

SHIRE OF WANDERING

22 Watts Street, Wandering WA 6308

Ph: 08 9884 1056

www.wandering.wa.gov.au



Our Vision:

*Wandering is a community of responsible, resilient and adaptable residents
thriving in our scenic, economically diverse environment.*

ORDINARY MEETING OF COUNCIL

Agenda 16 April 2020

Dear Elected Member

The next Ordinary Meeting of Council of the Shire of Wandering will be held on 16/04/2020 by electronic means, commencing at 3:30pm.

BELINDA KNIGHT
CHIEF EXECUTIVE OFFICER

CONTENTS

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	2
2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	2
3. DISCLOSURE OF INTERESTS	2
3.1. <i>DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY</i>	2
3.2. <i>DISCLOSURE OF FINANCIAL/PROXIMITY INTERESTS</i>	2
4. PUBLIC QUESTION TIME	2
5. APPLICATIONS FOR LEAVE OF ABSENCE	2
6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	2
6.1. <i>ORDINARY MEETING OF COUNCIL HELD – 19/03/2020</i>	2
7. ANNOUNCEMENTS BY SHIRE PRESIDENT AND/OR DEPUTY PRESIDENT WITHOUT DISCUSSION	3
8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	3
9. REPORTS OF COMMITTEES AND/OR WORKING GROUPS	3
9.1. <i>STYLE GUIDE WORKING GROUP – 23/03/2020</i>	3
10. CHIEF EXECUTIVE OFFICER'S REPORTS	4
10.1. <i>WRITE-OFF OF OUTSTANDING RATES – PENSIONER CLAIM – A46</i>	4
10.2. <i>DRAFT POLICY 71 & DELEGATION 54 – FINANCIAL HARDSHIP</i>	6
10.3. <i>APPLICATION FOR PLANNING APPROVAL – SINGLE RESIDENTIAL DWELLING & TANK – LOT 9 MELLOWS RD, WANDERING</i>	11
11. OTHER OFFICER'S REPORTS	18
11.1. <i>APPOINTMENT OF FIRE CONTROL & OTHER OFFICERS FOR THE 2020/2021 FIRE SEASON</i>	18
12. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED	23
12.1. <i>COUNCILLOR'S MEETINGS ATTENDED SINCE 16/04/2020</i>	23
13. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	23
14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	23
14.1. <i>COUNCILLORS AND /OR OFFICERS</i>	23
15. CONFIDENTIAL ITEMS	23
15.1. <i>CONFIDENTIAL – FREIGHT DEPOT</i>	23
16. INFORMATION ITEMS	24
16.1. <i>SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD – 01/03/2020 - 31/03/2020</i>	24
16.2. <i>MONTHLY FINANCIAL REPORTS – FOR THE PERIOD - 01/07/2019 – 31/03/2020</i>	35
16.3. <i>COUNCIL/COMMITTEES - STATUS REPORT</i>	61
17. CLOSURE OF MEETING	69

ORDINARY MEETING OF COUNCIL AGENDA

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Present:

Cr I Turton	Shire President	Cr B Whitely	
Cr G Parsons	Deputy Shire President	Cr M Watts	
Cr J Price		Belinda Knight	Chief Executive Officer
Cr P Treasure		Barry Gibbs	EMTS
Cr G Curtis			

Apologies:

Nil

3. DISCLOSURE OF INTERESTS

3.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Division 6 Subdivision 1 of the Local Government Act 1995 requires Council Members and Employees to declare any direct or indirect financial interest or general interest in any matter listed in this Agenda.

The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter be discussed.

NB: A Council member who makes a disclosure must not preside or participate in, or be present during, any discussion or decision-making procedure relating to the declared matter unless the procedures set out in Sections 5.68 or 5.69 of the Act have been complied with.

DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Disclosures of Interest Affecting Impartiality are required to be declared and recorded in the minutes of a meeting. Councillors who declare such an interest are still permitted to remain in the meeting and to participate in the discussion and voting on the particular matter. This does not lessen the obligation of declaring financial interests etc. covered under the Local Government Act.

To help with complying with the requirements of declaring Interests Affecting Impartiality the following statement is recommended to be announced by the person declaring such an interest and to be produced in the minutes.

"I (give circumstances of the interest being declared, eg: have a long-standing personal friendship with the proponent). As a consequence, there may be a perception that my impartiality on this matter may be affected. I declare that I will consider this matter on its merits and vote accordingly".

3.2. DISCLOSURE OF FINANCIAL/PROXIMITY INTERESTS

4. PUBLIC QUESTION TIME

5. APPLICATIONS FOR LEAVE OF ABSENCE

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1. ORDINARY MEETING OF COUNCIL HELD – 19/03/2020

COUNCIL DECISION

That the Minutes of the Ordinary Meeting of Council held 19/03/2020 be confirmed as a true and correct record of proceedings without amendment.

7. ANNOUNCEMENTS BY SHIRE PRESIDENT AND/OR DEPUTY PRESIDENT WITHOUT DISCUSSION
8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS
9. REPORTS OF COMMITTEES AND/OR WORKING GROUPS

9.1. STYLE GUIDE WORKING GROUP – 23/03/2020

The Style Guide Working Group met on 23/03/2020, and agreed to the following style for Council's new stationery:

SHIRE OF WANDERING

22 Watts Street, Wandering WA 6308
Ph: 08 9884 1056
www.wandering.wa.gov.au



Wandering Road District
Established 1874

ITEM 9.1 - STYLE GUIDE WORKING GROUP RECOMMENDATION

That Council adopt the above header and footer for its new stationery.

10. CHIEF EXECUTIVE OFFICER'S REPORTS

10.1. WRITE-OFF OF OUTSTANDING RATES – PENSIONER CLAIM – A46

Proponent	Shire of Wandering
Owner	A46
Location/Address	
Author of Report	Belinda Knight, CEO
Date of Meeting	16/04/2020
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	A46
Attachments	Nil

BRIEF SUMMARY

To consider writing off \$785.50 on back rates.

BACKGROUND

IT Vision have completed the Pensioner imbalance investigation and have reconciled the pensioners from the current year back to 1/06/2016.

The imbalance of \$785.50 relates to assessment A46. In 2016/2017 pensioner rebate was claimed for Mr G. Carstairs however was rejected by Office of State Revenue (OSR) and not actioned by the Rates Officer.

The pensioner record in SynergySoft notes that Mr Carstairs was deceased 30.06.2017. OSR have confirmed that Mr Carstairs actually passed away on 31/5/2016 (according to the Cemeteries Board) therefore was not entitled to the rebate for 2016/17.

The ownership of the property was then transferred to Mrs M. Carstairs on 20/02/2017.

STATUTORY/LEGAL IMPLICATIONS

6.12. *Power to defer, grant discounts, waive or write off debts*

- (1) *Subject to subsection (2) and any other written law, a local government may —*
- (a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*
- (b) *wave or grant concessions in relation to any amount of money; or*
- (c) *write off any amount of money,*

which is owed to the local government.

** Absolute majority required.*

- (2) *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
- (3) *The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*
- (4) *Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

POLICY IMPLICATIONS

No policy applies.

FINANCIAL IMPLICATIONS

As outlined in the background.

STRATEGIC IMPLICATIONS

No strategic implications.

CONSULTATION/COMMUNICATION

Via IT Vision Rates Health Check.

COMMENT

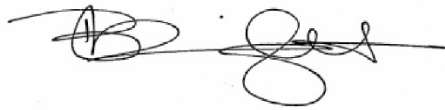
Based on the advice provided by IT Vision, the fault for the outstanding amount lies with the Shire, due to the fact that the officer at the time did nothing to follow this up. It is unreasonable to burden the new owner of the property with this debt that has remained un-actioned for over three years, and it is recommended that the charge be written off.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION – ITEM 10.1**WRITE-OFF OF OUTSTANDING RATES – PENSIONER****CLAIM – A46**

That Council, pursuant to s6.12(1)(c) of *The Local Government Act 1995*, write off the amount of \$785.50 from Assessment 46.

AUTHOR'S SIGNATURE:A handwritten signature in black ink, appearing to be 'A. B. Jones', written over a horizontal line.

10.2. DRAFT POLICY 71 & DELEGATION 54 – FINANCIAL HARDSHIP

Proponent	Shire of Wandering
Owner	
Location/Address	
Author of Report	Belinda Knight, CEO
Date of Meeting	16/04/2020
Previous Reports	N/A
Disclosure of any Interest	Nil
File Reference	
Attachments	Draft Policy 71 Draft Delegation 54

BRIEF SUMMARY

To consider adopting the attached Financial Hardship Policy

BACKGROUND

In the light of the current COVID-19 pandemic, and the financial hardship being faced by many members of our community, WALGA has drafted a “Financial Hardship Policy & Delegation” for consideration by local governments across the state. The CEO has modified this policy to suit the Shire’s requirements.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

As attached.

FINANCIAL IMPLICATIONS

Unknown until the final budget preparations.

STRATEGIC IMPLICATIONS

IMPROVE OUR FINANCIAL POSITION

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	Improve accountability and transparency Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs Prudently manage our financial resources to ensure value for money

PROVIDE STRONG LEADERSHIP

Our Goals	Our Strategies
A well informed Community	Foster Opportunities for connectivity between Council and the Community
We plan for the future and are strategically focused	Ensure accountable, ethical and best practice governance Develop and maintain our Strategic Plan, Corporate Business Plan, Asset Management Plan, Workforce Plan and Long Term Financial Plan Service Level Plans detail operational roles, responsibilities and resources Engage with local, regional, state and federal stakeholders to grow mutually beneficial relationships

CONSULTATION/COMMUNICATION

Via regular webinars facilitated by WALGA

COMMENT

Nothing further, the draft policy is self-explanatory.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION – ITEM 10.2 – DRAFT POLICY 71 & DELEGATION 54 – FINANCIAL HARDSHIP

That Council adopts the attached Draft Policy 71 and Draft Delegation 54 – Financial Hardship.

AUTHOR'S SIGNATURE:

A handwritten signature in black ink, appearing to be 'B. Jones', written over a horizontal line.

POLICY TYPE:	FINANCIAL	POLICY NO:	71
DATE ADOPTED:		DATE LAST REVIEWED:	
LEGAL (PARENT):	<i>Local Government Act 1995</i>	LEGAL (SUBSIDIARY):	<i>Local Government (Financial Management) Regulations 1996</i>
DELEGATION OF AUTHORITY APPLICABLE:	Yes	DELEGATION NO.	

ADOPTED POLICY	
TITLE:	Financial Hardship during declared State of Emergency
OBJECTIVE:	<ul style="list-style-type: none"> To give effect to the Shire's commitment to support the whole community to meet the unprecedented challenges arising from declared State of Emergencies, the Shire of Wandering recognises that these challenges may result in financial hardship for ratepayers or debtors of the Shire. This Policy is intended to ensure that the Shire offers fair, equitable, consistent and dignified support to ratepayers or debtors suffering hardship, while treating all members of the community with respect and understanding at these difficult times.

SCOPE

This policy applies to:

1. Outstanding rates, debtors and service charges as at the date of adoption of this policy; and
2. Rates and service charges levied during any period where a declared State of Emergency is in force.

It is a reasonable community expectation, as the Shire deals with the effects of any declared State of Emergency, that those with the capacity to pay rates will continue to do so. For this reason, the Policy is not intended to provide relief to ratepayers or debtors who are not able to evidence financial hardship and the statutory provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* will apply.

POLICY STATEMENT

1 Payment difficulties, hardship and vulnerability

Financial hardship occurs where a person is unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependants. The Shire of Wandering recognises the likelihood that a declared State of Emergency will increase the occurrence of payment difficulties, financial hardship and vulnerability in our community. This policy is intended to apply to all ratepayers or debtors experiencing financial hardship.

2 Financial Hardship Criteria

While evidence of hardship is required, the Shire recognises that not all circumstances are alike, and will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- Recent unemployment or under-employment
- Sickness or recovery from sickness
- Loss of primary source of income
- Unanticipated circumstances such as caring for and supporting extended family

Ratepayers or debtors are encouraged to provide as much information as possible to support their individual circumstances, which will be taken into consideration during the assessment process. Preference will be for ratepayers or debtors to enter into a reasonable payment proposal. The Shire will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying statutory responsibilities.

3 Payment Arrangements

Payment arrangements facilitated in accordance with Clause 2 of this Policy, and Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:

- That a ratepayer or debtor has made genuine effort to meet rate and service charge obligations in the past;
- The payment arrangement will establish a known end date that is realistic and achievable;

- The ratepayer or debtor will be responsible for informing the Shire of Wandering of any change in circumstance that jeopardises the agreed payment schedule.

In the case of severe financial hardship, the Shire reserves the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

4 Interest Charges

A ratepayer or debtor that meets the Financial Hardship Criteria and enters into a payment arrangement may request a suspension or waiver of interest charges. Applications will be assessed on a case by case basis.

5 Deferment of Rates

Deferment of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates balance:

- remains as a debt on the property until paid;
- becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property;
- may be paid at any time, BUT the concession will not apply when the rates debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

6 Debt recovery

Debt recovery processes will be suspended whilst negotiating a suitable payment arrangement with a ratepayer or debtor. Where a ratepayer or debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises the Shire, and makes an alternative plan before defaulting on the 3rd due payment, then the Shire will continue to suspend debt recovery processes.

Where a ratepayer or debtor has not reasonably adhered to an agreed payment plan, then for any Rates, debtors and Service Charges that remain outstanding on 1 July of any financial year, the Shire will offer the ratepayer one further opportunity of adhering to a payment plan that will clear the total debt by the end of that financial year.

Rates, debtors and service charges that remain outstanding at the end of the said financial year, will then be subject to the rates debt recovery procedures prescribed in the *Local Government Act 1995*, and Council Policy 41.

7 Review

The Shire will advise ratepayers or debtors of all decisions made under this policy, and advise them of their right to seek a review by the full Council.

8 Communication and Confidentiality

The Shire will maintain confidential communications at all times and undertakes to communicate with a nominated support person or other third party at the ratepayer's or debtor's request.

The Shire recognises that applicants during the times of a declared State of Emergency are experiencing additional stressors, and may have complex needs, and will provide additional time to respond to communication and will communicate in alternative formats where appropriate. All communication with applicants is to be clear and respectful.

9 Conflict of Interest

Where the ratepayer or debtor has a close relationship with any employee, or Council Member, that employee or Council Member must remove themselves from any decision-making process.

Delegation No:

54

Financial Hardship

DATE ADOPTED:		DELEGATE:	CEO
DATE LAST REVIEWED:		SUB-DELEGATED:	No
POLICY REFERENCE:	Policy 71	SUB-DELEGATED TO:	

LEGAL (PARENT): <i>Local Government Act 1995 s5.42</i>	LEGAL (SUBSIDIARY):
Conditions	<i>Must comply with relevant policies</i>

POWER OR DUTY DELEGATED

Council delegate its authority and power to the Chief Executive Officer to:

1. In consultation with the Shire President, determine financial hardship; and
2. Implement payment arrangements;

in accordance with Policy 71.

REVIEW REQUIREMENTS

At least once every financial year.

AUTHORITY

_____ Date _____

Cr Ian Turton
Shire President

10.3. APPLICATION FOR PLANNING APPROVAL – SINGLE RESIDENTIAL DWELLING & TANK – LOT 9 MELLOWS RD, WANDERING

PROPERTY DETAILS			
Assessment No:	A384	Owner:	Spandau Pty Ltd
Corresp. No:	PA62	Date Received:	30/03/2020
Lot/Location No:	Lot 9 DP 54330		
Street Name:	Cnr Pollard & Mellows Road (Wandering Estate)	Suburb:	Wandering

PURPOSE:	
Description of Proposed Use:	Residential Dwelling & Tank
Nature of any existing buildings and or/use:	Vacant Land
Zoning:	Rural Residential
Zoning Use Code:	P
Heritage Listed:	No
Setback variation required:	No
Policy Applicable:	No

BACKGROUND:

To consider approval conditions for a single residential dwelling and tank to be located on Lot 9 Cnr Pollard & Mellows Road, Wandering.

COMMENT:

Town Planning Scheme No. 3

The subject site is zoned as 'Rural Residential' under the Shire of Wandering's current operative Town Planning Scheme No.3. (the scheme). Clause 5.16.3 of the scheme states that planning approval is required for all development with in the Rural residential zone.

The objectives outlined for rural residential zoned land within the Shire are as follows:

- To select areas wherein closer subdivision will be permitted to provide for such uses as hobby farms, horse breeding, rural-residential retreats, and rural-based commercial uses that are consistent with a rural residential zone.*
- To generally select areas that are within approximately 8 kilometres of the town of Wandering to facilitate the provision of services to residents.*
- To make provision for retention of the rural landscape and amenity in a manner consistent with the orderly and proper planning of such areas.*
- Having regard for the size of the district, the fragile nature of the environment in many places, and the difficulties faced by the local government in providing services away from the town of Wandering, the local government will generally favour Rural-Residential zones be located close to the town of Wandering and then only where the environmental impacts are manageable.*

The site requirements for Rural Residential properties as outlined in clause 5.16.1 of the scheme are as follows:

The minimum building setbacks shall be:

Front : 30.0m

Rear : 10.0m

Side : 10.0m

State Planning Policy 3.7 – Planning in Bushfire Prone Areas

The subject Lot is located within a bushfire prone area. A bushfire attack level of BAL-19 has been determined for the site. In accordance with clause 6.2a of State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7), the proposal is to comply with the measures outlined in the policy.

Consistent with clause 6.2 & 6.5 of SPP 3.7, a BAL Report and Certificate have been submitted with the proposal which:

- a. Shows the results of a Bushfire Hazard Level (BHL) assessment;
- b. Was completed by an accredited Bushfire Planning Practitioner (applicable to BAL report);
- c. Includes a BAL Contour Map displaying the indicative BAL ratings of the subject lot(s);
- d. Highlights any bushfire hazard issues; and
- e. Demonstrates compliance with the bushfire protection criteria.

LEGISLATIVE & POLICY:Statutory & Town Planning

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Scheme) Regulations 2015*
- *Shire of Wandering Town Planning Scheme No.3*
- *State Planning Policy 3.7 – Planning in Bushfire Prone Areas*

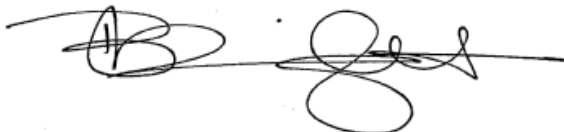
OFFICER'S RECOMMENDATION – ITEM 10.3 APPLICATION FOR PLANNING APPROVAL – SINGLE RESIDENTIAL DWELLING & TANK – LOT 9 MELLOWS RD, WANDERING

That Council approves the Application for Planning Approval, submitted by Redink Homes Pty Ltd, to construct a single residential dwelling and water tank at Lot 9 Mellows Road, Wandering, in accordance with the following conditions:

- The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Council;
- Any use, additions to and further intensification of any part of the building or land (not the subject of this consent) shall be subject to a further development application and consent for that use;
- Compliance with the relevant Health Regulations to the satisfaction of the Environmental Health Officer, including a new effluent disposal system that complies with the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974* being installed; and
- Satisfactory buildings plans being approved by the Shire.

VOTING REQUIREMENTS:

Simple Majority.

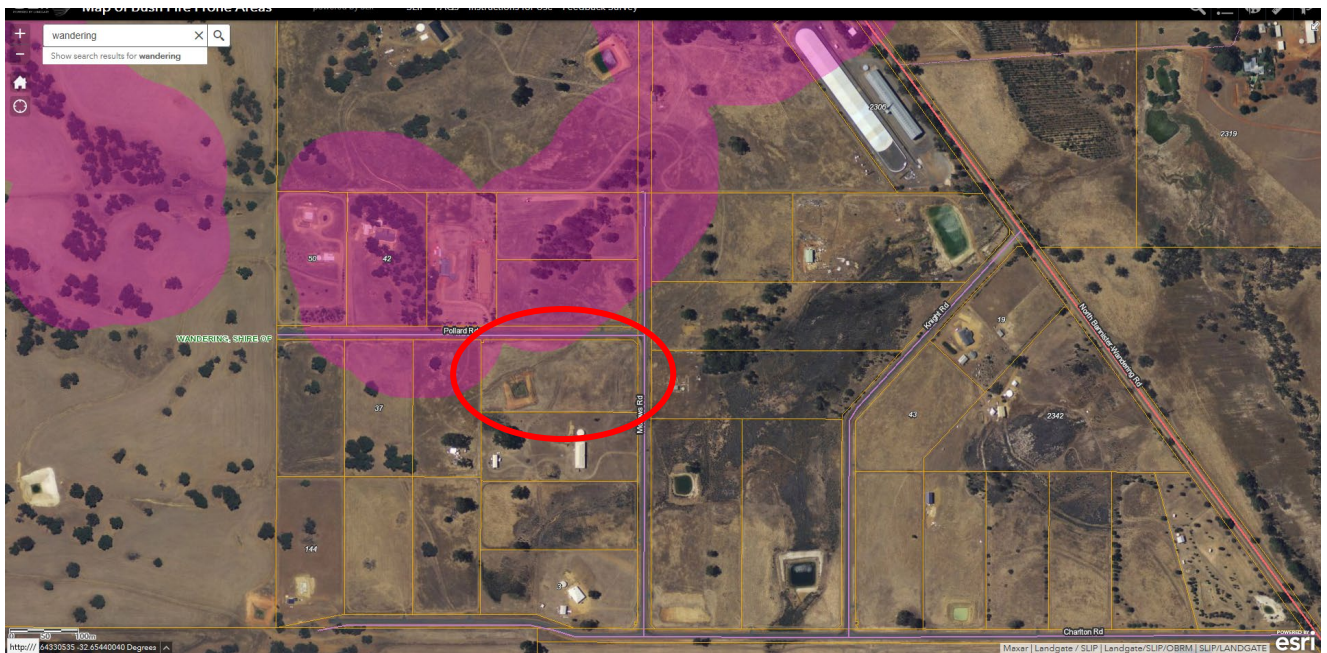
AUTHORS SIGNATUREA handwritten signature in black ink, consisting of a stylized 'A' followed by a series of loops and a long horizontal stroke.

Pollard Road

Mellows Road



Map showing Bush Fire Prone Area:



redink
 BUILDERS REGISTRATION N° 12049
 16 FROBISHER STREET
 OSBORNE PARK WA 6017
 Phone (08) 9208 1111 Fax (08) 9208 1122
 © Copyright 2016

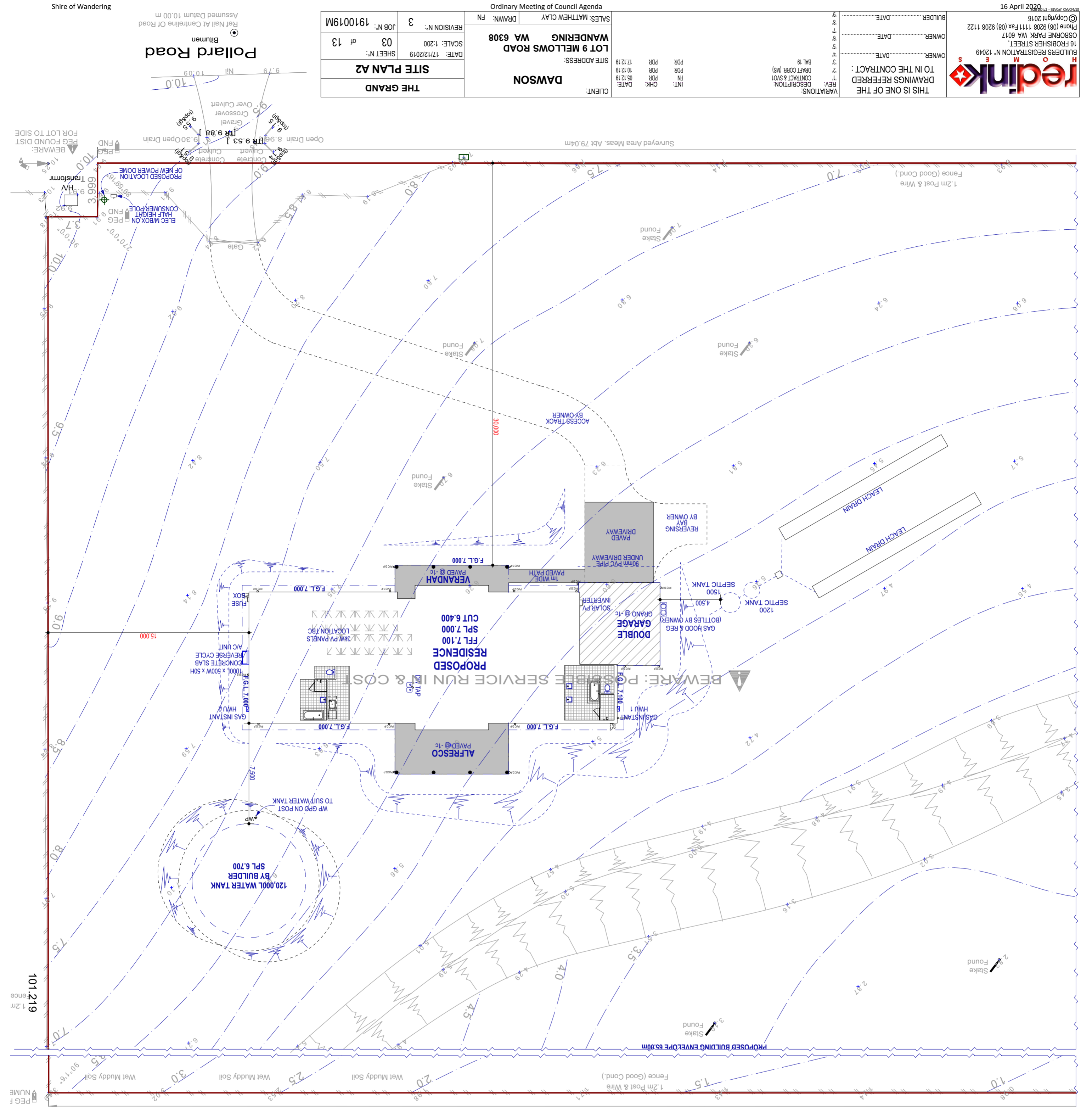
THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT:
 OWNER: DATE: _____
 OWNER: DATE: _____
 BUILDER: DATE: _____

VARIATIONS:
 REV: DESCRIPTION: _____
 DATE: _____
 CONTRACT & SIGN: _____
 DATE: _____

CLIENT: _____
 INT: _____
 CHK: _____
 DATE: _____
 PDR: _____
 PDR: _____
 PDR: _____
 PDR: _____
 DATE: _____

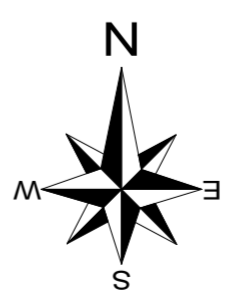
SALES: MATTHEW CLAY	DRAWN: FN
LOT 9 MELLOWS ROAD WA 6308	REVISION N°: 3
DATE: 17/12/2019	JOB N°: 1910019M
SCALE: 1:200	SHEET N°: 03 of 13
SITE PLAN A2	
THE GRAND	

Ref Nail At Centreline Of Road
 Assumed Datum 10.00 m
 Bitumen
Pollard Road



LOT MISCLOSE 0.002 m
SOIL DESCRIPTION Sand / Gravel / Clay (Found) / Rock (Post) Weatherband & Galv. - Well Clear

DISCLAIMER:
 Lot boundaries drawn on survey are based on langate plan only. Survey does not include the search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.
DISCLAIMER:
 Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences only which may not be on correct cadastral alignment.
DISCLAIMER:
 Any designs based or dependent on the location of existing features should have those features location verified in relation to the true boundary. Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.
DISCLAIMER:
 Cottage & engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbours levels and features that have occurred after the date on this survey. All sewer details plotted from information supplied by Water Corporation.



STANDARD BA NOTE:
 - DOWELLING TO BE ACCORDANCE WITH BCA & S.
 - SMOKE ALARMS INTERCONNECTED & HARDWIRED AS PER AS3786-2014
 - STORMWATER AND SURFACE WATER DRAINAGE TO COMPLY WITH CLAUSE 3.1.2 BCA VOL. 2, 3.1.2.5 BCA VOL. 2 AND LOCAL AUTHORITY REQUIREMENTS.
TERMITES TREATMENT NOTE:
 TERMITES TREATMENT WILL BE IN ACCORDANCE WITH THE NATIONAL CONSTRUCTION CODE 2016 PART 3.13, PART 2.1.1 & PART 1.0.7 USING THE TERNICO TERNITE MANAGEMENT SYSTEM.

CONCRETE NOTE:
 SET SHOWER RECESSES MAINTAIN REQUIRED SLAB THICKNESS TO ENGINEERS REQUIREMENTS.
SEPTIC SYSTEM NOTE:
 SEPTIC SYSTEM BY BUILDER TO COUNCIL REQUIREMENTS OF SEWER RUN TO BE @ LOCATION, LENGTH & DEPTH PLUMBERS DISCRETION.
STORMWATER NOTE:
 CONNECTION TO WATER TANK BY BUILDER TO COUNCIL REQUIREMENTS.

BUSHFIRE ATTACK LEVEL (BAL) 19 NOTE:
 CONSTRUCTION AS PER A.S. 3959-2009
 REFER TO FLOOR PLAN FOR CONSTRUCTION REQUIREMENTS.

Builder : Redink Homes 87-89 Gunthe Street, Osborne Park, Western Australia Telephone: (08) 9446 7361 Facsimile: (08) 9445 2998 Email : perth@collage.com.au Website: www.collage.com.au		COTTAGE & ENGINEERING SURVEYS Licensed Surveyors J/N: 461516 DATE: 06 Nov 19 SCALE: 1:200 DRAWN: B. Saliba SITE AREA: 2419.05m ² D. Plans 4330
CLIENT : Dawson LOT 9 Mellows Road, Wandering D. Plans 4330	LEGEND (Symbol) SEC Dome (Symbol) Power Pole (Symbol) Water Com. (Symbol) Top Wall (Symbol) Top Retaining (Symbol) Top Fence	SSA AREA (Symbol)

NOTES:
 EXTERNAL WALLS CONSISTS OF 230mm WIDE CAVITY BRICK CONST., UNLESS NOTED OTHERWISE. 90mm EXTERNAL LEAF & 90mm INTERNAL LEAF.
 ALL INTERNAL WALLS ARE PLASTERED UNLESS NOTED OTHERWISE.
 DOWNPIPES & FLOOR WASTES POSITIONED AT PLUMBERS DISCRETION. FINAL POSITION MAY VARY TO PLAN.
 CEILING INSULATION TO HOUSE & GARAGE TO BCA REQUIREMENTS AS PER ADDENDA.
 28c CEILINGS UNLESS OTHERWISE NOTED.

ENGINEERS NOTE:
 ALL ENGINEERS NOTATIONS, BEAM LAYOUTS & STRUCTURAL COLUMNS AS PER ENGINEERS DRAWINGS.

SITE CLASSIFICATION : S
FOOTING DETAIL : C3
WIND CATEGORY : N2
COASTAL CONDITIONS : CAT 3

ENERGY EFFICIENCY COMPLIANCE:
 * R 4.0 CEILING INSULATION TO HOUSE & GARAGE.
 * SELF SEALING EXHAUST FANS
 * THERMAL BREAK TO BE LOCATED VERTICALLY BETWEEN THE GARAGE SLAB AND THE INTERNAL BRICKWORK.

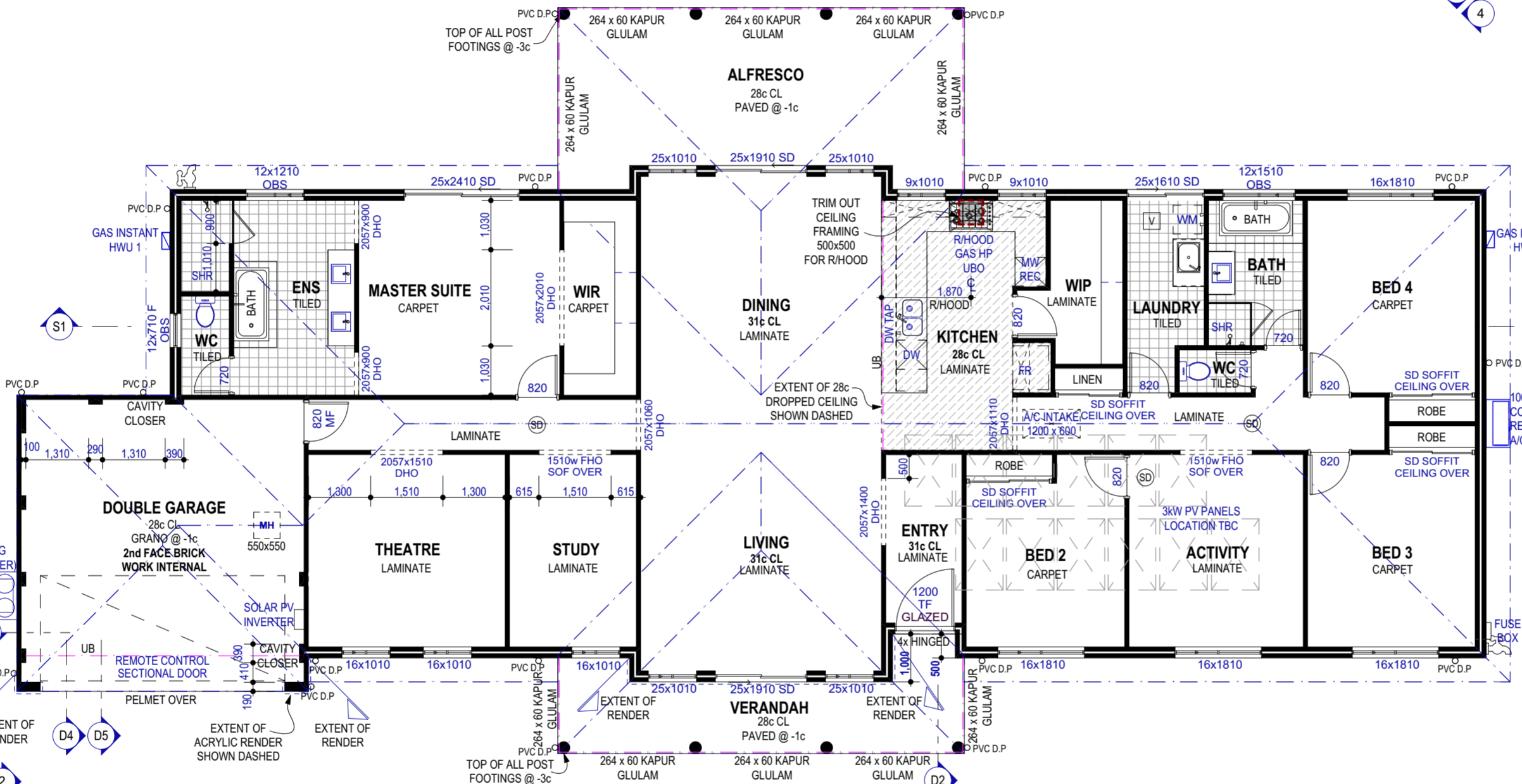
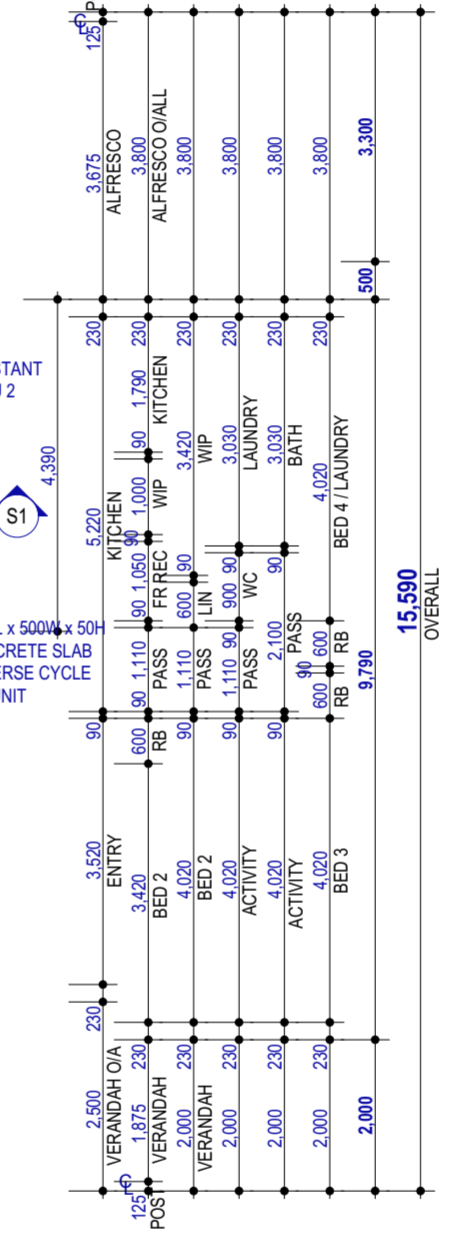
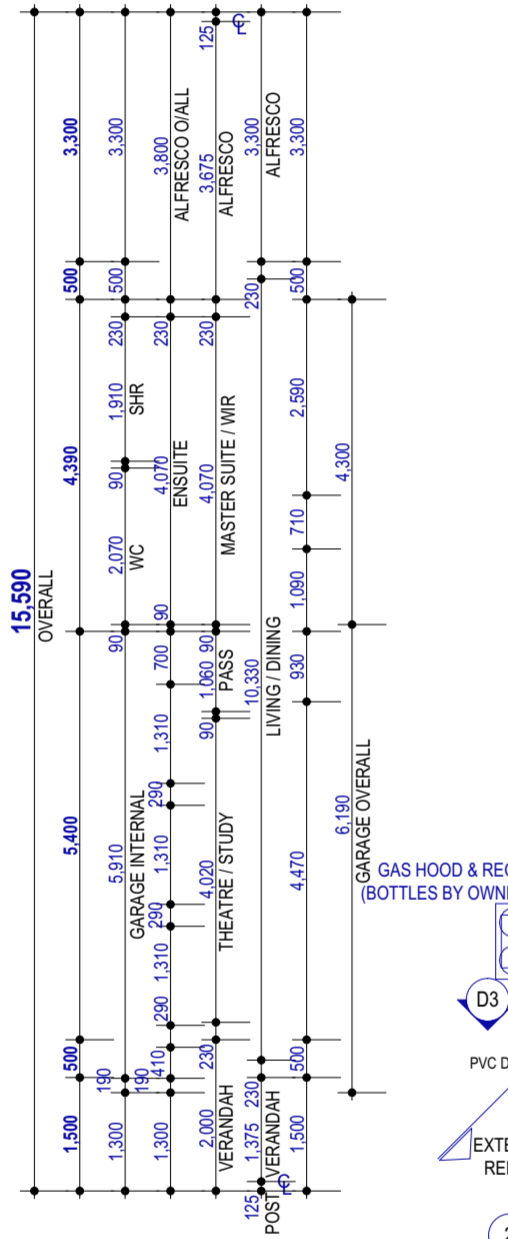
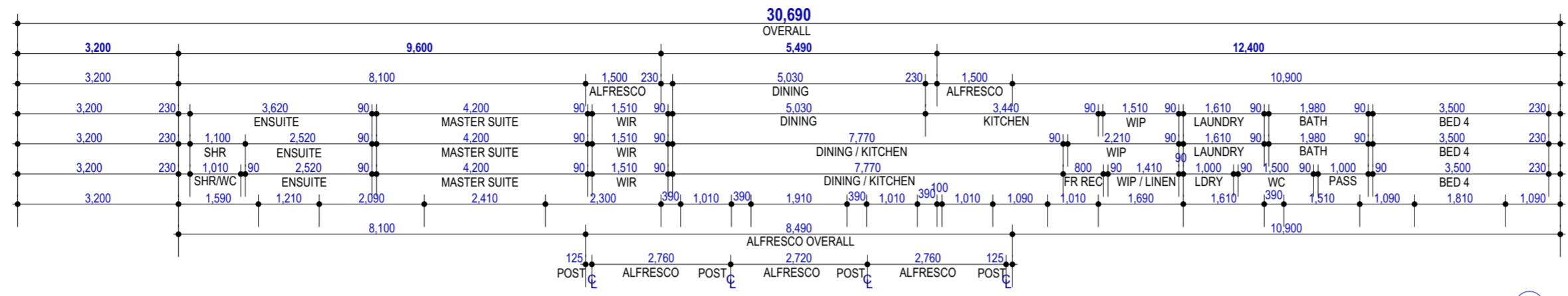
PLUMBER NOTE:
 PLUMBER TO INSTALL FLOOR WASTES WHERE REQUIRED IN ACCORDANCE WITH THE HEALTH ACT & NCC/BCA.

FLASHING NOTE:
 ALL CAVITY CLOSERS AND STRUCTURAL COLUMNS TO BE FLASHED WITH ALCORE FLASHING AS PER A.S.

DOUBLE GLAZING NOTE:
 DOUBLE GLAZING TO ALL WINDOWS AND DOORS EXCLUDING WET AREAS AND ALL TIMBER JOINERY

BUSHFIRE ATTACK LEVEL (BAL) 19 NOTE:
 CONSTRUCT AS PER AS 3959 - 2009

FLOOR
 - CONCRETE SLAB
WALLS
 - BRICK WALLS PROVIDE METAL MESH TO WEED HOLES & VENTS WITH MAX APERTURE OF 2mm.
 - TIMBER WALLS TO BE CLAD IN MINIMUM 6MM FIBRE CEMENT CLADDING
WINDOWS & SLIDING DOORS
 IF YOU ARE COMPLYING WITH 6.5.1A.(NEW) A.S.3959-2009
 - WINDOWS TO BE FROM METAL CONSTRUCTION, INCLUDING ALL HARDWARE TO BE METAL (OR) BUSH FIRE RESISTANT TIMBER WITH METAL HARDWARE.
 - ALL OPENABLE PORTIONS OF WINDOW ARE TO HAVE ALUMINIUM MESH INTERNALLY OR EXTERNALLY WITH MAX APERTURE OF 2mm
 - ALL GLAZING LESS THAN 400mm FROM THE FLOOR TO HAVE TOUGHENED GLASS MIN 5mm
DOORS
 SIDE HUNG DOORS TO BE BUSHFIRE RATED. SOLID TIMBER DOOR WITH MINI THICKNESS OF 35mm.
 - FULLY FRAMED GLAZED DOORS TO BE FROM METAL OR FROM TIMBER RATED IN PARAGRAPH E2 (WINDOWS & DOORS), APPENDIX E, A.S. 3959-2009 & SHALL HAVE TOUGHENED GLASS MIN 5mm
 - ALL HARDWARE TO BE METAL
 - WEATHER STRIPS/ DRAUGHT EXCLUDERS/ DOOR SEALS ARE TO BE FITTED AT THE BASE OF SIDE HUNG DOORS
GARAGE DOORS
 - DOORS TO BE CONSTRUCTED FROM NON-COMBUSTIBLE MATERIAL
 - PANEL LIFT DOORS TO BE FITTED WITH SUITABLE WEATHER STRIPS, DRAUGHT EXCLUDERS, DRAUGHT SEALS OR GUIDE TRACKS A MAX GAP OF NO GREATER THAN 3mm & FITTED WITH NYLON BRUSHES.
 - VEHICLE ACCESS DOORS SHALL NOT INCLUDE VENTILATION SLOTS
ROOF
 - ROOF TILES/ SHEETS SHALL BE NON COMBUSTIBLE
 - ALL ROOF WALL JUNCTIONS SHALL BE SEALED TO PREVENT OPENINGS, GREATER THAN 3mm
 - METAL ROOF: TO BE FULLY LINED W/ ANTI-CON INCLUDING HIPS AND VALLEY GUTTERS AND LOCATED OVER BATTENS W/ 5mm OVERLAP INTO GUTTERS
 - TILED ROOF: TO BE FULLY SARKED INCLUDING HIPS AND VALLEY GUTTERS AND LOCATED UNDER BATTENS W/ 50MM OVERLAP INTO GUTTERS.
 - ROOF VENTILATION OPENINGS SHALL BE FITTED WITH EMBER GUARD MESH WITH MAX APERTURE OF 2mm
 - PROVIDE EMBER GUARDS TO ALL ROOF OPENINGS/VENT PIPES/COOLING UNITS AND ARE TO BE MADE OF MESH WITH MAX APERTURE OF 2mm
 - IF LEAF GUARDS ARE INSTALLED THEY ARE TO BE NON-COMBUSTIBLE (NON STANDARD ITEM).
ROOF LIGHTS/PENETRATIONS
 - ALL OVERHEAD GLAZING TO BE GRADE 'A' SAFETY GLASS COMPLYING WITH A.S.1288
 - ALL PENETRATIONS SHALL BE ADEQUATELY SEALED TO PREVENT GAPS >3mm, INCLUDING OPENINGS IN VENTILATORS AND PIPES ETC WITH MESH OR PERFORATED SHEET WITH MAX APERTURE OF 2mm
EAVES
 - EAVE VENTS GREATER THAN 3mm SHALL BE FITTED WITH EMBER GUARDS OF METAL WITH MAX APERTURE OF 2mm
 - JOINING OF SHEETS MAY BE PLASTIC
WATER & GAS SUPPLY PIPES
 - ALL ABOVE GROUND PIPING SHALL BE METAL



BRICK LAYER NOTES:
 RENDER TO FRONT ELEVATION.
 EXTENT OF ACRYLIC RENDER TO GARAGE & LIVING EXTERNAL WALL ONLY AS PER ADDENDA.

BRICKLAYER NOTE:
 EXTERNAL BRICKS TO BE 290 X 162 X 90
 (1st external course to be 2c bricks laid in THIRD BOND)

FIXING CARPENTER NOTE:
 LINEN & WIP:
 4x 450w SHELVES
 ROBES & WIR:
 1x SHELF & RAIL @ 1750
NOTE: UPRIGHT SUPPORT PANELS REQUIRED FOR SHELVING EXCEEDING 1800mm. EXACT LOCATIONS DETERMINED ON SITE AT FIXING CARPENTERS DISCRETION

AREAS		
Name	Area	Perimeter
ALFRESCO	29.517	25.580
DOUBLE GARAGE	36.951	24.560
HOUSE	258.842	77.560
VERANDAH	14.890	22.980
	340.200 m ²	

THE GRAND	FLOOR PLAN A2
	SHEET N°: 06 of 13
DATE: 17/12/2019	SCALE: 1:100
REVISION N°: 3	JOB N°: 1910019M

CLIENT:	DAWSON
SITE ADDRESS:	LOT 9 MELLOWS ROAD WANDERING WA 6308
SALES:	MATTHEW CLAY
DRAWN:	FN

DATE:	05/12/19
CHK:	FR
INT:	FR
CHK:	FR
INT:	FR
CHK:	FR
INT:	FR

DESCRIPTION:	1
REV:	2
CONTRACT (S101)	3
DRAWING (S10)	4
B/L'S	5
	6
	7
	8
	9

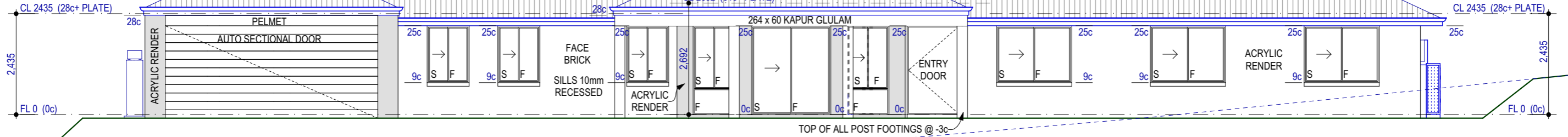
THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT:

OWNER: DATE:
 OWNER: DATE:
 BUILDER: DATE:

redink
 BUILDERS REGISTRATION N° 2049
 16 FROBISHER STREET,
 OSBORNE PARK WA 6017
 Phone (08) 9208 1111 Fax (08) 9208 1122
 © Copyright 2016

RENDER TO FRONT ELEVATION:
EXTENT OF ACRYLIC RENDER TO GARAGE & LIVING
EXTERNAL WALL ONLY AS PER ADDENDA.

25° PITCH METAL ROOF
METAL GUTTERS,
FASCIA AND DOWNPIPES

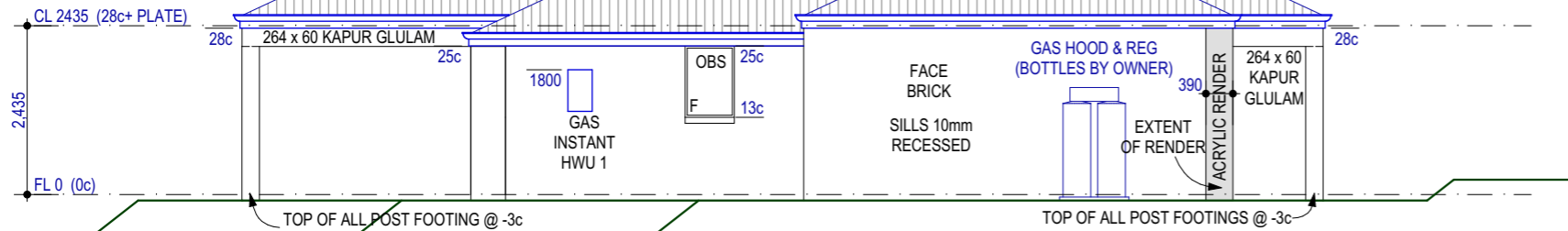


1 ELEVATION

1:100

25° PITCH METAL ROOF

METAL GUTTERS,
FASCIA AND DOWNPIPES

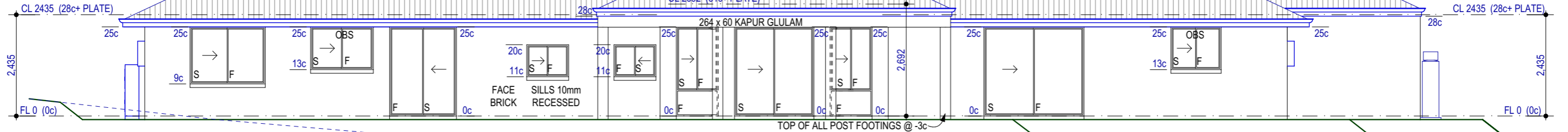


2 ELEVATION

1:100

25° PITCH METAL ROOF

METAL GUTTERS,
FASCIA AND DOWNPIPES



3 ELEVATION

1:100

redink
H O M E S
BUILDERS REGISTRATION N° 12049
16 FROBISHER STREET,
OSBORNE PARK WA 6017
Phone (08) 9208 1111 Fax (08) 9208 1122
© Copyright 2016

THIS IS ONE OF THE
DRAWINGS REFERRED
TO IN THE CONTRACT :

OWNER.....DATE.....
OWNER.....DATE.....
BUILDER.....DATE.....

VARIATIONS:

REV:	DESCRIPTION:
1'	CONTRACT & SVO1
2'	DRAFT CORR. (MS)
3'	BAL 19
4'	
5'	
6'	
7'	
8'	
9'	

INT:	CHK:	DATE:
FN	PDR	05.12.19
PDR	PDR	10.12.19
PDR	PDR	17.12.19

CLIENT: **DAWSON**

SITE ADDRESS:
**LOT 9 MELLOWS ROAD
WANDERING WA 6308**

SALES: MATTHEW CLAY DRAWN: FN

THE GRAND ELEVATIONS 1	
DATE: 17/12/2019	SHEET N°: 07 of 13
SCALE: 1:100	REVISION N°: 3
JOB N°: 1910019M	

Bushfire Attack Level (BAL) Certificate

Determined in accordance with AS 3959-2009

This Certificate has been issued by a person accredited by Fire Protection Association Australia under the Bushfire Planning and Design (BPAD) Accreditation Scheme. The certificate details the conclusions of the full Bushfire Attack Level Assessment Report (full report) prepared by the Accredited Practitioner.


Property Details and Description of Works

Address Details	Unit no	Street no	Lot no 9	Street name / Plan Reference MELLOWS ROAD	
	Suburb WANDERING			State WA	Postcode 6308
Local government area	SHIRE OF WANDERING			Date 17/12/2019	
Main BCA class of the building	1A	Use(s) of the building	RESIDENTIAL		
Description of the building or works	PROPOSED NEW DWELLING				

Determination of Highest Bushfire Attack Level

AS 3959 Assessment Procedure	Vegetation Classification	Effective Slope	Separation Distance	BAL
METHOD 1	CLASS G GRASSLAND	UPSLOPE	15M	19

BPAD Accredited Practitioner Details

Name Nathan Peart	<p>Nathan Peart Level 2 BPAD Accredited Assessor Accreditation No.: BPAD 38808</p>  <p>BPAD Bushfire Planning & Design Accredited Practitioner Level 2</p>
Company Details Bushfire Smart	
I hereby certify that I have undertaken the assessment of the above site and determined the Bushfire Attack Level stated above in accordance with the requirements of AS 3959-2009.	

Authorised Practitioner Stamp

Reliance on the assessment and determination of the Bushfire Attack Level contained in this certificate should not extend beyond a period of 12 months from the date of issue of the certificate. If this certificate was issued more than 12 months ago, it is recommended that the validity of the determination be confirmed with the Accredited Practitioner and where required an updated certificate issued.

11. OTHER OFFICER'S REPORTS

11.1. APPOINTMENT OF FIRE CONTROL & OTHER OFFICERS FOR THE 2020/2021 FIRE SEASON

Proponent	Shire of Wandering
Owner	Chief Fire Control Officer – Peter Monk
Location/Address	22 Watts Street, Wandering
Author of Report	Barry Gibbs, EMTS
Date of Meeting	16/04/2020
Previous Reports	12/04/2019
Disclosure of any Interest	Nil
File Reference	05.051.05108
Attachments	Nil

BRIEF SUMMARY

The Chief Fire Control Officer (CFCO) in lieu of the Bush Fire Advisory Committee AGM that was cancelled due to Covid19, has recommended reappointing the existing 2019/20 Bush Fire Control Officers again for the 2020/21 fire season.

BACKGROUND

The Wandering Bush Fire Advisory Committee would normally meet in early April to advise Council on matters relating to its responsibilities under the Bush Fire Act 1954. These minutes would have then been presented to Council with recommendations for endorsement.

Due to the Corvid 19 epidemic the meeting was cancelled and the CFCO has recommended to maintain the status quo for Fire Control Officers during 2020/21 Bush Fire Season.

STATUTORY/LEGAL IMPLICATIONS

Section 38 of the Bush Fires Act 1954 provides that:

(1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A

(a) Appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

(2) (a) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.

(c) The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the Authority may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.

(d) Where a local government that has been served with a notice pursuant to paragraph (c) fails or neglects to comply with the requirements of that notice, the Authority may appoint a person who is not a member of staff (as defined in the DFES Act) to the vacant office.

(e) A bush fire control officer appointed by a local government under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the Authority, by the Authority.

(3) The local government may, in respect to bush fire control officers appointed under the provisions of this section, exercise so far as they can be made applicable the same powers as it may exercise in respect to its other officers, under the provisions of the Acts under which those other officers are appointed.

(4) A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —

(a) carrying out normal brigade activities;

(d) exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;

(e) procuring the due observance by all persons of the provision of Part III.

(5) (a) A local government may issue directions to a bush fire control officer appointed by the local government, or to an officer of a bush fire brigade registered by the local government to burn, subject to the provisions of this Act, bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the local government.

(b) The bush fire control officer, or officer of the bush fire brigade, may by authority of any directions so issued carry out the directions but subject to the provisions of this Act.

(c) The provisions of this subsection are not in derogation of those of subsection (4).

(6) (a) In this section — approved local government means a local government approved under paragraph by the Authority.

(b) If it appears to the Authority that the standard of efficiency of a local government in fire prevention and control justifies the Authority doing so, the Authority, by notice published in the Government Gazette —

(i) may approve the local government as one to which this subsection applies; and

(ii) may from time to time cancel or vary any previous approval given under this paragraph.

(c) An approved local government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary.

(ca) Where more than one fire weather officer is appointed by a local government the local government shall define a part of its district in which each fire weather officer shall have the exclusive right to exercise the power conferred by paragraph (h).

(cb) An approved local government may appoint one or more persons, as it thinks necessary, to be the deputy or deputies, as the case may be, of a fire weather officer appointed by the local government and where 2 or more deputies are so appointed they shall have seniority in the order determined by the local government.

(cc) Where the office of a fire weather officer is vacant or whilst the occupant is absent or unable to act in the discharge of the duties of the office, any deputy appointed in respect of that office under paragraph (cb) is, subject to paragraph (cd), entitled to act in the discharge of the duties of that office.

(cd) A deputy who is one of 2 or more deputies of a fire weather officer is not entitled to act in the discharge of the duties of the office of that fire weather officer if a deputy who has precedence over him in the order of seniority determined under paragraph (cb) is available and able to discharge those duties.

(d) The local government shall give notice of an appointment made under paragraph (c) or (cb) to the Authority and cause notice of the appointment to be published at least once in a newspaper circulating in its district and the Authority shall cause notice of the appointment to be published once in the Government Gazette.

(e) An approved local government may appoint a committee for the purpose of advising and assisting a fire weather officer or any deputy of a fire weather officer acting in the place of that officer under this subsection.

(f) Where a committee is appointed, a fire weather officer, or, as the case may be, a deputy of a fire weather officer while acting in the place of that officer, may exercise the authority conferred on him by paragraph (h), notwithstanding the advice and assistance tendered to him by the committee.

(g) The provisions of this subsection are not in derogation of those of any other subsection of this section.

(h) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is “catastrophic”, “extreme”, “severe” or “very high”, and upon the authority being given the person, if he has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.

(i) This subsection does not authorise the burning of bush — (i) during the prohibited burning times; or

(ii) during the period in which, and in the area of the State in respect of which, a total fire ban is declared under section 22A to have effect.

Section 38A of the Bush Fires Act provides that:

(1) At the request of a local government the Authority may appoint a member of staff (as defined in the DFES Act) to be the Chief Bush Fire Control Officer for the district of that local government.

(2) Where a Chief Bush Fire Control Officer has been appointed under subsection (1) for a district the local government is not to appoint a Chief Bush Fire Control Officer under section 38(1).

(3) The provisions of this Act, other than section 38(3), (4) and (5) apply to and in relation to the Chief Bush Fire Control Officer appointed under this section as if he or she were a Chief Bush Fire Control Officer appointed under section 38 by the local government.

(4) Section 38(3), (4) and (5) apply to and in relation to the Chief Bush Fire Control Officer appointed under this section as if —

(a) he or she were a Chief Bush Fire Control Officer appointed under section 38 by the local government; and

(b) the references in those subsections to the local government were references to the Authority.

Section 40 of the Bush Fires Act provides that:

Two or more local governments may by agreement join in appointing, employing and remunerating bush fire control officers for the purposes of this Act.

Bush fire control officers so appointed may exercise their powers and authorities and shall perform their duties under this Act in each and every one of the districts of the local governments which have joined in appointing them.

POLICY IMPLICATIONS

Draft Policy 61

FINANCIAL IMPLICATIONS

There are no known financial implication relating to this item.

STRATEGIC IMPLICATIONS

PROVIDE STRONG LEADERSHIP

Our Goals	Our Strategies
We plan for the future and are strategically focused	Ensure accountable, ethical and best practice governance

CONSULTATION/COMMUNICATION

Belinda Knight – CEO

Peter Monk – Chief Fire Control Officer

COMMENT

The Shire of Wandering Chief Fire Control Officer has recommended to Council the following people be appointed to the respective Bush Fire Control positions for the 2020/21 Fire Season, as indicated:

Chief Fire Control Officer	P Monk
Deputy Chief Fire Control Officer	G Treasure
Second Deputy Chief Fire Control Officer	Vacant
Chief Fire Weather Officers	P Monk GR Parsons T Treasure
Deputy Fire Weather Officers	B Dowsett A Watts
Vehicle Movement Ban Officers	P Monk GR Parsons B Dowsett T Treasure A Watts
Clover Burning Permit Officers	P Monk A Turton
Fire Control Officers	
Hastings	A Watts GR Parsons – Permit to Burn R Bostock C Ferguson A Turton – Permit to Burn
Wandering	T Hardie – Permit to Burn T Treasure – Permit to Burn S Watts – Permit to Burn
Codjatonine	P Monk – Permit to Burn M Schorer – Permit to Burn B Hardie – Permit to Burn D Warburton – Permit to Burn
Wandering Town	G Treasure – Permit to Burn W Brand – Permit to Burn S Brand B Whitely
Dual Appointments	
Brookton P Monk GR Parsons	Pingelly R Bostock P Monk
Cuballing P Monk	Boddington T Hardie P Monk
Williams P Monk T Hardie	

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION – ITEM 11.1 – APPOINTMENT OF FIRE CONTROL & OTHER OFFICERS FOR THE 2020/2021 FIRE SEASON

That Council:

- Pursuant to *Section 38 of the Bush Fires Act 1954*, authorise the appointment of officers as contained in the table in the “Comment” section above, to the nominated positions for the 2020/21 Fire Season; and
- Directs the CEO to advertise the appointments in accordance with the *Bush Fires Act 1954*.

AUTHOR'S SIGNATURE:A handwritten signature in black ink, appearing to be 'B J G', written over a light blue rectangular background.

12. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED**12.1. COUNCILLOR'S MEETINGS ATTENDED SINCE 16/04/2020**

Nil reported.

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

Nil.

14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**14.1. COUNCILLORS AND /OR OFFICERS****15. CONFIDENTIAL ITEMS*****Local Government Act 1995 – s5.23(2)(c)******5.23. Meetings generally open to public***

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following –

(a) a matter affecting an employee or employees; and

(b) the personal affairs of any person; and

(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;

15.1. CONFIDENTIAL – FREIGHT DEPOT

Proponent	Star Track Freight Services
Owner	Hotham Mechanical
Location/Address	22 Watts Street, Wandering
Author of Report	Belinda Knight, CEO & Barry Gibbs, EMTS
Date of Meeting	19/03/2020
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	
Attachments	Draft Shed Design

16. INFORMATION ITEMS**16.1.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD – 01/03/2020 - 31/03/2020**

Proponent	Internal Report
Location/Address	
Author of Report	Sophie Marinoni, Finance Officer
Date of Meeting	16/04/2020
Disclosure of any Interest	Nil
File Reference	10.1.6
Attachments	List of Accounts Due & Submitted to Council

BRIEF SUMMARY

To ratify payments made during the month of March 2020

BACKGROUND

The listing of payments for the month of March 2020 through the Municipal and Trust accounts are attached.

STATUTORY/LEGAL IMPLICATIONS

Local Government (Financial Management) Regulations 1996 – R12 & R13

POLICY IMPLICATIONS

Policy 12 – Purchasing and Tenders

Policy 40 – Payment of Creditors

FINANCIAL IMPLICATIONS

Shire of Wandering

CERTIFICATE OF EXPENDITURE
16/04/2020



This Schedule of Accounts to be passed for payment, covering

Payment Method	Cheque/EFT/DD Number	Amount
Trust Account	9000001-9000003	\$1,070.00
Municipal Fund:		
Electronic Funds Transfers	EFT5491 – EFT5574	\$258,578.99
Municipal Account	Nil	
Direct Debits	DD3312.1 – DD3353.1	\$23,745.88
	TOTAL	\$283,394.87

to the Municipal and Trust Accounts, totalling \$283,394.87 which were submitted to each member of the Council on 16/04/2020, have been checked and fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing's and the amounts shown are due for payment.

Belinda Knight

CHIEF EXECUTIVE OFFICER

STRATEGIC IMPLICATIONS**Provide Strong Leadership**

Our Goals	Our Strategies
We plan for the future and are strategically focused	<p>Ensure accountable, ethical and best practice governance</p> <p>Develop and maintain our Strategic Plan, Corporate Business Plan, Asset Management Plan, Workforce Plan and Long Term Financial Plan</p> <p>Service Level Plans detail operational roles, responsibilities and resources</p> <p>Engage with local, regional, state and federal stakeholders to grow mutually beneficial relationships</p>

OFFICER'S RECOMMENDATION – ITEM– SCHEDULE OF ACCOUNTS FOR 01/03/2020 – 31/03/2020

That Council in accordance with r12 and r13 of the *Local Government (Financial Management) Regulations 1996* receives the schedule of accounts for payment as presented.

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
1	09/03/20	Department of Commerce - Bond Administration			-\$ 600.00
	23/01/20		Housing Bond 7 Gnowing St	\$ 600.00	
EFT5491	09/03/20	Best Office Systems			-\$ 395.10
	25/02/20		Copier Contract - Shire B&W copies, Colour copies	\$ 395.10	
EFT5492	09/03/20	Boddington IGA			-\$ 194.33
	19/02/20		Groceries Council Meeting	\$ 194.33	
EFT5493	09/03/20	Boddington News			-\$ 13.50
	21/02/20		Boddington News Edition 640	\$ 13.50	
EFT5494	09/03/20	Hotham Mechanical			-\$ 504.80
	24/02/20		Service - WD.440 Labour, Oil filter, Air filter, Engine oil, Brake pad set, Drain plug washer, Consumables	\$ 504.80	
EFT5495	09/03/20	Quick Corporate Australia			-\$ 628.44
	21/01/20		Stationery Batteries, Diary 2020, Urinal deodorant blocks, Toilet cleaner, Dishwashing liquid, Toilet rolls, Toilet rolls, Hand towel, Dishwasher Tablets, Tea Bags, Suspension files, A4 Paper, Pens, Pens, Archive boxes, Coffee	\$ 628.44	
EFT5496	09/03/20	Reinforced Concrete Pipes Australia			-\$ 2,531.93
	18/02/20		Concrete pipes	\$ 2,531.93	
EFT5497	09/03/20	Robert George Curtis			-\$ 874.50
	03/03/20		Operating Waste Transfer Station 23/02/20 - 02/03/20, Clearing roadside bins	\$ 874.50	
EFT5498	09/03/20	Shire of Wandering Christmas Club			-\$ 290.00
	04/03/20		Payroll deductions	\$ 290.00	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT5499	09/03/20	Shire of Wandering Staff Lotto			-\$ 40.00
	04/03/20		Payroll deductions	\$ 40.00	
EFT5500	09/03/20	WA Contract Ranger Services			-\$ 537.62
	26/02/20		Contract Ranger Service 11/02/20 - 25/02/20	\$ 537.62	
EFT5501	09/03/20	Wandering Community Fox Hunt			-\$ 300.00
	17/02/20		Sponsorship Community fox hunt 2020	\$ 300.00	
EFT5502	09/03/20	Westrac			-\$ 2,216.68
	11/02/20		Repairs to Hydraulic Fan - WD.118 Parts, Labour, Mobilisation, Consumables	\$ 2,216.68	
EFT5505	13/03/20	AMPAC			-\$ 323.62
	29/02/20		Debt collections Claim service fee, Service travel fee	\$ 323.62	
EFT5506	13/03/20	Armadale Mower World & Service Co			-\$ 1,050.00
	19/02/20		Plant hire Lawn Reniation equipment	\$ 300.00	
	29/02/20		Gardening supplies Honda Professional 4-Stroke Edger	\$ 750.00	
EFT5507	13/03/20	Avon Waste			-\$ 3,151.51
	29/02/20		General waste services Domestic & commercial, General waste to landfill gate fee, Recycling Services, Recycle processing fee, Transfer Station general waste bins, General waste to landfill gate fee, Transfer Station recycle bins, Recycle processing fee, New fuel facility bin	\$ 3,151.51	
EFT5508	13/03/20	BOC			-\$ 76.28
	27/02/20		Container Service Oxygen, Acetylene, Argoshield, Medical Oxygen	\$ 76.28	
EFT5509	13/03/20	Benara Nurseries			-\$ 174.52
	17/02/20		Plants Plants, Potting mix	\$ 68.37	
	17/02/20		Plants Various Punnetts	\$ 106.15	
EFT5510	13/03/20	Boddington Hardware & Newsagency			-\$ 2,237.80
	06/02/20		Gardening supplies Triclophyr, Glyphosate, Wetter Aparent	\$ 2,237.80	
EFT5511	13/03/20	Boddington IGA			-\$ 97.39
	04/03/20		Groceries CRC Café	\$ 97.39	
EFT5512	13/03/20	Brooks Hire Service			-\$ 3,626.30
	24/02/20		Plant hire - Roller Smooth Vibe Hire charge, Enviromental levy	\$ 3,626.30	
EFT5513	13/03/20	C & D Cutri			-\$14,080.00
	23/02/20		Bridge maintenance - 422 Labour	\$ 2,706.00	
	28/02/20		Bridge maintenance - 420 Labour	\$11,374.00	
EFT5514	13/03/20	Ecowater Services			-\$ 1,195.80

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	28/02/20		Recommission of ATU System <i>19 Humes Way, 22 Watts Street</i>	\$ 550.00	
	28/02/20		Aquarius Quartley Service - 5 Dunmall Dr <i>Labour, Chlorine</i>	\$ 180.40	
	28/02/20		Aquarius Quartley Service - 19 Humes Wy <i>Labour, Chlorine</i>	\$ 465.40	
EFT5515	13/03/20	Employment Training Solutions			-\$ 8,000.00
	20/10/19		Training & assessment <i>Pilot vehicle course</i>	\$ 8,000.00	
EFT5516	13/03/20	Exurban Rural & Regional Planning			-\$ 3,047.63
	02/03/20		Industrial Estate Rezoning <i>Labour, Consumables</i>	\$ 3,047.63	
EFT5517	13/03/20	Fuel Distributors of WA			-\$ 1,218.10
	20/02/20		Materials <i>Engine Oil, Truckwash, AD Blue</i>	\$ 1,218.10	
EFT5518	13/03/20	Galvins Plumbing Supplies			-\$ 197.41
	12/02/20		Vertical Bubbler	\$ 197.41	
EFT5519	13/03/20	IT Vision			-\$ 2,750.00
	28/02/20		Rates health check <i>Labour</i>	\$ 2,750.00	
EFT5520	13/03/20	LG People and Culture			-\$ 5,500.00
	10/03/20		Labour	\$ 5,500.00	
EFT5521	13/03/20	Liberty Rural			-\$35,716.00
	05/03/20		Fuel <i>ULP, Diesel</i>	\$35,716.00	
EFT5522	13/03/20	Lotex Filter Cleaning Service			-\$ 331.12
	16/01/20		Filter cleaning <i>Labour</i>	\$ 331.12	
EFT5523	13/03/20	Major Motors			-\$ 108.08
	20/02/20		Plant parts - WD.6 <i>Hitch ball mount, Towball, Hitch pull pin and clip</i>	\$ 108.08	
EFT5524	13/03/20	Mcpest Pest Control			-\$ 605.00
	28/02/20		Bridge termite treatments <i>Labour</i>	\$ 605.00	
EFT5525	13/03/20	Metrocount			-\$ 99.00
	17/02/20		Materials - Traffic counter <i>Battery pack</i>	\$ 99.00	
EFT5526	13/03/20	Moore Stephens			-\$ 2,376.00
	17/02/20		Training <i>Understanding PAYG - Jezamyn Douglas, Understanding TPAR - Sophie Marinoni, Changes to FBT - Belinda Knight</i>	\$ 594.00	
	27/02/20		2020 Financial Reporting	\$ 1,782.00	
EFT5527	13/03/20	Narrogin Pumps Solar & Spraying			-\$ 69.00
	14/02/20		Plant parts <i>Handheld spraygun</i>	\$ 69.00	
EFT5528	13/03/20	Quality Press			-\$ 60.50
	04/03/20		DFES printed material <i>FIRS attendance pads</i>	\$ 60.50	
EFT5529	13/03/20	Quick Corporate Australia			-\$ 28.25
	17/02/20		CRC Cafe supplies <i>Milkshake cups, Paper straws</i>	\$ 28.25	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT5530	13/03/20	RK Roach			-\$ 2,838.00
	28/02/20		Survey setout for road design <i>Labour</i>	\$ 2,838.00	
EFT5531	13/03/20	SJR Civil Consulting			-\$ 3,960.00
	14/02/20		Road design <i>Forteen Mile Brook Road, Oval retic base plan</i>	\$ 3,960.00	
EFT5532	13/03/20	Shire of Williams			-\$ 421.74
	28/02/20		Shared advertising cost <i>Call for nominations, Notice of results</i>	\$ 421.74	
EFT5533	13/03/20	St John Ambulance Western Australia			-\$ 751.16
	25/02/20		Service first aid kits <i>Vehicles, Admin Building, CRC, CRC, Fire Station, Community Centre, Replacements, Replacements</i>	\$ 751.16	
EFT5534	13/03/20	Stabilised Pavements of Australia			-\$18,241.36
	25/02/20		Cement stabilisation <i>Labour</i>	\$18,241.36	
EFT5535	13/03/20	Synergy			-\$ 739.61
	03/03/20		Street lighting <i>Usage</i>	\$ 739.61	
EFT5536	13/03/20	Volt Air			-\$ 282.00
	04/03/20		Treatment room IT repairs <i>Labour, Outlet</i>	\$ 282.00	
EFT5537	13/03/20	WA Fuel Supplies			-\$40,546.87
	13/02/20		Fuels <i>Petrol, Diesel</i>	\$40,546.87	
EFT5538	18/03/20	Belinda Kaye Knight			-\$ 136.80
	12/03/20		Reimbursement <i>95% - CEO Mobile Phone</i>	\$ 136.80	
EFT5539	18/03/20	Boddington News			-\$ 13.50
	06/03/20		Boddington News <i>Edition 641</i>	\$ 13.50	
EFT5540	18/03/20	Narrogin Edwards Motors			-\$ 308.70
	05/03/20		Vehicle service - WD.480 <i>Labour, Parts, Oils, Consumables</i>	\$ 308.70	
EFT5541	18/03/20	Industrial Automation Group			-\$ 6,875.00
	06/03/20		Standpipe control system <i>50% deposit</i>	\$ 6,875.00	
EFT5542	18/03/20	Perfect Computer Solutions			-\$ 170.00
	12/03/20		Monthly IT maintenance <i>Labour</i>	\$ 170.00	
EFT5543	18/03/20	Resumes WA			-\$ 975.00
	13/03/20		OSH Project Officer <i>Labour</i>	\$ 975.00	
EFT5544	18/03/20	Startrack Express			-\$ 62.56
	04/03/20		Freight <i>Corsign</i>	\$ 62.56	
EFT5545	18/03/20	Western Australian Treasury Corporation			-\$37,441.13
	29/02/20		Final Principal Instalment	\$37,441.13	
EFT5546	20/03/20	Australian Taxation Office			-\$22,453.00

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	29/02/20		BAS - Feb 2020 <i>GST on Sales, Group Tax Clearing, GST on Purchases, Fuel Credits, Rounding</i>	\$22,453.00	
EFT5547	20/03/20	Boddington Hardware & Newsagency			-\$ 145.80
	26/02/20		Gardening & spraying supplies <i>Rake, Hose fitting, Hose, Hose fitting</i>	\$ 145.80	
EFT5548	20/03/20	Boddington IGA			-\$ 18.59
	28/02/20		Cleaning Products <i>Council chambers</i>	\$ 18.59	
EFT5549	20/03/20	IT Vision			-\$ 1,650.00
	16/03/20		Rates service <i>Feb 2020</i>	\$ 1,650.00	
EFT5550	20/03/20	Narrogin Auto Centre			-\$ 522.35
	10/03/20		Vehicle service - WD.001 <i>Labour, Parts, Consumables</i>	\$ 522.35	
EFT5551	20/03/20	Quick Corporate Australia			-\$ 180.88
	07/02/20		Stationery <i>Bantex Binder, Avery Lateral File</i>	\$ 169.33	
	13/02/20		Stationery <i>A-Z Notebook</i>	\$ 11.55	
EFT5552	20/03/20	Resumes WA			-\$ 965.83
	20/12/19		OSH Project Officer <i>Labour, Field allowance</i>	\$ 965.83	
EFT5553	20/03/20	City of Kalamunda			-\$ 2,692.80
	05/03/20		Planning Officer <i>Building services, Town planning</i>	\$ 2,692.80	
EFT5554	20/03/20	Shire of Wandering Christmas Club			-\$ 290.00
	18/03/20		Payroll deductions	\$ 290.00	
EFT5555	20/03/20	Shire of Wandering Staff Lotto			-\$ 50.00
	18/03/20		Payroll deductions	\$ 50.00	
EFT5556	20/03/20	Synergy			-\$ 4,651.81
	16/03/20		Depot <i>Usage, Supply charge</i>	\$ 392.65	
	16/03/20		Administration Building <i>Usage, Supply charge</i>	\$ 1,148.37	
	16/03/20		Fuel facility <i>Usage, Supply charge</i>	\$ 216.87	
	16/03/20		19 Humes Wy <i>Usage, Supply charge</i>	\$ 549.33	
	16/03/20		31 Dunmall Dr <i>Usage, Supply charge</i>	\$ 511.69	
	16/03/20		Cravan Park & Fire Station <i>Usage, Supply charge</i>	\$ 458.52	
	16/03/20		Community Centre <i>Usage, Supply charge</i>	\$ 559.85	
	16/03/20		CRC & Public conveniences <i>Usage, Supply charge</i>	\$ 814.53	
EFT5557	27/03/20	AMPAC			-\$ 840.60
	26/03/20		Debt collections costs <i>Property search, Notice of Discontinuance, Claim filing fee, Claim service fee, Travel, Professional fee</i>	\$ 840.60	
EFT5558	27/03/20	Beeliar Terrarium			-\$ 220.00

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	19/03/20		Terrarium Workshop <i>Labour</i>	\$ 220.00	
EFT5559	27/03/20	Best Office Systems			-\$ 161.74
	23/03/20		Copier Contract - Shire <i>B&W copies, Colour copies</i>	\$ 161.74	
EFT5560	27/03/20	Boddington News			-\$ 53.50
	06/03/20		Advertising <i>International Women's Day</i>	\$ 40.00	
	20/03/20		Boddington News <i>Edition 642</i>	\$ 13.50	
EFT5561	27/03/20	Brookton Plumbing			-\$ 2,080.00
	28/03/20		Pump out septic tank <i>19 Humes Wy, 22 Watts St</i>	\$ 2,080.00	
EFT5562	27/03/20	Corsign WA			-\$ 452.10
	06/03/20	Corsign WA	Signs <i>"Caution Glyphosate Spraying in Progress", "Triclopyer" magnet</i>	\$ 452.10	
EFT5563	27/03/20	Hotham Mechanical			-\$ 2,377.65
	09/03/20		Vehicle service - WD.300 <i>Labour, Materials, Consumables</i>	\$ 672.10	
	09/03/20		Vehicle service - WD.458 <i>Labour, Parts, Consumables</i>	\$ 1,060.95	
	09/03/20		Vehicle service - WD.118 <i>Labour, Parts, Consumables</i>	\$ 644.60	
EFT5564	27/03/20	Leaf Bean Machine			-\$ 168.00
	05/03/20		CRC Cafe supplies <i>Coffee beans</i>	\$ 168.00	
EFT5565	27/03/20	Lisa Anne Coonz			-\$ 3,000.00
	26/03/20		Infrastructure bond refund <i>Refund Transportable Bond, Refund Infrastructure Bond</i>	\$ 3,000.00	
EFT5566	27/03/20	Perfect Computer Solutions			-\$ 170.00
	19/03/20		Monthly IT maintenance <i>Labour</i>	\$ 170.00	
EFT5567	27/03/20	Robert George Curtis			-\$ 819.50
	16/03/20		Operating Waste Transfer Station <i>08/03/20 - 16/03/20, Clearing roadside bins</i>	\$ 819.50	
EFT5568	27/03/20	Shire of Boddington			-\$ 4,290.00
	16/03/20		Self supporting loan <i>Boddington Wandering Gun Club</i>	\$ 4,290.00	
EFT5569	27/03/20	Startrack Express			-\$ 60.45
	11/03/20		Freight <i>RCPA</i>	\$ 60.45	
EFT5570	27/03/20	Steve Davis Builder			-\$ 400.00
	11/03/20		Building repairs - CRC <i>Labour</i>	\$ 400.00	
EFT5571	27/03/20	Tudor House			-\$ 108.00
	10/03/20		Flag <i>Australian flag, Freight</i>	\$ 108.00	
EFT5572	27/03/20	WA Contract Ranger Services			-\$ 514.25
	25/03/20		Contract Ranger Service <i>Labour</i>	\$ 514.25	
EFT5573	27/03/20	WALGA			-\$ 780.00

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	23/03/20		Understanding Local Government training <i>Cr Treasure - March 2020</i>	\$ 195.00	
	23/03/20		Understanding Local Government training <i>Cr Parsons - March 2020</i>	\$ 195.00	
	23/03/20		Understanding Local Government training <i>Cr Curtis - March 2020</i>	\$ 195.00	
	23/03/20		Understanding Local Government training <i>Cr Price - March 2020</i>	\$ 195.00	
EFT5574	27/03/20	Wandering Wheatbelt Wine aWards			-\$ 52.50
	20/03/20		Refund <i>Long Table Lunch permit</i>	\$ 52.50	
DD3312.1	16/03/20	Westpac Credit Card			-\$ 1,000.46
	18/01/20		Council supplies <i>Water filter</i>	\$ 16.00	
	19/01/20		Carwash <i>O.WD</i>	\$ 16.20	
	25/01/20		Groceries <i>CRC Café, Aust Day</i>	\$ 583.75	
	29/01/20		CRC Café supplies <i>Biscuits & lollies, Delivery</i>	\$ 384.51	
DD3315.1	04/03/20	WA Super			-\$ 4,521.99
	04/03/20		Payroll deductions	\$ 3,669.71	
	04/03/20		Payroll deductions	\$ 852.28	
DD3315.2	04/03/20	I & T Brown Family Super Fund			-\$ 682.50
	04/03/20		Payroll deductions	\$ 170.13	
	04/03/20		Payroll deductions	\$ 512.37	
DD3315.3	04/03/20	ANZ OnePath Masterfund			-\$ 807.06
	04/03/20		Payroll deductions	\$ 544.09	
	04/03/20		Payroll deductions	\$ 262.97	
DD3315.4	04/03/20	Colonial First State			-\$ 450.15
	04/03/20		Payroll deductions	\$ 115.42	
	04/03/20		Payroll deductions	\$ 334.73	
DD3315.5	04/03/20	SuperWrap Personal Super Plan			-\$ 89.26
	04/03/20		Payroll deductions	\$ 89.26	
DD3315.6	04/03/20	Prime Super			-\$ 230.47
	04/03/20		Payroll deductions	\$ 230.47	
DD3315.7	04/03/20	Retail Employees Superannuation			-\$ 60.40
	04/03/20		Payroll deductions	\$ 60.40	
DD3315.8	04/03/20	Australian Super			-\$ 133.09
	04/03/20		Payroll deductions	\$ 133.09	
DD3326.1	04/03/20	Telstra			-\$ 1,248.84

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	18/02/20		Phone charges <i>Administration Office, Harvest Ban line, Administration Office, Fuel Facility, CRC, Administration Office, Administration Office, Community Resource Centre, Administration Office, Treatment Room, Caravan Park, Cleaner, Supervisor, Remote Internet, Fuel Facility, Fuel Facility, CRC, Office Internet Connection, Office Internet Connection, New Phone System, Rounding</i>	\$ 1,248.84	
DD3327.1	27/03/20	Water Corporation			-\$ 2,573.64
	06/03/20		Caravan Park <i>Water Use</i>	\$ 241.52	
	06/03/20		Depot <i>Water use</i>	\$ 1,241.37	
	06/03/20		Administration Building <i>Water use</i>	\$ 254.51	
	06/03/20		Public Conveniences & CRC <i>Water use</i>	\$ 514.21	
	06/03/20		Community Centre <i>Water use</i>	\$ 322.03	
DD3327.2	23/03/20	Water Corporation			-\$ 1,641.23
	06/03/20		19 Humes Wy <i>Water use, Service charge</i>	\$ 341.01	
	06/03/20		5 Dunmall Dr <i>Water use, Service charge</i>	\$ 55.02	
	06/03/20		14 Down St <i>Water use, Service charge</i>	\$ 89.74	
	06/03/20		1 Dowsett St <i>Water use, Service charge</i>	\$ 175.60	
	06/03/20		7 Gnowing St <i>Water use, Service charge</i>	\$ 138.42	
	06/03/20		13 Dunmall St <i>Water use, Service charge</i>	\$ 841.44	
DD3332.1	26/03/20	Telstra			-\$ 5.71
	07/03/20		Tims Messaging <i>Fire Control</i>	\$ 5.71	
DD3334.1	04/03/20	WA Super			-\$ 714.84
	18/03/20		Payroll deductions	\$ 714.84	
DD3338.1	18/03/20	WA Super			-\$ 4,146.10
	18/03/20		Payroll deductions	\$ 3,305.02	
	18/03/20		Payroll deductions	\$ 841.08	
DD3338.2	18/03/20	I & T Brown Family Super Fund			-\$ 663.50
	18/03/20		Payroll deductions	\$ 170.13	
	18/03/20		Payroll deductions	\$ 493.37	
DD3338.3	18/03/20	ANZ OnePath Masterfund			-\$ 897.67
	18/03/20		Payroll deductions	\$ 605.17	
	18/03/20		Payroll deductions	\$ 292.50	
DD3338.4	18/03/20	Colonial First State			-\$ 450.15
	18/03/20		Payroll deductions	\$ 115.42	
	18/03/20		Payroll deductions	\$ 334.73	
DD3338.5	18/03/20	SuperWrap Personal Super Plan			-\$ 89.26
	18/03/20		Payroll deductions	\$ 89.26	
DD3338.6	18/03/20	Prime Super			-\$ 259.49

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	18/03/20		Payroll deductions	\$ 259.49	
DD3338.7	18/03/20	Retail Employees Superannuation			-\$ 86.13
	18/03/20		Payroll deductions	\$ 86.13	
DD3338.8	18/03/20	Australian Super			-\$ 112.39
	18/03/20		Payroll deductions	\$ 112.39	
DD3339.1	05/03/20	Bankwest			-\$ 1,128.10
	20/01/20		Australia Day Supplies <i>Kids bags</i>	\$ 48.00	
	08/02/20		Groceries <i>CRC Cafe, Council</i>	\$ 158.33	
	10/02/20		Carwash <i>O.WD</i>	\$ 16.20	
	10/02/20		Fuel <i>O.WD</i>	\$ 50.03	
	14/02/20		Interest	\$ 106.37	
	04/02/20		Adobe Licences <i>Monthly Subscription</i>	\$ 249.92	
	21/02/20		Groceries <i>CRC Cafe</i>	\$ 49.30	
	23/01/20		Council Lunch <i>Newmont Tour</i>	\$ 70.40	
	01/02/20		Groceries <i>Council</i>	\$ 45.08	
	02/02/20		CRC Café supplies <i>Milkshake tumblers</i>	\$ 33.70	
	02/02/20		Various materials <i>CRC Café milkshake maker, Office Cables</i>	\$ 93.77	
	04/02/20		Office materials <i>Monitor Arm</i>	\$ 207.00	
DD3339.2	04/03/20	Bankwest			-\$ 82.60
	07/02/20		Postage <i>Rates Instalment Notices</i>	\$ 82.60	
DD3340.1	23/03/20	ClickSuper			-\$ 4.95
	29/02/20		Transaction fee <i>Feb 2020</i>	\$ 4.95	
DD3340.2	01/03/20	First Data Merchant Solutions			-\$ 216.42
	29/02/20		Merchant Fee <i>Fuel facility</i>	\$ 216.42	
DD3353.1	16/03/20	Bankwest			-\$ 1,449.48
	16/02/20		Accommodation <i>Training - Roy McKenzie</i>	\$ 903.92	
	10/03/20		Drivers Licence upgrade <i>Depot</i>	\$ 94.70	
	24/02/20		CRC movie night <i>Angry Birds DVD, Ride Like a Girl DVD</i>	\$ 54.95	
	24/02/20		Bulk mail <i>International Women's Day flyers</i>	\$ 39.80	
	25/02/20		Parking fees <i>WALGA IR Seminar</i>	\$ 9.23	
	26/02/20		CRC Café expenses <i>Bread</i>	\$ 17.40	
	29/02/20		Council refreshments <i>Milk & Coffee</i>	\$ 29.68	
	07/03/20		Adobe Licences <i>Monthly Subscription</i>	\$ 249.92	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	07/03/20		Council refreshments <i>Milk & Coffee</i>	\$ 22.18	
	10/03/20		Plate change <i>WD.118</i>	\$ 27.70	
9000002	09/03/20	Wandering CWA			-\$ 270.00
	21/11/19		Refund of Bond <i>Christmas Tree</i>	\$ 270.00	
9000003	09/03/20	Wandering Primary School P & C			-\$ 200.00
	14/02/20		Refund of Bond <i>Community Centre - Fundraising for P & C</i>	\$ 200.00	
				Total	\$283,394.87

16.2.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD - 01/07/2019 – 31/03/2020

Proponent	Internal Report
Author of Report	Belinda Knight, CEO
Date of Meeting	16/04/2020
Disclosure of any Interest	Nil
File Reference	14.145.14512
Attachments	Monthly Financial Reports

BRIEF SUMMARY

Consideration of the Monthly Financial Reports for the period ending 31/03/2020

BACKGROUND

The following financial reports to 31/03/2020 are included for your information:

- Monthly Summary Information
- Statement of Financial Activity by Program
- Statement of Financial Activity by Nature or Type
- Note 1 Net Current Assets
- Note 2 Cash and Investments
- Note 3 Receivables – Debtors Report
- Note 4 Payables – Creditors Report
- Note 5 Rating Revenue
- Note 6 Disposal of Assets
- Note 7 Capital Acquisitions
- Note 8 Borrowings
- Note 9 Reserves
- Note 10 Grants and Contributions
- Note 11 Trust Fund
- Note 12 Explanation of Material Variances

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

Section 6.4 Financial report

- (1) *A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.*
- (2) *The financial report is to –*
 - (a) *be prepared and presented in the manner and form prescribed; and*
 - (b) *contain the prescribed information.*
- (3) *By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor –*
 - (a) *the accounts of the local government, balanced up to the last day of the preceding financial year; and*
 - (b) *the annual financial report of the local government for the preceding financial year.*

Local Government (Financial Management) Regulations 1996

Regulation 34 Financial activity statement required each month (Act s. 6.4)

- (1A) *In this regulation – **committed assets** means revenue unspent but set aside under the annual budget for a specific purpose.*
- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail –*
 - (a) *annual budget estimates, taking into account any expenditure incurred for an additional*

- purpose under section 6.8(1)(b) or (c); and*
- (b) budget estimates to the end of the month to which the statement relates; and*
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- (e) the net current assets at the end of the month to which the statement relates.*
- (2) Each statement of financial activity is to be accompanied by documents containing —*
- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and*
- (b) an explanation of each of the material variances referred to in subregulation (1)(d); and*
- (c) such other supporting information as is considered relevant by the local government.*
- (3) The information in a statement of financial activity may be shown —*
- (a) according to nature and type classification; or*
- (b) by program; or*
- (c) by business unit.*
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
- (b) recorded in the minutes of the meeting at which it is presented.*
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

POLICY IMPLICATIONS

As contained in the attached Monthly Financial Reports

FINANCIAL IMPLICATIONS

As contained in the attached Monthly Financial Reports

STRATEGIC IMPLICATIONS

Provide Strong Leadership

Our Goals	Our Strategies
We plan for the future and are strategically focused	Ensure accountable, ethical and best practice governance Develop and maintain our Strategic Plan, Corporate Business Plan, Asset Management Plan, Workforce Plan and Long Term Financial Plan Service Level Plans detail operational roles, responsibilities and resources Engage with local, regional, state and federal stakeholders to grow mutually beneficial relationships

CONSULTATION/COMMUNICATION

Nil

COMMENT

The Finance Coordinator has compiled the accompanying Local Government special purpose financial statements for the Shire of Wandering, which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31/03/2020. The financial statements have been compiled to meet compliance with the Local Government Act 1995 and associated Regulations.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION – ITEM 16.2 - MONTHLY FINANCIAL REPORTS – 31/03/2020

That Council in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996* receives the Statements of Financial activity for the period ended 31/03/2020.

Disclaimer: The 31/03/2020 report has been prepared prior to the finalisation of the March 2020 financial transactions and as such may not be a true reflection of the financial position of the Shire at this time.

AUTHOR'S SIGNATURE:A handwritten signature in black ink, appearing to be 'A. B. Jones', written over a horizontal line.

SHIRE OF WANDERING

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 March 2020

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Monthly Summary Information	3
Statement of Financial Activity by Program	5
Statement of Financial Activity by Nature or Type	7
Note 1 Statement of Financial Activity Information	8
Note 2 Cash and Financial Assets	9
Note 3 Receivables	10
Note 4 Other Current Assets	11
Note 5 Payables	12
Note 6 Rating Revenue	13
Note 7 Disposal of Assets	14
Note 8 Capital Acquisitions	15
Note 9 Borrowings	17
Note 10 Cash Reserves	18
Note 11 Other Current Liabilities	19
Note 12 Grants and Contributions	20
Note 13 Trust Fund	22
Note 14 Budget Amendments	23
Note 15 Explanation of Material Variances	24

Disclaimer: Please note this report has been prepared prior to finalisation of month end processes and may not be an accurate reflection of the Shire's financial position at the time.

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 MARCH 2020

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 01 April 2020

Prepared by: Belinda Knight

Reviewed by: Belinda Knight

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 13.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

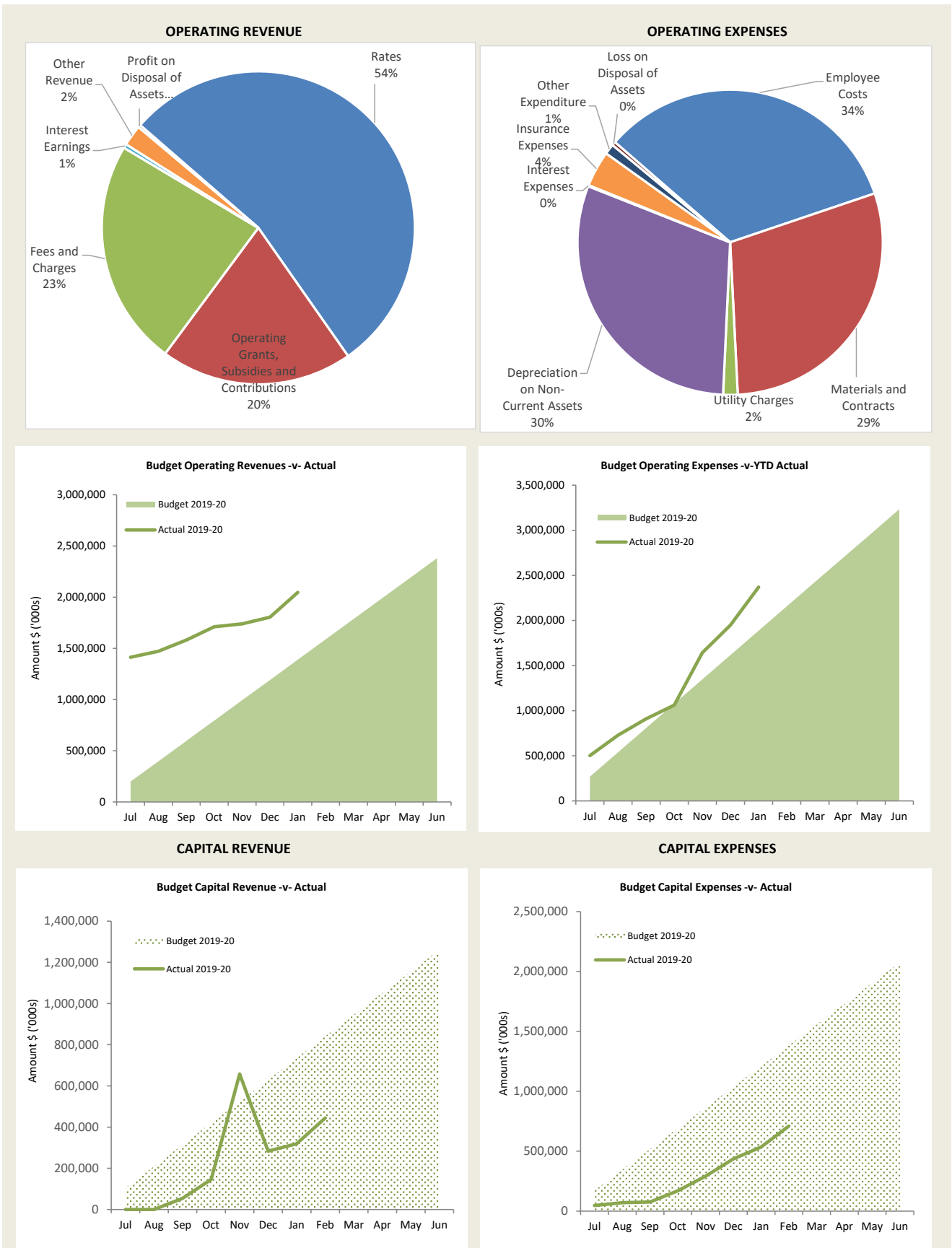
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

ROUNDING OFF FIGURES

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2020**

SUMMARY GRAPHS



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

Note: Capital Revenue in November included WANDRRA funds incorrectly allocated.

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MARCH 2020**

STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

OBJECTIVE	ACTIVITIES
<p>GOVERNANCE</p> <p>To provide a decision making process for the efficient allocation of scarce resources.</p>	<p>Members expenses and other costs of the Shire that relate to the tasks of assisting Councillors and the public on matters which do not concern specific Council services.</p>
<p>GENERAL PURPOSE FUNDING</p> <p>To collect revenue to allow for the provision of services.</p>	<p>Collection of Rates revenue, financial assistance grants for general purpose and interest revenue.</p>
<p>LAW, ORDER, PUBLIC SAFETY</p> <p>To provide services to ensure a safer community.</p>	<p>Community safety initiatives, fire prevention and control and animal control.</p>
<p>HEALTH</p> <p>To provide services for community and environmental health.</p>	<p>Health inspection and advisory services, analytical services, pest and weed control, and assistance to provide health initiatives.</p>
<p>EDUCATION AND WELFARE</p> <p>To support services relating to youth, elderly and the disadvantaged.</p>	<p>Support school activities, aged care initiatives and disability inclusion plan.</p>
<p>HOUSING</p> <p>Provision of shire housing and privately rented accommodation.</p>	<p>Management and maintenance for shire housing privately rented while not required by staff and provision of rental accommodation to the Housing Authority for teachers accommodation.</p>
<p>COMMUNITY AMENITIES</p> <p>To provide amenities required by the community.</p>	<p>Rubbish collection services and operation of waste transfer station. Maintenance of cemeteries and public conveniences. Administration of town planning activities.</p>
<p>RECREATION AND CULTURE</p> <p>To establish and maintain infrastructure and resources to meet the recreational and cultural needs of the community.</p>	<p>Maintenance of halls, playgrounds, recreation grounds and reserves. Operation of Library and maintenance of heritage and history inventory.</p>
<p>TRANSPORT</p> <p>To provide safe and effective transport services to the community.</p>	<p>Construction and maintenance of streets, roads, bridges, signage and footpaths. Cleaning and lighting of town streets. Depot maintenance.</p>
<p>ECONOMIC SERVICES</p> <p>To help promote Wandering and its economic wellbeing.</p>	<p>Tourism and area promotion including operation of caravan park. Implementation of building control and provision of a fuel facility, postal agency and Community Resource Centre.</p>
<p>OTHER PROPERTY AND SERVICES</p> <p>To monitor and control operating accounts.</p>	<p>Provisions of private work operations, plant repairs, operation costs and all administration costs.</p>

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

STATUTORY REPORTING PROGRAMS

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	1,220,361	1,220,361	1,220,361	(0)	(0.00%)	
Revenue from operating activities							
Governance		0	0	1,850	1,850	0.00%	
General Purpose Funding - Rates	6	1,102,342	1,102,342	1,102,823	481	0.04%	
General Purpose Funding - Other		301,150	200,767	213,078	12,311	6.13%	
Law, Order and Public Safety		35,260	23,507	32,166	8,659	36.84%	▲
Health		2,800	1,867	1,108	(759)	(40.64%)	▼
Housing		47,500	31,667	34,807	3,140	9.92%	
Community Amenities		49,100	32,733	40,342	7,609	23.24%	▲
Recreation and Culture		1,300	867	1,265	398	45.96%	
Transport		58,066	38,711	55,705	16,994	43.90%	▲
Economic Services		779,195	519,463	513,117	(6,346)	(1.22%)	▼
Other Property and Services		35,150	23,433	48,602	25,169	107.41%	▲
		2,413,383	1,976,369	2,046,383	70,014		
Expenditure from operating activities							
Governance		(207,842)	(138,561)	(128,658)	9,903	7.15%	
General Purpose Funding		(127,201)	(84,801)	(81,969)	2,832	3.34%	
Law, Order and Public Safety		(147,515)	(98,343)	(88,605)	9,738	9.90%	
Health		(23,432)	(15,621)	(10,292)	5,329	34.12%	▲
Education and Welfare		(2,975)	(1,983)	(652)	1,331	67.13%	
Housing		(38,914)	(25,943)	(18,838)	7,105	27.39%	▲
Community Amenities		(209,131)	(139,421)	(146,285)	(6,864)	(4.92%)	▼
Recreation and Culture		(219,591)	(146,394)	(146,192)	202	0.14%	
Transport		(1,367,418)	(911,612)	(1,030,944)	(119,332)	(13.09%)	▼
Economic Services		(933,857)	(622,571)	(575,336)	47,235	7.59%	
Other Property and Services		(988)	(659)	(142,385)	(141,726)	(21517.16%)	▼
		(3,278,864)	(2,185,909)	(2,370,156)	(184,247)		
Non-cash amounts excluded from operating activities	1(a)	969,400	646,267	668,500	22,233	3.44%	
Amount attributable to operating activities		103,919	436,726	344,727	(92,000)		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12(b)	1,260,439	295,119	356,310	61,191	20.73%	▲
Proceeds from disposal of assets	7	207,500	88,000	87,632	(368)	(0.42%)	▼
Purchase of property, plant and equipment	8	(2,170,767)	(712,500)	(709,877)	2,623	0.37%	
Amount attributable to investing activities		(702,828)	(329,381)	(265,935)	63,446		
Financing Activities							
Transfer from Reserves	10	200,000	0	0	0	0.00%	
Repayment of Debentures	9	(473,507)	(473,507)	(473,507)	0	0.00%	
Transfer to Reserves	10	(347,187)	(110)	(108)	2	(1.79%)	▼
Amount attributable to financing activities		(620,694)	(473,617)	(473,615)	2		
Closing Funding Surplus / (Deficit)	1(c)	758	854,089	825,537			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 14 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2019-20 year is \$5,000 or 10.00% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MARCH 2020

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
Opening Funding Surplus / (Deficit)	1(c)	\$ 1,220,361	\$ 1,220,361	\$ 1,220,361	\$ (0)	% (0.00%)
Revenue from operating activities						
Rates	6	1,102,342	1,102,342	1,102,823	481	0.04%
Operating grants, subsidies and contributions	12(a)	527,713	351,809	406,523	54,714	15.55%
Fees and charges		734,635	489,757	479,057	(10,700)	(2.18%)
Interest earnings		16,000	10,667	8,526	(2,141)	(20.07%)
Other revenue		32,639	21,759	44,152	22,393	102.91%
Profit on disposal of assets	7	54	36	5,301	5,265	14625.00%
		2,413,383	1,976,369	2,046,382	70,013	
Expenditure from operating activities						
Employee costs		(994,401)	(662,934)	(792,095)	(129,161)	(19.48%)
Materials and contracts		(1,133,693)	(755,795)	(696,676)	59,119	7.82%
Utility charges		(40,100)	(26,733)	(36,408)	(9,675)	(36.19%)
Depreciation on non-current assets		(969,400)	(646,267)	(716,997)	(70,730)	(10.94%)
Interest expenses		(2,976)	(1,984)	(2,907)	(923)	(46.52%)
Insurance expenses		(89,013)	(59,342)	(89,895)	(30,553)	(51.49%)
Other expenditure		(42,825)	(28,550)	(25,911)	2,639	9.24%
Loss on disposal of assets	7	(6,456)	(4,304)	(9,267)	(4,963)	(115.31%)
		(3,278,864)	(2,185,909)	(2,370,156)	(184,247)	
Non-cash amounts excluded from operating activities	1(a)	969,400	646,267	668,500	22,233	3.44%
Amount attributable to operating activities		103,919	436,727	344,726	(92,001)	
Investing activities						
Non-operating grants, subsidies and contributions	12(b)	1,260,439	295,119	356,310	61,191	20.73%
Proceeds from disposal of assets	7	207,500	88,000	87,632	(368)	(0.42%)
Payments for property, plant and equipment	8	(2,170,767)	(712,500)	(709,877)	2,623	(0.37%)
Amount attributable to investing activities		(702,828)	(329,381)	(265,935)	63,446	
Financing Activities						
Transfer from reserves	10	200,000	0	0	0	0.00%
Repayment of debentures	9	(473,507)	(473,507)	(473,507)	0	0.00%
Transfer to reserves	10	(347,187)	(110)	(108)	2	(1.79%)
Amount attributable to financing activities		(620,694)	(473,617)	(473,615)	2	
Closing Funding Surplus / (Deficit)	1(c)	758	854,090	825,536		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 14 for an explanation of the reasons for the variance.

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities			
	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	(54)	(36)	(5,301)
Less: Movement in liabilities associated with restricted cash	1,171	195	(52,463)
Add: Loss on asset disposals	6,456	4,304	9,267
Add: Depreciation on assets	969,400	716,997	716,997
Total non-cash items excluded from operating activities	976,973	721,460	668,500

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

Notes	Last Year Closing 30 Jun 2019	This Year Opening 01 Jul 2019	This Time Last Year 01 Apr 2019	Year to Date 31 Mar 2020
Adjustments to net current assets				
Less: Reserves - restricted cash	10 (341,396)	(341,396)	(201,275)	(341,504)
Add: Borrowings	9 473,507	473,507	0	0
Add: Employee Leave Provisions held in Reserves	39,173	39,173	39,154	39,185
Total adjustments to net current assets	171,284	171,284	(162,121)	(302,319)

(c) Net current assets used in the Statement of Financial Activity

Current assets

Cash and cash equivalents	2 802,553	831,440	308,592	1,717,598
Rates receivables	3 22,124	20,104	28,240	59,105
Receivables	3 154,680	154,680	35,760	19,799
Other current assets	4 807,814	807,814	69,353	66,171
Less: Current liabilities				
Payables	5 (187,834)	(170,923)	(206,325)	(121,219)
Borrowings	9 (473,507)	(473,507)	0	0
Contract liabilities	11 0	(45,796)	0	(542,207)
Provisions	11 (74,735)	(74,735)	(109,563)	(71,391)
Less: Total adjustments to net current assets	1(c) 171,284	171,284	(162,121)	(302,319)
Closing Funding Surplus / (Deficit)	1,222,379	1,220,361	(36,064)	825,536

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operating period.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Petty Cash and Floats	Cash and cash equivalents	1,100	0	0	1,100			
Municipal Bank Account	Cash and cash equivalents	1,374,995	0	0	1,374,995	BankWest	0.10%	At Call
Reserve Funds	Cash and cash equivalents	0	341,503	0	341,503	BankWest	0.15%	At Call
Trust	Cash and cash equivalents	0	0	270	270	BankWest	0.00%	At Call
Total		1,376,095	341,503	270	1,717,868			
Comprising								
Cash and cash equivalents		1,376,095	341,503	270	1,717,868			
Financial assets at amortised cost		0	0	0	0			
		1,376,095	341,503	270	1,717,868			

KEY INFORMATION

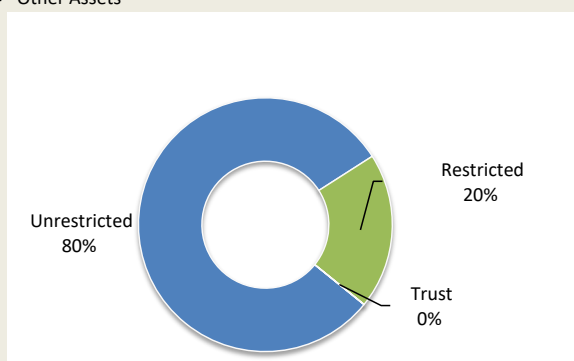
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in

Note 4 - Other Assets



Total Cash

\$1.72 M

Unrestricted

\$1.38 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

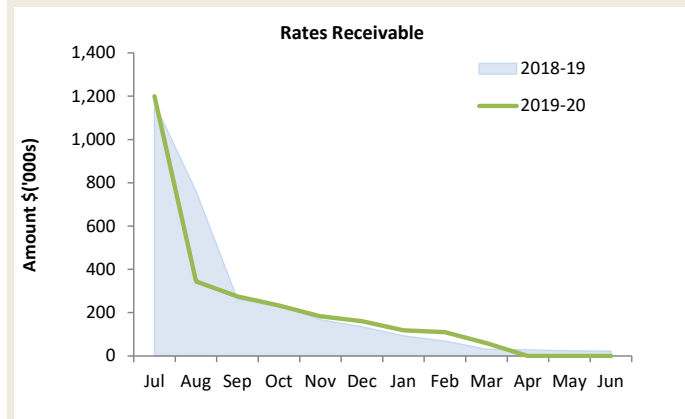
Rates Receivable	30 June 2019	31 Mar 20
	\$	\$
Opening Arrears Previous Years	28,773	22,124
RATES - levied this year	1,076,237	1,102,823
RUBBISH - levied this year	32,908	33,352
ESL - levied this year	32,882	34,104
TOTAL - RATES/RUBBISH/ESL	1,142,027	1,170,279
Discounts Given	(38,202)	(40,592)
Less - Collections to date	(1,110,474)	(1,092,706)
Net Rates Collectable	22,124	59,105
% Collected	98%	94.9%

Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - General	0	6,335	376	13	4,568	11,292
Percentage	0%	56.1%	3.3%	0.1%	40.5%	
Balance per Trial Balance						
Sundry Receivables						11,292
GST receivable						8,507
Allowance for impairment of receivables						0
Total Receivables General Outstanding						19,799

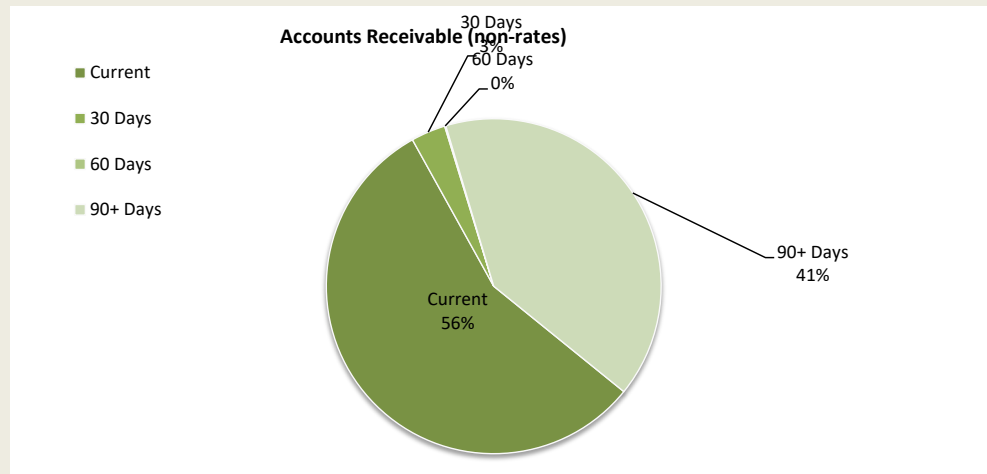
Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Collected	Rates Due
94.9%	\$59,105



Debtors Due
\$19,799
Over 30 Days
44%
Over 90 Days
40.5%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

Other Current Assets	Opening Balance 1 July 2019	Movement Increase/ (Decrease)	Closing Balance 31 March 2020
	\$	\$	\$
Inventory			
Stock on Hand - Depot Fuel	5,165	(3,599)	1,566
Stock on Hand - Fuel Facility ULP	6,684	1,532	8,216
Stock on Hand - Fuel Facility Diesel	21,290	(1,084)	20,206
Stock on Hand - Materials	3,533	0	3,533
Stock on Hand - Gravel	29,900	0	29,900
Accrued Revenue			
Accrued Revenue - WANDRAA	741,242	(738,492)	2,750
Total Other Current assets			66,171
Amounts shown above include GST (where applicable)			

KEY INFORMATION

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Inventory

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

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

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Borrowing costs and holding charges incurred after development is completed are expensed.

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

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

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

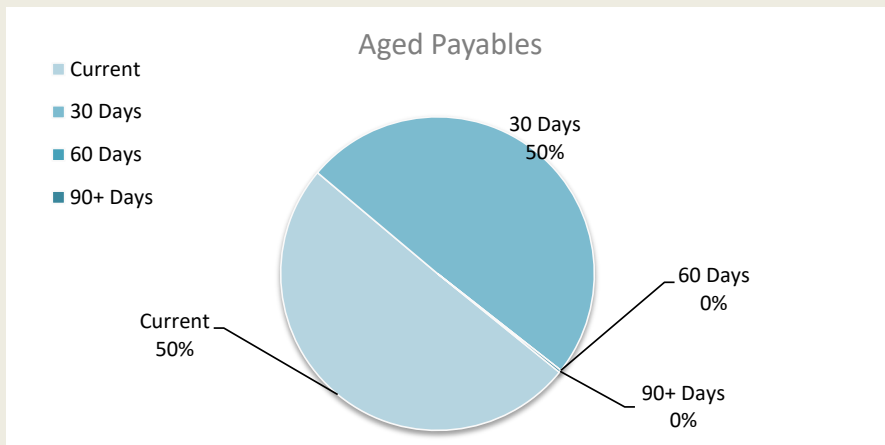
**OPERATING ACTIVITIES
NOTE 5
Payables**

Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General	0	8,864	8,715	0	(43)	17,535
Percentage	0%	50.5%	49.7%	0%	-0.2%	
Balance per Trial Balance						
Sundry creditors						17,535
Other Liabilities/Payables						50,260
ATO liabilities						23,165
Accrued Interest On Loans						2,788
Income rec'd in advance incl Bonds						18,595
GST Payable						8,876
Total Payables General Outstanding						121,219

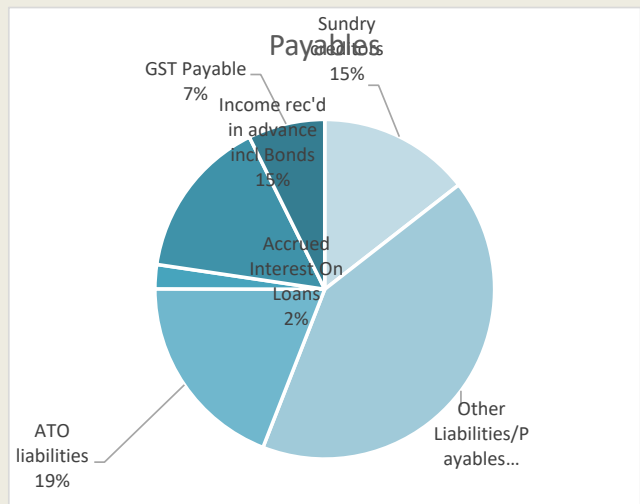
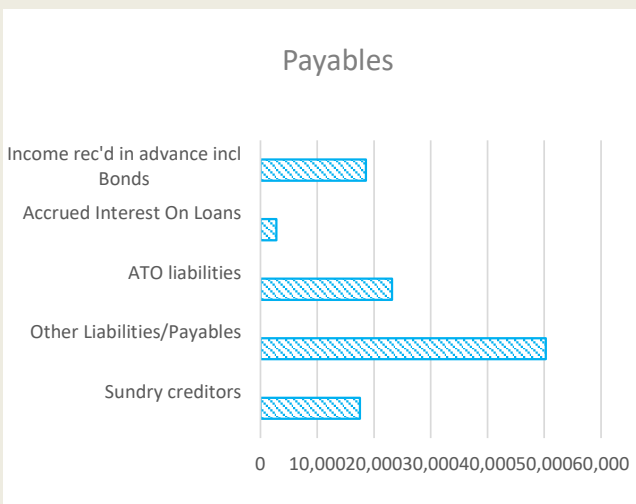
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Creditors Due
\$121,219
Over 30 Days
50%
Over 90 Days
-0.2%



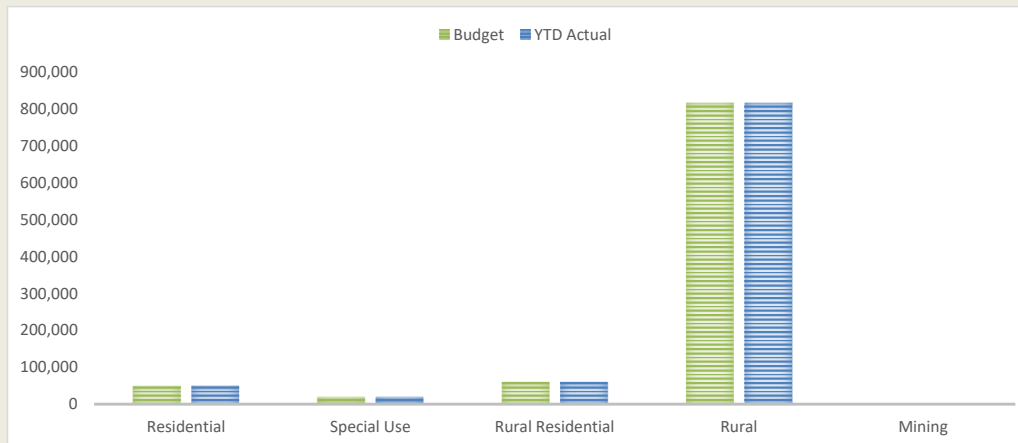
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 6
RATE REVENUE**

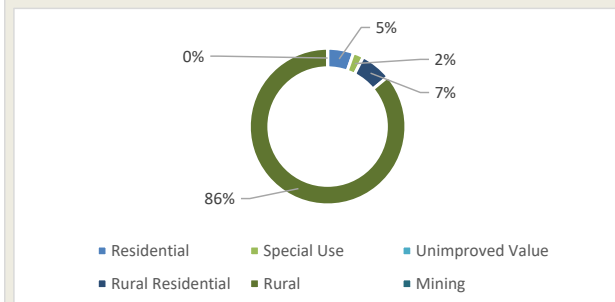
General Rate Revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Gross Rental Value											
Residential	0.10944	40	464,516	50,837	0	0	50,837	50,836	408	0	51,244
Special Use	0.12961	3	157,820	20,455	0	0	20,455	20,455	0	0	20,455
Unimproved Value											
Rural Residential	0.01421	52	4,310,500	61,252	0	0	61,252	61,252	0	0	61,252
Rural	0.00719	136	113,619,000	816,921	0	0	816,921	816,921	(57)	0	816,864
Mining	0.00719	0	0	0	0	0	0	0	0	0	0
Sub-Total		231	118,551,836	949,465	0	0	949,465	949,464	351	0	949,815
Minimum Payment		Minimum \$									
Gross Rental Value											
Residential	1,100	40	171,800	44,000	0	0	44,000	44,000	0	0	44,000
Special Use	1,100	2	6,705	2,200	0	0	2,200	2,200	0	0	2,200
Unimproved Value											
Rural Residential	1,100	52	3,515,500	57,200	0	0	57,200	57,200	0	0	57,200
Rural	1,100	77	8,184,700	84,700	0	0	84,700	84,700	0	0	84,700
Mining	1,100	5	143,710	5,500	0	0	5,500	5,500	0	0	5,500
Sub-Total		176	12,022,415	193,600	0	0	193,600	193,600	0	0	193,600
Discount							(45,723)				(40,592)
Amount from General Rates							1,097,342				1,102,823
Total General Rates							1,097,342				1,102,823

KEY INFORMATION

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



General Rates		
Budget	YTD Actual	%
\$1.1 M	\$1.1 M	1.00499

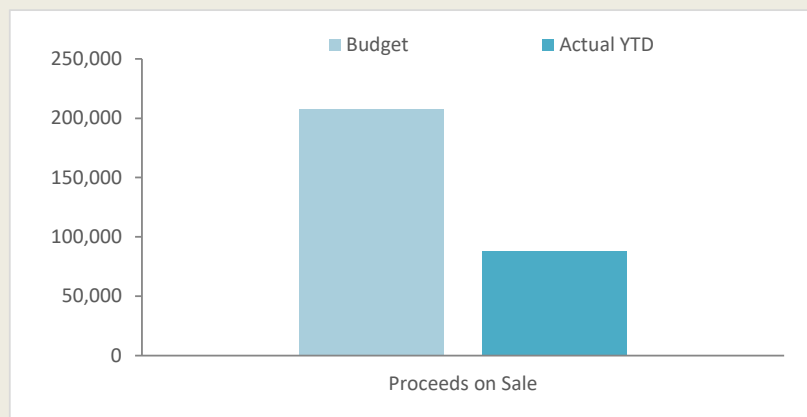


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS**

Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
	OWD - Replacement	125,368	119,500	0	(5,868)	37,674	28,407	0	(9,267)
	OWD - Replacement					35,029	35,589	560	0
	Transport								
	WD001 - Toyotal Hilux	21,946	22,000	54	0	18,895	23,636	4,741	0
	Loader	66,588	66,000	0	(588)	0	0	0	0
		213,902	207,500	54	(6,456)	91,598	87,632	5,301	(9,267)

KEY INFORMATION



Proceeds on Sale		
Annual Budget	YTD Actual	%
\$207,500	\$87,632	42%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

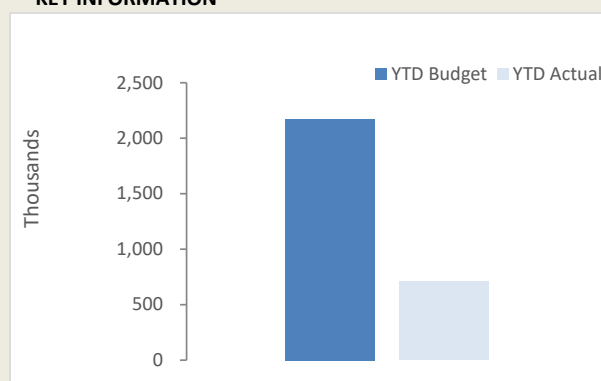
**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted			YTD Actual Variance
	Budget	YTD Budget	YTD Actual	
	\$	\$	\$	\$
Buildings - specialised	20,500	0	0	0
Furniture and equipment	40,000	33,000	33,015	(15)
Plant and equipment	510,000	156,500	154,906	1,594
Infrastructure - Roads	850,267	523,000	521,956	1,044
Infrastructure - Bridges	750,000	0	0	0
Capital Expenditure Totals	2,170,767	712,500	709,877	2,623
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,260,439	840,293	356,310	(483,983)
Other (Disposals & C/Fwd)	207,500	88,000	87,632	(368)
Cash Backed Reserves				
Plant Replacement Reserve	200,000	0	0	0
Contribution - operations	502,828	83,805	265,935	182,131
Capital Funding Total	2,170,767	1,012,098	709,877	(302,221)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



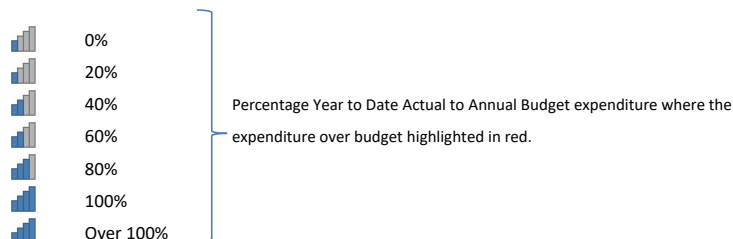
Acquisitions	Annual Budget	YTD Actual	% Spent
	\$2.17 M	\$0.71 M	33%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.26 M	\$0.36 M	28%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)**

Capital Expenditure Total

Level of Completion Indicators



Level of completion indicator, please see table at the end of this note for further detail.

		Adopted			Variance
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over
Land & Buildings					
E14570	Solarpower (CRC Building, Office, Dunmall Drive)	20,500	0	0	0
Plant & Equipment					
E14550	0.WD - Replacement	135,000	73,000	73,457	(457)
E12360	WD.001 - Toyota Crew Cab Ute	37,000	37,000	37,752	(752)
E12360	Loader	280,000	0	0	0
E12360	Utility	40,000	40,000	37,297	2,703
E13585	Fixed Standpipe Water Controller	18,000	6,500	6,400	100
Furniture & Equipment					
E14560	Office IT Server	40,000	33,000	33,015	(15)
E13450	CRC Photocopier & Desk	11,800	0	0	0
Roads					
RRG201	RRG - York Williams Rd - Reconstruct & Seal - Slk15.62 To Slk 20.62	352,677	355,000	354,582	418
RRG202	RRG - 14 Mile Brook Road - Reconstruction - Slk11.75 To Slk13.79	182,598	35,000	33,734	1,267
E12103	Roads To Recovery 2019-2020	146,917	98,000	98,865	(865)
E12101	Municipal Roads Construction 2019/2020	168,075	35,000	34,776	224
0001FD	Flood Damage 1	0	0	1,399	(1,399)
0002SFD	Flood Damage 2	0	0	13,600	(13,600)
Bridge					
E12120	Fourteen Mile Brook Rd	750,000	0	0	0
Grand Total		2,182,567	712,500	724,877	(12,377)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**FINANCING ACTIVITIES
NOTE 9
BORROWINGS**

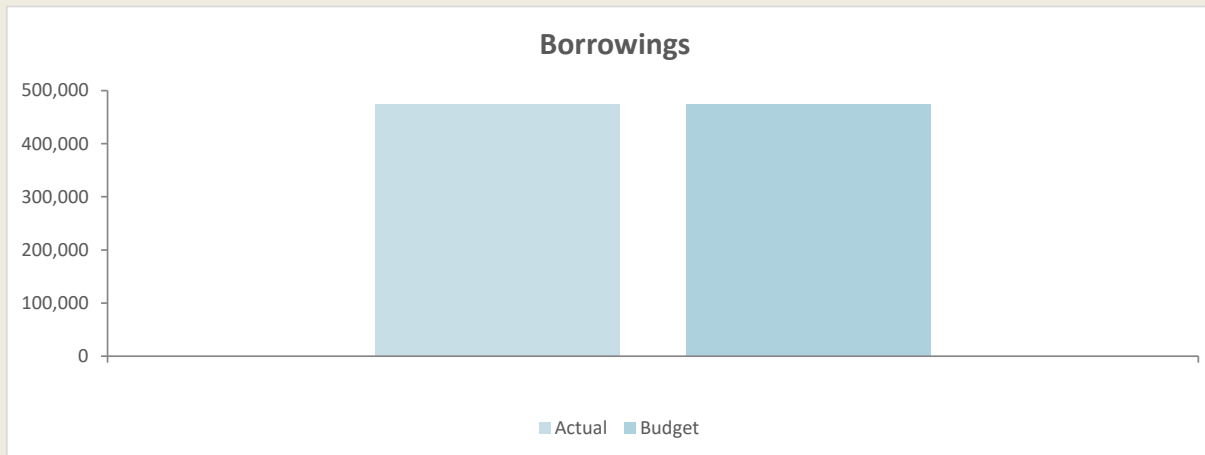
Repayments - Borrowings

Information on Borrowings Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
General purpose funding									
Short Term Lending Facility	400,000	0	0	436,981	400,000	-36,981	0	1,171	1,600
Housing									
5 Dunmall Drive	73,507	0	0	36,526	73,507	36,981	0	1,737	1,376
	<u>473,507</u>	<u>0</u>	<u>0</u>	<u>473,507</u>	<u>473,507</u>	<u>0</u>	<u>0</u>	<u>2,907</u>	<u>2,976</u>
Total	<u>473,507</u>	<u>0</u>	<u>0</u>	<u>473,507</u>	<u>473,507</u>	<u>0</u>	<u>0</u>	<u>2,907</u>	<u>2,976</u>
Current borrowings	<u>473,507</u>					<u>0</u>			
	473,507					0			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Principal Repayments	\$473,507
Interest Earned	\$8,526
Interest Expense	\$2,907
Reserves Bal	\$.34 M
Loans Due	\$. M

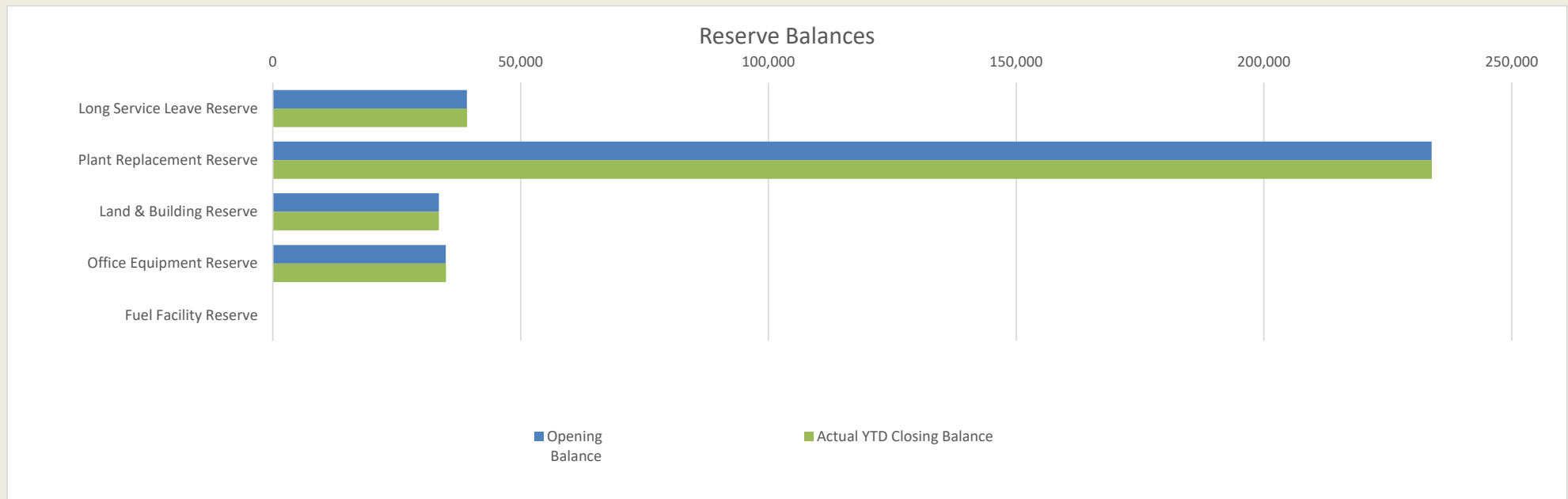
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 10
CASH RESERVES**

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	39,173	171	12	1,000	0	0	0	40,344	39,185
Plant Replacement Reserve	233,817	835	74	290,000	0	(200,000)	0	324,652	233,891
Land & Building Reserve	33,488	28	11	40,000	0	0	0	73,516	33,499
Office Equipment Reserve	34,918	153	11	0	0	0	0	35,071	34,929
Fuel Facility Reserve	0	0	0	15,000	0	0	0	15,000	0
	341,396	1,187	108	346,000	0	(200,000)	0	488,583	341,504

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES**

Other Current Liabilities	Note	Opening Balance 1 July 2019	Liability Increase	Liability Reduction	Closing Balance 31 March 2020
		\$	\$	\$	\$
Provisions					
Annual leave		55,707	0	0	55,707
Long service leave		19,028	0	(3,344)	15,684
Contract Liabilities					
Unspent grants, contributions and reimbursements		45,796	496,411	0	542,207
Amounts shown above include GST (where applicable)					0

A breakdown of contract liabilities and associated movements is provided on the followign pages at 11(a) and 11(b)

KEY INFORMATION

PROVISIONS

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

EMPLOYEE BENEFITS

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

NOTE 12(a)

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability					Unspent Operating Grants, Subsidies and Contributions Revenue					
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Amended Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies											
General purpose funding											
Grants Commission - General	0	0	0		0	147,777	98,518	147,777	0	147,777	114,128
Grants Commission - Roads	0	0	0		0	127,234	84,823	127,234	0	127,234	79,441
Law, order, public safety											
DFES Operating Grant	6,796	0	0	6,796	0	31,260	20,840	31,260	0	31,260	31,518
Transport											
Direct Grant - Main Roads WA	0	0	0		0	55,512	37,008	55,512	0	55,512	55,512
Economic services											
Feral Pig Funding	6,000	0	0	6,000	0	6,000	4,000	6,000	0	6,000	0
CRC - Centrelink	0	0	0		0	5,104	3,403	5,104	0	5,104	5,104
CRC - Project Funding	0	0	0		0	3,000	2,000	3,000	0	3,000	2,000
CRC - Traineeship Funding	33,000	0	0	33,000	0	33,000	32,400	48,600	15,600	64,200	13,425
CRC - Service Delivery Funding	0	0	0		0	97,706	65,137	97,706	0	97,706	99,877
Other property and services											
Other Income						0	3,680	4,000	4,000	8,000	4,000
Lighthouse Grant						0	0	1,520	1,520	3,040	1,520
	45,796	0	0	45,796	0	506,593	351,809	527,713	21,120	548,833	406,523
TOTALS	45,796	0	0	45,796	0	506,593	351,809	527,713	21,120	548,833	406,523

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

NOTE 12(b)

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability					Non Operating Grants, Subsidies and Contributions Revenue					
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Contributions											
Transport											
Grant - Regional Road Group Projects	0	0	0	0	0	355,067	260,000	355,067	0	355,067	261,642
Grant - Roads to Recovery Projects	0	0	0	0	0	145,872	28,000	145,872	0	145,872	77,784
Grant - Bridge Project	0	0	0	0	0	750,000	0	750,000	0	750,000	0
Economic services											
Grant - CRC Solarpower	0	0	0	0	0	2,500	1,872	2,500	0	2,500	0
Other property and services											
Grant - Admin Solarpower	0	0	0	0	0	7,000	5,247	7,000	0	7,000	0
	0	0	0	0	0	1,260,439	295,119	1,260,439	0	1,260,439	339,426
Total Non-operating grants, subsidies and contributions	0	0	0	0	0	1,260,439	295,119	1,260,439	0	1,260,439	339,426

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**NOTE 13
TRUST FUND**

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

Description	Opening Balance 1 July 2019	Amount Received	Amount Paid	Closing Balance 31 Mar 2020
	\$	\$	\$	\$
Town Planning Bonds	17,000	3,050	(17,000)	3,050
Fire Brigade Donations	3,340	(3,000)	(3,000)	(2,660)
Cleaning Bonds	1,070	(50)	(1,070)	(50)
Key Deposit Bonds	250	0	(50)	200
Cat Trap Bonds	150	0	(150)	0
Unallocated Funds	703	4,265	(4,968)	(0)
Declared Species Group	5,770	0	(5,770)	0
Housing Rental Bond	600	0	0	600
Council Nominations	0	160	(160)	0
	28,883	4,425	(32,168)	1,140

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

NOTE 14

EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2019-20 year is \$5,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
General Purpose Funding - Other	12,311	6.13%	Timing	FAG quarterly cycle ending February
Law, Order and Public Safety	8,659	36.84%	▲ Timing	ESL Grant paid outside cycle of reporting
Community Amenities	7,609	23.24%	▲ Timing	Additional CRC Projects
Transport	16,994	43.90%	▲ Timing	York Williams Rd fully paid
Economic Services	(6,346)	(1.22%)	Timing	Income lower than expected - Fuel facility not operational for 2 months
Other Property and Services	25,169	107.41%	▲ Timing	Allocations
Expenditure from operating activities				
Governance	9,903	7.15%	Timing	Expenses lower than expected - Training & Sitting fees
General Purpose Funding	2,832	3.34%	Timing	Expenses lower than expected - valuation expenses
Law, Order and Public Safety	9,738	9.90%	Timing	Expenses lower than expected - LGGS (ESL)
Health	5,329	34.12%	▲ Timing	Expenses lower than expected
Community Amenities	(6,864)	(4.92%)	Timing	Additional CRC Projects
Transport	(119,332)	(13.09%)	▼ Timing	Bridge Construction payments not yet happened
Economic Services	47,235	7.59%	Timing	Fuel facility not operational for 2 months - fewer purchases
Other Property and Services	(141,726)	(21517.16%)	▼ Timing	Allocations - incl Admin allocations lower than expected.
Investing Activities				
Non-operating Grants, Subsidies and Contributions	61,191	20.73%	▲ Timing	Dependent upon timing of Capital Expenses

16.3.COUNCIL/COMMITTEES - STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
18/07/2019	10.1		Policy Manual Review	Adopts the attached Policy Manual, with the exception of: Policy 49 – to be reviewed by the CEO and represented Policy 59 – to be reviewed by the CEO and represented Policies 61 & 62 to be referred to the BFAC for advice	Pending	
18/07/2019	10.3		Wandering Town Dams 1 and 2	Authorise the CEO to commence proceedings to secure part of Reserve 29674, as delineated in pink on the attached map, to be vested in the Shire for the purposes of “Community Water Supply”.	Email 19/07/2019 – Correspondence 31/07/2019 Water Corp undertaking due diligence Draft Licence received 11/02/2020 – returned	27/02/2020
19/09/2019	10.4	2.1.10	Industrial Estate Rezoning	That Council <ul style="list-style-type: none"> Forms an “Industrial Estate Development Working Group”, comprising all Councillors and current operating business owners of the Industrial Estate. The purpose of this Group is to assist Council with the future development of the estate, together with enhancement options for the existing estate. 	Invitations sent to occupiers of lots Shaun Brand only respondent. Arrange first meeting	28/02/2020
20/12/2019	10.2.1	2.1.10	Industrial Estate Rezoning	That the Council, pursuant to Section 75 of the Planning and Development Act 2005, resolves to amend the Shire of Wandering Town Planning Scheme No.3 by: <ul style="list-style-type: none"> amending the zoning classification of Lot 9001 on Deposited Plan 75227, Wandering from ‘Rural’ to ‘Industrial’; and amending the Scheme Map accordingly 	Revoked 19/03/2020	19/03/2020
20/12/2019	10.2.2	2.1.10	Industrial Estate Rezoning	That the Council resolve that this amendment is standard under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:	Revoked 19/03/2020	19/03/2020

				<ul style="list-style-type: none"> • It is consistent with the local government's endorsed Local Planning Strategy as well as the Wandering Townsite Expansion Strategy; • It would have minimal impact on land in the scheme area that is not the subject of the amendment; and • It does not result in any significant environmental, social, economic or governance impacts in the Scheme Area. 		
19/03/2020	10.1		Industrial Estate – Stage 2	<p>That the local government resolve to revoke its previous resolution on 19 December 2019 to initiate Amendment No.6 to the Shire of Wandering Town Planning Scheme No.3 due to the need to incorporate additional provisions in the proposal to address the specific requirements of the Government Sewerage Policy 2019.</p> <p>That the local government resolve, in pursuance of Section 75 of the Planning and Development Act 2005, to amend the Shire of Wandering Town Planning Scheme No.3 by:</p> <ol style="list-style-type: none"> a) amending the zoning classification of Lot 9001 on Deposited Plan 75227, Wandering from 'Rural' to 'Industrial'; b) amending the Scheme Map accordingly; and c) amending the Scheme Text to include the following sub-clause in clause 5.15 entitled 'Industrial Zone': <p>5.15.3 Effluent Disposal</p> <ol style="list-style-type: none"> a) Prior to any further subdivision of land classified Industrial zone not served by reticulated sewerage disposal infrastructure, a site and soil evaluation assessment shall be carried out in accordance with AS/NZS1547 entitled 'On-site Domestic Wastewater Management' to demonstrate any proposed new lots are suitable for on-site effluent disposal and the most appropriate disposal methods; and 		

				<p>b) In considering any development application for land classified Industrial zone not served by reticulated sewerage disposal infrastructure, the local government shall consider the total volume of effluent disposal likely to be generated by any proposed use on a daily basis and whether this can be suitably accommodated on any given lot. The local government may impose conditions to limit the total volume of effluent / wastewater permitted to be generated and the methods of disposal.</p> <p>1) That the local government resolve that this amendment is standard under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:</p> <p>a) It is consistent with the local government's endorsed Local Planning Strategy as well as the Wandering Townsite Expansion Strategy;</p> <p>b) It would have minimal impact on land in the scheme area that is not the subject of the amendment; and</p> <p>c) It does not result in any significant environmental, social, economic or governance impacts in the Scheme Area.</p> <p>2) That the local government endorse / adopt the documentation prepared in respect of Amendment No.6 for the purpose of environmental clearance and public advertising.</p> <p>3) That in accordance with Section 81 of the Planning and Development Act 2005, Amendment No.6 be immediately referred to the Environmental Protection Authority for environmental clearance.</p> <p>4) Upon receipt of advice from the Environmental Protection Authority that Amendment No.6 does not require formal assessment, that the Amendment be advertised for public comment, including referral to all relevant government agencies</p>		
--	--	--	--	--	--	--

				<p>inviting comment, for a minimum period of 42 days in accordance with Section 83 of the Planning and Development Act 2005 and the associated regulations.</p> <p>That Council approve an amendment to the 2019/2020 Budget of \$7,500 to cover all costs associated with progressing the proposed amendment as follows:</p> <ul style="list-style-type: none"> • Referral of the scheme amendment documentation to the EPA for environmental clearance under the EP Act 1986; • Following EPA clearance, preparation of public advertising notices and correspondence to government agencies with a potential interest in the proposal inviting feedback and comment; and • Review and summarisation of all submissions received following completion of public advertising including a follow up agenda report to Council regarding the outcomes from advertising and a recommendation regarding final adoption of the scheme amendment proposal. 		
15/08/2019	10.4		Style Guide – Logo & Stationary	That Council establishes a “Style Guide Working Group” comprising three Councillors and two staff to work with the Shire’s Graphic Designers to develop a new style guide for the Shire’s stationery. The Councillors on this working group are: Cr Whitely, Cr Price and Cr Watts.	Agenda Item 20/02/2020	
20/02/2020	10.5		Style Guide – Logo & Stationary	That Council refers this matter back to the Style Guide Working Group.	Style Guide Group met 23/03/2020 – agreed on new design	23/03/2020
24/10/2019	13.3	16.1.4	Building Site Refuse Disposal Fees – Review of Policy	<p>That Council:</p> <ul style="list-style-type: none"> • Adopt the attached Draft Policy 68 – Building Site – Refuse Disposal Bond; and • Adopt the attached Draft Delegation 53 – Building Site Refuse Disposal Bond; and • Sets a new fee “Building Rubble” of \$66 per cubic metre under the heading “Refuse, Recycling & Transfer Station” to be effective as at 01/11/2019. 	<p>Policy & Delegation Manuals updated</p> <p>New fee advertised in December Echo</p> <p>Noted in Fees & Charges</p>	<p>28/11/2019</p> <p>28/11/2019</p> <p>24/03/2020</p>

21/11/2019	10.2	32.1.4 EM64	Fixed Standpipe Water Supply Service – Proposed New Fee & Charge	Pursuant to s6.16 of the <i>Local Government Act 1995</i> , imposes the following fees and charges for potable water from a public standpipe effective from 21/11/2019, and authorises the CEO to give local public notice of same: Non-Residential consumption Fee - \$10.00 per KL (ex GST); Residential use and stock watering - \$4.00 per KL (ex GST); and Emergency use for firefighting or other approved emergency – No Charge	Advertised in December Echo Noted in Fees & Charges	28/11/2019 24/03/2020
21/11/2019	10.4	2.1.28 EM68	Consideration of Disposal of Lot 43 – 7 Gnowing Street, Wandering	Authorise the CEO to to obtain two current market valuations for Lot 43, 7 Gnowing Street, Wandering, and present these to the first available Council meeting before determining the next step of the process.	Valuation received	27/02/2020
19/03/2020	15.1	2.1.28 RA46	Confidential – 7 Gnowing St	That Council: <ul style="list-style-type: none"> Does proceed with the disposal of 7 Gnowing Street, Wandering; and Directs the CEO to advise the occupant accordingly. 	Occupant advised RA53	24/03/2020
20/12/2019	10.3	1.1.27 – 28.1.5 PA26	Sheds & Outbuildings	That Council: <ul style="list-style-type: none"> Pursuant to Schedule 2 Clause 4 of the Planning and Development (Local Planning Scheme) Regulations 2015 Council endorses the attached draft Local Planning Policy No 1 – Sheds and Outbuildings; Pursuant to Schedule 2 Clause 4(1)(a) of the Planning and Development (Local Planning Scheme) Regulations 2015 Council advertise draft Local Planning Policy No 1 (as attached) for a minimum of 21 days; and That following advertising Council consider any submissions and determined whether to adopt the Policy. 	Advertised February Echo	
19/03/2020	10.8	1.1.27 28.1.5 PA26	Local Planning Policy – Sheds & Outbuildings	That Council: <ul style="list-style-type: none"> Pursuant to Schedule 2 Clause 4 of the Planning and Development (Local Planning Scheme) Regulations 2015 Council adopts the attached draft Local Planning Policy No 1 – Sheds and Outbuildings; 	Advertised April Echo Local Planning Policy Manual updated	24/03/2020

				<ul style="list-style-type: none"> Pursuant to Schedule 2 Clause 4(1)(a) of the Planning and Development (Local Planning Scheme) Regulations 2015 Council authorise the CEO to advertise this adoption. 		
20/02/2020	10.2	1.1.25	Compliance Audit Return	That Council adopts the attached Compliance Audit Return for the period 01/01/2019 – 31/12/2019	Signed by CEO Signed by Shire President	28/02/2020
19/03/2020	9.1		Audit Committee	That Council adopts the Audit Committee's recommendation of 19/03/2020, that it adopts the Compliance Audit Return for the period 01/01/2019 – 31/12/2019 as presented to Council on 20/02/2020	Uploaded to LG Hub	24/03/2020
20/02/2020	10.3	11.1.3	Future of 24Hr Fuel facility	That Council support the option to lease the Wandering 24 Hr Fuel Facility, and instructs the CEO to provide a draft e-Quote specification as soon as practicable.	Pending – noted on Projects Report	
20/02/2020	10.4		Future of Wandering Caravan Park	That Council instructs the CEO to provide a detailed cost benefit analysis for the future management of the Wandering Caravan Park.	Pending – noted on Projects Report	
20/02/2020	10.6	18.1.62 GR86	Wandering Boddington Clay Target Club	That Council provide \$4,000 from its rate base as an interest free loan, to the Wandering Boddington Clay Target Club, with the Club required to pay back the loan over a period of four (4) years or less, with the first repayment due twelve (12) months after purchasing the generator	Boddington invoiced Wandering for half cost – paid 20/03/2020 Debtor Invoice to be raised.	
20/02/2020	11.1	2.1.1 2.1.14	Wandering Community Centre Carpark – Subsoil Water	<p>That Council</p> <ul style="list-style-type: none"> Authorises the use of \$20,000 from Road Construction – Own Resources for subsoil drainage work for the Wandering Community Centre Carpark, based on the Consultant Civil Engineers Report; and Instructs the CEO to undertake exploratory trenching on the west side of the bowling green to determine the extent of seepage, and rectify if required. 	Purchase order raise for contractor to undertake trenching work Budget amendment completed.	28/02/2020 24/03/2020
20/02/2020	11.2	33.1.33	Pennington Road	<p>That Council</p> <ul style="list-style-type: none"> Approves the use of \$35,000 from Roads to Recovery Construction funds for bitumen sealing work on Pennington Road, Wandering; and 	Waiting on contractor to confirm dates for both sealing works	28/02/2020

				<ul style="list-style-type: none"> • Approves the balance of funding to be allocated to York Williams Road. 		
20.02.2020	11.3	32.1.4	Standpipe Controller	<p>That Council</p> <ul style="list-style-type: none"> • Approve the installation of a swipe card controller for the Cheetaning Road Standpipe; and • Authorise the use of \$5,000 from Tools and Consumables to fund the balance of the project. 	<p>Purchase Order raised for contractor to install new standpipe controller</p> <p>Budget amendment completed</p>	<p>28/02/2020</p> <p>24/03/2020</p>
20/02/2020	14.1.2.1		Wandering Fair	That Council directs the CEO to work with Wandering Fair Committee, staff and user groups, to ensure the oval integrity as a sporting surface is not compromised as a result of the Wandering Fair.		
20/02/2020	14.1.3.1		Rating Review	<p>That Council:</p> <ul style="list-style-type: none"> • Supports the reintroduction of the rate review of the Shire of Wandering with the aim to implement agreed changes for the 2021/2022 financial year; and • Forms a Rating Review Committee of Councillors Parsons and Turton, and the CEO to carry out the further investigations and report back to Council on the likely effect a change of valuation from UV to GRV on rural residential and industrial land. 		
19/03/2020	9.2		Rating Review Committee	Council receives the Minutes of the Rating Review Committee meeting held 04/03/2020	Received	19/03/2020
19/03/2020	9.3		Delegates to Committees		Noted	24/03/2020
19/03/2020	10.2	7.1.9 CO124	Website Refresh & Councillor Portal	That Council authorise the CEO to proceed with the website refresh and Councillor portal as outlined in this report, at a total cost of \$11,110 in the 2019/2020 financial year, with the balance to be paid in the 2020/2021 financial year.	Purchase order 794 issued	20/03/2020
19/03/2020	10.3	18.1.14 EM122	LG House Trust Deed	<p>That, with respect to the Local Government House Trust – Deed of Variation, Council:</p> <ul style="list-style-type: none"> • Accepts the variation to the Trust Deed for the Local Government House Trust (The Trust) as detailed in attachment 1; and • Direct the CEO to communicate this acceptance in writing to the Local Government House Trust’s Board of Management. 		

19/03/2020	10.4	1.1.20	IPR	That Council adopts: <ul style="list-style-type: none"> The Long-Term Financial Plan 2019-2029 as attached; The Corporate Business Plan 2019-2023 as attached; and The Asset Management Plan 2019-2029 as attached, noting that the technical levels of service for Roads – performance measures are still to be developed, as are the Rural Road Hierarchies, and risk management. 		
19/03/2020	10.5	EMP1	Acting CEO	That Council: <ul style="list-style-type: none"> Authorise the CEO to take personal leave for the period of her surgery and convalescence; and Pursuant to Delegation 02 and the EMTS Contract, authorise the appoint of Barry Gibbs, Executive Manager Technical Services, as Acting CEO for the period the CEO is away on personal leave, commencing 20/04/2020. 	Noted. Obsolete – CEO surgery postponed	24/03/2020
19/03/2020	10.6	1.4.4	New Policy – Council Member Training & PD	That, with respect to section 5.128 of the Local Government Act 1995, Council adopts the draft Continuing Professional Development Policy as detailed in Appendix 1.	Policy Manual Updated	20/03/2020
19/03/2020	10.7	1.4.4	New Policy – Attendance at Events	That, with respect to section 5.90A of the Local Government Act 1995, Council adopts the draft Attendance at Events by Council Members and CEO Policy as detailed in Appendix 1.	Policy Manual Updated	20/03/2020
19/03/2020	10.9	A444 PA20	TPA – House Shed & Tank	Approval	Approval Issued – PA57	20/03/2020
19/03/2020	10.10	A125 PA12	TPA – Telecommunications	Approval	Approval Issued – PA58	20/03/2020
19/03/2020	11.1	33.1.33 GR134	Infrastructure Funding	That Council endorses the attached renewal and maintenance submissions for nine (9) projects to the Department of infrastructures with a maximum contribution from the Shire of Wandering of \$250,000.		
19/03/2020	11.2	22.2.1	Capital Purchase – Small Truck	That Council bring forward the replacement existing 4WD Dual Cab Toyota Hilux – WD.440 from 2020/2021, and authorises the amendment to the 2019/2020 Budget as follows:	Budget amendment completed	24/03/2020

				<ul style="list-style-type: none"> • Purchase a small tip truck with a load capacity of 2600kg or similar, to the value of \$50,000 excl GST; • Sale or trade of the existing 4WD Dual Cab Toyota Hilux – WD.440; and • Net changeover costs to be funded from the Plant Replacement Reserve. 		
19/03/2020	11.3	2.1.1	Wandering Community Centre Refurbishment Group	That Council offer support to the Community Centre Working Group by nominating the CEO, Cr Curtis and Cr Treasure as Council representatives to the Group.	Noted	
19/03/2020	15.2	28.1.2	Confidential – Town Planning Support	That Council appoints Shire of Narrogin to provide ad-hoc Town Planning Support Services to the Shire	Email to Shire of Narrogin 20/03/2020 awaiting response	

17. CLOSURE OF MEETING