

That the CEO Review Committee recommend to council:

- **Accept the quote of \$3,500 plus meals/accommodation and appoint John Phillips Consulting to facilitate the 2018 CEO Annual Review; and**
- **Authorise the CEO to enter into an appropriate contract with John Phillips Consulting.**

COMMENTS

Nil

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple majority

COUNCIL RESOLUTION

Moved: Cr L Martin

Seconded: Cr F Gaze

0518.42 That Council:

- **Accept the quote of \$3,500 plus meals/accommodation and appoint John Phillips Consulting to facilitate the 2018 CEO Annual Review; and**
- **Authorise the CEO to enter into an appropriate contract with John Phillips Consulting.**

UNANIMOUSLY CARRIED: 9/0

Cr S Hmeljak and Cr F Hmeljak left the room at 3:44pm

Cr S Hmeljak and Cr F Hmeljak re-entered the room at 3:45pm

Cr S Hmeljak and Cr F Hmeljak left the room at 3:48pm



MINUTES

CEO REVIEW COMMITTEE

9 May 2018

Commencing at 5:00pm

Council Chambers

28 Yougenup Road, Gnowangerup WA 6335

TABLE OF CONTENTS

AGENDA

1. OPENING AND ANNOUNCEMENT OF VISITORS	1
2. ATTENDANCE / APOLOGIES	1
2.1. ATTENDANCE	1
2.2. APOLOGIES	1
3. ELECTION OF PRESIDING AND DEPUTY PRESIDING MEMBERS	2
3.1. ELECTION OF PRESIDING AND DEPUTY PRESIDING MEMBERS	2
4. CONFIRMATION OF PREVIOUS MEETING MINUTES	5
5. GENERAL BUSINESS	5
5.1. 2018 ANNUAL CEO PERFORMANCE REVIEW – APPOINTMENT OF CONSULTANT	6
6. DATE OF NEXT MEETING	12
7. CLOSURE	12

1. OPENING AND ANNOUNCEMENTS OF VISITORS

Acting Chief Executive Officer Vin Fordham Lamont, welcomed Councillors and Staff and opened the meeting at 5:50pm.

2. ATTENDANCE/ APOLOGIES

2.1 ATTENDANCE

Cr Keith House
Cr Fiona Gaze
Cr Chris Thomas
Cr Richard house
Cr Ben Moore
Cr Lex Martin
Cr Frank Hmeljak
Cr Greg Stewart
Cr Shelley Hmeljak

Vin Fordham Lamont
Rena Walker

Acting Chief Executive Officer
Executive Assistant

2.2 APOLOGIES

N/A

3. ELECTION OF PRESIDING AND DEPUTY PRESIDING MEMBERS

3.1	ELECTION OF PRESIDING AND DEPUTY PRESIDING MEMBERS
Proponent:	N/A
File Ref:	
Date of Report:	9 th May 2018
Business Unit:	Strategy and Governance
Officer:	V Fordham Lamont – Acting CEO
Disclosure of Interest:	Nil

ATTACHMENTS

Nil

PURPOSE OF THE REPORT

As this is the first Committee meeting since the Ordinary Council Elections in 2017, election of a Chairperson for the Committee must be conducted as the first order of business.

BACKGROUND

The Local Government Act 1995 (Act), Section 5.12 states that the election of a presiding member of a Committee is to be in accordance with Schedule 2.3 Division 1 and, if applicable, Schedule 4.1 of the Act (Schedule 4.1 dealing with elections where more than one candidate runs for the position):

- The office is to be filled as the first matter dealt with at the first meeting of the committee after an ordinary elections day.
- The CEO is to preside at the meeting until the office is filled.
- The committee is to elect a committee member to fill the office.
- The election is to be conducted by the CEO in accordance with the procedure prescribed.
- Nominations for the office are to be given to the CEO in writing before the meeting or during the meeting before the close of nominations.
- Nominations close at the meeting at a time announced by the CEO, which is to be a sufficient time after the announcement by the CEO that nominations are about to close to allow for any nominations made to be dealt with.
- If a committee member is nominated by another committee member, the CEO is not to accept the nomination unless the nominee has advised the CEO, orally or in writing, that he or she is willing to be nominated for the Office.
- The committee members are to vote on the matter by secret ballot as if they were electors voting at an election.
- In accordance with Schedule 4.1 Division 1, where there are two candidates for the position and an election takes place, the candidate who has the greatest number of votes is elected – if the candidates have an equal number of votes, lots are drawn in accordance with regulations to determine which candidate is elected. The candidate whose name is drawn out is elected. If there are three or more candidates for the position, clauses 3 to 25 of Schedule 4.1 Division 2 are applicable.

- In accordance with cl. 5 (1) of Schedule 2.3 Division 1, the votes cast are to be counted, and the successful candidate determined, in accordance with the procedures set out in Schedule 4.1 (which deals with determining the results of an election) as if those votes were votes cast at an election.
- If, when the votes cast under clause 4 (5) of Schedule 2.3 Division 1 (secret ballot) are counted, there is an equality of votes between 2 or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued and the meeting is to be adjourned for not more than 7 days.
- Any nomination for the office may be withdrawn and further nominations may be made, before or when the meeting resumes.
- When the meeting resumes, the committee members are to vote again.

COMMENTS

Committee members are required to elect a chairperson from amongst themselves in accordance with the Local Government Act 1995.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995- s. 5.12

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT CONSIDERATIONS

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

ELECTION

Election of Presiding Member (Chairperson)

The Acting Chief Executive Officer called for nominations for the position of presiding member. The following nominations were received:

Cr Lex Martin nominated Cr Keith House. Cr Keith House accepted the nomination.

As there were no further nominations the Acting Chief Executive Officer closed nominations and declared Cr Keith House elected unopposed to the position of presiding member.

Election of Deputy Presiding Member (Deputy Chairperson)

The presiding member assumed the chair and called for nominations for the position of deputy presiding member. The following nominations were received:

Cr Greg Stewart nominated Cr Fiona Gaze. Cr Fiona Gaze accepted the nomination.

As there were no further nominations the presiding member closed nominations and declared Cr Fiona Gaze elected unopposed to the position of deputy presiding member.

4. CONFIRMATION OF PREVIOUS MEETING MINUTES

CEO REVIEW COMMITTEE MEETING 23rd AUGUST 2017

COMMITTEE RECOMMENDATION

Moved: Cr B Moore

Seconded: Cr S Hmeljak

CRC0518. That the minutes from the CEO Review Committee Meeting held on 23rd August 2017 be confirmed as true and correct.

UNANIMOUSLY CARRIED: 9/0

5. GENERAL BUSINESS

PROCEDURAL MOTION

Moved: Cr L Martin

Seconded: Cr C Thomas

CRC0518. That the CEO Review Committee:

Close the meeting to members of the public and staff in order to discuss the items which are considered confidential due to the matter affecting an employee or employees.

UNANIMOUSLY CARRIED: 9/0

5.1 2018 ANNUAL CEO PERFORMANCE REVIEW – APPOINTMENT OF CONSULTANT

Proponent: N/A
File Ref:
Date of Report: 1st May 2018
Business Unit: Strategy and Governance
Officer: V Fordham Lamont – Acting CEO
Disclosure of Interest: Nil

ATTACHMENTS

- Quotes from:
 - John Phillips Consulting
 - Price Consulting Group Pty Ltd
 - The Futures Group
- 360 Degree Survey Report from The Futures Group
- Evaluation Report

PURPOSE OF THE REPORT

For Council's CEO Review Committee to recommend to Council the appointment of a consultant to undertake the CEO Performance Review for 2018.

BACKGROUND

The position of Chief Executive Officer is a designated position under the Local Government Act. Historically the review has been completed by an external consultant who has worked with the CEO Review Committee to ensure a transparent process.

COMMENTS

A list of appropriate consultants was obtained from WALGA and the CEO was requested to select three consultants for the CEO Review Committee to select from. These three were requested to provide a quote to undertake the work and quotes were subsequently received from each of them.

CONSULTATION

Shire of Irwin
Shire of Denmark
Shire of Dardanup

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995

Part 5 Administration

Division 4 Local government employees

5.38. Annual review of certain employees' performances

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

Local Government (Administration) Regulations 1996

Part 4 Local government employees

18D. Performance review of CEO, local government's duties as to

A local government is to consider each review on the performance of the CEO carried out under section 5.38 and is to accept the review, with or without modification, or to reject the review.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The successful consultant's costs will be included in the 2018/2019 Budget as the review will be undertaken during that financial year.

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT CONSIDERATIONS

Strategic Risk Category: Corporate Governance

Sub-category: Ineffective Governance Framework

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The CEO Review Committee can choose not to recommend a consultant and undertake the review itself but this could result in important compliance and risk management issues being overlooked due to elected members not necessarily having the requisite HR/IR skills and knowledge.

CONCLUSION

It is a legislative requirement to conduct an annual CEO performance review. The CEO Review Committee has been provided with the information required to select an appropriate consultant (see attachments). The Acting CEO has made a recommendation based on the information provided in the quotes.

VOTING REQUIREMENTS

Simple majority

COMMITTEE RECOMMENDATION

Moved: Cr C Thomas

Seconded: Cr S Hmeljak

0518. That the Committee recommend Council to:

- **Accept the quote of \$3,500 plus meals/accommodation and appoint John Phillips Consulting to facilitate the 2018 CEO Annual Review; and**
- **Authorise the CEO to enter into an appropriate contract with John Phillips Consulting.**

UNANIMOUSLY CARRIED: 9/0

Questions by Committee Members:

Cr C Thomas:

Q1:

The draft proposal for Council to consider specifies a quotation of \$3,500 plus meals and accommodation. I can identify proposals from \$3,300; \$3,850 and \$2,750. All of these are inclusive of GST. Please specifically identify which proposal you are supporting.

V Fordham Lamont

We always use ex GST figures in LG finances. The John Phillips proposal for \$3,850 includes GST so therefore, the ex GST figure is \$3,500. I believe that is option 2 in this quote.

Cr C Thomas:

Q2:

I note that the proposal from the Futures Group includes a 360 degree feedback process. This is a very good process. Was this a part of the requested bid process or did they tag it on as an extra?

V Fordham Lamont

it wasn't specifically asked for but I know that Shelley is keen on the 360 degree feedback. In the evaluation sheet, I subtracted the portion of The Futures Group's quote relating to the 360 degree survey. I noted that at least one of the other consultants' quotes also provided 360 degree feedback as an optional extra. Hope this helps with your deliberations.

Cr C Thomas:

Q3:

To Confirm, if 360 feedback is requested then this would be an extra cost on the John Phillips quotation?

V Fordham Lamont

Yes.

Cr C Thomas:

Q4:

I note Consultation was undertaken with the Shires of Irwin, Denmark and Dardanup. Who undertook the consultation on behalf of the Shire of Gnowangerup?

V Fordham Lamont

The Acting CEO

Cr C Thomas:

Q5:

What was the nature of the consultations and why were these particular shires selected for consultation?

V Fordham Lamont

Simple conversations about Shire's perspective on the quality of the performance review process facilitated by the respective consultants. The Shires were selected because they were mentioned in the consultants' quotes. I did not approach elected members of the LGs as I don't believe it is my place to do so.

Cr C Thomas:

Q6:

Specifically, who gave the advice from each Council and what was their official position in their respective council structure?

V Fordham Lamont

The CEOs gave the advice from each Council. Mark Chester from Dardanup because he is a very experienced CEO and is well respected throughout the industry. Bill Parker from Denmark because many Gnowangerup Councillors will have experience dealing with him on a professional basis and because Denmark Shire has had issues in the past. Darren Simmons from Irwin because the Shire of Irwin is a very stable organisation.

Cr C Thomas:

Q7:

What advice did each of the consultants give?

V Fordham Lamont

Dardanup - Natalie from Price Consulting was very thorough and the CEO and Council would definitely use her again. Denmark - John Phillips is a gun; the best in the game. Irwin - Kerry is a no-nonsense professional who represents both sides equally. She is a good facilitator, a straight talker and discrete. She empowered the parties to do a lot of the negotiating directly between themselves.

Cr C Thomas:

Q8:

John Phillips Consulting proposal:

I note that John Phillips is a sole trader / Owner of the consulting firm making the recommended proposal. Is Mr Phillips known to the CEO on any personal basis?

V Fordham Lamont

Not that I am aware.

Cr C Thomas:

Q9:

Has the CEO had any previous professional dealings with Mr Phillips?

V Fordham Lamont

Not that I am aware. Perhaps the longer standing members of Council might have additional knowledge of this.

PROCEDURAL MOTION

Moved: Cr L Martin

Seconded: Cr F Hmeljak

CRC0518. That the Committee:

Reopen the meeting to staff and members of the public.

UNANIMOUSLY CARRIED: 9/0

6. DATE OF NEXT MEETING

That the next CEO Review Committee meeting be held on atpm.

7. CLOSURE

There being no further business, Chairperson Cr Keith House thanked Committee members and Staff for their time and closed the meeting at 6.37 pm.

12. STRATEGY AND GOVERNANCE

12.1	SUBMISSIONS ON APPLICATION FOR DEVELOPMENT APPROVAL – PUBLIC VIEWING OF JOEYS GNOWANGERUP NEWSAGENCY/CAFE
Location:	No. 36 (Lot 18) Yougenup Road, Gnowangerup
Proponent:	Philip Vardy
File Ref:	A1141
Date of Report:	15 th May 2018
Business Unit:	Strategy and Governance
Officer:	P Shephard - Planning Officer
Disclosure of Interest:	Nil

ATTACHMENTS

Copy of submissions

PURPOSE OF THE REPORT

To consider the submissions received from the public advertising of the proposal for development approval to use part of the newsagency/cafe building for public display of young orphaned kangaroos.

BACKGROUND

The Shire became aware of the use/development of a small portion of the newsagency/cafe building for public display of young orphaned kangaroos within a newly constructed room. Staff advised the proponent that the use/development requires development approval to be undertaken and subsequently an application was submitted by the proponent.

The application was then considered by the Council at its 28 March 2018 meeting (Resolution: 0318.19) and resolved as follows:

That Council:

In accordance with c.4.4.2b) of LPS2 determine the proposal for the use/development of a small portion of the newsagency/cafe building for public display of young orphaned kangaroos within a confined room at No. 36 (Lot 18) Yougenup Road, Gnowangerup may be consistent with the objectives for the Town Centre zone and undertake referral to adjoining/nearby landowners and advertise the proposal for public comment for a period of not less than 14-days

The proposal has now been referred/advertised for comment as required by Council and a total of 9 submissions have been received for consideration.

COMMENTS

Proposal

The use/development has included constructing a 4m x 2m room (8m² in area) with public viewing window. The room is constructed of coolroom/fridge panels (See images below). An on-site meeting with the proponent to discuss the proposal and seek additional information was undertaken.

The proponent has advised:

- There will be no more than 3 joeys on display at one time and sometime of the year it is expected there will be none.
- There is no definite time period for caring for the joeys and each depends on its individual circumstances.
- The joeys can be viewed during normal shop hours 8am – 5pm on weekdays and 8am – 12 noon Saturdays.
- Other than these times above, the joeys are kept at home/farm.
- No-one can access the joeys from inside the shop and the joeys are confined to the room with carer access from the rear of the building.
- The activity will have no impact on the newsagency/café and they consider it a benefit for tourists and an attraction in Gnowangerup.



Front wall of kangaroo room showing public viewing window



Access door for carers at back of building looking through to public viewing window

As noted by the proponent, the rest of the building internally remains a newsagency (140m²) and café/kitchen area (70m²). The proponent has provided some evidence of accreditation/training for the caring of wildlife and is aware of their responsibility to obtain further approvals from the Department of Parks and Wildlife (pending this application).

The property is 1,012m² in area and has frontage to Yougenup Road and rear accessway.

The property is zoned Town Centre under LPS2 and is connected to water supply, sewer, electricity and telecommunications infrastructure.

Local Planning Scheme No. 2 controls

The proposal is primarily to use part of the newsagency/cafe building for public display of young orphaned kangaroos.

The objectives for the Town Centre zone (c.4.2) under LPS2 are:

To provide for retail shopping, office and commercial development, and social, recreational and community activities servicing the town as a whole.

As mentioned above, the proposed land use was determined by Council to be a 'use not listed' and the application was advertised for public comment as required under LPS2.

Submissions

The closing date for submissions was Friday 20 April 2018 and 9 submissions (copy attached) were received, mainly from local residents (2 submissions from Albany and York). There were 6 submissions supporting the proposal and 3 opposing the proposal. Of the 7 submissions received from residents: 6 supported the proposal and 1 opposed the proposal. No submissions were received from adjoining landowners that had the application directly referred to them with an invite to comment.

The submissions supporting the proposal have no objections to the display of the joeys in the shop and consider the activity will assist to promote the town. They also comment on the benefits to tourism from the display and advise that there are cat and dog cafes in Perth where food is served, and the animals can be patted etc.

The submissions opposing the proposal have objections to the display of the joeys in the shop and do not consider the proposal is in the best interest of rehabilitating the orphaned kangaroos. They also comment that the proposal is not compliant with Department of Biodiversity, Conservation and Attractions' or Public Health rules/regulations and do not support the use of the orphaned kangaroos (or other animals) to generate income.

It is clear from the submissions received, that local residents support the proposal without condition. The submissions opposing the proposal raise two important matters being the approval required from the Department of Biodiversity, Conservation and Attractions to display/educate the orphaned kangaroos and the need for the proposal to comply with Health rules/regulations.

The Department of Biodiversity, Conservation and Attractions were requested to provide comment on the proposal and advised that they have received an application from the proponent's staff member in December 2017 for a licence to keep fauna for educational or public purposes at the newsagency. The Department have advised that due to the applicant being unable to meet a condition of the licence which requires '*2. The licensee to comply with all relevant local authority by-laws*', the license was not granted.

The Department also advised of other applications received from the applicant for licences to display at markets.

The Department's advice is clear "if the proposal is not approved by the Shire then a licence will not be granted".

Staff sought comment from the Department of Health (Food Unit) staff on the proposal. The Food Act/Regulations and associated Food Safety Standards do not permit live animals to be in areas where food is handled (other than a guide dog etc.). There are allowances for alfresco/outdoor dining areas. The requirements for any premises are to be determined by the Environmental Health Officer in accordance with these rules.

The Shire's Building Surveyor has advised that the retrospective building approval can be provided subject to conditions including changing class of building, toilets, public access/egress and shatterproof glass to viewing window etc.

The motives of the proponent and staff member to assist these injured animals is acknowledged. The proposal is considered more suited to a rural or larger property where there is no potential conflict with other requirements and there is sufficient land to enable the orphaned kangaroos to be rehabilitated without restriction.

Retrospective Development Approval

The Council can grant retrospective development approval to uses or developments (s.164 of the *Planning and Development Act 2005* and cl.65 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The fee for a retrospective development application is the normal application fee (in this case) \$147.00 plus, by way of penalty, twice that fee which equals a total fee of \$441.00 as set out in the adopted 2017/18 Schedule of Fees and Charges.

In considering the penalties that may apply to the landowner, given that the works were completed without the required building approval, the proponent will now be required to engage a building certifier to prepare plans and obtain a Certificate of Design Compliance including undertaking any necessary upgrading to the construction standards to meet public building and Building Code of Australia requirements.

The other options available to Council to penalise the landowner/operator, if considered necessary due to the breaches of LPS2, could include a fine penalty being issued for the breach of the scheme, prosecution for the non-compliance and fine penalty for the period of non-compliance or to require the unauthorised development be removed and the site restored.

As the landowners have responded to staff's request to complete the necessary planning application form and provided additional information when requested, no further action regarding the breach of LPS2 is recommended or considered necessary. The Council should advise the landowner of the serious nature of the breaches committed and remind them of their obligations to comply with relevant legislation and that any further breaches will result in the Council considering possible prosecution.

LPS2 Considerations

The *Planning and Development (Local Planning Schemes) Regulations 2015* (c.67) requires the Council in considering an application for development approval have regard to those matters relevant to the application from the list. Those relevant matters are discussed in the table below:

Matter to be Considered	Response
(m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;	The proposal involves a small internal room in the shop/café only.
(n) the amenity of the locality including the	The proposal is not expected to negatively

Matter to be Considered	Response
<p>following-</p> <p>(i) environmental impacts of the development;</p> <p>(ii) the character of the locality;</p> <p>(iii) social impacts of the development;</p>	<p>impact on the environment, character or amenity of this locality.</p>
<p>(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;</p>	<p>The land is not affected by any of these identified risks.</p>
<p>(r) the suitability of the land for the development taking into account the possible risk to human health or safety;</p>	<p>Given the requirements of the Food Act/Regulations noted above, the proposal may increase risk to human health or safety.</p>
<p>(s) the adequacy of -</p> <p>(i) the proposed means of access to and egress from the site; and</p> <p>(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;</p>	<p>The proposal does not propose any changes to the existing access/egress points from the site.</p> <p>The viewing room would reduce the floor area for the shop/café and no additional car parking is considered necessary in this instance.</p>
<p>(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;</p>	<p>The proposal is not expected to generate any substantial increase in traffic to the site or adversely affect traffic flow or safety in the area.</p>
<p>(u) the availability and adequacy for the development of the following -</p> <p>(i) public transport services;</p> <p>(ii) public utility services;</p> <p>(iii) storage, management and collection of waste;</p> <p>(iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);</p> <p>(v) access by older people and people with disability;</p>	<p>Any access requirements will be determined through the Building Permit process.</p>
<p>(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;</p>	<p>The proposal has majority support from the residents that provided submissions. Supporters comment that the proposal will have a positive impact on the town.</p>
<p>(y) any submissions received on the application;</p>	<p>See comments in report.</p>

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Proponent (Philip Vardy)

Environmental Health Officer

Building Surveyor

Department of Biodiversity, Conservation and Attractions

Department of Health (Food Unit)

The proposal was advertised from 4th April – 20th April (16-days) which achieves the minimum comment period of 14-days.

LEGAL AND STATUTORY REQUIREMENTS

Planning and Development Act 2005 and *Planning and Development (Local Planning Schemes) Regulations 2015* – the Shire of Gnowangerup LPS2 is an operative local planning scheme under the Act and Regulations.

This is a discretionary decision and the proponent has a right to request a review of any decision and/or condition made by the Local Government to the State Administrative Tribunal if aggrieved by the decision and/or any condition.

POLICY IMPLICATIONS

There are no Local Planning Policies that apply to this report.

RISK MANAGEMENT CONSIDERATIONS

The item covers several risk areas to Council functions including compliance. The organisational risk and proposed treatment or mitigation is summarised in the following table from the Shire's Risk Management Plan:

Risk Description	Risk Likelihood	Risk Consequence	Risk Classification	Risk Treatment
Council does not approve the proposal	Possible (3)	Minor (2)	Moderate (6)	Monitor. Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring

FINANCIAL IMPLICATIONS

The activity was originally commenced without development approval and the proponent is required to pay a development application fee of \$441.00. In addition, advertising charges will be recouped from the proponent.

STRATEGIC IMPLICATIONS

The report impacts on the following item in the Strategic Community Plan 2017 – 2027 as follows:

THEME 1	SUSTAINABLE BUSINESS GROWTH
Objectives	Strategic Initiatives
3. Enhance and develop the tourism industry to promote growth and prosperity.	3.2 Leverage our environmental, built, heritage and social assets in the promotion of tourism.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council has a number of options available to it, which are discussed below:

- 1 Not support the proposal
The Council can choose to refuse the proposal, giving reasons for the refusal.
- 2 Support the proposal
The Council can choose to approve, in part or whole, and with or without conditions.
- 3 Defer the proposal
The Council can choose to defer the matter for a period of time and seek additional information from the proponent or Department of Health or others, if deemed necessary to complete the assessment, before proceeding to make a decision. The Council may also decide to discuss the matter further at a briefing session or similar.

CONCLUSION

The proposal for the use/development of a small portion of the newsagency/cafe building for public display of young orphaned kangaroos is for the Council to determine and the options available are listed for consideration.

VOTING REQUIREMENTS

Simple majority

OFFICERS RECOMMENDATION

Moved: Cr C Thomas

Seconded: Cr G Stewart

0518. That Council:

- 1) Note the submissions received and advise the submitters of the decision accordingly.
- 2) Approve the proposal for the use/development of a small portion of the newsagency/cafe building for public display of young orphaned kangaroos within a confined room at No. 36 (Lot 18) Yougenup Road, Gnowangerup subject to compliance with the following conditions:
 - a) Compliance with the directions of the Environmental Health Officer regarding food safety within the building.
 - b) The proponent to obtain building approval for the unauthorised construction (walls etc.) to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor.

OR

- 2) Refuse the proposal for the use/development of a small portion of the newsagency/cafe building for public display of young orphaned kangaroos within a confined room at No. 36 (Lot 18) Yougenup Road, Gnowangerup for the following reasons:
 - a) The proposal is not considered consistent with the objectives for the Town Centre zone and the activity is more suited to a rural or larger property away from the town centre where there is no potential conflict with other requirements and there is sufficient land to enable the orphaned kangaroos to be rehabilitated without restriction.
- 3) Require the proponent to remove the unauthorised construction (walls etc.) to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor.

UNANIMOUSLY CARRIED: 0/0

AMENDMENT:

During debate, Cr K House moved the following amendment to the staff recommendation:

- “1) Note the submissions received and advise the submitters of the decision accordingly.*
- 2) Approve the proposal for the use/development of a small portion of the newsagency/cafe building for public display of young orphaned kangaroos within a confined room at No. 36 (Lot 18) Yougenup Road, Gnowangerup subject to compliance with the following conditions:*
 - a) Compliance with the directions of the Environmental Health Officer regarding food safety within the building.*
 - b) The proponent to obtain building approval for the unauthorised construction (walls etc.) to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor.*
- 3) Officers to add that approval for all departments required prior to joey’s being on display.”*

Cr L Martin Seconded Cr K House proposed amendment.

At the conclusion of debate the Shire President put Cr K House proposed amendment, which reads:

Moved: Cr K House

Seconded: Cr L Martin

- 1) Note the submissions received and advise the submitters of the decision accordingly.
- 2) Approve the proposal for the use/development of a small portion of the newsagency/cafe building for public display of young orphaned kangaroos within a confined room at No. 36 (Lot 18) Yougenup Road, Gnowangerup subject to compliance with the following conditions:
 - a) Compliance with the directions of the Environmental Health Officer regarding food safety within the building.
 - b) The proponent to obtain building approval for the unauthorised construction (walls etc.) to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor.
- 3) Officers to add that approval for all departments required prior to joey's being on display.

CARRIED: 6/1

COUNCIL RESOLUTION

Moved: Cr K House

Seconded: Cr L Martin

0518.43 That Council:

- 1) Note the submissions received and advise the submitters of the decision accordingly.
- 2) Approve the proposal for the use/development of a small portion of the newsagency/cafe building for public display of young orphaned kangaroos within a confined room at No. 36 (Lot 18) Yougenup Road, Gnowangerup subject to compliance with the following conditions:
 - a) Compliance with the directions of the Environmental Health Officer regarding food safety within the building.
 - b) The proponent to obtain building approval for the unauthorised construction (walls etc.) to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor.
- 3) Officers to add that approval from all relevant departments prior to the joey's being displayed.

CARRIED: 6/1

Kirs Bo d

From:

Sent:

To:

Subject:

Categories:

EasyRecordsAutoDisposal

As a wildlife carer of joeys, I find this proposal would not be in the best interest of the joeys. Joeys are not meant to be a drawcard for a business, they should be in a quiet environment away from strange smells (cooking) and noises (children and adults knocking on the windows). They should be in a space with fresh air circulating, they should have grass under their feet, they shouldn't be confined in a small area, they need to run free and the only sounds should be sounds of nature. If these are little joeys still in pouches, that is where they should be and kept quiet. Joeys that are put under undue stress can quickly deteriorate and die. They need a safe and quiet environment, with minimal contact with humans. Joeys should be rescued, rehabilitated and released, not used for human entertainment. I am not sure how this works with DBCA. They need to have a carer who is constantly aware of what is going on and not one distracted by work.



Cancellation policy:

We well understand that circumstances change and cancellation of bookings is sometimes necessary. We have the following policy in place in an effort to ensure that we and our guests are treated fairly.

1. In the event of confirmed cancellation prior to 30 days before your arrival date you may incur a \$50 fee.
2. In the event of confirmed cancellation within 30 days of your expected arrival date we will of course attempt to re-let the room. If we are able to re-let the room then you may only be charged a \$50 fee, otherwise you will be charged for the accommodation booked.
4. In the event of a failure to show on the booked date we will continue to hold your booking and charge you for those nights. We will not attempt to re-let your suite until we are notified.
5. Full Payment is due 30 days before your arrival at HideAway Haven, unless negotiated. We will charge your credit card (including credit card charge) for the full amount, or contact us for EFT details.
6. Credit Card Charges are not refundable

We recommend travel insurance to cover you in the case of emergency

Kirsty Boyd

From: [REDACTED]
Sent: Thursday, 5 April 2018 4:51 PM
To: Kirsty Boyd
Subject: [REDACTED]

Categories: EasyRecordsAutoDisposal

To Whom It May Concern:

I am writing in response to the application regarding a cafe/newsagency being allowed to have a SMALL portion of the newsagency to house and show joeys which are in for rehabilitation.

As a Government Department, surely the first thing to do, would be look into the Standards set down in black and white by another Government Department, before even entering into a community involvement discussion.

These STANDARDS are set down for ALL carers and rehabilitators to abide by, and it states quite straightforwardly, RESCUE, REHABILITATE and RELEASE. Nowhere does it state rescue, put on show and release.

Enclosures are to be a specific size with specific exercise areas away from as much human contact as possible. Kangaroos are wild creatures who should be treated with respect during recovery and rehabilitation, not put on show for the general public to gawk at, especially in a business situation. Fresh air, controlled temperature, quiet areas, regular feed times and minimal human contact is a major part of raising joeys. I am led to believe that the health and safety issues have been resolved by the owners by not preparing food on the premises, but don't they still serve food and wash up in the premises? Air conditioners are certainly not recommended.

Who looks after the joeys when they have customers, to ensure no one is flashing cameras, children aren't knocking on the glass or scaring the living daylights out of these already compromised creatures? Myopathy can cause death within hours of a joey being frightened, scared or stressed. A horrible way to die! Diarrhea is another killer of joeys which is caused by many things including heat, cold, stress, lack of food, excessive noise and lack of correct care. Not pleasant to see this in a small portion of a cafe/newsagency.

Wildlife should not be used in anyway shape or form to bring in revenue or as an attraction. If a person or persons wish to educate the general public on our unique wildlife, in this case joeys, then run a video, sell postcards, sell wildlife books, supply basic rescue kits for travellers, anything but put them on show.

Please ask yourselves.

Why are they doing it?

Do they have the full qualifications?

Do they have the correct standards that are set down by DBCA?

Do they have knowledge of correct procedures when dealing with sick joeys?
Do they have a back up team to serve in the shop when it is busy and the carer has to feed the joeys?

I realize this is surfacing again and it scares me to think that anyone at all would even consider putting joeys or any animal on show to boost revenue, if that's what this is all about. By all means promote our unique wildlife but not in show and tell. Follow the rules that they were taught (if they have completed their full training through DBCA) and not just contact with other carers and friends and family.

I feel this is a serious matter. I promote wildlife rehabilitation whenever and wherever I can, but it's not by putting the wildlife in danger or on show in a public place.

I beg you to consider the joey in this case and the freedom it deserves.

Thank you for taking the time to read this email. I do appreciate it and I hope it gives you another insight into wildlife care.

Many thanks

Take care

[REDACTED]

[REDACTED]

Shelley Pike
Shire of Snowy Mountains
Executive Office

Re: Live young Kangaroos:

Dear Madam,
We do not have any objection
to the public display of the young
Kangaroos with in the
room at Lot 18 (no 36 Youngenah
Road Snowy Mountains).

How many people have seen live
young Kangaroos?

[REDACTED]

Phil Shephard

From: Shelley Pike
Sent: Monday, 9 April 2018 9:02 AM
To: Phil Shephard
Subject: FW: Kangaroos Vs Public Health
Attachments: 0145_001.pdf

Fyl

Kind Regards

Shelley Pike | Chief Executive Officer
28 Yougenup Rd, Gnowangerup WA 6335 | Shire of Gnowangerup



T (08) 9827 1007
F (08) 9827 1377
M 0428 982 710
E ceo@gnowangerup.wa.gov.au
W www.gnowangerup.wa.gov.au



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Good afternoon Shelly,

I happened to hear on the ABC last week that this issue has now been put out to Public Comment. Sadly, this will now allow all of the Bleeding Hearts to get onto Social Media and push their barrow.

Your shires predicament is a matter of a Public Health Issue, NOT Emotion!

I trust that common sense will prevail?

Please see details of an Animal friendly/ Retail Operation near York that has Shire Approval to sell Coffee and Food attached?

If business operators go about things in the correct manner, they will succeed.





1625 Qualen West Road
Gilgering 6302

Phone: (08) 9643 1003
Mobile: 0407 631 020

Visiting Hours:

Saturdays: 10am to 4pm

Sundays: 8am to 4pm

Public Holidays:

10am to 4pm

Link to map:

<http://bit.ly/2uQrpsJ>



1625 Qualen
West Road,
Gilgering WA
6302

*Get Your Paws
Coffers, caters, curioities
cute animals*

ABOUT US

PetTeet Park is 110 km from the heart of Perth and only one hour drive from Midland in Western Australia. We specialise in breeding miniature, rare and exotic breeds of animals. Since 2008, we have been "breeding down" Southdown sheep to return them to their original "Babdydoll" size. Our foundation sire "Murray" is the descendant of one of the original Babdydoll Southdown flocks registered in Victoria (Australia) in 1921!

We are Financial Members of, and Registered Breeders with:

- * Australian Belted Galloway Association Inc.
- * Australian Highland Cattle Society Inc.
- * Australian Miniature Hereford Cattle Association
- * Australian Stud Sheep Breeders Association
- * Herefords Australia



THINGS TO DO

Enjoy a relaxing drink and something to eat while the kids play on the merry-go-round, bouncy castle and cubby house.

Browse the craft stalls in the Market Hall to find that special unique gift to spoil yourself or someone else!

Feed and cuddle the animals—it's great for your blood pressure! :) Snap a "selfie" and post it to our Facebook or Twitter accounts—don't forget to tag #PetTeetPark.

Find your 30 minutes of exercise walking through the aviary, around the displays and paddocks. *How many breeds of animals do we have? Can you name them all?* Here's a few to get you started: alpacas, Belted Galloways, miniature pigs & goats, Babdydoll Southdowns, Maremma guard dogs, chickens, ducks, geese, parrots, turkeys and many more!

From: Shelley Pike
Sent: Wednesday, 25 April 2018 4:33 PM
To: Phil Shephard
Subject: Fwd: Correspondence from Shire of Gnowangerup
Attachments: image001.jpg; image003.jpg

FYI

Sent from my iPad

Begin forwarded message:

From: [REDACTED]
Date: 25 April 2018 at 2:51:51 pm AWST
To: Kirsty Boyd <Kirsty.Boyd@gnowangerup.wa.gov.au>
Cc: "shelley.pike@gnowangerup.wa.gov.au" <shelley.pike@gnowangerup.wa.gov.au>, "phil.shephard@gnowangerup.wa.gov.au" <phil.shephard@gnowangerup.wa.gov.au>
Subject: RE: Correspondence from Shire of Gnowangerup

Good afternoon Kristy,

Thanks for your email.

I first contacted Shelly Pike last year to offer my support to her in regard to the ongoing battle with the Newsagent/ Café wanting to house Kangaroos on the premises.

Whilst I don't wish to interfere with how the Shire of Gnowangerup is run, it defies belief that the shire has been influenced by public pressure by even accepting a submission for the viewing of wild life at a retail premises, let alone now receiving public submissions on the matter to be considered at a Shire Meeting.

This issue is so clear cut under Public Health By-Laws. How will the Ticks and Fleas that Kangaroos attract, as well as the Vermin that will follow be controlled?

If the proponents of this pathetic enterprise wish to go through the correct channels to set up a refuge in an appropriate location, then let them do so; however, in a Newsagency; Definitely Not.

Best regards,
[REDACTED]

From: Kirsty Boyd [<mailto:Kirsty.Boyd@gnowangerup.wa.gov.au>]
Sent: Tuesday, 24 April 2018 1:59 PM
To: [REDACTED]
Subject: Correspondence from Shire of Gnowangerup

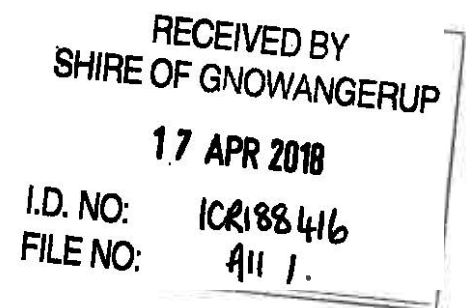
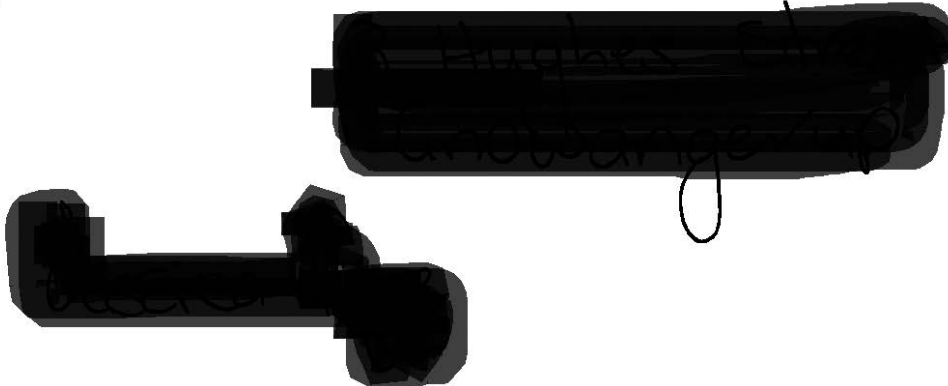
Good Afternoon [REDACTED]

Please see the attached correspondence regarding the public viewing of joeys at the Gnowangerup Newsagency.

Thank You

Dear Sir

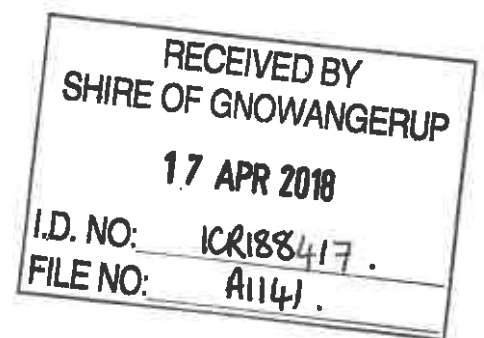
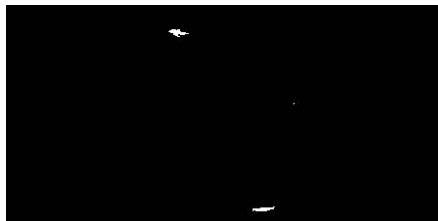
i would like to see the gnowangerup news agency having there little joeys back in the shop again.



SHIRE of GNOWANGERUP

THE GNOWANGERUP NEWS AGENCY.
SHOULD BE ENCOURAGED TO DISPLAY
THEIR TOYS IN THE ROOM PROVIDED
ANY ENDEAVOUR TO PROMOTE THE TOWN
SHOULD BE ENCOURAGED.

I HOPE YOU BACK THIS PROJECT.



Dear Sir

As a gnowangerup community member I agree to the news agency in having there joeys.

[REDACTED]

[REDACTED]

14 NOWANGERUP.
633

RECEIVED BY
SHIRE OF GNOWANGERUP

17 APR 2018

I.D. NO: 10R18

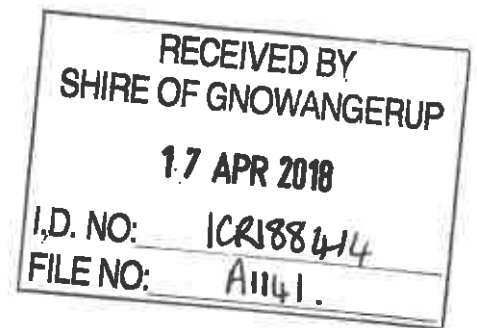
FILE NO: A111.

Dear Sir

i am living in gnowangerup and agree to the gnowangerup news agency in having there
joyes in the shop

Elf chown

[REDACTED]



13/04/2018

TO SHIRE OF GNOWANGERUP
AND CHIEF EXECUTIVE OFFICE

SHELLY PIKE

RECEIVED BY
SHIRE OF GNOWANGERUP

18 APR 2018

I.D. NO: KR188418

FILE NO: 114

I WOULD LIKE TO VOTE A BIG YES TO THE ORPHANER KANGAROOS TO BE KEPT
AT THE NEWSAGENCY FOR THE TOURS TO SEE AND THE CHILDREN IN THE TOWN.
THEY LOVED SEEING THEM THERE AND WHEN PEOPLE HEARD ABOUT THEM THEY
CAME ALL AROUND TO SEE THEM TOO.

BUT SOME OF THE TOURS WERE VERY UPSET THAT THE SHIRE HAD STOPPED THE
BABY KANGAROOS FROM BEING THERE.

THEY HAD COME A LONG WAY TO SEE THEM AND TO SEE THAT PHIL AND MEGAN
TOOK THE TIME OUT TO HELP OUR WILDLIFE.

IF THEY WERE HERE I THINK ALL OF THEM WOULD VOTE YES TOO.

IN PERTH THERE'S A CAT AND DOG CAFES AND A LOT OF PUBS THAT HAVE
KANGAROOS.

THEY SERVE FOOD AT THEIR PLACE WITH THE ANIMALS AROUND THE PEOPLE TO
PAT THEM FREELY.

THE PEOPLE LOVE THIS AND LOVE TO SEE THE ANIMALS BEING LOVED TOO.

SO IN THE HEART OF THE TOWN I HOPE YOU'VE GOT THE HEART TO VOTE YES
TOO.

REGARDS

[REDACTED]



13. CORPORATE SERVICES & COMMUNITY DEVELOPMENT

13.1 BUDGET AMENDMENT – SHIRE OF GNOWANGERUP DIGITAL STRATEGY

Location:	Shire of Gnowangerup
Proponent:	N/A
File Ref:	ADM
Date of Report:	15 th May 2018
Business Unit:	Corporate and Community Services
Officer:	V Fordham Lamont – Acting CEO
Disclosure of Interest:	Nil

ATTACHMENTS

- Copy of Optimi Digital presentation to Council (April 2018)
- Email from Great Southern Development Commission dated 4th May 2018
- Excerpt of minutes (item 12.3) from Council's Ordinary meeting of 7th September 2017
- Quote QU-0017 from Optimi Digital

PURPOSE OF THE REPORT

To seek Council approval for amendments to the approved budget to enable the development of a Digital Strategy for the Shire of Gnowangerup.

BACKGROUND

The Shire of Gnowangerup recently arranged for a district-wide Digital Census to be completed and Jim Wyatt from Optimi Digital undertook the project on the recommendation of Great Southern Development Commission. GSDC contributed 25% of the cost of this census as it believed that determining existing baseline data on the use of internet and mobile phone services, including access methods, applications and user satisfaction, was a particularly strategic project. GSDC stressed that it was important to have baseline data to support the need for improved services when applying for funding in this area. Attached is a copy of Jim's presentation to Council and staff.

The final part of Jim's presentation asked the question, "Do we need a Digital Plan of Action?" In the fast changing world that we live in today, it is becoming increasingly important to move with the times and keep abreast of emerging technologies. In fact, we really need to be looking to the future and planning for emerging technologies in advance. That is called Strategy and that is what Council is being asked to consider.

Optimi Digital was subsequently asked to provide a quote for the development and production of a Digital Strategic Plan (see attached). It has proposed that such a plan be based around the 4 principals mentioned at the end of the presentation to Council:

- Digital Infrastructure Improvement
- Digital Transformation of Key Industry
- Digital Inclusion – Close the Gap
- Manage Digital Impact

The plan would be framed from the perspective of “what can the Shire do to address this and achieve some positive outcome”. Often these type of plans are developed to preach what should be done yet the authors are largely disengaged from the ability to see things happen. Optimi Digital tends to recommend the view of brevity and reality. It does not want to clutter a plan with things that the Shire either cannot influence or deliver on.

Optimi Digital is very flexible and has indicated that there will be plenty of consultation with stakeholders and I would expect to see the development of a practical yet impactful plan and not something that seems to say all the fashionable things about digital technology expected today. I would also suggest that we liaise closely with Angela Simpson, from GSDC, to incorporate the plan as part of its innovation road map. This will open up opportunities for projects and actions within the plan to funding under its Regional New Business Program.

COMMENTS

At its Ordinary meeting of 7 September 2017, Council resolved to increase the budgeted allocation for Community Capacity Building (account 50022) expenditure by \$12,000 (see attached excerpt) - \$2,000 for the Digital Census and \$10,000 for a feasibility study of a regional fixed wireless digital solution from Kojonup to Bremer Bay. The \$10,000 was subject to similar commitments from GSDC and other relevant local governments.

GSDC has since advised (see attached email) that it will no longer commit financially to the feasibility study and no other LG had committed either. GSDC’s decision is based on the fact that, as a result of the State Government’s release of the Digital Farm grants program, there is now an alternative strategy to address regional telecommunications issues.

As the \$10,000 will not be used, Council is being requested to approve the use of \$9,000 (see attached quote) of it to fund the development of the Shire’s Digital Strategic Plan.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995

Part 6 Financial management

Division 4 General financial provisions

Section 6.8 Expenditure from municipal fund not included in annual budget

POLICY IMPLICATIONS

Shire Policy 2.11 Risk Management

FINANCIAL IMPLICATIONS

The following budget amendment is proposed:

- Apply \$9,000 of the budget amount for GL account 50022 (Community Capacity Building) to the development and production of a Digital Strategic Plan.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2017-2027

Theme 1 Sustainable Business Growth

Objective 1 Actively support and develop existing business and attract new local business

Strategic Initiative 1.1 Lobby for the technological infrastructure necessary to support commercial and business growth

RISK MANAGEMENT CONSIDERATIONS:

Primary Strategic Risk Category: Technology

Sub-category: Failure to Innovate

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

As the unbudgeted expenditure will be funded by unspent budgeted expenditure, there will be no effect on Council's bottom line. Council should support the officer's recommendation as it will assist with funding opportunities into the future to ensure that the local community is able to access the same quality digital services as people in the city and across the world.

VOTING REQUIREMENTS

Absolute majority

COUNCIL RESOLUTION

Moved: Cr F Gaze

Seconded: Cr L Martin

0518.44 That Council:

Pursuant to section 6.8(1)(b) of the Local Government Act 1995, authorise the following budget amendment:

- **Apply \$9,000.00 of the budget amount for GL account 50022 (Community Capacity Building) to the development and production of a Digital Strategic Plan.**

UNANIMOUSLY CARRIED: 9/0



Gnowangerup Digital Census 2018

Jim Wyatt, April 2018

Intro: 30 plus years involved in telecommunications



Telecom 1986

Qld poaches Tassie broadband chief

By [Renai LeMay](#) - 07/04/2010

Queensland Government has poached one of the lead architects of Tasmania's early stage participation in the National Broadband Network rollout to help lead its own broadband strategy.

Jim Wyatt, the assistant general manager at Tasmania's Department of Economic Development, is understood to be taking up a role as Queensland's director of Telecommunications and Broadband Strategy, based in Brisbane.

Brisbane 2010



ATC, RAN 1982 -1984



Speaker: Jim Wyatt, principal at Optimi Digital, top expert on WA's regional telecommunication

Minutes

Kukerin 2017

Digital Future of Tasmania--A Five Year Vision 2011 – 2012 Focus

- **Transition of Government Services to Digital Delivery**
 - Lifestyle and Economic Parity
 - Between Rural, Regional and Urban Tasmania
 - Increase Efficiency in Energy and Natural Resources Management and Consumption
- **Implement State-Wide In Tasmania:**
 - Virtual Home Care System
 - Virtual Class Rooms
 - Smart Utilities Grid
 - Virtual Management of All Irrigation/Water Systems
 - Next Generation Municipal Management
 - Services Tasmania In The Home



Source: Jim Wyatt, Department of Economic Development, Tasmania

Ordinary Council Meeting 23rd May 2008



RMCP, Kondinin 2014

The Digital Census: State of Play, WA

2010 to 2014

Emergency Services & major road coverage – mobile

Community Emergency Mobile Communications Project – Balingup, Kukerin and Quongup - **\$1.2 million**

Regional Mobile Communications Project – 113 sites across the State in partnership with Telstra - **\$40 million**

Community Safety Network - replace the Police Regional Radio Network with a “fit-for-purpose” digital regional radio communications network – **\$94.5 million**

2013 to 2016

Mobile Black Spots, NBN & services equality

RMCP Phase 2 – 22 new mobile sites in towns across the State, in partnership with Telstra - **\$10 million**

RTP stage 1 – 130 mobile sites across the State in partnership with Commonwealth MBSP, Telstra and Vodafone - **\$32 million**

9 Regional Blueprints include a focus on Digital & Communications

2015 to 2018

Digital Disruption & regional services delivery

RTP stage 2 – 78 mobile sites across the State in partnership with Commonwealth MBSP, Telstra and Optus - **\$21.8 million**

WA State Agricultural Telecommunications Infrastructure Improvement Fund - **\$22 million** – Yet to commence

WA Regional Telecommunications Plan 2018 to 2020???

Premier's Fellow in Agriculture and Food – Simon Cook

2017 to 2020

State-wide Improvement Plan and Roadmap

Deliver on Regional Blueprints

Address NBN deficiencies with **\$5 million** Digital Farm Fund

Fit for Purpose technology to support Smart Industry

Public Services Innovation and Regional Delivery

Leverage investment to date

Better access & affordability

Competition & Coverage

State of Play: Gnowangerup – Digital Census

Responses

82

Total visits

140

Unique visits

102

Completion rate

80.4%

Average time to complete

07:22

Locality	Response	PP	%
Gnowangerup	38	211	18%
Borden	11	113	10%
Amelup	8	2	400%
Mindarabin	4	5	80%
Pallinup	4	1	400%
Kebaringup	3	1	300%
Ongerup	3	75	4%
Mills Lake	2	9	22%
Stirling Range	2	1	200%
Jackitup	1	3	33%
Magitup	1	1	100%
Toompup	1	1	100%
Cowalellup	0	7	0%
North Stirlings	0	1	0%
Out of area	3 NA	NA	

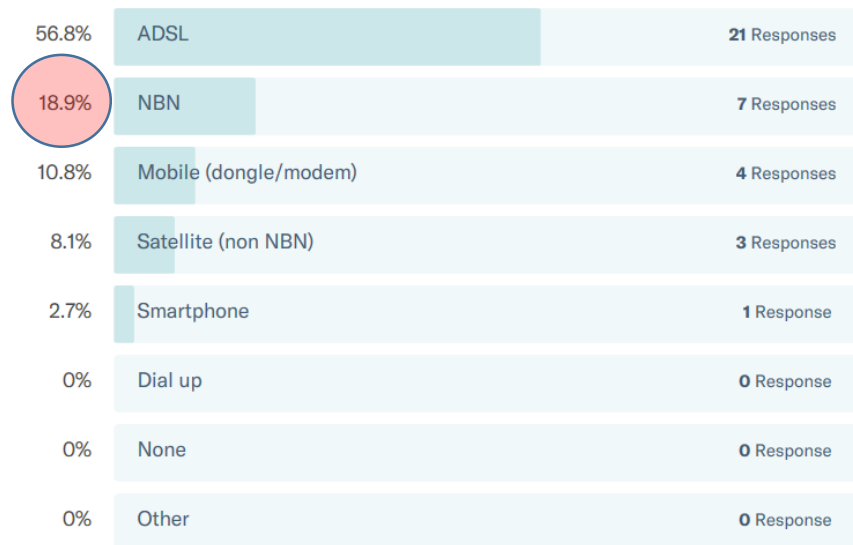


Current Broadband Situation

Home

✓ 3 How do you access the internet at your home?

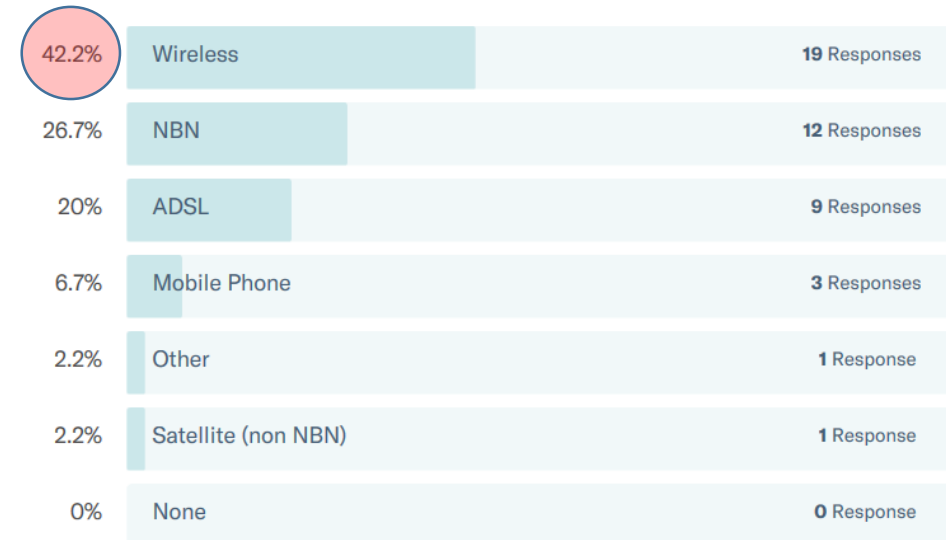
37 out of 82 people answered this question



Business/Farms

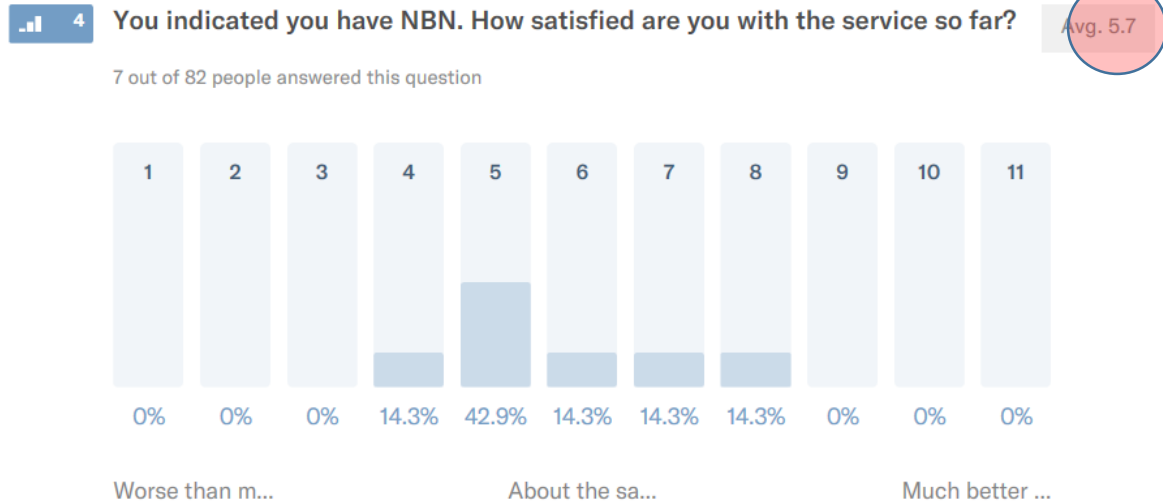
✓ 28 How do you access the internet at your workplace?

45 out of 82 people answered this question

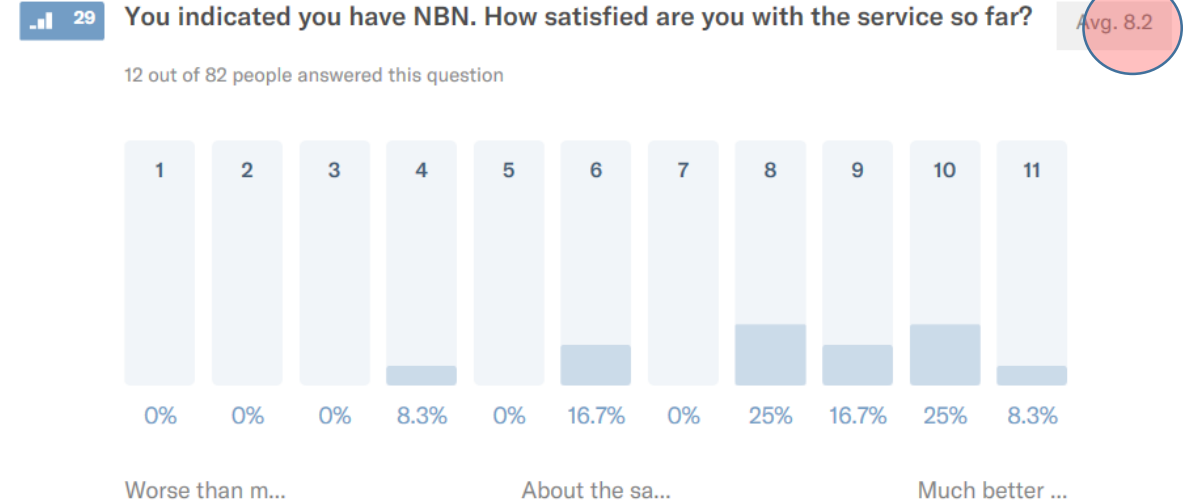


NBN Satisfaction

Home



Business/Farms



Should the Council Act?

Home

25 Would you like the Council to do something about improving your broadband access?

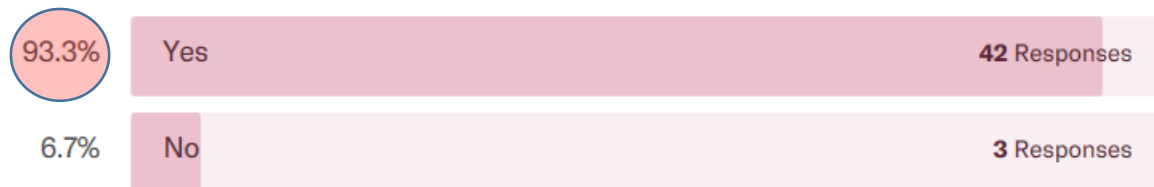
37 out of 82 people answered this question



Business/Farms

49 Would you like the Council to do something about improving broadband access for your workplace?

45 out of 82 people answered this question

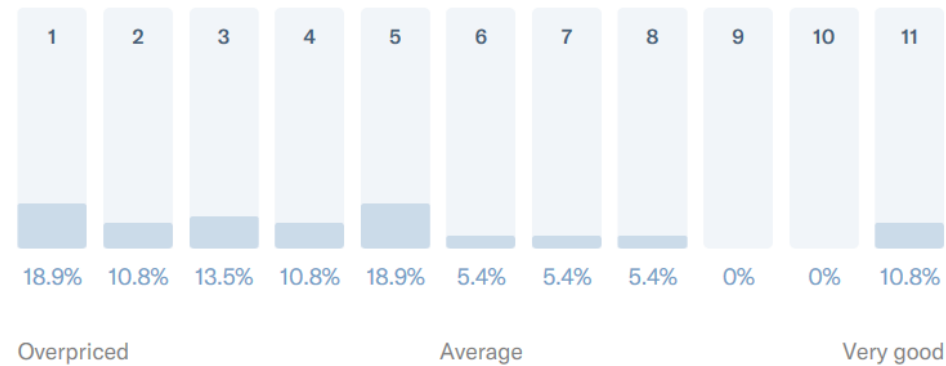


How do you value your current Broadband?

Home

24 Do you believe that your broadband service represents value for what you pay? Avg. 4.5

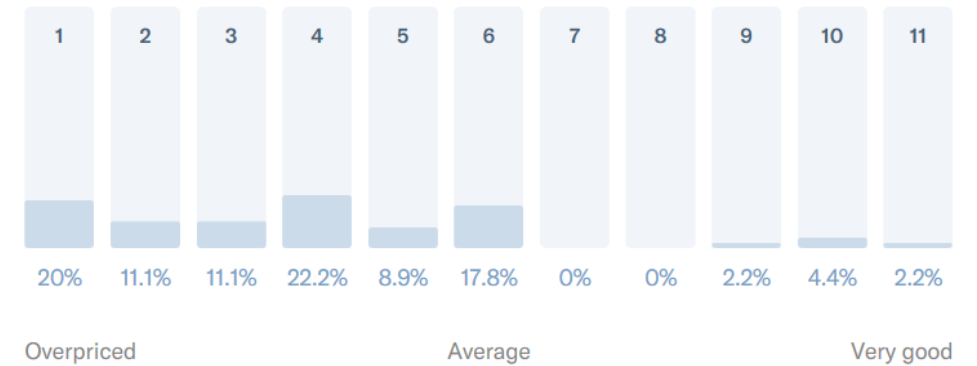
37 out of 82 people answered this question



Business/Farms

48 Do you believe that your broadband service represents value for what you pay? Avg. 4

45 out of 82 people answered this question



Compare to other Regional Sites

Residential

Cranbrook West

Broadband	ADSL	Satellite	Wireless/Mobile	NBN/Other
2015	DNM	DNM	DNM	DNM
2016	0%	10%	50%	40%

Nyabing

Broadband	ADSL	Satellite	Wireless/Mobile	NBN/Other
2015	DNM	DNM	DNM	DNM
2016	18%	36%	37%	9%

Wickepin

Broadband	ADSL	Satellite	Wireless/Mobile	NBN/Other
2015	DNM	DNM	DNM	DNM
2016	27%	20%	27%	26%

Yerecoin

Broadband	ADSL	Satellite	Wireless/Mobile	NBN/Other
2015	DNM	DNM	DNM	DNM
2016	8%	42%	33%	16%

Business

Cranbrook West

Broadband	ADSL	Satellite	Wireless/Mobile	NBN/Other
2015	18%	44%	38%	0%
2016	0%	14%	14%	62%

Nyabing

Broadband	ADSL	Satellite	Wireless/Mobile	NBN/Other
2015	0%	14%	86%	0%
2016	16%	39%	86%	39%

Wickepin

Broadband	ADSL	Satellite	Wireless/Mobile	NBN/Other
2015	0%	33%	67%	0%
2016	21%	10%	90%	28%

Yerecoin

Broadband	ADSL	Satellite	Wireless/Mobile	NBN/Other
2015	0%	63%	25%	13%
2016	0%	13%	54%	33%

Home Mobile Status

9 Do you own a mobile phone?

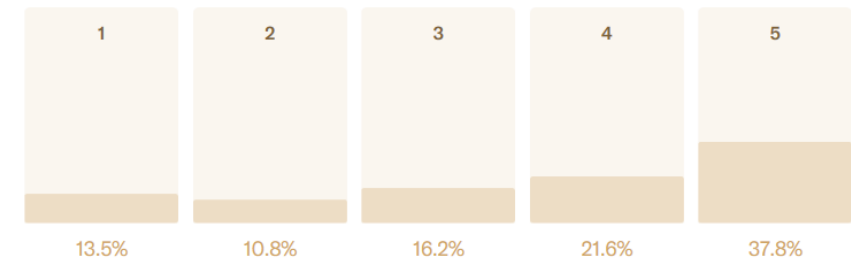
37 out of 82 people answered this question



10 How would you rate the mobile coverage at your Home, where 5 is the highest rating?

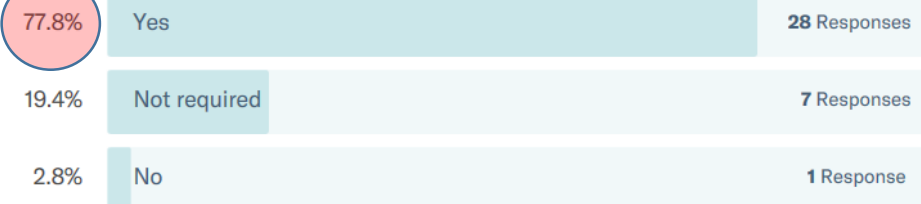
★ Avg. 3.6

37 out of 82 people answered this question



12 Would you like to see the Council do something to help improve the mobile coverage in your area?

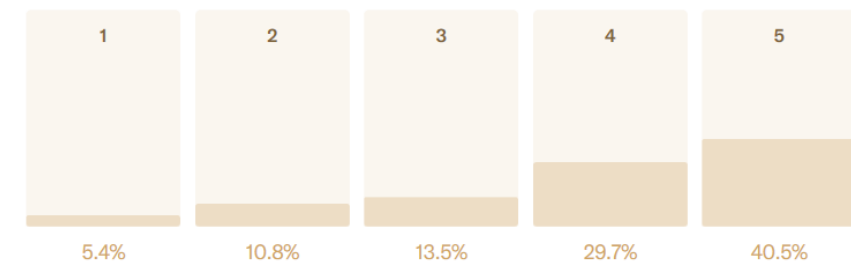
36 out of 82 people answered this question



11 How would you rate the mobile coverage at your nearest town, where 5 is the highest rating?

★ Avg. 3.9

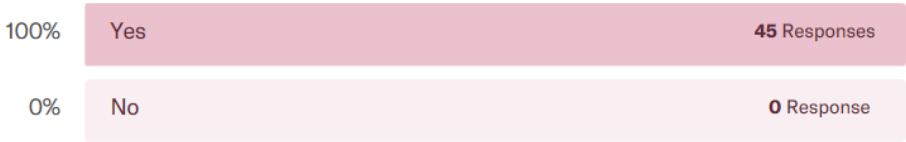
37 out of 82 people answered this question



Business Mobile Status

33 Do you use mobile phones in your workplace?

45 out of 82 people answered this question



36 Would you like the Council to do something about improving mobile coverage for your workplace?

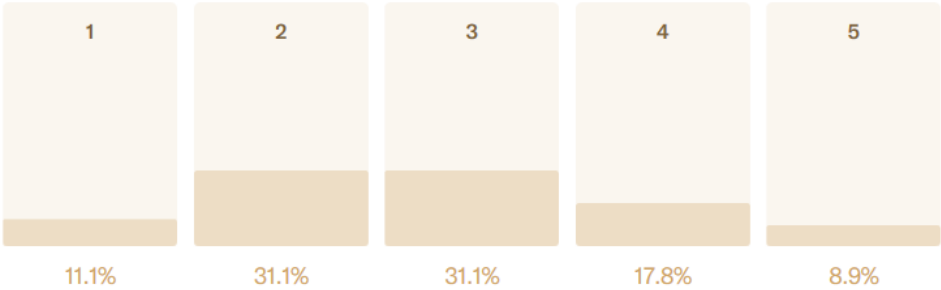
45 out of 82 people answered this question



34 How would you rate the mobile coverage at your Work?

45 out of 82 people answered this question

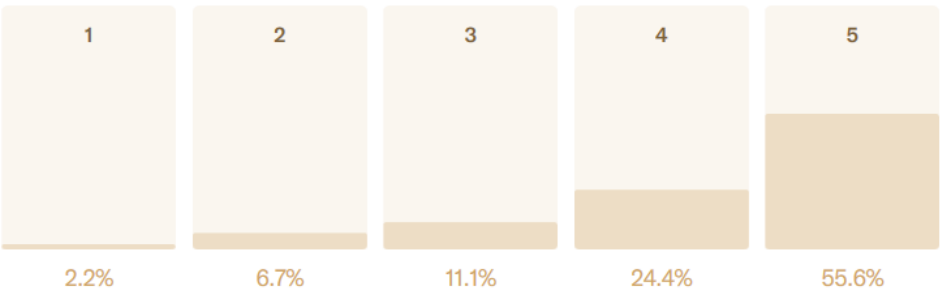
Avg. 2.8



35 How would you rate the mobile coverage at your nearest town?

45 out of 82 people answered this question

Avg. 4.2



Home Fixed Line: Future Mobile issue?

Current

13 Do you have a fixed line phone at your Home?

37 out of 82 people answered this question



Future

14 Would you consider dropping your fixed line phone in the future?

28 out of 82 people answered this question



Business Fixed Line: Future Mobile issue?

Current

37 Does your workplace also have a fixed phone connected?

45 out of 82 people answered this question

73.3% Yes 33 Responses

26.7% No 12 Responses

Future

38 Would you consider dropping your fixed line phone in the future?

45 out of 82 people answered this question

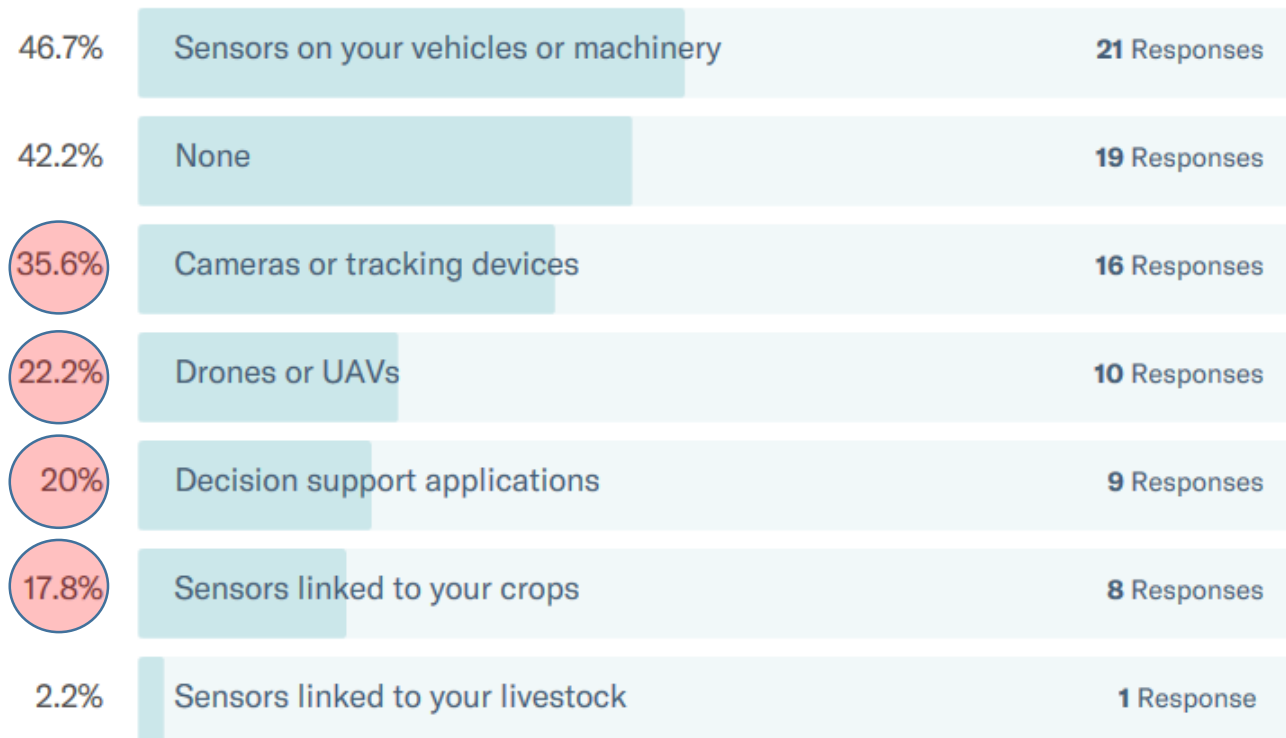
53.3% Yes 24 Responses

46.7% No 21 Responses

Smart Farming – Something to build on!!

✓ 51 If you run a farm, do you apply any of the following Smart Farming features?

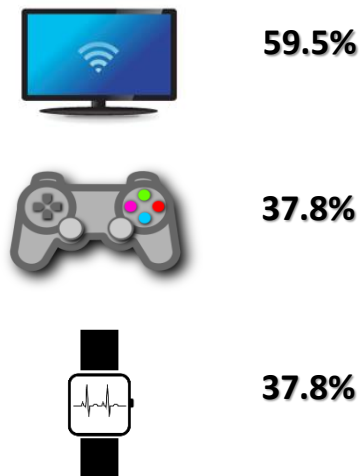
45 out of 82 people answered this question (with multiple choice)



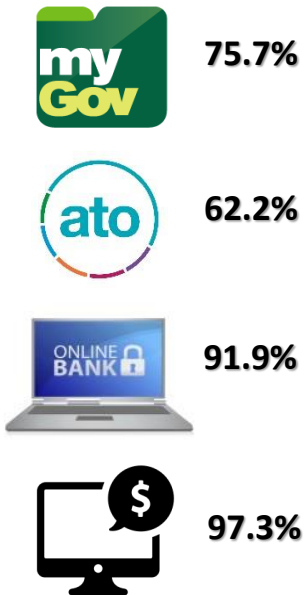
57.8%
Smart Farming

Digital Activity - Homes

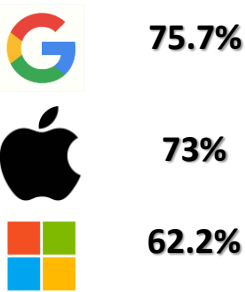
Use of Smart Devices














eServices



Online Accounts











Common use of the Internet







App	%
	94.6%
	94.6%
	89.2%
	86.5%
	83.8%
	81.1%
	64.9%
	64.9%
	59.5%
	45.9%
	35.1%

Digital Activity - Business






Common use of the Internet

App	%
	97.7%
	97.7%
	93.2%
	93.2%
	93.2%
	90.9%
	63.9%
	38.6%

Use of Smart Devices

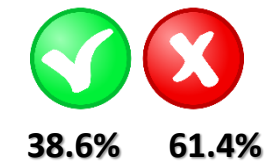
	95.5%
	81.8%
	79.5%
	75%
	9.1%
	2.3%

Cloud Applications

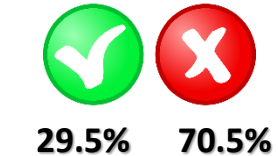
	50%
	43.2%
	43.2%
	38.6%
	29.5%



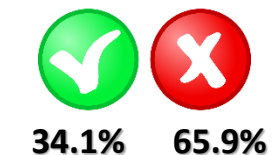
Web Presence



Digital Strategy



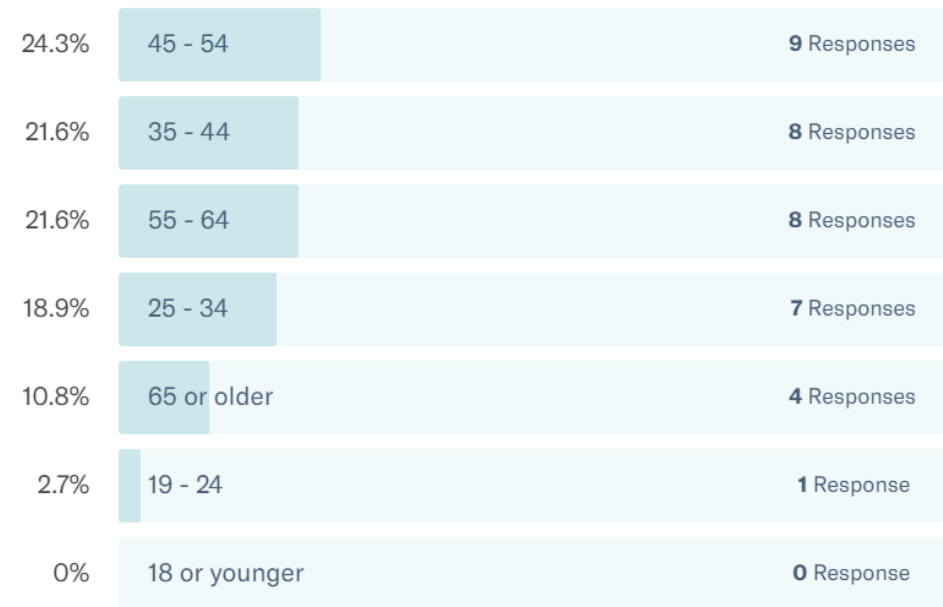
Social Media



Home Demographics

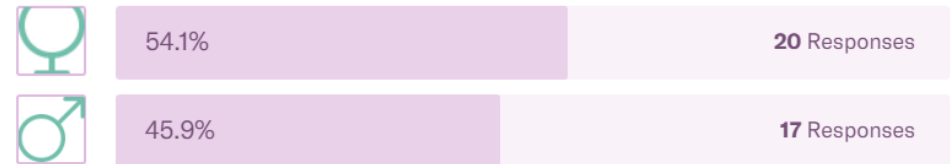
What is your age range?

37 out of 82 people answered this question



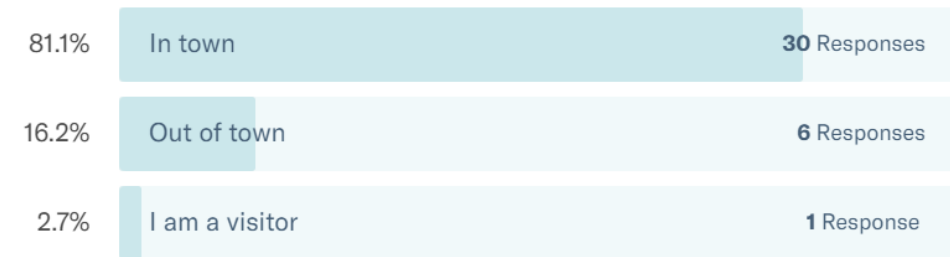
What is your gender?

37 out of 82 people answered this question



Where do you reside?

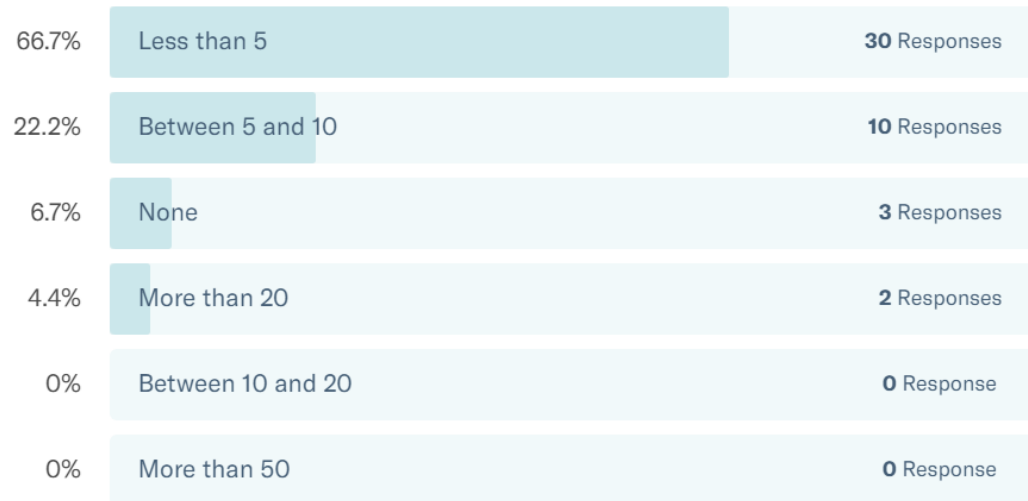
37 out of 82 people answered this question



Business Demographics

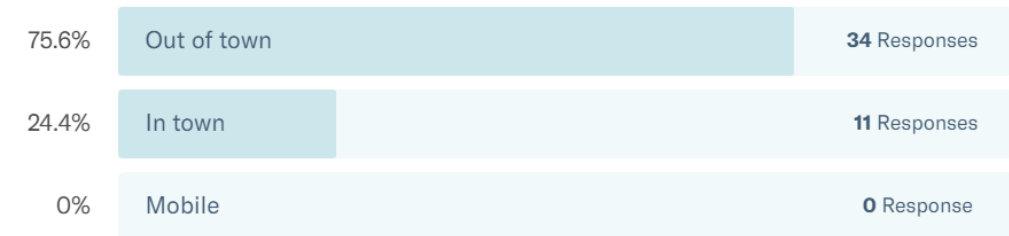
How many staff are employed at your workplace?

45 out of 82 people answered this question



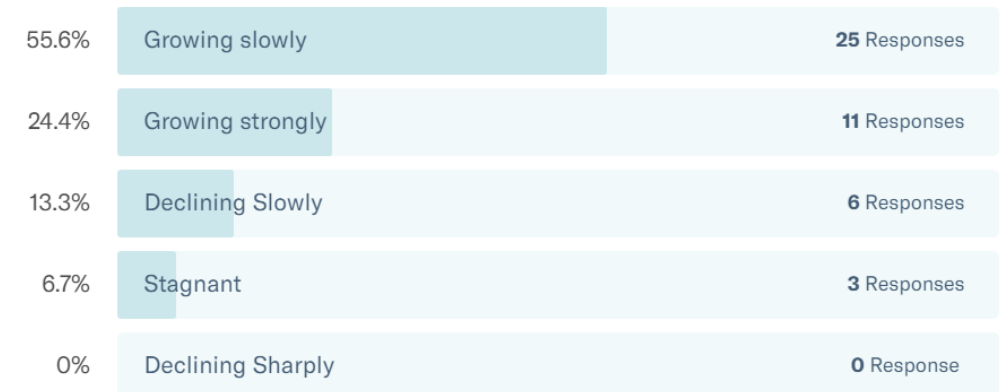
Where is your workplace located?

45 out of 82 people answered this question



How would you describe business conditions over the past 12 months?

45 out of 82 people answered this question



Response to Results

Better Broadband Business case



Home: 18.9%
Business: 26.7%



Home: 4.5/10
Business: 4/10



Home: 89.2%
Business: 93.3%

Better Mobile Business case



Home: 97.3%
Business: 100%



Home: 73%
Business: 73%

Mobile Only

Home: 67.9%
Business: 53.3%

Home Observations

Optimi Digital has made the following observations in relation to digital home activity:

1. An indication of the interest in the NBN satellite technology can be seen in the overwhelming support for ADSL broadband, where this is available. Fixed wireless broadband (mobile data) is also popular however, this is restricted to those towns served by Telstra 3G/4G. It is expected that should fixed wireless be made accessible to more parts of the Shire, this would be adopted in place of satellite and NBN.
2. A clear indicator of the support for ADSL can be seen in the number (40.5%) of homes who do not know what speed their broadband is providing. This is a common indicator of ADSL, as it is not sold to a speed specification.
3. There is a clear preference for high data quotas, which also is shown in the strong support for higher data download applications including video/music and games. This is somewhat higher than has been observed in other regional assessments in WA.
4. Homes are seen as the primary location for accessing the internet and spending time online.
5. There is a very high ownership rate of mobile phones (97.3%) placing pressure on the need for mobile coverage across the shire.
6. Abandonment of the fixed line phone is slightly lower than the national average at 27% however nearly 70% of homes has indicated they would drop this service into the future, again placing significance on the need for better mobile coverage.
7. The Census produced a very low response from homes outside of the main towns. This could be explained as most of these homes are farms and are incorporated in the business response.
8. There is a less than positive satisfaction rating with the NBN broadband services, from those who have taken it up.
9. Mobile satisfaction was reasonably positive and this is likely to reflect the high response from Gnowangerup and Borden, where coverage is good.
10. There was an even response from across the age range and balanced input from male and female.
11. There is an overwhelmingly positive view that the Council should actively pursue better mobile and broadband for Homes.

Business Observations

Optimi Digital has made the following observations in relation to digital Business activity:

1. The Census produced a higher response rate from Business and in particularly Farmers, than for Homes. This would suggest a strong understanding in the business community of the need for improved digital access and services.
2. Wireless is the preferred broadband medium and given no evidence of local Wireless Internet Service Provision it would appear that the reliance is on mobile data through Telstra 3G and 4G.
3. The majority of the Business response comes from the agricultural sector (Farms), located outside of the main towns. This would explain the higher concerns expressed as compared to Homes.
4. Those Businesses that have adopted NBN are generally positive about the experience and service.
5. Business in general is less positive about broadband services across the Shire providing value for money.
6. Business is also less impressed with the standard of mobile coverage, which is likely due to the fact it is their preferred means of accessing the internet.
7. In the main Business is more digitally active than Homes, which would not be surprising except for the high representation of Farms.
8. There is clear evidence of a strong use of cloud based applications. There is however, a weak level of use of social media and having an online presence. This could be explained by the high representation of farms and not seeing this as an integral part of their business model.
9. The level of data use for Broadband was surprisingly lower than Homes however, this could be explained due to a lack of engagement in high digital content download applications.
10. There are very encouraging signs of understanding and engagement in Smart Farming practices. Something to build on and will be of interest to prospective service providers.
11. Overall it is clear that Business wants the Council to actively pursue ways to improve mobile and broadband access and encourage new service providers to the area.

Recommendations

Based on the observations outline in this profile Optimi Digital makes the following recommendations:

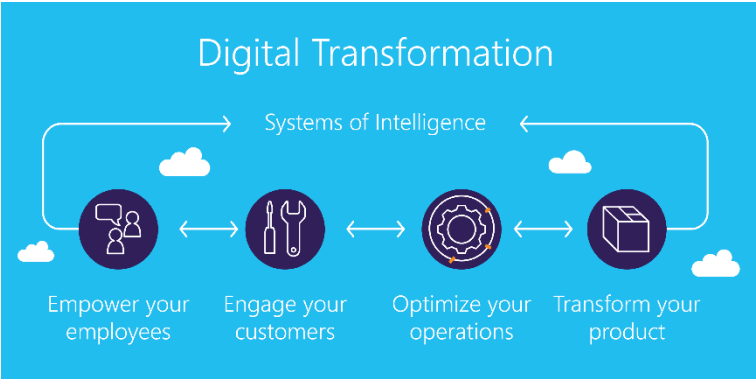
1. Business wants action and is very supportive of the Council playing some role in this. I would recommend that the Council and Great Southern Development Commission share this profile with prospective service providers looking to invest in improved and competitive solutions for the Shire.
2. The Shire should raise with the Federal Member for O'Connor, the matter of being allocated NBN SkyMuster as a solution, when other smaller townships in adjacent shires have been provided with fixed wireless. This should include detailing the extensive social and economic infrastructure located in the town and the disadvantage that being connected to the NBN via satellite creates for health and education facilities as well as major business. It is also recommended that this correspondence be copied to Senator Dean Smith (WA), who has a keen interest in the NBN and is on the Joint Standing Committee, monitoring its deployment.
3. The Shire should actively seek interest from prospective service providers by issuing an EOI, to look at partnering with one or more Wireless Internet Service Providers (WISP), to bring fixed wireless broadband solutions to the Shire.
4. The Shire should review the options that it has to actively influence any prospective WISP, to partner with it, to deploy alternative broadband services to NBN SkyMuster. This could include but not be limited to access to elevated structures for hosting antennas, provision of council controlled land on high ground and support to link into existing services (primarily power).
5. The Shire should consider taking on a role to broker (aggregate) customers for an NBN alternative WISP, by engaging across residential and commercial rate payers, to seek their support to purchase their future digital connectivity needs through a preferred service partner.
6. The Shire could explore options subject to terms of the Local Government Act, to pursue the development of a Community Telecommunications Supply model, in partnership with a non NBN provider.
7. The Shire should explore actively supporting and promoting the emergence of Smart Farming practices within the Shire, to build demand for improved digital access and capacity. This is an area being evaluated by a number of the prime carriers and service providers and evidence of momentum in this space would prove valuable to attract the right investment.
8. The Shire should approach Optus seeking clarification of its plans to deploy competitive mobile infrastructure and services across Gnowangerup town site and then into Borden and Ongerup.
9. The Shire should continue to work with the Great Southern Development Commission on any regional plans and proposals, which would lead to better broadband and mobiles services being deployed across the municipality.
10. The CEO and Deputy CEO should advise the elected members that the community through this Census has indicated strong support for continued and future support from the Shire, to secure better mobile and broadband access and capability, where possible.

Do you need a Digital Plan of Action?

Digital Infrastructure improvement



Digital Transformation of key Industries



Digital Inclusion – Close the Gap



Minutes

Manage Digital Impact



Ordinary Council Meeting 23rd May 2018

a DIGITAL & COMMUNICATIONS strategy for the Mid West

GUIDING PRINCIPLES

- Seek transformational outcomes
- Close the gap: Reduce the "digital divide" across the region by providing access, affordability, speed and capacity
- Whenever and wherever possible, deliver world's best practice
- Maximise the value from all effort and investment, across the entire region
- Adopt a sharing economy approach
- First test, prove viability and sustainability – then go big
- Seek collaborative investment amongst public and private investors that produce sustainable outcomes
- Focus on outcomes – not on activities
- Develop a cooperative approach with other WA regional areas
- Adopt a 3-Pillar baseline of Infrastructure, Education and Technical Support

STRATEGIC FOCUS AREA	PROGRAM	PROJECT
1. COMPETITIVE MID WEST INDUSTRY <small>Implement a programme of smart initiatives that will support Mid West industry to increase productivity and operational resilience by digital infrastructure and enabling digital applications and technologies</small>	Smart Agriculture	1. Chapman Valley smart farm cluster 2. Margaret River Farming Cluster 3. Crop monitoring by drones 4. LoRa sensor network trial
	Data to Knowledge	1. Digital data bank 2. Mid West Visitor / Tourist Study 3. Portway Centre Mid West analysis
	Smart Communities	1. Community Wi-Fi (23 towns) 2. Digital village grant 3. Digital-Wi community hubs 4. Smart community coaching 5. Community analytics platform
2. VIBRANT MID WEST COMMUNITIES <small>Expanding effective communications infrastructure, as well as transformative digital technologies and applications, relies on establishing commercially viable ecosystems</small>	Smart Communities	1. Mid West TeleDen network 2. CTC video conference network 3. WA wireless expansion 4. Urban broadband professionals
	Digital Services	1. Mid West TeleDen network 2. CTC video conference network 3. WA wireless expansion 4. Urban broadband professionals
	Digital Skills	1. Mid West TeleDen network 2. CTC video conference network 3. WA wireless expansion 4. Urban broadband professionals
3. AN INNOVATION DRIVEN FUTURE <small>Develop world-class innovation facilities, which will attract talented entrepreneurs and nurture skills, ideas and solutions that can be adopted by industry and communities across the Mid West, to help improve social and economic resilience related to the Mid West</small>	Innovation Centres	1. Mid West Innovation Centre 2. Mid West Co-op participation 3. Mid West digital innovation 4. Regional tech innovation challenge
	Build Capabilities	1. Digital Skills 2. CTC Innovation hubs
	Mid West Hub	1. Mid West Hub 2. Mid West Hub
4. ANYBODY TO EVERYWHERE, GLOBALLY CONNECTED <small>Look to establish a region-wide communication network that provides for people everywhere that also to making the highest standard of connectivity and capacity to all parts of the Mid West</small>	Digital Public Services	1. Telehealth network expansion 2. Virtual education platform 3. Online State government 4. Smart Connect emergency services
	Mid West Worked Co-op	1. Mid West online mall 2. Mid West online open disposal 3. Mid West Online Services
	Regional Sensor Arrays	1. Sensative location value monitor 2. Transport corridor study 3. Port pass tracking
5. ENVIRONMENTAL SUSTAINABILITY <small>Leverage the deployment of a region-wide communication network to support smart crops, to monitor weather and natural resource conservation as well as major tourism attractions</small>	Digital Waste Management	1. Mid West digital waste collection 2. Digital device recycling
	Blackspots	1. Mid West competitive broadband 2. Regional Wi-Fi projects 3. Mobile broadband program 4. Connectivity demand study
	Optimal Regional Networks	1. North Midlands Council wireless 2. Chapman Valley wireless 3. Community Wi-Fi 4. 100% 3 year roll out plan
6. REGION-WIDE DIGITAL CAPABILITY AND CONNECTIVITY <small>Leverage multiple stakeholder needs and capabilities to create viable infrastructure development projects, which lead to improved communication services into rural and remote areas of the region</small>	Adaptive Islands connectivity	1. Technology review 2. Proof wireless links
	Digital Literacy	1. Digital literacy support 2. Community collaboration hubs
	Digital Access	1. Digital device bank 2. Low cost broadband plans 3. Low cost mobile plans
7. INCLUSION AND PARTICIPATION <small>Expanding effective communications infrastructure, as well as transformative digital technologies and applications to all levels of ability</small>	Digital Participation	1. Go-Digital program 2. Online education resources
	Digital Inclusion	1. Mid West digital creative lab 2. Creative production skills development
	Innovative digital experiences	1. WA Museum (Perth) 2. Anishinabe Island / Boraia story 3. HMAS Sydney 1 story 4. Square Kilometre Array project
8. MID WEST DIGITAL NARRATIVE <small>Build a sense of collaboration between key stakeholders regarding the growing role of the Mid West region and the local creative sector</small>	Digital Tourism	1. Digital trails 2. Community online websites 3. Mid West online explorer website

Page 72

Government of Western Australia
Mid West Development Corporation

From: Angela Simpson [<mailto:angela.simpson@gsdc.wa.gov.au>]
Sent: Friday, 4 May 2018 1:13 PM
To: Vin Fordham Lamont <vin@gnowangerup.wa.gov.au>
Cc: outwardsmail <outwardsmail@gsdc.wa.gov.au>
Subject: Regional Telecommunications Project Update

Vin

As discussed, this email is to confirm the recent decision of the GSDC Board to no longer commit funding of \$10,000 towards the Regional Telecommunications project. I am providing this advice as it is acknowledged that the Shire of Gnowangerup was the only local government to make a similar commitment to the project in 2017 and is likewise reviewing that commitment.

The GSDC Board approved the following recommendations in October 2017:

1. A total of \$2,000 to contribute to the cost of Baseline Studies;
2. A total of \$10,000 to match funding from each of at least 3 LGAs for a Feasibility Study to be commissioned through an open tender process
3. That these recommendations are subject to no alternative strategy emerging to address regional telecommunications issues before the above two conditions are met.

On 19 January the State Government announced a \$5 million program to drive better digital connectivity for agricultural and pastoral businesses in regional Western Australia. The **Digital Farm** grants program provided funds to improve connectivity to multiple enterprises or farms not serviced by the NBN or fixed wireless, by at least 2020. The program offered grants of up to \$500,000 to service providers on a matching co-contribution basis. The Digital Farm program was developed following input from the Minister's Digital Connectivity Forum held in July 2017, and roll out of the program was informed by outcomes from the Government's State Telecommunications Infrastructure Audit.

As a result of the release of the State Government funding program, the GSDC Board acknowledged that there is now an alternative strategy to address regional telecommunication issues. Consequently, the recommendations as approved by the Board in October 2017 were reviewed.

At the GSDC Board meeting of 23 February 2018 a resolution was passed confirming that the GSDC would:

1. No longer commit \$10,000 matching funding contribution for a feasibility study.
2. Maintain the \$2000 commitment to baseline studies and continue to encourage local governments to undertake studies of the digital connectivity issues in their areas, as this will potentially help support funding applications for programs such as the Digital Farm program.

Should you need further information, please don't hesitate to contact me

regards

Angela Simpson
Regional Director

Great Southern Development Commission

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12.3 BUDGET AMENDMENT – SMARTNET (SMART AG REGIONAL TELECOM NETWORK) FEASIBILITY STUDY

Proponent: N/A
File Ref: ADM0040
Date of Report: 14 September 2017
Business Unit: Strategy and Governance
Officer: Vin Fordham Lamont, Deputy Chief Executive Officer
Disclosure of Interest: Nil

ATTACHMENTS

- Map showing proposed project area (blue) and NBN fixed wireless rollout footprint (green).

PURPOSE OF THE REPORT

To seek Council approval for out of budget expenditure and an amendment to the approved 2017/2018 budget.

BACKGROUND

Over the last couple of years, the Shires of Gnowangerup, Jerramungup and Kojonup have individually been in discussions with an Albany business, Connect Technology Australia, in regards to improving digital connection for their communities.

Primary producers and manufacturers have consistently advised their respective local governments that they are experiencing business constraints due to the limitations of the current digital platforms. Householders, too, have provided feedback that their current internet service is less than adequate for their personal needs. There is no planned commitment for NBN to roll out any additional fixed line or fixed wireless in the broader Central Great Southern area, outside the existing services in and around the towns of Kojonup, Katanning, Broomehill and Tambellup. Digital services outside these towns are currently delivered via NBN Skymuster satellite, 3G/4G mobile network or ADSL.

In 2016 John Dent, the proprietor of Connect Technology Australia, contacted the Shire to gauge our interest in a possible project based on internet access originating from the optic fibre in Katanning and delivered via fixed wireless through a series of infrastructures supporting line of sight wireless transmission across the Central Great Southern region (Kojonup to Bremer Bay).

COMMENTS

Communication with John Dent continued through 2017 until it was decided to involve the Great Southern Development Commission (GSDC). On 5 September 2017, the Deputy CEO and John Dent met with GSDC representatives, Bruce Manning, Angela Simpson and Gavin Ellis to determine a process for progressing this initiative.

It was decided that the project be divided into two phases – phase 1 Feasibility/Viability and phase 2 Planning and Construction.

Phase 1

1. GSDC to facilitate a due diligence investigation of current projects to inform all relevant Local Government Authorities (LGAs) of the project proposal.
 - GSDC to investigate and assess current State Government / other regional planning for similar or discordant projects.
 - GSDC to establish a working group through a meeting in Gnowangerup with LGAs at a time to be negotiated.
2. Undertake a baseline study of the communities involved in order to assess:
 - Current digital activity in the area and expected needs across the project area.
 - Qualitative measure of digital coverage satisfaction.
 - Audit of infrastructure and measures of digital device use in the project area.
 - Report on the technologies that could be used to deliver the identified need, including reviewing options being rolled out in other parts of the country.

Who: LGAs with the support of GSDC and OptimiDigital.
3. Establish terms of reference for a feasibility study. The feasibility study needs to address the range of technology options available to address the issues identified in the baseline study, supported by financial modelling of each option. Pros and cons of options to be assessed and preferred option recommended. Scale of the project to be determined and funding options considered.

Who: GSDC, LGAs
4. Confirming financial partners to contribute to a feasibility study and an auspicing body to oversee the study and manage funds.

Who: GSDC, LGAs
5. Undertake feasibility study and assess and review outcomes/options. Make recommendation for implementation of the preferred option.

Who: Working Group

As a result of this meeting, the GSDC has proposed the following:

1. That a recommendation be put to its Board to support the feasibility study to the value of \$10,000.
2. That participating LGAs seek endorsement from their Council for a matching contribution of \$10,000 each.
3. To assist with the cost of the baseline study described earlier on this page, GSDC will contribute 50% of the cost for each LGA to undertake a study of their respective communities. It is expected that the cost of a baseline study could be reduced to approximately \$2,000 per LGA if LGAs are prepared to undertake the facilitation of the data collection from residents and businesses in their area.
4. That the GSDC be endorsed as the auspicing body for the funds.
5. That the project progress to drafting the Terms of Reference for a feasibility study based on commitments from the Shires of Gnowangerup, Jerramungup and Kojonup, and the GSDC.

Council is now being asked to provide this commitment.

CONSULTATION

A Community Information Session and Expo is being held at the Gnowangerup Sporting Complex on Monday 16 October. John Dent will be presenting and it is anticipated that GSDC officers will be in attendance, as well as the CEO of the Connect Technology's project partner.

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995

Part 6 Financial management

Division 4 General financial provisions

Section 6.8 Expenditure from municipal fund not included in annual budget

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

No change to the Shire's bottom line as the cost of the baseline digital study and feasibility study will be funded via amendments to the adopted 2017/2018 budget.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2013-2022

Goal 3 A Built Environment and Infrastructure that Supports the Community and the Economy

Outcome 3.5 A sustainable asset and infrastructure base

RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Not provide a financial commitment to the baseline digital study and feasibility study. The project would not go ahead and there is real possibility of local businesses relocating to Perth.

CONCLUSION

It is in the best interests of all communities within the Shire of Gnowangerup for Council to commit to the baseline digital study and feasibility study. Local businesses importing and exporting overseas should not have to relocate because of inadequate digital options. Likewise, householders in a first world country like Australia should expect to be able to access the best digital applications available in the areas of Entertainment, Communications, Health and Education.

VOTING REQUIREMENTS

Absolute majority

COUNCIL RESOLUTION

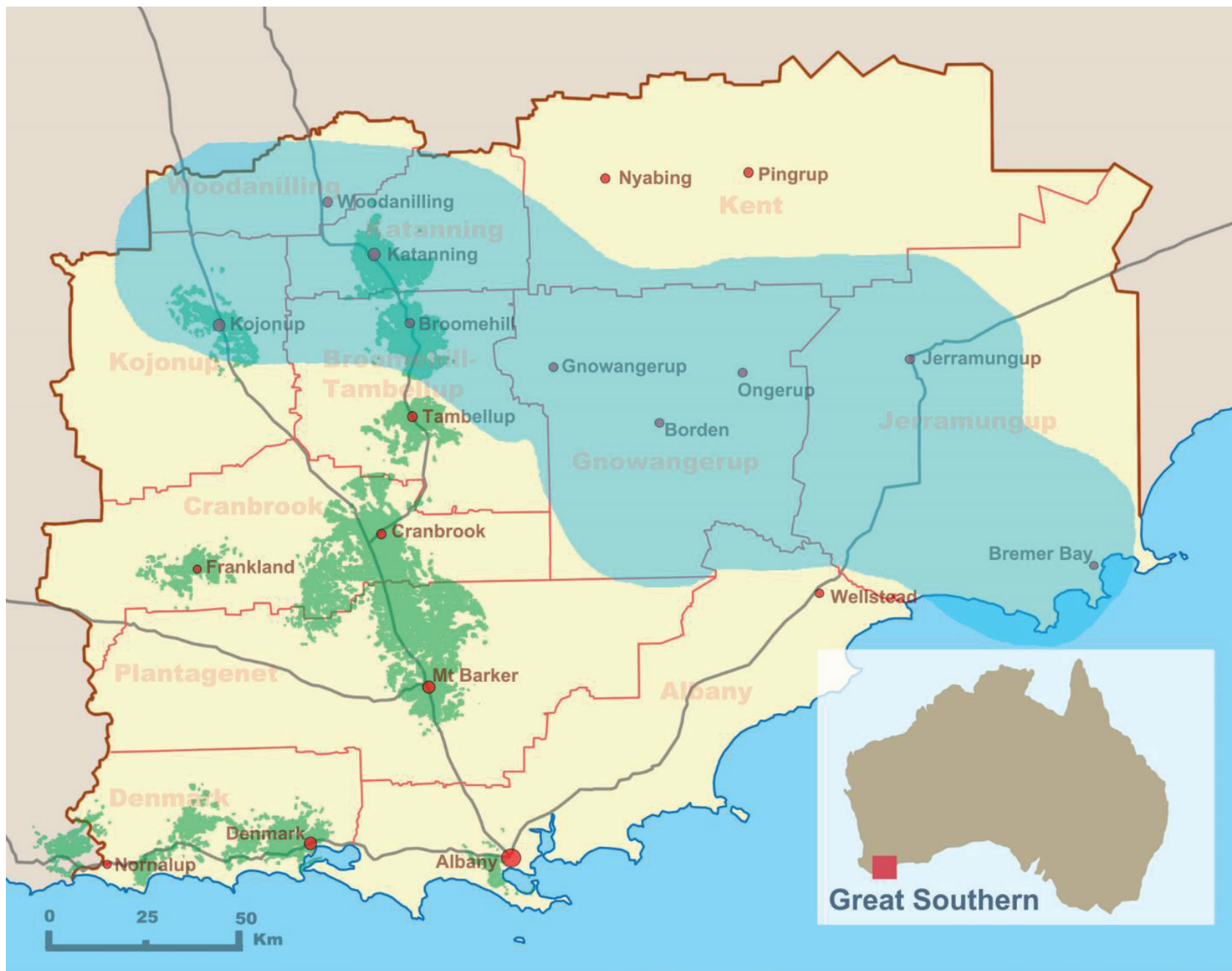
Moved: Cr R House

Seconded: Cr B Gaze

0917.97 That Council:

- 1. Approves out of budget expenditure of up to \$12,000 to fund a baseline digital readiness assessment and feasibility study of a regional fixed wireless digital solution from Kojonup to Bremer Bay, subject to a similar commitment from the Great Southern Development Commission and other relevant local governments;**
- 2. Approves \$12,000 changes to the 2017/18 budget as follows:**
 - **Decrease allocation to GL Account 59022 by \$8,052 as we will not be proceeding with the implementation of the Altus HR module;**
 - **Decrease budgeted transfer to Future Fund Reserve (GL Account 95001) of \$50,000 by \$3,948.**
 - **Increase allocation to GL 50022 – Community Capacity Building by \$12,000.**

UNANIMOUSLY CARRIED: 7/1



QUOTE

Shire of Gnowangerup
Attention: Vin Fordham Lamont
28 Yougenup Rd
GNOWANGERUP WA 6335
AUSTRALIA

Date
2 May 2018

Expiry
16 May 2018

Quote Number
QU-0017

Reference
24/04/18

ABN
11 607 698 751

Optimi Digital Pty Ltd
Attention: Jim Wyatt
16 Rocklea Crescent
ELLENBROOK WA 6069
AUSTRALIA

Description	Quantity	Unit Price	GST	Amount AUD
Guide the Shire in the scope, framing and documentation of a regional Digital Strategic Plan.	1.00	8,000.00	10%	8,000.00
<p>The Plan to be framed around the 4 principals presented on 24/04/18 to the Shire as part of the report on the Digital Census.</p> <p>The Guidance will incorporate:</p> <ul style="list-style-type: none"> > A half day workshop with the Shire to scope the focus of the plan > A half day workshop with Shire management, to frame the strategic elements of the plan and identify relevant actions and responsibilities. > Liaison between the Shire and GSDC, to position the plan as part of the Regional Innovation Roadmap > Curation of tools and methodologies to support elements of the Plan. > Facilitation of 3rd part connections and liaisons, to support the Plan. > Documentation of the Plan and supporting 3 year road map of action. 				
Any further assistance with implementation of the plan, following its launch to be on an hourly basis.	1.00	125.00		125.00
Subtotal				8,125.00
TOTAL GST 10%				800.00
TOTAL AUD				8,925.00

14. INFRASTRUCTURE AND ASSET MANAGEMENT

14.1 BUDGET AMENDMENT – PURCHASE OF SOLAR PANELS

Location: Shire of Gnowangerup
Proponent: N/A
File Ref: ADM
Date of Report: 15th May 2018
Business Unit: Infrastructure and Asset Management
Officer: J Skinner – Asset & Waste Management Coordinator
Disclosure of Interest: Nil

ATTACHMENTS

Nil

PURPOSE OF THE REPORT

That council endorse the following budget amendments.

Account No	Description	Increase/(Decrease) Budget Allocation By
59040	Purchase of Solar Panels for the Administration building.	(\$15,000.00)
39004	Purchase of Solar Panels for the Depot.	\$15,000.00

BACKGROUND

In the 2017/18 Budget council approved \$40,000.00 for the installation of solar panels at the Administration building. Initially it was planned to install panels only at the Administration building with a proposed budget of \$30,000.00. During budget discussions Council decided to increase this allocation to \$40,000.00 and include the Gnowangerup Depot in the project.

While the budget amount was amended to \$40,000.00 the full amount was allocated to the Administration building capital expenditure account without any funds being allocated to the Depot building's account.

COMMENTS

These amendments are required to correct the error in the 2017/18 budget ensuring funds are allocated to the correct GL accounts:

- \$25,000.00 to GL 59040 Administration Building Capital Expenditure
- \$15,000.00 to GL 39004 Depot Building Capital Expenditure

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995
Part 6 Financial management

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil - project was completed \$3,319.00 under budget.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2013-2022

Goal 3 A Built Environment and Infrastructure that Supports the Community and the Economy

Outcome 3.5 A sustainable asset and infrastructure base

RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

Supporting the officer's recommendation will result in:

- The 2017/18 Budget having the correct descriptions and account allocations for the installation of the solar panels to the Administration and Depot buildings; and
- No overall negative impact on the 2017/18 Budget.

VOTING REQUIREMENTS

Absolute majority

COUNCIL RESOLUTION

Moved: Cr F Gaze

Seconded: Cr G Stewart

0518.45 That Council:

Approve the following budget amendments to correct the 2017/18 budget allocations:

Account No	Description	Increase/(Decrease) Budget Allocation By
59040	Purchase of Solar Panels Administration Building	(\$15,000.00)
39004	Purchase of Solar Panels Gnowangerup Depot	\$15,000.00

15. STATUTORY COMPLIANCE

Nil

16. FINANCE

16.1 ACCOUNTS FOR PAYMENT AND AUTHORISATION – APRIL 2018

Location: Shire of Gnowangerup
Proponent: N/A
File Ref: ADM
Date of Report: 15th May 2018
Business Unit: Finance
Officer: C Shaddick - Senior Finance Officer
Disclosure of Interest: Nil

ATTACHMENT

- April 2018 Cheque Listing

COMMENTS

The April 2018 cheque list is attached as follows

FUND	AMOUNT
Municipal Fund	\$ 1,281,865.66
Trust Fund	\$ 00.00
Credit Card	\$ 2,053.20

TOTAL	\$ 1,283,918.86
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COUNCIL RESOLUTION

Moved: Cr L Martin

Seconded: Cr F Hmeljak

0518.46 That Council:

Approve the Schedule of Accounts: Municipal Fund Cheques 27253 - 27268, EFT 13349 – EFT 13463, Click Super and Direct Deposits totalling \$1,281,865.66 and Trust Fund Cheques 000 - 000 totalling \$00.00 and Corporate Credit Card totalling \$2,053.20.

UNANIMOUSLY CARRIED: 9/0

Chq/EFT	Date	Name	Description	Amount
EFT13349	5/04/2018	AA CONTRACTORS	RESTORATION WORKS ROADS AGRN743 MAILEEUP ROAD 20/3/18 - 29/3/18	\$ 115,948.25 W
EFT13350	5/04/2018	ADMIN SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 80.00
EFT13351	5/04/2018	AIR LIQUIDE	GAS DELIVERY AND CYLINDER HIRE	\$ 383.47
EFT13352	5/04/2018	BEST OFFICE SYSTEMS	DEPOT PHOTOCOPIER CHARGE 28/2/18 - 28/3/18	\$ 145.37
EFT13353	5/04/2018	BGL SOLUTIONS	GROUNDS MAINTENANCE AS PER CONTRACT REPAIR RECTIC PIPES AT ADMIN OFFICE AREA	\$ 10,429.53 \$ 167.86
EFT13354	5/04/2018	BLACK AND GOLD SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 130.00
EFT13355	5/04/2018	BOC GASES	CONTAINER SERVICE CHARGE FORKLIFT GAS 26/2/18 - 28/3/18	\$ 18.07
EFT13356	5/04/2018	CEMETERIES & CREMATORIA ASSOC OF WA	CEMETERIES CONFERENCE 2018	\$ 155.00
EFT13357	5/04/2018	COURIER AUSTRALIA	FREIGHT	\$ 91.65
EFT13358	5/04/2018	G & M DETERGENTS	HEAVY DUTY HAND SCRUB FOR WORKSHOP HAND TOWELS AND TOILET TISSUE FOR DEPOT	\$ 173.00 \$ 132.00
EFT13359	5/04/2018	GNOWANGERUP CRC	ADVERTISING IN ROUNDUP COMMUNITY GRANTS, WATER SOURCES, GRANT WRITING WORKSHOP	\$ 317.20
EFT13360	5/04/2018	GNOWANGERUP FUEL SUPPLIES	FUEL FOR SHIRE VEHICLES	\$ 1,357.70
EFT13361	5/04/2018	GNOWANGERUP TYRE SERVICE	2 X NEW TYRES ISUZU D-MAX GN.0016 & GN.003	\$ 1,951.00
EFT13362	5/04/2018	HANSON CONSTRUCTION MATERIALS	45.20T OF 14MM FOR SEALING PATCH ON ONGERUP PINGRUP RD	\$ 2,151.93
EFT13363	5/04/2018	JASON LILLEYMAN	CARTING GRAVEL FOR ONGERUP PINGRUP RD STABILISATION	\$ 1,163.25
EFT13364	5/04/2018	JASON SIGN MAKERS	VARIOUS SIGNS FOR ROAD MAINTENANCE WORK	\$ 1,672.46
EFT13365	5/04/2018	JH COMPUTER SERVICES PTY LTD	MEDICAL CENTRE UPGRADE OF IT - EQUIPMENT, LABOUR ETC	\$ 4,118.60

EFT13366	5/04/2018 JR & A HERSEY PTY LTD	SAFETY WORK BOOTS FOR DEPOT STAFF	\$	539.00	
EFT13367	5/04/2018 LANDGATE	LAND ENQUIRIES	\$	50.60	
EFT13368	5/04/2018 LGRCEU	PAYROLL DEDUCTIONS	\$	184.50	
EFT13369	5/04/2018 MARKETFORCE	ADVERTISING GARDENING TENDER RFT-01-2018	\$	276.23	
		NOTICE FOR BRIAN HEMLEY	\$	105.96	
EFT13370	5/04/2018 MCINTOSH & SON - PERTH	PARTS FOR CASE LOADER GN.0040 LOCK CYLINDER AND PIN	\$	2,550.50	
EFT13371	5/04/2018 MESSAGEMEDIA	3675 MESSAGES SENT MARCH 2018	\$	646.80	
		2240 MESSAGES SENT JANUARY	\$	394.24	
EFT13372	5/04/2018 METROCOUNT	100M ROAD TUBE FOR TRAFFIC COUNTERS	\$	583.00	
EFT13373	5/04/2018 OLUMAYOKUN OLUYEDE	CASH SUBSIDY AS PER CONTRACT FOR MARCH 2018	\$	11,000.00	
EFT13374	5/04/2018 ONLINE SAFETY SYSTEMS PTY LTD	PLANT ASSESSOR MONTHLY ACCESS FEE APRIL 18	\$	528.00	
EFT13375	5/04/2018 RIVER HILL CONTRACTING	RESTORATION WORKS AGRN743 MINDARABIN ROAD, SOLDIERS RD, XMAS FARM RD & WILEMMENUP RD 9/3/18 - 17/3/18	\$	167,151.05	W
EFT13376	5/04/2018 STAR SALES & SERVICE	BRAKE CALIPER HUSQVARNA MOWER	\$	576.00	
EFT13377	5/04/2018 T & L PAINTING ENTERPRISES	PAINT REAR WALLS , BREEZWAY AND 1 SIDE WALL & REPAIR ALL THE CRACKS & PAINT ALL EXTERNAL DOORS AND FRAMES GNP HALL	\$	8,220.00	
EFT13378	5/04/2018 WA CONTRACT RANGER SERVICES	RANGER SERVICES 14/02, 15/02, 21/02	\$	1,449.25	
EFT13379	5/04/2018 WARREN BLACKWOOD WASTE	BINS PICK UP 01/03, 08/03, 15/03, 22/03, 29/03	\$	8,595.75	
EFT13380	5/04/2018 WINC. (WORK INCORPORATED)	STATIONARY	\$	16.83	
EFT13381	12/04/2018 ALBANY LOCK SERVICE SUPERIOR SECURITY	3 X DEPOT FRONT DOOR KEYS	\$	69.90	
EFT13382	12/04/2018 ARMADILLO GROUP	RAGS	\$	63.58	

EFT13383	12/04/2018 ASIA PACIFIC CONSTRUCTION MATERIALS	500KG UN-LINED BULKA BAGS OF CEMENT FOR RESTORATION WORKS AGRN743	\$	6,611.00	W
EFT13384	12/04/2018 AUSTRALIA POST	POSTAGE FOR MARCH 18	\$	240.57	
EFT13385	12/04/2018 B & B STREET SWEEPING	SUCTION SWEEP SWIMMING POOL CAR PARK AND ENTRANCE ROAD	\$	390.00	
EFT13386	12/04/2018 B P HARRIS & SON	WHEEL BEARING AND OIL SEAL FOR TRAILER GN.17181 OXY GAS AND ROUND BAR AND PLATE	\$ \$	193.10 169.03	
EFT13387	12/04/2018 BARRETT'S MINI EARTHMOVING & CHIPPING	REMOVAL OF OLD SUGAR GUM ON YOUNGUP ROAD SHIRE ADMIN OFFICE GARDEN	\$	4,202.00	
EFT13388	12/04/2018 BLIGHTS AUTO ELECTRICS	TWO GME HANDHELD TWO WAYS (TX 6155)	\$	659.90	
EFT13389	12/04/2018 CBCA WA BRANCH (INC)	INSTITUTIONAL MEMBERSHIP CHILDRENS BOOK COUNCIL	\$	60.00	
EFT13390	12/04/2018 CITY OF ALBANY	GREAT SOUTHERN REGIONAL SHARED LIBRARY MANAGEMENT PURCHASE AND MIGRATION OF SPYDUS AS PER PARTICIPATION AGREEMENT GRADE SECTION OF CHILLINUP RD AS PER COA SCHEDULE	\$ \$	8,541.50 835.97	
EFT13391	12/04/2018 COURIER AUSTRALIA	FREIGHT	\$	65.02	
EFT13392	12/04/2018 DL CONSULTING	COMPLETE BUDGET REVIEW, ONSITE WORK AND ATTEND ANNUAL ELECTORS MEETING	\$	1,745.70	
EFT13393	12/04/2018 ECHELON AUSTRALIA PTY LTD	CONTRACT RISK MITIGATION, PROJECT SERVICES TO 28/03/2018	\$	2,970.00	
EFT13394	12/04/2018 FULTON HOGAN INDUSTRIES WA	SUPPLY AND SPRAY RESEAL 10MM AGGREGATE BORDEN BREMER BAY RD 9KM	\$	197,579.97	F
EFT13395	12/04/2018 GNOWANGERUP NEWSAGENCY	NEWSPAPERS FOR MARCH 18	\$	71.80	
EFT13396	12/04/2018 GNOWANGERUP SMASH REPAIRS	SUPPLY AND FIT L/H & R/H FRONT SCREENS REPAIR AND PAINT DAMAGED AND RUSTED AREAS AS REQUIRED GN.035 LOADER SIDE MIRROR FOR GRADER GN.0020	\$ \$	825.00 302.50	

		SUPPLY AND FIT FRONT WINDSCREEN IVECO TRUCK GN.0044	\$	605.00
		SUPPLY AND FIT FRONT WINDSCREEN IVECO TRUCK GN.0014	\$	605.00
EFT13397	12/04/2018 GNOWANGERUP TYRE SERVICE	SUPPLY & FIT TYRE FOR KOMATSU GRADER GN.00521	\$	1,605.00
		REPAIR KOMATSU GRADER TYRE GN.0021	\$	494.50
EFT13398	12/04/2018 GNOWANGERUP VOLUNTEER SES UNIT INC	4TH QUARTER INSTALLMENT OPERATING GRANT	\$	5,775.00
EFT13399	12/04/2018 GREAT SOUTHERN DEV COMMISSION	GNOWANGERUP TRAINING AND COMMUNITY CENTRE FEASIBILITY STUDY - REPORT OF STUDY	\$	3,292.30
EFT13400	12/04/2018 HAWKER WA PTY LTD	SOLAR INSTALATION DEPOSIT 10% ADMIN	\$	2,750.00
		SOLAR INSTALATION DEPOSIT 10% DEPOT	\$	1,210.00
EFT13401	12/04/2018 IT VISION	ALTUS FINANCIAL REPORTING MODULE MONTHLY LICENSE	\$	550.00
EFT13402	12/04/2018 JERRAMUNGUP ELECTRICAL SERVICE	REPLACE FAILED BORE PUMP FORMBY ROAD	\$	5,013.18
		INSTALLATION OF POWER FOR FUEL TANK ONGERUP DEPOT	\$	435.61
		ELECTRICAL REPAIRS TO VARIOUS SHIRE BUILDINGS	\$	1,394.40
EFT13403	12/04/2018 JH COMPUTER SERVICES PTY LTD	MEDICAL PRACTICE EMAIL BREACH	\$	114.40
EFT13404	12/04/2018 KIM BUTTFIELD CONSULTING	GRANT WRITING WORKSHOP 2018 15TH MARCH 2018	\$	1,320.00
EFT13405	12/04/2018 KOJONUP AUTO ELEC SERVICES	SUPPLY AND FIT NEW COMPRESSOR AND DRIER TO GN.0035	\$	1,543.55
EFT13406	12/04/2018 LANDGATE	RURAL UV'S CHARGEABLE SCHD R2018/2	\$	65.50
EFT13407	12/04/2018 NURRUNGA COMMUNICATIONS GROUP	INSTALL AND SUPPLY VHF SHIRE BASE RADIO INTO SHIRE DEPOT DIAGNOSE FAULTS IN RADIO HEAD IN OFFICE	\$	2,633.94
EFT13408	12/04/2018 OPUS INTERNATIONAL CONSULTANCY	CONTRACT ADMINISTRATION TO 23 MARCH 2018 LOT 560 YUGENUP RD	\$	4,375.25
EFT13409	12/04/2018 PHOENIX CIVIL & EARTHMOVING PTY LTD	AGRN743 RESTORATION WORKS NIGHTWELL ROAD 19/3/18 - 29/3/18	\$	103,577.19 W
EFT13410	12/04/2018 PRIMARIES GNOWANGERUP	VARIOUS HARDWARE ITEMS FOR MARCH 2018	\$	206.96
EFT13411	12/04/2018 SHIRE OF CUBALLING	BUILDING SURVEYOR SERVICES MARCH 2018	\$	2,582.75

EFT13412	12/04/2018	WA CONTRACT RANGER SERVICES	RANGER SERVICES 28/03, 29/03, 03/04	\$	1,449.25	
EFT13413	12/04/2018	WATERMAN IRRIGATION PTY LTD	ICLOUD SERVER ACCESS FEE 1/1/18 - 30/06/18 STANDPIPE	\$	845.90	
EFT13414	12/04/2018	WINC. (WORK INCORPORATED)	CLEANING PRODUCTS FOR SHIRE PUBLIC BUILDINGS	\$	337.11	
EFT13415	18/04/2018	AA CONTRACTORS	AGRN743 RESTORATION WORKS SIX MILE ROAD 26/3/18 - 29/3/18	\$	19,943.00	W
EFT13416	18/04/2018	ADRIENNE JOYCE	RENT 19/04/2018 - 02/05/2018 ONGERUP GRADER DRIVER	\$	240.00	
EFT13417	18/04/2018	ALBANY AUTOS	10,000KM SERVICE FOR ISUZU D-MAX GN.051	\$	233.00	
EFT13418	18/04/2018	ASHLEIGH ANNE NUTTALL	RENT 23/04/2018 - 06/05/2018 GNP GRADER DRIVER	\$	500.00	
EFT13419	18/04/2018	BLACK DUCK CANVAS PRODUCTS	SEAT COVERS FOR ISUZU TIPPER GN.0035	\$	427.90	
EFT13420	18/04/2018	COURIER AUSTRALIA	FREIGHT	\$	47.16	
EFT13421	18/04/2018	GNOWANGERUP SPORTING COMPLEX	SYNERGY ACCOUNTS FOR OCTOBER, NOVEMBER, DECEMBER, JANUARY, FEBRUARY & MARCH AS PER LEASE AGREEMENT	\$	17,195.60	
			WATER CORP ACCOUNTS FOR NOVEMBER, & MARCH AS PER LEASE AGREEMENT	\$	4,609.34	
EFT13422	18/04/2018	HEWER CONSULTING SERVICES	AGRN743 RESTORATION WORKS - PROJECT MANAGEMENT MARCH 2018	\$	37,564.66	W
EFT13423	18/04/2018	J.E. & K.N. DAVIS	AGRN743 GRAVEL STOCKPILING	\$	20,951.81	W
			DOZER WORK NIGHTWELL RD, CLEAR VEGETATION REMOVER OVERBURDEN AND PUSH GRAVEL	\$	13,062.83	F
EFT13424	18/04/2018	JERRAMUNGUP ELECTRICAL SERVICE	INSTALL POWER TO THE MECHANICS STORE ROOM	\$	251.81	
EFT13425	18/04/2018	JH COMPUTER SERVICES PTY LTD	7NC WINSVRSTDCORE 2016 ENG OLP 16LIC NL LCLGOV CORELIC	\$	2,750.00	
EFT13426	18/04/2018	OFFICEWORKS	ARCHIVE BOXES	\$	220.01	
EFT13427	18/04/2018	RECORDS ARCHIVES HISTORICAL MANAGEMENT	ARCHIVING ON SITE 12/04, 13/04, 14/04, 15/04	\$	3,918.75	

EFT13428	18/04/2018 SADLERS BUTCHERS	COUNCIL BREIFING SESSION 14TH MARCH 2018	\$	320.00	
EFT13429	26/04/2018 A D CONTRACTORS PTY LTD	CATAMOL FOR BITUMEN PATCHING ON GLEESON ROAD	\$	567.60	
EFT13430	26/04/2018 AA CONTRACTORS	AGRN743 RESTORATION WORKS MAILEEUP ROAD 3/4/18 - 13/4/18	\$	102,619.00	W
EFT13431	26/04/2018 ADMIN SOCIAL CLUB	PAYROLL DEDUCTIONS	\$	80.00	
EFT13432	26/04/2018 ADRIENNE JOYCE	RENT 26 JAEKEL ST 03/05/2018 - 15/05/2018 ONGERUP GRADER DRIVER	\$	240.00	
EFT13433	26/04/2018 AMCAP DISTRIBUTION CENTRE	R/H TAIL LAMP ASSY FOR IVECO GN.0014	\$	746.82	
EFT13434	26/04/2018 ARMADILLO GROUP	LONG LIFE COOLANT 40 LTRS, MORRIS VERSIMAX OIL	\$	1,272.24	
EFT13435	26/04/2018 ASHLEIGH ANNE NUTTALL	RENT 22 GROCOCK ST 07/05/2018-20/05/2018 GNP GRADER DRIVER	\$	500.00	
EFT13436	26/04/2018 BGL SOLUTIONS	RETICULATION REPAIRS AT COMMUNITY (NOBARACH) PARK	\$	254.97	
EFT13437	26/04/2018 BLACK AND GOLD SOCIAL CLUB	PAYROLL DEDUCTIONS	\$	145.00	
EFT13438	26/04/2018 COURIER AUSTRALIA	FREIGHT	\$	265.23	
EFT13439	26/04/2018 EDWARDS MOTORS PTY LTD	30,000KM SERVICE HOLDEN TRAILBLAZER GN.002	\$	506.00	
EFT13440	26/04/2018 FIRE & SAFETY WA	SAFETY GOGGLES AND GLOVES FOR BFB	\$	1,558.43	F
EFT13441	26/04/2018 GEOFABRICS	GEOFABRIC FILTERWRAP FOR AGRN743 RESTORATION WORKS	\$	110.00	W
EFT13442	26/04/2018 GNOWANGERUP CRC	CLEANING, ELECTRICITY, PHONE & AMENITIES FOR MARCH 18	\$	637.00	
		ADVERTISING MARCH 2018	\$	367.90	
EFT13443	26/04/2018 GREAT SOUTHERN TOYOTA	40,000KM SERVICE FOR TOYOTA PRADO GN.001	\$	770.42	
EFT13444	26/04/2018 HAWKER WA PTY LTD	SOLAR INSTALATION ADMIN	\$	22,540.00	
		SOLAR INSTALATION DEPOT	\$	10,440.00	
		UPGRADE DEPOT SWITCHBOARD INCLUDES RCD'S & CIRCUIT BREAKERS	\$	3,410.00	
		UPGRADE 3 PHASE OUTLET AT DEPOT	\$	385.00	
		SUPPLY & INSTALL 3 PHASE 5PIN GENERATOR SWITCH	\$	858.00	

		SUPPLY 3 PHASE 32AMP EXTENSION LEAD	\$	979.00	
EFT13445	26/04/2018 HITACHI	TIE ROD END AND STEER CYLINDER FOR KOMATSU GRADER GN.0021	\$	2,508.10	
EFT13446	26/04/2018 IAN DAVID BEATON	PLUMBING REPAIRS 4 GROCOCK ST	\$	242.00	
EFT13447	26/04/2018 IT VISION	ALTUS READY CONFIGURATION FOR SINGLE TOUCH PAYROLL	\$	1,100.00	
EFT13448	26/04/2018 J.E. & K.N. DAVIS	AGRN743 GRAVEL STOCKPILING	\$	17,773.80	W
EFT13449	26/04/2018 JASON SIGN MAKERS	GALVANISED CHS POSTS WITH CAPS FOR ERECTING NEW SIGNS	\$	1,230.03	
EFT13450	26/04/2018 KOMATSU AUSTRALIA PTY LTD	GUIDE AND FILTERS FOR KOMATSU GRADER GN.0021	\$	738.58	
EFT13451	26/04/2018 LGRCEU	PAYROLL DEDUCTIONS	\$	184.50	
EFT13452	26/04/2018 ONGERUP FARM SUPPLIES - MICK CREAGH	VARIOUS HARDWARE ITEMS FOR ONGERUP DEPOT	\$	119.09	
EFT13453	26/04/2018 PAINT INDUSTRIES PTY LTD	PAINT FOR LINE MARKING AT GNOWANGERUP AIRSTRIP	\$	1,867.36	
EFT13454	26/04/2018 PHOENIX CIVIL & EARTHMOVING PTY LTD	AGRN743 RESTORATION ROAD WORKS BORDEN BREMER BAY ROAD 4/4/18 - 12/4/18	\$	139,692.30	W
EFT13455	26/04/2018 RECORDS ARCHIVES HISTORICAL MANAGEMENT	ARCHIVING 17/04, 18/04, 19/04, 20/04, 21/04, 22/04	\$	9,659.38	
EFT13456	26/04/2018 RIVER HILL CONTRACTING	AGRN743 RESTORATION WORKS DRAINAGE STRATHAVEN ROAD 28/3/18 - 12/4/18	\$	51,735.75	W
EFT13457	26/04/2018 SIGMA CHEMICALS	4 X 25KG BAGS OF SODIUM BISULFATE FOR POOL	\$	207.90	
EFT13458	26/04/2018 STEWART AND HEATON CLOTHING PTY LTD	UNIFORMS FOR BFB	\$	3,282.84	F
EFT13459	26/04/2018 CANCELLED	INCORRECT BANK DETAILS	\$	0.00	
EFT13460	26/04/2018 WA CONTRACT RANGER SERVICES	RANGER SERVICES 04/04, 10/04, 11/04, 18/04	\$	1,449.25	
EFT13461	26/04/2018 WINC. (WORK INCORPORATED)	STATIONARY BACK ORDER	\$	9.66	

EFT13462	26/04/2018 YONGERGNOW - ONGERUP CRC	ADVERTISING IN GRAPEVINE FEBRUARY MARCH	\$	498.00	
EFT13463	26/04/2018 YONGERGNOW AUSTRALIAN MALLEEFOWL CENTRE	FIRST AID TRAINING COURSE ONGERUP 12TH APRIL 2018 CATERING X 12 PEOPLE MORNING TEA & LUNCH ONLY	\$	240.00	
27253	5/04/2018 GNOWANGERUP SHIRE MEDICAL PRACTICE	PRE PLACEMENT MEDICAL	\$	150.00	
27254	5/04/2018 T & C SUPPLIES	LED WARNING LIGHTS FOR NEW TIPPER GN.0035	\$	225.00	
		UHF RADIO & ANTENNA FOR GN.0035	\$	311.42	
27255	12/04/2018 BL & GL HEMLEY	PROCUREMENT OF GRAVEL AS PER AGREEMENT 0209	\$	26,774.00	W
27256	12/04/2018 DEPARTMENT OF TRANSPORT	LICENSE RENEWAL AS PER EBA	\$	42.50	
27257	12/04/2018 SYNERGY	STREETLIGHTS SUPPLY PERIOD 29 DAYS TO 03/04/2018	\$	3,433.05	
27258	18/04/2018 ADVANCED TRAFFIC MANAGEMENT (WA)	SITE SPECIFIC TRAFFIC MANAGEMENT PLAN FOR AGRN743 FLOOD DAMAGE ON BORDEN BREMER BAY RD SLK 17.74 DEDATUP BROOK FLOODWAY	\$	587.40	W
27259	18/04/2018 SYNERGY	SUPPLY PERIOD 59 DAYS	\$	126.95	
27260	18/04/2018 TELSTRA	USAGE, SERVICE EQUIPMENT AND DIRECTORY CHARGES	\$	1,345.93	
27261	18/04/2018 WATER CORPORATION	WATER USE CHARGES	\$	345.50	
27262	26/04/2018 GNOWANGERUP IGA	CONSUMABLES	\$	603.12	
27263	26/04/2018 COMMISSIONER OF STATE REVENUE	RATES REFUND A254 MONJEBUP ROAD BORDEN 6338	\$	95.77	
27264	26/04/2018 OPTIMI DIGITAL	CONDUCT DIGITAL CENSUS AND DEVELOP SHIRE DIGITAL PROFILE TO IDENTIFY MOBILE & BROADBAND IMPROVEMENT	\$	2,200.00	
27265	26/04/2018 OSH GROUP	FITNESS ASSESEMENT FOR STAFF MEMBER	\$	2,168.00	
27266	26/04/2018 SKILLED 4 LIFE	SKILLS FOR LIFE PROGRAM 10/11 APRIL 2018	\$	2,236.67	
27267	26/04/2018 TELSTRA	MOBILE PLANS AND DATA PACKS	\$	710.42	

27268	26/04/2018	WATER CORPORATION	WATER USAGE	\$	522.44
DD4022.1	1/04/2018	VENDPRO VENDING SERVICES	MONTHLY RENTAL VENDING MACHINE	\$	242.00
DD4039.1	4/04/2018	WALGS PLAN	PAYROLL DEDUCTIONS	\$	7,182.87
DD4039.2	4/04/2018	MTAA SUPERANNUATION FUND	PAYROLL DEDUCTIONS	\$	142.93
DD4039.3	4/04/2018	SMSF	SUPERANNUATION CONTRIBUTIONS	\$	927.48
DD4039.4	4/04/2018	WEALTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$	314.94
DD4039.5	4/04/2018	COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$	711.36
DD4039.6	4/04/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$	517.52
DD4039.7	4/04/2018	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$	361.72
DD4039.8	4/04/2018	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$	215.71
DD4039.9	4/04/2018	BENDIGO SMARTOPTIONS SUPER	SUPERANNUATION CONTRIBUTIONS	\$	67.32
DD4042.1	30/04/2018	VENDPRO VENDING SERVICES	VENDING MACHINE MONTHLY RENTAL	\$	242.00
DD4047.1	18/04/2018	WALGS PLAN	PAYROLL DEDUCTIONS	\$	7,253.74
DD4047.2	18/04/2018	MTAA SUPERANNUATION FUND	PAYROLL DEDUCTIONS	\$	595.41
DD4047.3	18/04/2018	SMSF	SUPERANNUATION CONTRIBUTIONS	\$	927.48
DD4047.4	18/04/2018	WEALTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$	314.94
DD4047.5	18/04/2018	COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$	711.36
DD4047.6	18/04/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$	517.52
DD4047.7	18/04/2018	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$	540.16

DD4047.8	18/04/2018 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$	647.13
DD4047.9	18/04/2018 BENDIGO SMARTOPTIONS SUPER	SUPERANNUATION CONTRIBUTIONS	\$	59.79
DD4050.1	30/04/2018 LEASEIT LTD	PHOTOCOPIER RENTAL APRIL	\$	1,196.25
DD4050.2	10/04/2018 NATIONAL AUSTRALIA BANK	CORPORATE CREDIT CARD ITEMS LISTED BELOW	\$	0.00
DD4039.10	4/04/2018 CBUS	SUPERANNUATION CONTRIBUTIONS	\$	219.23
DD4047.10	18/04/2018 CBUS	SUPERANNUATION CONTRIBUTIONS	\$	219.23
		TOTAL MUNICIPAL ACCOUNT	\$	1,281,865.66
	20/03/2018 SHIRE OF GNOWANGERUP	PLATE TRANSFER GN.0035 & GN.7864	\$	51.40
	23/03/2018 SHIRE OF GNOWANGERUP	LICENSE NEW TIPPER NOW GN.0035	\$	161.25
	4/04/2018 CENTRAL REGIONAL TAFE	K BOYD LOCAL GOVT TRAINING CERTIFICATE	\$	802.80 F
	4/04/2018 WESTNET	ADMIN INTERNET	\$	232.83
	10/04/2018 NOVOTEL SYDNEY	CEO LEADERSHIP CONFERENCE	\$	429.00
	10/04/2018 CARD FEES	CORPORATE CREDIT CARDS	\$	18.00
	15/03/2018 SAI GLOBAL LIMITED	LICENSE FOR USE OF STANDARDS AUSTRALIA MATERIAL	\$	247.92
	27/03/2018 LEADING EDGE COMPUTERS	IPHONE REPAIRS/COVER	\$	110.00
		TOTAL CORPORATE CREDIT CARD	\$	2,053.20

CERTIFICATE OF SENIOR FINANCE OFFICER

I HEREBY CERTIFY THE FOLLOWING SCHEDULE OF ACCOUNTS:

TOTAL FOR MUNICIPAL FUND: EFT 13349 -13463, Cheque 27253 - 27268, DD Clicksuper = \$1,281,865.66
TOTAL FOR TRUST FUND: Cheque \$00.00
TOTAL FOR CREDIT CARD: \$2,053.20

CHIEF EXECUTIVE OFFICER

F	Fully Grant Funded
P	Partial Grant Funded
R	Other Funding (Reimbursements)
W	Main Roads Flood Damage

16.2 APRIL 2018 MONTHLY FINANCIAL REPORT

Location: Shire of Gnowangerup
Proponent: N/A
File Ref: ADM
Date of Report: 15th May 2018
Business Unit: Finance
Officer: D Long - Finance Consultant
C Shaddick – Senior Finance Officer
Disclosure of Interest: Nil

ATTACHMENTS

- Monthly Financial Statements for period 30 April 2018 including;
 - Statement of Financial Activity to 30 April 2018
 - Report on Material Differences
 - Comprehensive Income by Program and Nature & Type
 - Statement of Financial Position
 - Statement of Cash Flows
 - Current Assets and Liabilities

SUMMARY

Adoption of the April 2018 Monthly Financial Report

COMMENTS

Presented to Council is the Financial Statement to 30 April 2018 subject to change as a result of end of year procedures and audit process.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Financial Regulations (1996) 22, 32 and 43 apply.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple majority

COUNCIL RESOLUTION

Moved: Cr G Stewart

Seconded: Cr F Gaze

0518.47 That Council:

Note the April 2018 Monthly Financial Report.

UNANIMOUSLY CARRIED: 9/0



SHIRE OF GNOWANGERUP

MONTHLY FINANCIAL REPORT

30 APRIL 2018

SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDING 30 APRIL 2018

	NOTES	2017-18 ANNUAL BUDGET	2017-18 JULY - APRIL BUDGET	2017-18 YTD ACTUAL
EXPENDITURE (Excluding Finance Costs)		\$	\$	\$
General Purpose Funding		(147,372)	(127,043)	(90,650)
Governance		(988,233)	(788,880)	(514,610)
Law, Order, Public Safety		(311,336)	(252,778)	(242,700)
Health		(233,540)	(175,930)	(203,944)
Education and Welfare		(22,709)	(19,681)	(12,460)
Housing		(48,629)	(61,437)	(48,784)
Community Amenities		(511,465)	(428,710)	(412,095)
Recreation and Culture		(1,390,887)	(1,208,028)	(1,390,730)
Transport		(9,760,863)	(7,808,337)	(7,683,340)
Economic Services		(140,955)	(123,216)	(78,159)
Other Property and Services		(132,646)	(223,011)	(527,920)
		(13,688,636)	(11,217,052)	(11,205,392)
REVENUE				
General Purpose Funding		4,447,987	640,624	4,249,985
Governance		2,100	1,930	182
Law, Order, Public Safety		53,393	52,909	60,518
Health		300	300	395
Education and Welfare		11,400	9,580	600
Housing		72,280	65,052	65,366
Community Amenities		284,192	281,371	302,683
Recreation and Culture		22,955	22,955	29,699
Transport		6,144,100	4,824,084	4,810,275
Economic Services		10,932	9,498	12,982
Other Property & Services		108,330	91,401	179,355
		11,157,969	5,999,704	9,712,040
<i>Increase(Decrease)</i>		(2,530,667)	(5,217,348)	(1,493,352)
FINANCE COSTS				
General Purpose Funding		0		0
Housing		(16,874)	(1,414)	(16,874)
Community Amenities		(1,078)	(67)	(643)
Recreation & Culture		(29,319)	(2,250)	(17,163)
Total Finance Costs		(47,271)	(3,730)	(34,680)
NON-OPERATING REVENUE				
Law, Order & Public Safety		0		0
Recreation & Culture		32,000	0	0
Transport		653,135	0	332,260
Economic Services		0	0	0
Total Non-Operating Revenue		685,135	0	332,260
PROFIT/(LOSS) ON SALE OF ASSETS				
Transport Profit		0	0	0
Transport Loss		0	0	(11,025)
Total Profit/(Loss)		0	0	(11,025)
NET RESULT		(1,892,803)	(5,221,078)	(1,206,797)
Other Comprehensive Income				
Changes on revaluation of non-current assets		0	0	0
Total Abnormal Items		0	0	0
TOTAL COMPREHENSIVE INCOME		(1,892,803)	(5,221,078)	(1,206,797)

SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE/TYPE
FOR THE PERIOD ENDING 30 APRIL 2018

	2017-18 BUDGET	2017-18 ACTUAL
Expenses		
Employee Costs	(2,276,669)	(1,926,536)
Materials and Contracts	(8,182,912)	(6,431,647)
Utility Charges	(169,080)	(126,654)
Depreciation on Non-Current Assets	(2,480,475)	(2,443,366)
Interest Expenses	(52,271)	(34,680)
Insurance Expenses	(220,083)	(169,375)
Other Expenditure	(354,416)	(107,814)
	(13,735,907)	(11,240,072)
Revenue		
Rates	3,857,492	3,857,978
Operating Grants, Subsidies and Contributions	6,886,372	600,630
Fees and Charges	289,583	199,494
Service Charges	0	0
Interest Earnings	68,500	76,317
Other Revenue	56,022	4,977,622
	11,157,969	9,712,040
	(2,577,938)	(1,528,032)
Non-Operating Grants, Subsidies & Contributions	685,135	332,260
Fair Value Adjustments to financial assets at fair value through profit/loss	0	0
Profit on Asset Disposals	0	0
Loss on Asset Disposals	0	(11,024)
	685,135	321,236
Net Result	(1,892,803)	(1,206,796)
Other Comprehensive Income		
Changes on revaluation of non-current assets	0	0
Total Other Comprehensive Income	0	0
TOTAL COMPREHENSIVE INCOME	(1,892,803)	(1,206,796)

SHIRE OF GNOWANGERUP
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING 30 APRIL 2018

	Note	2016-17 ACTUAL \$	2017-18 ACTUAL \$	Variance \$
Current assets				
Unrestricted Cash & Cash Equivalents		1,153,453	550,030	-603,423
Restricted Cash & Cash Equivalents		1,920,586	1,924,031	3,445
Trade and other receivables		1,078,375	1,313,264	234,889
Inventories		21,203	25,852	4,649
Other assets		0	0	0
Total current assets		4,173,617	3,813,177	-360,440
Non-current assets				
Trade and other receivables		235,287	235,355	68
LG House Unit Trust		6,186	6,186	0
Property, infrastructure, plant and equipment		32,154,352	30,021,720	-2,132,632
Infrastructure Assets		124,459,581	126,406,654	1,947,072
Total non-current assets		156,855,406	156,669,915	-185,491
Total assets		161,029,023	160,483,092	-545,931
Current liabilities				
Trade and other payables		206,879	64,401	142,478
Interest-bearing loans and borrowings		113,793	35,460	78,333
Provisions		307,558	342,325	-34,767
Total current liabilities		628,230	442,186	186,044
Non-current liabilities				
Interest-bearing loans and borrowings		962,704	913,388	49,316
Provisions		44,370	44,370	0
Total non-current liabilities		1,007,074	957,758	49,316
Total liabilities		1,635,304	1,399,944	235,360
Net assets		159,393,719	159,083,148	-310,571
Equity				
Retained surplus		42,380,230	43,322,938	942,708
Net Result		1,150,069	-1,206,797	-2,356,866
Reserve - asset revaluation		113,967,043	115,046,738	1,079,695
Reserve - Cash backed		1,896,377	1,920,269	23,892
Total equity		159,393,719	159,083,148	-310,571

This statement is to be read in conjunction with the accompanying notes

SHIRE OF GNOWANGERUP
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING 30 APRIL 2018

	Note	2016-17 ACTUAL \$	2017-18 BUDGET \$	2017-18 ACTUAL \$
Cash Flows from operating activities				
Payments				
Employee Costs		(2,060,459)	(2,228,555)	(1,919,965)
Materials & Contracts		(3,249,331)	(8,333,083)	(6,545,981)
Utilities (gas, electricity, water, etc)		(142,256)	(169,080)	(126,654)
Insurance		(158,494)	(220,083)	(169,375)
Interest Expense		(65,472)	(52,271)	(34,680)
Goods and Services Tax Paid		(52,830)	(55,171)	(45,600)
Other Expenses		(213,746)	(354,417)	(107,814)
		(5,942,588)	(11,412,660)	(8,950,069)
Receipts				
Rates		3,685,949	3,826,158	3,489,574
Operating Grants & Subsidies		1,763,186	1,538,103	600,630
Contributions, Reimbursements & Donations		0	0	0
Fees and Charges		210,559	289,583	199,534
Interest Earnings		110,318	68,500	76,317
Goods and Services Tax		0	53,132	(9,059)
Other		2,160,591	6,079,291	4,977,622
		7,930,602	11,854,767	9,334,617
Net Cash flows from Operating Activities		1,988,014	442,107	384,548
Cash flows from investing activities				
Payments				
Purchase of Land		(25,212)	(427,588)	(99,369)
Purchase of Buildings		(393,296)	(121,951)	(85,969)
Purchase Plant and Equipment		(342,252)	(358,000)	(329,993)
Purchase Furniture and Equipment		(47,326)	(30,900)	(20,702)
Purchase Road Infrastructure Assets		(1,580,537)	(1,217,635)	(683,660)
Purchase of Footpath Assets		(2,875)	(5,000)	0
Purchase Aerodrome Assets		0	(5,000)	(1,698)
Purchase Drainage Assets		(4,203)	(5,000)	0
Purchase Sewerage Assets		(143,702)	(100,000)	(40,855)
Purchase Parks & Ovals Assets		0	(5,900)	(4,700)
Purchase Solid Waste Assets		0	0	0
Purchase Other Infrastructure Assets		0	(3,000)	
Receipts		(28,761)		
Proceeds from Sale of Assets		147,227	142,000	77,809
Non-Operating grants used for Development of Assets		1,258,389	685,135	332,260
		(1,162,549)	(1,452,839)	(856,877)
Cash flows from financing activities				
Repayment of Debentures		(234,924)	(163,109)	(127,649)
Advances to Community Groups		0	0	0
Revenue from Self Supporting Loans		78,622	26,352	0
Proceeds from New Debentures		0	0	0
Net cash flows from financing activities		(156,302)	(136,757)	(127,649)
Net increase/(decrease) in cash held		669,163	(1,147,489)	(599,978)
Cash at the Beginning of Reporting Period		2,404,876	3,074,039	3,074,039
Cash at the End of Reporting Period		3,074,039	1,926,551	2,474,061

**SHIRE OF GNOWANGERUP
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING 30 APRIL 2018**

Notes

	2016-17 ACTUAL \$	2017-18 BUDGET \$	2017-18 ACTUAL \$
RECONCILIATION OF CASH			
Cash at Bank - Unrestricted	3,073,459	1,925,709	548,188
Cash at Bank - Restricted	0	0	1,924,031
Cash on Hand	580	842	1,842
TOTAL CASH	3,074,039	1,926,551	2,474,061
RECONCILIATION OF NET CASH USED IN OPERATING ACTIVITIES TO OPERATING RESULT			
Net Result (As per Comprehensive Income Statement)	1,150,069	(1,892,803)	(1,206,797)
Add back Depreciation	2,461,460	2,480,475	2,443,366
(Gain)/Loss on Disposal of Assets	67,171	-	11,024
Self Supporting Loan Principal Reimbursements	-	-	0
Contributions for the Development of Assets	(1,258,389)	(685,135)	(332,260)
Changes in Assets and Liabilities			
(Increase)/Decrease in Inventory	(692)	0	(4,649)
(Increase)/Decrease in Receivables	(462,161)	718,132	(384,546)
Increase/(Decrease) in Accounts Payable	(15,510)	(226,675)	(159,845)
Increase/(Decrease) in Prepayments	-	0	0
Increase/(Decrease) in Employee Provisions	46,067	48,114	18,254
Increase/(Decrease) in Accrued Expenses	-	0	0
Rounding	-	0	1
NET CASH FROM/(USED) IN OPERATING ACTIVITIES	1,988,014	\$442,107	384,548

**SHIRE OF GNOWANGERUP
FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDING 30 APRIL 2018**

	2016-17 ACTUAL	2017-18 ANNUAL BUDGET	2017-18 JULY- APR BUDGET (a)	2017-18 JULY- APR ACTUAL (b)	MATERIAL VARIANCES (b)-(a) \$	MATERIAL VARIANCES (b)-(a)/(a) %	VAR
OPERATING REVENUE	\$	\$	\$	\$			
General Purpose Funding	2,064,455	829,414	640,624	632,992	(7,632)	(1.19%)	
Governance	5,964	2,100	1,930	182	(1,748)	(90.58%)	
Law, Order Public Safety	85,735	53,393	52,909	60,518	7,609	14.38%	
Health	297	300	300	395	95	31.70%	
Education and Welfare	14,219	11,400	9,580	600	(8,980)	(93.74%)	
Housing	75,293	72,280	65,052	65,366	314	0.48%	
Community Amenities	282,639	284,192	281,371	302,683	21,312	7.57%	
Recreation and Culture	73,102	22,955	22,955	29,699	6,744	29.38%	
Transport	2,013,434	6,144,100	4,824,084	4,810,275	(13,809)	(0.29%)	
Economic Services	17,373	10,932	9,498	12,982	3,484	36.68%	
Other Property and Services	206,160	108,330	91,401	179,355	87,955	96.23%	▲
LESS OPERATING EXPENDITURE	4,838,670	7,539,396	5,999,704	6,095,047	95,343		
General Purpose Funding	(82,805)	(147,372)	(127,043)	(90,650)	36,393	28.65%	▲
Governance	(681,545)	(988,233)	(788,880)	(514,610)	274,270	34.77%	▲
Law, Order, Public Safety	(300,725)	(311,336)	(252,778)	(242,700)	10,078	3.99%	
Health	(221,466)	(233,540)	(175,930)	(203,944)	(28,014)	(15.92%)	▼
Education and Welfare	(21,222)	(22,709)	(19,681)	(12,460)	7,221	36.69%	
Housing	(75,231)	(65,503)	(61,437)	(65,658)	(4,221)	(6.87%)	
Community Amenities	(384,073)	(512,543)	(428,710)	(412,737)	15,973	3.73%	
Recreation and Culture	(1,300,450)	(1,420,206)	(1,208,028)	(1,407,893)	(199,865)	(16.54%)	▼
Transport	(4,847,178)	(9,760,863)	(7,808,337)	(7,694,365)	113,973	1.46%	
Economic Services	(55,577)	(140,955)	(123,216)	(78,159)	45,056	36.57%	▲
Other Property & Services	(538,986)	(132,646)	(223,011)	(527,920)	(304,909)	(136.72%)	▼
	(8,509,258)	(13,735,907)	(11,217,052)	(11,251,096)	(34,046)		
<i>Increase/(Decrease)</i>	(3,670,587)	(6,196,511)	(5,217,348)	(5,156,049)	61,298		
ADD							
Movement in Employee Benefits (Non-current)	(739)	47,144	0	0	0		
Movement in Deferred Pensioners (Non-current)	(12,532)	0	0	0	0		
(Profit)/ Loss on the disposal of assets	67,171	0	0	11,025	11,025		▲
Depreciation Written Back	2,461,460	2,480,475	2,066,236	2,443,366	377,130	18.25%	▲
	2,515,359	2,527,619	2,066,236	2,454,391	388,155		
<i>Sub Total</i>	(1,155,228)	(3,668,892)	(3,151,112)	(2,701,659)	449,453		
LESS CAPITAL PROGRAMME							
Purchase of Land	(25,212)	0	0	0	0		
Purchase Land & Buildings	(393,296)	(549,539)	(549,539)	(185,338)	364,201	66.27%	▲
Infrastructure Assets - Roads	(1,580,537)	(1,217,635)	(1,217,635)	(683,660)	533,975	43.85%	▲
Infrastructure Assets - Footpaths	(2,875)	(5,000)	(5,000)	0	5,000	100.00%	
Infrastructure Assets - Aerodromes	0	(5,000)	(5,000)	(1,698)	3,302	66.05%	
Infrastructure Assets - Drainage	(4,203)	(5,000)	(5,000)	0	5,000	100.00%	
Infrastructure Assets - Sewerage	(143,702)	(100,000)	(100,000)	(40,855)	59,145	59.14%	▲
Infrastructure Assets - Parks & Ovals	0	(5,900)	(5,900)	(4,700)	1,200	20.34%	
Infrastructure Assets - Solid Waste	(28,761)	0	0	0	0		
Infrastructure Assets - Other	0	(3,000)	(3,000)	0	3,000	100.00%	
Purchase Plant and Equipment	(342,252)	(358,000)	(358,000)	(329,993)	28,007	7.82%	
Purchase Furniture and Equipment	(47,326)	(30,900)	(30,900)	(20,702)	10,198	33.00%	▲
Proceeds from Sale of Assets	147,227	142,000	42,000	77,809	35,809	(85.26%)	
Contributions for the Development of Assets	1,258,389	685,135	685,135	332,260	(352,875)	51.50%	
Repayment of Debt - Loan Principal	(234,924)	(163,109)	(80,636)	(127,649)	(47,013)	(58.30%)	▼
Self Supporting Loan Principal Income	78,622	26,352	13,043	0	(13,043)	100.00%	
Transfer to Reserves	(182,912)	(516,057)	(22,491)	(23,891)	(1,400)	(6.23%)	
	(1,501,763)	(2,105,653)	(1,642,923)	(1,008,417)	634,506		
Plus Rounding							
<i>Sub Total</i>	(2,656,991)	(5,774,545)	(4,794,035)	(3,710,076)	1,083,958		
FUNDING FROM							
Transfer from Reserves	76,379	507,588	0	0	0		
Estimated Opening Surplus at 1 July	754,796	1,648,384	1,648,384	1,552,914	(95,470)	(5.79%)	
Amount Raised from General Rates	3,562,267	3,618,573	3,618,573	3,616,992	(1,581)	(0.04%)	
	4,393,442	5,774,545	5,266,957	5,169,906	(97,051)		
NET SURPLUS/(DEFICIT)	1,736,451	0	472,923	1,459,830	986,908		

NOTE - VARIANCES EXPLAINED		
	\$ VARIANCE	% VARIANCE
REVENUE		
General Purpose Funding		
Less than 10% variance	(7,632)	(1.19%)
Governance		
Minor Reimbursements less than expected for Reporting Period	(1,748)	(90.58%)
Law Order & Public Safety -		
Emergency Services Operating Grant higher than anticipated	7,609	14.38%
Health		
Health Act Business Application fee	95	31.70%
Education & Welfare		
Education Dept Mowing contract reimbursed Annually, not Monthly as anticipated for Reporting Period	(8,980)	(93.74%)
Housing		
Less than 10% variance	314	0.48%
Community Amenities		
Less than 10% variance	21,312	7.57%
Recreation & Culture		
Kidsport Grant \$1000 and MCS Rental allocation - non monetary impact	6,744	29.38%
Transport		
Less than 10% variance	(13,809)	(0.29%)
Economic Service		
Extra parcel Land Lease with Complex Committee	3,484	36.68%
Other Property and Services		
Reimbursement of Workers Compensation, Insurance Claims and Paid parental leave not	87,955	96.23%
EXPENDITURE		
	\$ VARIANCE	% VARIANCE
General Purpose funding		
Admin & finance allocations and valuation costs less than anticipated for reporting Period	36,393	28.65%
Governance		
Strategy & Governance costs less than anticipated - non monetary impact. Election & Conference costs less than anticipated	274,270	34.77%
Law Order & Public Safety -		
Less than 10% variance	10,078	3.99%
Health		
EHO Contract costs higher than anticipated	(28,014)	(15.92%)
Education & Welfare		
Education Dept mowing costs and building maintenance less than anticipated	7,221	36.69%
Housing		
Less than 10% variance	(4,221)	(6.87%)
Community Amenities		
Less than 10% variance	15,973	3.73%
Recreation & Culture		
Depreciation rates higher than anticipated due to fair value	(199,865)	(16.54%)
Transport		
Less than 10% variance	113,973	1.46%
Economic Service		
Gnp Training Centre, Local Tourism and Community Capacity Building projects not yet completed as anticipated for reporting period	45,056	36.57%
Other Property & Services		
Administration costs recovered from Activities adjustment required no monetary impact	(304,909)	(136.72%)

NOTE - VARIANCES EXPLAINED		
	\$ VARIANCE	% VARIANCE
CAPITAL EXPENDITURE		
<u>Furniture & Equipment</u>		
Furniture & Equipment Council Chambers	14	
Furniture purchased under budget		
Health Computer Equip & Software	8,647	
IT to be completed, server updated for this reporting period		
Swimming Pool Furniture & Equipment	1,537	
Furniture purchases to be finalised		
Total (Over)/Under Budget	10,198	33.00%
<u>Land & Buildings</u>		
25 McDonald St Building Capital Expenses	3,850	
Renewals not complete, planned for May/June		
32 MCDONALD STREET BUILDING	(6,787)	
Urgent repairs to Wall and Ceiling		
4 Grocock Street Renewals	3,745	
Completed under budget		
Purchase of Land	47,086	
Bell Street to be finalised		
Land Development	281,133	
Stage 1 commenced May for Cuneo Close		
Swimming Pool Construction	1,114	
Sump pump works completed under budget		
Yougenup Community Centre	0	
Gnp Town Hall Capital	595	
Planned for May		
Old Swimming Pool Redevelopment	29,694	
Electrical works only completed at this stage		
Gnowangerup Bowling Club Capital	124	
Planned for May		
Gnowangerup Sporting Complex	230	
Completed under budget		
Ongerup Works Depot Capital	100	
Fuel tank installed under budget		
Administration Centre Building Capital	3,318	
Solar panels installed under budget		
Total (Over)/Under Budget	364,201	66.27%
<u>Plant & Equipment</u>		
Purchase Tip Truck GN.0035	(6,100)	
Purchase price higher than anticipated		
Minor Plant Purchases	17,282	
Attachment for Skid Steer to be costed under Minor plant		
Purchase of Utility (GN.0036)	1,402	
Purchased under budget		
Purchase of Utility (GN.0051)	1,402	
Purchased under budget		
Purchase Skid Steer Loader	(10,979)	
Attachments to be costed from Minor plant		
Purchase Trailer for SSL Attachments	25,000	
No longer purchasing this year		
Total (Over)/Under Budget	28,007	7.82%

NOTE - VARIANCES EXPLAINED		
	\$ VARIANCE	% VARIANCE
CAPITAL EXPENDITURE		
<u>Road Construction</u>		
Roads To Recovery Projects	64,932	
To be completed by May 2018		
Regional Road Group Projects	22,783	
Works completed will be invoiced in April/May 2018		
Road Reseals	118,712	
Works completed will be invoiced in April/May 2018		
Council Road Program	327,547	
To be completed by June 2018		
Total (Over)/Under Budget	<u>533,975</u>	43.85%
CAPITAL EXPENDITURE		
<u>Footpath Construction</u>		
Footpath Construction/Renewal	5,000	
Yet to be completed		
Total (Over)/Under Budget	<u>5,000</u>	100.00%
<u>Airport Infrastructure</u>		
Airstrip Capital Improvements	3,302	
Completion planned for May		
Total (Over)/Under Budget	<u>3,302</u>	100.00%
<u>Drainage Infrastructure</u>		
Drainage Renewals	5,000	
Total (Over)/Under Budget	<u>5,000</u>	100.00%
<u>Sewerage Infrastructure</u>		
Ongerup Waste Water Ponds	59,145	
90% Complete anticipate final works to be finished in May		
Total (Over)/Under Budget	<u>59,145</u>	59.14%
<u>Parks & Ovals Infrastructure</u>		
Community Park Capital	1,200	
Completed Under budget		
Total (Over)/Under Budget	<u>1,200</u>	20.34%
<u>Other Infrastructure</u>		
Street Banners & Banner Poles	3,000	
Not completed, to be purchased in 2018		
Total (Over)/Under Budget	<u>3,000</u>	100.00%
Note: (NB) = No Budget Provision Made		

SHIRE OF GNOWANGERUP
SUMMARY OF CURRENT ASSETS AND LIABILITIES
FOR THE PERIOD ENDING 30 APRIL 2018

		ACTUAL 30 APR 2018	ACTUAL 30 JUNE 2017
CURRENT ASSET			
91000	Municipal Fund Bank Account	\$548,188	\$1,152,611
91003	Gnp Office Till Float	\$200	\$200
91004	Gnp Office Petty Cash	\$300	\$300
91005	Swimming Pool Float	\$200	\$200
91008	SWIMMING POOL VENDING MACHINE	\$142	\$142
91009	Cash on Hand - Banking Change	\$1,000	\$0
91010	Restricted Cash - Long Service Leave Reserve	\$82,112	\$81,091
91011	Restricted Cash - Plant Reserve	\$743,658	\$734,406
91014	Restricted Cash - Ongerup Effluent Line Reserve	\$89,645	\$88,529
91017	Restricted Cash - Area Promotion Reserve	\$29,371	\$29,005
91023	Restricted Cash - Swimming Pool Upgrade Reserve	\$93,431	\$92,268
91025	Restricted Cash - Land Development Reserve	\$616,365	\$608,696
91027	Restricted Cash - Computer Replacement Reserve	\$7,754	\$7,657
91029	Restricted Cash - Waste Disposal Reserve	\$230,314	\$227,448
91031	Restricted Cash - Futures Fund Reserve	\$15,783	\$15,587
91034	RESTRICTED CASH - LIQUID WASTE FACILITY	\$11,837	\$11,690
91070	Restricted Cash - Kidz Sports Grant	\$0	\$4,884
91072	Restricted Cash - ICCWA Stay on Your Feet Grant	\$476	\$476
91077	RESTRICTED CASH - STATE EMERGENCY SERVICES GRANT	\$1,077	\$6,327
91078	RESTRICTED CASH - BUSH FIRE SERVICES GRANT	\$695	\$11,008
91079	RESTRICTED CASH - CLGF YOUTH DEV SCHOLAR	\$1,514	\$1,514
91100	Rates Debtor - Rates	\$157,162	\$111,446
91101	Rates Debtor - Specified Area Rates	\$10,179	\$6,322
91102	Rates Debtor - Rubbish Collection	\$8,667	\$9,422
91103	Rates Debtor - Health Act Rate	\$20,157	\$17,951
91104	Rates Debtor - Legal Charges	\$12,440	\$5,408
91105	Rates Debtor - Interest/Admin Charges	\$15,270	\$15,143
91106	Rates Debtor - ESL	\$7,042	\$4,170
91108	Rates Debtor - Recycling Charges	\$6,803	\$6,844
91110	Sundry Debtors Control	\$1,035,292	\$873,295
91111	Pensioner Rebate Claims - General Rates	\$4,177	\$1,358
91112	Pensioner Rebate Claims - ESL Levy	\$271	\$108
91120	GST Receivable	\$8,960	\$64
91130	Accrued Interest on SSL's	\$492	\$492
91140	Self Supporting Loans (Current)	\$26,352	\$26,352
55032	Fuel & Oils Purchased	\$119,139	\$144,636
55042	Less Fuel & Oils Allocated	(\$114,490)	(\$143,945)
91200	Stock On Hand - Fuel & Oils	\$21,203	\$20,511
91201	Stock On Hand - Materials	\$0	\$0
		3,813,177	4,173,617
LESS CURRENT LIABILITIES			
93000	Sundry Creditors Control	(\$83,876)	(\$191,978)
93001	ESL Payable	\$4,592	\$3,009
93002	Accrued Expenses	(\$12,660)	\$4,708
93010	Accrued Interest On Loans	(\$7,893)	(\$7,893)
93020	Accrued Salaries & Wages	\$0	(\$11,683)
93030	Rate Payments Received In Advance	(\$10,165)	(\$3,042)
0	Net Gst Payable/Receivable	\$0	\$0
93043	Payg (Payable)	\$0	\$0
93050	Net Salaries & Wages	\$0	\$0
93042	GST Liability (Payable)	\$45,600	\$0
93110	Loan Liability (Current)	(\$35,460)	(\$113,793)
93200	Provision For Annual Leave (Current)	(\$167,052)	(\$158,072)
93210	Provision For Long Service Leave (Current)	(\$130,645)	(\$104,857)
93220	Provision for Sick Leave Bonus (Current)	(\$44,628)	(\$44,628)
XXXX1	suspense - police licensing	\$0	\$0
		-442,186	-628,230
SUB-TOTAL		3,370,991	3,545,387
LESS: Exclusions		-	-
95100	Reserves Accumulated Surplus	(\$1,920,269)	(\$1,896,378)
	ADD Loan Liability	\$35,460	\$113,793
	Less Self Supporting Loan Repayments	(\$26,352)	(\$26,352)
		\$0	\$0
	Rounding	\$0	\$0
SURPLUS OF CURRENT ASSETS OVER CURRENT LIABILITIES		\$ 1,459,830	\$ 1,736,451

16.3 TRANSFER LONG SERVICE LEAVE MS JUDITH STEWART

Location: Shire of Gnowangerup
Proponent: N/A
File Ref: ADM
Date of Report: 15th May 2018
Business Unit: Finance
Officer: Senior Finance Officer-Carol Shaddick
Disclosure of Interest: Nil

ATTACHMENTS

Nil

PURPOSE OF THE REPORT

To seek Council's consideration to approve a transfer of funds from the Leave Reserve to the Municipal Account to reimburse the Long Service Liability for Ms Judith Stewart.

BACKGROUND

Council has made provision in the Leave Reserve to cash back long service leave liability entitlements.

The Shire of Broomehill-Tambellup has submitted a reimbursement request of \$8,719.37 for long service leave entitlement as determined by the Gnowangerup Shire as at 10/10/2011.

COMMENTS

The liability calculations for Ms Judith Stewart were for her term of employment from 01/05/2006 to 10/10/2011.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995

Part 6 Financial management

Division 4 General financial provisions

6.8. Expenditure from municipal fund not included in annual budget

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

** Absolute majority required.*

(1a) In subsection (1) —

additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

(2) Where expenditure has been incurred by a local government —

- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
- (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

[Section 6.8 amended by No. 1 of 1998 s. 19.]

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The transfer will result in a reduction of \$8,719.37 to the Leave Reserve.

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT CONSIDERATIONS

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

Council shall approve the transfer of funds from the Leave Reserve to the Municipal Account to reimburse the Long Service Liability for Ms Judith Stewart as the reserve was created for this purpose.

VOTING REQUIREMENTS

Absolute majority

COUNCIL RESOLUTION

Moved: Cr S Hmeljak

Seconded: Cr F Hmeljak

0518.48 That Council:

Authorise the transfer of \$8,719.37 from the Leave Reserve to the Municipal Account to meet the leave liability for Ms Judith Stewart.

UNANIMOUSLY CARRIED: 9/0

16.4	BUDGET AMENDMENT – FAIR VALUE INFRASTRUCTURE OTHER
Location:	Shire of Gnowangerup
Proponent:	N/A
File Ref:	ADM
Date of Report:	15 th May 2018
Business Unit:	Finance
Officer:	C Shaddick – Senior Finance Officer
Disclosure of Interest:	Nil

ATTACHMENTS

Nil

PURPOSE OF THE REPORT

That council endorse the following budget amendments.

Account No	Description	Increase/(Decrease) Budget Allocation By
60292	Integrated Planning Costs – Asset Management	(\$3,600.00)
04192	Valuation Costs – Fair Value Infrastructure & Other	\$3,600.00

BACKGROUND

Fair Value valuations are completed on a three year cycle with Infrastructure and Other assets to be completed in 2017/18.

Griffin Valuations successfully tendered for the Fair Valuation of the Shire Infrastructure and Other Assets for 2017/18. The quotation of \$12,690.00 was accepted for the valuation of 141 assets as listed on the current Asset Register.

Mr Sean Harvey, representing Griffin Valuations, physically located a total of 281 Other Assets when visiting Ongerup, Borden and Gnowangerup. Griffin Valuations find that there is a need to increase the cost to cover all expenses associated with fulfilling the requirements of the Fair Value Contract due to the large increase in Other Assets from the original tender.

COMMENTS

This amendment is required to cover the extra expenses associated with the increase in items to be added to the Shire Asset Register under the Fair Value requirements for Infrastructure and Other Assets.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995

Part 6 Financial management

Division 4 General financial provisions

6.8. Expenditure from municipal fund not included in annual budget

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

** Absolute majority required.*

- (1a) In subsection (1) —

additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

- (2) Where expenditure has been incurred by a local government —
 - (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

[Section 6.8 amended by No. 1 of 1998 s. 19.]

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil - no negative impact to the 2017/18 Budget

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

Supporting the officer's recommendation will result in the 2017/18 Budget having the correct descriptions and account allocations for the completion of Fair Value to the Shire Infrastructure and Other Assets.

VOTING REQUIREMENTS

Absolute majority

COUNCIL RESOLUTION

Moved: Cr C Thomas

Seconded: Cr S Hmeljak

0518.49 That Council:

Approve the following budget amendments to correct the 2017/18 budget allocations:

Account No	Description	Increase/(Decrease) Budget Allocation By
60292	Integrated Planning Costs – Asset Management	(\$3,600.00)
04192	Valuation Costs – Fair Value Infrastructure & Other	\$3,600.00

UNANIMOUSLY CARRIED: 9/0

17. CONFIDENTIAL ITEMS

PROCEDURAL MOTION

Moved: Cr L Martin

Seconded: Cr F Gaze

0518.50 That Council:

Close the meeting to members of the public to discuss items 17.1 as the items are considered confidential pursuant, to Section 5.23(d) of the Local Government Act 1995 as the matter relates to a contract which is being entered into.

UNANIMOUSLY CARRIED: 9/0

17.1 GARDENING SERVICES TENDER - CANCELLATION

Location: Shire of Gnowangerup
Proponent: N/A
File Ref: ADM
Date of Report: 15th May 2018
Business Unit: Strategy and Governance
Officer: V Fordham Lamont – Acting CEO
Disclosure of Interest: Nil

OFFICERS RECOMMENDATION

Moved: Cr L Martin

Seconded: Cr F Gaze

0518. That Council:

- Confirm that no tender be awarded in relation to the Gardening Services Contract and that tenderers are to be advised of the error in calling tenders in the first instance; and
- Authorise the execution of the contract with BGL Solutions dated 1st July 2017.

AMENDMENT:

During debate, Cr S Hmeljak moved the following amendment to the officers recommendation:

“That upon nearing the end of the contract in 2021, the item is to be brought back to Council to discussed options for gardening services.”

Cr F Gaze Seconded Cr S Hmeljak proposed amendment.

At the conclusion of debate the Shire President put Cr S Hmeljak’s proposed amendment, which reads:

Moved : S Hmeljak

Seconded Cr F Gaze

- *Confirm that no tender be awarded in relation to the Gardening Services Contract and that tenderers are to be advised of the error in calling tenders in the first instance; and*
- *Authorise the execution of the contract with BGL Solutions dated 1st July 2017.*
- *That upon nearing the end of the contract in 2021, the item is to be brought back to Council to discussed options for gardening services.*

CARRIED : 7/2

The amendment was put and carried. The Shire President then put the substantive motion as amended, which read:

COUNCIL RESOLUTION

Moved: Cr L Martin

Seconded: Cr F Gaze

0518.51 That Council:

- Confirm that no tender be awarded in relation to the Gardening Services Contract and that tenderers are to be advised of the error in calling tenders in the first instance; and
- Authorise the execution of the contract with BGL Solutions dated 1st July 2017.
- That upon nearing the end of the contract in 2021, the item is to be brought back to Council to discussed options for gardening services.

CARRIED: 6/3

For: Cr K House, Cr F Gaze, Cr R House, Cr L Martin, Cr G Stewart and Cr S Hmeljak.

Against: Cr C Thomas, Cr B Moore and Cr F Hmeljak.

“After the vote was taken officers came to the conclusion that they had erred in calling for tenders....”

PROCEDURAL MOTION

Moved: Cr L Martin

Seconded: Cr R House

0518.52 That Council:

Reopen the meeting to members of the public

UNANIMOUSLY CARRIED: 9/0

OTHER BUSINESS AND CLOSING PROCEDURES

18. URGENT BUSINESS INTRODUCED BY DECISION OF COUNCIL

19. MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

19.1 WALGA WORKSHOP – ROLES & RESPONSIBILITIES

Location:	Shire of Gnowangerup
Proponent:	K House – Shire President
File Ref:	ADM
Date of Report:	15 th May 2018
Business Unit:	Strategy and Governance
Officer:	N/A
Disclosure of Interest:	Nil

ATTACHMENTS

Nil

PURPOSE OF THE REPORT

To seek Council support for extending an invitation to WALGA Governance and Strategy Unit management to present to Council on the Roles and Responsibilities of Elected Members.

BACKGROUND

Section 2.10 of the *Local Government Act 1995* states:

A councillor —

- (a) represents the interests of electors, ratepayers and residents of the district; and
- (b) provides leadership and guidance to the community in the district; and
- (c) facilitates communication between the community and the council; and
- (d) participates in the local government's decision-making processes at council and committee meetings; and
- (e) performs such other functions as are given to a councillor by this Act or any other written law.

COMMENTS

It has been a number of years since some Councillors have attended training, particularly in the area of their Roles and Responsibilities. Other Councillors have never undertaken this training.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995

Part 2 Constitution of local government

Division 3 How offices on the council are filled

Section 2.10 Role of Councillors

POLICY IMPLICATIONS

Shire Policy 2.11 Risk Management

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan 2017-2027

Theme 4 A Sustainable and Capable Council

Objective 2 To have a highly skilled and effective Council that represents the best interests of the community

Strategic Initiative 2.1 Ensure elected body has a comprehensive understanding of its roles and responsibilities.

RISK MANAGEMENT CONSIDERATIONS:

Primary Strategic Risk Category: Corporate Governance

Sub-category: Ineffective Council/Committees

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

There is no cost attached to the suggested training and it is highly recommended that Council avails itself of this opportunity.

VOTING REQUIREMENTS

Simple majority

COUNCIL RESOLUTION

Moved: Cr F Gaze

Seconded: Cr C Thomas

0518.53 That Council:

Authorise the Shire President to invite representatives from WALGA's Governance and Strategy Unit to present to Council on the Roles and Responsibilities of Elected Members.

UNANIMOUSLY CARRIED: 9/0

20. DATE OF NEXT MEETING

That the next Ordinary Council Meeting will be held on the 27th June 2018.

21. CLOSURE

The Shire President thanked council and staff for their time and declared the meeting closed at 4:50pm.