

# SHIRE OF WANDERING

22 Watts Street, Wandering WA 6308  
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www.wandering.wa.gov.au



## *Our Vision:*

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

# ORDINARY MEETING OF COUNCIL

## Agenda 16 September 2021

*Dear Elected Member*

*The next Ordinary Meeting of Council of the Shire of Wandering will be held on 16 September 2021 in the Council Chambers, 22 Watts Street, Wandering, commencing at 3:30pm.*

**BELINDA KNIGHT**  
**CHIEF EXECUTIVE OFFICER**

*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*

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# ORDINARY MEETING OF COUNCIL AGENDA

## 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

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

### Present:

Cr I Turton	Shire President	Cr B Whitely	
Cr G Parsons	Deputy Shire President	Cr M Watts	
Cr J Price			
Cr G Curtis		Belinda Knight	CEO
		Barry Gibbs	EMTS

### Apologies:

Cr P Treasure

## 3. DISCLOSURE OF INTERESTS

### 3.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

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

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

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

#### DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

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

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

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

### 3.2. DISCLOSURE OF FINANCIAL/PROXIMITY INTERESTS

## 4. PUBLIC QUESTION TIME

## 5. APPLICATIONS FOR LEAVE OF ABSENCE

## 6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

### 6.1. ORDINARY MEETING OF COUNCIL HELD - 19/08/2021

#### COUNCIL DECISION

That the Minutes of the Ordinary Meeting of Council held 19/08/2021 be confirmed as a true and correct record of proceedings without amendment.

## 7. ANNOUNCEMENTS BY SHIRE PRESIDENT AND/OR DEPUTY PRESIDENT WITHOUT DISCUSSION

## 8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Ms Helen Morton, Cr David Freebairn will be attending at 3:00pm to update Council on the Pingelly Somerset Alliance Inc "Staying in Place" project.

*It has taken over two years for Helen to develop the model for Staying in Place, to write the business case, and to demonstrate the social, financial, and economic benefits.*

*Central to the model is the development of Pingelly Virtual Village. It has all the benefits of a lifestyle village or retirement village, but allows residents to stay in their very own home.*

*Pingelly Virtual Village came about just when there was a virtual village movement taking place globally. There are over 400 hubs operating in almost every continent, with four of them in Australia. Each hub is different and are made to suit particular needs of each community that they service. However, their commonality lies in supporting older people to live and age well in their own homes.*

*The village is open to all ages and family group. Its aim is to build promotion and positive aging, health, and wellbeing over the life journey and build intergenerational participation, and preventing ageism.*

## 9. REPORTS OF COMMITTEES AND/OR WORKING GROUPS

### 9.1. AUDIT COMMITTEE 19/08/2021

#### COUNCIL DECISION

That Council receives the Minutes of the Audit Committee meeting held 19/08/2021.

#### COMMITTEE RECOMMENDATION – 2021 REGULATION 17 REVIEW

That Council endorse the Audit Committee's recommendation that Council notes the Regulation 17 Review as prepared by Moore Australia, and the actions taken by the CEO.

### 9.2. WANDERING COMMUNITY CENTRE PRECINCT UPGRADE WORKING GROUP – 31/08/2021

No actions requiring Council endorsement.

#### COUNCIL DECISION

That Council receives the Minutes of the Wandering Community Centre Precinct Upgrade Working Group meeting held 31/08/2021.

## 10. CHIEF EXECUTIVE OFFICER'S REPORTS

### 10.1. PROPOSED DRYANDRA WOODLANDS NATIONAL PARK

<b>Proponent</b>	Dept Planning, Lands & Heritage
<b>Location/Address</b>	Portion of State Forest 51, 52 & 53
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	16/09/2021
<b>Previous Reports</b>	22/10/2015
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	11.113.11300:EM622
<b>Attachments</b>	Maps x 2

#### BRIEF SUMMARY

To provide consideration to the Department of Planning, Lands & Heritage on the creation of the Dryandra Woodlands National Park and Class A Nature Reserve.

#### BACKGROUND

These lands were dedicated as State Forest 51, 52 and 53 in accordance with the Forests Act 1918, by a notice published in the Government Gazette on 7 December 1934.

The Minister for Environment requested the creation of class A Dryandra Woodland National Park and two class A Dryandra Woodland nature reserves under the Land Administration Act 1997, these are currently being prepared for due process. Council supported this matter at its meeting of 22/10/2015.

#### STATUTORY/LEGAL IMPLICATIONS

*Land Administration Act 1997*

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Nil

#### STRATEGIC IMPLICATIONS

#### IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY

<b>Our Goals</b>	<b>Our Strategies</b>
<b>Capture tourism opportunities locally</b>	Encourage tourists, longer stays and repeat visitation Provide for and maintain infrastructure that grows tourism

#### CONSULTATION/COMMUNICATION

In progress

#### VOTING REQUIREMENTS

Simple majority

#### OFFICER'S RECOMMENDATION – ITEM 10.1 - PROPOSED DRYANDRA WOODLANDS NATIONAL PARK

That Council supports the creation of the Proposed Dryandra Woodland National Park and Class A Nature Reserves – Case 2100626.

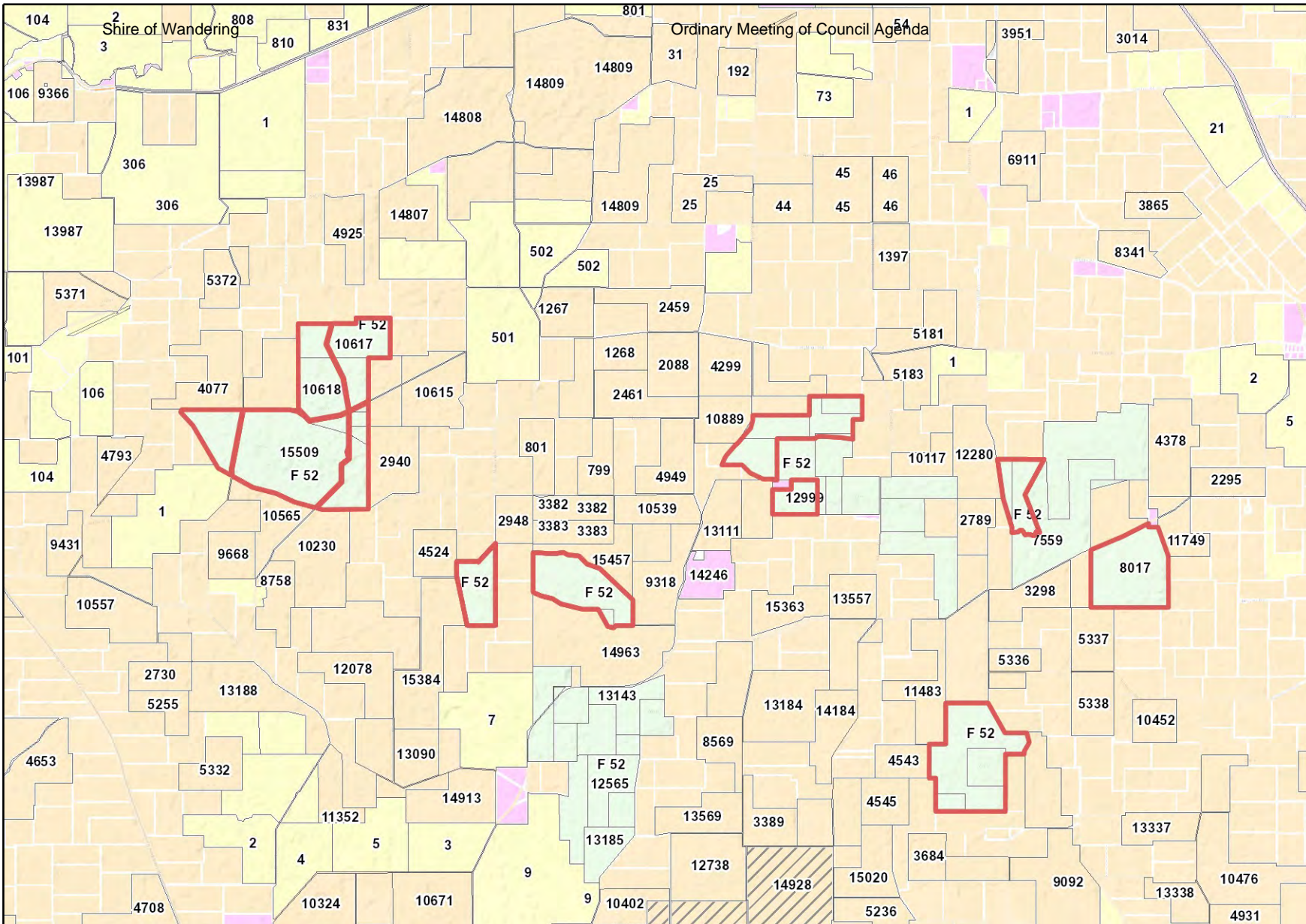
#### AUTHOR'S SIGNATURE:











**Legend**

- Cadastre (View 3)
- Land Tenure Small Scale ALL**
  - State Forest
  - Reserve
- Land Tenure Small Scale 256K**
  - Crown Allotment (Type 2)
  - Lot on Survey (Type 1)
  - Public Road
  - Lease
  - Reserve
- Land Tenure Small Scale 64K**
  - Crown Allotment (Type 2)
  - Lot on Survey (Type 1)
  - Railway
  - Public Road
  - Unallocated Crown Land
  - Reserve
  - Easement

**Notes:**

\* The data that appears on the map may be out of date, not intended to be used at the scale displayed, or subject to license agreements. The map should only be used in matters related to Department of Planning, Lands and Heritage business.

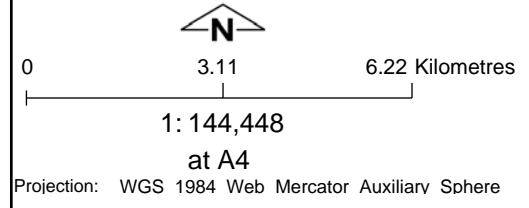
\* This map is not intended for measurement purposes.

Map was produced using DPLH's InQuery.

**Tenure Map- Excisions portion of State Forest 52 for creation of Dryandra Woodlands National Park**

**DPLH BUSINESS USE ONLY**

Internal Spatial Viewer



## 10.2.EXTRAORDINARY ELECTION 2022

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	16/09/2021
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	
<b>Attachments</b>	Extraordinary Election Timetable

### BRIEF SUMMARY

To review Council's options for the vacancy created by the resignation of Cr Price, effective 16/10/2021.

### BACKGROUND

Unfortunately, Cr Price's resignation was not received in time to form part of this election cycle, and an extraordinary election will need to be held.

### STATUTORY/LEGAL IMPLICATIONS

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

**s4.57(2)** *If, at the close of nominations, the number of candidates is less than the number of offices to be filled at the election –*

- (a) *The candidate or candidates is or are elected; and*
- (b) *An extraordinary election is to be held to fill the remaining office or offices as if it or they had become vacant on the day after the close of nominations.*

(3) *If, at the close of nominations for an extraordinary election required under subsection (1) or (2) there are no candidates or the number of candidates is less than the number of offices to be filled at the election, the council may appoint\* to any unfilled office a person who would be eligible to be a candidate for election to the office and who is willing to accept the appointment.*

*\* Absolute majority required.*

- (4) *A person appointed under subsection (3) is to be regarded as having been elected.*

#### **S4.9 Election day for extraordinary election**

- (1) *Any poll needed for an extraordinary election is to be held on a day decided on and fixed –*
  - (a) *by the mayor or president, in writing, if a day has not already been fixed under paragraph (b); or*
  - (b) *by the council at a meeting held within one month after the vacancy occurs, if a day has not already been fixed under paragraph (a).*

(2) *The election day fixed for an extraordinary election is to be a day that allows enough time for the electoral requirements to be complied with but, unless the Electoral Commissioner approves or section 4.10(b) applies, **it cannot be later than 4 months after the vacancy occurs.***

- (3) *If at the end of one month after the vacancy occurs an election day has not been fixed, the CEO is to notify the Electoral Commissioner and the Electoral Commissioner is to –*
  - (a) *fix a day for the holding of the poll that allows enough time for the electoral requirements to be complied with; and*
  - (b) *advise the CEO of the day fixed*

#### **S2.17 Members of council**

- (2) *If the method of filling the office of mayor or president is election by the council, the council is to consist of not less than 6 nor more than 15 councillors of whom –*
  - (a) *one is to hold the office of mayor or president as well as the office of councillor; and*



*(b) another is to hold the office of deputy mayor or deputy president as well as the office of councillor.*

### FINANCIAL IMPLICATIONS

The cost of the Extraordinary Election could be in the order of \$2,000 including election costs and advertising.

### STRATEGIC IMPLICATIONS

#### PROVIDE STRONG LEADERSHIP

Our Goals	Our Strategies	Our Measurement
<b>A well informed Community</b>	Foster Opportunities for connectivity between Council and the Community	Our Community is informed and engaged
<b>We plan for the future and are strategically focused</b>	Ensure accountable, ethical and best practice governance	

### CONSULTATION/COMMUNICATION

To be determined by the outcome of this item.

### COMMENT

The election timetable attached presents the most optimum timing for this election, and avoids the Christmas and New Year period for enrolments and nominations.

### VOTING REQUIREMENTS

Simple Majority

#### **OFFICER'S RECOMMENDATION – ITEM 10.2 - EXTRAORDINARY ELECTION 2022**

That Council set the date for the Extraordinary Election to fill the following vacancy, as Saturday 29<sup>th</sup> January 2022;

- One (1) vacancy for two-year term expiring in 21 October 2023

#### AUTHOR'S SIGNATURE:



## Elections Timetable Template

### Local Government Elections



Enter election date>> 29/01/2022

Note: Please manually adjust dates in the 'Date' column which fall on a public holiday to the next business day.

Days from Polling Day	Election Activities or Events	Relevant Act sections or Regulations	Day	Date
80	Last day for local governments to gain agreement from the Electoral Commissioner to conduct the election (compulsory if intent is to hold a postal election).	LGA s4.20 (2)(3)(4) LGA s4.61 (2)(4)	Wed	10/11/2021
80	A decision for the Electoral Commissioner to conduct the election cannot be rescinded after this day.	LGA s4.20(6) LGA s4.61(5)	Wed	10/11/2021
70 to 56	Between these days, the CEO of the local government is to give Statewide public notice of the closing date and time for elector enrolments.	LGA s4.39(2)	Sat to Sat	20/11/2021 to 4/12/2021
56	Last day for the local government's CEO to advise the Electoral Commissioner of the need to prepare an updated residents roll.	LGA s4.40(1)	Sat	4/12/2021
<b>Close of Rolls</b>	56	Advertising may begin for council nominations from 56 days, and no later than 45 days, before election day.	Sat	4/12/2021
	50	<b>Close of Rolls – 5.00pm</b>	Fri	<b>10/12/2021</b>
<b>Nominations Open</b>	45	Last day for advertisement to be placed calling for council nominations.	Wed	15/12/2021
	44	<b>Nominations Open</b> First day for candidates to lodge completed nomination papers, in the prescribed form, with the Returning Officer. Nominations are open for 8 days.	Thu	<b>16/12/2021</b>
<b>Close of Nominations</b>	38	If a candidate's nomination is withdrawn not later than 4.00pm on this day, the candidate's deposit is to be refunded.	Wed	22/12/2021
	37	<b>Close of Nominations – 4.00pm</b>	Thu	<b>23/12/2021</b>
	36	Last day for the Electoral Commissioner to prepare an updated residents roll for the election. Last day for the local government's CEO to prepare an owners and occupiers roll.	Fri	24/12/2021
	36	Returning Officer to give Statewide public notice of the election as soon as practicable but no later than 19 days before election day.	As soon as practicable	
	22	The preparation of any consolidated roll (combined roll of residents, owners and occupiers) under regulation 18(1) is to be completed on or before this day.	Fri	7/01/2022
	19	Last day for the Returning Officer to give Statewide public notice of the election.	Mon	10/01/2022
<b>Election Day</b>	4	Close of absent voting and close of postal vote applications for 'voting in person' elections – 4.00pm.	Tue	25/01/2022
	1	Close of early voting for 'voting in person' elections – 4.00pm.	Fri	28/01/2022
	0	<b>Election Day</b> Close of poll – 6.00pm.	Sat	<b>29/01/2022</b>

\* All Act sections refer to the *Local Government Act 1995*. All regulations refer to the *Local Government (Elections) Regulations 1997*.

### 10.3. BUILDING FEES – AMENDMENT TO ADOPTED FEES & CHARGES

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	Shire of Wandering
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	16/09/2021
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	
<b>Attachments</b>	Revised Fees & Charges relating to Building

#### BRIEF SUMMARY

To amend adopted Fees and Charges for Building Fees.

#### BACKGROUND

On 01/08/2021 the fees for building works was amended in the *Building Regulations 2012*. The Shire's fees and charges has been amended accordingly (see attached).

#### STATUTORY/LEGAL IMPLICATIONS

*Building Act 2011 & Building Regulations 2012*

#### POLICY IMPLICATIONS

Policy No 8 - Financial Management

#### FINANCIAL IMPLICATIONS

Minor increase in building fees.

#### STRATEGIC IMPLICATIONS

#### PROVIDE STRONG LEADERSHIP

<b>Our Goals</b>	<b>Our Strategies</b>	<b>Our Measurement</b>
<b>We plan for the future and are strategically focused</b>	Ensure accountable, ethical and best practice governance	

#### CONSULTATION/COMMUNICATION

TS Admin Officer – Maureen Mertyn

#### COMMENT

The amendment to these fee will should reduce illegal dumping of waste material in the local bush areas and road side parking bays.

#### VOTING REQUIREMENTS

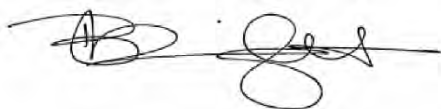
Absolute Majority

#### OFFICER'S RECOMMENDATION – ITEM 10.3 - BUILDING FEES – AMENDMENT TO ADOPTED FEES & CHARGES

That Council amend its 2021/2022 adopted Fees and Charges as per the attached schedule.

**ABSOLUTE MAJORITY**

#### AUTHOR'S SIGNATURE:





BUILDING - TOWN PLANNING - HEALTH (Legislated)		2021/2022
Building (excl-GST)		
<b>All fees &amp; charges relating to Building, Town Planning and Health Fees are adopted pursuant to the Building Act 2011, Planning and Development Act 2005 and Health Act 1911, and the relevant Regulations.</b>		
Building License Application Fee - Certified applications	Class 1 & 10 buildings or incidental structure	0.19% construction value but not less than \$110.00
Building License Application Fee - Certified applications	Class 2 - 9 buildings or incidental structure	0.09% construction value but not less than \$110.00
Building License Application Fee - Certified applications	Minimum fee all classes	\$110.00
Building License Application Fee - Uncertified applications	Class 1 to 10 buildings or incidental structure	0.32% construction value but not less than \$110.00
Building License Application Fee - Uncertified applications	Minimum fee all classes	\$110.00
Building Permit Extension	Application to extend the time during which a building or demolition permit has effect	\$110.00
Demolition	Application for Demolition Permit - All classes	\$110.00
Occupancy Permits	Application for an occupancy permit for a completed building	\$110.00
Occupancy Permits	Application for an occupancy permit for an incomplete building	\$110.00
Occupancy Permits	Application for a replacement occupancy permit for permanent change of the building's use, classification	\$110.00
Occupancy Permits	Application for an occupancy permit for a building in respect of which unauthorised work has been done	0.18% of the estimated value of the building work but not less than \$110.00
Occupancy Permits	Application for a building approval certificate for a building in respect of which unauthorised work has been done	0.38% of the estimated value of the building but not less than \$110.00
Occupancy Permits	Application for building approval certificate for an existing building where unauthorised work has not been done	\$110.00
Occupancy Permits	Application to extend the time during which an occupancy permit or building approval certificate has affect	\$110.00
<b><i>NB - In regards to construction value, the Building Surveyor is to estimate the value, if acceptable evidence is not provided by applicant.</i></b>		
Building Site Refuse Disposal	Allows up to five (5) cubic metres of building rubble (excl asbestos)	\$515.00
Infrastructure Bond	To be charged with all building approvals to cover damage and reinstatement of drainage, curbs and crossovers etc...	\$1,000.00
Administration Inspection Fee	Fee for Council Official to inspect property and community infrastructure to finalise bond	\$104.50
Construction Training Fund Levy	Minimum building cost \$20,000	0.20% construction value
Building Services Levy	Building permit - per application	0.137% of the estimated value of the building work but not less than \$61.65
Building Services Levy	Demolition Permit - per application	0.137% of the estimated value of the building work but not less than \$61.65
Building Services Levy	Occupancy permit for approved building work - per application	\$61.65
Building Services Levy	Occupancy permit for unauthorised building work	0.274% of the estimated value of the building work, but not less than \$123.30
Swimming Pool Inspection Fee - incl-GST	Mandatory Inspection - (max \$57.45 in total over 4 years)	\$58.45
Swimming pool additional inspection fee - incl-GST	upon request	\$63.00
Rural Road Number Application - incl-GST		\$110.00

#### 10.4.DISPOSAL OF LOT 801 P35944 – WATTS STREET, WANDERING

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	
<b>Location/Address</b>	Lot 801 DP35944
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	16/09/2021
<b>Previous Reports</b>	05/08/2021 General Planning Forum – 19/08/2021 (Confidential Item) – 02/09/2021 General Planning Forum
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	A320:PA230
<b>Attachments</b>	Draft Expression of Interest

#### BRIEF SUMMARY

To formalise the disposal process for Lot 801 P35944, Watts Street, Wandering.

#### BACKGROUND

Council has requested the CEO to begin enquiries into the sale of lots 801, 802 and 803 Watts Street, Wandering. At the General Planning Forum of 02/09/2021 this was loosely interpreted as “seeking expressions of interest.”

*It is worth noting that this is not a tender under the Local Government Act 1995, and as such Council will need to comply with s3.58, that is:*

*A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*

*(a) it gives local public notice of the proposed disposition —*

*(i) describing the property concerned; and*

*(ii) giving details of the proposed disposition; and*

*(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and*

*(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*

*(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*

*(a) the names of all other parties concerned; and*

*(b) the consideration to be received by the local government for the disposition; and*

*(c) the market value of the disposition —*

*(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*

*(ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*

A “market value” of the land is not an appraisal, but a full valuation by a licensed Land Valuer.

Lot 802 has the Telstra Exchange on it, and as such will need further advice regarding the disposal of this lot, and Lot 803 is not Lot 803 but Lot 10 D21510.

Lot 801 will require an easement over it for the access to the fuel facility.

A Restrictive caveat to ensure building within a specified period of time also needs to be investigated.

### EXPRESSION OF INTEREST – REIWA DEFINITION

An option to selling property is to invite offers to purchase by a specified time and date. This is typically called For Sale by Expressions of Interest (EOI).

In these instances, a property will generally be on the market for 4-6 weeks to allow potential purchasers to view the property. If they are keen to buy, they can complete an Expression of Interest.

Expressions of Interest will close on a specified day and time, and each potential purchaser will need to put forward their best and final offer (in writing). As well as a price that the purchaser is willing to pay, conditions of sale will also need to be added to the offer, including settlement dates, finance conditions and inclusions and exclusions of the sale.

After EOI's close, it is important to know that any offer can only be shared with the vendor. It cannot be disclosed to any other party, such as other purchasers.

If an acceptable offer is not found by the purchaser, the property may be placed on the market as a private treaty sale or EOI's may be called for again

### STATUTORY/LEGAL IMPLICATIONS

As stated above, and s6.8 *Local Government Act 1995*

*6.8. Expenditure from municipal fund not included in annual budget*

*(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*

*(a) is incurred in a financial year before the adoption of the annual budget by the local government; or*

*(b) is authorised in advance by resolution\*; or*

*(c) is authorised in advance by the mayor or president in an emergency.*

*\* Absolute majority required.*

### POLICY IMPLICATIONS

No Policy applies

### FINANCIAL IMPLICATIONS

The financial implications are estimated to be:

Item	Value
Valuation	\$650.00
Advertising - Sale	
Statewide	\$500.00
Sign	\$500.00
Advertising - Disposal	\$500.00
Legal Fees	
Caveat	\$1,000.00
Settlement	\$1,500.00
Easement	\$1,000.00
<b>TOTAL</b>	<b>\$5,650.00</b>

As there is no budget for this, it will need to be approved prior to the CEO being able to take any action on the matter.

Some of the items above can run concurrently, once the expenditure has been approved.



**STRATEGIC IMPLICATIONS****IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY**

<b>Our Goals</b>	<b>Our Strategies</b>
<b>The agricultural industry continues to be a main economic driver</b>	Encourage new and existing complimentary business to grow
<b>Facilitate increased business opportunities</b>	Support Business Development and facilitate opportunities for startup and growth. Ensure our planning framework & environment supports nimble decision making and gives confidence to developers

**CONSULTATION/COMMUNICATION**

Via General Planning Forum and Council

**COMMENT**

Nothing further.

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION – ITEM 10.4.1 - BUDGET AMENDMENT - DISPOSAL OF LOT 801 P35944 – WATTS STREET, WANDERING**

That Council authorise, pursuant to s6.8(1)(b) of the *Local Government Act 1995* the amount of \$6,000 for the purposes of disposing of Lot 801 P35944, Watts Street, Wandering.

**ABSOLUTE MAJORITY**

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION – ITEM 10.4.2 - DISPOSAL OF LOT 801 P35944 – WATTS STREET, WANDERING**

That Council directs the CEO commence proceedings to offer Lot 801 P35944, Watts Street, Wandering for sale by expressions of interest via State-wide notice and on-site signage for a minimum period of four (4) weeks; subject to:

- a) Caveat being lodged on Title requiring the lot to be developed within 36 months of settlement;
- b) Easement being established to allow continued access to the fuel facility over the constructed driveway;
- c) Compliance with s3.58 of the *Local Government Act 1995*.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION – ITEM 10.4.3 - DISPOSAL OF LOT 802 P35944 & LOT 10 D21510 – WATTS STREET, WANDERING**

That Council defers any proposal to dispose of Lot 802 P35944 and Lot 10 D21510, Watts Street, Wandering, until the proposed sale of Lot 801 P35944 has been finalised.

**AUTHOR'S SIGNATURE:**




# Expression of Interest

## Prime Commercial Land







# Looking for an opportunity to develop commercial land in a great location?

The Shire of Wandering is currently seeking Expressions of Interest for the purchase of a prime commercial lot in the centre of town.

Experienced commercial operators that are committed to the growth and promotion of Wandering are encouraged to consider this opportunity.

The site has main road frontage, next to the Wandering Fuel Facility, and opposite the Shire of Wandering Administration & Post Office, and the Wandering Community Resource Centre.

## About Wandering

The Shire of Wandering is a small rural authority located in the Central South region of the Wheatbelt of Western Australia. Some 120km South East of Perth it is a short yet scenic drive off the Albany Highway to picturesque fields and homes. With an area of 1,955 km<sup>2</sup> it is a cosy farming town with approximately 450 people residing in the Shire and approximately 120 people in the township itself.

The Shire borders the local authorities of Armadale, Serpentine – Jarrahdale, Murray, Boddington, Williams, Cuballing, Pingelly, Brookton and Beverley.

Major agricultural activities include cereal crops (oats, wheat, barley) pulse crops (lupins, chickpeas, faba beans) oil seed (canola), sheep (wool & meat), cattle (meat), pigs and vineyards. Other commercial industries include wineries, timber milling and hay exporting.

A range of local commercial services exist. Services provided include a primary school (with bus services to Boddington for junior high school education). Major sporting facilities include oval (cricket), tennis/basketball/netball courts, badminton courts (inside Community Centre) and golf course (Wandering Golf Club Inc.).

Wandering is within the State electorate of Wagin and Federal electorate of O'Connor.

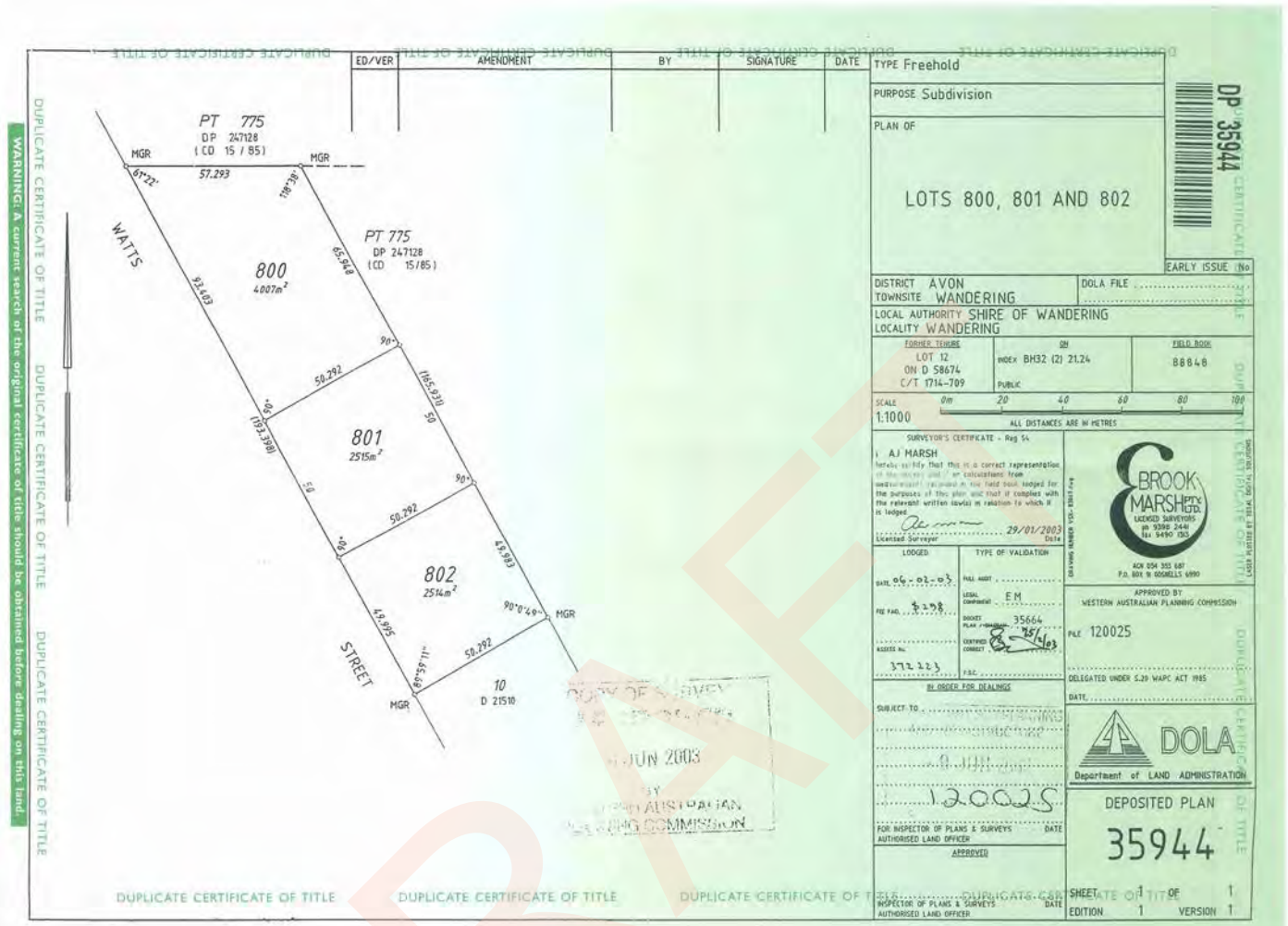
## Our Vision

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



# The land on offer

The land on offer is Lot 801, P35944, Watts Street, Wandering.



## Objectives of the Commercial Zone

- a) to develop the town centre as the principal place for retail, commercial, civic and administrative functions in the district.
- b) to ensure development will not adversely affect local amenities.
- c) to provide for the efficient and safe movement of vehicles (including trucks, buses, and caravans) and pedestrians.
- d) to provide sufficient parking spaces for cars, caravans, and buses without compromising pedestrian movements.
- e) to provide an increased level of public amenities including public toilets, shaded areas, and street furniture.
- f) to provide for expansion of commercial activity to meet future demands.

## Types of Development that Council may consider

Consulting Rooms, Hotel, Motel, Motor Vehicle boat and caravan Sales, Office, Restaurant, Shop, Showroom.

For other uses, please contact the Administration Office.



## **EOI Requirements**

Expressions of interest should address the following items:

### **Detail of use**

- Detail of proposed development of the site, and how this will be complementary to other developments in the main street.
- Estimated operating hours for the proposed development.
- Detail of estimated staff (numbers that would be engaged as a part of the proposal.
- Experience in the operation of the proposed development.
- Financial consideration for purchase of lot.

### **Conditions on purchase**

- Subject to the execution of a definitive and mutually acceptable Offer and Acceptance, the undersigned expresses an interest in purchasing the subject property in accordance with the following terms and conditions:
- Caveat being lodged on Title requiring the lot to be developed within 36 months of settlement;
- Easement being established to allow continued access to the fuel facility over the constructed driveway; and
- Compliance with s3.58 of the Local Government Act 1995.

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

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Financial Consideration (purchase price): \_\_\_\_\_





## Timeline

- 27 September 2021 - Applications Open
- 1 - 31 October 2021 - Site Visits
- 01 November 2021 - Expressions of Interest Close
- 18 November 2021 - Assessment process concludes

## Further Information

For further information please email [ceo@wandering.wa.gov.au](mailto:ceo@wandering.wa.gov.au) or phone 08 9884 1056. All enquiries will be treated as confidential.



## 10.5.STARTRACK FREIGHT DEPOT

<b>Proponent</b>	Star Track Freight Services
<b>Owner</b>	Wandering Smash Repairs
<b>Location/Address</b>	22 Watts Street, Wandering
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	16/09/2021
<b>Previous Reports</b>	16/04/2020
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	
<b>Attachments</b>	Draft Shed Design & Quote (note this expired in May 2020)

### BRIEF SUMMARY

To consider taking over the contact to operate a StarTrack Freight Depot Service within the Shire of Wandering.

### BACKGROUND

April 2020: Joe Townsend who owned and operated Hotham Mechanical approached the Shire of Wandering to consider taking on the StarTrack Freight Depot Service. The Service was originally operating at Wandering Smash Repairs when Joe was working there and when he started his own business as Hotham Mechanical the service moved to that location.

**No action was taken in 2020 due to Wandering Smash Repairs taking over the service.**

September 2021: Shaun Brand, who took over the StarTrack depot from Joe Townsend in 2020, has advised Council and StarTrack that he no longer wishes to continue his association with StarTrack due to the losses incurred in managing the freight service.

The Shire currently operators the Australia Post Service for the community and this freight service could fit well, with our postal service but it would require some capital outlay by the Shire to offer the service to the Wandering Community. Startrack have contacted the CEO and are keen to enter into an agreement with the Shire.

### STATUTORY/LEGAL IMPLICATIONS

*s6.8. Expenditure from municipal fund not included in annual budget*

*(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*

*(a) is incurred in a financial year before the adoption of the annual budget by the local government; or*

*(b) is authorised in advance by resolution\*; or*

*(c) is authorised in advance by the mayor or president in an emergency.*

*\* Absolute majority required.*

### POLICY IMPLICATIONS

No Policy applies.

### FINANCIAL IMPLICATIONS

The commissions on the service should gross approximately \$240 per month. The cost of purchasing an electric pallet jack is in the order of \$2,500 however a manual jack can be purchased for approximately \$500. Staff time is unknown, however as staff are already engaged in the Australia Post function, the operation of the freight depot is seen as an arm of that service, and no additional staff or hours are anticipated to be required.

### SHED CONSTRUCTION:

Slab – estimated to be \$7,500 including earthworks (ex-GST)

Shed - \$9,300 (ex GST)



**STRATEGIC IMPLICATIONS****IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY**

<b>Our Goals</b>	<b>Our Strategies</b>
<b>Facilitate increased business opportunities</b>	Support Business Development and facilitate opportunities for startup and growth. Ensure our planning framework & environment supports nimble decision making and gives confidence to developers

**PROVIDE STRONG LEADERSHIP**

<b>Our Goals</b>	<b>Our Strategies</b>
<b>A well informed Community</b>	Foster Opportunities for connectivity between Council and the Community

**CONSULTATION/COMMUNICATION**

Belinda Knight – CEO

Bradley Hunt – Manager of Works

Shaun Brand – Wandering Smash Repairs

**COMMENT**

If the Shire was to process to take on this service it would be to retain the logistical service within the community of Wandering not as a profitable business. If the service is lost the closest freight pick up point would be in Boddington.

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION – ITEM 10.5.1 – BUDGET AMENDMENT - FREIGHT DEPOT**

That Council authorise, pursuant to s6.8(1)(b) of the *Local Government Act 1995* the amounts of:

- \$17,500 for the construction of a new storage shed;
- \$2,500 operating expenses for the StarTrack Depot including the purchase of a manual pallet jack; and
- \$2,000 operating income for the StarTrack depot.

**ABSOLUTE MAJORITY**

**VOTING REQUIREMENTS**

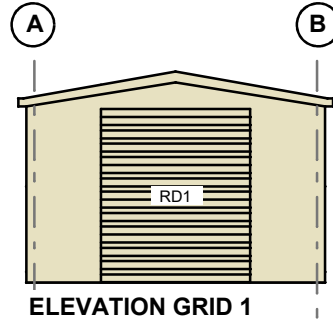
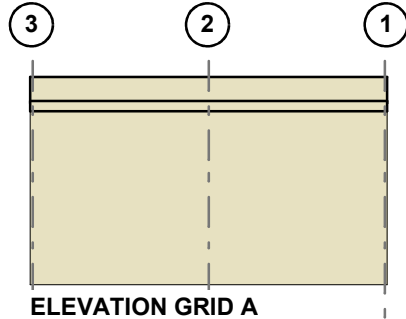
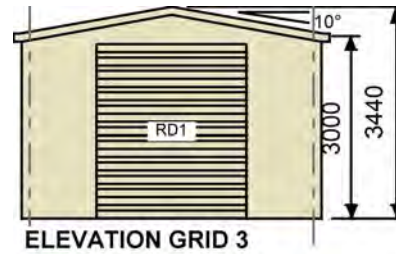
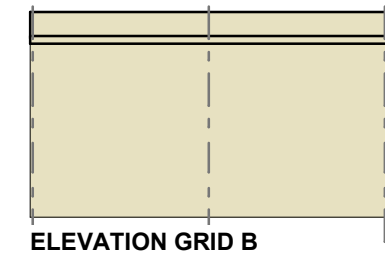
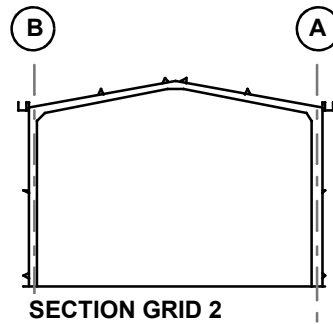
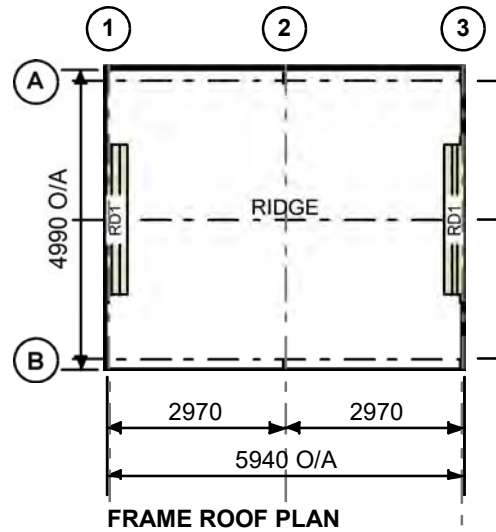
Simple Majority

**OFFICER'S RECOMMENDATION – ITEM 10.5.2 – OPERATION OF FREIGHT DEPOT**

That Council

- Approves the acquisition of the StarTrack Express Agency from Wandering Smash Repairs;
- Authorises the CEO to enter into a formal agreement be an Agent for StarTrack Express; and
- Approves the location of the storage shed to be on the south side of the Administration office.

**AUTHOR'S SIGNATURE:**

CLADDING			
ITEM	PROFILE (min)	FINISH	COLOUR
ROOF	TRIMDEK 0.42 BMT	CB	CC
WALLS	TRIMDEK 0.35 BMT	CB	CC
CORNERS	-	CB	CC
BARGE	-	CB	CC
GUTTER	SHEERLINE	CB	CC
DOWNPIPE	100x50	CB	CC

0.35bmt=0.40tct; 0.42bmt=0.47tct; 0.48bmt=0.53tct

ACCESSORY SCHEDULE & LEGEND		
QTY	MARK	DESCRIPTION
2	RD1	B&D, Firmadoor, R.D, Residential "R1F", 2795 high x 2465 wide Clear Opening C/B

ARCHITECTURAL DRAWING ONLY, NOT FOR CONSTRUCTION USE

WIND DESIGN			
IMPORTANCE LEVEL	REGION	TERRAIN	Ms
2	A	2.5	1.0

CLIENT <b>Barry Gibbs</b>			
SITE <b>22 Watts St WANDERING WA 6308</b>			
BUILDING <b>PREMIUM GARAGE 4990 SPAN x 3000 EAVE x 5940 LONG</b>			
TITLE <b>GENERAL ARRANGEMENT</b>			
SCALE A4 SHEET 1:125	DRAWING NUMBER DAWE01-0527	REV A	PAGE 1/1

28 Reserve Drive  
ABN: 66607651543  
Licence: 101495

**Date:** 11/03/2020  
**Valid To:** 10/04/2020  
**Contact:** Ashley Court  
**Phone:** 0418 905 971  
**Email:** admin@inspirabuild.com.au

# Quote No. 527



Barry Gibbs  
22 Watts St WANDERING WA 6308  
Ph: 0429684217 | Email: works@wandering.wa.gov.au

Dear Barry Gibbs

TO CONVERT THIS QUOTATION TO AN ORDER, PLEASE SIGN, DATE AND RETURN ONE ORIGINAL COPY TOGETHER WITH THE NOMINATED DEPOSIT, AND A MAP GIVING DIRECTIONS TO THE PROPERTY.

Regards,  
Ashley Court

**Product:** Premium Garage, 10° roof  
**Building Site:** 22 Watts St, WANDERING WA 6308  
**Dimensions:** 4990mm wide x 5940mm long x 3000mm eave.  
**Wind Code:** A/2.5, I.L: 2, Ms: 1.0, Mt: 1.0, Vsit: 39 m/s  
**Building Mass:** 931 kg

Initial deposit	\$381.00
Manufacture payment	\$3,430.00
Payment required 7 days before delivery	\$3,810.00
Price for install of shed	\$2,657.00
<b>Total price of quote/order includes GST</b>	<b>\$10,278.00</b> <b>\$934.37</b>

This quote is valid for 30 days and all pricing is based on THE AUTUMN SALE WHICH ENDS 31ST MARCH see attached brochure on email.

I have read the details herein, and read the Terms and Conditions attached to quote and agree to place this Order.

Client Name:   
Signature:  Date:



28 Reserve Drive  
ABN: 66607651543  
Licence: 101495

**Date:** 11/03/2020  
**Valid To:** 10/04/2020  
**Contact:** Ashley Court  
**Phone:** 0418 905 971  
**Email:** admin@inspirabuild.com.au

## Quote No. 527



The quoted price of \$10,278.00, detailed on the previous page, includes the following items for the building:

Item	Description	Colour	Qty	Init
Roof sheets	0.47tct Trimdek Profile, C/B (coloured screws)	Classic Cream	16	
Wall sheets	Vertical, 0.40tct Trimdek Profile, C/B (coloured screws)	Classic Cream	30	
Partitions	None			
Gable Infill	None			
Barge flashing	Barge, WA only C/B	Classic Cream	4	
Gutters	Gutter, Sheerline profile, "Plain", C/B (WA Only)	Classic Cream	4	
Down pipes	Downpipe, 100x50 C/B	Classic Cream	2	
Base Type	Bolted			
Roller door	B&D, Firmadoor, R.D, Residential "R1F", 2795 high x 2465 wide Clear Opening C/B	Classic Cream	2	
Concrete	Provided by Client			
Construction	Provided by Inspira Build			
Delivery	Road transport. When shed is delivered the transport company needs to follow strict OHS regulations and will leave shed on the front verge or as close to the shed pad as possible.			

The following items are to be considered: Building Permit is only included if stated below. Planning Approval EXCLUDED unless stated below (but can be arranged) Earthworks EXCLUDED unless stated below (but can be arranged) Electrical EXCLUDED unless stated below (but can be arranged) If you live within 1km from any ocean or salt water way you should consider ULTRA COLOURBOND the quote provided is for standard colourbond please ask dealer for a quote to upgrade to ULTRA if this applies.

Qty	Description	Colour	Length	Init
5	Flashing, Slab Vermin Seal suit Trimdek C/B (FLFLR/YCCB)	Shale Grey	4000	
1	Accomadation for installers set at \$120 each per day			



## 11. OTHER OFFICER'S REPORTS

### 11.1.POLICY MANUAL & DELEGATION REGISTER REVIEW

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	
<b>Location/Address</b>	
<b>Author of Report</b>	Lisa Boddy, CSC
<b>Date of Meeting</b>	16/09/2021
<b>Previous Reports</b>	17/09/2020 - 18/07/2019
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	04.041.04111
<b>Attachments</b>	Nil

#### BRIEF SUMMARY

To review the Shire of Wandering Policy Manual in accordance with statutory requirements. The original Policy Manual was adopted on 18/07/2019.

Note: colour = amended by Reg 17 Review

#### BACKGROUND

Policy No.	Heading	Amendments
1	Code of Conduct (refer separate Model Code of Conduct)	No Change.
2	Corporate Transaction Cards	Agreement form added.
3	Equal Opportunity Harassment and Bullying	Process to be followed in instances of harassment or bullying occurring added.
4	Disability Access and Inclusion	Updated to include all community members, not just those with disability, to align with our new Access and Inclusion Plan.
5	Council Member Entitlements	Mileage reimbursement updated to reflect current SAT determinations.
6	Council Member Recognition	No change
7	Employee Gratuities and Gifts	No Change
8	Financial Management	Delete – potential for conflict as topic covered in other policies
9	Materiality Threshold	Delete – policy reviewed and adopted as part of budget
10	Investments and Borrowings	No change – monthly report to be prepared.
11	Budget Preparation	Delete – legislative requirement
12	Purchasing and Tenders	Policy updated as follows: <ul style="list-style-type: none"> <li>Purchases above \$250,000 should be by public tender unless a legislated tender exemption applies</li> <li>Removal of reference to the Local Government Purchasing and Tender Guide</li> <li>Sole source of supply to be endorsed by the CEO prior to a contract being entered into</li> <li>Updated anti avoidance clause to advise that the Shire will not split the purchase or contract value to avoid a particular purchasing threshold or need to call a public tender</li> <li>Amend the policy to provide purchasing requirements for the issuing of contract variations and extensions for contracts not awarded by public tender. Consideration should be given to circumstances where the contract value increase over a policy threshold level, due to the variation or extension.</li> </ul>
13	Legal Representation – Council Members and Employees	No change
14	Record Keeping	No change – aligns with the Shire's Record Keeping Plan.

15	Integrated Planning	No change
16	Related Parties	Policy amended for KMP only - no requirement for Council Members to make annual declarations unless circumstances change.
17	CEO Performance Review	Replaced by Model Standards for CEO
18	Audit Committee – Functions and Membership	Deleted dot points 1(b), 3(b) and 3 (c) to amend the audit committee responsibility to be for the process of selecting and appointing an internal auditor.
19	Fraud and Corruption	Delete – covered by legislation and new Codes of Conduct
20	Contiguous Land Valuations - Rates	No change
21	Use of Shire Logo	No change
22	Use of Common Seal	No change
23	Risk Management	Updated to remove reference to superseded risk management standard AS/NZ ISO 31000:2009
24	Occupational Health and Safety	Policy updated with references to risk management
25	Order of Business at Ordinary Council Meetings	Delete as no longer relevant
26	Asset Management	No change
27	Private Use of Plant and Equipment	Delete Policy and related delegation
28	Unmade Road Contributions	No change
29	Local Public Notice – Media	Policy can be deleted – regulations specify a ‘newsletter circulating generally in the district’
30	Use of Shire Facilities and Property	No change
31	Amending Policies	No change
32	Public Interest Disclosure	No change
33	Civic Functions – Guidelines	Delete – to be determined by Council as required.
35	Bereavement Acknowledgement	Query requirement – no change
36	Self-Supporting Loans	Policy updated to clarify the provision of self-supporting loans will only be at the sole discretion of Council and on terms agreed between council and the entity seeking funding.
37	Welcome to Country	No change
38	Habitual or Vexatious Complainants	No change
39	Caretaker Policy in Lead to Elections	No change
40	Payment of Goods and Services	Delete – requirements are legislated.
41	Debt Collection	No change
42	Memorials on Land Under Control of Council	No change
43	Place Names	No change
44	Workforce Planning	No change
45	Community Engagement	No change
46	Private Works	Delete Clause 2 – repeating legislation.
47	Australia Day Awards	No change
48	Community Funding, Grants and Donations	No change
50	Shire Responsibilities on Crown Land	No change
51	Crossovers	No change
52	Fence Line Clearing	No change
53	Plantation Fire Protection	No change
54	Public Library and Internet Access	No change
55	Refilling at Standpipes	No change
56	Stock on Roads – Signage	No change
57	Conference Attendance – Council Members and Staff	Delete policy and related delegation
58	Road Making Materials	Review values

59	Christmas, New Year & Easter Arrangements	Review to remove requirement for CRC to be open between Christmas & New Year.
60	Asbestos Management	No change
63	Firewood from Reserves	No change
64	Special Series Number Plates	Delete – fees set in Budget each year
65	Wildflower. Seed, Leaves and Branch Harvesting on Reserves	No change
66	Social Media	No change
67	Fair Value of Assets	Delete policy and related delegation
68	Building Site – Refuse Disposal Bond	Delete policy and related delegation
69	Continuing Professional Development Council Members	Delete – training is mandated
70	Attendance at Events by Council Members and CEO	Delete – covered by Council direction and new Codes of Conduct.
71	Financial Hardship during declared state of emergency	No change
73	Rating	No change – awaiting outcome from Rating Review
74	Road Sealing	No change
76	Grant – Project Applications	Recommend full review to avoid the “first in” rush on grant funds.
77	Citizenship Ceremonies Dress Code	No change
78	Customer Service Charter	No change
79	Acting & Temporary CEO Appointments	New – no change
80	CEO – Conflicts of Interest	New – no change

## DELEGATION REGISTER

The following delegations have been identified as part of the Regulation 17 review to be the responsibility of the CEO and not delegations. Therefore, it is recommended they be deleted.

Delegation No.	Heading	Amendments
04	Duplication of Services	Delete
07	Local Government Elections	Delete
09	Tenders and Expressions of Interest	Delete
10	Disposal of Property, Plant & Equipment	Delete
11	Information available to the Public	Delete
13	Expenditure in the event of an Emergency	Delete
16	Crown Reserves & Street Names (Council preference for dealing with such matters)	Delete
18	Rates Issues – General Delegation	Delete
20	Reimbursement of Expenses to Shire President & Council Members.	Delete

## STATUTORY/LEGAL IMPLICATIONS

### REAMBLE TO POLICY MANUAL REVIEW:

#### Council and Management Roles in Policy Making

The Council of the Shire of Wandering has determined to review its Policies, Delegations Appointments and Authorisations at least once per calendar year.

This accords with the provisions of s2.7(2)(b) Local Government Act 1995 -

#### **2.7. Role of council**

(1) *The council –*

(a) *governs the local government’s affairs; and*

(b) *is responsible for the performance of the local government’s functions.*

(2) *Without limiting subsection (1), the council is to –*

- (a) oversee the allocation of the local government's finances and resources; and*
- (b) determine the local government's policies.*

In addition, the Local Government Act 1995 and other Acts require, or contemplate, the development of Policies.

Policies that must be adopted by Council under various Acts include;

#### **Local Government Act**

- s5.50 Payments to employees in addition to contract or award (can be delegated to CEO under s5.42)
- s5.103 - Code of Conduct for council members, committee members and employees
- A procurement policy under regulation 11A of the Local Government (Functions and General) Regulations 1996

#### **State Records Act, Freedom of Information Act 1992**

- Record Keeping

In addition, Council makes policies under the Local Planning Scheme, which are separate to this review.

Council Policies are high level decisions intended to guide the decision-making processes of the Council, as the local government, and the CEO as the employer of all Shire employees, in implementing decisions of the Council, or under delegated authority (from various Acts). These Policies reflect current practices and procedures for the Shire to ensure compliance with relevant legislative and administrative requirements.

Many of the Council and Management Policies were developed to support delegations and sub delegations contained within the Register of Delegations. Within the Register of Delegations, each instrument of delegation or sub delegation provides a link to the relevant Council or Management Policy, which serve to guide implementation.

In many cases there will also be detailed operational instructions in place to complement Policies. These may include CEO instructions and procedures, machinery operational instructions etc but such matters are entirely administrative and procedural.

The CEO is responsible for the development and implementation of Management Policies, and Management Policies cannot be amended by Council.

Council Policy is over-ridden by:

- Commonwealth and State legislation and regulations,
- The Local Planning Scheme
- Local Laws
- Council resolutions
- Decisions made under delegated authority (although all such decisions should comply with Council Policy)

Council Policy overrides:

- Management Policy (where both are in conflict)
- Local Government Guidelines – although are not decisions of Council, close observance is strongly recommended
- Operational/Administrative directions/instructions

Council Policy is not binding on the Council, but is binding on employees, unless discretion is stated. Council Policy is to be considered as Council's standing or permanent instructions.

#### **Council Policy Manual - Governance Context**

This Manual is an essential component Council's governance framework and guides Council, Management and residents in the context of Council's decision making.

The Policies in the Manual are designed to provide:

- a. Consistency and equity in decision making;



- b. Promptness in responding to customer needs; and
- c. Operational efficiency.

Policies arise generally in response to:

- a. Discretionary legislated powers; and/or
- b. Non-legislated functions/activities of Council; e.g. provision of a range of services, and mainly relate powers under the Local Government Act 1995.

Council Policy provides for “the rationale and guiding principles of what can be done”, and Management Practice explains “how” Management will implement or carry out that Policy.

It is important to note that Policies are not legislatively binding and when good reasons prevail and are documented, can be set aside.

Reports to Council should detail relevant Policies as this provides:

- a. Guidance to council members in their deliberations on the matter in hand; and
- b. Information for residents

Policy is not required to be based in legislation but can be a stand-alone instruction of Council or the CEO. However, it cannot be inconsistent with legislation.

The Council and CEO will each review all relevant Policies on an annual basis, but when necessity requires a review to address circumstances this may also occur.

#### **STATUTORY/LEGAL IMPLICATIONS**

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

#### **POLICY IMPLICATIONS**

As reviewed

#### **FINANCIAL IMPLICATIONS**

The cost of the Consultant’s time has been included in the 2020/2021 budget.

#### **STRATEGIC IMPLICATIONS**

Nil

#### **CONSULTATION/COMMUNICATION**

Not applicable

#### **COMMENT**

There are some minor grammatical corrections to the Policy Manual not included in the table above, which do not affect the intent of the individual Policy.

#### **VOTING REQUIREMENTS**

Absolute Majority.

#### **OFFICER’S RECOMMENDATION – ITEM 11.1 - POLICY MANUAL REVIEW**

That Council endorses the amendments to the Policy Manual and Delegation Register as contained within the background section of this report.

**ABSOLUTE MAJORITY**

## 11.2.COMMUNITY FINANCIAL ASSISTANCE PROGRAM APPLICATION – WANDERING CAMP OUT WEEKEND 2021

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	Wandering Camp Out Weekend Committee
<b>Location/Address</b>	Wandering
<b>Author of Report</b>	Lisa Boddy
<b>Date of Meeting</b>	16 September 2021
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	
<b>File Reference</b>	08.084.08406
<b>Attachments</b>	Nil

### BRIEF SUMMARY

Council is requested to consider a funding application for the 2021/22Community Grant Scheme.

### BACKGROUND

#### What is the purpose of your project?

The Wandering Campout Weekend purpose is to showcase the diverse talents, resources and beauty of Wandering and the surrounding area.

We are asking the Shire of Wandering for support with our Traffic Management Plan and Traffic Management at the event itself (in the form of signage, Variable Message Boards etc) We will not require any road closures at this stage - only speed reductions.

#### How will it benefit the Wandering community?

The event as a whole will attract a wide variety of visitors to the town which should in turn encourage people to return and explore the region later on. This will help local businesses as well as potentially increasing the number of people who wish to make the area their new home.

In order for this event to be a success, safety is paramount and our traffic management plan is a key component of this. We are planning on working closely with the Shire in order to make this event safe, fun and successful for all those involved.

#### How will you acknowledge support from the Shire of Wandering?

The Shire of Wandering's support will be acknowledged through prominent signage visible across the event as well as the logo present in our Event Programs, editorial advertisements and social media marketing.

### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995 – Part 6 Financial Management*

### POLICY IMPLICATIONS

Policy 48 – Community Funding, Grants and Donations.

The Shire's Community Grant Scheme provides financial assistance to community groups to build an engaged and vibrant community that delivers benefits to the local community and the local economy. Funds are available for projects or events which benefit the local community.

Applications have been invited from eligible organisations and fall into two categories – Major Community Grants (Over \$2,000) and Minor Community Grants (up to \$2,000). In-kind services and volunteer labour are eligible components of the total project costs. Successful projects will have clearly identified and evidenced the need for the project. Funding is for undertaking projects and programs within the Shire of Wandering or that provide benefit to residents and visitors of the Shire of Wandering.

### MAJOR COMMUNITY GRANTS (OVER \$2,000)

Major Community Grants may be used for any purpose, but are generally provided for purposes such as building purchase or construction, purchase of equipment, ground-works etc. Applications should address the following criteria:

- Type or organisation (eg sport, community, hobby, health and welfare, artistic, religious etc);

- Organisation membership;
- Nature of service/facility provided;
- Project details/planning/design/timing;
- Demonstrated need or community benefit;
- Financial position of the applicant;
- Financial viability of project;
- Other financial/in kind contributions;
- On-going management;
- Existing services and facilities of a like nature, within Wandering;
- Provision of quotes (2) for all items greater than \$1,000 in value; and
- Provision of a detailed project budget including GST breakdown.
- Details of applications to other possible funding sources. (eg Dept of Sport and Recreation, Healthways, Lotteries, etc.)
- Licensed clubs, under the Liquor Act, must disclose the amount of income generated from the sale of alcohol.

#### **MINOR COMMUNITY GRANTS (UP TO \$2,000)**

Minor Community Grants may be used for any purpose, including minor building construction, maintenance or repair, equipment purchases or hire, events or functions, relief from Council fees and charges etc.

Applications should address the following criteria:

- Type of organisation (eg sport and recreation, community based, general interest, health and welfare, artistic, religious etc);
- Organisation membership;
- Nature of service/facility provided;
- Demonstrated need or community benefit;
- Applicant's financial position;
- Purpose of the grant; and
- Provision of a detailed project budget including GST breakdown.
- Details of applications to other possible funding sources. (eg Dept of Sport and Recreation, Healthways, Lotteries, etc.)
- Licensed clubs, under the Liquor Act, must disclose the amount of income generated from the sale of alcohol.

Some projects, either in their entirety or elements of the project may not be eligible for funding. They are:

- Ongoing expenditure in the form of operating or administrative costs.
- Applications that are insular or of self-interest.
- Applications that benefit personal business aspirations.
- Purchase of alcohol.
- Projects whose goals or strategies are not included within the Shire of Wandering Community Strategic Plan.
- Applications for projects outside the Shire of Wandering.

For applications to proceed to assessment they must:

- be submitted on the appropriate form
- include all the requested information
- include a signed declaration from the applicant to acknowledge the Shire if funding is successful;
- ensure the applicant demonstrates its ability to manage the project;
- not be due to commence until after the notification date.

**FINANCIAL IMPLICATIONS**

A total of \$15,000 has been allocated in the 2021/22 Budget, to date \$10,000 of these funds remain available.

**STRATEGIC IMPLICATIONS****IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY**

<b>Our Goals</b>	<b>Our Strategies</b>
<b>Capture tourism opportunities locally</b>	Encourage tourists, longer stays and repeat visitation Provide for and maintain infrastructure that grows tourism

**RETAIN AND GROW OUR POPULATION**

<b>Our Goals</b>	<b>Our Strategies</b>
<b>Our permanent and transient population grows</b>	We promote the lifestyle and business opportunities of Wandering
<b>People feel safe, connected and actively involved in the community</b>	Facilitate and support activities that optimise use of our facilities Assist Community and sporting organisations to remain sustainable and active Engage and celebrate local culture, both indigenous and non-indigenous

**CONSULTATION/COMMUNICATION**

Nil

**COMMENT**

The Community Grants Scheme began on 1 July 2021 and has no closing date, with applications being assessed as they are received. An application was received from the Wandering Camp Out Weekend Committee, with a total request for funding of \$4,000.

A summary of the application is as follows.

<b>Applicant</b>	<b>Project</b>	<b>Requested Funding</b>
Wandering Camp Out Weekend Committee	Support with their Traffic Management Plan and traffic management at the event	\$4,000

The Wandering Camp Out Weekend Committee would like support with the Traffic Management Plan and traffic management at the event itself in the form of signage, variable message boards etc and will not require any road closures at this stage, only speed reductions.

Whilst the WCOW have not requested any in-kind support, they have requested assistance with the traffic management plan and placement of signage etc. This will need to be incorporated into the total grant.

The quote for the Traffic Management Plan is \$1,838.00

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION – ITEM 11.2 - COMMUNITY FINANCIAL ASSISTANCE PROGRAM APPLICATION – WANDERING CAMP OUT WEEKEND 2021**

That Council approve the application from the Wandering Camp Out Weekend Committee for \$4,500, including in-kind support towards their Traffic Management Plan and traffic management at the event.

**AUTHOR'S SIGNATURE:**




### 11.3.COMMUNITY FINANCIAL ASSISTANCE PROGRAM APPLICATION – WANDERING WHEATBELT WINE AWARDS EVENT 2022.

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	Wandering Wheatbelt Wine Awards Inc
<b>Location/Address</b>	Wandering
<b>Author of Report</b>	Lisa Boddy
<b>Date of Meeting</b>	16 September 2021
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	
<b>File Reference</b>	08.084.08406
<b>Attachments</b>	Nil

#### **BRIEF SUMMARY**

Council is requested to consider a funding application for the 2021/22 Community Grant Scheme.

#### **BACKGROUND**

Grant application received 18/08/2021:

#### **What is the purpose of your project?**

To showcase the region itself and the regions produce. We accomplished this by hosting the Wandering Autumn Graze Long-Table Lunch. An event held during the day to allow guests to see the beauty of our region & experience the locally produced food. We employ renown Perth based chefs to utilise our regions produce and make it into a masterful exhibition for our guests to enjoy. During the event our MC will highlight the regions tourism spots to encourage more tourists to those areas. This event also enables community involvement using the resources we have such as Lions Club, CWA, Narrogin Hospitality school etc. Garnering Community involvement also helps with social isolation we can experience living in a rural setting.

#### **How will it benefit the Wandering community?**

Our event showcases Wandering as a tourist spot for day trippers and possible tree changers. We use all groups, clubs and willing community volunteers to assist with set up, attendance, volunteer roles such as approved managers, bar staff, wait staff. Puts Wandering on the map as a sell-out event.

Our event supports many local producers like farmers who are looking beyond the traditional producer market model to sell their products by value adding to their traditional products in a bid to weather the seasonal downturns in their business cash flows. Our event also supports community-based food distribution systems like community supported agriculture by promoting fresh is best under a paddock to plate concept.

#### **How will you acknowledge support from the Shire of Wandering?**

We will list Shire of Wandering as a major sponsor on all advertisements. such as social media platforms, local newspapers, such as Wandering Echo, Narrogin Observer, Boddington New etc. Our MC will give special mention to Shire of Wandering as a sponsor and supporter of the event. We will also fly Shire Banners at our event.

#### **STATUTORY/LEGAL IMPLICATIONS**

*Local Government Act 1995 – Part 6 Financial Management*

#### **POLICY IMPLICATIONS**

Policy 48 – Community Funding, Grants and Donations

The Shire's Community Grant Scheme provides financial assistance to community groups to build an engaged and vibrant community that delivers benefits to the local community and the local economy. Funds are available for projects or events which benefit the local community.

Applications have been invited from eligible organisations and fall into two categories – Major Community Grants (Over \$2,000) and Minor Community Grants (up to \$2,000). In-kind services and volunteer labour are eligible components of the total project costs. Successful projects will have clearly identified and

evidenced the need for the project. Funding is for undertaking projects and programs within the Shire of Wandering or that provide benefit to residents and visitors of the Shire of Wandering.

### **MAJOR COMMUNITY GRANTS (OVER \$2,000)**

Major Community Grants may be used for any purpose, but are generally provided for purposes such as building purchase or construction, purchase of equipment, ground-works etc. Applications should address the following criteria:

- Type or organisation (eg sport, community, hobby, health and welfare, artistic, religious etc);
- Organisation membership;
- Nature of service/facility provided;
- Project details/planning/design/timing;
- Demonstrated need or community benefit;
- Financial position of the applicant;
- Financial viability of project;
- Other financial/in kind contributions;
- On-going management;
- Existing services and facilities of a like nature, within Wandering;
- Provision of quotes (2) for all items greater than \$1,000 in value; and
- Provision of a detailed project budget including GST breakdown.
- Details of applications to other possible funding sources. (eg Dept of Sport and Recreation, Healthways, Lotteries, etc.)
- Licensed clubs, under the Liquor Act, must disclose the amount of income generated from the sale of alcohol.

### **MINOR COMMUNITY GRANTS (UP TO \$2,000)**

Minor Community Grants may be used for any purpose, including minor building construction, maintenance or repair, equipment purchases or hire, events or functions, relief from Council fees and charges etc.

Applications should address the following criteria:

- Type of organisation (eg sport and recreation, community based, general interest, health and welfare, artistic, religious etc);
- Organisation membership;
- Nature of service/facility provided;
- Demonstrated need or community benefit;
- Applicant's financial position;
- Purpose of the grant; and
- Provision of a detailed project budget including GST breakdown.
- Details of applications to other possible funding sources. (eg Dept of Sport and Recreation, Healthways, Lotteries, etc.)
- Licensed clubs, under the Liquor Act, must disclose the amount of income generated from the sale of alcohol.

Some projects, either in their entirety or elements of the project may not be eligible for funding. They are:

- Ongoing expenditure in the form of operating or administrative costs.
- Applications that are insular or of self-interest.
- Applications that benefit personal business aspirations.
- Purchase of alcohol.
- Projects whose goals or strategies are not included within the Shire of Wandering Community Strategic Plan.
- Applications for projects outside the Shire of Wandering.

For applications to proceed to assessment they must:

- be submitted on the appropriate form

- include all the requested information
- include a signed declaration from the applicant to acknowledge the Shire if funding is successful;
- ensure the applicant demonstrates its ability to manage the project;
- not be due to commence until after the notification date.

### FINANCIAL IMPLICATIONS

A total of \$15,000 has been allocated in the 2021/22 Budget, to date \$5,500 of these funds remain available.

### STRATEGIC IMPLICATIONS

#### IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY

Our Goals	Our Strategies
Capture tourism opportunities locally	Encourage tourists, longer stays and repeat visitation Provide for and maintain infrastructure that grows tourism
The Hotham Williams Economic Development Alliance (HWEDA) partnership brings economic return to the Shire and community	Maintain our commitment to HWEDA Start-up incentives are investigated for businesses

#### RETAIN AND GROW OUR POPULATION

Our Goals	Our Strategies
Our permanent and transient population grows	We promote the lifestyle and business opportunities of Wandering
People feel safe, connected and actively involved in the community	Facilitate and support activities that optimise use of our facilities Assist Community and sporting organisations to remain sustainable and active Engage and celebrate local culture, both indigenous and non-indigenous

### CONSULTATION/COMMUNICATION

Nil

### COMMENT

The Community Grants Scheme began on 1 July 2021 and has no closing date, with applications being assessed as they are received. An application was received from the Wandering Wheatbelt Wine Awards Inc, with a total request for funding of \$2,000, including in-kind support

A summary of the application is as follows.

Applicant	Project	Requested Funding
Wandering Wheatbelt Wine Awards Inc	Wandering Autumn Graze Long Table Lunch	\$2,000

The Wandering Wheatbelt Wine Awards Inc would like the Shire's help with hosting the Wandering Autumn Graze Long Table Lunch, an event held during the 4 day to allow guests to see the beauty of our region and experience the locally produced food.

Council contributed \$1,000 cash and \$1,179 in-kind support in 2020/2021.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION – ITEM 11.3 - COMMUNITY FINANCIAL ASSISTANCE PROGRAM APPLICATION - WANDERING WHEATBELT WINE AWARDS EVENT 2022.**

That Council approve the application from the Wandering Wheatbelt Wine Awards Inc for \$3,000, being \$2,000 cash and \$1,000 in-kind support towards the Wandering Autumn Graze Long Table Lunch.

**AUTHOR'S SIGNATURE:**

A handwritten signature in black ink, appearing to be 'D. J. J.', is written on a light grey rectangular background.



#### 11.4.COMMUNITY FINANCIAL ASSISTANCE PROGRAM APPLICATION – SIKH ASSOCIATION OF WA

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	Sikh Association of WA
<b>Location/Address</b>	Watts Street Rest Area
<b>Author of Report</b>	Maureen Mertyn
<b>Date of Meeting</b>	16 September 2021
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	08.084.08406; GR482
<b>Attachments</b>	Nil

#### BRIEF SUMMARY

Council is requested to consider a funding application for the 2021/22Community Grant Scheme.

#### BACKGROUND

##### Nature of service /facility provided

Wandering Sikh memorial will stand out as a major strand in the regional and national tapestry thru the Australian Sikh Heritage Trail. The memorial will display the same sensitivity to intellectual, social, cultural, economic, and historical values of Australia.

The memorial is valued by the community as a commemoration to the pioneer settlers of Shire Wandering. Wandering is a rare remnant of a resting place for Junga229 363 Singh (1914) and Ham Singh and Veer Singh (1942).

This memorial will find solace to mind and soul of every visitor.

This will contribute to the Wanderings community's sense of place as a reminder of presence of the Sikh's presence in this area and thus cultural diversity of Wandering.

Sikh Assoc of WA and the entire Sikh community of WA would see this as an opportunity for more active participation in Wandering community events and lead towards increased community visitors and heritage tours.

The location of the proposed memorial would be in the vicinity of this statue. Both the Wandering Sikh history and this statue are connected thru the local history book "The Horses came First" by Albert Schorer.

- *Chapter Seven – Lonely Graves mentions about Junga Singh's death and cremation on Sept 3 1914 at Cecil Hills Farms, Bannister Road, Wandering. (page 35).*
- *Chapter Twelve – The Advent of the Pedlar – mentions about 3 Sikhs – Ham Singh, Veer Singh and Moon Singh. This chapter gives significant and detailed history of these pedlars – their relationship with Dowsett family.*
- *Chapter Twenty-Seven – Family Histories – Dowsett family – page 157 has a photo family and friends photo at Norrine. Mr Veer Singh in white turban can be seen standing in this photo.*

##### In kind support – please provide details

Sikh Assoc WA is willing to bear the cost of the plaque, approximately around \$12k

The location of the proposed memorial would be in the vicinity of this statue. Both the Wandering Sikh history and this statue are connected thru the local history book "The Horses came First" by Albert Schorer.

We would like the base concrete for erecting the aluminium plaque to be managed by the Shire.

##### What is the purpose of you project:

The purpose is to expand Australian history by connecting the Shire of Wandering to

- Australian hawkers and traveller's history
- Australian Sikh history
- Migrants from Indian sub-continent history

### **How will it benefit the Wandering community;**

The study of the past and sharing the stories are critical to our sense of belonging, to our communities and to our shared future. This value is intangible, for it goes to the heart of the visitor's self-identity as that self-image is rooted in community's heritage.

This memorial will be a significant piece of comforting history to learn about the challenges faced by the settlers and those who helped them as hawkers and transporters. This will become a personal source of wisdom providing a surprising amount of comfort.

History which had been a dry academic chore will now become a repository of all that had gone on before. They will revel in excitement of the discovery.

Wandering Sikh memorial will stand out as a major strand in the regional and national tapestry thru the Australian Sikh Heritage Trail. The memorial will display the same sensitivity to intellectual, social, cultural, economic and historical values of Australia.



### **STATUTORY/LEGAL IMPLICATIONS**

*Local Government Act 1995 – Part 6 Financial Management*

### **POLICY IMPLICATIONS**

Policy 48 – Community Funding, Grants and Donations

The Shire's Community Grant Scheme provides financial assistance to community groups to build an engaged and vibrant community that delivers benefits to the local community and the local economy. Funds are available for projects or events which benefit the local community.

Applications have been invited from eligible organisations and fall into two categories – Major Community Grants (Over \$2,000) and Minor Community Grants (up to \$2,000). In-kind services and volunteer labour are eligible components of the total project costs. Successful projects will have clearly identified and evidenced the need for the project. Funding is for undertaking projects and programs within the Shire of Wandering or that provide benefit to residents and visitors of the Shire of Wandering.

### **MAJOR COMMUNITY GRANTS (OVER \$2,000)**

Major Community Grants may be used for any purpose, but are generally provided for purposes such as building purchase or construction, purchase of equipment, ground-works etc. Applications should address the following criteria:

- Type or organisation (eg sport, community, hobby, health and welfare, artistic, religious etc);
- Organisation membership;
- Nature of service/facility provided;
- Project details/planning/design/timing;

- Demonstrated need or community benefit;
- Financial position of the applicant;
- Financial viability of project;
- Other financial/in kind contributions;
- On-going management;
- Existing services and facilities of a like nature, within Wandering;
- Provision of quotes (2) for all items greater than \$1,000 in value; and
- Provision of a detailed project budget including GST breakdown.
- Details of applications to other possible funding sources. (eg Dept of Sport and Recreation, Healthways, Lotteries, etc.)
- Licensed clubs, under the Liquor Act, must disclose the amount of income generated from the sale of alcohol.

#### **MINOR COMMUNITY GRANTS (UP TO \$2,000)**

Minor Community Grants may be used for any purpose, including minor building construction, maintenance or repair, equipment purchases or hire, events or functions, relief from Council fees and charges etc.

Applications should address the following criteria:

- Type of organisation (eg sport and recreation, community based, general interest, health and welfare, artistic, religious etc);

Organisation membership;

- Nature of service/facility provided;
- Demonstrated need or community benefit;
- Applicant's financial position;
- Purpose of the grant; and
- Provision of a detailed project budget including GST breakdown.
- Details of applications to other possible funding sources. (eg Dept of Sport and Recreation, Healthways, Lotteries, etc.)
- Licensed clubs, under the Liquor Act, must disclose the amount of income generated from the sale of alcohol.

Some projects, either in their entirety or elements of the project may not be eligible for funding. They are:

- Ongoing expenditure in the form of operating or administrative costs.
- Applications that are insular or of self-interest.
- Applications that benefit personal business aspirations.
- Purchase of alcohol.
- Projects whose goals or strategies are not included within the Shire of Wandering Community Strategic Plan.
- Applications for projects outside the Shire of Wandering.

For applications to proceed to assessment they must:

- be submitted on the appropriate form
- include all the requested information
- include a signed declaration from the applicant to acknowledge the Shire if funding is successful;
- ensure the applicant demonstrates its ability to manage the project;
- not be due to commence until after the notification date.

**Please note that this application will fully deplete the Community Funding, Grants & Projects budget for 2021/2022.**

#### **FINANCIAL IMPLICATIONS**

A total of \$15,000 has been allocated in the 2021/22 Budget, to date \$2,500 of these funds remain available.

**STRATEGIC IMPLICATIONS****IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY**

<b>Our Goals</b>	<b>Our Strategies</b>
<b>Capture tourism opportunities locally</b>	Encourage tourists, longer stays and repeat visitation Provide for and maintain infrastructure that grows tourism

**RETAIN AND GROW OUR POPULATION**

<b>Our Goals</b>	<b>Our Strategies</b>
<b>People feel safe, connected and actively involved in the community</b>	Facilitate and support activities that optimise use of our facilities Engage and celebrate local culture, both indigenous and non-indigenous Preserve our history

**CONSULTATION/COMMUNICATION**

Nil

**COMMENT**

The Community Grants Scheme began on 1 July 2021 and has no closing date, with applications being assessed as they are received. An application was received from the Sikh Association of WA, with a total request for funding of \$15,000.

A summary of the application is as follows.

<b>Applicant</b>	<b>Project</b>	<b>Requested Funding</b>
Sikh Association of WA	Wandering Sikh Memorial	\$15,000

The Sikh Association of WA would like the Shire's help with the funding of 2 Sikh Memorial panels and permission to install somewhere near the Horses Came First statue.

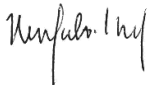
Members of the Sikh Association of WA attended the Council Meeting last 18 March 2021. They presented some information regarding the history of Sikhs in Wandering.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION – ITEM 11.4 - COMMUNITY FINANCIAL ASSISTANCE PROGRAM APPLICATION – SIKH ASSOCIATION OF WA**

That Council approve the application from the Sikh Association of WA for \$2,500 for Shire in-kind works to erect two (2) Sikh Memorial panels at the Watts Street rest area, in the vicinity of the horse statue.

**AUTHOR'S SIGNATURE:**




### 11.5.ROAD CLOSURE OF NON-CONSTRUCTED ROAD RESERVE - PUMPHREY'S BRIDGE DISTRICT

<b>Proponent</b>	Max Watts – Gnowing Park
<b>Owner</b>	Shire of Wandering
<b>Location/Address</b>	Non-constructed road reserve from Wandering Pingelly Road
<b>Author of Report</b>	Maureen Mertyn
<b>Date of Meeting</b>	16 September 2021
<b>Previous Reports</b>	15 July 2021
<b>Disclosure of any Interest</b>	Cr Watts as he is the land owner
<b>File Reference</b>	12.122.12200
<b>Attachments</b>	Map

#### BRIEF SUMMARY

Consider the request for the closure of a non-constructed road reserve between two properties owned by Gnowing Park under the management of Max Watts and;

#### BACKGROUND

This report relates to the Report that Council considered at its Ordinary Meeting on 15 July 2021. This report is presented for Council consideration in accordance with the resolution and Council Decision.

#### **ITEM 11.2 – CLOSURE OF AN UNCONSTRUCTED ROAD RESERVE AND AMALGAMATION**

Moved Cr Price

Seconded Cr Curtis

That Council directs the CEO to seek community submissions for a period of 35 days in accordance with section 58 of the *Land Administration Act 1997*, for the closure of the road reserve adjacent Lot 101 P300203 and Lot 5031 P110313 on the Wandering Pingelly Road.

**CARRIED 6/0**

#### CONSULTING WITH THE COMMUNITY

The proposed closure was advertised in Wandering Echo August publication. The Shire of Wandering also sent a letter to land owners whose properties are abutting the unconstructed road reserve proposing to be closed.

At the closing of business day on 04 September 2021, the Shire has received one (1) submission from the community.

Reason	Preliminary Assessment
<p>"I am opposed to the Shire closing road reserves. They can never be put back. Closing road reserves limits access to farmland in the future.</p> <p>The road in question continues from the proposed closure, then to the north to finish at George Road.</p> <p>A precedent would be set if the Shire starts to close road reserves.</p> <p>A previous owner had Shire approval to put gates across this road."</p>	<p>Passed preliminary assessment</p>

#### STATUTORY ENVIRONMENT

In accordance with section 58 of the *Land Administration Act 1997* (LAA), local government authorities may request the Minister for Lands, through DPLH, to close a public road permanently. The local government authority must comply with section 58 of the LAA and regulation 9 of the LAR before submitting a request for closure of road with following:

2. A copy of Council resolution to request the closure of the road
3. A copy the advertisement to close the road
4. Copies of any submissions and objections to the advertisement as well as comments which address any comments or objections
5. Copies of correspondence with service authorities and other government departments
6. Plan of survey, sketch plan or document showing the location of the road and the proposed future disposition of the land comprising the road after it has been closed

7. Written confirmation that the local government authority has complied with section 58(2) and (3) of the LAA

Proposed road closures are assessed on their individual merits and DPLH acts on the advice of the relevant local government authority, and in consultation with the DPLH Land Use Planning Division. For a wide range of reasons, a road closure may not necessarily be undertaken. For example, because the road closure would deny formal access to an adjoining or nearby property.

Depending on the circumstances of a proposed road closure and the proposed future disposition, a service authority may require relocation of its facilities at the proponent's expense, or request a LAA easement to protect its installation in situ.

Subject to LAA requirements being met and there being no impediment to closure, the local government authority will resolve whether to proceed with a permanent road closure or not and will advise DPLH in writing.

**58. Closing roads (Land Administration Act 1997)**

- (1) *When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.*
- (2) *When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.*
- (3) *A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.*
- (4) *On receiving a request delivered to him or her under subsection (2), the Minister may, if he or she is satisfied that the relevant local government has complied with the requirements of subsections (2) and (3) —*
  - (a) *by order grant the request; or*
  - (b) *direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or*
  - (c) *refuse the request.*
- (5) *If the Minister grants a request under subsection (4) —*
  - (a) *the road concerned is closed on and from the day on which the relevant order is registered; and*
  - (b) *any rights suspended under section 55(3)(a) cease to be so suspended.*
- (6) *When a road is closed under this section, the land comprising the former road —*
  - (a) *becomes unallocated Crown land; or*
  - (b) *if a lease continues to subsist in that land by virtue of section 57(2), remains Crown land.*

**POLICY IMPLICATIONS:**

There are no policy implications associated with this proposal.

**FINANCIAL IMPLICATIONS**

Survey costs and Landgate fee and charges for the road reserve closure and amalgamation is exclusively that of the applicant.

**COMMENT**

Nil

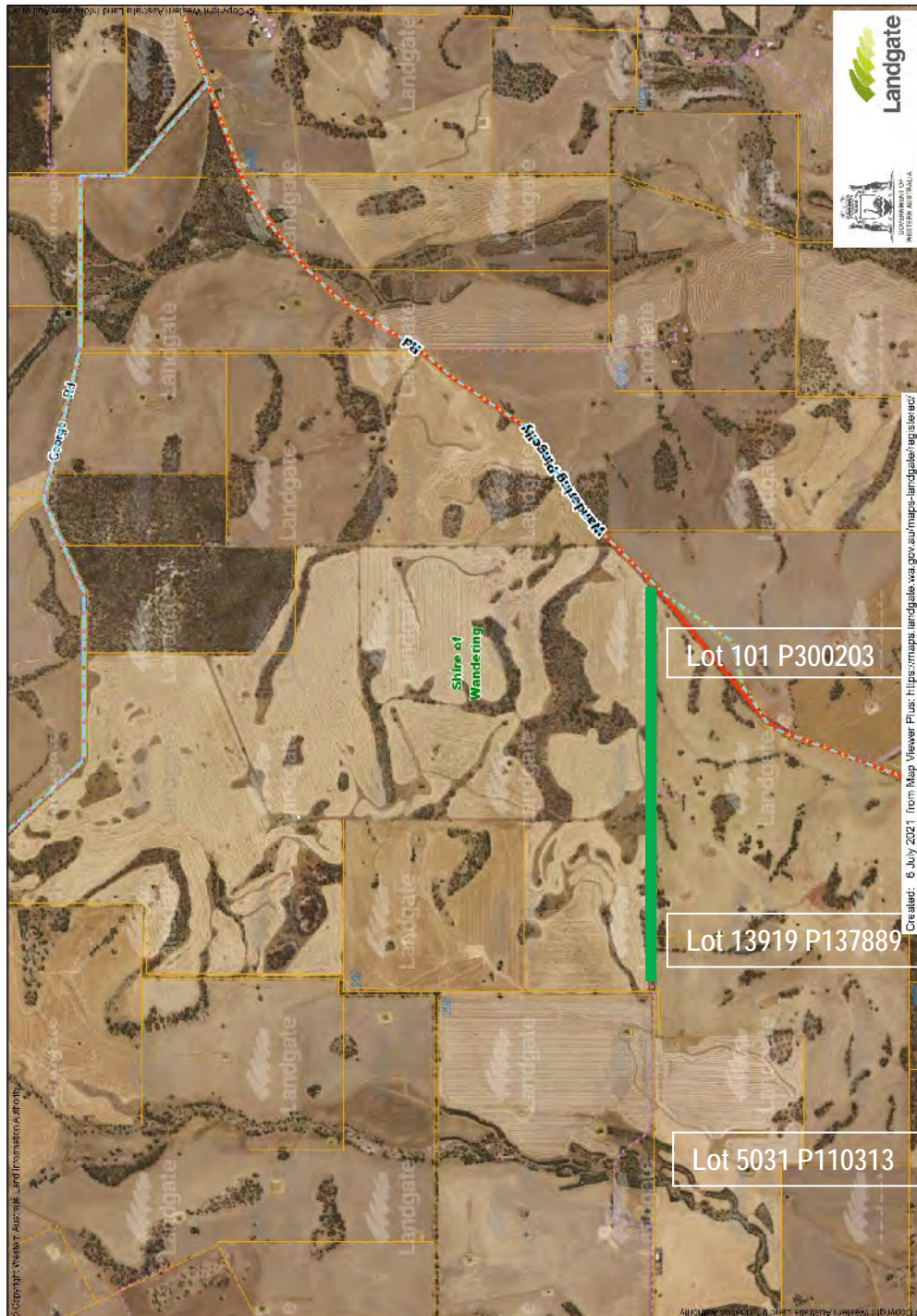
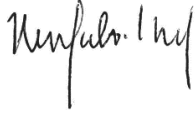
**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION – ITEM -11.5 - ROAD CLOSURE OF NON-CONSTRUCTED ROAD RESERVE - PUMPHREY'S BRIDGE DISTRICT AMALGAMATION**

That Council directs the CEO to request the Minister for Lands, through DPLH in accordance with S58 of the *Land Administration Act 1997*, to proceed with the closure of the non-constructed road reserve adjacent to Lot 5031 P110313 and Lot 101 P300203 accessing Wandering Pingelly Road owned by Gnowing Park.

**AUTHOR'S SIGNATURE**



## 11.6.LOCAL GOVERNMENT GRANT SCHEME – NEW CAPITAL FUNDING – WANDERING BUSH FIRE BRIGADE

<b>Proponent</b>	Executive Manager Technical Services
<b>Owner</b>	Shire of Wandering
<b>Location/Address</b>	Shire of Wandering – Lot 9000 Cheetaning Street – Fire Station
<b>Author of Report</b>	Barry Gibbs, EMTS
<b>Date of Meeting</b>	16/09/2021
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	05.051.05108:GR456
<b>Attachments</b>	Nil

### BRIEF SUMMARY

The Shire of Wandering applied for capital funding to construct ablution at the current Wandering Fire Station for 2021/22.

### BACKGROUND

The Shire of Wandering had received a request from the Wandering Bushfire Brigade to improve mobilization and demobilization facilities for volunteer members using the Fire Station. Currently volunteers had to use the Caravan Park Toilets change and clean up after fire or drive home. The matter has become more urgent as the brigade is starting to attract female firefighters which makes it imperative to change as the station caters only for male volunteers. The LGGS application for operational and capital funding was discussed at the March 2021 BFAC as noted in the BFAC minutes tabled at the 15/04/2021 meeting.

### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

*Bushfire Act 1954*

*Occupational Safety and Health Act 1984*

*Work Health and Safety Act 2020*

### POLICY IMPLICATIONS

Policy 76 – Grant Project Applications

Policy 3 – Equal Opportunity Harassment and Bulling

### FINANCIAL IMPLICATIONS

The Project will be fully funded by the Local Government Grants Scheme (LGGS) to the value of \$93,500 ex GST.

### STRATEGIC IMPLICATIONS

#### RETAIN AND GROW OUR POPULATION

<b>Our Goals</b>	<b>Our Strategies</b>
<b>People feel safe, connected and actively involved in the community</b>	Facilitate and support activities that optimise use of our facilities Assist Community and sporting organisations to remain sustainable and active Facilitate and support Emergency Services Planning

### CONSULTATION/COMMUNICATION

Shaun Brand – Wandering Brigade Captain

Belinda Knight – Chief Executive Officer

### COMMENT

If the Shire Council approves this Capital Grant for the construction of ablutions at the Wandering Fire Station the Shire have to arrange the final design with the Chief Fire Control Officer and the Wandering Fire Brigade prior obtaining quotation from local builders.

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION – ITEM 11.6 - LOCAL GOVERNMENT GRANT SCHEME – NEW CAPITAL FUNDING – WANDERING BUSH FIRE BRIGADE**

That Council authorise, pursuant to s6.8(1)(b) of the *Local Government Act 1995* the amounts of:

- \$93,500 for the construction of the new Brigade facilities; and
- \$93,500 non-operating grant for the new Brigade facilities;

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



**12. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED****12.1.COUNCILLOR'S MEETINGS ATTENDED FOR THE PERIOD – 20/08/2021 – 09/09/2021**

Nil advised

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

Nil

**14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING****14.1.COUNCILLORS AND /OR OFFICERS****15. CONFIDENTIAL ITEMS**

*Local Government Act 1995*

*5.23. Meetings generally open to public*

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

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

*(b) the personal affairs of any person; and*

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

**COUNCIL DECISION – 15.1 CONFIDENTIAL ITEM**

That Council, pursuant to s5.23(2)(a) of *the Local Government Act 1995*, close the meeting to members of the public to discuss matters affecting an employee or employees.

**15.1.CEO RECRUITMENT - CONFIDENTIAL**

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	16/09/2021
<b>Previous Reports</b>	19/08/2021
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	14.145.14500
<b>Attachments</b>	In confidence submissions from Consultants (under separate attachment)

**COUNCIL DECISION – 15.3 CONFIDENTIAL ITEM**

That Council, pursuant to s5.23(2)(a) of *the Local Government Act 1995*, reopen the meeting to members of the public.

**16. INFORMATION ITEMS****16.1.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD - 01/08/2021 – 31/08/2021**

<b>Proponent</b>	Internal Report
<b>Location/Address</b>	
<b>Author of Report</b>	Sophie Marinoni, Finance Officer
<b>Date of Meeting</b>	16/09/2021
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	10.1.6
<b>Attachments</b>	List of Accounts Paid for Month

**BRIEF SUMMARY**

To ratify payments made during the month of August 2021.

**BACKGROUND**

The listing of payments for the month of August 2021 through the Municipal and Trust accounts are attached. Individual EFT's and Direct Debits were uploaded to the Council Portal to enable Councillors to view payments prior to the meeting.

**STATUTORY/LEGAL IMPLICATIONS**

*Local Government (Financial Management) Regulations 1996 – r12 & r13*

**POLICY IMPLICATIONS**

Policy 12 – Purchasing and Tenders

Policy 40 – Payment for Goods and Services

**FINANCIAL IMPLICATIONS**

Shire of Wandering

**CERTIFICATE OF EXPENDITURE**  
**31/08/2021**



This Schedule of Accounts to be passed for payment, covering

Payment Method	Cheque/EFT/DD Number	Amount
<b>Municipal Fund:</b>		
Electronic Funds Transfers	EFT6712 - EFT6784	\$356,882.84
Cheques	1000005 - 1000006	\$4,589.05
Direct Debits	DD3723.1 - DD3731.11	\$20,141.29
	<b>TOTAL</b>	<b>\$381,613.18</b>

to the Municipal and Trust Accounts, totalling \$381,613.18 which were submitted to each member of the Council on 16<sup>th</sup> September 2021, 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.

Belinda Knight

**CHIEF EXECUTIVE OFFICER**

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
<b>EFT6712</b>	<b>06/08/2021</b>	<b>Best Office Systems</b>			<b>-\$ 393.26</b>
	27/07/2021		Copier Contract - Shire <i>B&amp;W copies, Colour copies</i>	\$ 393.26	
<b>EFT6713</b>	<b>06/08/2021</b>	<b>Boddington News</b>			<b>-\$ 18.00</b>
	15/07/2021		Boddington News <i>Edition 670</i>	\$ 9.00	
	30/07/2021		Boddington News <i>Edition 671</i>	\$ 9.00	
<b>EFT6714</b>	<b>06/08/2021</b>	<b>Child Support Agency</b>			<b>-\$ 48.90</b>
	04/08/2021		Payroll deductions	\$ 48.90	
<b>EFT6715</b>	<b>06/08/2021</b>	<b>Crossman Hot Water &amp; Plumbing</b>			<b>-\$ 2,681.80</b>
	11/07/2021		Repair leak - 20 Down St <i>Labour</i>	\$ 198.00	
	11/07/2021		New toilet - Pumphreys Bridge <i>Supply &amp; install</i>	\$ 1,452.00	
	11/07/2021		Install timer taps - Pumphreys Bridge <i>Materials, Labour &amp; travel</i>	\$ 1,031.80	
<b>EFT6716</b>	<b>06/08/2021</b>	<b>Department of Mines, Industry Regulation &amp; Safety</b>			<b>-\$ 506.84</b>
	31/07/2021		BSL - Jul 2021 <i>Building Permits, Collection Fee</i>	\$ 506.84	
<b>EFT6717</b>	<b>06/08/2021</b>	<b>IT Vision User Group</b>			<b>-\$ 748.00</b>
	19/07/2021		Membership 2021/22 <i>Subscription</i>	\$ 748.00	
<b>EFT6718</b>	<b>06/08/2021</b>	<b>JLT</b>			<b>-\$ 2,435.18</b>
	01/07/2021		Insurances - 2021/22 <i>Marine Cargo Insurance</i>	\$ 275.00	
	01/07/2021		Insurances - 2021/22 <i>Salary Continuance Insurance</i>	\$ 2,160.18	
<b>EFT6719</b>	<b>06/08/2021</b>	<b>Józef Majko</b>			<b>-\$ 943.84</b>
	21/07/2021		Rent <i>09/05/2021-21/07/2021, Water Usage, Less - Rent paid, Less - Repairs, Less</i>	\$ 343.84	
	04/08/2021		Rent	\$ 600.00	
<b>EFT6720</b>	<b>06/08/2021</b>	<b>LGISWA</b>			<b>-\$77,723.84</b>
	05/07/2021		Insurances - 2021/22 <i>LGIS Bushfire</i>	\$ 3,310.56	
	05/07/2021		Insurances - 2021/22 <i>Crime &amp; Cyber Liability</i>	\$ 4,017.01	
	05/07/2021		Insurances - 2021/22 <i>Management Liability</i>	\$ 9,428.06	
	05/07/2021		Insurances - 2021/22 <i>Motor Vehicle</i>	\$18,410.35	
	05/07/2021		Insurances - 2021/22 <i>Personal Accident</i>	\$ 467.50	
	05/07/2021		Insurances - 2021/22 <i>LGIS Travel</i>	\$ 825.00	

	06/07/2021		Insurances - 2021/22 <i>13 Dunmall Dr, 19 Humes Wy, 14 Down St, 1 Dowsett St, 5 Dunmall Dr, Refuse Site, Watts St Public Toilets, Pumphreys Bridge Public Toilets, Codjatotine Public Toilets, Cemetery, Community Centre, Parks &amp; Gardens, Tennis Courts, Bowling Green, Playgrounds, Skate Park, Other, Caravan Park, Vintage Machinery Shed, Other, CRC, Fuel Facility</i>	\$16,733.76
	06/07/2021		Insurances - 2021/22 <i>Council Members, Works, Depot, Admin</i>	\$ 9,263.10
	06/07/2021		Insurances - 2021/22 <i>Admin, Works</i>	\$15,268.50
<b>EFT6721</b>	<b>06/08/2021</b>	<b>Landgate</b>		<b>-\$ 497.40</b>
	01/07/2021		Valuation rolls	\$ 213.60
	09/07/2021		Extract of Crown Reserve Data, Service Fee	\$ 283.80
<b>EFT6722</b>	<b>06/08/2021</b>	<b>Leaf Bean Machine</b>		<b>-\$ 1,078.79</b>
	09/07/2021		Service - CRC Coffee machine <i>Labour, Call out fee &amp; travel, Parts</i>	\$ 803.79
	26/07/2021		Repairs - CRC Coffee machine <i>Labour, Call out fee &amp; travel</i>	\$ 275.00
<b>EFT6723</b>	<b>06/08/2021</b>	<b>Local Government Professionals Australia WA</b>		<b>-\$ 716.00</b>
	06/07/2021		Membership fees - 2021/22 <i>Lisa Boddy</i>	\$ 185.00
	06/07/2021		Membership fees - 2021/22 <i>Belinda Knight</i>	\$ 531.00
<b>EFT6724</b>	<b>06/08/2021</b>	<b>Local Health Authorities Analytical Committee</b>		<b>-\$ 396.00</b>
	22/07/2021		Analytical Expenses 2021/22	\$ 396.00
<b>EFT6725</b>	<b>06/08/2021</b>	<b>Modular WA</b>		<b>-\$58,300.00</b>
	23/07/2021		Progress Payment - Cabin 1 <i>Completion of internal linings &amp; roof cover</i>	\$29,150.00
	23/07/2021		Progress Payment - Cabin 2 <i>Completion of internal linings &amp; roof cover</i>	\$29,150.00
<b>EFT6726</b>	<b>06/08/2021</b>	<b>Narrogin Pumps Solar &amp; Spraying</b>		<b>-\$ 50.77</b>
	12/07/2021		Parts - Spray trailer <i>Battery</i>	\$ 50.77
<b>EFT6727</b>	<b>06/08/2021</b>	<b>Perfect Computer Solutions</b>		<b>-\$ 1,742.50</b>
	18/02/2021		Monthly IT maintenance <i>Labour</i>	\$ 552.50
	26/02/2021		Monthly IT maintenance <i>Labour</i>	\$ 595.00
	08/04/2021		Monthly IT maintenance <i>Labour</i>	\$ 297.50
	22/04/2021		Monthly IT maintenance <i>Labour</i>	\$ 297.50
<b>EFT6728</b>	<b>06/08/2021</b>	<b>Perth Training Institute</b>		<b>-\$ 1,155.80</b>
	26/07/2021		Training - Firefighting equipment <i>Works, CRC, Admin</i>	\$ 1,155.80
<b>EFT6729</b>	<b>06/08/2021</b>	<b>Quest Payment Systems</b>		<b>-\$ 643.87</b>
	22/07/2021		Monthly Maintenance Fee - Fuel Facility <i>Jul 2021, Jun 2021, Installation charge</i>	\$ 643.87

<b>EFT6730</b>	<b>06/08/2021</b>	<b>Shire of Narrogin</b>	<b>-\$ 782.50</b>
	14/07/2021	Senior Health Officer <i>Labour, Travel</i>	\$ 782.50
<b>EFT6731</b>	<b>06/08/2021</b>	<b>Payroll deductions</b>	<b>-\$ 390.00</b>
	04/08/2021	Payroll deductions	\$ 390.00
<b>EFT6732</b>	<b>06/08/2021</b>	<b>Payroll deductions</b>	<b>-\$ 55.00</b>
	04/08/2021	Payroll deductions	\$ 55.00
<b>EFT6733</b>	<b>06/08/2021</b>	<b>WALGA</b>	<b>-\$19,964.92</b>
	29/06/2021	Training - LG Act <i>Lisa Boddy</i>	\$ 578.00
	29/06/2021	Training - LG Act <i>Barry Gibbs</i>	\$ 578.00
	09/07/2021	WALGA Subscriptions - 2021/22 <i>WALGA Membership, Local Laws Service, Governance Service, Council Connect, Council Connect</i>	\$18,948.92
<b>EFT6734</b>	<b>06/08/2021</b>	<b>Wandering Brook Estate</b>	<b>-\$ 160.00</b>
	02/07/2021	Accommodation <i>Facilitator</i>	\$ 160.00
<b>EFT6735</b>	<b>20/08/2021</b>	<b>Allwest Plant Hire</b>	<b>-\$ 3,044.51</b>
	31/07/2021	Dry hire - Multi tyred roller <i>01/07/2021 - 31/07/2021</i>	\$ 3,044.51
<b>EFT6736</b>	<b>20/08/2021</b>	<b>Altus Planning</b>	<b>-\$ 2,238.50</b>
	02/08/2021	Town Planning Consultant <i>Labour</i>	\$ 2,238.50
<b>EFT6737</b>	<b>20/08/2021</b>	<b>Australasian Performing Right Association</b>	<b>-\$ 350.00</b>
	21/07/2021	Annual Licence Fee <i>Community Centre</i>	\$ 350.00
<b>EFT6738</b>	<b>20/08/2021</b>	<b>Avon Waste</b>	<b>-\$ 2,980.78</b>
	31/07/2021	General waste services <i>Domestic &amp; commercial general waste services, Fuel facility bin, North Bannister bins, Commercial recycling 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</i>	\$ 2,980.78
<b>EFT6739</b>	<b>20/08/2021</b>	<b>BOC</b>	<b>-\$ 82.60</b>
	29/07/2021	Container Service <i>Oxygen, Acetylene, Argoshield, Medical Oxygen</i>	\$ 82.60
<b>EFT6740</b>	<b>20/08/2021</b>	<b>Belinda Kaye Knight</b>	<b>-\$ 123.50</b>
	12/07/2021	Reimbursement <i>95% - CEO Mobile Phone</i>	\$ 61.75
	12/08/2021	Reimbursement <i>95% - CEO Mobile Phone</i>	\$ 61.75
<b>EFT6741</b>	<b>20/08/2021</b>	<b>Benara Nurseries</b>	<b>-\$ 726.17</b>
	23/07/2021	Landscaping supplies - Fuel Facility <i>Assorted plants, Freight</i>	\$ 726.17
<b>EFT6742</b>	<b>20/08/2021</b>	<b>Best Office Systems</b>	<b>-\$ 1,052.97</b>
	30/07/2021	Copier contract - CRC <i>B&amp;W Copies, Colour Copies, Echo</i>	\$ 1,052.97
<b>EFT6743</b>	<b>20/08/2021</b>	<b>Boddington Diesel Services</b>	<b>-\$ 700.00</b>
	08/07/2021	Plant dry hire - Digger <i>08/07/2021</i>	\$ 350.00
	08/07/2021	Plant dry hire - Digger <i>09/07/2021</i>	\$ 350.00



<b>EFT6744</b>	<b>20/08/2021</b>	<b>Boddington IGA</b>		<b>-\$ 73.74</b>
	10/08/2021		Supplies - CRC Café <i>GST Groceries, GST Free groceries</i>	\$ 73.74
<b>EFT6745</b>	<b>20/08/2021</b>	<b>Boddington News</b>		<b>-\$ 9.00</b>
	13/08/2021		Boddington News <i>Edition 672</i>	\$ 9.00
<b>EFT6746</b>	<b>20/08/2021</b>	<b>Brookton Plumbing</b>		<b>-\$ 450.00</b>
	29/03/2021		Pump out septic tank - Codjatine <i>Labour, Tracking form, Dumping fee</i>	\$ 450.00
<b>EFT6747</b>	<b>20/08/2021</b>	<b>Cemeteries &amp; Crematoria Association of WA</b>		<b>-\$ 125.00</b>
	13/07/2021		Membership <i>2021/22</i>	\$ 125.00
<b>EFT6748</b>	<b>20/08/2021</b>	<b>Child Support Agency</b>		<b>-\$ 128.71</b>
	18/08/2021		Payroll deductions	\$ 128.71
<b>EFT6749</b>	<b>20/08/2021</b>	<b>Corsign WA</b>		<b>-\$ 42.90</b>
	29/07/2021		Signs - CRC <i>"Entrance this way"</i>	\$ 42.90
<b>EFT6750</b>	<b>20/08/2021</b>	<b>Crossman Hot Water &amp; Plumbing</b>		<b>-\$ 385.00</b>
	26/07/2021		Water service extension - Caravan Park <i>Labour &amp; materials</i>	\$ 385.00
<b>EFT6751</b>	<b>20/08/2021</b>	<b>Dan Turner, Civil, Structural &amp; Project Management</b>		<b>-\$ 264.00</b>
	03/08/2021		Structural Certificate <i>43 Knights Rd Wandering</i>	\$ 264.00
<b>EFT6752</b>	<b>20/08/2021</b>	<b>Fuelquip Industries</b>		<b>-\$ 2,904.00</b>
	27/07/2021		Install payment terminal - Fuel Facility <i>Mob &amp; demob, Labour, Accommodation, Consumables</i>	\$ 2,904.00
<b>EFT6753</b>	<b>20/08/2021</b>	<b>G &amp; D Lyster</b>		<b>-\$20,680.00</b>
	03/08/2021		Wet hire - Dozer <i>Push up gravel - York Williams Rd, Mobilisation &amp; demobilisation</i>	\$20,680.00
<b>EFT6754</b>	<b>20/08/2021</b>	<b>Great Southern Fuel Supplies</b>		<b>-\$ 57.21</b>
	31/07/2021		Fuel card purchases <i>0.WD</i>	\$ 57.21
<b>EFT6755</b>	<b>20/08/2021</b>	<b>JR &amp; A Hersey</b>		<b>-\$ 557.01</b>
	22/07/2021		Materials & PPE <i>Hand tools, PPE, Delivery</i>	\$ 557.01
<b>EFT6756</b>	<b>20/08/2021</b>	<b>Jozef Majko</b>		<b>-\$ 600.00</b>
	18/08/2021		Rent	\$ 600.00
<b>EFT6757</b>	<b>20/08/2021</b>	<b>Landgate</b>		<b>-\$ 130.41</b>
	28/07/2021		Valuation rolls	\$ 130.41
<b>EFT6758</b>	<b>20/08/2021</b>	<b>MJ &amp; C Cornish</b>		<b>-\$ 2,574.00</b>
	02/08/2021		Wet hire - Excavator <i>Dig drain - Oval dam</i>	\$ 2,002.00
	02/08/2021		Wet hire - Excavator <i>Drainage repairs - Pollard St</i>	\$ 572.00
<b>EFT6759</b>	<b>20/08/2021</b>	<b>Metrocount</b>		<b>-\$ 154.00</b>
	27/07/2021		Parts - Traffic Counter <i>Batteries, Freight</i>	\$ 154.00
<b>EFT6760</b>	<b>20/08/2021</b>	<b>Modular WA</b>		<b>-\$52,268.00</b>
	06/08/2021		Progress payment - Cabin 1 <i>Completion of residence on Builders premises</i>	\$29,150.00
	06/08/2021		Progress payment - Cabin 1 <i>Practical completion</i>	\$23,118.00

<b>EFT6761</b>	<b>20/08/2021</b>	<b>Moore Australia</b>		<b>-\$13,420.00</b>
	31/07/2021	Financial reporting <i>Statutory Budget 2021/22</i>	\$11,000.00	
	31/07/2021	Financial reporting <i>Monthly Financial Preparation &amp; Review, Initial setup Monthly Financials</i>	\$ 2,420.00	
<b>EFT6762</b>	<b>20/08/2021</b>	<b>Narrogin Elders Rural Services</b>		<b>-\$ 471.90</b>
	12/07/2021	Materials - General roads <i>Glyphosate, Wetter, Metsulfuron Methyl</i>	\$ 471.90	
<b>EFT6763</b>	<b>20/08/2021</b>	<b>Officeworks</b>		<b>-\$ 189.89</b>
	12/08/2021	Office supplies <i>Box file, Dymo label maker, Cash drawer, Delivery</i>	\$ 189.89	
<b>EFT6764</b>	<b>20/08/2021</b>	<b>Pingelly Tyre Service</b>		<b>-\$ 107.58</b>
	19/07/2021	Parts - WD.141 <i>Hydraulic Hose</i>	\$ 107.58	
<b>EFT6765</b>	<b>20/08/2021</b>	<b>Regal Garden Supplies</b>		<b>-\$ 510.00</b>
	22/07/2021	Landscaping supplies - Fuel Facility <i>Soil</i>	\$ 510.00	
<b>EFT6766</b>	<b>20/08/2021</b>	<b>Payroll deductions</b>		<b>-\$ 390.00</b>
	18/08/2021	Payroll deductions	\$ 390.00	
<b>EFT6767</b>	<b>20/08/2021</b>	<b>Payroll deductions</b>		<b>-\$ 55.00</b>
	18/08/2021	Payroll deductions	\$ 55.00	
<b>EFT6768</b>	<b>20/08/2021</b>	<b>Startrack Express</b>		<b>-\$ 45.11</b>
	28/07/2021	Freight <i>Corsign</i>	\$ 45.11	
<b>EFT6769</b>	<b>20/08/2021</b>	<b>Volt Air</b>		<b>-\$ 700.14</b>
	02/08/2021	Install new payment terminal - Fuel Facility <i>Labour, Materials</i>	\$ 700.14	
<b>EFT6770</b>	<b>20/08/2021</b>	<b>WA Contract Ranger Services</b>		<b>-\$ 374.00</b>
	12/08/2021	Contract Ranger Service <i>Labour &amp; travel</i>	\$ 374.00	
<b>EFT6771</b>	<b>20/08/2021</b>	<b>WA Reticulation Supplies</b>		<b>-\$ 120.29</b>
	08/07/2021	Materials - Fuel Facility <i>Reticulation parts</i>	\$ 120.29	
<b>EFT6772</b>	<b>20/08/2021</b>	<b>Yahava Kaffeeworks Wholesale</b>		<b>-\$ 254.00</b>
	05/07/2021	Supplies - CRC Café <i>Coffee beans, freight</i>	\$ 254.00	
<b>EFT6773</b>	<b>30/08/2021</b>	<b>Australia Post</b>		<b>-\$ 27.94</b>
	03/08/2021	Supplies - Australia Post <i>Post bags</i>	\$ 27.94	
<b>EFT6774</b>	<b>30/08/2021</b>	<b>Australian Taxation Office</b>		<b>-\$ 9,639.00</b>
	31/07/2021	BAS - Jul 21 <i>GST on Sales, Group Tax Clearing, GST on Purchases, Fuel Credits, Rounding</i>	\$ 9,639.00	
<b>EFT6775</b>	<b>30/08/2021</b>	<b>Central Country Zone of WALGA</b>		<b>-\$ 2,200.00</b>
	30/07/2021	Subscription <i>2021/22</i>	\$ 2,200.00	
<b>EFT6776</b>	<b>30/08/2021</b>	<b>Crossman Hot Water &amp; Plumbing</b>		<b>-\$ 753.50</b>
	02/08/2021	Dump Point - Caravan Park <i>Labour &amp; materials</i>	\$ 753.50	
<b>EFT6777</b>	<b>30/08/2021</b>	<b>Fire and Safety WA</b>		<b>-\$ 459.80</b>
	04/08/2021	Fire extinguishers <i>Depot, WD.300, WD.458, WD.920, Depot, CRC</i>	\$ 459.80	

<b>EFT6778</b>	<b>30/08/2021</b>	<b>Fuel Distributors of WA</b>		<b>-\$27,460.53</b>
	06/08/2021	Fuels - Fuel facility <i>ULP, Diesel</i>		\$27,460.53
<b>EFT6779</b>	<b>30/08/2021</b>	<b>LGISWA</b>		<b>-\$ 1,153.45</b>
	06/08/2021	Workers Compensation Insurance - 2021/22 <i>Adjustment</i>		\$ 1,153.45
<b>EFT6780</b>	<b>30/08/2021</b>	<b>Landgate</b>		<b>-\$ 54.40</b>
	02/08/2021	Valuation rolls		\$ 54.40
<b>EFT6781</b>	<b>30/08/2021</b>	<b>Modular WA</b>		<b>-\$29,150.00</b>
	19/08/2021	Progress payment - Cabin 2 <i>Completion of residence on Builders premises</i>		\$29,150.00
<b>EFT6782</b>	<b>30/08/2021</b>	<b>Perfect Computer Solutions</b>		<b>-\$ 255.00</b>
	19/08/2021	Monthly IT maintenance <i>Labour</i>		\$ 255.00
<b>EFT6783</b>	<b>30/08/2021</b>	<b>Rhonie's Wandering Mop &amp; Bucket</b>		<b>-\$ 2,798.40</b>
	23/08/2021	Cleaning contract <i>Public conveniences - Watts St, Caravan Park, Administration Office, CRC, Depot, Public conveniences - Codjatonine, Public conveniences - Pumphreys Bridge, Community Centre, Travel</i>		\$ 2,798.40
<b>EFT6784</b>	<b>30/08/2021</b>	<b>Shire of Brookton</b>		<b>-\$ 100.00</b>
	13/08/2021	Chairperson Honorarium - 2020/21 <i>Wheatbelt South Regional Road Group</i>		\$ 100.00
<b>EFT6785</b>	<b>30/08/2021</b>	<b>T-Quip</b>		<b>-\$ 1,396.75</b>
	03/08/2021	Service & repairs - Mower <i>Labour, Parts</i>		\$ 1,396.75
<b>EFT6786</b>	<b>30/08/2021</b>	<b>Wandering Primary School</b>		<b>-\$ 50.00</b>
	24/08/2021	Donation <i>Sports Carnival</i>		\$ 50.00
<b>EFT6787</b>	<b>30/08/2021</b>	<b>Wandering Smash Repairs</b>		<b>-\$ 610.94</b>
	19/08/2021	Parts - WD.6 <i>Two way radio, Freight</i>		\$ 610.94
<b>DD3723.1</b>	<b>05/08/2021</b>	<b>Pivotel</b>		<b>-\$ 60.00</b>
	15/07/2021	Satellite Sleeves <i>Bushfire radios</i>		\$ 60.00
<b>DD3729.1</b>	<b>04/08/2021</b>	<b>Aware Super</b>		<b>-\$ 4,741.31</b>
	04/08/2021	Payroll deductions		\$ 3,685.48
	04/08/2021	Payroll deductions		\$ 1,055.83
<b>DD3729.2</b>	<b>04/08/2021</b>	<b>ANZ OnePath Masterfund</b>		<b>-\$ 396.52</b>
	04/08/2021	Payroll deductions		\$ 99.13
	04/08/2021	Payroll deductions		\$ 297.39
<b>DD3729.3</b>	<b>04/08/2021</b>	<b>Colonial First State</b>		<b>-\$ 481.52</b>
	04/08/2021	Payroll deductions		\$ 120.38
	04/08/2021	Payroll deductions		\$ 361.14
<b>DD3729.4</b>	<b>04/08/2021</b>	<b>Australian Super</b>		<b>-\$ 578.08</b>
	04/08/2021	Payroll deductions		\$ 144.52
	04/08/2021	Payroll deductions		\$ 433.56
<b>DD3729.5</b>	<b>04/08/2021</b>	<b>MobiSuper</b>		<b>-\$ 473.52</b>
	04/08/2021	Payroll deductions		\$ 118.38
	04/08/2021	Payroll deductions		\$ 355.14
<b>DD3729.6</b>	<b>04/08/2021</b>	<b>SuperWrap Personal Super Plan</b>		<b>-\$ 103.89</b>
	04/08/2021	Payroll deductions		\$ 103.89
<b>DD3731.1</b>	<b>07/08/2021</b>	<b>Synergy</b>		<b>-\$ 268.51</b>
	19/07/2021	Community Centre <i>Usage</i>		\$ 268.51

<b>DD3731.2</b>	<b>08/08/2021</b>	<b>Synergy</b>		<b>-\$ 594.96</b>
	19/07/2021		CRC & public conveniences <i>Usage</i>	\$ 594.96
<b>DD3731.6</b>	<b>01/08/2021</b>	<b>Synergy</b>		<b>-\$ 319.54</b>
	19/07/2021		Depot <i>Usage</i>	\$ 319.54
<b>DD3731.7</b>	<b>02/08/2021</b>	<b>Synergy</b>		<b>-\$ 983.17</b>
	19/07/2021		Administration Office <i>Usage</i>	\$ 983.17
<b>DD3731.8</b>	<b>03/08/2021</b>	<b>Synergy</b>		<b>-\$ 257.27</b>
	19/07/2021		Fuel facility <i>Usage</i>	\$ 257.27
<b>DD3731.9</b>	<b>04/08/2021</b>	<b>Synergy</b>		<b>-\$ 520.76</b>
	19/07/2021		19 Humes Wy <i>Usage</i>	\$ 520.76
<b>DD3739.1</b>	<b>18/08/2021</b>	<b>Aware Super</b>		<b>-\$ 4,729.76</b>
	18/08/2021		Payroll deductions	\$ 3,676.82
	18/08/2021		Payroll deductions	\$ 1,052.94
<b>DD3739.2</b>	<b>18/08/2021</b>	<b>ANZ OnePath Masterfund</b>		<b>-\$ 388.56</b>
	18/08/2021		Payroll deductions	\$ 97.14
	18/08/2021		Payroll deductions	\$ 291.42
<b>DD3739.3</b>	<b>18/08/2021</b>	<b>Colonial First State</b>		<b>-\$ 481.52</b>
	18/08/2021		Payroll deductions	\$ 120.38
	18/08/2021		Payroll deductions	\$ 361.14
<b>DD3739.4</b>	<b>18/08/2021</b>	<b>Australian Super</b>		<b>-\$ 578.08</b>
	18/08/2021		Payroll deductions	\$ 144.52
	18/08/2021		Payroll deductions	\$ 433.56
<b>DD3739.5</b>	<b>18/08/2021</b>	<b>MobiSuper</b>		<b>-\$ 473.52</b>
	18/08/2021		Payroll deductions	\$ 118.38
	18/08/2021		Payroll deductions	\$ 355.14
<b>DD3739.6</b>	<b>18/08/2021</b>	<b>SuperWrap Personal Super Plan</b>		<b>-\$ 97.14</b>
	18/08/2021		Payroll deductions	\$ 97.14
<b>DD3740.2</b>	<b>23/08/2021</b>	<b>Synergy</b>		<b>-\$ 739.24</b>
	02/08/2021		Street lighting <i>Usage</i>	\$ 739.24
<b>DD3741.2</b>	<b>03/08/2021</b>	<b>St.George Bank</b>		<b>-\$ 266.19</b>
	02/08/2021		Merchant Fees <i>Fuel Facility</i>	\$ 266.19
<b>DD3746.1</b>	<b>21/08/2021</b>	<b>Telstra</b>		<b>-\$ 337.24</b>
	07/08/2021		Tims Messaging <i>Councillors, Fire Control, Fuel facility</i>	\$ 337.24
<b>DD3746.2</b>	<b>24/08/2021</b>	<b>Bankwest</b>		<b>-\$ 902.42</b>
	16/08/2021		Credit card purchases <i>Credit Card fee, Coffee, Drinks Council meeting, Groceries Council meeting, Meals Council meeting, Adobe Licences</i>	\$ 902.42
<b>DD3751.1</b>	<b>31/08/2021</b>	<b>ClickSuper</b>		<b>-\$ 3.96</b>
	31/07/2021		Transaction fee <i>Jul 21</i>	\$ 3.96
<b>DD3731.10</b>	<b>05/08/2021</b>	<b>Synergy</b>		<b>-\$ 707.78</b>
	19/07/2021		31 Dunmall Dr <i>Usage</i>	\$ 707.78
<b>DD3731.11</b>	<b>06/08/2021</b>	<b>Synergy</b>		<b>-\$ 656.83</b>
	20/07/2021		Caravan Park & Fire Station <i>Usage</i>	\$ 656.83
<b>1000005</b>	<b>06/08/2021</b>	<b>Department of Transport</b>		<b>-\$ 1,052.50</b>

	23/06/2021	Registration - WD.422 <i>Recording fee, Insurance</i>	\$ 397.40
	29/06/2021	Registration - WD.011 <i>Recording fee, Insurance</i>	\$ 397.40
	29/06/2021	Registration - WD.300 <i>Recording fee, Insurance</i>	\$ 257.70
<b>1000006</b>	<b>30/08/2021</b>	<b>Department of Transport</b>	<b>-\$ 3,536.55</b>
	20/07/2021	Registration - WD.1827 <i>Recording fee, Insurance</i>	\$ 81.40
	21/07/2021	Registration - 1TUE 993 <i>Recording fee, Insurance, Licence fee</i>	\$ 104.70
	21/07/2021	Registration - WD.6 <i>Recording fee, Insurance</i>	\$ 397.40
	21/07/2021	Registration - WD.182 <i>Recording fee, Insurance</i>	\$ 257.70
	21/07/2021	Registration - WD.141 <i>Recording fee, Insurance</i>	\$ 257.70
	21/07/2021	Registration - WD.920 <i>Recording fee, Insurance</i>	\$ 81.40
	21/07/2021	Registration - WD.480 <i>Insurance, Recording Fee</i>	\$ 397.40
	21/07/2021	Registration - WD.458 <i>Recording fee, Insurance</i>	\$ 397.40
	21/07/2021	Registration - WD.440 <i>Recording fee, Insurance</i>	\$ 397.40
	21/07/2021	Registration - WD.1183 <i>Recording fee, Insurance</i>	\$ 24.40
	21/07/2021	Registration - WD.908 <i>Recording fee, Insurance</i>	\$ 81.40
	21/07/2021	Registration - WD.821 <i>Recording fee, Insurance</i>	\$ 81.40
	21/07/2021	Registration - WD.270 <i>Recording fee, Insurance</i>	\$ 81.40
	21/07/2021	Registration - WD.1182 <i>Recording fee, Insurance</i>	\$ 24.40
	21/07/2021	Registration - WD.1169 <i>Recording fee, Insurance</i>	\$ 24.40
	21/07/2021	Registration - WD.1152 <i>Recording fee, Insurance</i>	\$ 24.40
	21/07/2021	Registration - WD.1151 <i>Recording fee, Insurance</i>	\$ 24.40
	21/07/2021	Registration - WD.1142 <i>Recording fee, Insurance</i>	\$ 24.40
	21/07/2021	Registration - WD.1098 <i>Recording fee, Insurance</i>	\$ 24.40
	21/07/2021	Registration - WD.1056 <i>Recording fee, Insurance</i>	\$ 24.40
	21/07/2021	Registration - WD.1003 <i>Recording fee, Insurance</i>	\$ 24.40
	21/07/2021	Registration - WD.548 <i>Recording fee, Insurance</i>	\$ 24.40
	21/07/2021	Registration - WD.229 <i>Recording fee, Insurance</i>	\$ 81.40
	21/07/2021	Registration - WD.3018 <i>Recording fee, Insurance, Licence fee</i>	\$ 141.50
	21/07/2021	Registration - WD.001 <i>Recording fee, Insurance</i>	\$ 397.40



22/07/2021

Registration - 1TRH 694  
*Recording fee, Insurance, Licence fee*

\$ 55.55

Total \$381,613.18

**STRATEGIC IMPLICATIONS****IMPROVE OUR FINANCIAL POSITION**

<b>Our Goals</b>	<b>Our Strategies</b>
<b>The Wandering Shire is financially sustainable</b>	Improve accountability and transparency Prudently manage our financial resources to ensure value for money

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION – ITEM– 16.1. SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD - 01/08/2021 – 31/08/2021**

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

## 16.2.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD - 01/08/2021 – 31/08/2021

<b>Proponent</b>	Internal Report
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	16/09/2021
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	14.145.14512
<b>Attachments</b>	Monthly Financial Reports

### BRIEF SUMMARY

Consideration of the Monthly Financial Reports for the period ending 31/08/2021.

### BACKGROUND

The following financial reports to 31/08/2021 are included for your information:

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

### STATUTORY/LEGAL IMPLICATIONS

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

#### **Section 6.4 Financial report**

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

#### **Local Government (Financial Management) Regulations 1996**

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

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

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

#### **POLICY IMPLICATIONS**

As contained in the attached Monthly Financial Reports

#### **FINANCIAL IMPLICATIONS**

As contained in the attached Monthly Financial Reports

#### **STRATEGIC IMPLICATIONS**

##### ***Provide Strong Leadership***

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

#### **CONSULTATION/COMMUNICATION**

Nil

#### **COMMENT**

Moore Australia has compiled the accompanying Local Government special purpose financial statements for the Shire of Wandering, which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31/08/2021. The financial statements have been compiled to meet compliance with the Local Government Act 1995 and associated Regulations.

#### **RISK ASSESSMENT**

We recommend bank accounts be reconciled to the general ledger in a timely manner and prior to the preparation of the Monthly Statement of Financial Activity.

As an essential control, bank reconciliations should be signed and dated by the preparer and a reviewer independent of the preparation process.

**CEO COMMENT:**

Bank reconciliations are complete to 31/07/2021, it is my oversight that they have not been presented to Moore Australia since April 2021. This has since been rectified with both July 2021 and August 2021 being uploaded to the Moore Aust portal.

Given the Monthly Financials are prepared in the first week of the month, it is extremely difficult to have the bank reconciliation available at the time of preparation of the reports due to the majority of receipts occurring on-line and part-time staff ability to process them as they occur.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION – ITEM 16.2 - MONTHLY FINANCIAL REPORTS**

That Council in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996 receives the Statements of Financial activity for the period ended 31/08/2021.

*Disclaimer: The 31/08/2021 report has been prepared prior to the finalisation of the August financial transactions and as such may not be a true reflection of the financial position of the Shire at this time.*

**AUTHOR'S SIGNATURE:**

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

**Moore Australia**

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2 The Esplanade, Perth, WA 6000  
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8 September 2021

Ms Belinda Knight  
Chief Executive Officer  
Shire of Wandering  
22 Watts Street  
**WANDERING WA 6308**

Dear Belinda,

**COMPILATION REPORT TO THE SHIRE OF WANDERING**

We have compiled the accompanying Local Government special purpose financial statements of the Shire of Wandering, which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31 August 2021. The financial statements have been compiled to meet compliance with the *Local Government Act 1995* and associated Regulations.

**THE RESPONSIBILITY OF THE SHIRE OF WANDERING**

The Shire of Wandering are solely responsible for the information contained in the special purpose financial statements and are responsible for the maintenance of an appropriate accounting system in accordance with the relevant legislation.

**OUR RESPONSIBILITY**

On the basis of information provided by the Shire of Wandering we have compiled the accompanying special purpose financial statements in accordance with the requirements of the *Local Government Act 1995*, associated Regulations and APES 315 *Compilation of Financial Information*.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Shire of Wandering provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The Local Government special purpose financial statements were compiled exclusively for the benefit of the Shire of Wandering. We do not accept responsibility to any other person for the contents of the special purpose financial statements.

A handwritten signature in black ink, appearing to read 'Russell Barnes'.

Russell Barnes  
Director  
**Moore Australia (WA) Pty Ltd**



**Moore Australia**

Level 15, Exchange Tower,  
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8 September 2021

Ms Belinda Knight  
Chief Executive Officer  
Shire of Wandering  
22 Watts Street  
**WANDERING WA 6308**

Dear Belinda,

**ACCOUNTING SERVICE INFORMATION REPORT FOR THE PERIOD ENDED 31 AUGUST 2021**

We advise that we have completed the compilation of your Statutory Monthly Statement of Financial Activity (by Statutory Reporting Program) for the month ended 31 August 2021 and enclose our Compilation Report and Statements.

We are required under APES 315 *Compilation of Financial Information* to report certain matters in our compilation report. Other matters which arise during the course of our compilation that we wish to bring to your attention are raised in this report.

It should be appreciated that our procedures are designed primarily to enable us to compile the monthly financial statements and therefore may not bring to light all weaknesses in systems and procedures, or all financial matters of interest to management and Council, which may exist. However, we aim to use our knowledge of the Shire's financial operations gained during our work to make comments and suggestions, which, we hope, will be useful to you.

Please note in order to meet legislative requirements, details and explanations of the material variances between the year to date actuals and year to date budget need to be completed by Shire staff, as required by *Local Government (Financial Management) Regulation 34(1) (d)*.

**COMMENTS/SUGGESTIONS**

Attached is a list of comments/suggestions derived from compiling the statement of financial activity and other end of month review services.

**MATTERS FOR MANAGEMENT ATTENTION:**

Please complete the Statutory Monthly Financial Statements by completing Note 14 – Major Variations by providing a comment for each item where the Council's YTD Budget and YTD Actual are over the variance threshold. These items are indicated with a ▼ or ▲.

We noted no other matters we wish to draw to management's attention.

Should you wish to discuss any matter relating to our service or any other matter, please do not hesitate to contact us.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Russell Barnes'.

Russell Barnes  
Director

[Moore Australia \(WA\) Pty Ltd](http://www.moore-australia.com.au)

**Shire of Wandering**  
**Management Information Report**

**Period Ending**  
**31 August 2021**

Topic	Item	First Identified	Explanation	Action Required	Priority
Bank accounts	Reconciliations	August 2021	We have not received the Municipal bank reconciliation since April 2021.	<p>We recommend bank accounts be reconciled to the general ledger in a timely manner and prior to the preparation of the Monthly Statement of Financial Activity.</p> <p>As an essential control, bank reconciliations should be signed and dated by the preparer and a reviewer independent of the preparation process.</p>	High
Operating expenditure	Depreciation	July 2021	Depreciation has not been processed in 2021/22.	When the 2020/21 Annual Financial Statements have been finalised depreciation will be processed.	Low
Funding Surplus	Opening Surplus	July 2021	At the time of preparing the attached Statement of Financial Activity, the Annual Financial Report for 30 June 2021 has not been finalised, therefore the closing surplus may change from the current \$1,105,115 due to year end and audit adjustments.	None required.	Low

**SHIRE OF WANDERING**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 31 August 2021**

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

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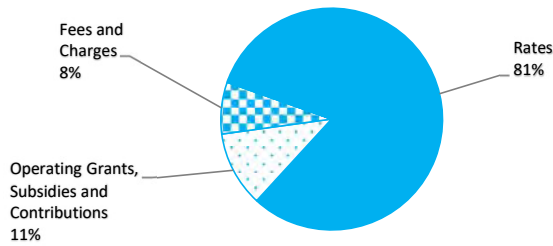
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**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 AUGUST 2021**

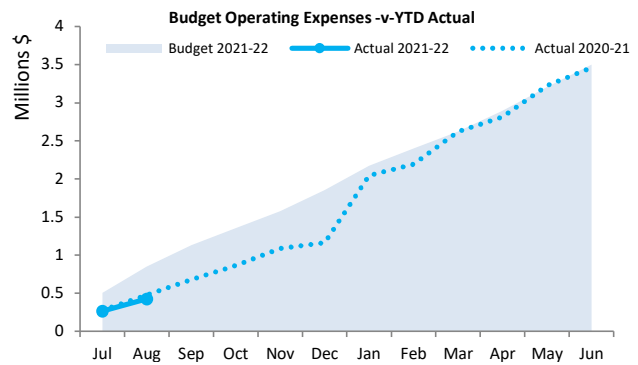
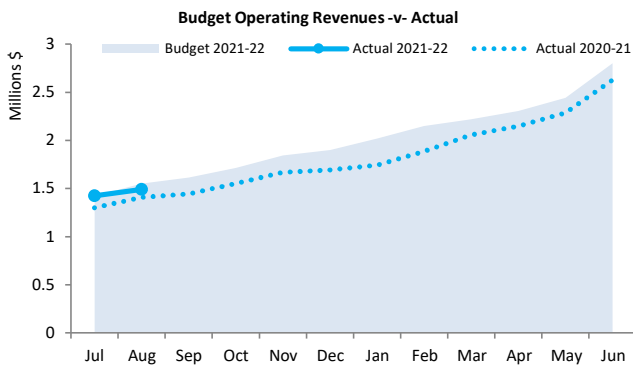
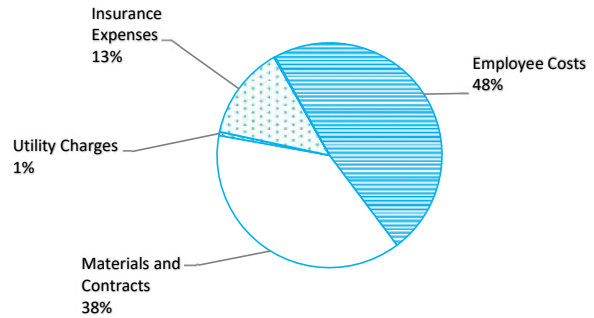
**SUMMARY INFORMATION - GRAPHS**

**OPERATING ACTIVITIES**

**OPERATING REVENUE**

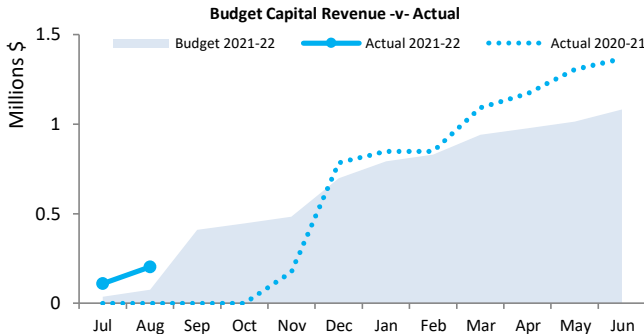


**OPERATING EXPENSES**

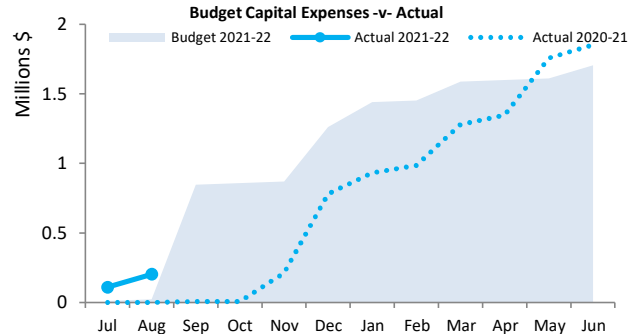


**INVESTING ACTIVITIES**

**CAPITAL REVENUE**



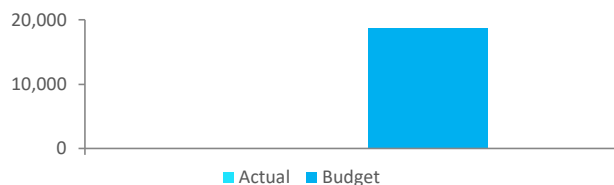
**CAPITAL EXPENSES**



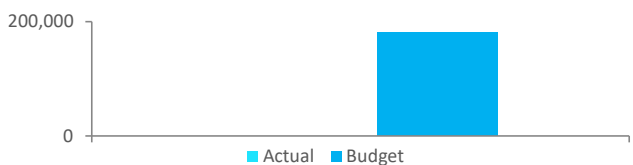
**FINANCING ACTIVITIES**

**BORROWINGS**

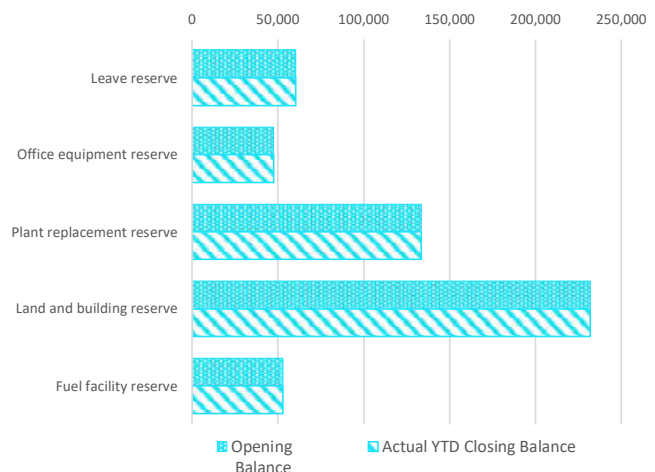
**Principal Repayments**



**Principal Outstanding**



**RESERVES**



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

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**EXECUTIVE SUMMARY**

**Funding surplus / (deficit) Components**

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.17 M	\$0.17 M	\$0.04 M	(\$0.14 M)
Closing	\$0.00 M	\$1.11 M	\$1.11 M	(\$0.01 M)

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$0.96 M	64.5%
Restricted Cash	\$0.53 M	35.5%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.10 M	
0 to 30 Days	\$0.00 M	100.0%
30 to 90 Days		0.0%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.32 M	74.3%
Trade Receivable	\$0.03 M	% Outstanding
30 to 90 Days		13.3%
Over 90 Days		86.7%

Refer to Note 3 - Receivables

**Key Operating Activities**

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.39 M	\$0.89 M	\$1.07 M	\$0.18 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$1.21 M	0.1%
YTD Budget	\$1.21 M	

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.16 M	
YTD Budget	\$0.17 M	(1.1%)

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.11 M	
YTD Budget	\$0.17 M	(32.1%)

Refer to Statement of Financial Activity

**Key Investing Activities**

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.62 M)	\$0.05 M	\$0.00 M	(\$0.05 M)

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.00 M	
Adopted Budget	\$0.12 M	0.0%

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$0.20 M	
Adopted Budget	\$1.70 M	11.9%

Refer to Note 8 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$0.20 M	
Adopted Budget	\$0.96 M	21.2%

Refer to Note 8 - Capital Acquisitions

**Key Financing Activities**

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.06 M	(\$0.00 M)	(\$0.00 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Refer to Note 9 - Borrowings

Reserves	
Reserves balance	\$0.53 M
Interest earned	\$0.00 M

Refer to Note 10 - Cash Reserves

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

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**STATUTORY REPORTING PROGRAMS**

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

**PROGRAM NAME AND OBJECTIVES**

**ACTIVITIES**

**GOVERNANCE**

To provide a decision making process for the efficient allocation of scarce resources.

Members expenses and other costs of the Shire that relate to the tasks of assisting Councillors and the public on matters which do not concern specific Council services.

To provide a decision making process for the efficient allocation of scarce resources.

Members expenses and other costs of the Shire that relate to the tasks of assisting Councillors and the public on matters which do not concern specific Council services.

**GENERAL PURPOSE FUNDING**

To collect revenue to allow for the provision of services.

Collection of Rates revenue, financial assistance grants for general purpose and interest revenue.

**HEALTH**

To provide services for community and environmental health.

Health inspection and advisory services, analytical services, pest and weed control, and assistance to provide health initiatives.

**EDUCATION AND WELFARE**

To support services relating to youth, elderly and the disadvantaged.

Support school activities, aged care initiatives and disability inclusion plan.

**HOUSING**

Provision of shire housing and privately rented accommodation.

Management and maintenance for shire housing privately rented while not required by staff and provision of rental accommodation to the Housing Authority for teachers accommodation.

**COMMUNITY AMENITIES**

To provide amenities required by the community.

Rubbish collection services and operation of waste transfer station. Maintenance of cemeteries and public conveniences. Administration of town planning activities.

**RECREATION AND CULTURE**

To establish and maintain infrastructure and resources to meet the recreational and cultural needs of the community.

Maintenance of halls, playgrounds, recreation grounds and reserves. Operation of Library and maintenance of heritage and history inventory.

**TRANSPORT**

To provide safe and effective transport services to the community.

Construction and maintenance of streets, roads, bridges, signage and footpaths. Cleaning and lighting of town streets. Depot maintenance.

**ECONOMIC SERVICES**

To help promote Wandering and its economic wellbeing.

Tourism and area promotion including operation of caravan park. Implementation of building control and provision of a fuel facility, postal agency and Community Resource Centre.

**OTHER PROPERTY AND SERVICES**

To monitor and control operating accounts.

Provisions of private work operations, plant repairs, operation costs and all administration costs.



**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	173,709	173,709	<b>37,539</b>	(136,170)	(78.39%)	▼
<b>Revenue from operating activities</b>							
Governance		3,500	582	<b>0</b>	(582)	(100.00%)	
General purpose funding - general rates	6	1,204,854	1,208,054	<b>1,208,979</b>	925	0.08%	
General purpose funding - other		604,690	73,102	<b>74,800</b>	1,698	2.32%	
Law, order and public safety		44,290	10,841	<b>4,814</b>	(6,027)	(55.59%)	▼
Health		3,500	582	<b>1,417</b>	835	143.47%	
Housing		46,800	7,798	<b>6,978</b>	(820)	(10.52%)	
Community amenities		51,680	37,442	<b>40,338</b>	2,896	7.73%	
Recreation and culture		1,820	300	<b>845</b>	545	181.67%	
Transport		72,200	57,082	<b>61,230</b>	4,148	7.27%	
Economic services		723,720	144,623	<b>88,772</b>	(55,851)	(38.62%)	▼
Other property and services		45,750	7,956	<b>4,170</b>	(3,786)	(47.59%)	
		<b>2,802,804</b>	<b>1,548,362</b>	<b>1,492,343</b>	(56,019)		
<b>Expenditure from operating activities</b>							
Governance		(192,390)	(44,307)	<b>(21,157)</b>	23,150	52.25%	▲
General purpose funding		(86,000)	(14,330)	<b>(13,731)</b>	599	4.18%	
Law, order and public safety		(137,340)	(27,882)	<b>(9,941)</b>	17,941	64.35%	▲
Health		(11,030)	(1,948)	<b>(1,420)</b>	528	27.10%	
Education and welfare		(1,340)	(218)	<b>(182)</b>	36	16.51%	
Housing		(28,940)	(7,253)	<b>(5,642)</b>	1,611	22.21%	
Community amenities		(226,650)	(38,296)	<b>(26,141)</b>	12,155	31.74%	▲
Recreation and culture		(228,460)	(40,423)	<b>(24,961)</b>	15,462	38.25%	▲
Transport		(1,709,930)	(451,686)	<b>(191,942)</b>	259,744	57.51%	▲
Economic services		(835,005)	(141,093)	<b>(107,621)</b>	33,472	23.72%	▲
Other property and services		(45,790)	(81,560)	<b>(21,966)</b>	59,594	73.07%	▲
		<b>(3,502,875)</b>	<b>(848,996)</b>	<b>(424,704)</b>	424,292		
Non-cash amounts excluded from operating activities	1(a)	1,094,380	187,174	<b>0</b>	(187,174)	(100.00%)	▼
<b>Amount attributable to operating activities</b>		<b>394,309</b>	<b>886,540</b>	<b>1,067,639</b>	181,099		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	957,245	74,506	<b>202,845</b>	128,339	172.25%	▲
Proceeds from disposal of assets	7	124,000	0	<b>0</b>	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(1,704,660)	(22,156)	<b>(202,845)</b>	(180,689)	(815.53%)	▼
<b>Amount attributable to investing activities</b>		<b>(623,415)</b>	<b>52,350</b>	<b>0</b>	(52,350)		
<b>Financing Activities</b>							
Proceeds from new debentures	9	200,000	0	<b>0</b>	0	0.00%	
Transfer from reserves	10	48,050	0	<b>0</b>	0	0.00%	
Repayment of debentures	9	(18,665)	0	<b>0</b>	0	0.00%	
Transfer to reserves	10	(173,988)	(22)	<b>(22)</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>55,397</b>	<b>(22)</b>	<b>(22)</b>	0		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>1,112,577</b>	<b>1,105,156</b>			

**KEY INFORMATION**

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

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

The material variance adopted by Council for the 2021-22 year is \$5,000 or 5.00% whichever is the greater.

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

## KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 AUGUST 2021

## NATURE OR TYPE DESCRIPTIONS

### REVENUE

#### RATES

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

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

#### FEES AND CHARGES

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

#### SERVICE CHARGES

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

#### INTEREST EARNINGS

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

#### OTHER REVENUE / INCOME

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

#### PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

### EXPENSES

#### EMPLOYEE COSTS

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

#### MATERIALS AND CONTRACTS

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

#### UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

#### INSURANCE

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

#### LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

#### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

#### INTEREST EXPENSES

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

#### OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**BY NATURE OR TYPE**

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	173,709	173,709	<b>37,539</b>	(136,170)	(78.39%)	▼
<b>Revenue from operating activities</b>							
Rates	6	1,204,854	1,208,054	<b>1,208,979</b>	925	0.08%	
Rates other than general rates		3,200	0	<b>0</b>	0	0.00%	
Operating grants, subsidies and contributions	12	797,010	166,002	<b>164,118</b>	(1,884)	(1.13%)	
Fees and charges		734,530	166,228	<b>112,908</b>	(53,320)	(32.08%)	▼
Interest earnings		12,700	2,114	<b>2,884</b>	770	36.42%	
Other revenue		35,810	5,964	<b>3,454</b>	(2,510)	(42.09%)	
Profit on disposal of assets	7	14,700	0	<b>0</b>	0	0.00%	
		<b>2,802,804</b>	<b>1,548,362</b>	<b>1,492,343</b>	(56,019)		
<b>Expenditure from operating activities</b>							
Employee costs		(1,229,545)	(300,994)	<b>(203,163)</b>	97,831	32.50%	▲
Materials and contracts		(975,640)	(296,286)	<b>(161,607)</b>	134,679	45.46%	▲
Utility charges		(50,120)	(8,342)	<b>(2,188)</b>	6,154	73.77%	▲
Depreciation on non-current assets		(1,123,080)	(187,174)	<b>0</b>	187,174	100.00%	▲
Interest expenses		(2,970)	0	<b>0</b>	0	0.00%	
Insurance expenses		(84,120)	(41,634)	<b>(57,028)</b>	(15,394)	(36.97%)	▼
Other expenditure		(37,400)	(14,566)	<b>(718)</b>	13,848	95.07%	▲
		<b>(3,502,875)</b>	<b>(848,996)</b>	<b>(424,704)</b>	424,292		
Non-cash amounts excluded from operating activities	1(a)	1,094,380	187,174	<b>0</b>	(187,174)	(100.00%)	▼
<b>Amount attributable to operating activities</b>		<b>394,309</b>	<b>886,540</b>	<b>1,067,639</b>	181,099		
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	957,245	74,506	<b>202,845</b>	128,339	172.25%	▲
Proceeds from disposal of assets	7	124,000	0	<b>0</b>	0	0.00%	
Payments for property, plant and equipment	8	(1,704,660)	(22,156)	<b>(202,845)</b>	(180,689)	(815.53%)	▼
<b>Amount attributable to investing activities</b>		<b>(623,415)</b>	<b>52,350</b>	<b>0</b>	(52,350)		
<b>Financing Activities</b>							
Proceeds from new debentures	9	200,000	0	<b>0</b>	0	0.00%	
Transfer from reserves	10	48,050	0	<b>0</b>	0	0.00%	
Repayment of debentures	9	(18,665)	0	<b>0</b>	0	0.00%	
Transfer to reserves	10	(173,988)	(22)	<b>(22)</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>55,397</b>	<b>(22)</b>	<b>(22)</b>	0		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>1,112,577</b>	<b>1,105,156</b>			

**KEY INFORMATION**

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

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

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

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**BASIS OF PREPARATION**

**BASIS OF PREPARATION**

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements.

**SIGNIFICANT ACCOUNTING POLICES**

**CRITICAL ACCOUNTING ESTIMATES**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

**GOODS AND SERVICES TAX**

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

**ROUNDING OFF FIGURES**

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

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 03 September 2021

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**NOTE 1  
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

**(a) Non-cash items excluded from operating activities**

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
<b>Non-cash items excluded from operating activities</b>				
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	7	(14,700)	0	0
Movement in employee benefit provisions (non-current)		(14,000)	0	0
Add: Depreciation on assets		1,123,080	187,174	0
<b>Total non-cash items excluded from operating activities</b>		<b>1,094,380</b>	<b>187,174</b>	<b>0</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.

		Last Year Closing 30 June 2021	This Time Last Year 31 August 2020	Year to Date 31 August 2021
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	10	(525,967)	(388,022)	(525,989)
Less: Unspent grants		0	701,181	0
Less: Leave held in reserve		0	(39,425)	0
Add: Provisions - employee	11	81,181	71,242	81,181
Add: Other adjustments		0	19,734	0
<b>Total adjustments to net current assets</b>		<b>(444,786)</b>	<b>364,710</b>	<b>(444,808)</b>

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

<b>Current assets</b>				
Cash and cash equivalents	2	835,433	2,147,341	1,481,516
Rates receivables	3	39,590	307,824	320,656
Receivables	3	29,305	36,934	31,282
Other current assets	4	74,270	78,492	74,541
<b>Less: Current liabilities</b>				
Payables	5	(197,653)	(94,503)	(99,895)
Contract liabilities	11	(21,113)	(701,181)	(16,410)
Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity	11	(196,326)	0	(160,545)
Provisions	11	(81,181)	(71,242)	(81,181)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(444,786)</b>	<b>364,710</b>	<b>(444,808)</b>
<b>Closing funding surplus / (deficit)</b>		<b>37,539</b>	<b>2,068,375</b>	<b>1,105,156</b>

**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 AUGUST 2021

OPERATING ACTIVITIES  
NOTE 2  
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
<b>Cash on hand</b>								
Municipal cash at bank	Cash and cash equivalents	954,426	0	954,426	0	BankWest	0.00%	n/a
Reserves Fund Bank	Cash and cash equivalents	0	525,990	525,990	0	Bankwest	0.00%	n/a
Petty cash/ cash on hand	Cash and cash equivalents	1,100	0	1,100	0	n/a	0.00%	n/a
<b>Total</b>		<b>955,526</b>	<b>525,990</b>	<b>1,481,516</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		955,526	525,990	1,481,516	0			
		<b>955,526</b>	<b>525,990</b>	<b>1,481,516</b>	<b>0</b>			

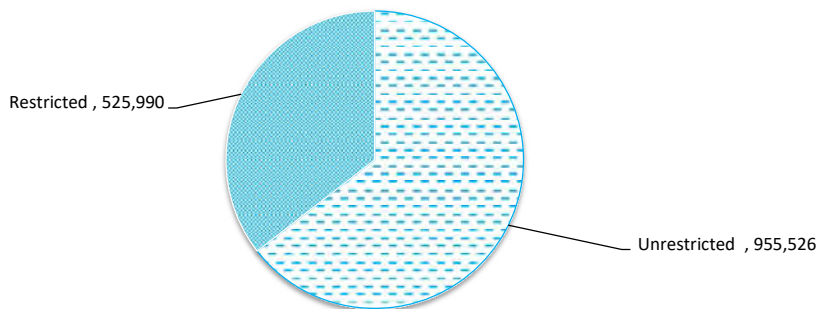
**KEY INFORMATION**

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

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

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

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.

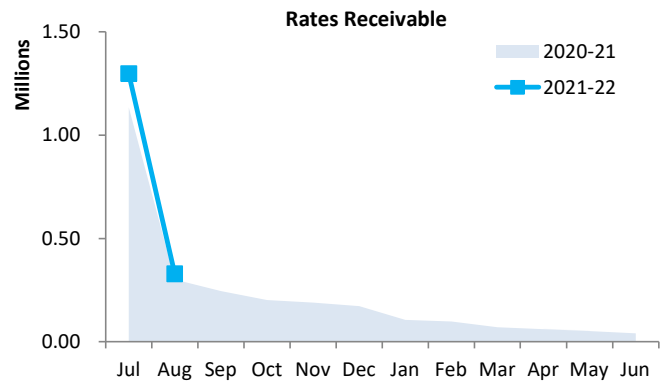




**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES**

Rates receivable	30 Jun 2021	31 Aug 2021
	\$	\$
Opening arrears previous years	23,174	39,590
Levied this year	1,101,109	1,208,979
Less - collections to date	(1,084,693)	(927,913)
Equals current outstanding	<b>39,590</b>	<b>320,656</b>
<b>Net rates collectable</b>	<b>39,590</b>	<b>320,656</b>
% Collected	96.5%	74.3%

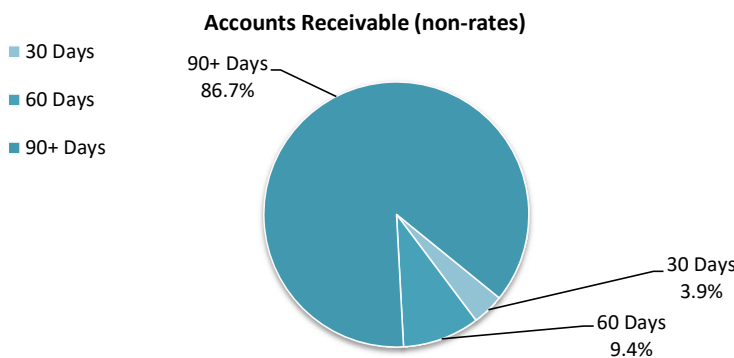


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	0	218	526	4,839	5,583
Percentage		0%	3.9%	9.4%	86.7%	
<b>Balance per trial balance</b>						
Sundry receivable						5,583
GST receivable						13,693
Pensioner Rebates						12,006
<b>Total receivables general outstanding</b>						<b>31,282</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**OPERATING ACTIVITIES  
NOTE 4  
OTHER CURRENT ASSETS**

	Opening Balance 1 July 2021	Asset Increase	Asset Reduction	Closing Balance 31 August 2021
	\$	\$	\$	\$
<b>Other current assets</b>				
<b>Inventory</b>				
Fuel, oil and materials	74,270	63,574	(63,303)	74,541
<b>Total other current assets</b>	<b>74,270</b>	<b>63,574</b>	<b>(63,303)</b>	<b>74,541</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

**Inventory**

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**OPERATING ACTIVITIES  
NOTE 5  
Payables**

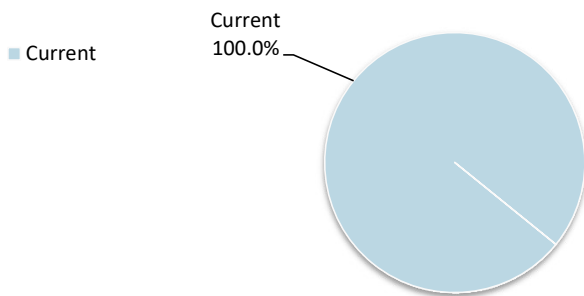
Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	2,827	0	0	0	2,827
Percentage		100%	0%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors						2,827
ATO liabilities						3,127
Income received in advance						28,736
Accrued expenses						1,250
Payroll creditors						18,961
ESL Creditors						36,080
Bonds and Deposits						8,914
<b>Total payables general outstanding</b>						<b>99,895</b>

Amounts shown above include GST (where applicable)

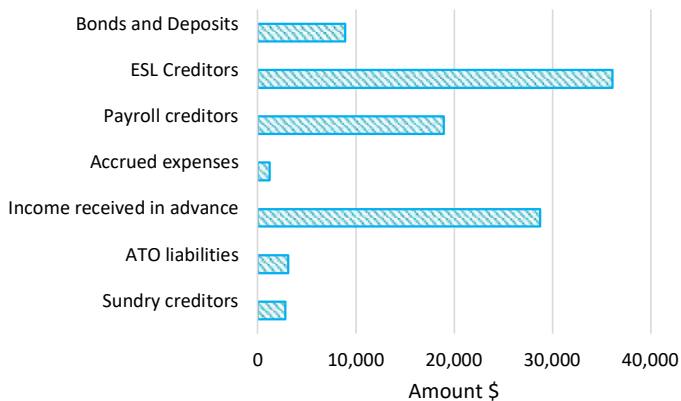
**KEY INFORMATION**

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

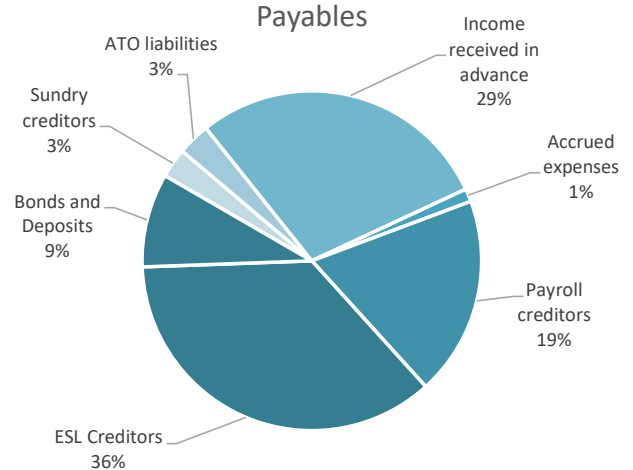
Aged Payables



Payables



Payables



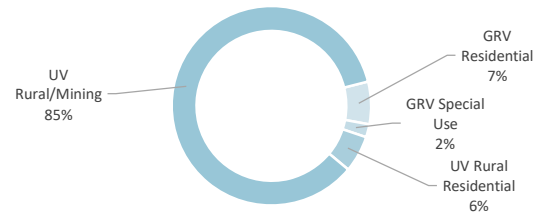
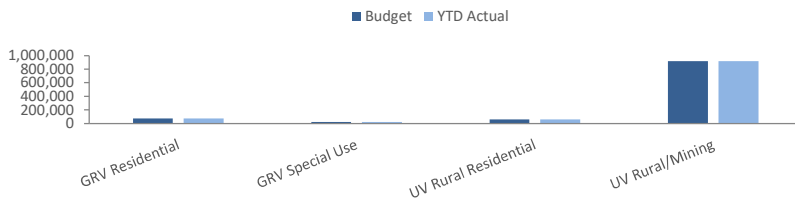
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE**

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
GRV Residential	0.12531	53	595,192	74,583	0	0	74,583	74,583	0	0	74,583
GRV Special Use	0.14192	3	157,820	22,398	0	0	22,398	22,398	0	0	22,398
<b>Unimproved value</b>											
UV Rural Residential	0.01597	53	3,871,000	61,820	0	0	61,820	61,820	1,356	920	64,096
UV Rural/Mining	0.00669	140	137,339,000	918,798	0	0	918,798	918,798	0	0	918,798
<b>Sub-Total</b>		<b>249</b>	<b>141,963,012</b>	<b>1,077,599</b>	<b>0</b>	<b>0</b>	<b>1,077,599</b>	<b>1,077,599</b>	<b>1,356</b>	<b>920</b>	<b>1,079,875</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
GRV Residential	1,100	27	64,134	29,700	0	0	29,700	29,700	0	0	29,700
GRV Special Use	1,100	1	4,508	1,100	0	0	1,100	1,100	0	0	1,100
<b>Unimproved value</b>											
UV Rural Residential	1,100	51	3,051,500	56,100	0	0	56,100	56,100	0	0	56,100
UV Rural/Mining	1,100	81	8,662,483	89,100	0	0	89,100	89,100	0	0	89,100
<b>Sub-total</b>		<b>160</b>	<b>11,782,625</b>	<b>176,000</b>	<b>0</b>	<b>0</b>	<b>176,000</b>	<b>176,000</b>	<b>0</b>	<b>0</b>	<b>176,000</b>
Discount							(48,745)				(46,896)
<b>Amount from general rates</b>							<b>1,204,854</b>				<b>1,208,979</b>
Ex-gratia rates							3,200				0
<b>Total general rates</b>							<b>1,208,054</b>				<b>1,208,979</b>

**KEY INFORMATION**

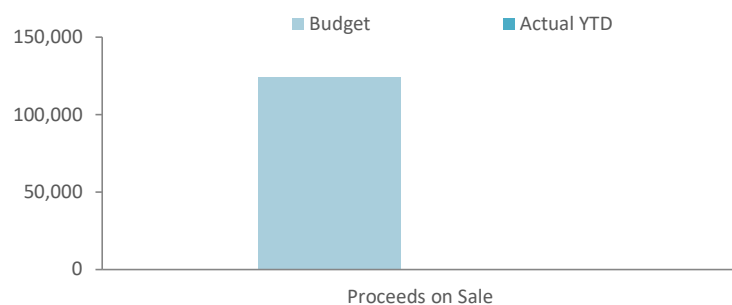
Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2021 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability 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.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**OPERATING ACTIVITIES  
NOTE 7  
DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
	<b>Transport</b>								
	Isuzu Giga Prime Mover	60,000	60,000	0	0	0	0	0	0
	QE Pajero Sports GLX	23,500	27,000	3,500	0	0	0	0	0
	Holden Trail blazer	24,000	35,000	11,000	0	0	0	0	0
	Hustler Mower	1,800	2,000	200	0	0	0	0	0
		<b>109,300</b>	<b>124,000</b>	<b>14,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



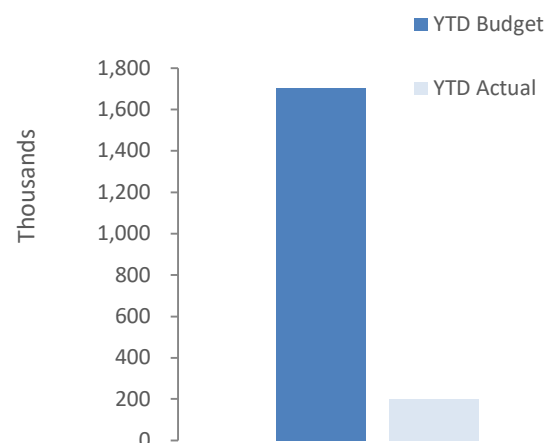
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	132,940	22,156	184,045	161,889
Furniture & Equipment	14,500	0	0	0
Plant & Equipment	312,650	0	0	0
Roads & Bridges	1,044,570	0	18,800	18,800
Land Held For Resale Non Current	200,000	0	0	0
<b>Payments for Capital Acquisitions</b>	<b>1,704,660</b>	<b>22,156</b>	<b>202,845</b>	<b>180,689</b>
<b>Total Capital Acquisitions</b>	<b>1,704,660</b>	<b>22,156</b>	<b>202,845</b>	<b>180,689</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	957,245	74,506	202,845	128,339
Borrowings	200,000	0	0	0
Other (disposals & C/Fwd)	124,000	0	0	0
Cash backed reserves				
Leave reserve	14,000	0	0	0
Office equipment reserve	7,500	0	0	0
Land and building reserve	26,550	0	0	0
Contribution - operations	375,365	(52,350)	0	52,350
<b>Capital funding total</b>	<b>1,704,660</b>	<b>22,156</b>	<b>202,845</b>	<b>180,689</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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



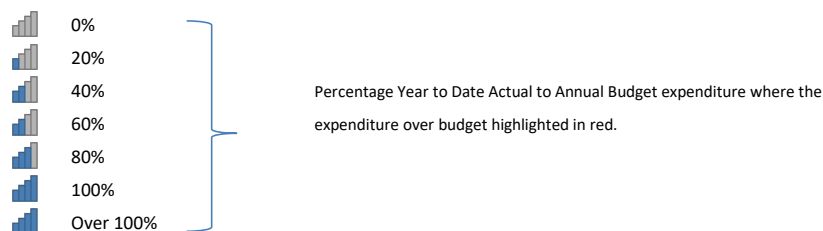


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

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

**Capital expenditure total**

**Level of completion indicators**



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

Account Description		Adopted		Year to Date Actual	Variance (Under)/Over
		Current Budget	Year to Date Budget		
<b>Capital Expenditure</b>					
Furniture & Equipment					
	E13450	CRC - Purchase Furniture & Equipment	5,000	0	0
	E14560	Purchase Furniture & Equipment	9,500	0	0
	<b>Furniture &amp; Equipment Total</b>		<b>14,500</b>	<b>0</b>	<b>0</b>
Land Held For Resale Non Current					
	E14761	Land Held for Resale - Industrial Estate	200,000	0	0
	<b>Land Held For Resale Non Current Total</b>		<b>200,000</b>	<b>0</b>	<b>0</b>
Land & Buildings					
	E13260	Purchase Land & Buildings	132,940	22,156	184,045
	<b>Land &amp; Buildings Total</b>		<b>132,940</b>	<b>22,156</b>	<b>184,045</b>
Plant & Equipment					
	E12360	Purchase Plant & Equipment	312,650	0	0
	<b>Plant &amp; Equipment Total</b>		<b>312,650</b>	<b>0</b>	<b>0</b>
Roads & Bridges					
	E12101	Road Construction - Other - Expenses	276,000	0	0
	E12102	Road Construction Regional Road Group Expenses	546,485	0	18,800
	E12103	Road Construction Roads to Recovery Expenses	145,875	0	0
	E12104	Road Construction Blackspot Expenses	76,210	0	0
	<b>Roads &amp; Bridges Total</b>		<b>1,044,570</b>	<b>0</b>	<b>18,800</b>
	<b>Grand Total</b>		<b>1,704,660</b>	<b>22,156</b>	<b>202,845</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**FINANCING ACTIVITIES**

**NOTE 9**

**BORROWINGS**

**Repayments - borrowings**

Information on borrowings Particulars	Loan No.	1 July 2021	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Community amenities</b>										
industrial Estate Development	WATC	0	0	200,000	0	18,665	0	181,335	0	2,970
<b>Total</b>		0	0	200,000	0	18,665	0	181,335	0	2,970

All debenture repayments were financed by general purpose revenue.

**KEY INFORMATION**

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**OPERATING ACTIVITIES**

**NOTE 10**

**CASH RESERVES**

**Cash backed reserve**

<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>
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave reserve	60,244	0	2	0	0	(14,000)	0	46,244	60,246
Office equipment reserve	47,482	0	2	0	0	(7,500)	0	39,982	47,484
Plant replacement reserve	133,449	0	6	29,725	0	0	0	163,174	133,455
Land and building reserve	231,859	0	10	128,438	0	(26,550)	0	333,747	231,869
Fuel facility reserve	52,933	0	2	15,825	0	0	0	68,758	52,935
	<b>525,967</b>	<b>0</b>	<b>22</b>	<b>173,988</b>	<b>0</b>	<b>(48,050)</b>	<b>0</b>	<b>651,905</b>	<b>525,989</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**OPERATING ACTIVITIES  
NOTE 11  
OTHER CURRENT LIABILITIES**

	Opening Balance	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance
<b>Other current liabilities</b>	<b>1 July 2021</b>				<b>31 August 2021</b>
	\$		\$	\$	\$
<b>Other liabilities</b>					
- Contract liabilities	21,113	0	0	(4,703)	16,410
- Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity	196,326	0	167,064	(202,845)	160,545
<b>Total other liabilities</b>	<b>217,439</b>	<b>0</b>	<b>167,064</b>	<b>(207,548)</b>	<b>176,955</b>
<b>Provisions</b>					
Provision for annual leave	65,168	0	0	0	65,168
Provision for long service leave	16,013	0	0	0	16,013
<b>Total Provisions</b>	<b>81,181</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>81,181</b>
<b>Total other current liabilities</b>	<b>298,620</b>	<b>0</b>	<b>167,064</b>	<b>(207,548)</b>	<b>258,136</b>
<b>Amounts shown above include GST (where applicable)</b>					

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12 and 13

**KEY INFORMATION**

**Provisions**

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

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

**Employee benefits**

**Short-term employee benefits**

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

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

**Other long-term employee benefits**

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

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

**Contract liabilities**

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**NOTE 12  
OPERATING GRANTS AND CONTRIBUTIONS**

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2021	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Aug 2021	Current Liability 31 Aug 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>								
<b>Governance</b>								
Grants Commission - General	0	0	0	0	0	318,880	38,265	42,107
Grants Commission - Roads	0	0	0	0	0	262,710	31,525	28,922
<b>Law, order, public safety</b>								
LGGs Grant Income (ESL)	4,703	0	(4,703)	0	0	41,540	10,385	4,703
<b>Transport</b>								
Grant Income - MRWA Direct	0	0	0	0	0	57,000	57,000	61,230
<b>Economic services</b>								
CRC - Centrelink Income	0	0	0	0	0	8,640	2,160	1,440
CRC - Community Programs Grant Income	0	0	0	0	0	4,590	764	0
CRC - Operating Grants Income	16,410	0	0	16,410	16,410	99,550	24,887	25,716
	<b>21,113</b>	<b>0</b>	<b>(4,703)</b>	<b>16,410</b>	<b>16,410</b>	<b>792,910</b>	<b>164,986</b>	<b>164,118</b>
<b>Operating contributions</b>								
<b>Recreation and culture</b>								
Movie Screen Hire Income	0	0	0	0	0	100	16	0
<b>Other property and services</b>								
Admin - Other Income	0	0	0	0	0	4,000	1,000	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,100</b>	<b>1,016</b>	<b>0</b>
<b>TOTALS</b>	<b>21,113</b>	<b>0</b>	<b>(4,703)</b>	<b>16,410</b>	<b>16,410</b>	<b>797,010</b>	<b>166,002</b>	<b>164,118</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021

NOTE 13  
NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget	YTD	YTD
	1 July 2021		(As revenue)	31 Aug 2021	31 Aug 2021	Revenue	Budget	Revenue
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>								
<b>Transport</b>								
Grant Income - Regional Road Group	0	167,064	(18,800)	148,264	148,264	364,325	0	18,800
Grant Income - Roads to Recovery	0	0	0	0	0	145,875	0	0
Grant Income - Blackspot	0	0	0	0	0	314,105	52,350	0
<b>Economic services</b>								
Caravan Park Grants Income	196,326	0	(184,045)	12,281	12,281	132,940	22,156	184,045
	<b>196,326</b>	<b>167,064</b>	<b>(202,845)</b>	<b>160,545</b>	<b>160,545</b>	<b>957,245</b>	<b>74,506</b>	<b>202,845</b>



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**NOTE 14  
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2021-22 year is \$5,000 or 5.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
<b>Opening funding surplus / (deficit)</b>	(136,170)	(78.39%)				
<b>Revenue from operating activities</b>						
Law, order and public safety	(6,027)	(55.59%)			LGGS Grant Income (ESL) \$5,682	
Economic services	(55,851)	(38.62%)	Caravan Park \$161,888 20/21 revenue		Post Office Commission Income \$20,397. Fuel Sales \$29,285	
<b>Expenditure from operating activities</b>						
Governance	23,150	52.25%	Members sitting fees \$12,500. Admin allocations \$8,756			
Law, order and public safety	17,941	64.35%	Depreciation \$7,200. Insurance Expenses \$4,500			
Community amenities	12,155	31.74%	Transfer station bin collections \$2,695. Public conveniences \$1,492			
Recreation and culture	15,462	38.25%	Public parks, gardens & reserves expenses \$4,656. Depreciation \$7,820.			
Transport	259,744	57.51%	Rural Roads \$131,552. Depreciation \$136,372			
Economic services	33,472	23.72%	Fuel purchases \$22,425			
Other property and services	59,594	73.07%	Audit expenses \$12,500. Depreciation \$24,644. Admin allocations \$26,387		Insurance 14,307	
<b>Investing activities</b>						
Proceeds from non-operating grants, subsidies and contributions	128,339	172.25%	Reduction in Caravan Park 20/21 contract liability			
Payments for property, plant and equipment and infrastructure	(180,689)	(815.53%)			Land & Buildings YTD Budget 1/12th of Annual Budget	Land & Buildings \$51,105 for Caravan Park

**17. CLOSURE OF MEETING**