



SHIRE OF KONDININ

ANNUAL REPORT

1 July 2015 to 30 June 2016



Presented to the Kondinin Shire Council 14th December 2016



SHIRE OF KONDININ

Annual Meeting of Electors

The Annual Meeting of Electors of the Shire of Kondinin will be held on Wednesday the 14th December 2016 at the **Karlgarin Hall** commencing at 5.00pm.

The purpose of the meeting and order of business is as follows:-

- 1) Confirmation of minutes of meeting held 10th February 2016
- 2) Receiving the Annual report covering the period 1st July 2015 to 30th June 2016
- 3) Reading of the Auditors report covering the period 1st July 2015 to 30th June 2016
- 4) Dealing with such general business as the President sees fit or as the majority of electors present may decide.

Note: The Annual report containing the financial statements and other relevant information is available from the shire offices in Kondinin and Hyden during normal office hours.

Electors wishing to raise any matter at the meeting, with that matter requiring research prior to the meeting are asked to give notice of the matter to the CEO no later than the 4pm on Wednesday the 7th December, 2016.

J M Read
Chief Executive Officer
Shire of Kondinin

**Shire of Kondinin
Annual Report
For the year ending 30th June 2016**

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SHIRE OF KONDININ

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The Shire of Kondinin covers an area 7,340sqkm in the Central Wheat belt region of Western Australia and has a population of approximately 1200 people. The shire comprises of three towns being Kondinin, Hyden and Karlgarin. Kondinin is located 271km from Perth.

The main agricultural activities of the shire are grain growing, sheep, cattle and mining in the eastern section of the shire. Tourism is an important part of the Shire with Wave Rock located in close proximity to the Hyden town site and being a popular tourist destination.

COUNCILLORS

President: Cr Allen Smoker	9889 1036
Deputy President: Cr Sue Meeking	9880 8051
Cr Gary Ilich	9889 1441
Cr Gerard Lynch	0429 805079
Cr Steve Jones	9880 5238
Cr Rex Growden	9889 6040
Cr Rowena Butler	9889 1540
Cr Murray James	9889 5045
Cr Bruce Browning	9063 7035

SHIRE OF KONDININ

STAFF

Chief Executive Officer	John Read
Deputy CEO	Alan George
Manager of Finance	Vince Bugna
Manager Planning & Development	Tory Young
Finance Officer Rates & Payroll	Heather Lockyer
Senior Admin Officer Debtors & Creditors	Ellen Valenta
Executive Support Officer	Ian Holland
Customer Service Officer - Trainee	Ayu Muftidhati
Library/Admin - Hyden	Rachael Hendry (part-time) Cherith Smith (part-time)
EHO (Shared with other RoeROC Shires)	Julian Goldacre
Swimming Pool Manager – Kondinin	Sean Franich (Contractor)
Swimming Pool Manager – Hyden	Wayne Dicker-Lee

WORKS

Manager of Works	Doug Davey
Construction	
Works Supervisor	Gary Valenta
Water Truck Driver	George Boyce
Truck Driver	Paul Chambers
Truck Driver	Eric Krakouer
Roller	Joseph Eades
Plant Operator	Dennis Valenta
Maintenance	
Grader Driver (Hyden based)	David Halliday
Grader Driver (Kondinin based)	Brian Lucas
Truck / Mtce (Hyden based)	Geoff Healy
Truck / Mtce (Hyden based)	Geoff Hann
Truck / Mtce (Hyden based)	Frank Caddy
Kondinin Depot person	Mike Pratzky
Parks & Gardens	
Parks & Gardens – Leading Hand	Sacha Akesson-Werth
Gardener/Mtce	Steve Werth
Gardener/Mtce (Hyden based)	Dave Symcox
Other	
Transfer Site	Ted Skinner
Transfer Site (Hyden based)	Peter Bush
Building Maintenance/Cleaning	Dynamic Cleaning & Building Maintenance (Contract)

Shire Presidents Report

2015-2016

I am pleased to present my President's report for the Shire of Kondinin for 2015/16.

During the 2015/16 financial year the Shire of Kondinin completed significant capital works projects. These included the completion of McPherson/Marshall Streets, Hyden, intersection widening and the construction and widening of the Woollocutty Soak Road and Brookton Highway intersection. Both these projects were funded by Main Roads WA. The Shire also completed the major renovation and extension of the Hyden Recreation Club premises, \$520,000, funded by the CLGF Grant \$150,000 and the Shire \$370,000. Other works include the extension of the pedestrian footpath to Wave Rock and improvements to the Breakers area at Wave Rock, which included the construction of new BBQ facilities, shelters/seating and renovation of the public toilet block at the Breakers.

Appreciation is extended to Shire staff, particularly Tory Young, in the successful development of the old Kondinin swimming pool site into an attractive Community Garden.

In recent years the Shire of Kondinin has placed significant importance and priority in the improvement of aged accommodation and aged facilities, with the aim of retaining our elderly residents living in our towns. I am pleased to report that the Shire has been very successful in this endeavour. During 2015/16 concrete footpaths were constructed from Westcourt Retirement Village complex to Graham Street and from Graham Street to the Kondinin Sports & Recreation Club with the assistance of a state government Aged Friendly Communities grant, making for improved access to town amenities for our aged population in Kondinin. The 2015/16 year saw the establishment of the Wheatbelt South Aged Accommodation Alliance made up of eight participating local governments including the Shire of Kondinin. We now await the outcome of a \$12 million approx' grant application with the Wheatbelt Development Commission for the construction of 34 retirement village units in the region, including two at Whispering Gums in Hyden and two at Westcourt Retirement Village, Kondinin. During the 2015/16 year the Shire of Kondinin prepared a comprehensive Business Case supporting its grant application to the federal government's National Stronger Regions Fund (NSRF) for the construction of four additional units at Yeerakine Lodge, doubling the facility's accommodation capacity. The project totalling \$922,000 is to be funded by \$172,000 Shire of Kondinin, \$150,000 Kondinin Kulin Aged Accommodation Committee and \$600,000 NRSF. We have since been advised that this NSRF grant application has been successful and the project, being now fully funded, can proceed to construction in the 2016/17 year.

\$2.9 million was undertaken in road maintenance and construction works. The 2015/16 year saw the first of the two year increased Roads To Recovery Federal Government funding which extends into the 2016/17 financial year. This increased funding amounted to approximately \$1.4million and has had significant financial beneficial effect to the Shire, which effects have been realized mainly in the 2016/17 year.

During the year under review \$407,123 was placed into Shire Reserve Funds including Plant Replacement and \$1.6 million received from the federal government Grants Commission. A residence was purchased in Kondinin (\$270,000) to provide better housing for the Kondinin Primary School Principal. \$145,000 loan funds were raised for this purchase, with the

balance funded from own resources. \$283,000 was expended from own resources on plant purchase comprising a new militia-tyred roller, free roller, backhoe and ride on mower.

Loan funds raised for the 2015/16 totalled \$145,000. With no loan funds raised in the 2016/17 budget, the Shire of Kondinin's total loans/debt is pleasingly very low.

Rates raised in the 2015/16 year totalled \$2,744,042 with a modest rate increase (3.5%) implemented.

Doug Davey, Manager of Works, experience continues to be of significant benefit to the Shire including the successful completion of our 2015/16 works program. I would like to thank Doug and members of the road construction and maintenance crews, as well as the gardening crews, for the continued high standard, particularly of our road network. The 2015/16 year again demonstrates a very stable Shire workforce.

The very efficient financial management and adherence to the stringent local government compliance requirements is reflected in what can be described as an excellent Auditors Report. It is indeed a pleasure to report again on a successful year and my thanks go to John Read, CEO and his management team.

To my fellow councillors I sincerely thank you for your commitment to the job and wish you well for the future.

Allen Smoker
Shire President

Chief Executive Officer's Report

2015-2016

Review of the year 2015/16

Road Construction

Council undertook a number of road construction jobs during the year under review. Works included reconstruction and sealing of 2.00 km on the East Hyden Bin Road, reconstruction and sealing of a 2.00km section on the Mount Walker Road this project included major culvert works. The two projects were funded from Regional Road Group Funding, Shire contribution and Roads 2 Recovery funds total cost \$607,952.

Roads 2 Recovery

Kondinin Narembeen Road reconstruct and seal 2.00km, Sloan Road realign curves install culverts and gravel sheet 2.00km, McPherson Street reconstruct section, install drainage, kerbing and reseal, Clayton Street reseal, Gordon Street stabilise base course, install kerbing and apply 30ml overlay of asphalt. Lovering Road re-sheet 4kms, Notting-Karlgarin Road re-sheet 3.5kms.

Total expenditure - \$869,116.

Footpath Construction

Extend dual use path towards Wave Rock.

Footpath construction Kondinin, install footpath adjacent to swimming pool.

General Road Maintenance

Total \$507,630 was spent on re-grades, culvert maintenance, bitumen patching and gravel sheeting.

Major Plant purchased was a multi-tyred roller, free roller, Back Hoe and ride on mower.

Major upgrades were made to two side tippers.

- **Shire of Kondinin Staff**

Appreciation is extended to Manager of Works, Doug Davey for his excellent job in overseeing the Shire's road construction & road maintenance crews, town site gardening crews. Our outside crew members have delivered a much appreciated high standard of work and we continue to have a very stable workforce. Appreciation is also extended to Alan George, Deputy CEO.

Ian Holland first joined our team as Customer Services Officer and has lived up to our highest expectations. He has been promoted to the position of Executive Support Officer following the resignation of Sue Pegrum and Ayu Muftidhati appointed as Trainee Customer Services Officer. I would like to thank Sue for her many year's service to the Shire of Kondinin.

Vince Bugna again has delivered sound management of our Finances in his role as Manager of Finance, which is reflected in the excellent Audit Report. Tory Young has been promoted to the position of Manager Planning & Development and continues to do an excellent job in overseeing and promoting community development projects, project grant funding as well as town planning. I would also like to thank all members of the Shire's administration team who have done an excellent job in their important roles in the day to day management of the Shire's service delivery, including the valued service delivered by the Hyden Shire office staff.

- **Medical Health Services**

During the 2015/16 year Jupiter Health & Medical Services continued to provide medical services to our Shire (and Kulin Shire) through Doctor Ali Shukur. Jupiter's contract expired in September 2016 and its services were terminated. The Shire has since appointed Dr Alain Mackie as our Doctor on a contract basis with the Shire effectively managing the practice and employing its Practice Manager, Ronelle Tyson and support staff.

- **Swimming Pools**

The 2015/16 year has seen strong patronage at both the Hyden and Kondinin swimming pool facilities. Appreciation is extended to Wayne Dicker-Lee, Pool Manager at Hyden and Sean Franich, Pool Manager at Kondinin, for their continued good management of the facilities.

- **Kondinin – Hyden Libraries**

The Library continues to prove popular with the community residents of all ages including school children in Kondinin and Hyden. Rhyme and story time to babies and pre-kindergarten children is now conducted at the CRC in Hyden and the Kondinin Primary School rather than at Shire libraries.

Membership has continued to grow steadily at both libraries.

- **Health and Building**

Council's Health functions are overseen by RoeHealth, a cooperative arrangement between the Shires of Kondinin, Kulin, Corrigin, Narembeen, Bruce Rock & Lake Grace. The Shire of Kondinin is serviced by Julian Goldacre, Environmental Health Officer (EHO).

Rubbish collection services are provided by Avon Waste, who services all towns in RoeROC, which includes the Shire's of Kondinin, Corrigin, Kulin and Narembeen.

Contract Building Surveyor, Hayley Fegan, continues to service the Shire of Kondinin in respect of building services.

- **Recycling & Rubbish Removal**

In the 2015/16 year RoeROC Bending waste Station collected and disposed of = **278.92 tonnes** of Kerbside Rubbish from the Shire of Kondinin

Recycled collection weight = **90.47 tonnes**

Recycled weights of the three biggest recyclables are:

- 1) Newspaper **17.64 tonnes**;
- 2) Glass **27.32 tonnes**; &
- 3) Cardboard **9.95 tonnes**

- **Local Government Act and Other Statutory Requirements**

During 2015/16 Council was required to meet certain statutory obligations under the Local Government Act and other Legislation. Council has complied with these requirements, which include-

1. Submission of Annual Returns (Financial Disclosures) by Councillors and senior officers
2. Annual Financial Statements
3. Annual Report on Councils Activities
4. Review of Delegations
5. Review of Policies
6. Review of Code of Conduct
7. Adoption of Budget
8. Review of Risk Management Plan
9. Annual Report required by the Equal Opportunity Commission
10. Annual Report required by the Disability Services Commission
11. Annual Report required by the Public Interest Disclosure Act
12. Annual Report required by the Anti Corruption Commission
13. State Records Act

- **Rating Income**

During the 2015/16 year, \$2,744,042 was raised in rates.

- **National Competition Policy (NCP)**

The financial reporting regulations require local governments to report on NCP matters as they relate to the individual Shires. Our overview of Shire practices and local laws indicate that we are compliant in all aspects with this policy.

The Shire undertook no activity during the year in which competition neutrality was considered to be an issue.

- **Town Planning Scheme Review**

The Shire of Kondinin's town planning scheme is undergoing a mandatory consolidation and review which is now largely complete. This consolidation is being driven by Council's Manager Planning & Development, Mrs Tory Young.

- **Integrated Planning**

The Shire of Kondinin's Integrated Plans, completed in the 2013/14 financial year, were acknowledged by the Department of Local Government as meeting statutory requirements. As statutorily required, a review of the plans is required from time to time and a successful review has been undertaken during the 2015/16 year which included public meetings conducted in Hyden and Kondinin. Recommended changes have been incorporated into the plans.

The Plans consist of:

- Community Strategic Plan
- Corporate Business Plan
- Workforce Plan
- Asset Management Plan
- Long Term Financial Plan

- **Bush Fire Management Plan**

The Shire’s Bush Fire Management Plan has proven a valuable tool in bush fire control throughout the Shire. Sincere thanks go to all of our volunteer fire fighters involved in fighting fires that occur in our Shire. Particular thanks go to Tom Mulcahy, Deputy Chief Bush Fire Control Officer and all Fire Control Officers in charge of the various brigades throughout the Shire.

- **Disability Services Plan**

Council continues to ensure compliance with its Disability Services Plan.

- **Disclosure of Annual Salaries.**

In accordance with Regulation 19B of the Local Government (Administration) Regulations 1996, Council is to report on the number of staff members who has a cash salary of \$100,000 or more.

Salary Range	Number
\$10,000 - \$50,000	15
\$50,001 - \$75,000	12
\$75,001 - \$100,000	2
\$100,001>	<u>2</u>
Staff level 30.6.16	31

Staff numbers are as follows:-

Inside / Pool	7 full time
	5 part time
Outside Staff	14 full time
	5 part time

- **State Records Office**

In accordance with Section 19 of the State Records Act 2000, Local Governments are required to have a Record Keeping Plan that is approved by the State Records Office (SRO). The purpose of the plan is to provide an accurate reflection of the record keeping program within the organisation, including information regarding the organisation’s record keeping system, disposal arrangements, policies, practices and processes.

The Record Keeping Plan is reviewed and evaluated by the SRO at least once every five years for efficiency and the effectiveness of the organisation’s record keeping systems. The Shire’s Amended Record Keeping Plan was approved on 20 March 2015. The next review of the Shire’s Record Keeping Plan must be submitted to the State Records Office prior to 20 March 2020.

- **Future:**

Projects that the Council will complete during 2016/17 include:

- I. Finalisation of the review and consolidation of Town Planning Scheme No1.
- II. Construction commencement of the Yeerakine Lodge extension project (\$922,000).
- III. Road construction program, which includes increased Roads To Recovery (Federal Government) grant funding totalling \$1.1 million for the 2016/17 year allocated to 50 kilometres of re-construction and gravel sheeting of strategic gravel roads.

- IV. \$180,000 allocated towards the continued Wave Rock Improvement Plan, including the extension of the pedestrian (concrete) footpath to the Wave Rock Kiosk area, construction of a new toilet block and BBQ facilities at the Breakers area.
- V. Purchase of the new grader for the construction crew from own resources.
- VI. Leasing of the Shire's road construction and maintenance trucks and the placement of substantial funds (approx' \$400,000) into the Plant Replacement Reserve Fund.
- VII. Purchase of a new community bus funded from own resources to be based at Hyden.
- VIII. Construction of a new residence for staff housing in Kondinin (\$400,000) funded from own resources.
- IX. The 2016/17 year involves significant capital projects, with no debt raised.

- **Conclusion**

The audit report indicates that our financial records are true and correct and that the Shire of Kondinin is in a sound financial position. The Shire of Kondinin is meeting its statutory and compliance obligations, as well as the provision of services to its communities. Sincere thanks are extended to members of the Shire of Kondinin administration team for their professional and efficient work to achieve this good result, as well as Councillors and the community for their valued support.

John M Read
Chief Executive Officer
Shire of Kondinin