

# Notice of Meeting



22 Watts Street Wandering WA 6308  
Telephone: (08) 6828 1800  
reception@wandering.wa.gov.au

Dear Elected Member

The next Ordinary meeting of the Shire of Wandering will be held on Thursday 16 November 2023 in the Council Chambers commencing at 2.30pm.

## Schedule

2.30pm                      Ordinary Council Meeting

Alan Hart  
Chief Executive Officer

10 November 2023

## **DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Wandering for any act, omission or statement or intimation occurring during Council or Committee meetings or during formal/informal conversations with staff. The Shire of Wandering disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings or discussions. Any person or legal entity that act or fails to act in reliance upon any statement does so at the person's or legal entity's own risk.

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

## AGENDA

Shire of Wandering  
Ordinary Council Meeting  
16 November 2023

## OUR VISION

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

*We wish to acknowledge the traditional custodians of the land we are meeting on today. We acknowledge and respect their continuing culture and the contribution they make to the Shire of Wandering, and convey our respects to Elders past, present and emerging.*

# DISCLAIMER

## INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

### Please Note:

The recommendations contained in this agenda are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by perusing the minutes of the Council meeting at which these recommendations were considered.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Council's decision.

### Meeting Procedures:

1. All Council meetings are open to the public, except for matter raised by Council under "confidential items".
2. Members of the public may ask a question at an ordinary Council Meeting under "public question time".
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceeding, just raise your hand when the presiding member announces public question time.
4. All other arrangements are in accordance with the Council's standing orders, policies and decision of the Shire of Wandering.

### Council Meeting Information:

Your Council generally handles all business at Ordinary or Special Council Meetings.

From time to time Council may form a Committee to examine subjects and then report back to Council.

Generally all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters under "confidential items". On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.

Public Question Time. It is a requirement of the *Local Government Act 1995* to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the presiding member.

Written notice of each question should be given to the Chief Executive Officer fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and the response is included in the meeting minutes.

When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answers prior to the next ordinary meeting of Council.

Councillors may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter trivial, insignificant or in common with a significant number of electors or ratepayers. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

Members of staff, who have delegated authority from Council to act on certain matters, may from time to time have a financial interest in a matter on the Agenda. The member of staff must declare that interest and generally the presiding member of the meeting will advise the Officer if he/she is to leave the meeting.

Agendas, including an Information Bulletin, are delivered to Councillors within the requirements of the *Local Government Act 1995*, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by a Shire Officer. An Agenda item, including a recommendation, will then be submitted to Council for consideration. The Agenda closes the Friday week prior to the Council Meeting (i.e. ten (10) days prior to the meeting).

The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

Agendas for Ordinary Meetings are available at the Shire of Wandering Office and on the Shire website seventy-two (72) hours prior to the meeting and the public are invited to view a copy at the Shire Office.

Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 2).

Public Inspection of Unconfirmed Minutes (Regulation 13).

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection from the Shire of Wandering Office and the Shire of Wandering website within ten (10) working days after the Meeting.

**Alan Hart**  
**Chief Executive Officer**

## SHIRE OF WANDERING

Agenda for the Ordinary Meeting of Council to be held in the Council Chambers on Thursday 16 November 2023 – commencing at 2.30pm.

### Contents

1.	Declaration of Opening / Announcements of Visitors .....	5
2.	Attendance / Apologies / Approved Leave of Absence.....	5
3.	Announcements by the Presiding Member .....	5
4.	Response to Previous Public Questions Taken on Notice .....	5
5.	Public Question Time.....	5
6.	Petitions / Deputations / Presentations / Submissions .....	5
7.	Applications for Leave of Absence.....	5
8.	Disclosures of Interest .....	5
9.	Confirmation of Minutes of Previous Meetings Held.....	6
9.1	Ordinary Council Meeting Minutes – 19 October 2023 .....	6
9.1	Special Council Meeting Minutes – 26 October 2023 .....	6
10.	Reports of Committees of Council .....	7
11.	Reports from Councillors .....	7
12.	Chief Executive Officer .....	8
12.1	Shire of Wandering Policy Manual Review .....	8
12.2	Request to Waive Hire Fees at the Wandering Community Centre .....	30
12.3	Request to Reduce Annual User Fees for Wandering Bowling Club.....	33
13.	Finance .....	36
13.1	Financial Reports October 2023.....	36
13.2	Accounts for Payment October 2023.....	54
14.	Planning and Technical Services.....	70
14.1	RAV Request LGA Support Network 4 – Network 6 .....	70
15.	Elected Members Motions of Which Previous Notice Has Been Given .....	73
16.	New Business or Urgent Business Introduced by Decision of the Meeting.....	73
16.1	Elected Members .....	73
16.2	Officers .....	73
17.	Matters Behind Closed Doors .....	73
18.	Closure of Meeting .....	73

**1. Declaration of Opening / Announcements of Visitors**

The Presiding Member to declare the meeting open.

We wish to acknowledge the traditional custodians of the land we are meeting on today. We acknowledge and respect their continuing culture and the contribution they make to the Shire of Wandering, and convey our respects to Elders past and present.

**2. Attendance / Apologies / Approved Leave of Absence**

**Councillors**

Cr Ian Turton (Shire President)  
Cr Sheryl Little (Deputy Shire President)  
Cr Lou Cowan  
Cr Gillian Hansen  
Cr Dennis Jennings  
Cr Alan Price  
Cr Max Watts

**Staff**

Alan Hart (Chief Executive Officer)  
Karl Mickle (Operations Manager)

**Apologies**

**Members of the Public**

**3. Announcements by the Presiding Member**

**4. Response to Previous Public Questions Taken on Notice**

Nil.

**5. Public Question Time**

**6. Petitions / Deputations / Presentations / Submissions**

Nil.

**7. Applications for Leave of Absence**

**8. Disclosures of Interest**

## **9. Confirmation of Minutes of Previous Meetings Held**

### **9.1 Ordinary Council Meeting Minutes – 19 October 2023**

#### **Statutory Environment:**

Section 5.22 of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the Council or the committee, as the case requires, for confirmation.

#### **Voting Requirements:**

Simple Majority

#### **Recommendation:**

**That the Minutes of the Ordinary Meeting of Council held on 19 October 2023 be confirmed as true and correct.**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

Carried

For/Against: Cr Turton  Cr Little  Cr Cowan  Cr Hansen  Cr Jennings  Cr Price  Cr Watts

### **9.1 Special Council Meeting Minutes – 26 October 2023**

#### **Statutory Environment:**

Section 5.22 of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the Council or the committee, as the case requires, for confirmation.

#### **Voting Requirements:**

Simple Majority

#### **Recommendation:**

**That the Minutes of the Special Meeting of Council held on 26 October 2023 be confirmed as true and correct.**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

Carried

For/Against: Cr Turton  Cr Little  Cr Cowan  Cr Hansen  Cr Jennings  Cr Price  Cr Watts

**10. Reports of Committees of Council**

**11. Reports from Councillors**

**Cr Ian Turton (President)**

**Cr Sheryl Little (Deputy President)**

**Cr Lou Cowan**

**Cr Gillian Hansen**

**Cr Dennis Jennings**

**Cr Alan Price**

**Cr Max Watts**

## **12. Chief Executive Officer**

### **12.1 Shire of Wandering Policy Manual Review**

<b>File Reference:</b>	<b>11.111.11101</b>
<b>Author:</b>	<b>Lisa Boddy, Customer Service Coordinator</b>
<b>Authorising Officer</b>	<b>Alan Hart, Chief Executive Officer</b>
<b>Date:</b>	<b>31 October 2023</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Policy 16 - Related Parties Policy 23 – Risk Management Policy 85 – Continuing Professional Development</b>
<b>Previous Reference:</b>	<b>Item 12.1 Ordinary Council Meeting 19 October 2023</b>

#### **Summary:**

To continue with the process of reviewing all Council policies to ensure they are still relevant and correct for the day to day workings of the Shire.

#### **Background:**

At the Ordinary Council Meeting held on 18 August 2022 Council resolved to adopt Policy 83 – Policy Manual which states that:

***All policies within the Policy Manual are to be reviewed by Council every three years, being one third of Council's policies each year in a three year period. Council may review an individual policy at any time before the next review date if it determines it to be necessary.***

As there are currently 90 policies of the Shire it is proposed that each month several policies are reviewed by Council, this will ensure that all policies are reviewed in the stated three year period.

#### **Comment:**

Three policies are to be reviewed this month:

- Policy 16 - Related Parties
- Policy 23 – Risk Management
- Policy 85 – Continuing Professional Development

These policies were presented to the General Planning Forum on 19 October 2023. No changes were made.

#### **Consultation:**

Chief Executive Officer  
Elected Members

#### **Statutory Environment:**

*Local Government Act 1995 S.2.7(2)(b)*

#### **Policy Implications:**

As reviewed.

#### **Financial Implications:**

Nil.



**Strategic Implications:  
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 Service Level Plans detail operational roles, responsibilities and resources.

**Sustainability Implications:**

- Environmental: There are no known significant environmental considerations.
- Economic: There are no known significant economic considerations.
- Social: There are no known significant social considerations.

**Risk Implications:**

Not regularly updating the Shire’s Policy manual poses a reputable risk with a medium risk rating. In order to maintain transparency and to facilitate appropriate decision making processes, it is imperative that policy statements reflect the current position of Council and work practices at the Shire as well as best practice approaches.

**Voting Requirements:**

Simple Majority

**Officer Recommendation:**

**That Council adopts the following policies with any amendments made.**

- **Policy 16 - Related Parties**
- **Policy 23 – Risk Management**
- **Policy 85 – Continuing Professional Development**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

Carried

For/Against: Cr Turton  Cr Little  Cr Cowan  Cr Hansen  Cr Jennings  Cr Price  Cr Watts

<b>POLICY TYPE:</b>	<b>LEGISLATIVE</b>
<b>DATE ADOPTED:</b>	18/07/2019

<b>POLICY NO:</b>	<b>16</b>
<b>DATE LAST REVIEWED:</b>	21/05/2020 17/09/2020 16/09/2021

<b>LEGAL (PARENT):</b>	<i>Local Government Act 1995</i>
------------------------	----------------------------------

<b>LEGAL (SUBSIDIARY):</b>	
----------------------------	--

<b>DELEGATION OF AUTHORITY APPLICABLE:</b>	
--	--

<b>DELEGATION NO.</b>	
-----------------------	--

<b>ADOPTED POLICY</b>	
<b>TITLE:</b>	Related Parties
<b>OBJECTIVE:</b>	<ul style="list-style-type: none"> <li>The objective of this policy is to provide guidance on the application of AASB 124 to the Shire of Wandering's financial statements.</li> <li>The objective of AASB 124 is to ensure that an entity's financial statements contain the disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and transactions and outstanding balances, including commitments, with such parties.</li> <li>The disclosure requirements apply to the existence of relationships regardless of whether a transaction has occurred or not. For each financial year, the Shire must make an informed judgement as to who is considered to be a related party and what transactions need to be considered, when determining if disclosure is required.</li> <li>This policy stipulates the information requested from related parties to enable an informed judgement to be made.</li> </ul>

## **DEFINITIONS**

**AASB 124** - the Australian Accounting Standards Board - Related Party Disclosures Standard under Section 334 of the *Corporations Act 2001*

**The Act** - the *Local Government Act 1995*

**Key Management Personnel (KMP)** see AASB 124. *Are those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity.*

**Material (materiality)** - means the assessment of whether the transaction, either individually or in aggregate with other transactions, by omitting it or misstating it could influence decisions that users make on the basis of an entity's financial statements.

**Ordinary Citizen Transaction** - means a transaction that an ordinary citizen of the community would undertake in the ordinary course of business with Council.

**Related Party** –. see AASB 124.

**Related Party Transaction** – see AASB 124.

**Significant (significance)** - means likely to influence the decisions that users of the Council's financial statements make having regard to both the extent (value and frequency) of the transactions, and that the transactions have occurred between the Council and related party outside a public service provider/taxpayer relationship.

**Remuneration** - means remuneration package and includes any money, consideration or benefit received or receivable by the person but excludes reimbursement of out-of-pocket expenses, including any amount received or receivable from a Related Party Transaction

## **POLICY STATEMENT**

### **1. PRINCIPLES**

#### **1.1 OBJECTIVES**

The scope of AASB 124 Related Party Disclosures was extended in March 2015 to include application by not-for-profit entities, including local governments. The operative date for Local Government is 1 July 2016, with the first disclosures to be made in the Financial Statements for year ended 30 June 2017.

This procedure outlines required mechanisms to meet the disclosure requirements of AASB 124.

The objective of the standard is to ensure that an entity's financial statements contain disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and transactions.

The disclosure requirements apply to the existence of relationships regardless of whether a transaction has occurred or not. For each financial year, the Shire must make an informed judgement as to who is a related party and what transactions need to be considered, when determining if disclosure is required.

The purpose of this procedure is to stipulate the information to be requested from related parties to enable an informed judgement to be made.

#### **1.2 IDENTIFICATION OF RELATED PARTIES**

AASB 124 provides that the Shire will be required to disclose in its Annual Financial reports, related party relationships, transactions and outstanding balances.

Related parties include a person who has significant influence over the reporting entity, a member of the key management personnel (KMP) of the entity, or a close family member of that person who may be expected to influence that person.

For the purposes of determining the application of the standard, the Shire has identified the following persons as meeting the definition of Related Party:

- (a) A council member
- (b) Key management personnel being a person employed under s5.36 of the Local Government Act 1995 in the capacity of Chief Executive Officer or Senior Employee
- (c) Close members of the family of any person listed above, including that person's child, spouse or domestic partner, children of a spouse or domestic partner, dependents of that person or person's spouse or domestic partner.
- (d) Entities that are controlled or jointly controlled by a Council member, KMP or their close family members. (Entities include companies, trusts, joint ventures, partnerships and non-profit associations such as sporting clubs).

The Shire will therefore be required to assess all transactions made with these persons or entities.

### **2. IDENTIFICATION OF RELATED PARTY TRANSACTIONS**

A related party transaction is a transfer of resources, services or obligations between the Shire (reporting entity) and the related party, regardless of whether a price is charged.

For the purposes of determining whether a related party transaction has occurred, the following transactions or provision of services have been identified as meeting this criterion:

- (a) Paying rates
- (b) Fines
- (c) Use of Shire owned facilities such as [Wandering Community Centre and Sporting Grounds, Wandering Community Resource Centre, Library, Wandering Fuel Facility, parks, ovals and other public open spaces (whether charged a fee or not)]
- (d) Attending Council functions that are open to the public
- (e) Employee compensation whether it is for KMP or close family members of KMP
- (f) Application fees paid to the Shire for licences, approvals or permits
- (g) Lease agreements for housing rental (whether for a Shire owned property or property sub-leased by the Shire through a Real Estate Agent)
- (h) Lease agreements for commercial properties

- (i) Monetary and non-monetary transactions between the Shire and any business or associated entity owned or controlled by the related party (including family) in exchange for goods and/or services provided by/to the Shire (trading arrangement)
- (j) Sale or purchase of any property owned by the Shire, to a person identified above.
- (k) Sale or purchase of any property owned by a person identified above, to the Shire
- (l) Loan Arrangements
- (m) Contracts and agreements for construction, consultancy or services

Some of the transactions listed above, occur on terms and conditions no different to those applying to the general public and have been provided in the course of delivering public service objectives. These transactions are those that an ordinary citizen would undertake with council and are referred to as an Ordinary Citizen Transaction (OCT). Where the Shire can determine that an OCT was provided at arm's length, and in similar terms and conditions to other members of the public and, that the nature of the transaction is immaterial, no disclosure in the annual financial report will be required.

## **2.1 DISCLOSURE REQUIREMENTS**

For the purposes of determining relevant transactions above, elected Council members and key management personnel as identified above, will be required to complete a Related Party Disclosure declaration form on appointment of their position with the Council. A new declaration is only required where there is a change in circumstances of the elected Council member.

## **2.2 ORDINARY CITIZEN TRANSACTIONS (OCTS)**

The following OCT that are provided on terms and conditions no different to those applying to the general public and which have been provided in the course of delivering public service objectives, are unlikely to influence the decisions that users of the Council's financial statements make. As such no disclosure in the yearly Related Party Disclosures - Declaration form will be required.

- (a) Paying rates
- (b) Fines
- (c) Use of Shire owned facilities such as [Wandering Community Centre and Sporting Grounds, Wandering Community Resource Centre, Library, Wandering Fuel Facility, parks, ovals and other public open spaces (whether charged a fee or not)]
- (d) Attending council functions that are open to the public

Where these services were not provided at arm's length and under the same terms and conditions applying to the general public, elected Council members and KMP will be required to make a declaration in the Related Party Disclosures - Declaration form about the nature of any discount or special terms received.

## **2.3 ALL OTHER TRANSACTIONS**

For all other transactions listed in point 2.3 above, elected Council members and KMP will be required to make a declaration in the Related Party Disclosures - Declaration form.

## **2.4 FREQUENCY OF DISCLOSURES**

KMP will be required to complete a Related Party Disclosure - Declaration form each year. Council members will only be required to complete a Related Party Disclosure-Declaration upon election to Council, and only when there is a change in circumstances following that original disclosure.

## **2.5 CONFIDENTIALITY**

All information contained in a disclosure return, will be treated in confidence. Generally, related party disclosures in the annual financial reports are reported in aggregate and as such, individuals are not specifically identified.

Notwithstanding, management is required to exercise judgement in determining the level of detail to be disclosed based on the nature of a transaction or collective transactions and materiality. Individuals may be specifically identified, if the disclosure requirements of AASB 124 so demands.

## **2.6 MATERIALITY**

Management will apply professional judgement to assess the materiality of transactions disclosed by related parties and their subsequent inclusion in the financial statements. In assessing materiality, management will consider both the size and nature of the transaction, individually and collectively.

**ASSOCIATED DOCUMENTS**

*ASB124 Related Party Disclosures*

*Local Government Act 1995 – PART 6 Financial Management*

*Local Government (Financial Management) Regulations 1996 – Regulation 5A)*

**ATTACHMENT 1**

**RELATED PARTY DISCLOSURES - DECLARATION**

*As per requirements of AASB 124 Related Party Disclosures, and Business Operating Procedure – Related Party Disclosures. For additional information to assist you in making a declaration, please refer to the Appendices to this form.*

The following declaration must be completed by all Council members, and the Chief Executive Officer, of the Shire of Wandering who were elected or employed at any time during the financial year.

<b>Disclosure Period (June to July ):</b>	
<b>Person making disclosure:</b>	
<b>Position held by person:</b>	

<b>CLOSE MEMBERS OF THE FAMILY (see definitions Appendix 1)</b>	
<b>Name of Family Member</b>	<b>Relationship to you</b>
<b>If there has been no change since your last declaration, please complete “No Change”</b>	

<b>ENTITIES THAT I, OR A CLOSE FAMILY MEMBER CONTROLS OR JOINTLY CONTROLS (see definitions Appendix 1)</b>	
<b>Name of Entity</b>	<b>Name of person who has control/nature of control</b>
<b>If there has been no change since your last declaration, please complete “No Change”</b>	

**ORDINARY CITIZEN TRANSACTIONS – NOT PROVIDED AT ARMS LENGTH**

Did you or any member of your close family use facilities provided at Recreation Centre, attend any event at the Civic Centre, or use any other council provided facility AND you received a discount or special terms that would not otherwise be offered to any other member of the public?

Name of person using the facility	Service/Facility used	Nature of transaction	Nature of discount or special conditions received.

Note: Recreation Centre membership provided as part of employment has been provided under the same terms as those memberships provided to the public.

**LEASING AGREEMENTS - DOMESTIC RESIDENTIAL**

Did you, a close family member or related entity, enter into a lease agreement with the Shire (either as lessee or lessor) for the provision of a domestic rental property (Includes properties owned by the Shire and privately owned properties sub-leased through the Shire from a real estate agent)? Did you receive or provide a discount or special terms that would not otherwise be offered to any other member of the public?

Name of Person party to the lease	Property Address	Term of Lease & Weekly rent	Detail of any non-arms length conditions

**LEASING AGREEMENTS - COMMERCIAL**

Did you, a close family member or related entity, enter into a commercial leasing agreement with the Shire for the provision of a commercial property? Did you receive a discount or special terms that would not otherwise be offered to any other member of the public?

Name of person party to the lease	Property Address	Term of Lease & Weekly rent	Detail of any non-arms length conditions

**TRADING ARRANGEMENTS**

Were you or a close family member (as defined above) the owner of any business (or in a position to substantially control the business) that provided goods or services to the Shire? Were those goods or services provided on the same terms and conditions as those available to any other customer? If not, please provide details of the specific terms provided to the Shire.

<b>Business name</b>	<b>Goods or services provided</b>	<b>Approximate value for the reporting period</b>	<b>Terms &amp; conditions</b>

**OTHER AGREEMENTS (Construction, Consultancy, Service Contracts)**

Did you, a close family member or related entity, enter into any other agreements/arrangements with the Shire (whether or not a price was charged)?

This may include (but is not limited to): construction contracts, consultancy services, service contracts (such as cleaning, maintenance, security).

For e.g. a company that a close family member controls, was awarded a contract with the Shire for building a new office facility.

<b>Name of person or business/company</b>	<b>Nature of agreement</b>	<b>Value of agreement</b>	<b>Terms &amp; conditions</b>




**PURCHASE OF PROPERTY**

Did you, a close family member or related entity, purchase any property or other assets from the Shire? (This may include vehicles or other plant items, land or buildings).

Was the purchase made at arm's length (for e.g. at public auction), and on terms and conditions available to any other member of the public? If not, please provide details of the specific terms provided to you.

Name of person or entity name	Property purchased	Value of the purchase	Terms & conditions

**SALE OF PROPERTY**

Did you, a close family member or related entity, sell any property or other assets to the Shire? (This may include vehicles or other plant items, land or buildings).

Was the sale made at arm's length, and on terms and conditions available to any other member of the public? If not, please provide details of the specific terms provided.

Name of person or entity name	Property Sold	Value of the Sale	Terms & conditions

--	--	--	--

**FEES & CHARGES FOR APPLICATIONS**

Did you, a close family member or related entity, make an application to Council for a trading, building, planning or development application, licence or approval, or any other type of permit or licence?

Name of person or entity name	Application type	Application and/or receipt number

**SELF SUPPORTING LOANS**

Did you, a close family member or related entity, enter into a loan agreement with the Shire For e.g. a club for which you have control (See Appendix 2 for example)

Name of person or entity name	Loan details	Value of the loan	Terms & conditions

**OTHER AGREEMENTS**

Please list any other agreement or arrangement you believe is a related party transaction and should be declared.

Name of person or business/company	Nature of agreement	Value of agreement	Terms & conditions

I declare that all information and details provided in this form are true and correct to the best of my knowledge, and that no known relevant information has been omitted.

I have made this declaration after reading the information supplied by Council which details the meaning of the definitions to which this declaration relates.

Signed: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## Appendix 1

### Close Family Members

Close family members include:

- a child, spouse or domestic partner;
- children of your spouse or domestic partner;
- dependents of you or your spouse or domestic partner;
- any other close family member;

who may be expected to influence, or be influenced by, your dealings with the council.

The following table may assist you in identifying your close family members:

A close family member	May be a close family member
Your spouse/domestic partner	Your brothers and sisters, if they could be expected to influence or be influenced by you in their dealings with council
Your children	Your aunts, uncles and cousins, if they could be expected to influence or be influenced by you in their dealings with council
Your dependants	Your parents and grandparents, if they could be expected to influence or be influenced by you in their dealings with council
Children of your spouse/domestic partner	Your nieces and nephews, if they could be expected to influence or be influenced by you in their dealings with council
Dependants of your spouse/domestic partner	Any other member of your family if they could be expected to influence or be influenced by you in their dealings with council

There may be relationships that a council has which are not identified in this appendix but still meet the definition of a related party.

#### Example: Cousin of Council member

A Council member for the Shire has lived in the Shire her whole life. In fact, her family has been in the area for generations.

The Council member's cousin, owns and operates the local newsagent through a company ABC Pty Ltd, in which she owns 100% of the shares. The Council member and her cousin have always been close and regularly socialise together.

From these facts it would appear that the Council member's cousin is a close family member of the Council member because she would be expected to influence, or be influenced by, that person in her dealings with Council.

Both the cousin and the company she controls, ABC Pty Ltd would therefore be related parties of Council.

Any transactions that the Council makes with the newsagent would need to be separately identified and may need to be disclosed.

## Control in entities

### What is an entity that I, or my close family member, control or jointly control?

Entities include companies, trusts, incorporated and unincorporated associations such as clubs and charities, joint ventures and partnerships.

You control an entity if you have

- a) power over the entity;
- b) exposure, or rights, to variable returns from involvement with the entity; and
- c) the ability to use your power over the entity to affect the amount of your returns.

To jointly control an entity there must be contractually agreed sharing of control of the entity, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

In some cases, it will be obvious that you or a family member control or have joint control over an entity. In other cases, it will be less clear.

In some cases, it will be obvious that you or a family member control or have joint control over an entity. In other cases, it will be less clear.

If you are unsure whether you, or a close family member, has control or joint control of an entity then you should contact the Chief Executive Officer for a confidential discussion.

#### **Example: Clubs or other incorporated bodies**

(A Shire Council member is the President of a local football club)

A Shire Council member is the President of Wandering Football Club Inc, the local football club. This club is overseen by a committee which comprises the President and four other committee members. Each member has a single vote when making decisions at meetings. The committee members are not related and do not have agreements to vote with one another. The club has over 100 members that each have a vote in electing the committee members at the club's annual general meeting.

From these facts the Council member does not control or jointly control the football club so it will not be a related

#### **Other examples**

##### **Example 1 (Audit committee member)**

Shire of Wandering audit committee comprises two Council members and a local retired accountant, Fred. Fred has no other connection with the council.

The audit committee attends to the functions as required under the *Audit Regulations*. It does not make any decisions on behalf of the council but simply provides reports, with recommendations, for the Shire President and council members to consider.

Based on the facts outlined Fred would not be a KMP of council.

##### **Example 2 (Son of CFO employed by council)**

Shire of Wandering has recently employed Paul's son (George) in the Council's parks and garden's area. Paul is Council's Deputy Chief Executive Officer but was not involved in hiring George. This process was managed by the Director of Parks and Gardens and included an independent assessment process. Paul did not have any influence in George securing the job.

Paul has been identified as a KMP of council, which makes him a related party.

George will also be a related party of Council because he is a close family member of Paul. The recruitment process that was undertaken for George's position is irrelevant when assessing whether George is a related party.

##### **Example 3 (Cousin of President - related party commonly known but omitted from declaration)**

Shelley, the President of Shire of Wandering forgets to include her cousin Mavis, and Mavis' company, when she completes her KMP declaration.

It is commonly known in the community that Shelley and Mavis are close, and that Shelley would be expected to influence, or be influenced by, Mavis in her dealings with Council and vice versa.

Mavis and her company are related parties of Council, even though Shelley omitted them from her declaration.

**Example 4 (Example of control)**

Fred is the President of Shire of Wandering and owns 100% of the ordinary shares in Wandering's Development Company Pty Ltd (the company). The ordinary shares are the only shares in the company that have voting rights.

Fred controls the company because he has the power to affect the company's decisions and the return that he will get from the company.

Fred will need to include the company on his related party declaration.

**Example 5 (Example of joint control)**

Fred is the President of Shire of Wandering and owns 50% of the ordinary shares in Wandering's Development Company Pty Ltd (the company). Fred's brother Stan owns the other 50% of ordinary shares. Fred and Stan are the only Directors of the company and have equal voting rights on the board.

Fred and Stan have joint control of the company because any decisions require the unanimous consent of them both.

Fred will need to include the company on his related party declaration

**ASSOCIATED DOCUMENTS**

AASB 124 Related Party Disclosures

*Local Government Act 1995*

*Local Government (Financial Management) Regulations 1996*

Related Party Disclosures – Disclosure Form

<b>POLICY TYPE:</b>	<b>GOVERNANCE AND COUNCIL MEMBERS</b>
<b>DATE ADOPTED:</b>	18/07/2019

<b>POLICY NO:</b>	<b>23</b>
<b>DATE LAST REVIEWED:</b>	17/09/2020 16/09/2021

<b>LEGAL (PARENT):</b>	<i>S5.56 Local Government Act 1995</i>
------------------------	--

<b>LEGAL (SUBSIDIARY):</b>	
----------------------------	--

<b>DELEGATION OF AUTHORITY APPLICABLE:</b>	
--	--

<b>DELEGATION NO.</b>	
-----------------------	--

<b>ADOPTED POLICY</b>	
<b>TITLE:</b>	Risk Management
<b>OBJECTIVE:</b>	<ul style="list-style-type: none"> <li>To state the Shire of Wandering's (the 'Shire's) intention to identify potential risks before they occur so that impacts can be minimised or opportunities realised; ensuring that the Shire achieves its strategic and corporate objectives efficiently, effectively and within good corporate governance principles.</li> </ul>

## **DEFINITIONS**

Risk: Effect of uncertainty on objectives.

Note 1: An effect is a deviation from the expected – positive or negative.

Note 2: Objectives can have different aspects (such as financial, health and safety and environmental goals) and can apply at different levels (such as strategic, organisation-wide, project, product or process).

Risk Management: Coordinated activities to direct and control an organisation regarding risk.

Risk Management Process: Systematic application of management policies, procedures and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk.

## **POLICY STATEMENT**

The Shire of Wandering seeks to achieve best practice (aligned with AS/NZS ISO 31000:2018 Risk management – Guidelines), in the management of all risks that may affect the Shire meeting its objectives.

Risk management functions will be resourced appropriately to match the size and scale of the Shire's operations and will form part of the Strategic, Operational, and Project responsibilities and be incorporated within the Shire's Integrated Planning Framework.

This policy applies to Council Members, Executive Management and all employees and contractors involved in any Shire operations.

### **1. POLICY DETAILS**

The following points provide detail on the objective specifics:

- (a) Aligns with and assists the implementation of all Shire policies.
- (b) Optimises the achievement of the Shire's vision, mission, strategies, goals and objectives.
- (c) Provides transparent and formal oversight of the risk and control environment enabling effective decision-making.
- (d) Enhances risk versus return within the Shire's risk appetite.
- (e) Embeds appropriate and effective controls to mitigate risk.
- (f) Achieves effective corporate governance and adherence to relevant statutory, regulatory and compliance obligations.
- (g) Enhances organisational resilience.
- (h) Identifies and provides for the continuity of critical operations.

## **2. RISK ASSESSMENT AND ACCEPTANCE CRITERIA**

The Shire's Risk Assessment and Acceptance Criteria are outlined in Appendix 1. The criteria are included within the Risk Management Framework and as a component of this policy.

All organisational risks are to be assessed according to the Shire's Risk Assessment and Acceptance Criteria to allow consistency and informed decision making. For operational requirements such as projects or to satisfy external stakeholder requirements, alternative risk assessment criteria may be utilised, however these cannot exceed the organisations appetite and are to be noted within the individual risk assessment.

## **3. MONITORING AND REVIEW**

This policy will be formally reviewed biennially.

### **ASSOCIATED DOCUMENTS**

*s5.56 (2) - Local Government Act 1995*

AS/NZS ISO 31000:2018 Risk management – Guidelines

WA Government Risk Management Guidelines - September 2014

Shire of Wandering Integrated Planning & Reporting Policy

## APPENDIX 1

The tables below describe the risk assessments

Shire of Wandering Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
<b>Insignificant (1)</b>	Near miss. Minor first aid injuries	Less than \$5,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential damage.	Contained, reversible impact managed by on site response
<b>Minor (2)</b>	Medical type injuries	\$,5001 - \$25,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
<b>Moderate (3)</b>	Lost time injury <30 days	\$25,001 - \$100,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
<b>Major (4)</b>	Lost time injury >30 days	\$100,001 - \$250,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
<b>Catastrophic (5)</b>	Fatality, permanent disability	More than \$250,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact



Measures of Likelihood			
Level	Rating	Description	Frequency
5	Almost Certain	The event is expected to occur in most circumstances	More than once per year
4	Likely	The event will probably occur in most circumstances	At least once per year
3	Possible	The event should occur at some time	At least once in 3 years
2	Unlikely	The event could occur at some time	At least once in 10 years
1	Rare	The event may only occur in exceptional circumstances	Less than once in 15 years

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Risk Acceptance Criteria			
Risk Rank	Description	Criteria	Responsibility
LOW	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
MODERATE	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
HIGH	Urgent Attention Required	Risk acceptable with effective controls, managed by senior management / executive and subject to monthly monitoring	Executive Manager / CEO
EXTREME	Unacceptable	Risk only acceptable with effective controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring	CEO / Council

### Existing Control Ratings

Rating	Foreseeable	Description
<b>Effective</b>	There is <u>little</u> scope for improvement.	Processes (Controls) operating as intended and aligned to Policies / Procedures. Subject to ongoing monitoring. Reviewed and tested regularly.
<b>Adequate</b>	There is <u>some</u> scope for improvement.	Processes (Controls) generally operating as intended, however inadequacies exist. Nil or limited monitoring. Reviewed and tested, but not regularly.
<b>Inadequate</b>	There is a <u>need</u> for improvement or action.	Processes (Controls) not operating as intended. Processes (Controls) do not exist, or are not being complied with. Have not been reviewed or tested for some time.

<b>POLICY TYPE:</b>
<b>DATE ADOPTED:</b> 16/03/2023

<b>POLICY NO:</b> 85
<b>DATE LAST REVIEWED:</b>

<b>LEGAL (PARENT):</b> <i>Local Government Act 1995</i>
---

<b>LEGAL (SUBSIDIARY):</b>
----------------------------

<b>DELEGATION OF AUTHORITY APPLICABLE:</b>
--

<b>DELEGATION NO.</b>
-----------------------

ADOPTED POLICY	
<b>TITLE:</b>	Continuing Professional Development for Elected Members
<b>OBJECTIVE:</b>	To ensure that Elected Members of the Shire of Wandering meet and comply with the prescribed professional development requirements under the Local Government Act 1995, and to further encourage participation in other conferences and training specifically designed to enhance skills and knowledge relating to roles and responsibilities, as an Elected Member of the Shire of Wandering.

### **DEFINITIONS**

Professional Development is learning to earn or maintain professional credentials such as academic degrees to formal coursework, attending conferences, and informal learning opportunities situated in practice.

### **POLICY STATEMENT**

The Shire of Wandering is required under the *Local Government Act 1995* to adopt and report on compulsory training, and additionally, continuing development for Elected Members.

It is policy that Elected Members of the Shire of Wandering undertake and successfully complete the following prescribed professional development training modules titled "Council Member Essentials" within the period of 12 months from the day the Council member was elected, unless a prescribed exemption applies:

- Understanding Local Government.
- Serving on Council.
- Meeting Procedures.
- Conflicts of Interest; and
- Understanding Financial Reports and Budgets.

All units and associated costs will be paid for by the Shire and completed within the 12 months following election.

The training is valid for five years.

Additionally, the Shire will publish, on the Shire's website, training undertaken by all Elected Members within one month after the end of the financial year pursuant to the *Local Government Act 1995*.

It is Council's preference that the training is undertaken via the eLearning method which is the more cost-efficient form of delivery. It is acknowledged however that there may be Elected Members who prefer to receive training face-to-face and/or opportunities to attend training which is being delivered in the region or in the Perth metropolitan area.

### **ONGOING PROFESSIONAL DEVELOPMENT**

The professional development of Elected Members is an important activity of the Shire to ensure that its decision-making is of the highest standard and is the product of informed and ethical debate by well trained and committed Elected Members acting in the best interest of the community. Elected Members are encouraged to nominate to attend other conferences or training opportunities to enhance and broaden their knowledge of local government issues to support the community.

#### ELIGIBLE FORMAL TRAINING EVENTS

The formal training events to which this policy applies is limited to those conducted by, or organised by any of the following organisations or individuals:

- The West Australian Local Government Association (WALGA)
- Local Government Professionals WA
- Accredited training organisations offering training which directly related to the role and responsibilities of Elected Members
- Information sessions organised by the Department of Local Government, Sport and Cultural Industries
- Seminars, training and/or information sessions provided by individuals with a demonstrably strong knowledge of local government in Western Australia.

The following are examples of other conferences or training opportunities as described above:

- National General Assembly of Local Government
- WA Local Government Convention
- Special “one off” conferences sponsored by WALGA or the Department of Local Government, Sport and Cultural Industries on important local government issues
- Annual conferences of major professions of local government
- The Annual Road Congress
- Conferences which advance the development of Elected Members in their role as Councillors
- Conferences of organisations on which an Elected Member has been elected or appointed as a delegate.

#### PROCEDURES

Approval of Professional Development Considerations for approval of the training or professional development activity include:

- The costs of attendance including registration, travel and accommodation, if required.
- The Budget provisions allowed and the uncommitted or unspent funds remaining:
- Any justification provided by the applicant when the training is submitted for approval.
- The benefits to the Shire of the person attending.
- Identified skills gaps of elected members both individually and as a collective.
- Alignment to the Shire’s Strategic Objectives; and
- The number of Shire representatives already approved to attend.

Consideration of attendance at training or professional development courses, other than the online Council Member Essentials, which are deemed to be approved, are to be assessed as follows:

- Events for the Shire President must be approved by the Deputy Shire President, in conjunction with the CEO
- Events for Councillors must be approved by either the Council or the Shire President, in conjunction with the CEO.

#### Travel Arrangements

All booking arrangements for other conferences and training for Elected Members are coordinated through the Chief Executive Officer.

Elected Members should note that the *Local Government Act 1995* precludes an Elected Member to pre-spend Shire funds.

The proposed duration of another conference or training attendance together with travel time and planned supplementary pre or post conference activities relevant to the Shire of Wandering will be notified to Council or the Chief Executive Officer for confirmation and/or amendment prior to the delegate’s departure for the other conference or training.

## EXPENSES

Expenses relating to other conferences and training as approved, will be paid direct by the Shire and when not available then expenses can be recouped with receipts. Expenses may include the following items:

Air fare.

- ❖ Travel insurance.
- ❖ Conference registration.
- ❖ Copy of conference proceedings.
- ❖ Room accommodation.
- ❖ Reasonable phone utilisation.
- ❖ Reasonable laundry expenses; and
- ❖ Meals in the hotel where registered if these are not provided during the course of the conference.

Incidental expenses include:

- ❖ Travel to and from the conference venue; and
- ❖ Travel to and from all airport destinations.

## REPORTING AND PUBLISHING

All Elected Members attending any other conference or training are expected to report to Council on the benefits achieved by attending and should make the conference papers available to other Councillors.

A record of conferences or other training attended by Elected Members will be maintained by the Chief Executive Officer. The Chief Executive Officer is to prepare a report each financial year on prescribed professional development training completed by Elected Members in the financial year.

This report is to be published on the Shire official website within one month after the end of the financial year to which the report relates.

## APPLICATIONS

This policy applies to Elected Members of the Shire of Wandering.

## 12.2 Request to Waive Hire Fees at the Wandering Community Centre

<b>File Reference:</b>	<b>11.111.11101</b>
<b>Location:</b>	<b>N/A</b>
<b>Applicant:</b>	<b>Lee Muller</b>
<b>Author:</b>	<b>Alan Hart, Chief Executive Officer</b>
<b>Authorising Officer</b>	<b>Alan Hart, Chief Executive Officer</b>
<b>Date:</b>	<b>7 November 2023</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Email from Lee Muller</b>
<b>Previous Reference:</b>	<b>Nil</b>

### **Summary:**

To consider a request from Lee Muller to waive the hire fees for the Wandering Community Centre for a community exercise program.

### **Background:**

Lee Muller has requested the Shire waive the hire fees of the Community Centre to operate a community exercise program.

### **Comment:**

Lee Muller has commenced a community exercise program and has engaged a trainer to run the program for free and is requesting the Council provide the Wandering Community Centre at no cost.

The Shire encourages activities at the Wandering Community Centre which increases the use of the facility, however user fees are an important component of the operations of the Wandering Community Centre to support the ongoing operating costs of the building.

As this is a new use of the building and the trainer who is running the program is providing the service at no cost, it is appropriate that Council consider waiving the fees for up to 12 months.

After 12 months, Council then has the opportunity to reconsider if the fees should continue to be waived.

If any other bookings are made during this time, Lee Muller has agreed to reschedule the time/date for that week.

### **Consultation:**

Chief Executive Officer

### **Statutory Environment:**

#### ***Local Government Act 1995***

*Part 6 — Financial management*

*Division 4 — General financial provisions*

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

### **Policy Implications:**

Nil

**Financial Implications:**

The fee to hire the Community Centre foyer and kitchen is \$30 per week, if the program runs for 12 months the hire fee would be \$1,560. Lee has requested the use of the Community Centre every Wednesday morning. The security bond would be a once off fee of \$300.00

**Strategic Implications:**

**Retain and Grow our Population**

Our Goals	Our Strategies
People feel safe, connected and actively involved in the community	Facilitate and support activities that optimise use of our facilities

**Sustainability Implications:**

- Environmental: There are no known significant environmental considerations.
- Economic: There are no known significant economic considerations.
- Social: There are no known significant social considerations.

**Risk Implications:**

Nil.

**Voting Requirements:**

Simple Majority

**Officer Recommendation:**

**That Council waive the hire fees and bond for Lee Muller to run a community exercise program for up to 12 months on the following conditions;**

- 1. There be no cost to each participant**
- 2. The instructor continues to provide the program on a voluntary basis**
- 3. The Community Centre is left in the same state prior to the use**
- 4. If there are any other bookings or booking requests, Lee Muller will be required to reschedule the exercise program for that week.**

Carried

For/Against: Cr Turton  Cr Little  Cr Cowan  Cr Hansen  Cr Jennings  Cr Price  Cr Watts

## Alan Hart

---

**From:** lee muller <lee\_muller\_48@hotmail.com>  
**Sent:** Tuesday, 17 October 2023 2:25 PM  
**To:** Wandering Shire Reception  
**Subject:** CC182 - Wandering Staying Active Community Group

**Categories:** EasyRecordsAutoDisposal

**CAUTION:** This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

To the Chief Executive Officer,

I have commenced a community exercise programme called Staying Active. This is run by accredited instructor, Kaye Watts, who has agreed to run this programme for our community for the foreseeable future on a voluntary basis.

I intended to hold the classes outside the CRC, but after one week, it became apparent that this is too hot coming into summer.

I am asking for the shire to allow us to use the Community Centre for no fee, each Wednesday morning between 8.45am and 10.00am. This will include a cup of coffee at conclusion, provided by myself. Of course, if there was another event to be held at a similar time, we will re-schedule.

Thank you for your time.

Lee Muller



### 12.3 Request to Reduce Annual User Fees for Wandering Bowling Club

<b>File Reference:</b>	<b>11.111.11101</b>
<b>Location:</b>	<b>N/A</b>
<b>Applicant:</b>	<b>Lee Muller – Wandering Bowling Club</b>
<b>Author:</b>	<b>Alan Hart, Chief Executive Officer</b>
<b>Authorising Officer</b>	<b>Alan Hart, Chief Executive Officer</b>
<b>Date:</b>	<b>7 November 2023</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Email from Wandering Bowling Club</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### **Summary:**

To consider a request from the Wandering Bowling Club for the use of the Wandering Bowling Green for the 2023/24 bowling season.

#### **Background:**

The Wandering Bowling Club have requested a discount on their annual user fees due to water damage which has rendered one lane unusable.

#### **Comment:**

The Wandering Bowling Club pay an annual user fee of \$275.00 which is their contribution towards the maintenance and upkeep of the area. The Wandering Bowling Club use the green on Friday Nights.

The issue of water damage has been outstanding for a number of years and the Operations Manager is investigating the effectiveness of actions currently taken to reduce the water on the bowling green and if any further actions can be taken to further reduce water impacting the surface.

The Operations Manager met with Mr Rob Curtis on the 27<sup>th</sup> September 2023 to discuss this and inspected the bowling green. It was agreed that the Operations Manager would investigate if any more actions can be taken to reduce water around the bowling green and this could include placing a drain in the gutter near where water is accumulating to the nearby sump. In addition, checks were made to ensure that the current measures including pumping water out of the sump is working. There was no discussion that the lane referred to in the letter from the Wandering Bowling Club was unusable.

Investigations have shown that whilst the drainage measures are working, salt is working its way to the surface of the green in one particular corner. However, it appears that the surface is not damaged and is still usable.

Below are photos of the surface;



Based on the observations and inspections of the surface and in the absence of any visible signs of damage to the surface, it is recommended that the annual user fee not be reduced as it is of the opinion of the Shire that all lanes on the bowling green are usable.

**Consultation:**

Chief Executive Officer

**Statutory Environment:**

**Local Government Act 1995**

*Part 6 — Financial management*

*Division 4 — General financial provisions*

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

**Policy Implications:**

Nil

**Financial Implications:**

The annual user fee of \$275 per annum contributes to the cost of providing the service to the community, including the cost of electricity, ongoing maintenance and cleaning of the Community Centre.

**Strategic Implications:**

**Retain and Grow our Population**

Our Goals	Our Strategies
People feel safe, connected and actively involved in the community	Facilitate and support activities that optimise use of our facilities

**Sustainability Implications:**

- Environmental: There are no known significant environmental considerations.
- Economic: There are no known significant economic considerations.
- Social: There are no known significant social considerations.

**Risk Implications:**

Nil.

**Voting Requirements:**

Simple Majority

**Officer Recommendation:**

**That Council do not provide the Wandering Bowling Club with a discount on their annual user fee of \$275.00 per annum.**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

Carried

For/Against: Cr Turton  Cr Little  Cr Cowan  Cr Hansen  Cr Jennings  Cr Price  Cr Watts

20 October 2023

Chief Executive Officer  
Watts Street,  
Wandering WA 6308

Dear Sir,

Regarding: Wandering Bowling Club Inc.

The Annual General Meeting of the Wandering Bowling Club was held on 27 September, 2023. At the meeting it was reported by the President of the club that a meeting had been held with Karl from the shire to inspect the water damage on the North West corner of the rink. Karl said that he would prepare a report and send it to the Bowling Club regarding the condition for the upcoming bowling season. This report has never been received. As the members of the bowling club agree that there is some damage to this lane, we are asking that the Shire of Wandering consider giving us a discount on the fees to be paid for this coming season. The only part of the Community Centre used by our club on a Friday night is the toilets.

Thank you for your consideration.

Kind regards  
Lee Muller  
Wandering Bowling Club Inc.  
Secretary/Treasurer



## **13. Finance**

### **13.1 Financial Reports October 2023**

<b>File Reference:</b>	<b>N/A</b>
<b>Location:</b>	<b>N/A</b>
<b>Applicant:</b>	<b>N/A</b>
<b>Author:</b>	<b>Bob Waddell</b>
<b>Authorising Officer</b>	<b>Alan Hart– Chief Executive Officer</b>
<b>Date:</b>	<b>2023</b>
<b>Disclosure of Interest:</b>	<b>N/A</b>
<b>Attachments:</b>	<b>October 2023 Financial Statements</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### **Summary:**

Consideration of the financial reports for the period ending 31 October 2023.

#### **Background:**

The financial reports for the periods ending 31 October 2023 are included as attachments.

#### **Comment:**

If you have any questions regarding details in the financial reports, please contact the office prior to the Council meeting so that sufficient time is given to research the request. This will enable the information to be provided at the Council meeting.

#### **Consultation:**

Not applicable.

#### **Statutory Environment:**

Section 34 (1) (a) of the *Local Government (Financial Management) Regulations 1996* states that a Local Government is to prepare monthly statement of financial activity including annual budget estimates, monthly budget estimates, actual monthly expenditure, revenue and income, material variances between monthly budget and actual figures and net current assets on a monthly basis.

#### **Policy Implications:**

Not applicable.

#### **Financial Implications:**

Not applicable.

#### **Strategic Implications:**

##### **Improve Our Financial Position**

<b>Our Goals</b>	<b>Our Strategies</b>
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> <li>• Improve accountability and transparency</li> <li>• Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs</li> <li>• Prudently manage our financial resources to ensure value for money</li> <li>• Reduce reliance on operational grants</li> </ul>

**Improve Our Financial Position**

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> <li>• Improve accountability and transparency</li> <li>• Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs</li> <li>• Prudently manage our financial resources to ensure value for money</li> <li>• Reduce reliance on operational grants</li> </ul>

**Sustainability Implications:**

- Environmental: There are no known significant environmental considerations.
- Economic: There are no known significant economic considerations.
- Social: There are no known significant social considerations.

**Risk Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officer Recommendation:**

**That the financial report for the period ending 31 October 2023 as presented be accepted.**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

Carried

For/Against: Cr Turton  Cr Little  Cr Cowan  Cr Hansen  Cr Jennings  Cr Price  Cr Watts



## **SHIRE OF WANDERING**

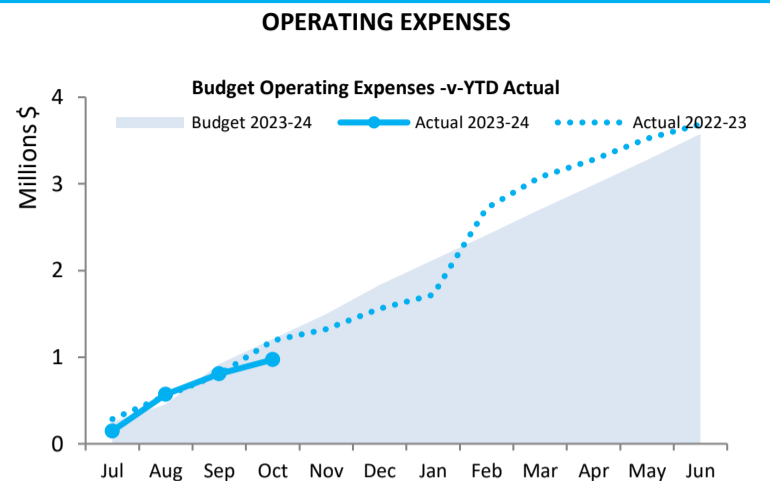
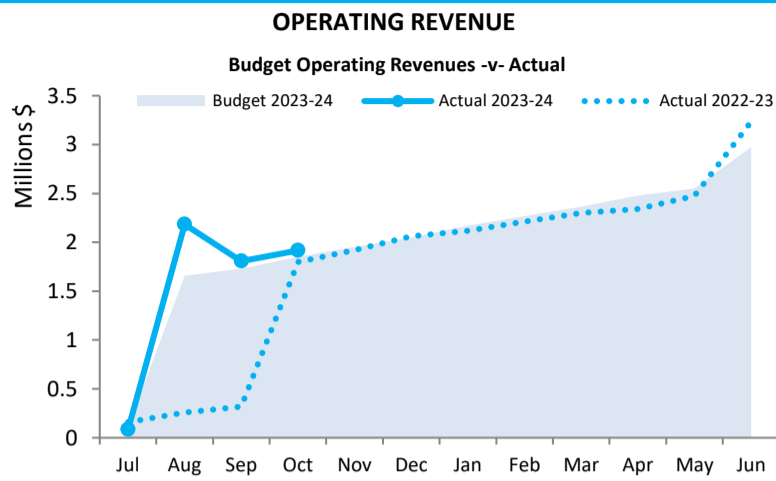
### **MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) FOR THE PERIOD ENDED 31 OCTOBER 2023**

***LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996***

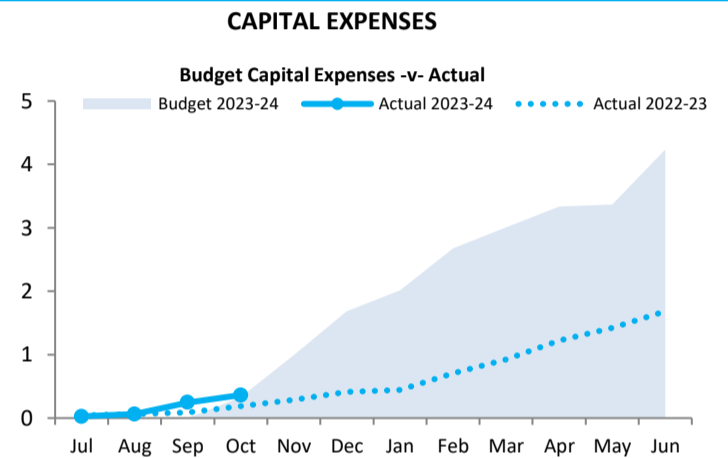
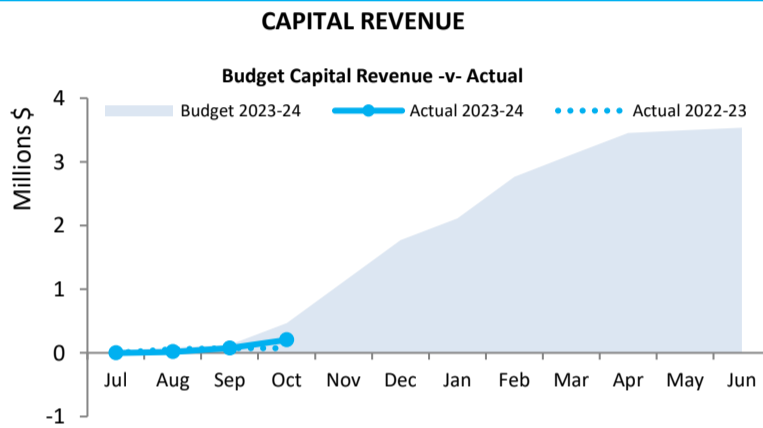
#### **TABLE OF CONTENTS**

Summary Information - Graphs	2
Statement of Financial Activity by Nature	3
Statement of Financial Activity by Program	4
Statement of Financial position	5
Note 1 Statement of Financial Activity Information	6
Note 2 Explanation of Material Variances	8
Note 3 Cash and Financial Assets	9
Note 4 Rate Revenue	10
Note 5 Disposal of Assets	11
Note 6 Capital Acquisitions	12
Note 7 Borrowings	14
Note 8 Lease Liabilities	16
Note 9 Reserve Accounts	17
Note 10 Budget Amendments	18

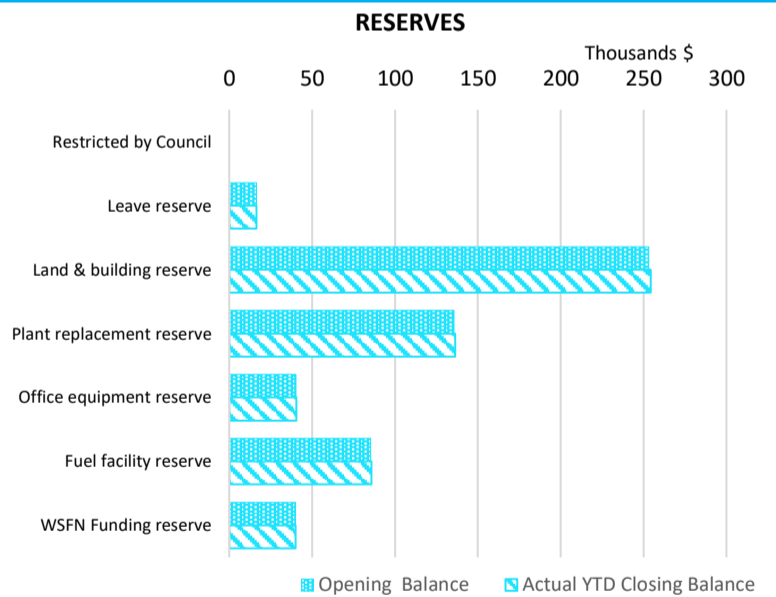
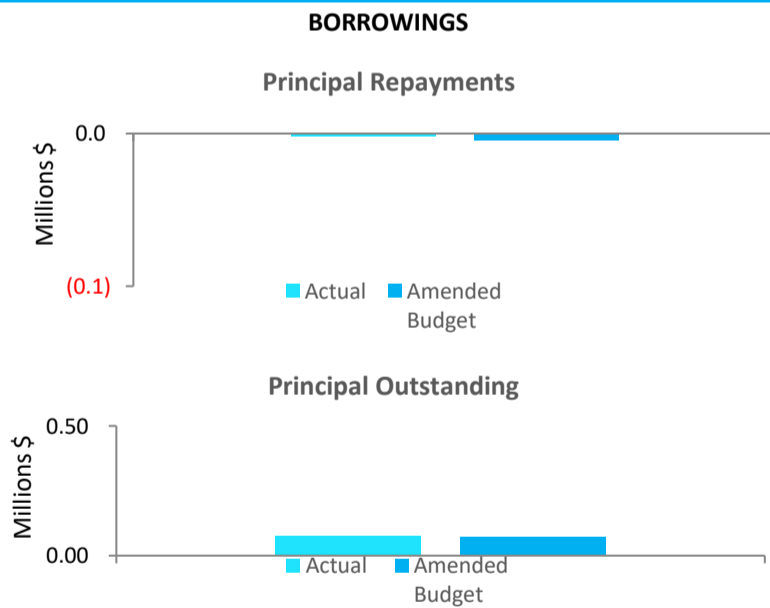
**OPERATING ACTIVITIES**



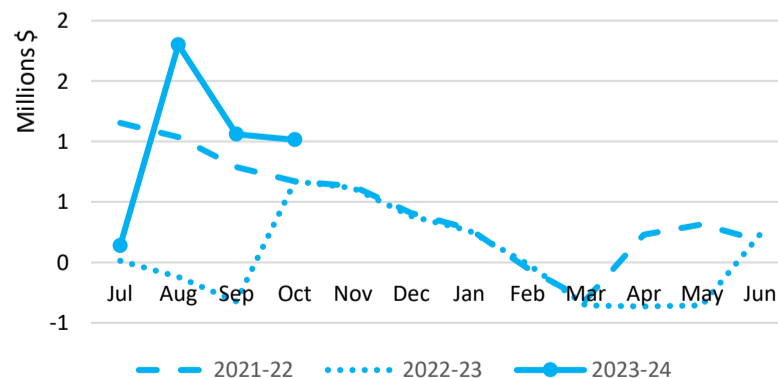
**INVESTING ACTIVITIES**



**FINANCING ACTIVITIES**



**Closing funding surplus / (deficit)**



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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2023**

**BY NATURE**

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>							
<b>Revenue from operating activities</b>							
Rates		1,463,898	1,463,898	<b>1,458,941</b>	(4,957)	(0.34%)	
Operating grants, subsidies and contributions	11	270,000	87,414	<b>142,685</b>	55,271	63.23%	▲
Fees and charges		834,770	281,826	<b>284,167</b>	2,341	0.83%	
Interest earnings		15,200	5,064	<b>7,446</b>	2,382	47.03%	
Other revenue		391,121	14,236	<b>21,749</b>	7,513	52.78%	
		<b>2,974,989</b>	<b>1,852,438</b>	<b>1,914,988</b>	<b>62,550</b>	<b>3.38%</b>	
<b>Expenditure from operating activities</b>							
Employee costs		(1,103,394)	(367,612)	<b>(426,787)</b>	(59,175)	(16.10%)	▼
Materials and contracts		(1,242,492)	(419,568)	<b>(452,431)</b>	(32,863)	(7.83%)	
Utility charges		(41,200)	(13,696)	<b>(9,031)</b>	4,665	34.06%	
Depreciation on non-current assets		(1,047,948)	(348,959)	<b>0</b>	348,959	100.00%	▲
Interest expenses		(3,302)	(1,100)	<b>(881)</b>	219	19.88%	
Insurance expenses		(104,971)	(49,953)	<b>(68,048)</b>	(18,095)	(36.22%)	▼
Other expenditure		(32,500)	(8,375)	<b>(14,082)</b>	(5,707)	(68.15%)	
		<b>(3,575,807)</b>	<b>(1,209,263)</b>	<b>(971,260)</b>	<b>238,003</b>	<b>(19.68%)</b>	
Non-cash amounts excluded from operating activities	1(a)	1,053,077	354,088	<b>79</b>	(354,009)	(99.98%)	▼
<b>Amount attributable to operating activities</b>		<b>452,259</b>	<b>997,263</b>	<b>943,807</b>	<b>(53,456)</b>	<b>(5.36%)</b>	
<b>INVESTING ACTIVITIES</b>							
<b>Inflows from investing activities</b>							
Proceeds from capital grants, subsidies and contributions	12	3,535,296	467,947	<b>203,270</b>	(264,677)	(56.56%)	▼
		<b>3,535,296</b>	<b>467,947</b>	<b>203,270</b>	<b>(264,677)</b>	<b>(56.56%)</b>	
<b>Outflows from investing activities</b>							
Payments for inventories, property, plant and equipment and infrastructure	6	(3,855,368)	(330,288)	<b>(361,022)</b>	(30,734)	(9.31%)	
		<b>(3,855,368)</b>	<b>(330,288)</b>	<b>(361,022)</b>	<b>(30,734)</b>	<b>9.31%</b>	
<b>Amount attributable to investing activities</b>		<b>(320,072)</b>	<b>137,659</b>	<b>(157,752)</b>	<b>(295,411)</b>	<b>(214.60%)</b>	
<b>FINANCING ACTIVITIES</b>							
<b>Inflows from financing activities</b>							
Proceeds from new debentures	7	0	0	<b>0</b>	0	0.00%	
Transfer from reserves	9	0	0	<b>0</b>	0	0.00%	
Transfer from Restricted Cash - Other		0	0	<b>0</b>	0	0.00%	
		<b>0</b>	<b>0</b>	<b>0</b>			
<b>Outflows from financing activities</b>							
Repayment of borrowings	7	(4,570)	0	<b>(1,483)</b>	(1,483)	0.00%	
Transfer to reserves	9	(373,878)	0	<b>(2,569)</b>	(2,569)	0.00%	
		<b>(378,448)</b>	<b>0</b>	<b>(4,052)</b>	<b>(4,052)</b>	<b>0.00%</b>	
<b>Amount attributable to financing activities</b>		<b>(378,448)</b>	<b>0</b>	<b>(4,052)</b>	<b>(4,052)</b>	<b>0.00%</b>	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>							
<b>Surplus or deficit at the start of the financial year</b>	1(c)	246,261	232,754	<b>232,754</b>	0	0.00%	
Amount attributable to operating activities		452,259	997,263	<b>943,807</b>	(53,456)	(5.36%)	
Amount attributable to investing activities		(320,072)	137,659	<b>(157,752)</b>	(295,411)	(214.60%)	▼
Amount attributable to financing activities		(378,448)	0	<b>(4,052)</b>	(4,052)	0.00%	
<b>Surplus or deficit at the end of the financial year</b>	1(c)	<b>(0)</b>	<b>1,367,676</b>	<b>1,014,757</b>	<b>(352,919)</b>	<b>25.80%</b>	▼

**KEY INFORMATION**

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

Refer to Note 2 for an explanation of the reasons for the variance.

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



STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2023

BY PROGRAM

	Note	Adopted Annual Budget \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(a) %	Var. ▲▼	Significant Var. S
<b>OPERATING ACTIVITIES</b>								
<b>Revenue from operating activities</b>								
Governance		3,500	1,164	0	(1,164)	(100.00%)	▼	
General Purpose Funding - Rates	6	1,463,898	1,463,898	1,458,941	(4,957)	(0.34%)	▼	
General Purpose Funding - Other		22,200	7,392	17,205	9,813	132.76%	▲	
Law, Order and Public Safety		46,250	24,658	17,209	(7,449)	(30.21%)	▼	
Health		2,500	2,164	343	(1,821)	(84.14%)	▼	
Education and Welfare		0	0	0	0			
Housing		38,480	12,824	12,954	130	1.02%	▲	
Community Amenities		58,500	19,484	48,050	28,566	146.61%	▲	S
Recreation and Culture		2,420	800	1,765	965	120.62%	▲	
Transport		116,500	11,650	71,619	59,969	514.76%	▲	S
Economic Services		818,120	290,332	272,803	(17,529)	(6.04%)	▼	
Other Property and Services		402,621	18,072	14,098	(3,974)	(21.99%)	▼	
		2,974,989	1,852,438	1,914,988				
<b>Expenditure from operating activities</b>								
Governance		(216,291)	(76,662)	(88,203)	(11,541)	(15.05%)	▼	S
General Purpose Funding		(100,024)	(33,332)	(28,028)	5,304	15.91%	▲	
Law, Order and Public Safety		(118,341)	(41,081)	(25,559)	15,522	37.78%	▲	S
Health		(18,649)	(6,204)	(5,976)	228	3.68%	▲	
Education and Welfare		(6,234)	(2,068)	(2,174)	(106)	(5.15%)	▼	
Housing		(49,921)	(16,568)	(9,491)	7,077	42.72%	▲	
Community Amenities		(233,767)	(78,203)	(82,925)	(4,722)	(6.04%)	▼	
Recreation and Culture		(254,102)	(86,568)	(60,874)	25,694	29.68%	▲	S
Transport		(1,585,714)	(528,650)	(380,499)	148,151	28.02%	▲	S
Economic Services		(972,474)	(324,333)	(323,483)	850	0.26%	▲	
Other Property and Services		(20,290)	(15,594)	35,951	51,545	330.54%	▲	S
		(3,575,807)	(1,209,263)	(971,260)				
Non-cash amounts excluded from operating activities	1(a)	1,053,077	354,088	79	(354,009)	(99.98%)	▼	
<b>Amount attributable to operating activities</b>		<b>452,259</b>	<b>997,263</b>	<b>943,807</b>	<b>(53,456)</b>	<b>(5.36%)</b>		
<b>INVESTING ACTIVITIES</b>								
<b>Inflows from investing activities</b>								
Proceeds from capital grants, subsidies and contributions	12	3,535,296	467,947	203,270	(264,677)	(56.56%)	▼	S
Proceeds from Disposal of Assets	5	0	0	0	0			
		3,535,296	467,947	203,270				
<b>Outflows from investing activities</b>								
Payments for inventories, property, plant and equipment and infrastructure	6	(3,855,368)	(330,288)	(361,022)	(30,734)	(9.31%)	▼	
		(3,855,368)	(330,288)	(361,022)				
<b>Amount attributable to investing activities</b>		<b>(320,072)</b>	<b>137,659</b>	<b>(157,752)</b>				
<b>FINANCING ACTIVITIES</b>								
<b>Inflows from financing activities</b>								
Proceeds from New Debentures	7	0	0	0	0			
Transfer from Reserves	9	0	0	0	0			
		0	0	0				
<b>Outflows from financing activities</b>								
Payments for principal portion of lease liabilities	8	0	0	0	0			
Repayment of Debentures	7	(4,570)	0	(1,483)	(1,483)		▼	
Transfer to Reserves	9	(373,878)	0	(2,569)	(2,569)		▼	
		(378,448)	0	(4,052)				
<b>Amount attributable to financing activities</b>		<b>(378,448)</b>	<b>0</b>	<b>(4,052)</b>				
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>								
<b>Surplus or deficit at the start of the financial year</b>	1	246,261	232,754	232,754	0	0.00%		
Amount attributable to operating activities		452,259	997,263	943,807				
Amount attributable to investing activities		(320,072)	137,659	(157,752)				
Amount attributable to financing activities		(378,448)	0	(4,052)				
<b>Surplus or deficit at the end of the financial year</b>	1	<b>(0)</b>	<b>1,367,676</b>	<b>1,014,757</b>				

**KEY INFORMATION**

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

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

**SHIRE OF WANDERING**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2023**

	30 June 2023	31 October 2023
	\$	\$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	1,336,298	2,399,438
Trade and other receivables	256,682	376,452
Other financial assets	0	0
Inventories	35,951	84,029
Contract assets	0	0
Other assets	17,897	3,810
Assets classified as held for sale	0	0
<b>TOTAL CURRENT ASSETS</b>	<b>1,646,829</b>	<b>2,863,729</b>
<b>NON-CURRENT ASSETS</b>		
Trade and other receivables	7,911	7,911
Other financial assets	20,372	20,372
Inventories	0	89,253
Investment in associate	0	0
Property, plant and equipment	7,562,666	7,549,069
Infrastructure	87,514,167	87,799,533
Right-of-use assets	0	222,367
Investment property	0	0
Intangible assets	0	0
<b>TOTAL NON-CURRENT ASSETS</b>	<b>95,105,116</b>	<b>95,688,506</b>
<b>TOTAL ASSETS</b>	<b>96,751,945</b>	<b>98,552,235</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	292,870	202,972
Other liabilities	425,101	947,406
Lease liabilities	0	29,659
Borrowings	4,570	3,087
Employee related provisions	141,662	141,662
Other provisions	0	0
<b>TOTAL CURRENT LIABILITIES</b>	<b>864,203</b>	<b>1,324,786</b>
<b>NON-CURRENT LIABILITIES</b>		
Other liabilities	0	0
Lease liabilities	0	192,708
Borrowings	70,972	70,972
Employee related provisions	34,659	34,659
Other provisions	0	0
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>105,631</b>	<b>298,340</b>
<b>TOTAL LIABILITIES</b>	<b>969,834</b>	<b>1,623,126</b>
<b>NET ASSETS</b>	<b>95,782,111</b>	<b>96,929,109</b>
<b>EQUITY</b>		
Retained surplus	21,127,881	22,272,310
Reserve accounts	570,806	573,375
Revaluation surplus	74,083,424	74,083,424
<b>TOTAL EQUITY</b>	<b>95,782,111</b>	<b>96,929,109</b>

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

(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)
<b>Non-cash items excluded from operating activities</b>				
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Movement in liabilities associated with restricted cash		5,129	5,129	79
Add: Depreciation on assets		1,047,948	348,959	0
<b>Total non-cash items excluded from operating activities</b>		<b>1,053,077</b>	<b>354,088</b>	<b>79</b>

(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.

		Adopted Budget Opening	Last Year Closing	Year to Date
		30 June 2023	30 June 2023	31 October 2023
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	9	(570,806)	(570,806)	(573,375)
Add: Borrowings	7	0	4,570	3,087
Add: Current portion of employee benefit provisions held in reserve		16,365	16,365	16,444
<b>Total adjustments to net current assets</b>		<b>(554,441)</b>	<b>(549,872)</b>	<b>(524,186)</b>

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

**Current assets**

Cash and cash equivalents	3	1,336,298	1,336,298	2,399,438
Rates receivables	4	44,780	43,483	310,610
Receivables	4	176,014	213,199	65,842
Other current assets	5	35,951	53,849	87,839

**Less: Current liabilities**

Payables	6	(279,329)	(292,870)	(202,972)
Borrowings	7	0	(4,570)	(3,087)
Contract and Capital Grant/Contribution liabilities	10	(425,512)	(425,101)	(947,406)
Provisions	10	(87,500)	(141,662)	(141,662)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(554,441)</b>	<b>(549,872)</b>	<b>(524,186)</b>

**Closing funding surplus / (deficit)**

**246,261                      232,754                      1,014,757**

**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 operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2023

NOTE 1

STATEMENT OF FINANCIAL ACTIVITY INFORMATION (ALTERNATE PRESENTATION)

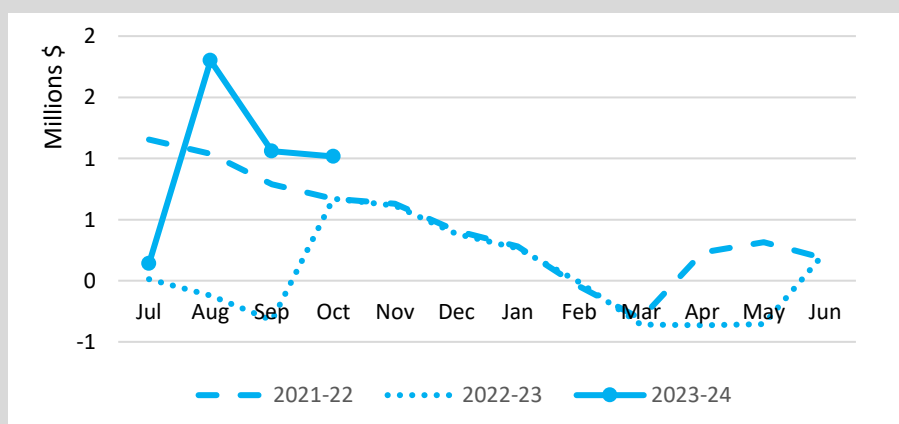
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2023	This Time Last Year 31/10/2022	Year to Date Actual 31/10/2023
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	3	765,492	299,841	1,826,062
Cash Restricted - Reserves	3	570,806	534,998	573,375
Cash Restricted - Bonds & Deposits	3	0	0	0
Receivables - Rates	4	43,483	1,447,285	310,610
Receivables - Other	4	213,199	162,961	65,842
Other Assets Other Than Inventories	5	17,897	0	3,810
Inventories	5	35,951	10,361	84,029
		1,646,829	2,455,446	2,863,729
<b>Less: Current Liabilities</b>				
Payables	6	(293,223)	(577,414)	(206,626)
Contract and Capital Grant/Contribution Liabilities	10	(415,553)	(586,177)	(937,857)
Bonds & Deposits	6	(9,195)	(10,078)	(5,895)
Loan and Lease Liability	7	(4,570)	0	(3,087)
Provisions	10	(141,662)	(87,501)	(141,662)
		(864,203)	(1,261,170)	(1,295,127)
Less: Cash Reserves	9	(570,806)	(534,998)	(573,375)
Add Back: Component of Leave Liability not Required to be funded		16,365	11,284	16,444
Add Back: Loan and Lease Liability		4,570	0	3,087
Less : Loan Receivable - clubs/institutions		0	0	0
Less : Trust Transactions Within Muni		0	0	0
<b>Net Current Funding Position</b>		<b>232,754</b>	<b>670,562</b>	<b>1,014,757</b>

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting polices relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



**This Year YTD**  
**Surplus(Deficit)**  
**\$1.01 M**

**Last Year YTD**  
**Surplus(Deficit)**  
**\$.67 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2023**

**NOTE 2  
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 2023-24 year is \$10,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
Operating grants, subsidies and contributions	\$ 55,271	63.23%	▲	Positive variance due to the receipt of the MRWA Grant prior to budget phasing.		
<b>Expenditure from operating activities</b>						
Employee costs	(59,175)	(16.10%)	▼			Negative variance due to Transport employee cost tracking higher than budgeted figure.
Depreciation on non-current assets	348,959	100.00%	▲	Positive variance due to Depreciation not being run year to date.		
Insurance expenses	(18,095)	(36.22%)	▼			Negative variance is due to phasing of Admin - Insurance expenditure.
Non-cash amounts excluded from operating activities	(354,009)	(99.98%)	▼			Depreciation expense has not been run for 23/24. This is a non-cash expense which is added back in the finance statement.
<b>Investing activities</b>						
Proceeds from capital grants, subsidies and contributions	(264,677)	(56.56%)	▼			Budget Allocations for completed projects which are grant related in this FY are ahead of actuals.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2023

OPERATING ACTIVITIES  
NOTE 4  
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
<b>RATE TYPE</b>				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
GRV Residential	0.140620	51	577,616	81,224	0	0	81,224	81,224	0	0	81,224
GRV Special Use	0.150750	3	137,893	20,787	0	0	20,787	20,787	0	0	20,787
GRV Rural Residential	0.115620	53	723,850	83,692	0	0	83,692	83,692	0	0	83,692
GRV Industrial	0.115620	2	35,360	4,088	0	0	4,088	4,088	0	0	4,088
<b>Unimproved value</b>											
UV Rural, Rural Residential and Mining Tenements	0.005370	131	202,259,000	1,086,131	0	0	1,086,131	1,086,131	0	0	1,086,131
<b>Non Rateable</b>											
Non Rateable	0.00000	32	17,365	0	0	0	0	0	0	0	0
<b>Sub-Total</b>		<b>272</b>	<b>203,751,084</b>	<b>1,275,922</b>	<b>0</b>	<b>0</b>	<b>1,275,922</b>	<b>1,275,922</b>	<b>0</b>	<b>0</b>	<b>1,275,922</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
GRV Residential	1,312	29	76,792	38,048	0	0	38,048	38,048	0	0	38,048
GRV Special Use	1,312	1	4,160	1,312	0	0	1,312	1,312	0	0	1,312
GRV Rural Residential	1,312	47	232,564	61,664	0	0	61,664	61,664	0	0	61,664
GRV Industrial	1,312	2	0	2,624	0	0	2,624	2,624	0	0	2,624
UV Rural, Rural Residential and Mining Tenements	1,312	94	12,920,836	123,328	0	0	123,328	123,328	0	0	123,328
<b>Sub-total</b>		<b>173</b>	<b>13,234,352</b>	<b>226,976</b>	<b>0</b>	<b>0</b>	<b>226,976</b>	<b>226,976</b>	<b>0</b>	<b>0</b>	<b>226,976</b>
		<b>445</b>	<b>216,985,436</b>	<b>1,502,898</b>	<b>0</b>	<b>0</b>	<b>1,502,898</b>	<b>1,502,898</b>	<b>0</b>	<b>0</b>	<b>1,502,898</b>
Discount							(43,000)				(47,808)
<b>Amount from general rates</b>							<b>1,459,898</b>				<b>1,455,090.91</b>
Rates Written Off		0	0	0	0	0	0	0	0	0	(117)
Ex-gratia rates		0	0	0	0	0	4,000	3,967	0	0	3,967
<b>Total general rates</b>							<b>1,463,898</b>				<b>1,458,941</b>

**KEY INFORMATION**

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2021 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
	Transport	\$	\$	\$	\$	\$	\$	\$	\$

Capital acquisitions	Adopted Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Land held for resale - cost	0	0	2,953	2,953
Buildings	490,380	0	72,703	72,703
Furniture and equipment	7,000	0	0	0
Plant and equipment	55,000	0	0	0
Infrastructure - roads	3,239,740	323,965	285,366	(38,599)
Infrastructure - footpaths	63,248	6,323	0	(6,323)
<b>Payments for Capital Acquisitions</b>	<b>3,855,368</b>	<b>330,288</b>	<b>361,022</b>	<b>30,734</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	3,535,296	467,947	203,270	(264,677)
Lease liabilities	0	222,367	222,367	0
Contribution - operations	266,072	(360,026)	(64,616)	295,411
<b>Capital funding total</b>	<b>3,855,368</b>	<b>330,288</b>	<b>361,022</b>	<b>30,734</b>

#### SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

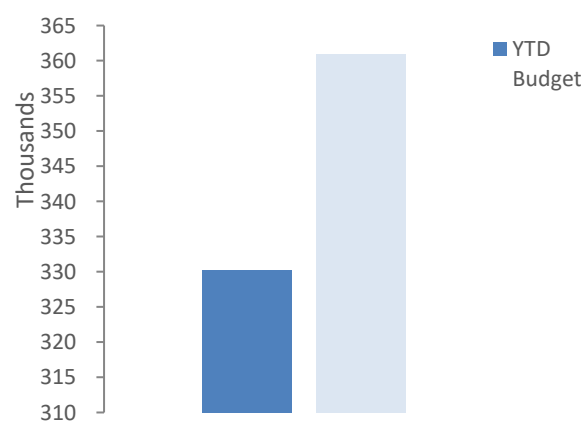
#### Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

#### Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

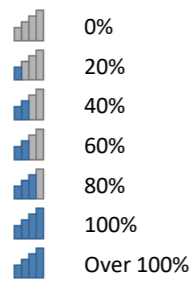
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions





Capital expenditure total  
Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

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

Account Number	Job Number	Balance Sheet Category	Account/Job Description	Adopted		YTD Actual	Variance (Under)/Over
				Budget	YTD Budget		
				\$	\$	\$	\$
<b>Land Held for Resale</b>							
<b>Other Property &amp; Services</b>							
E14761		511	Land Held for Resale - Industrial Estate & Lot 801	0	0	(2,953)	(2,953)
<b>Total - Other Property &amp; Services</b>				<b>0</b>	<b>0</b>	<b>(2,953)</b>	<b>(2,953)</b>
<b>Total - Land Held for Resale</b>				<b>0</b>	<b>0</b>	<b>(2,953)</b>	<b>(2,953)</b>
<b>Buildings</b>							
<b>Law, Order &amp; Public Safety</b>							
E05111		521	Fire Station - New Toilet and Change Room	0	0	(9,964)	(9,964)
<b>Total - Law, Order &amp; Public Safety</b>				<b>0</b>	<b>0</b>	<b>(9,964)</b>	<b>(9,964)</b>
<b>Recreation And Culture</b>							
E11383	WCC231	521	Wandering Community Centre Construction - Water Tanks DWER	0	0	(11,896)	(11,896)
E11383	WCC233	521	Wandering Community Centre Construction - New Veranda Grant	(120,000)	0	(48,992)	(48,992)
E11383	WCC234	521	Wandering Community Centre Upgrade - Ktichen Upgrade Grant I	(370,380)	0	(1,851)	(1,851)
<b>Total - Recreation And Culture</b>				<b>(490,380)</b>	<b>0</b>	<b>(62,739)</b>	<b>(62,739)</b>
<b>Total - Buildings</b>				<b>(490,380)</b>	<b>0</b>	<b>(72,703)</b>	<b>(72,703)</b>
<b>Plant &amp; Equipment</b>							
<b>Transport</b>							
E12360		525	Purchase Plant & Equipment	(55,000)	0	0	0
<b>Total - Transport</b>				<b>(55,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total - Plant &amp; Equipment</b>				<b>(55,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Furniture &amp; Equipment</b>							
<b>Governance</b>							
E04116		523	Purchase Furniture & Equipment	(7,000)	0	0	0
<b>Total - Governance</b>				<b>(7,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total - Furniture &amp; Equipment</b>				<b>(7,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Infrastructure - Roads</b>							
<b>Transport</b>							
E12101	RRSP241	541	Bridge Upgrade Culverts (0425)	(582,000)	(58,199)	0	58,199
E12102	RRG233	541	RRG - Kubbine Road - Gravel Resheeting - SLK 0.0 -6.16	0	0	(26,830)	(26,830)
E12102	RRG241	541	York Williams Road- SLK21.75-26.71 Bitumen Seal	(860,505)	(86,050)	(89,884)	(3,834)
E12103	R2R232	541	R2R - Wandering Pingelly Road , Bridge 0424A over Biberkine Bro	(234,551)	(23,455)	0	23,455
E12103	R2R234	541	R2R-Kubbine Road - Gravel Resheet	0	0	(18,091)	(18,091)
E12103	R2R241	541	Drainage Repairs down hill Wandoo Crescent	(43,376)	(4,336)	(51,774)	(47,438)
E12103	R2R242	541	Bridge Repairs	(61,734)	(6,173)	0	6,173
E12104	BS241	541	York Williams Road -Intersection Seal on north Approach SLK 8.75	(169,323)	(16,931)	0	16,931
E12105	WSFN231	541	North Bannister Wandering - Rd SLK 9.1 -22.0 - project developm	(29,948)	(2,994)	(42,048)	(39,054)
E12105	WSFN232	541	Wandering Narrogin Rd SLK 2.35 - 6.15 - project development fun	(8,656)	(865)	(41,144)	(40,279)
E12105	WSFN233	541	Wandering Pingelly Rd SLK 3.90 - 19.10 - project development fur	(72,767)	(7,276)	(15,595)	(8,319)
E12105	WSFN241	541	North Bannister Wandering Road-Upgrade and Overlay Pavement	(1,101,343)	(110,134)	0	110,134
E12105	WSFN242	541	WSFN North Bannister Wandering Road - Replace and Upgrade Ci	(75,537)	(7,552)	0	7,552
<b>Total - Transport</b>				<b>(3,239,740)</b>	<b>(323,965)</b>	<b>(285,366)</b>	<b>38,599</b>
<b>Total - Infrastructure - Roads</b>				<b>(3,239,740)</b>	<b>(323,965)</b>	<b>(285,366)</b>	<b>38,599</b>
<b>Infrastructure - Footpaths</b>							
<b>Transport</b>							
E12140	BN01	543	Blke Network-Gnowing Street 185m new Path	(63,248)	(6,323)	0	6,323
<b>Total - Transport</b>				<b>(63,248)</b>	<b>(6,323)</b>	<b>0</b>	<b>6,323</b>
<b>Total - Infrastructure - Footpaths</b>				<b>(63,248)</b>	<b>(6,323)</b>	<b>0</b>	<b>6,323</b>
<b>Grand Total</b>				<b>(3,855,368)</b>	<b>(330,288)</b>	<b>(361,022)</b>	<b>(30,734)</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2023**

**FINANCING ACTIVITIES  
NOTE 7  
BORROWINGS**

**Repayments - borrowings**

Information on borrowings			New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
Particulars	Loan No.	1 July 2023	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Community amenities</b>														
Industrial Estate Development	1	75,542	0	0	0	(1,483)	(4,570)	(4,570)	74,059	70,972	70,972	(881)	(3,302)	(3,302)
<b>Total</b>		75,542	0	0	0	(1,483)	(4,570)	(4,570)	74,059	70,972	70,972	(881)	(3,302)	(3,302)
Current borrowings		4,570							3,087					
Non-current borrowings		70,972							70,972					
		75,542							74,059					

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2023, nor is it expected to have unspent funds as at 30th June 2024.

**KEY INFORMATION**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2023**

**FINANCING ACTIVITIES  
NOTE 8  
LEASE LIABILITIES**

**Movement in carrying amounts**

Information on leases			New Leases			Principal Repayments			Principal Outstanding			Interest Repayments		
Particulars	Lease No.	1 July 2023	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Transport</b>														
JCB Excavator	1	0	222,367	0	0	0	0	0	222,367	0	0	0	0	0
<b>Total</b>		0	222,367	0	0	0	0	0	222,367	0	0	0	0	0
Current lease liabilities		0							29,659					
Non-current lease liabilities		0							192,708					
		0							222,367					

All lease repayments were financed by general purpose revenue.

The Shire does not have any lease liabilities to report.

**KEY INFORMATION**

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2023**

**OPERATING ACTIVITIES  
NOTE 9  
RESERVE ACCOUNTS**

**Reserve accounts**

<b>Reserve name</b>	<b>Opening Balance</b>	<b>Budget Interest Earned</b>	<b>Actual Interest Earned</b>	<b>Budget Transfers In (+)</b>	<b>Actual Transfers In (+)</b>	<b>Budget Transfers Out (-)</b>	<b>Actual Transfers Out (-)</b>	<b>Budget Closing Balance</b>	<b>Actual YTD Closing Balance</b>
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by Council</b>									
Leave reserve	16,364.70	129.00	79.21	5,000.00	0.00	0.00	0.00	21,493.70	16,443.91
Land & building reserve	253,164.86	1,996.00	1,225.31	0.00	0.00	0.00	0.00	255,160.86	254,390.17
Plant replacement reserve	135,588.37	1,069.00	656.28	348,378.00	0.00	0.00	0.00	485,035.37	136,244.65
Office equipment reserve	40,335.67	318.00	195.23	0.00	0.00	0.00	0.00	40,653.67	40,530.90
Fuel facility reserve	85,352.65	673.00	413.12	16,000.00	0.00	0.00	0.00	102,025.65	85,765.77
WSFN Funding reserve	40,000.00	0.00	0.00	315.00	0.00	0.00	0.00	40,315.00	40,000.00
	<b>570,806.25</b>	<b>4,185.00</b>	<b>2,569.15</b>	<b>369,693.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>944,684.25</b>	<b>573,375.40</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2023**

**NOTE 10  
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL/JOB Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption						0
			Opening Surplus(Deficit)			(13,507)	(13,507)
				0	0	(13,507)	(13,507)

### 13.2 Accounts for Payment October 2023

<b>File Reference:</b>	<b>N/A</b>
<b>Location:</b>	<b>N/A</b>
<b>Applicant:</b>	<b>N/A</b>
<b>Author:</b>	<b>Alan Hart – Chief Executive Officer</b>
<b>Authorising Officer</b>	<b>Alan Hart – Chief Executive Officer</b>
<b>Date:</b>	<b>October 2023</b>
<b>Disclosure of Interest:</b>	<b>N/A</b>
<b>Attachments:</b>	<b>Payment Listing and Credit Card Statement October 2023</b>
<b>Previous Reference:</b>	<b>Nil</b>

**Summary:**

Council to note payments of accounts as presented.

**Background:**

The schedule of accounts is included as an attachment for Council information.

**Comment:**

If you have any questions regarding payments in the listing please contact the office prior to the Council meeting.

**Consultation:**

There has been no consultation.

**Statutory Environment:**

Section 12 of the *Local Government (Financial Management) Regulations 1996* states that

- 12 (1) A list of creditors is to be compiled for each month showing –
- (a) The payee’s name;
  - (b) The amount of the payment;
  - (c) Sufficient information to identify to transaction; and
  - (d) The date of the meeting of the council to which the list is to be presented.

**Policy Implications:**

There are no policy implications.

**Financial Implications:**

There are no financial implications.

**Strategic Implications:**

**Improve Our Financial Position**

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> <li>• Improve accountability and transparency</li> <li>• Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs</li> <li>• Prudently manage our financial resources to ensure value for money</li> <li>• Reduce reliance on operational grants</li> </ul>

**Sustainability Implications:**

- Environmental: There are no known significant environmental considerations.
- Economic: There are no known significant economic considerations.
- Social: There are no known significant social considerations.

**Risk Implications:**

Nil.

**Voting Requirements:**

Simple Majority

**Shire of Wandering**

**Certificate of Expenditure – 31 October 2023**

This Schedule of Accounts to be passed for payment covering:

Payment Method	Cheque/EFT/DD Number	Amount
<b>Municipal Fund:</b>		
Electronic Funds Transfers	EFT8600 – EFT8686	\$265,670.36
Direct Debits	DD4513.1 – DD4527.9	\$ 19,727.90
Cheques	-	Nil
	<b>TOTAL</b>	<b>\$285,398.26</b>

to the Municipal and Trust Accounts, totalling \$285,398.26 which were submitted to each member of the Council on 16 November 2023, have been checked and fully supported by vouchers and invoices which are submitted herewith, have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings.

Alan Hart  
Chief Executive Officer

**Officer Recommendation:**

**That in accordance with section 13 of the Financial Management Regulations of the *Local Government Act 1995* and in accordance with delegation, payment of Municipal Fund vouchers, Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$285,398.26 (attached) be noted as approved for payment and credit card statement be noted.**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

Carried

For/Against: Cr Turton  Cr Little  Cr Cowan  Cr Hansen  Cr Jennings  Cr Price  Cr Watts

**Shire of Wandering**  
**List of Accounts for Payments for October 2023**

Chq/EFT	Date	Name	Description	Amount	Amount
<b>EFT8600</b>	<b>06/10/2023</b>	<b>AMPAC</b>	<b>Debt collections costs - Aug 2023</b>		<b>-\$ 1,748.14</b>
99259	11/08/2023	AMPAC	Debt collections costs - Aug 2023, Debt collections costs - Aug 2023	\$ 1,434.64	
99521	31/08/2023	AMPAC	Debt collections costs 30 August 2023	\$ 313.50	
<b>EFT8601</b>	<b>06/10/2023</b>	<b>Allwest Plant Hire</b>	<b>Hire of Multi tyre Roller</b>		<b>-\$ 6,325.00</b>
32709	31/08/2023	Allwest Plant Hire	Hire of Multi tyre Roller 16/8-31/8/2023 & 1/8-15/8/2023,	\$ 6,325.00	
<b>EFT8602</b>	<b>06/10/2023</b>	<b>Armadale Mower World &amp; Service Co</b>	<b>Pulleys</b>		<b>-\$ 297.27</b>
60976/13	31/08/2023	Armadale Mower World & Service Co	Snipper Cord	\$ 99.00	
61002/4	05/09/2023	Armadale Mower World & Service Co	Pulleys	\$ 198.27	
<b>EFT8603</b>	<b>06/10/2023</b>	<b>Avon Waste</b>	<b>Transfer Station general waste bins</b>		<b>-\$ 4,727.79</b>
58109	31/08/2023	Avon Waste	Domestic & commercial general waste services, Fuel facility bin, North Bannister bins, 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, Building waste bin hire	\$ 4,727.79	
<b>EFT8604</b>	<b>06/10/2023</b>	<b>Best Office Systems</b>	<b>Copier contract - CRC Aug 2023</b>		<b>-\$ 201.50</b>
621574	12/09/2023	Best Office Systems	Travel	\$ 82.50	
621679	14/09/2023	Best Office Systems	Copier contract - CRC - Riicoh TYpe W stall refill x 4	\$ 119.00	
<b>EFT8605</b>	<b>06/10/2023</b>	<b>Bob Waddell &amp; Associates</b>	<b>Prepare monthly financial statements - Assist with 2022/23 annual financial</b>		<b>-\$ 4,083.75</b>
3551	18/09/2023	Bob Waddell & Associates	Prepare monthly financial statements	\$ 4,083.75	
<b>EFT8606</b>	<b>06/10/2023</b>	<b>Boddington News</b>	<b>Boddington News Edition # 6 Copies</b>		<b>-\$ 18.00</b>
53	15/09/2023	Boddington News	Boddington News Edition # 6 Copies	\$ 9.00	
61	29/09/2023	Boddington News	Boddington News Edition #721	\$ 9.00	
<b>EFT8607</b>	<b>06/10/2023</b>	<b>Boral Construction Materials</b>	<b>IBC of Emulsion</b>		<b>-\$ 2,123.00</b>
17732595	31/08/2023	Boral Construction Materials	IBC of Emulsion, 1 tonne bag of pre mix	\$ 2,123.00	
<b>EFT8608</b>	<b>06/10/2023</b>	<b>Business Base WA</b>	<b>Orion Screen 1500x1500 Charcoal Fabric with white frame</b>		<b>-\$ 549.00</b>



**Shire of Wandering**  
**List of Accounts for Payments for October 2023**

Chq/EFT	Date	Name	Description	Amount	Amount
25010	22/09/2023	Business Base WA	Orion Screen 1500x1500 Charcoal Fabric with white frame, Orion Screen Foot, Standard Pin board 1500 x 900, Trim /Cap White	\$ 549.00	
<b>EFT8609</b>	<b>06/10/2023</b>	<b>Cemeteries &amp; Crematoria Association of WA</b>	<b>Ordinary Membership 2023-2024</b>		<b>-\$ 130.00</b>
1563	21/08/2023	Cemeteries & Crematoria Association of WA	Ordinary Membership 2023-2024	\$ 130.00	
<b>EFT8610</b>	<b>06/10/2023</b>	<b>Child Support Agency</b>	<b>Payroll deductions</b>		<b>-\$ 119.36</b>
DEDUCTION	26/09/2023	Child Support Agency	Payroll Deduction	\$ 119.36	
<b>EFT8611</b>	<b>06/10/2023</b>	<b>Cr Gillian Hansen</b>	<b>Councillor allowances Meeting allowance Sept 2023</b>		<b>-\$ 894.99</b>
QTR SEPT 2023	30/09/2023	Cr Gillian Hansen	Councillor allowances Meeting allowance Sept 2023, IT allowance	\$ 894.99	
<b>EFT8612</b>	<b>06/10/2023</b>	<b>Dunnings Fuel</b>	<b>Diesel &amp; UPL Delevered 11 Sept 2023</b>		<b>-\$ 63,029.60</b>
941634	11/09/2023	Dunnings Fuel	Diesel, ULP	\$63,029.60	

**Shire of Wandering**  
**List of Accounts for Payments for October 2023**

Chq/EFT	Date	Name	Description	Amount	Amount
<b>EFT8613</b>	<b>06/10/2023</b>	<b>Focus Networks</b>	<b>Managed Proactive Service - Network Devices</b>		<b>-\$ 3,587.10</b>
10249	30/08/2023	Focus Networks	Managed Firewall Service Sonicwall TZ270, SSL VPN Five Licences Monthly, Managed Proactive Service-Managed Computer, Managed Proactive Service - Server, Managed Proactive Service - Network Devices, Email Protection Service-Monthly Fee, Hosted Anti-Virus Corporate-Pre Computer Monthly Fee, DUO Multi-Factor Authentication Licence-Monthly Fee	\$ 616.00	
13462	04/09/2023	Focus Networks	Managed Proactive Service-Managed Computer, Managed Proactive Service - Server, Managed Proactive Service - Network Devices	\$ 2,036.10	
10239	06/09/2023	Focus Networks	Implement a new password policy for all users that complies with OAG standards	\$ 935.00	
<b>EFT8614</b>	<b>06/10/2023</b>	<b>Graeme Parsons</b>	<b>Councillor allowances Deputy President's allowance - QTR Sept 2023</b>		<b>-\$ 894.99</b>
QTR SEPT 2023	30/09/2023	Graeme Parsons	Meeting allowance, IT allowance	\$ 894.99	
<b>EFT8615</b>	<b>06/10/2023</b>	<b>Hersey Safety</b>	<b>10 tie down straps</b>		<b>-\$ 1,294.69</b>
48556	07/09/2023	Hersey Safety	12 Rigger M Gloves, 12 Rigger L Gloves, 12 Stinga size 8 Gloves, 12 Saftey Glasses, 3/4 inch breaker bar, 25 cutoff discs, 5 bannister brushes, 10 tie down straps, 2 tape measures, tyre repair kit, funnel, lifting strap 3T, Delivery, Garden Spade	\$ 1,294.69	
<b>EFT8616</b>	<b>06/10/2023</b>	<b>IT Vision</b>	<b>Synergysoft Loans Module and Annual Licence Fee</b>		<b>-\$ 3,248.42</b>
39001	30/08/2023	IT Vision	Synergysoft Loans Module and Annual Licence Fee	\$ 3,248.42	
<b>EFT8617</b>	<b>06/10/2023</b>	<b>Ian Turton</b>	<b>Councillor allowances President's allowance - Sept 2023</b>		<b>-\$ 2,773.74</b>
QTR SEPT 2023	30/09/2023	Ian Turton	Councillor allowances President's allowance - Sept 2023, Meeting allowance, IT allowance	\$ 2,773.74	

**Shire of Wandering**  
**List of Accounts for Payments for October 2023**

Chq/EFT	Date	Name	Description	Amount	Amount
<b>EFT8618</b>	<b>06/10/2023</b>	<b>Intergrated Positioning Systems Pty Ltd</b>	<b>Feature survey and design</b>		<b>-\$ 81,558.40</b>
1108	01/09/2023	Intergrated Positioning Systems Pty Ltd	Feature survey and design, Feature survey and design, Feature survey and design	\$81,558.40	
<b>EFT8619</b>	<b>06/10/2023</b>	<b>Jozef Majko</b>	<b>Payroll deductions</b>		<b>-\$ 676.17</b>
105	07/09/2023	Jozef Majko	Water Usage 20 Down St - 5 July - 6 Sep 2023	\$ 76.17	
DEDUCTION	26/09/2023	Jozef Majko	Payroll Deduction	\$ 600.00	
<b>EFT8620</b>	<b>06/10/2023</b>	<b>Ken Rasmussen</b>	<b>Refund of Town Planning Bond</b>		<b>-\$ 1,000.00</b>
3489	05/10/2023	Ken Rasmussen	Refund of Town Planning Bond	\$ 1,000.00	
<b>EFT8621</b>	<b>06/10/2023</b>	<b>Landgate</b>	<b>Online shop September 2023</b>		<b>-\$ 30.50</b>
1313435	01/09/2023	Landgate	Copy of Certificates of Title	\$ 30.50	
<b>EFT8622</b>	<b>06/10/2023</b>	<b>Lotex Filter Cleaning Service</b>	<b>Filter Cleaning</b>		<b>-\$ 452.37</b>
9444	10/08/2023	Lotex Filter Cleaning Service	Filter Cleaning, Filter Cleaning, Filter Cleaning, Filter Cleaning	\$ 452.37	
<b>EFT8623</b>	<b>06/10/2023</b>	<b>Maxwell Watts</b>	<b>Councillor allowances allowance - Sept 2023</b>		<b>-\$ 1,206.24</b>
QTR SEPT 2023	30/09/2023	Maxwell Watts	Councillor allowances Meeting allowance, It Telecommunication	\$ 1,206.24	
<b>EFT8624</b>	<b>06/10/2023</b>	<b>Mcleods</b>	<b>Settlement for Subdivision: Lot 9001 Ferguson Way Wandering DP75227</b>		<b>-\$ 179.85</b>
131784	31/08/2023	Mcleods	Settlement for Subdivision: Lot 9001 Ferguson Way Wandering DP75227	\$ 179.85	
<b>EFT8625</b>	<b>06/10/2023</b>	<b>N Ewen Rural Services</b>	<b>172LM of vermin proof 1.8m with aprob</b>		<b>-\$ 8,052.26</b>
88	23/09/2023	N Ewen Rural Services	172LM of vermin proof 1.8m with aprob	\$ 6,500.00	
76718	29/09/2023	N Ewen Rural Services	172LM of vermin proof 1.8m with aprob	\$ 1,552.26	
<b>EFT8626</b>	<b>06/10/2023</b>	<b>Narrogin Elders Rural Services</b>	<b>Reserves Expenses GEN</b>		<b>-\$ 1,886.50</b>
3390	31/08/2023	Narrogin Elders Rural Services	Glyphosate, Wetter, Metsulfuron Methyl	\$ 1,886.50	

**Shire of Wandering**  
**List of Accounts for Payments for October 2023**

Chq/EFT	Date	Name	Description	Amount	Amount
<b>EFT8627</b>	<b>06/10/2023</b>	<b>Paul Treasure</b>	<b>Councillor allowances allowance - Sept 2023</b>		<b>-\$ 1,456.24</b>
QTR SEPT 2023	30/09/2023	Paul Treasure	Councillor allowances, Meeting allowance, IT allowance, Deputy President	\$ 1,456.24	
<b>EFT8628</b>	<b>06/10/2023</b>	<b>Pyke Plumbing and Gas Pty Ltd</b>	<b>Backflow Test Depot</b>		<b>-\$ 220.00</b>
146	15/09/2023	Pyke Plumbing and Gas Pty Ltd	Backflow Test Depot	\$ 220.00	
<b>EFT8629</b>	<b>06/10/2023</b>	<b>RingCentral</b>	<b>Phone system Administration September 2023</b>		<b>-\$ 662.00</b>
653849	06/09/2023	RingCentral	Phone system Administration, Phone system Harvest Ban Line, Phone system Council Chambers, Phone system Engineering and Works, Phone system CRC	\$ 662.00	
<b>EFT8630</b>	<b>06/10/2023</b>	<b>Sheryl Little</b>	<b>Councillor allowances allowance - Sept 2023</b>		<b>-\$ 994.99</b>
3462	27/09/2023	Sheryl Little	Refund of Nomination Fee	\$ 100.00	
QTR SEPT 2023	30/09/2023	Sheryl Little	Councillor allowances, Meeting allowance, Councillor allowances, Meeting allowance	\$ 894.99	
<b>EFT8631</b>	<b>06/10/2023</b>	<b>Shire of Narrogin</b>	<b>Workshop - Customer Service - AH and TW</b>		<b>-\$ 440.00</b>
78405931	28/08/2023	Shire of Narrogin	Workshop - Customer Service - AH and TW	\$ 440.00	
<b>EFT8632</b>	<b>06/10/2023</b>	<b>Shire of Wandering Christmas Club</b>	<b>Payroll deductions</b>		<b>-\$ 260.00</b>
DEDUCTION	26/09/2023	Shire of Wandering Christmas Club	Payroll Deduction	\$ 260.00	
<b>EFT8633</b>	<b>06/10/2023</b>	<b>Shire of Wandering Petty Cash</b>	<b>Petty Cash - 1 Sept - 2 October 2023</b>		<b>-\$ 461.95</b>
1SEPT- 2OCT2023	02/10/2023	Shire of Wandering Petty Cash	Bunnings - CRC Supplies, Bunnings - Toilet Watts St, Spudshed /Coles CRC - Milk, COles - Batery / Sugar, Kmart - CRC Fathers Day, Coles - Kmart - CRC Fathers Day, Coles - CRC, Coles - CRC Community Breakfast, Coles - CRC Community Breakfast, Coles - CRC Cafe	\$ 461.95	
<b>EFT8634</b>	<b>06/10/2023</b>	<b>Shire of Wandering Staff Lotto</b>	<b>Payroll deductions</b>		<b>-\$ 85.00</b>
DEDUCTION	26/09/2023	Shire of Wandering Staff Lotto	Payroll Deduction	\$ 85.00	
<b>EFT8635</b>	<b>06/10/2023</b>	<b>Startrack Express</b>	<b>Postage Expenses GEN</b>		<b>-\$ 66.91</b>
20000035517	28/09/2023	Startrack Express	Postage Expenses GEN 20.9 & 27.9.2023	\$ 66.91	
<b>EFT8636</b>	<b>06/10/2023</b>	<b>Traffic Force</b>	<b>Traffic Management Plan Wandering Camp Out Weekend</b>		<b>-\$ 2,338.60</b>
34090	18/08/2023	Traffic Force	Traffic Management Plan Wandering Camp Out Weekend	\$ 2,338.60	
<b>EFT8637</b>	<b>06/10/2023</b>	<b>Truckline</b>	<b>Brake Parts</b>		<b>-\$ 3,144.04</b>

**Shire of Wandering**  
**List of Accounts for Payments for October 2023**

Chq/EFT	Date	Name	Description	Amount	Amount
8777925	13/09/2023	Truckline	Brake Parts	\$ 3,144.04	
<b>EFT8638</b>	<b>06/10/2023</b>	<b>WALGA</b>	<b>WALGA 2023 Local Government Convention - Shire President</b>		<b>-\$ 1,296.00</b>
6968	06/09/2023	WALGA	WALGA 2023 Local Government Convention - Shire President	\$ 1,296.00	
<b>EFT8639</b>	<b>06/10/2023</b>	<b>WD Auto Repairs</b>	<b>supply and fit 245/70/16 yokohama tyres</b>		<b>-\$ 1,338.08</b>
1361	19/09/2023	WD Auto Repairs	supply and fit 245/70/16 yokohama tyres, tyre disposal, wheel alignment	\$ 1,338.08	
<b>EFT8640</b>	<b>06/10/2023</b>	<b>Wandering Annual Fair</b>	<b>Community Financial Assistance Grants 2023</b>		<b>-\$ 2,000.00</b>
3464	29/09/2023	Wandering Annual Fair	Community Financial Assistance Grants 2023	\$ 2,000.00	
<b>EFT8641</b>	<b>06/10/2023</b>	<b>Wandering HVAC</b>	<b>Move and resintall data points</b>		<b>-\$ 4,279.93</b>
04078	20/09/2023	Wandering HVAC	Move and resintall data points	\$ 3,296.52	
40789	20/09/2023	Wandering HVAC	Repairs to kitchen downlights, repair and install data points for main desk and centrelink	\$ 983.41	
<b>EFT8642</b>	<b>06/10/2023</b>	<b>Wandering Lions Club</b>	<b>mini cakes</b>		<b>-\$ 75.00</b>
210923	21/09/2023	Wandering Lions Club	mini cakes	\$ 75.00	
<b>EFT8643</b>	<b>06/10/2023</b>	<b>Wandering Primary School</b>	<b>Donation to End of Year Book Prize</b>		<b>-\$ 40.00</b>
3473	03/10/2023	Wandering Primary School	Donation to End of Year Book Prize	\$ 40.00	
<b>EFT8644</b>	<b>06/10/2023</b>	<b>Wandering Primary School P &amp; C</b>	<b>Financial Assistance Grant 2023</b>		<b>-\$ 1,000.00</b>
3463	29/09/2023	Wandering Primary School P & C	Financial Assistance Grant 2023	\$ 1,000.00	
<b>EFT8653</b>	<b>25/10/2023</b>	<b>AMPAC</b>	<b>Debt collections costs 20 Sept 2023 Fees</b>		<b>-\$ 55.00</b>
100259	22/09/2023	AMPAC	Debt collections costs 20 Sept 2023 Fees	\$ 55.00	
<b>DD211023.01</b>	<b>21/10/2023</b>	<b>Bankwest</b>	<b>Credit Card</b>		<b>-\$ 1,539.39</b>
100259	22/09/2023	AMPAC	Credit Card September/October 2023	\$ 1,539.39	

**Shire of Wandering**  
**List of Accounts for Payments for October 2023**

Chq/EFT	Date	Name	Description	Amount	Amount
<b>EFT8654</b>	<b>25/10/2023</b>	<b>Allwest Plant Hire</b>	<b>Hire of Multi tyre Roller</b>		<b>-\$ 1,428.87</b>
32950	14/09/2023	Allwest Plant Hire	Hire of Multi tyre Roller ,	\$ 229.87	
32952	14/09/2023	Allwest Plant Hire	Hire of Multi tyre Roller ,	\$ 1,199.00	
<b>EFT8655</b>	<b>25/10/2023</b>	<b>Altus Planning</b>	<b>September 2023</b>		<b>-\$ 1,864.50</b>
3271	03/10/2023	Altus Planning	September 2023	\$ 1,864.50	
<b>EFT8656</b>	<b>25/10/2023</b>	<b>Australian Taxation Office</b>	<b>BAS SEPT 2023</b>		<b>-\$ 9,962.00</b>
BAS SEPT 2023	30/09/2023	Australian Taxation Office	GST on Sales, Group Tax Clearing, Quarterly FBT Instalment, GST on Purchases, Fuel Credits, Rounding	\$ 9,962.00	
<b>EFT8657</b>	<b>25/10/2023</b>	<b>BOC</b>	<b>Container Service 29 Aug - 27 Sept 2</b>		<b>-\$ 31.70</b>
5006189920	28/09/2023	BOC	Container Service Oxygen 29 Aug - 27 Sept 2023, Acetylene, Medical Oxygen	\$ 31.70	
<b>EFT8658</b>	<b>25/10/2023</b>	<b>Bertram B Gray</b>	<b>Rates refund for assessment A447 38 REDGUM COURT WANDERING WA 6308</b>		<b>-\$ 47.35</b>
A447	11/10/2023	Bertram B Gray	Rates refund for assessment A447 38 REDGUM COURT WANDERING WA 6308	\$ 47.35	
<b>EFT8659</b>	<b>25/10/2023</b>	<b>Best Office Systems</b>	<b>Copier contract - CRC B&amp;W Copies 20 AUg - 20 Sept 2023</b>		<b>-\$ 1,846.14</b>
621087	29/08/2023	Best Office Systems	Copier Contract - Shire B&W copies, Colour copies	\$ 365.53	
621985	21/09/2023	Best Office Systems	Copier Contract - B&W copies, Colour copies	\$ 82.50	
622294	27/09/2023	Best Office Systems	Copier Contract - Shire B&W copies, Colour copies	\$ 254.54	
622498	29/09/2023	Best Office Systems	Copier contract - CRC B&W Copies, Colour Copies, Echo - 75% of colour	\$ 1,080.57	
622612	04/10/2023	Best Office Systems	a box A3 paper	\$ 63.00	
<b>EFT8660</b>	<b>25/10/2023</b>	<b>Bob Waddell &amp; Associates</b>	<b>Prepare monthly financial statements Sept 2023</b>		<b>-\$ 2,310.00</b>
3577	02/10/2023	Bob Waddell & Associates	Prepare monthly financial statements	\$ 288.75	
3586	09/10/2023	Bob Waddell & Associates	Prepare monthly financial statements Sept 2023	\$ 1,567.50	
3600	16/10/2023	Bob Waddell & Associates	Prepare monthly financial statements	\$ 453.75	
<b>EFT8661</b>	<b>25/10/2023</b>	<b>Boddington IGA</b>	<b>Councilors Supplies</b>		<b>-\$ 201.87</b>
01.9293	18/09/2023	Boddington IGA	Councilors Supplies, Councilors Supplies	\$ 63.82	
01.6122	17/10/2023	Boddington IGA	Councilors Supplies, Councilors Supplies	\$ 113.54	
01/6360	17/10/2023	Boddington IGA	CRC Cafe	\$ 24.51	

**Shire of Wandering**  
**List of Accounts for Payments for October 2023**

Chq/EFT	Date	Name	Description	Amount	Amount
<b>EFT8662</b>	<b>25/10/2023</b>	<b>Boddington News</b>	<b>Boddington News Edition #722</b>		<b>-\$ 9.00</b>
73	13/10/2023	Boddington News	Boddington News Edition #722	\$ 9.00	
<b>EFT8663</b>	<b>25/10/2023</b>	<b>Ecowater Services</b>	<b>Aquarius Quarterly Service - Admin Building - Routine Maintenance Service 2023</b>		<b>-\$ 401.50</b>
L4733	10/07/2023	Ecowater Services	Aquarius Quarterly Service - Admin Building, Chlorine	\$ 401.50	
<b>EFT8664</b>	<b>25/10/2023</b>	<b>Environmental Machinery Group</b>	<b>Mulching Head repair</b>		<b>-\$ 6,813.06</b>
5644	10/10/2023	Environmental Machinery Group	Mulching Head repair	\$ 6,813.06	
<b>EFT8665</b>	<b>25/10/2023</b>	<b>Focus Networks</b>	<b>Network Infrastructure for Communications Room and Conference Room as Per Quotation</b>		<b>-\$ 7,674.52</b>
13506	19/09/2023	Focus Networks	Managed Computer /Server Services and Support-Rates Services, Managed Computer /Server Services and Support-CRC, Managed Computer /Server Services and Support-Works Admin, Managed Computer /Server Services and Support-General Administration	\$ 506.00	
10305	20/09/2023	Focus Networks	Annual Server Support and Maintenance for HPE DL380 Server	\$ 1,259.50	
10309G	22/09/2023	Focus Networks	Network Infrastructure for Communications Room and Conference Room at Wandering Fire Station	\$ 5,909.02	
<b>EFT8666</b>	<b>25/10/2023</b>	<b>Great Southern Fuel Supplies</b>	<b>Fuel Usage September 2023 - Wd.001</b>		<b>-\$ 241.20</b>
SEPT 2023	30/09/2023	Great Southern Fuel Supplies	WD.001	\$ 241.20	
<b>EFT8667</b>	<b>25/10/2023</b>	<b>JLT</b>	<b>Marine Cargo Insurance Premium</b>		<b>-\$ 330.00</b>
214294	03/07/2023	JLT	Marine Cargo Insurance Premium	\$ 330.00	

**Shire of Wandering**  
**List of Accounts for Payments for October 2023**

Chq/EFT	Date	Name	Description	Amount	Amount
<b>EFT8668</b>	<b>25/10/2023</b>	<b>Jozef Majko</b>	<b>Payroll deductions</b>		<b>-\$ 600.00</b>
DEDUCTION	10/10/2023	Jozef Majko	Payroll Deduction	\$ 600.00	
<b>EFT8669</b>	<b>25/10/2023</b>	<b>Julie Anne Gray</b>	<b>Rates refund for assessment A447 38 REDGUM COURT WANDERING WA 6308</b>		<b>-\$ 47.34</b>
A447	11/10/2023	Julie Anne Gray	Rates refund for assessment A447 38 REDGUM COURT WANDERING WA 6308	\$ 47.34	
<b>EFT8670</b>	<b>25/10/2023</b>	<b>Kleenheat Gas</b>	<b>Cylinder service charge - Community Centre</b>		<b>-\$ 50.05</b>
4535408	01/09/2023	Kleenheat Gas	Cylinder service charge - Community Centre	\$ 50.05	
<b>EFT8671</b>	<b>25/10/2023</b>	<b>LG Best Practices</b>	<b>Rates 101 Course</b>		<b>-\$ 2,598.75</b>
22245	26/09/2023	LG Best Practices	Rates 101 Course	\$ 1,980.00	
22272	30/09/2023	LG Best Practices	Training and Rates Support 2023/24 Financial Year Rates 05 Sept, 11Sept, 12 Sept & 18 Sept 2023	\$ 618.75	
<b>EFT8672</b>	<b>25/10/2023</b>	<b>Local Government Professionals Australia WA</b>	<b>Registration Alan Hart LG Professionals Annual Conference 8- 9 November 2023</b>		<b>-\$ 1,450.00</b>
37305	23/09/2023	Local Government Professionals Australia WA	Registration Alan Hart LG Professionals Annual Conference 8- 9 November 2023,	\$ 1,450.00	
<b>EFT8673</b>	<b>25/10/2023</b>	<b>M2 Technology Group</b>	<b>Quarterly Fee-Onhold Messages, After Hours and Seasonal Messages</b>		<b>-\$ 330.00</b>
109581	03/10/2023	M2 Technology Group	Quarterly Fee-Onhold Messages, After Hours and Seasonal Messages Quarterly	\$ 330.00	
<b>EFT8674</b>	<b>25/10/2023</b>	<b>Moore Australia</b>	<b>2023 Budget, Management Reporting and Fianncial Reporting Templates and Documentation</b>		<b>-\$ 3,234.00</b>
3614	13/06/2023	Moore Australia	2023 Budget, Management Reporting and Fianncial Reporting Templates and Documentation	\$ 3,234.00	



**Shire of Wandering**  
**List of Accounts for Payments for October 2023**

Chq/EFT	Date	Name	Description	Amount	Amount
<b>EFT8675</b>	<b>25/10/2023</b>	<b>Officeworks</b>	<b>Various Office products</b>		<b>-\$ 1,931.73</b>
608819504	02/08/2023	Officeworks	Office supplies, postage, Office stand desk	\$ 308.95	
609324314	30/08/2023	Officeworks	Various Office products, Delivery Fee, Canon Printer & Ink	\$ 732.83	
609658114	19/09/2023	Officeworks	USB Cable, Mouse and Laptop bag, Various kitchen items, Various Stationery & kitchen supplies, Hand towel, Toilet paper, T Bags, Delivery Fee	\$ 608.47	
609765097	26/09/2023	Officeworks	Toilet Pape & UHT milk, Delivery Fee	\$ 281.48	
<b>EFT8676</b>	<b>25/10/2023</b>	<b>Pingelly IGA</b>	<b>Purchase of The West Australian - September 2023 till 3 October 2023</b>		<b>-\$ 278.80</b>
SEPT2023	03/10/2023	Pingelly IGA	Purchase of The West Australian - September 2023 till 3 October 2023	\$ 278.80	
<b>EFT8677</b>	<b>25/10/2023</b>	<b>Resonline</b>	<b>Online Booking System Fee - Caravan Park September 2023</b>		<b>-\$ 242.00</b>
158984	30/09/2023	Resonline	Online Booking System Fee - Caravan Park September 2023	\$ 242.00	
<b>EFT8678</b>	<b>25/10/2023</b>	<b>Sherrin Rentals</b>	<b>Hire Loader</b>		<b>-\$ 3,687.75</b>
5194702	30/09/2023	Sherrin Rentals	Hire Loader 27 Sept - 30 Sept 2023	\$ 3,687.75	
<b>EFT8679</b>	<b>25/10/2023</b>	<b>Shire of Wandering Christmas Club</b>	<b>Payroll deductions</b>		<b>-\$ 260.00</b>
DEDUCTION	10/10/2023	Shire of Wandering Christmas Club	Payroll Deduction	\$ 260.00	
<b>EFT8680</b>	<b>25/10/2023</b>	<b>Shire of Wandering Staff Lotto</b>	<b>Payroll deductions</b>		<b>-\$ 85.00</b>
DEDUCTION	10/10/2023	Shire of Wandering Staff Lotto	Payroll Deduction	\$ 85.00	
<b>EFT8681</b>	<b>25/10/2023</b>	<b>Steven McLure</b>	<b>Rates refund for assessment A263 110 BLACKBOY GULLY ROAD WANDERING WA 6308</b>		<b>-\$ 642.04</b>
A263	18/10/2023	Steven McLure	Rates refund for assessment A263 110 BLACKBOY GULLY ROAD WANDERING WA 6308	\$ 642.04	
<b>EFT8682</b>	<b>25/10/2023</b>	<b>Training Momentum</b>	<b>HSR training course for Brad Hunt and Helen Herbert</b>		<b>-\$ 1,134.00</b>
869	31/07/2023	Training Momentum	HSR training course for Brad Hunt and Helen Herbert	\$ 1,134.00	
<b>EFT8683</b>	<b>25/10/2023</b>	<b>WA Contract Ranger Services</b>	<b>Contract Ranger Service Labour &amp; travel - 11 Sept, 26 Sept - 27 Sept 2023</b>		<b>-\$ 1,306.25</b>
5048	03/10/2023	WA Contract Ranger Services	Contract Ranger Service Labour & travel - 11 Sept, 26 Sept - 27 Sept 2023	\$ 1,306.25	

**Shire of Wandering**  
**List of Accounts for Payments for October 2023**

Chq/EFT	Date	Name	Description	Amount	Amount
<b>EFT8684</b>	<b>25/10/2023</b>	<b>WALGA</b>	<b>WALGA Association Membership 2020/2024</b>		<b>-\$ 1,100.00</b>
7066	12/09/2023	WALGA	WALGA Association Membership, Procurement Services, Council Connect, Council Connect, Employee Relations Services, Local Laws Services, Governance Services	\$ 1,100.00	
<b>EFT8685</b>	<b>25/10/2023</b>	<b>WD Auto Repairs</b>	<b>New Battery</b>		<b>-\$ 152.60</b>
1360	19/09/2023	WD Auto Repairs	New Battery	\$ 152.60	
<b>EFT8686</b>	<b>25/10/2023</b>	<b>Wandering HVAC</b>	<b>data point in Karl's office</b>		<b>-\$ 536.58</b>
4087	12/10/2023	Wandering HVAC	data point in Karl's office	\$ 536.58	
<b>DD4513.1</b>	<b>10/10/2023</b>	<b>Australian Super</b>	<b>Payroll deductions</b>		<b>-\$ 1,413.48</b>
SUPER	10/10/2023	Australian Super	Payroll Deduction	\$ 1,171.30	
DEDUCTION	10/10/2023	Australian Super	Payroll Deduction	\$ 77.21	
DEDUCTION	10/10/2023	Australian Super	Payroll Deduction	\$ 164.97	
<b>DD4513.2</b>	<b>10/10/2023</b>	<b>Aware Super</b>	<b>Superannuation contributions</b>		<b>-\$ 6,125.65</b>
DEDUCTION	10/10/2023	Aware Super	Payroll Deduction	\$ 1,249.58	
SUPER	10/10/2023	Aware Super	Payroll Deduction	\$ 4,876.07	
<b>DD4513.3</b>	<b>10/10/2023</b>	<b>ANZ OnePath Masterfund</b>	<b>Superannuation contributions</b>		<b>-\$ 248.60</b>
DEDUCTION	10/10/2023	ANZ OnePath Masterfund	Payroll Deduction	\$ 59.19	
SUPER	10/10/2023	ANZ OnePath Masterfund	Payroll Deduction	\$ 189.41	
<b>DD4513.4</b>	<b>10/10/2023</b>	<b>HostPlus Super Fund</b>	<b>Superannuation contributions</b>		<b>-\$ 266.75</b>
DEDUCTION	10/10/2023	HostPlus Super Fund	Payroll Deduction	\$ 63.51	
SUPER	10/10/2023	HostPlus Super Fund	Payroll Deduction	\$ 203.24	
<b>DD4513.5</b>	<b>10/10/2023</b>	<b>AMP Superannuation Savings Trust</b>	<b>Superannuation contributions</b>		<b>-\$ 522.25</b>
DEDUCTION	10/10/2023	AMP Superannuation Savings Trust	Payroll Deduction	\$ 204.28	
SUPER	10/10/2023	AMP Superannuation Savings Trust	Payroll Deduction	\$ 317.97	
<b>DD4513.6</b>	<b>10/10/2023</b>	<b>MLC Masterkey</b>	<b>Superannuation contributions</b>		<b>-\$ 293.07</b>
DEDUCTION	10/10/2023	MLC Masterkey	Payroll Deduction	\$ 69.78	
SUPER	10/10/2023	MLC Masterkey	Payroll Deduction	\$ 223.29	
<b>DD4513.7</b>	<b>10/10/2023</b>	<b>Macquarie Super</b>	<b>Superannuation contributions</b>		<b>-\$ 117.73</b>
SUPER	10/10/2023	Macquarie Super	Payroll Deduction	\$ 117.73	
<b>DD4513.8</b>	<b>10/10/2023</b>	<b>HESTA</b>	<b>Superannuation contributions</b>		<b>-\$ 215.58</b>

**Shire of Wandering**  
**List of Accounts for Payments for October 2023**

Chq/EFT	Date	Name	Description	Amount	Amount
DEDUCTION	10/10/2023	HESTA	Payroll Deduction	\$ 51.33	
SUPER	10/10/2023	HESTA	Payroll Deduction	\$ 164.25	
<b>DD4513.9</b>	<b>10/10/2023</b>	<b>Prime Super</b>	<b>Superannuation contributions</b>		<b>-\$ 283.09</b>
SUPER	10/10/2023	Prime Super	Payroll Deduction	\$ 283.09	
<b>DD4527.1</b>	<b>24/10/2023</b>	<b>Australian Super</b>	<b>Payroll deductions</b>		<b>-\$ 1,413.48</b>
SUPER	24/10/2023	Australian Super	Payroll Deduction	\$ 1,171.30	
DEDUCTION	24/10/2023	Australian Super	Payroll Deduction	\$ 77.21	
DEDUCTION	24/10/2023	Australian Super	Payroll Deduction	\$ 164.97	
<b>DD4527.2</b>	<b>24/10/2023</b>	<b>Aware Super</b>	<b>Superannuation contributions</b>		<b>-\$ 6,664.97</b>
DEDUCTION	24/10/2023	Aware Super	Payroll Deduction	\$ 1,754.34	
SUPER	24/10/2023	Aware Super	Payroll Deduction	\$ 4,910.63	
<b>DD4527.3</b>	<b>24/10/2023</b>	<b>ANZ OnePath Masterfund</b>	<b>Superannuation contributions</b>		<b>-\$ 328.48</b>
DEDUCTION	24/10/2023	ANZ OnePath Masterfund	Payroll Deduction	\$ 78.21	
SUPER	24/10/2023	ANZ OnePath Masterfund	Payroll Deduction	\$ 250.27	
<b>DD4527.4</b>	<b>24/10/2023</b>	<b>HostPlus Super Fund</b>	<b>Superannuation contributions</b>		<b>-\$ 266.75</b>
DEDUCTION	24/10/2023	HostPlus Super Fund	Payroll Deduction	\$ 63.51	
SUPER	24/10/2023	HostPlus Super Fund	Payroll Deduction	\$ 203.24	
<b>DD4527.5</b>	<b>24/10/2023</b>	<b>AMP Superannuation Savings Trust</b>	<b>Superannuation contributions</b>		<b>-\$ 522.25</b>
DEDUCTION	24/10/2023	AMP Superannuation Savings Trust	Payroll Deduction	\$ 204.28	
SUPER	24/10/2023	AMP Superannuation Savings Trust	Payroll Deduction	\$ 317.97	
<b>DD4527.6</b>	<b>24/10/2023</b>	<b>MLC Masterkey</b>	<b>Superannuation contributions</b>		<b>-\$ 293.07</b>
DEDUCTION	24/10/2023	MLC Masterkey	Payroll Deduction	\$ 69.78	
SUPER	24/10/2023	MLC Masterkey	Payroll Deduction	\$ 223.29	

**Shire of Wandering  
List of Accounts for Payments for October 2023**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>	<b>Amount</b>
<b>DD4527.7</b>	<b>24/10/2023</b>	<b>Macquarie Super</b>	<b>Superannuation contributions</b>		<b>-\$ 129.70</b>
SUPER	24/10/2023	Macquarie Super	Payroll Deduction	\$ 129.70	
<b>DD4527.8</b>	<b>24/10/2023</b>	<b>HESTA</b>	<b>Superannuation contributions</b>		<b>-\$ 339.91</b>
DEDUCTION	24/10/2023	HESTA	Payroll Deduction	\$ 80.93	
SUPER	24/10/2023	HESTA	Payroll Deduction	\$ 258.98	
<b>DD4527.9</b>	<b>24/10/2023</b>	<b>Prime Super</b>	<b>Superannuation contributions</b>		<b>-\$ 283.09</b>
SUPER	24/10/2023	Prime Super	Payroll Deduction	\$ 283.09	
<b>TOTAL</b>					<b>-\$285,398.26</b>

**Credit Card Breakdown -September-October 2023**

<b>Date</b>	<b>Supplier</b>	<b>Description</b>	<b>Amount</b>	<b>GST</b>
19/09/2023	Coles	CRC Program Supplies	\$ 205.50	\$ 18.68
22/09/2023	Wandering Tavern	Council Meeting Refreshments	\$ 482.53	\$ 43.87
02/10/2023	Microsoft	Office 365 licence for Project Manager	\$ 109.00	\$ 9.91
03/10/2023	Aussie Broadband	Internet -Shire	\$ 79.00	\$ 7.18
06/10/2023	Shire of Wandering	Licence Plate Change-Works Mgr Vehcile	\$ 31.10	\$ 2.83
09/10/2023	Adobe	Acrobat Licencing	\$ 576.86	\$ 52.44
16/10/2023	Narrogin Pumps	Pool Supplies- 13 Dunmall	\$ 55.00	\$ 5.00
	Bankwest	Bank Fee	\$ 0.40	\$ 0.04
		<b>TOTAL</b>	<b>\$ 1,539.39</b>	<b>\$ 139.94</b>

## **14 Planning and Technical Services**

### **14.1 RAV Request LGA Support Network 4 – Network 6**

<b>File Reference:</b>	<b>12.122.12200</b>
<b>Location:</b>	<b>N/A</b>
<b>Applicant:</b>	<b>Shire of Wandering</b>
<b>Author:</b>	<b>Karl Mickle - Operations Manager</b>
<b>Authorising Officer</b>	<b>Alan Hart – Chief Executive Officer</b>
<b>Date:</b>	<b>6 November 2023</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### **Summary:**

The purpose of this report is to present to Council a request from Heavy Vehicle Services (HVS) To assess and provide HVS with any comments relating to road condition, planning conflicts, development issues etc. that may be impacted by adding the below roads onto the N6 network.

#### **Background:**

An application was submitted to Main Roads Western Australia (HVS) by Warby’s Transport requesting the below named roads be assessed and changed from a network 4 to a network 6.

<b>Dimension Requirements</b>					
<b>Road No.</b>	<b>Road Name</b>	<b>From Location (SLK)</b>	<b>To Location (SLK)</b>	<b>Current Network</b>	<b>Requested Network</b>
4270049	Popanyinning West Rd	Wandering Narrogin Rd (0.00)	Popanyinning West Rd (0.47)	Tandem Drive Network 4	Tandem Drive Network 6
4270055	North Bannister – Wandering Rd	Albany Hwy (0.00)	North Wandering Rd & Wandering - Pingelly Rd (26.16)	Tandem Drive Network 4	Tandem Drive Network 6
4270056	Wandering - Pingelly Rd	North Wandering Rd & North Bannister (0.00)	Wandering Narrogin Rd (20.43)	Tandem Drive Network 4	Tandem Drive Network 6
4270057	Wandering Narrogin Rd	Wandering - Pingelly Rd (0.00)	Popanyinning West Rd (5.73)	Tandem Drive Network 4	Tandem Drive Network 6

#### **Comment:**



The most significant change from network 4 to network 6 is the overall length of the truck increase from 27.5m - 36.5m as shown in the table below mass weight of the truck and trailer from a network 4 to network 6 is the same overall:

Shire Road Hierarchy of roads in question below:

Rd No.	Road Name	Bitumen	Gravel	Total	Road Hierarchy
0049MNT	Popanyinning West Rd	0.47		0.47	Local Distributor (Minor Arterial)
0001MNT	Nth Wandering Rd	11.56	15.79	27.35	Local Distributor (RRG)Type4

If Council does not want a higher Network level on particular roads for any reasons, then they have the option to not support the application. This consultation process precedes the onsite assessment process by HVS staff members, who determine whether the road is suitable for the higher Network level. This assessment process either shows the road as suitable for the higher Network level or highlights those blackspots and deficiencies that are restricting the higher levels to be achieved.

**Main Road combinations and network levels:**

Vehicle Configuration	Common Name	Maximum Length	Maximum Statutory Mass
			Approved Network
	A-Double	≤ 27.5m	88.5t
			Tandem Drive N4
	A-Double	≤ 36.5m	88.5t
			Tandem Drive N6

**Consultation:**  
Nil

**Statutory Environment:**  
The Road Traffic Act 1974, Road Traffic Code 2000, Road Traffic (Vehicle Standards) Regulations 2002 and MRWA Regulations and Policies control the use of heavy vehicles throughout the State.

**Policy Implications:**  
Nil

**Financial Implications:**  
There are no immediate financial implications, however a change in RAV Network Rating for all or part of the road has the potential to reduce the life of the road and increase the maintenance requirements of the road.

**Strategic Implications:**  
Liaising with the State Government vehicle configurations is in line with Council’s strategic direction on Infrastructure (Work with State Government to ensure improvement and integration of our local and state road network and public transport systems).

**Improve the Economic Growth of our Community**

Our Goals	Our Strategies
The agricultural industry continues to be a main economic driver	Maintain our road network to a high standard Encourage new and existing complimentary business to grow
Roads are a critical driver for our Shire	Lobby and build enduring partnerships with key Government Departments to better manage Heavy Vehicles and their impact on local roads

**Sustainability Implications:**

- Environmental: There are no significant environmental implications
- Economic: There are no significant economic implications
- Social: There are no significant social implications

**Risk Implications:**

There are no immediate financial implications, however a change in RAV Network Rating for all or part of the road has, the potential to reduce the life, of the road and increase the maintenance requirements of the road.

Risk Implications -Any amendment to RAV Network Ratings can potentially reduce the life of the road and increase the maintenance requirements of the road, therefore impacting on the Shire of Wandering Asset Management Plan and Long-Term Financial Plan.

**Voting Requirements:**

Simple Majority

**Officer Recommendation:**

**That Council support the request from Warby’s Transport a change the above roads from network 4 to network 6 network, on the grounds that the mass weight of the truck and trailer for a network 4 to network 6 is the same.**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

Carried

For/Against: Cr Turton  Cr Little  Cr Cowan  Cr Hansen  Cr Jennings  Cr Price  Cr Watts



**15. Elected Members Motions of Which Previous Notice Has Been Given**

**16. New Business or Urgent Business Introduced by Decision of the Meeting**

New business of an urgent nature introduced by decision of the meeting. Best practice provides that Council should only consider items that have been included on the Agenda (to allow ample time for Councillors to research prior to the meeting) and which have an Officer Report (to provide the background to the issue and a recommended decision).

**16.1 Elected Members**

**16.2 Officers**

**17. Matters Behind Closed Doors**

**18. Closure of Meeting**

The Presiding Member to declare the meeting closed.