

# SHIRE OF WANDERING

22 Watts Street, Wandering, WA. 6308

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[www.wandering.wa.gov.au](http://www.wandering.wa.gov.au)



## *Our Vision:*

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

WANDERING  
First settled - January 1861  
Wandering Road District est. 1874

# ORDINARY MEETING OF COUNCIL Minutes 20 February 2020

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*These Minutes of the meeting held 20 February 2020 are confirmed as a true and correct record of proceedings without amendment. Confirmed on 20 March 2020 by the Presiding Member, Cr I Turton.*

.....  
Cr Turton Presiding Member

20-Mar-20

# ORDINARY MEETING OF COUNCIL MINUTES

## 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Meeting declared open at 3:35pm. The Shire President welcomed the two new Councillors.

## 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 P Treasure	
Cr G Curtis		Belinda Knight	Chief Executive Officer
		Barry Gibbs	EMTS

### Apologies:

Nil

## 3. DISCLOSURE OF INTERESTS

### 3.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

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

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

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

#### DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

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

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

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

### 3.2. DISCLOSURE OF FINANCIAL/PROXIMITY INTERESTS

Cr Whitely declared that the Wandering Boddington Clay Target Club operate on his property.

## 4. PUBLIC QUESTION TIME

Mr Murray Cornish in attendance to talk about the Wandering Boddington Clay Target Club request for a loan to purchase a generator (Item 10.6).

## 5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

### 6.1. ORDINARY MEETING OF COUNCIL HELD – 19/12/2019

#### COUNCIL DECISION

Moved Cr Price

Seconded Cr Whitely

That the Minutes of the Ordinary Meeting of Council held 20/12/2019 be confirmed as a true and correct record of proceedings without amendment.

**CARRIED 7/0**

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

The Shire President and Deputy Shire President attended the Dale Hotham Regional Road Sub-Group meeting on 6<sup>th</sup> February 2020.

## 8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

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

### 9.1. AUDIT COMMITTEE – 27/11/2020

#### ITEM 9.1 – AUDIT COMMITTEE MINUTES – 27/11/2019

Moved Cr Whitely

Seconded Cr Watts

That the Minutes of the Audit Committee held on 27/11/2020 be received, and the following recommendations be adopted:

Moved Cr Whitely

Seconded Cr Parsons

That the Audit Committee recommends to Council that it receives the Draft Annual Financial Statements, Draft Audit Report and Audit Completion Report from Butler Settineri (Audit) Pty Ltd for the 2018/2019 financial year.

**CARRIED 4/0**

Moved Cr Parsons

Seconded Cr Watts

That the Audit Committee recommends to Council that it sets the date for the Annual Electors' Meeting to be 05/02/2020 at 7:30pm.

**CARRIED 4/0**

**CARRIED 7/0**

### 9.2. ELECTORS MEETING – 05/02/2020

#### ITEM 9.2 – ELECTORS MEETING MINUTES – 05/02/2020

Moved Cr Curtis

Seconded Cr Parsons

That the Minutes of the Electors Meeting held 05/02/2020 be received.

**7/0**

## 10. CHIEF EXECUTIVE OFFICER'S REPORTS

### 10.1. DECEMBER 2019 BUDGET REVIEW

<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>	20/02/2020
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	10.1.18
<b>Attachments</b>	December Budget Review (under separate cover)

#### BRIEF SUMMARY

To review Council's budget in accordance with statutory requirements.

#### BACKGROUND

Council adopted its Budget in July 2019, and must between 1 January and 31 March each financial year review its annual budget. The review is enclosed for Councillor's information

#### STATUTORY/LEGAL IMPLICATIONS

*Reg 33A Local Government (Financial Management) Regulations 1996*

*Section 6.34 of the Act states that -*

*"Unless the Minister otherwise approves, the amount shown in the annual budget as being the amount it is estimated will be yielded by the general rate is not to -*  
*(a) be more than 110% of the amount of the budget deficiency; or*  
*(b) be less than 90% of the amount of the budget deficiency".*

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

As per the attached report.

#### STRATEGIC IMPLICATIONS

#### IMPROVE OUR FINANCIAL POSITION

<b>Our Goals</b>	<b>Our Strategies</b>	<b>Our Measurement</b>
<b>The Wandering Shire is financially sustainable</b>	Improve accountability and transparency Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs Prudently manage our financial resources to ensure value for money	Rate review implemented over a staged process by 2020 Balanced budget delivered annually Annual external financial audit identifies no adverse issues Long Term Financial Plan updated annually Investment Strategy

#### CONSULTATION/COMMUNICATION

Nil

#### COMMENT

As per the attached report

#### VOTING REQUIREMENTS

Absolute Majority.

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.1 DECEMBER 2019 BUDGET REVIEW**

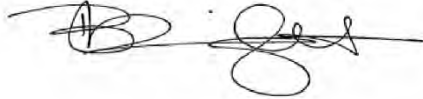
Moved Cr Price

Seconded Cr Watts

That Council adopts the attached December 2019 Financial Review.

**CARRIED 7/0**

**AUTHOR'S SIGNATURE:**

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

UNCONFIRMED

## 10.2.COMPLIANCE AUDIT RETURN 01/01/2019 – 31/12/2019

<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>	20/02/2020
<b>Previous Reports</b>	
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	1.1.26
<b>Attachments</b>	Compliance Audit Return 31/12/2019

### BRIEF SUMMARY

To adopt the Compliance Audit Return in accordance with the *Local Government (Audit) Regulations 1996*.

### BACKGROUND

The Compliance Audit Return process ensures that each Local Government has processes in place that allows Council to monitor how the organisation is functioning. The Compliance Audit Return is one of the tools available to assist Council with this monitoring role.

The Compliance Audit Return is to be:

- presented to Council at a meeting of the Council
- adopted by the Council; and
- the adoption recorded in the minutes of the meeting at which it is adopted.

After the Return has been presented to Council a certified copy of the Return along with the relevant section of the Minutes and any additional information is to be submitted to the Department by 31 March 2020.

### STATUTORY/LEGAL IMPLICATIONS

*Local Government (Audit) Regulations 1996*

### POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

Nil

### 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 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	Audit and Compliance Returns identify no adverse issues We meet the Integrated Planning Standards

### CONSULTATION/COMMUNICATION

Nil

**COMMENT**

Nothing further

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.2 COMPLIANCE AUDIT RETURN**

**01/01/2019 – 31/12/2019**

Moved Cr Watts

Seconded Cr Parsons

That Council adopts the attached Compliance Audit Return for the period 01/01/2019 – 31/12/2019

**CARRIED BY AN ABSOLUTE MAJORITY OF 7/0**

**AUTHOR'S SIGNATURE:**

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

UNCONFIRMED





Department of  
**Local Government, Sport  
 and Cultural Industries**

## Wandering - Compliance Audit Return 2019

### Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2019?	N/A		Belinda Knight
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2019?	N/A		Belinda Knight
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2019?	N/A		Belinda Knight
4	s3.59(4)	Has the local government complied with public notice and publishing requirements of each proposal to commence a major trading undertaking or enter into a major land transaction for 2019?	N/A		Belinda Knight
5	s3.59(5)	Did the Council, during 2019, resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		Belinda Knight

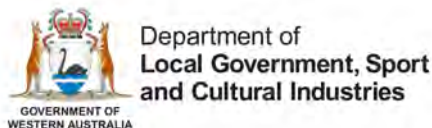


<b>Delegation of Power / Duty</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority?	N/A		Belinda Knight
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing?	N/A		Belinda Knight
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17?	N/A		Belinda Knight
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations?	N/A		Belinda Knight
5	s5.18	Has Council reviewed delegations to its committees in the 2018/2019 financial year?	N/A		Belinda Knight
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act?	Yes		Belinda Knight
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority?	Yes		Belinda Knight
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing?	Yes		Belinda Knight
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Belinda Knight
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	Yes		Belinda Knight
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees?	Yes		Belinda Knight
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2018/2019 financial year?	Yes		Belinda Knight
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required?	Yes		Belinda Knight

<b>Disclosure of Interest</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?	Yes		Belinda Knight
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings?	Yes		Belinda Knight



No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made?	Yes		Belinda Knight
4	s5.73	Where the CEO had an interest relating to a gift under section 5.71A(1), was written notice given to the Council?	N/A		Belinda Knight
5	s5.73	Where the CEO had an interest relating to a gift in a matter in respect of a report another employee is providing advice on under section 5.71A (3), was the nature of interest disclosed when the advice or report was provided?	N/A		Belinda Knight
6	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day?	Yes		Belinda Knight
7	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day?	Yes		Belinda Knight
8	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2019?	Yes		Belinda Knight
9	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2019?	Yes		Belinda Knight
10	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return?	Yes		Belinda Knight
11	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76?	Yes		Belinda Knight
12	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28?	Yes		Belinda Knight
13	s5.89A Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under section 5.71A, in the form prescribed in Administration Regulation 28A?	Yes		Belinda Knight
14	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76?	Yes		Belinda Knight
15	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee?	Yes		Belinda Knight



No	Reference	Question	Response	Comments	Respondent
16	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes?	Yes		Belinda Knight
17	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report?	Yes		Belinda Knight
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee?	Yes		Belinda Knight
19	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees?	Yes		Belinda Knight

### Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5))?	N/A		Belinda Knight
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	N/A		Belinda Knight

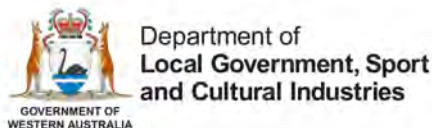
### Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1) (2)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates?	Yes		Belinda Knight
2	Elect Reg 30G(3) & (4)	Did the CEO remove any 'disclosure of gifts' forms relating to an unsuccessful candidate or a successful candidate that completed the term of office from the electoral gift register, and retain those forms separately for a period of at least 2 years?	N/A		Belinda Knight



Department of  
**Local Government, Sport  
 and Cultural Industries**

<b>Finance</b>						
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>	
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes		Belinda Knight	
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A		Belinda Knight	
3	s7.3(1)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor, a registered company auditor?	Yes		Belinda Knight	
4	s7.3(1), 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council?	Yes		Belinda Knight	
5	Audit Reg 10	Was the Auditor's report(s) for the financial year(s) ended 30 June received by the local government within 30 days of completion of the audit?	Yes		Belinda Knight	
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2019 received by the local government by 31 December 2019?	Yes		Belinda Knight	
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government, ensure that appropriate action was undertaken in respect of those matters?	N/A		Belinda Knight	
8	S7.12A (4)	Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?	N/A		Belinda Knight	
9	S7.12A (4)	Within 14 days after the local government gave a report to the Minister under s7.12A(4) (b), did the CEO publish a copy of the report on the local government's official website?	Yes	Uploaded to SmartHub 14/01/2020 Published 14/01/2020	Belinda Knight	
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit?	Yes		Belinda Knight	
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit?	Yes		Belinda Knight	



No	Reference	Question	Response	Comments	Respondent
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit?	Yes		Belinda Knight
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor?	Yes		Belinda Knight
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor?	Yes		Belinda Knight

### Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	15/08/2019	Belinda Knight
2	s5.56 Admin Reg 19DA (4)	Has the local government reviewed the Corporate Business Plan in the 2018-2019 Financial Year. If Yes, please provide date of Council meeting the review was adopted at?	Yes	Not adopted until 15/08/2019	Belinda Knight
3	s5.56 Admin Reg 19C	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	29/10/2018	Belinda Knight
4	s5.56 Admin Reg 19C (4)	Has the local government reviewed the current Strategic Community Plan. If Yes, please provide date of most recent review by Council in Comments.  Note: If the current Strategic Community Plan was adopted after 1/1/2016, please respond N/A and provide adoption date in Comments?	N/A	29/10/2018	Belinda Knight
5	S5.56 Admin Reg 19DA (3)	Has the local government developed an Asset Management Plan(s) that covers all asset classes. If Yes, please provide the date of the most recent Plan adopted by Council in Comments?	Yes	15/08/2019	Belinda Knight
6	S5.56 Admin Reg 19DA (3)	Has the local government developed a Long Term Financial Plan. If Yes, please provide the adoption date of the most recent Plan in Comments?	Yes	15/08/2019	Belinda Knight
7	S5.56 Admin Reg 19DA (3)	Has the local government developed a Workforce Plan. If Yes, please provide adoption date of the most recent Plan in comments?	Yes	2014 Under review 2019/20	Belinda Knight



Department of  
**Local Government, Sport  
 and Cultural Industries**

<b>Local Government Employees</b>						
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>	
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	Yes		Belinda Knight	
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A?	Yes		Belinda Knight	
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4)?	Yes		Belinda Knight	
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only)?	Yes		Belinda Knight	
5	s5.37(2)	Did the CEO inform Council of each proposal to employ or dismiss a designated senior employee?	N/A		Belinda Knight	

UNCONFIRMED

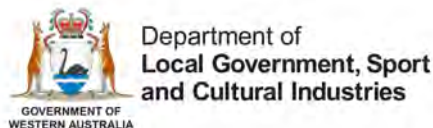


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<b>Official Conduct</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer?	N/A		Belinda Knight
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c)?	Yes		Belinda Knight
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made?	Yes		Belinda Knight
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint?	Yes		Belinda Knight
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred?	Yes		Belinda Knight
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c)?	Yes		Belinda Knight

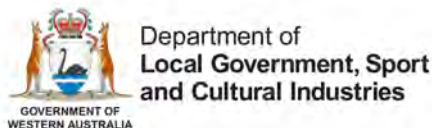
UNCONFIRMED





<b>Optional Questions</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Local Government (Financial Management) Regulation 5 (2)(c) within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	14/03/2019	Belinda Knight
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulation 17 within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	14/03/2019	Belinda Knight
3	Financial Management Reg 5A.	Did the local government provide AASB 124 related party information in its annual report(s) tabled at an electors meeting(s) during calendar year 2019?	Yes		Belinda Knight
4	S6.4(3)	Did the local government submit to its auditor by 30 September 2019 the balanced accounts and annual financial report for the year ending 30 June 2019?	Yes		Belinda Knight

<b>Tenders for Providing Goods and Services</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2))?	Yes		Belinda Knight
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract?	N/A		Belinda Knight
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice?	Yes		Belinda Knight
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16?	Yes		Belinda Knight



No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation?	N/A		Belinda Knight
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16?	Yes		Belinda Knight
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender?	N/A		Belinda Knight
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria?	Yes		Belinda Knight
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection?	Yes		Belinda Knight
10	F&G Reg 19	Did the CEO give each tenderer written notice advising particulars of the successful tender or advising that no tender was accepted?	Yes		Belinda Knight
11	F&G Reg 21 & 22	Did the local governments advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22?	Yes		Belinda Knight
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice?	Yes		Belinda Knight
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services?	Yes		Belinda Knight
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest, a notice in writing in accordance with Functions & General Regulation 24?	Yes		Belinda Knight
15	F&G Reg 24AC (1) & (2)	Has the local government established a policy on procurement of goods and services from pre-qualified suppliers in accordance with the regulations?	Yes		Belinda Knight
16	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice?	Yes		Belinda Knight
17	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE?	Yes		Belinda Knight



Department of  
**Local Government, Sport  
 and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
18	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application?	Yes		Belinda Knight
19	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, given notice of the variation?	N/A		Belinda Knight
20	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications?	Yes		Belinda Knight
21	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application (s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria?	Yes		Belinda Knight
22	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG?	Yes		Belinda Knight
23	F&G Reg 24AI	Did the CEO send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted?	Yes		Belinda Knight
24	F&G Reg 24E	Where the local government gave a regional price preference, did the local government comply with the requirements of F&G Reg 24E including the preparation of a regional price preference policy?	N/A		Belinda Knight
25	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy?	N/A		Belinda Knight
26	F&G Reg 11A	Does the local government have a current purchasing policy that comply with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less?	Yes		Belinda Knight



**Department of  
 Local Government, Sport  
 and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
27	F&G Reg 11A	Did the local government comply with it's current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be \$150,000 or less or worth \$150,000 or less?	Yes		Belinda Knight

I certify this Compliance Audit return has been adopted by Council at its meeting on \_\_\_\_\_

\_\_\_\_\_  
 Signed Mayor / President, Wandering

\_\_\_\_\_  
 Signed CEO, Wandering

UNCONFIRMED

### 10.3.FUTURE OF WANDERING 24HR FUEL FACILITY

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	
<b>Location/Address</b>	Watts Street, Wandering.
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	20/02/2020
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	11.1.3
<b>Attachments</b>	Nil

#### BRIEF SUMMARY

To consider the future of the Wandering 24 Hr Fuel Facility.

#### BACKGROUND

Since commencing at the Shire, it has become obvious that the 24 Hr fuel facility has had its share of issues, with it being out of action for long periods of time. Shire staff have done their best in trying to get the issues rectified in a timely manner, but it appears that we are “small fry” for the company and not given a high priority when it comes to customer service. Complaints have been made, but to no avail.

The Shire of Wickepin have a very similar fuel facility which is operated for them by Great Southern Fuels (GSFA). Full details of the agreement are, of course, confidential, but I have gleaned the following from their Minutes:

- GSFS have an agreement to manage the facility in its entirety for ten (10) years;
- GSFS are responsible for every day maintenance, such as leaks, hoses, bowser faults, fire extinguishers, housekeeping and environmental issues.
- The Shire is responsible for major maintenance issues.
- GSFS pay the Shire a commission monthly, based on the following:
  - a. Fuel used by Shire - 1.10 cents per litre incl GST
  - b. All other sales 2.50 cents per litre incl GST
- GSFS are responsible for the cost of the phone lines.
- An amount of 0.3 cents per litre is built into the commission to cover the cost of power and water.
- GSFS provide a discount at the pump for all Shire purchases.
- The Shire of Wickepin anticipated that in the first year they would net \$4,657 from fuel sales.

Contained within the Financial Implications, are the Shire’s current costs and income, together with a scenario if the Shire were to lease the facility. This scenario does not consider what the volumes would be for Shire use commissions, as this information is not readily available. Should Council wish to pursue the option of leasing the facility, then these details will be obtained for the purposes of providing data for an e-Quote.

#### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

#### POLICY IMPLICATIONS

Nil

**FINANCIAL IMPLICATIONS**

<b>CURRENT SHIRE COSTS – Year to Date 31/12/2020</b>	
Purchase ULP	\$95,247.00
Purchase Diesel	\$126,382.00
Maintenance	\$12,237.00
Administration	\$12,994.00
<b>Total Expenses</b>	<b>\$246,860.00</b>

<b>Sales</b>	
ULP	\$94,889.00
Diesel	\$150,898.00
<b>Total Income</b>	<b>\$245,787.00</b>
<b>Net Profit/(Loss)</b>	<b>-\$1,073.00</b>

**HISTORICAL DATA:**

2018/2019 – the Shire made a net PROFIT of **\$4,461** (excluding depreciation)

2017/2018 – the Shire made a net LOSS of **-\$7,847** (excluding depreciation)

**LEASE OPTION SCENARIO**

<b>FUEL FACILITY LEASE</b>				
<b>Fuel Type</b>	<b>Litres</b>	<b>Commission</b>	<b>Value</b>	<b>Net Commission</b>
ULP Sales	73,230	\$0.025	\$1,830.75	\$1,664.32
Diesel Sales	151,287	\$0.025	\$3,782.18	\$3,438.34
			<b>TOTAL</b>	<b>\$5,102.66</b>

*Note: figures quoted above are from Wickepin Shire Minutes from 2013.*

Council has also resolved to set aside into a cash-backed Reserve, \$15,000 per annum, to cover major repairs and replacement costs. 2019/20 is the first year this is to happen. Commissions would not, based on the figures above, cover that transfer, therefore ratepayers are subsidising the future fuel facility costs.

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

<b>Our Goals</b>	<b>Our Strategies</b>	<b>Our Measurement</b>
<b>The Wandering Shire is financially sustainable</b>	Improve accountability and transparency Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs Prudently manage our financial resources to ensure value for money	Rate review implemented over a staged process by 2020 Balanced budget delivered annually Annual external financial audit identifies no adverse issues Long Term Financial Plan updated annually Investment Strategy

**PROVIDE STRONG LEADERSHIP**

Our Goals	Our Strategies	Our Measurement
<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	Audit and Compliance Returns identify no adverse issues We meet the Integrated Planning Standards

**CONSULTATION/COMMUNICATION**

Nil

**COMMENT**

If Council were wanting to lease out the facility, it is recommended that e-Quotes (WALGA's on-line tender equivalent system) be sought, with the disclaimer "that any or none of the e-Quotes may be accepted".

It is difficult to estimate actual net commissions without accurate figures.

**VOTING REQUIREMENTS**

Simple Majority

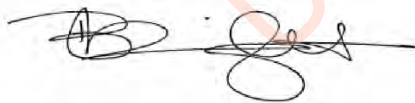
**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.3 FUTURE OF WANDERING 24HR FUEL FACILITY**

Moved Cr Parsons

Seconded Cr Price

That Council support the option to lease the Wandering 24 Hr Fuel Facility, and instructs the CEO to provide a draft e-Quote specification as soon as practicable.

**CARRIED 5/2**

**AUTHOR'S SIGNATURE:**


#### 10.4.CARAVAN PARK – OPTIONS FOR MANAGEMENT

<b>Proponent</b>	
<b>Owner</b>	
<b>Location/Address</b>	
<b>Author of Report</b>	
<b>Date of Meeting</b>	
<b>Previous Reports</b>	
<b>Disclosure of any Interest</b>	
<b>File Reference</b>	
<b>Attachments</b>	

#### BRIEF SUMMARY

To consider options for the future management of the Wandering Caravan Park.

#### BACKGROUND

Running a caravan park in house is not generally a core function of Council. That is there are other ways Council can manage its caravan park.

For example:

- Council can call for expressions of interest for a third party to run the caravan park; or
- Council can employ a dedicated caravan park manager.

At present, it is run by various staff within the organisation, which creates a very disjointed way of running such an important facility.

If Council were to enter into a contract for an external party to run the park, these are some of the things to be taken into consideration:

#### The Caretaker shall ensure:

- male and female toilet and shower areas are inspected and cleaned at least once weekly;
- Park laundry is inspected and cleaned at least once weekly;
- Park washing machine is in good working order at all times;
- any mechanical, electrical and/or structural faults within the Park are reported to the Shire;
- Park, gardens and barbeque area are inspected and be maintained at least once weekly;
- any maintenance items requiring repair, are reported to the Shire as soon as possible;
- Ensure gas bottles are useable at all times.

#### General Park amenity

The Caretaker shall ensure:

- no dogs wander unattended around the Park grounds at any time;
- noise within the Park is kept to a minimum after 9.00pm.

#### Administration

The Caretaker shall:

- ensure bookings for the caravan park are taken and recorded at the Park in a timely and efficient manner;
- collect and safeguard all monies from fees and charges with respect to the Park;
- deliver all monies collected from the Park monthly to the offices of the Shire in accordance with the procedure specified from time to time by the Shire; and
- deliver to the Shire a written record of the number of persons accommodated at the Park quarterly.

#### Instructions of Shire

The Manager shall comply with any reasonable directions given by the Shire from time to time that the Shire considers necessary or convenient for the proper management, administration or operation of the Park.



**Remuneration**

The Shire shall provide remuneration to the Caretaker as specified (fee per booking)

**THE SHIRE'S OBLIGATIONS****Maintenance costs of the Park**

- The Shire shall carry out all major or preventative maintenance at its own cost.

**Water, electricity and gas**

- The Shire shall pay for all water, electricity and gas expenses incurred by the Park.

**The Shire's insurance**

The Shire shall effect and keep in force throughout the Term property contents, public liability insurance policy for the Park and all equipment at the Park that is owned by the Shire

**STATUTORY/LEGAL IMPLICATIONS**

*Local Government Act 1995*

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

The day to day running costs of the caravan park are:

- Total expenses budget for running the caravan park is \$28,596 which includes Telstra, Synergy & Water.
- Total revenue budget is \$10,000
- Making a net loss of **(\$18,596)**

If Council were to indicate their preference to pursue this option, a detailed cost analysis will be undertaken.

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

<b>Our Goals</b>	<b>Our Strategies</b>	<b>Our Measurement</b>
<b>Facilitate increased business opportunities</b>	<p>Support Business Development and facilitate opportunities for startup and growth.</p> <p>Ensure our planning framework &amp; environment supports nimble decision making and gives confidence to developers</p> <p>Ensure our procurement policies support local business and help generate local employment</p> <p>Develop the remainder of the industrial area by 2020</p>	<p>Develop a Business Growth Strategy supporting commercial and industrial growth by 2021</p> <p>Develop remaining Industrial Area by 2020</p>
<b>Capture tourism opportunities locally</b>	<p>Encourage tourists, longer stays and repeat visitation Provide for and maintain infrastructure that grows tourism</p>	<p>Increased visitation</p> <p>Access external funding to support tourism growth and return</p>

**CONSULTATION/COMMUNICATION**

Nil

**COMMENT**

The Shire of Wickepin currently operate a caretaker system for all three of their caravan parks, in Harrismith, Wickepin and Yealering.

This may also be a better way to promote the Wandering Caravan Park, thus ensuring its future.

**VOTING REQUIREMENTS**

Simple majority

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.4 CARAVAN PARK – OPTIONS FOR MANAGEMENT**

Moved Cr Curtis

Seconded Cr Parsons

That Council instructs the CEO to provide a detailed cost benefit analysis for the future management of the Wandering Caravan Park.

**CARRIED 7/0**

**AUTHOR'S SIGNATURE:**

UNCONFIRMED

## 10.5.STYLE GUIDE – LOGO & STATIONERY

<b>Proponent</b>	Strike Point Graphics
<b>Owner</b>	Shire of Wandering
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	20/02/2020
<b>Previous Reports</b>	15/08/2019
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	
<b>Attachments</b>	Nil

### BRIEF SUMMARY

To review preferred option from working group for new Shire stationery.

### BACKGROUND

15/08/2020 Council resolved to form a working group to consider new stationery options. This working group consisted of Councillors Whitely, Price and Watts.

To date the only feedback has been provided by Cr Price, and this is attached.

### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

### POLICY IMPLICATIONS

21 - Logos

### FINANCIAL IMPLICATIONS

An estimate of \$1,100 has been allowed for in the 2019/2020 Budget for this purpose.

### STRATEGIC IMPLICATIONS

#### PROVIDE STRONG LEADERSHIP

<b>Our Goals</b>	<b>Our Strategies</b>	<b>Our Measurement</b>
<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 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	Audit and Compliance Returns identify no adverse issues We meet the Integrated Planning Standards

### CONSULTATION/COMMUNICATION

Each working group member has been provided with eight options.

### COMMENT

To short-circuit the process, as this matter has been on the books for several months now, it is recommended to adopt Sample 8 (see attached).

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION & COUNCIL DECISION– ITEM 10.5 STYLE GUIDE – LOGO & STATIONERY**

Moved Cr Whitely

Seconded Cr Treasure

That Council adopts the attached Sample 8 as its preferred new logo and stationery.

**LOST 0/7****COUNCIL DECISION– ITEM 10.5 STYLE GUIDE – LOGO & STATIONERY**

Moved Cr Whitely

Seconded Cr Watts

That Council refers this matter back to the Style Guide Working Group.

**CARRIED 7/0****AUTHOR'S SIGNATURE:**A handwritten signature in black ink, appearing to be 'A. B. Jones', written over a light blue horizontal line.

UNCONFIRMED

*This matter was considered at the beginning of the meeting, at 3:48pm.*

### 10.6.SELF-SUPPORTING LOAN – WANDERING BODDINGTON CLAY TARGET CLUB

<b>Proponent</b>	Wandering Boddington Clay Target Club
<b>Owner</b>	Shire of Wandering
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	20/02/2020
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	18.1.62:GR86
<b>Attachments</b>	Nil

#### BRIEF SUMMARY

To consider a request from the Wandering Boddington Clay Target Club for a self-supporting loan.

#### BACKGROUND

05/01/2020 email received as follows:

*“Good Morning Belinda,*

*The Wandering Boddington Clay Target Club Inc has currently remote power supply from a 12kva generator.*

*With the inclusion of additional lighting and installation of electric clay throwing traps the above generator is operating at near capacity.*

*The generator service life in the near future will require a major overhaul to ensure reliability is maintained for the purpose of conducting our programme throughout the year.*

*The Club has received a quote of \$8000.00 for a 18kva Kubota generator with low hours (1000hrs). The generator has been inspected by the club president Mr Murray Cornish and reported it was in exceptional condition.*

*The new purchase price for the above generator is approx. \$15000.00*

*With the additional capacity this will allow all current and future needs for power supply to be met. This will allow for more competitors to attend our complex, enjoying the rural surrounds and the communities within.*

*The Wandering Boddington Clay Target Club Inc is seeking funds in the form of a loan to purchase the above generator.*

*Any assistance from the Shire of Wandering would be greatly appreciated to further develop our club and those who attend our complex.*

*Thank you for your consideration in the above matter.”*

#### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

#### POLICY IMPLICATIONS

Policy 36 – Self Supporting Loans

## **POLICY STATEMENT**

### **1. PRINCIPLES**

The Shire of Wandering has adopted the following principles:

- (a) A request to Council to raise a self-supporting loan will be considered only from community not for profit organisations.
- (b) Each request will be considered on its merits, and the organisation may be asked to provide guarantors or other acceptable security.
- (c) In the event of Council agreeing to make funds available on a self-supporting basis for the construction of infrastructure, Council reserves the right to control and/or to carry out any of the following:
  - The preparation of plans and specifications for the proposed work,
  - The calling of tenders for the proposed work,
  - The preparation of the contract documents,
  - The letting of the contract,
  - Sole supervision of the project,
  - Sole authorisation of expenditure of funds for the project.
- (d) Each request for a Self-Supporting loan is to be considered on its individual merits and any application is to include a minimum of the following information:
  - Request for Self-Supporting Loan in the amount of \$ for a term of xx years.
  - Demonstrate capacity to meet loan repayments,
  - Project scope,
  - Total Cost of Project (project Budget) including all funding sources,
  - The Total number of registered Members,
  - Benefits the project will bring to members and the community, and
  - Acknowledgement that the applicant is responsible for reimbursement to the Shire of Wandering of full costs associated with the loan and that the club will enter into a "LOAN REPAYMENT AGREEMENT" with the Shire of Wandering.

### **FINANCIAL IMPLICATIONS**

The amount the Club is seeking is \$4,000 from each of the Shires of Boddington and Wandering.

### **STRATEGIC IMPLICATIONS**

#### **IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY**

<b>Our Goals</b>	<b>Our Strategies</b>	<b>Our Measurement</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 Ensure our procurement policies support local business and help generate local employment Develop the remainder of the industrial area by 2020	Develop a Business Growth Strategy supporting commercial and industrial growth by 2021 Develop remaining Industrial Area by 2020
<b>Capture tourism opportunities locally</b>	Encourage tourists, longer stays and repeat visitation Provide for and maintain infrastructure that grows tourism	Increased visitation Access external funding to support tourism growth and return

### **CONSULTATION/COMMUNICATION**

Nil

**COMMENT**

The Wandering Boddington Clay Target Club have also approached the Shire of Boddington, who are supporting the application to the tune of 50% interest free loan over a period of four (4) years.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM SELF-SUPPORTING LOAN – WANDERING BODDINGTON CLAY TARGET CLUB**

Moved Cr Parsons

Seconded Cr Price

That Council provide \$4,000 from its rate base as an interest free loan, to the Wandering Boddington Clay Target Club, with the Club required to pay back the loan over a period of four (4) years or less, with the first repayment due twelve (12) months after purchasing the generator.

**CARRIED 7/0**

**AUTHOR'S SIGNATURE:**

UNCONFIRMED

## 11. OTHER OFFICER'S REPORTS

### 11.1.WANDERING COMMUNITY CENTRE CARPARK – SUBSOIL WATER

<b>Proponent</b>	Executive Manager Technical Services
<b>Owner</b>	Shire of Wandering
<b>Location/Address</b>	Wandering Community Centre
<b>Author of Report</b>	Barry Gibbs, EMTS
<b>Date of Meeting</b>	20/02/2020
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	2.1.1 & 2.1.14
<b>Attachments</b>	Report on Community Centre Carpark

#### BRIEF SUMMARY

The Wandering Community Centre car park requires an urgent allocation of funds for mitigation work to lower the subsurface ground water table that is releasing dissolved salts in the carpark pavement.

#### BACKGROUND

The Shire of Wandering has noted a marked increase in surface cracking and potholing in the western parking area located between the Community Centre and Bowling Green. On further investigation it has been noted that patches of dissolved salts were forming crusts on the surface of the carpark. The Shire undertook some potholing on the western side of the Bowling Green next to the reconstituted limestone block retaining wall for evidence of ground water but none was located at the time. An addition hole was cored next to the kerbing on the eastern side of the bowling green and subsurface water was located just under the bitumen seal.

The Shire of Wandering engaged a Civil Engineer (Dan Turner) with hydrology experience to undertake additional investigation into the matter and a report detailing the problem and a design solution was submitted to the Shire for possible action (see attachment).

Based on this report, subsoil drainage will need to be installed next to the kerb line on the eastern side of the bowling green and connected to the existing stormwater pits located in the car park. The existing discharge pipe is to be lowered to the base of the stormwater pit, extended to Michibin Street and along the existing open drain until the discharge point can drain freely.

#### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

*Local Government (Uniform Local Provisions) -Regulations 1996 -19. Protection of thoroughfares from water damage — Sch. 9.1-cl. 10*

#### POLICY IMPLICATIONS

Policy 26 – Asset Management

#### FINANCIAL IMPLICATIONS

The estimated cost to undertake subsoil drainage work will be between \$14,000 and \$16,000. Council has allocated road funding for maintenance and renewal work in Road Construction – Own Works, that can be used to undertake this non-programmed remedial work.

#### STRATEGIC IMPLICATIONS

No Strategic Policies apply to infrastructure assets

#### CONSULTATION/COMMUNICATION

Brad Hunt – Shire of Wandering Work Supervisor

Dan Turner – Consultant Civil Engineer

Mark Frazer - Evergreen



**COMMENT**

This work can be undertaken with local contractors and Shire day labour staff. After the subsoil drainage is installed the area will be monitored for 12 months prior to any bitumen repairs undertaken to confirm the subsoil drainage work has been effective to resolve the problem.

**VOTING REQUIREMENTS**

Absolute Majority

*Cr Parsons left the meeting at 5:07pm and returned at 5:09pm*

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 11.1 WANDERING COMMUNITY CENTRE  
CARPARK – GROUND WATER**

Moved Cr Whitely

Seconded Cr Curtis

That Council

- Authorises the use of \$20,000 from Road Construction – Own Resources for subsoil drainage work for the Wandering Community Centre Carpark, based on the Consultant Civil Engineers Report; and
- Instructs the CEO to undertake exploratory trenching on the west side of the bowling green to determine the extent of seepage, and rectify if required.

**CARRIED BY AN ABSOLUTE MAJORITY OF 7/0**

**AUTHOR'S SIGNATURE:**

UNCONFIRMED

## THE DAN TURNER FAMILY TRUST trading as

Dan Turner: B E Civil, RPEQ No 05707

*Civil, Structural and Project Management*

ABN 37 730 733 802

The CEO

Shire of Wandering

22 Watts St

Wandering WA 6308

Email: [ceo@wandering.wa.gov.au](mailto:ceo@wandering.wa.gov.au)

Mobile: 0427 097 364

**Attention; Executive Manager of Technical Services**

Barry Gibbs

Mobile: 0429 684 217

Email: [works@wandering.wa.gov.au](mailto:works@wandering.wa.gov.au)

Re Sealed Carpark; Wandering Community Centre

Dear Barry,

Further to our meeting onsite at the Wandering Community Centre Car Park on Friday 10<sup>th</sup> January 2020, I confirm the following;

- The carpark is affected by a rising water table as a consequence of the watering of the synthetic surface of the new Bowling Green. This effect is exacerbated by the masonry wall at the edge of the Bowling Green which provides an increased head of water which is forcing the discharged wastewater across under the car park surface. The carpark has been sealed with a single coat seal.
- There is a salt affected area developing from this which is spreading across from the Bowling Green footpath concrete kerb towards the North West Corner of the Community Centre and maybe, up into the entry road.
- The primer seal of the entry road above the carpark is failing from age. It will probably need to be removed and the surface repaired and prepared for a new seal. It is possible that the entry road is contributing to the salt problem, but this can be investigated after the water table problem of the car park has been eliminated.
- The car park presently is sloped towards an existing pit near to the concrete kerb. This surface drainage into the pit seems to be functioning in a satisfactory manner.

Recommendations.

- That levels be taken along the exit pipe from the existing pit, behind the tennis court and across to and down Michibin St to determine an outlet point for a new drain and the depth of a new cut off drain along the car park side of the Bowling Club Kerb.
- The existing pit is a meter deep, but the drainage pipe is only 200 deep. This pipe may be perforated and allowed to discharge the carpark surface water into the surrounding gravel trench, but the shallow depth of the pipe suggests the intention was for the pit to retain substantial litter and was to be cleaned out on a regular basis.

CIVIL, STRUCTURAL AND PROJECT MANAGEMENT 97 Felspar St., Narrogin  
WA 6312

Ph 9881 5007 Mob 0409 867 048 E-mail [dant34175@bigpond.com](mailto:dant34175@bigpond.com)

- It is best to lay a new pipe to discharge from the base of the existing pit. (A 150mm diameter will allow vegetation to flow more effectively through the pipe.) and discharge this through a proper headwall in Michibin St. A fall of ½% will be sufficient.
- A new cut off drain should be cut into the carpark in front of the concrete kerb at a position determined by taking levels along the kerb, so that two perforated pipes are constructed, one each side of a new pit. The new 90-100 diameter perforated pipe should be installed at a depth of 800 and joined to short 90-100mm pipes leading to the base of the existing pit. Position the new perforated pipes at the base of a trench 300-400 wide. All should be back filled with 10-16mm single chip size blue metal chip or clean street sweepings. A slope of ½% will be satisfactory. A geo-fabric filter should be placed 150 mm below the surface, and the top filled with compacted road base suitable for sealing.
- The existing pit is 1000 deep to receive surface water. This will need to be modified to discharge from the base.
- The cut off drain pit should connect to the new pit at a depth of 800. I.e. about 200 mms above the base.
- A flap should be installed on the entry pipe to reduce back flow into the cutoff drain.
- After the system has been proven to be effective, the entry road and car park will need to be resealed. The seal must be designed for the salty ground using appropriate additives, and you will probably need to reconstruct the access road and the salt affected section of the carpark.

Regards,

Dan Turner

UNCONFIRMED

## 11.2.ROADS TO RECOVERY – PENNINGTON ROAD

<b>Proponent</b>	Executive Manager Technical Services
<b>Owner</b>	Shire of Wandering
<b>Location/Address</b>	Pennington Road, Wandering
<b>Author of Report</b>	Barry Gibbs, EMTS
<b>Date of Meeting</b>	20/02/2020
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	33.1.33
<b>Attachments</b>	Nil

### BRIEF SUMMARY

The Shire of Wandering requests approval from Council to undertake bitumen sealing works for 900 metres of Pennington Road from Roads to Recovery (RTR) Grant Funding.

### BACKGROUND

The Shire of Wandering has programmed road works on Pennington Road from Straight Line Kilometre (SLK) 0.0 to 1.07 to undertake vegetation clearing, drainage work and gravel resealing work so to improve road safety on this heavy haulage route into Premium Grains by local farmers.

The Shire of Wandering had budgeted \$98,000.00 for this road work. Due to savings, the Shire can program to bitumen seal this section of road to resolve the ongoing maintenance grading during peak harvest period.

The sealing work would involve placing a single coat bitumen seal using C170 based primer binder @ 1.3 litres/sqm with a 14mm aggregate - 900 m x 7.2 m (6480m<sup>2</sup>) and a second coat bitumen seal using C170 based binder @ 1.3litres/sqm with a 10mm aggregate - 100 m x 7.2 m (720m<sup>2</sup>).

Traffic data counts indicate that this section of road has the sixth highest daily equivalent standard axles (ESA) count within the Shire of Wandering. ESA's cover vehicles with a gross weight in excess of 3 tonnes which are the prime cause for damage to road base material, resulting in premature road failure.

The gravel resheeting work undertaken on this section of road by the Shire has been constructed to a standard that it can be bitumen sealed which will prolong the life of the road to the normal 20 year life cycle of a road asset during high season vehicle moments subject to a ten year reseal if required.

If the road is not sealed the heavy vehicle movements will result in average 20% loss of fine gravel material and the requirement to gravel resheeting this section of road within 5 years, based on the current ESA data.

### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

### POLICY IMPLICATIONS

Policy 26 – Asset Management

### FINANCIAL IMPLICATIONS

The estimated cost to undertake bitumen sealing work would be \$35,000. The current balance in the Roads to Recovery funding is \$50,883. The Federal Government RTR Agency has advised all Local Governments within Australia that the allocated funding must be spent prior to the end of the financial year and if possible, to spend an additional funding due to Shire's effected by bushfire has been made exempt in this requirement. Based on this fact the Shire will be requiring the remaining funding to be allocated to another project to meet the requirements of the Grant Scheme. This could be allocated to either the York Williams Road or the Fourteen Mile Brook Road which are current road projects that are suitable for additional funding.

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

<b>Our Goals</b>	<b>Our Strategies</b>	<b>Our Measurement</b>
The agricultural industry continues to be a main economic driver	Maintain our road network to a high standard Encourage new and existing complimentary business to grow	5 yearly road plan adopted annually Business Growth and development increases

**PROVIDE STRONG LEADERSHIP**

<b>Our Goals</b>	<b>Our Strategies</b>	<b>Our Measurement</b>
Roads are a critical driver for our Shire	Develop a Road Management Plan, which incorporates a Road Hierarchy, Minimum Service levels, Maintenance Policy, Contractor Policy and Asset Management Plan Lobby and build enduring partnerships with key Government Departments to better manage Heavy Vehicles and their impact on local roads Develop a Roadside Reserve Management Plan Develop a strategic Gravel Reserve Policy	Road infrastructure is maintained to satisfactory Levels Plant & Road Asset Plan developed by 2021 Roadside Reserve Management Plan developed by 2021 Gravel Reserve Policy developed by 2022

**CONSULTATION/COMMUNICATION**

Brad Hunt – Shire of Wandering Work Supervisor

Belinda Knight – Chief Executive Officer

**COMMENT**

If Council approves this bitumen sealing work on Pennington Road the bitumen sealing contractor has advised that work can be undertaken within four weeks.

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 11.2.ROADS TO RECOVERY – PENNINGTON ROAD**

Moved Cr Watts  
Seconded Cr Whitely  
That Council

- Approves the use of \$35,000 from Roads to Recovery Construction funds for bitumen sealing work on Pennington Road, Wandering; and
- Approves the balance of funding to be allocated to York Williams Road.

**CARRIED 7/0**

**AUTHOR'S SIGNATURE:**


*Cr Curtis left the meeting at 5:34pm*

### 11.3. CHEETANING ROAD STANDPIPE – STANDPIPE CONTROLLER

<b>Proponent</b>	Executive Manager Technical Services
<b>Owner</b>	Shire of Wandering
<b>Location/Address</b>	Cheetaning Road, Wandering
<b>Author of Report</b>	Barry Gibbs, EMTS
<b>Date of Meeting</b>	20/02/2020
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	32.1.4
<b>Attachments</b>	Nil

#### BRIEF SUMMARY

The Shire of Wandering requests Council to approve additional funding for installation of a swipe card controller on the Cheetaning Road Community Stand Pipe.

#### BACKGROUND

The Shire of Wandering Capital Works Program has a budget item to install a standpipe controller at Cheetaning Road Community Stand Pipe. This requirement arose from the Water Corporation implementation of changes to regional fixed standpipes commencing on the 1 July 2020.

Currently the Shire has a two-tier fee structure for people and businesses needing to access potable drinking water from this standpipe. A fee of \$4.00 is payable for drinking water for rural properties without a system water meter and a \$10.00 fee for commercial use like roadworks or crop spraying etc. The current arrangement with people needing to access the standpipe is based on an honour system where people state the required used to Shire staff, and are allocated a standpipe key (\$50.00 key bond). Users then advise the shire staff as to the amount used that is taken for payment. This process can leave the Shire open to the risk of fraud.

The other main issue is that the Standpipe is linked to the Shire Depot Water Meter and the volume of water used has to be calculated from the depot use and again between domestic use (\$4.00) and commercial use (\$10.00) which takes staff time to calculate. This is required to get a refund from Water Corporation, as they charge a flat rate of \$10.00 based on the meter reading and the Shire has to seek reimbursement from the next water bill. With the decrease of rainfall last winter the demand for the use of the stand pipe has increased as rural residents need to truck in potable water.

The Shire of Wandering had obtained two quotations in April 2019 for Financial 2019/20 Budget Submission and have allocated \$13,000.00 ex GST for this work. When the Shire sought an updated quotation the amounts had increased to \$18,000.00 ex GST as the original quotations were for supply only and did not allow for installation costs.

#### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

#### POLICY IMPLICATIONS

Policy 8 – Financial Management

Policy 12 - Purchasing and Tenders

Policy 23 - Risk Management

Policy 26 - Asset Management

#### FINANCIAL IMPLICATIONS

The Shire of Wandering can reallocate the additional \$5 000.00 from General Ledger Account E14205 - Tools and Consumables as savings from this account will be made after the trade on the existing Caterpillar Front End Loader in March 2020 which will reduce plant maintenance cost.

**STRATEGIC IMPLICATIONS**

<b>Our Goals</b>	<b>Our Strategies</b>	<b>Our Measurement</b>
<b>The Wandering Shire is financially sustainable</b>	<p>Improve accountability and transparency</p> <p>Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs</p> <p>Prudently manage our financial resources to ensure value for money</p>	<p>Rate review implemented over a staged process by 2020</p> <p>Balanced budget delivered annually</p> <p>Annual external financial audit identifies no adverse issues</p> <p>Long Term Financial Plan updated annually Investment Strategy</p>

**CONSULTATION/COMMUNICATION**

Belinda Knight – Chief Executive Officer

**COMMENT**

If Council approves this reallocation of funds to complete the installation of a standpipe controller the work should be completed within 5 weeks.

**VOTING REQUIREMENTS**

Absolute Majority

*Cr Curtis returned to the meeting at 5:35pm*

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 11.3 CHEETANING ROAD STANDPIPE – STANDPIPE CONTROLLER**

Moved Cr Treasure

Seconded Cr Parsons

That Council

- Approve the installation of a swipe card controller for the Cheetaning Road Standpipe; and
- Authorise the use of \$5,000 from Tools and Consumables to fund the balance of the project.

**CARRIED BY AN ABSOLUTE MAJORITY OF 7/0**

**AUTHOR'S SIGNATURE:**


**12. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED****12.1. COUNCILLOR'S MEETINGS ATTENDED FOR THE PERIOD – 21/12/2019 – 13/02/2020**

Cr Watts reported on attended the HWEDA meeting in Boddington on 11/02/2020.

Cr Whitely reported on the LEMC held in Pingelly on 11/02/2020.

Cr Whitely reported on the CLC South32 meeting on 13/02/2020.

**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****14.1.1 COUNCIL DECISION – URGENT BUSINESS – INTRODUCTION OF ITEM RELATING TO WANDERING FAIR**

Moved Cr Parsons

Seconded Cr Price.

That Council consider a motion relating to the Wandering Fair and vehicles on the oval.

**CARRIED 5/2**

**14.1.1.1 COUNCIL DECISION – WANDERING FAIR**

Moved Cr Parsons

Seconded Cr Price

That no vehicles are permitted to drive or park on the grassed oval at, during and after the Wandering Fair, to avoid possible damage to the ground surface and sprinklers.

**LOST 2/5**

**CR WHITELY REQUESTED HIS VOTE AGAINST THE MOTION BE RECORDED**

**14.1.2 COUNCIL DECISION – URGENT BUSINESS – INTRODUCTIN OF ITEM RELATING TO WANDERING FAIR**

Moved Cr Treasure

Seconded Cr Parsons

That Council consider a further motion relating to the Wandering fair and vehicles on the oval.

**CARRIED 5/2**

**14.1.2.1 COUNCIL DECISION – WANDERING FAIR**

Moved Cr Price

Seconded Cr Treasure

That Council directs the CEO to work with Wandering Fair Committee, staff and user groups, to ensure the oval integrity as a sporting surface is not compromised as a result of the Wandering Fair.

**CARRIED 5/2**

**CR WHITELY AND WATTS REQUESTED THEIR VOTES AGAINST THE MOTION BE RECORDED.**



**14.1.3 COUNCIL DECISION – URGENT BUSINESS – REINTRODUCTION OF RATING REVIEW**

Moved Cr Price

Seconded Cr Watts

That Council consider a motion relating to the reintroduction of the rating review.

**CARRIED 6/1****14.1.3.1 COUNCIL DECISION – RATING REVIEW**

Moved Cr Price

Seconded Cr Treasure

That Council:

- Supports the reintroduction of the rate review of the Shire of Wandering with the aim to implement agreed changes for the 2021/2022 financial year; and
- Forms a Rating Review Committee of Councillors Parsons and Turton, and the CEO to carry out the further investigations and report back to Council on the likely effect a change of valuation from UV to GRV on rural residential and industrial land.

**CARRIED BY AN ABSOLUTE MAJORITY OF 5/2****CR WHITELY REQUESTED THAT HIS VOTE AGAINST THE MOTION BE RECORDED.****LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996****1) Regulation 10. Revoking or changing decisions (Act s. 5.25(1)(e))**

- (1) *If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported –*
- (a) *in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or*
  - (b) *in any other case, by at least  $\frac{1}{3}$  of the number of offices (whether vacant or not) of members of the council or committee,*  
*inclusive of the mover.*
- (1a) *Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least  $\frac{1}{3}$  of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.*
- (2) *If a decision has been made at a council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made –*
- (a) *in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or*
  - (b) *in any other case, by an absolute majority.*
- (3) *This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.*

**15. CONFIDENTIAL ITEMS****15.1. ITEM FOR DISCUSSION - NIL**

*Cr Whitely left the meeting at 6:56pm and returned 6:57pm.*

## 16. INFORMATION ITEMS

### 16.1.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD – 01/12/2019 – 31/01/2020

<b>Proponent</b>	Internal Report
<b>Location/Address</b>	
<b>Author of Report</b>	Sophie Marinoni, Finance Officer
<b>Date of Meeting</b>	20/02/2020
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	10.1.6
<b>Attachments</b>	List of Accounts Due & Submitted to Council

#### BRIEF SUMMARY

To ratify payments made during the month of December 2019 and January 2020.

#### BACKGROUND

The listing of payments through the Municipal and Trust accounts are attached.

#### STATUTORY/LEGAL IMPLICATIONS

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

#### POLICY IMPLICATIONS

Policy 12 – Purchasing and Tenders

Policy 40 – Payment of Creditors

#### FINANCIAL IMPLICATIONS

Shire of Wandering

CERTIFICATE OF EXPENDITURE  
31/01/2020



This Schedule of Accounts to be passed for payment, covering

Payment Method	Cheque/EFT/DD Number	Amount
Trust Account		NIL
<b>Municipal Fund:</b>		
Electronic Funds Transfers	EFT5299 – EFT5422	360,274.61
Municipal Account	Cheque 1	248.10
Direct Debits	DD3223.1 – DD3268.8	37,682.45
	<b>TOTAL</b>	<b>\$398,205.16</b>

to the Municipal and Trust Accounts, totalling \$398,205.16 which were submitted to each member of the Council on 20/02/2020, have been checked and fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing's and the amounts shown are due for payment.

Belinda Knight  
CHIEF EXECUTIVE OFFICER

**STRATEGIC IMPLICATIONS****Provide Strong Leadership**

<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 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	Audit and Compliance Returns identify no adverse issues We meet the Integrated Planning Standards

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 16.1 SCHEDULE OF ACCOUNTS FOR 01/12/2019 – 31/01/2020**

Moved Cr Watts

Seconded Cr Whitely

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.**CARRIED 7/0**

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
<b>1</b>	<b>13/12/19</b>	<b>Shire of Wandering Petty Cash</b>			<b>-\$248.10</b>
	09/12/19		Petty cash Money Orders, Milk, Mail Drop, Postage, Plastic Glasses, Cork Board, A1 Paper, Toilet Roll Holder, Groceries	\$248.10	
<b>EFT5299</b>	<b>10/12/19</b>	<b>Armadale Mower World &amp; Service Co</b>			<b>-\$7.00</b>
	13/11/19		Parts - Chainsaw Nut, Screw	\$7.00	
<b>EFT5300</b>	<b>10/12/19</b>	<b>Boddington News</b>			<b>-\$13.50</b>
	22/11/19		Boddington News Edition 637	\$13.50	
<b>EFT5301</b>	<b>10/12/19</b>	<b>Carol Ann Bailey</b>			<b>-\$315.91</b>
	04/12/19		Rates refund A389	\$315.91	
<b>EFT5302</b>	<b>10/12/19</b>	<b>Great Southern Fuel Supplies</b>			<b>-\$321.70</b>
	30/11/19		Fuel card purchases 0.WD - Diesel, 0.WD - Fee, WD.001 - Diesel, WD.001 - Fee	\$321.70	
<b>EFT5303</b>	<b>10/12/19</b>	<b>Helen Louise Herbert</b>			<b>-\$64.90</b>
	04/12/19		Rates refund A286	\$64.90	
<b>EFT5304</b>	<b>10/12/19</b>	<b>JR &amp; A Hersey</b>			<b>-\$1,573.00</b>
	07/11/19		Guideposts Wooden Guidepost, Red Delineators, White Delineators	\$1,573.00	
<b>EFT5305</b>	<b>10/12/19</b>	<b>Kelmscott Work Clobber</b>			<b>-\$4,171.10</b>

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	09/11/19		PPE <i>Uniforms - Outdoor staff</i>	\$4,171.10	
<b>EFT5306</b>	<b>10/12/19</b>	<b>Kleenheat Gas</b>			<b>-\$79.20</b>
	21/11/19		<i>Cylinder service charge Community Centre</i>	\$79.20	
<b>EFT5307</b>	<b>10/12/19</b>	<b>Narrogin Auto Electrics</b>			<b>-\$348.72</b>
	01/11/19		Cell booster & UHF - WD.001 <i>Labour, Materials</i>	\$348.72	
<b>EFT5308</b>	<b>10/12/19</b>	<b>Perfect Computer Solutions</b>			<b>-\$255.00</b>
	28/11/19		Monthly IT maintenance <i>Labour, Monthly fee</i>	\$255.00	
<b>EFT5309</b>	<b>10/12/19</b>	<b>Resumes WA</b>			<b>-\$590.00</b>
	30/11/19		OSH Project Officer (Temp) <i>Labour, Overpayment, Field allowance</i>	\$590.00	
<b>EFT5310</b>	<b>10/12/19</b>	<b>Startrack Express</b>			<b>-\$229.84</b>
	13/11/19		Freight <i>Jason Signs</i>	\$60.39	
	20/11/19		Freight <i>State Library</i>	\$124.91	
	27/11/19		Freight <i>Air Power</i>	\$44.54	
<b>EFT5311</b>	<b>10/12/19</b>	<b>WA Contract Ranger Services</b>			<b>-\$607.75</b>
	23/11/19		Contract Ranger Service <i>Labour, Firebreak inspections</i>	\$607.75	
<b>EFT5312</b>	<b>13/12/19</b>	<b>Armadale Mower World &amp; Service Co</b>			<b>-\$60.00</b>
	02/10/19		Fuel Pump <i>Ride on mower</i>	\$60.00	
<b>EFT5313</b>	<b>13/12/19</b>	<b>Central Regional Tafe</b>			<b>-\$178.65</b>
	15/11/19		Cert III in Tourism - Lilyion Jeffery <i>Course fees</i>	\$178.65	
<b>EFT5314</b>	<b>13/12/19</b>	<b>Jason Signmakers</b>			<b>-\$31.35</b>
	07/10/19		Rural address plate <i>Green background white text - 89</i>	\$31.35	
<b>EFT5315</b>	<b>13/12/19</b>	<b>Liberty Rural</b>			<b>-\$40,863.49</b>
	20/11/19		Fuels <i>Petrol, Diesel</i>	\$40,863.49	
<b>EFT5316</b>	<b>13/12/19</b>	<b>Robert George Curtis</b>			<b>-\$819.50</b>
	10/12/19		Operating Waste Transfer Station <i>01/12/19 - 09/12/19, Clearing roadside bins</i>	\$819.50	
<b>EFT5317</b>	<b>13/12/19</b>	<b>St John Ambulance Western Australia</b>			<b>-\$86.85</b>
	05/12/19		First Aid Kits	\$86.85	
<b>EFT5318</b>	<b>13/12/19</b>	<b>Startrack Express</b>			<b>-\$5.12</b>
	04/12/19		Fees	\$5.12	
<b>EFT5319</b>	<b>13/12/19</b>	<b>Susan Margaret De Lacy</b>			<b>-\$150.00</b>
	13/12/19		Bond Refund <i>Cat trap hire</i>	\$150.00	
<b>EFT5320</b>	<b>13/12/19</b>	<b>TK Price &amp; Co</b>			<b>-\$10,454.40</b>
	03/12/19		Gravel Royalties	\$10,454.40	
<b>EFT5321</b>	<b>13/12/19</b>	<b>The Trophy Shop</b>			<b>-\$85.50</b>
	18/11/19		Honour board update <i>Engraving, Postage</i>	\$85.50	
<b>EFT5322</b>	<b>13/12/19</b>	<b>Wandering Wheatbelt Wine aWards</b>			<b>-\$1,000.00</b>

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	04/12/19		Sponsorship approved by Council <i>Autumn Graze 28/03/20</i>	\$1,000.00	
<b>EFT5323</b>	<b>19/12/19</b>	<b>Air &amp; Power</b>			<b>-\$332.77</b>
	02/12/19		Timed condensate auto drain kit <i>Air Compressor</i>	\$332.77	
<b>EFT5324</b>	<b>19/12/19</b>	<b>Australia Post</b>			<b>-\$134.24</b>
	03/12/19		Post Office stock <i>Express post bag, Envelopes</i>	\$134.24	
<b>EFT5325</b>	<b>19/12/19</b>	<b>Avon Waste</b>			<b>-\$2,906.70</b>
	30/11/19		Waste contract <i>Domestic &amp; commercial general waste services, 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>	\$2,906.70	
<b>EFT5326</b>	<b>19/12/19</b>	<b>BOC</b>			<b>-\$68.50</b>
	28/11/19		Container Service <i>Oxygen, Acetylene, Argoshield, Medical Oxygen</i>	\$68.50	
<b>EFT5327</b>	<b>19/12/19</b>	<b>Belinda Kaye Knight</b>			<b>-\$205.67</b>
	16/12/19		Mobile phone - CEO <i>95% Reimbursement</i>	\$136.80	
	16/12/19		Reimbursement <i>Diesel, Trailer plug adaptor</i>	\$68.87	
<b>EFT5328</b>	<b>19/12/19</b>	<b>Blackwoods</b>			<b>-\$148.15</b>
	06/12/19		PPE - Works department <i>HV Gloves, Gloves</i>	\$148.15	
<b>EFT5329</b>	<b>19/12/19</b>	<b>Boddington Hardware &amp; Newsagency</b>			<b>-\$277.30</b>
	25/11/19		Materials - CRC <i>Toilet parts</i>	\$51.35	
	28/11/19		Materials - Refuse Site	\$225.95	
<b>EFT5330</b>	<b>19/12/19</b>	<b>Fuji Xerox</b>			<b>-\$233.84</b>
	30/11/19		Copier Contract - CRC <i>Colour printing</i>	\$233.84	
<b>EFT5331</b>	<b>19/12/19</b>	<b>Hotham Mechanical</b>			<b>-\$459.53</b>
	02/12/19		Plant repairs - WD.458 <i>Labour, Consumables</i>	\$111.65	
	06/12/19		Plant repair - Utility <i>Labour, Beacon, Consumables</i>	\$347.88	
<b>EFT5332</b>	<b>19/12/19</b>	<b>JR &amp; A Hersey</b>			<b>-\$837.62</b>
	27/11/19		Safety consumables & small hand tools <i>Materials, Freight</i>	\$837.62	
<b>EFT5333</b>	<b>19/12/19</b>	<b>Jason Signmakers</b>			<b>-\$462.55</b>
	03/11/19		Signs - Wandering Pingelly Rd <i>T Junction on right, T Junction on left</i>	\$107.80	
	14/11/19		Various signs <i>Childrens Crossing, Rural addressing plates</i>	\$354.75	
<b>EFT5334</b>	<b>19/12/19</b>	<b>Kelmscott Work Clobber</b>			<b>-\$95.00</b>
	23/11/19		PPE - Works Crew <i>Shirts with logo</i>	\$95.00	
<b>EFT5335</b>	<b>19/12/19</b>	<b>Phil Watts Bulldozing</b>			<b>-\$21,560.00</b>

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	08/12/19		Push up gravel <i>Gravel, Pit rehab, Mob &amp; demob</i>	\$21,560.00	
<b>EFT5336</b>	<b>19/12/19</b>	<b>Synergy</b>			<b>-\$739.61</b>
	02/12/19		Street lighting <i>Usage</i>	\$739.61	
<b>EFT5337</b>	<b>19/12/19</b>	<b>Traffic Force</b>			<b>-\$730.40</b>
	30/11/19		Prepare Traffic Management Plans <i>Labour</i>	\$730.40	
<b>EFT5338</b>	<b>20/12/19</b>	<b>Air &amp; Power</b>			<b>-\$766.81</b>
	21/11/19		WorkSafe Registration - Air Compressors <i>Fuel facility, Depot</i>	\$766.81	
<b>EFT5339</b>	<b>20/12/19</b>	<b>Allwest Plant Hire</b>			<b>-\$1,980.00</b>
	30/11/19		Dry Hire - Smooth drum roller <i>18/11/19 - 30/11/19</i>	\$1,980.00	
<b>EFT5340</b>	<b>20/12/19</b>	<b>Australian Taxation Office</b>			<b>-\$13,593.00</b>
	30/11/19		BAS - Nov 19 <i>GST on Sales, Group Tax Clearing, Quarterly FBT Instalment, GST on Purchases, Fuel Credits, Rounding, Tax Withheld</i>	\$13,593.00	
<b>EFT5341</b>	<b>20/12/19</b>	<b>Best Office Systems</b>			<b>-\$436.41</b>
	17/12/19		Copier Contract - Shire <i>B&amp;W copies, Colour copies</i>	\$436.41	
<b>EFT5342</b>	<b>20/12/19</b>	<b>Boddington News</b>			<b>-\$13.50</b>
	13/12/19		Edition 638	\$13.50	
<b>EFT5343</b>	<b>20/12/19</b>	<b>Brendan Whitely</b>			<b>-\$3,791.30</b>
	16/12/19		Councillor allowances <i>Shire President's Allowance, Councillor's Meeting Allowance, Councillor's IT Allowance</i>	\$3,791.30	
<b>EFT5344</b>	<b>20/12/19</b>	<b>Brian Williams</b>			<b>-\$6,325.00</b>
	28/11/19		Plant hire - York Williams Rd <i>Side tipper, Water truck</i>	\$6,325.00	
<b>EFT5345</b>	<b>20/12/19</b>	<b>Department of Communities - Housing</b>			<b>-\$400.44</b>
	06/11/19		Electrical works - 5 Dunmall Dr <i>Unable to contact Shire</i>	\$400.44	
<b>EFT5346</b>	<b>20/12/19</b>	<b>Department of Mines, Industry Regulation &amp; Safety</b>			<b>-\$56.65</b>
	30/11/19		Building Service Levy fees	\$56.65	
<b>EFT5347</b>	<b>20/12/19</b>	<b>Earl Cole Music</b>			<b>-\$990.00</b>
	16/11/19		Entertainment <i>Senior's Week event - 16/11/19</i>	\$990.00	
<b>EFT5348</b>	<b>20/12/19</b>	<b>Ecowater Services</b>			<b>-\$710.80</b>
	08/12/19		Quarterly service - 19 Humes Wy <i>Labour, Chlorine</i>	\$180.40	
	08/12/19		Quarterly service - 5 Dunmall Dr <i>Labour, Chlorine</i>	\$180.40	
	08/12/19		Quarterly service - Admin Building <i>Labour</i>	\$350.00	
<b>EFT5349</b>	<b>20/12/19</b>	<b>Edwards Motors</b>			<b>-\$1,407.00</b>
	04/12/19		Holden Trailblazer 4x4 LTZ 2.8L <i>Trade-in Holden Trailblazer 4x4 LTZ 2.8L</i>	\$1,407.00	
<b>EFT5350</b>	<b>20/12/19</b>	<b>Fitzgerald Strategies</b>			<b>-\$1,650.00</b>

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	19/12/19		CEO Performance Review <i>Labour</i>	\$1,650.00	
<b>EFT5351</b>	<b>20/12/19</b>	<b>Graeme Robert Parsons</b>			<b>-\$2,427.50</b>
	16/12/19		Councillor allowances <i>Deputy President's Allowance, Meeting Allowance, IT Allowance</i>	\$2,427.50	
<b>EFT5352</b>	<b>20/12/19</b>	<b>Hotham Mechanical</b>			<b>-\$352.00</b>
	14/12/19		Plant repairs - WD.270 <i>Labour, Air filter, Consumables</i>	\$352.00	
<b>EFT5353</b>	<b>20/12/19</b>	<b>Ian Bruce Turton</b>			<b>-\$3,791.30</b>
	16/12/19		Councillor allowances <i>President's Allowance, Meeting Allowance, IT Allowance</i>	\$3,791.30	
<b>EFT5354</b>	<b>20/12/19</b>	<b>JR &amp; A Hersey</b>			<b>-\$2,409.00</b>
	07/11/19		Guide posts <i>Steel Flex Guide Post, Steel Flexi Guide Post Driver</i>	\$2,409.00	
<b>EFT5355</b>	<b>20/12/19</b>	<b>Judith R Price</b>			<b>-\$2,301.50</b>
	16/12/19		Councillor allowances <i>Meeting Allowance, IT Allowance</i>	\$2,301.50	
<b>EFT5356</b>	<b>20/12/19</b>	<b>Lions Club of Boddington</b>			<b>-\$100.00</b>
	20/11/19		Lions mini-cakes	\$100.00	
<b>EFT5357</b>	<b>20/12/19</b>	<b>MJ &amp; C Cornish</b>			<b>-\$3,960.00</b>
	16/12/19		Dry hire - Water cart <i>05/12/19 - 13/12/19</i>	\$3,960.00	
<b>EFT5358</b>	<b>20/12/19</b>	<b>Max Watts</b>			<b>-\$1,776.50</b>
	16/12/19		Councillor allowances <i>Meeting Allowance</i>	\$1,776.50	
<b>EFT5359</b>	<b>20/12/19</b>	<b>McLeods Barristers &amp; Solicitors</b>			<b>-\$1,534.11</b>
	28/11/19		Advice - Fire Break Easement <i>Fees, Printing, Title searches</i>	\$1,534.11	
<b>EFT5360</b>	<b>20/12/19</b>	<b>Narrogin Electrical Appliance Testing</b>			<b>-\$1,702.80</b>
	23/10/19		Testing & tagging <i>CRC, Depot, Admin office, Council chambers, Community centres, Fuel facility</i>	\$1,702.80	
<b>EFT5361</b>	<b>20/12/19</b>	<b>Parks &amp; Leisure Australia</b>			<b>-\$242.00</b>
	21/11/19		Events Strategy training <i>Alana Rosenthal 03/12/19</i>	\$242.00	
<b>EFT5362</b>	<b>20/12/19</b>	<b>Perfect Computer Solutions</b>			<b>-\$552.50</b>
	12/12/19		Monthly IT maintenance <i>Labour</i>	\$552.50	
<b>EFT5363</b>	<b>20/12/19</b>	<b>Phil Watts Bulldozing</b>			<b>-\$2,612.50</b>
	16/12/19		Plant hire - Bulldozer <i>Loop Rd fire, Mob &amp; demob</i>	\$2,612.50	
<b>EFT5364</b>	<b>20/12/19</b>	<b>Robert K Roach</b>			<b>-\$1,386.00</b>
	20/12/19		Survey <i>Gravel stock pile, 14 Mile Brook Rd &amp; Dwarda Rd intersection</i>	\$1,386.00	
<b>EFT5365</b>	<b>20/12/19</b>	<b>Shire of Koorda</b>			<b>-\$6,600.00</b>
	27/11/19		Co-contribution - Secondary Freight Route <i>Stage 1</i>	\$6,600.00	
<b>EFT5366</b>	<b>20/12/19</b>	<b>Startrack Express</b>			<b>-\$45.60</b>
	11/12/19		Freight <i>Blue Diamond</i>	\$45.60	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
<b>EFT5367</b>	<b>20/12/19</b>	<b>WA Contract Ranger Services</b>			<b>-\$374.00</b>
	19/12/19		Contract Ranger Service 05/12/19 - 16/12/19	\$374.00	
<b>EFT5368</b>	<b>20/12/19</b>	<b>Whitney Consulting</b>			<b>-\$1,188.00</b>
	07/11/19		Grant training Alana Rosenthal	\$1,188.00	
<b>EFT5369</b>	<b>10/01/20</b>	<b>AMPAC</b>			<b>-\$1,866.64</b>
	12/12/19		Rates debt recovery	\$1,866.64	
<b>EFT5370</b>	<b>10/01/20</b>	<b>Armada Mower World &amp; Service Co</b>			<b>-\$596.90</b>
	13/12/19		Parts - Ride on mower Semi pneumatic tyre	\$596.90	
<b>EFT5371</b>	<b>10/01/20</b>	<b>Butler Settineri</b>			<b>-\$2,548.12</b>
	18/12/19		2018-19 Audit Final fee	\$2,548.12	
<b>EFT5372</b>	<b>10/01/20</b>	<b>Fuji Xerox</b>			<b>-\$36.37</b>
	18/12/19		Copier Contract - CRC Colour printing	\$36.37	
<b>EFT5373</b>	<b>10/01/20</b>	<b>JR &amp; A Hersey</b>			<b>-\$404.25</b>
	13/12/19		Materials 1/2 Rattle Gun	\$404.25	
<b>EFT5374</b>	<b>10/01/20</b>	<b>Mcpest Pest Control</b>			<b>-\$220.00</b>
	04/11/19		Spot termite treatment Bridge 3064A - Carabin Rd	\$220.00	
<b>EFT5375</b>	<b>10/01/20</b>	<b>Narrogin Packaging &amp; Motorcycles</b>			<b>-\$387.25</b>
	18/12/19		Australia day supplies Paper cups, Paper plates, Wooden cutlery	\$387.25	
<b>EFT5376</b>	<b>10/01/20</b>	<b>Quick Corporate Australia</b>			<b>-\$160.01</b>
	12/12/19		Office supplies Scissors, Sugar, Toilet rolls - Pumphreys, Toilet rolls - Codjatotine, Toilet rolls - Community Centre, Toilet rolls - CRC, Toilet rolls - Caravan Park, Milk - Depot, Milk - Shire, Milk - Shire, Milk - Depot, Toilet rolls - Depot, Sheet protectors, Toilet rolls - Office	\$160.01	
<b>EFT5377</b>	<b>10/01/20</b>	<b>Shire of Wandering Christmas Club</b>			<b>-\$290.00</b>
	08/01/20		Payroll deductions	\$290.00	
<b>EFT5378</b>	<b>10/01/20</b>	<b>Shire of Wandering Staff Lotto</b>			<b>-\$40.00</b>
	08/01/20		Payroll deductions	\$40.00	
<b>EFT5379</b>	<b>10/01/20</b>	<b>Stewart &amp; Heaton Clothing Co</b>			<b>-\$1,781.76</b>
	18/12/19		PPE Boots, Trousers, Coats	\$1,781.76	
<b>EFT5380</b>	<b>10/01/20</b>	<b>Wandering Tavern</b>			<b>-\$459.00</b>
	23/12/19		Catering Council Meeting - Dec 19, Christmas party	\$459.00	
<b>EFT5381</b>	<b>20/01/20</b>	<b>Allwest Plant Hire</b>			<b>-\$2,376.00</b>
	19/12/19		Plant hire - roller 01/12/19 - 17/12/19	\$2,376.00	
<b>EFT5382</b>	<b>20/01/20</b>	<b>BOC</b>			<b>-\$80.27</b>
	29/12/19		Container Service Oxygen, Acetylene, Argoshield, Medical Oxygen	\$80.27	



Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
<b>EFT5383</b>	<b>20/01/20</b>	<b>CJD Equipment Pty Ltd</b>			<b>-\$335.50</b>
	20/12/19		Plant parts - WD.141 <i>Mirror</i>	\$88.00	
	20/12/19		Plant parts - WD.141 <i>Cap, Mirror, Freight</i>	\$247.50	
<b>EFT5384</b>	<b>20/01/20</b>	<b>Crossman Hot Water &amp; Plumbing</b>			<b>-\$544.50</b>
	19/12/19		Clear blocked drain - CRC <i>Materials, Labour</i>	\$544.50	
<b>EFT5385</b>	<b>20/01/20</b>	<b>Exurban Rural &amp; Regional Planning</b>			<b>-\$1,173.15</b>
	31/12/19		Industrial Estate Rezoning <i>Professional services</i>	\$1,173.15	
<b>EFT5386</b>	<b>20/01/20</b>	<b>Liberty Rural</b>			<b>-\$42,916.43</b>
	20/12/19		Fuels <i>Petrol, Diesel</i>	\$42,916.43	
<b>EFT5387</b>	<b>20/01/20</b>	<b>Narrogin Electrical Appliance Testing</b>			<b>-\$144.10</b>
	10/01/20		Testing & tagging - Christmas lights <i>Labour, Testing &amp; tagging, Parts</i>	\$144.10	
<b>EFT5388</b>	<b>20/01/20</b>	<b>Perfect Computer Solutions</b>			<b>-\$85.00</b>
	31/12/19		Monthly IT maintenance <i>Monthly fee</i>	\$85.00	
<b>EFT5389</b>	<b>20/01/20</b>	<b>Robert George Curtis</b>			<b>-\$819.50</b>
	23/12/19		Operating Waste Transfer Station <i>15/12/19 - 23/12/19, Clearing roadside bins</i>	\$819.50	
<b>EFT5390</b>	<b>20/01/20</b>	<b>Shire of Kalamunda</b>			<b>-\$652.80</b>
	19/12/19		Building services Jul - Dec 19 <i>Building surveyor, Planning Consultant</i>	\$652.80	
<b>EFT5391</b>	<b>20/01/20</b>	<b>Startrack Express</b>			<b>-\$44.54</b>
	18/12/19		Freight <i>CJD</i>	\$44.54	
<b>EFT5392</b>	<b>20/01/20</b>	<b>Wandering Smash Repairs</b>			<b>-\$300.00</b>
	20/12/19		Insurance excess <i>Claim 6012268</i>	\$300.00	
<b>EFT5393</b>	<b>23/01/20</b>	<b>Armadale Mower World &amp; Service Co</b>			<b>-\$1,429.00</b>
	27/12/19		Sundry plant <i>Chainsaw</i>	\$1,429.00	
<b>EFT5394</b>	<b>23/01/20</b>	<b>Australia Post</b>			<b>-\$1,268.50</b>
	03/01/20		Post Office stock <i>Roll of Stamps, \$1.10 stamps, 10c Stamps, International \$3.20 Stamps, International 10c Stamps, Prepaid envelopes, Large prepaid parcel bags, Padded bags, Stamps</i>	\$1,268.50	
<b>EFT5395</b>	<b>23/01/20</b>	<b>Australian Taxation Office</b>			<b>-\$17,452.00</b>
	30/12/19		BAS - Dec 19 <i>GST on Sales, Group Tax Clearing, Quarterly FBT Instalment, GST on Purchases, Fuel Credits, Rounding, Tax Withheld</i>	\$17,452.00	
<b>EFT5396</b>	<b>23/01/20</b>	<b>Avon Waste</b>			<b>-\$3,287.84</b>

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	31/12/19		Waste services <i>Domestic &amp; commercial general waste services, 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>	\$3,287.84	
<b>EFT5397</b>	<b>23/01/20</b>	<b>Best Office Systems</b>			<b>-\$66.00</b>
	09/01/20		Service Photocopier <i>Travel</i>	\$66.00	
<b>EFT5398</b>	<b>23/01/20</b>	<b>Boddington Hardware &amp; Newsagency</b>	<b>Materials</b>		<b>-\$369.50</b>
	03/12/19		Materials <i>Standpipe</i>	\$165.20	
	10/12/19		Materials <i>Parks &amp; Reserves</i>	\$29.90	
	10/12/19		Materials <i>Admin building</i>	\$63.00	
	10/12/19		Materials <i>Community centre</i>	\$43.90	
	18/12/19		Christmas Supplies <i>Powerboards</i>	\$67.50	
<b>EFT5399</b>	<b>23/01/20</b>	<b>Bunnings Trade</b>			<b>-\$276.47</b>
	08/01/20		Various materials	\$276.47	
<b>EFT5400</b>	<b>23/01/20</b>	<b>Department of Mines, Industry Regulation &amp; Safety</b>			<b>-\$113.30</b>
	31/12/19		Building Service Levy <i>Fees</i>	\$113.30	
<b>EFT5401</b>	<b>23/01/20</b>	<b>Fuji Xerox</b>			<b>-\$48.13</b>
	31/12/19		Copier Contract - CRC <i>Colour, Black &amp; white</i>	\$48.13	
<b>EFT5402</b>	<b>23/01/20</b>	<b>Jason Signmakers</b>			<b>-\$90.75</b>
	17/12/19		Custom sign <i>Evacuation Centre</i>	\$90.75	
<b>EFT5403</b>	<b>23/01/20</b>	<b>Perfect Computer Solutions</b>			<b>-\$340.00</b>
	16/01/20		Monthly IT maintenance <i>Labour</i>	\$340.00	
<b>EFT5404</b>	<b>23/01/20</b>	<b>Robert George Curtis</b>			<b>-\$764.50</b>
	06/01/20		Operating Waste Transfer Station <i>29/12/19 - 06/01/20, Clearing roadside bins</i>	\$764.50	
<b>EFT5405</b>	<b>23/01/20</b>	<b>Synergy</b>			<b>-\$715.74</b>
	02/01/20		Street lighting <i>Usage</i>	\$715.74	
<b>EFT5406</b>	<b>31/01/20</b>	<b>Alana Karen Rosenthal</b>			<b>-\$77.90</b>
	22/01/20		Reimbursement <i>Groceries - CRC Cafe, Goods - Kids Cooking Class</i>	\$77.90	
<b>EFT5407</b>	<b>31/01/20</b>	<b>Belinda Kaye Knight</b>			<b>-\$136.80</b>
	12/01/20		Reimbursement <i>95% - CEO Mobile Phone</i>	\$136.80	
<b>EFT5408</b>	<b>31/01/20</b>	<b>CJD Equipment Pty Ltd</b>			<b>-\$203.51</b>
	08/01/20		Materials <i>Coolant</i>	\$203.51	
<b>EFT5409</b>	<b>31/01/20</b>	<b>Colas WA</b>			<b>-</b>
					<b>\$102,597.83</b>

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	19/12/19		Bitumen sealing <i>10mm Hotseal 1st Coat, 14mm Hotseal 2nd Coat, Hot bitumen, Rise &amp; fall of bitumen</i>	\$102,597.83	
<b>EFT5410</b>	<b>31/01/20</b>	<b>Edwards Motors</b>			<b>-\$860.80</b>
	31/12/19		Plant repairs - WD.011 <i>Labour, Seat belt, Air con repairs, Materials, Enviromental protection levy</i>	\$860.80	
<b>EFT5411</b>	<b>31/01/20</b>	<b>Moore Stephens</b>			<b>-\$957.00</b>
	19/12/19		Budget Workshop <i>CEO - 06/03/20</i>	\$957.00	
<b>EFT5412</b>	<b>31/01/20</b>	<b>Resumes WA</b>			<b>-\$527.50</b>
	23/01/20		OSH Project Officer (Temp) <i>10/01/20 - 23/01/20, Field allowance</i>	\$527.50	
<b>EFT5413</b>	<b>31/01/20</b>	<b>Rhonie's Wandering Mop &amp; Bucket</b>			<b>-\$3,564.00</b>
	19/01/20		Cleaning Services <i>Watts St public conveniences, Caravan Park conveniences</i>	\$3,564.00	
<b>EFT5414</b>	<b>31/01/20</b>	<b>Robert George Curtis</b>			<b>-\$819.50</b>
	20/01/20		Operating Waste Transfer Station <i>12/01/20 - 20/01/19, Clearing roadside bins</i>	\$819.50	
<b>EFT5415</b>	<b>31/01/20</b>	<b>Robert K Roach</b>			<b>-\$2,046.00</b>
	22/01/20		Survey pick up <i>14 Mile Brook Rd</i>	\$2,046.00	
<b>EFT5416</b>	<b>31/01/20</b>	<b>Shire of Wandering Christmas Club</b>			<b>-\$290.00</b>
	22/01/20		Payroll deductions	\$290.00	
<b>EFT5417</b>	<b>31/01/20</b>	<b>Shire of Wandering Staff Lotto</b>			<b>-\$45.00</b>
	22/01/20		Payroll deductions	\$45.00	
<b>EFT5418</b>	<b>31/01/20</b>	<b>Startrack Express</b>			<b>-\$302.91</b>
	25/12/19		Freight <i>Library books</i>	\$218.42	
	08/01/20		Fees <i>Misc charge, Account admin fee, Late payment fee</i>	\$33.79	
	15/01/20		Freight <i>Tudor House, Late payment fee</i>	\$50.70	
<b>EFT5419</b>	<b>31/01/20</b>	<b>Synergy</b>			<b>-\$4,932.10</b>
	14/01/20		Depot <i>Usage, Supply charge</i>	\$386.24	
	14/01/20		Administration Office <i>Usage, Supply charge</i>	\$1,122.03	
	14/01/20		Fuel facility <i>Usage, Supply charge</i>	\$214.34	
	14/01/20		19 Humes Wy <i>Usage, Supply charge</i>	\$479.81	
	14/01/20		31 Dunmall Dr <i>Usage, Supply charge, Payment fee</i>	\$472.24	
	14/01/20		Caravan Park & Fire Station <i>Usage - Caravan Park, Supply charge - Caravan Park, Usage - Fire Station, Supply charge - Fire Station</i>	\$658.91	
	14/01/20		Community Centre <i>Usage, Supply charge</i>	\$759.68	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	14/01/20		CRC & Public conveniences <i>Usage - CRC 95%, Supply charge - CRC 95%, Usage - Public conveniences 5%, Supply charge - Public conveniences 5%</i>	\$838.85	
<b>EFT5420</b>	<b>31/01/20</b>	<b>Telstra Corporation Limited</b>			<b>-\$861.45</b>
	27/01/20		Cable repairs - Pennington Rd <i>Labour, Materials</i>	\$861.45	
<b>EFT5421</b>	<b>31/01/20</b>	<b>The Workwear Group</b>			<b>-\$145.35</b>
	06/01/20		PPE <i>Long Sleeve Shirt, Long Sleeve Shirt</i>	\$145.35	
<b>EFT5422</b>	<b>31/01/20</b>	<b>Western Australian Treasury Corporation</b>			<b>-\$442.56</b>
	31/12/19		Fees <i>Short-term borrowings - WANDRRA, General borrowings - 400154W</i>	\$442.56	
<b>DD3223.1</b>	<b>03/12/19</b>	<b>Telstra</b>	<b>Phone charges</b>		<b>-\$1,269.29</b>
	18/11/19		Administration Office, Harvest Ban line C, Fuel Facility, Community Resource Centre, Medical Room, Caravan Park, Cleaner, Supervisor, Fuel Facility, Office Internet Connection, New Phone System, Rounding	\$1,269.29	
<b>DD3230.1</b>	<b>20/12/19</b>	<b>Water Corporation</b>			<b>-\$173.40</b>
	22/11/19		Standpipe <i>Usage</i>	\$173.40	
<b>DD3234.1</b>	<b>11/12/19</b>	<b>WA Super</b>			<b>-\$4,475.61</b>
	11/12/19		Super. contributions	\$3,680.16	
	11/12/19		Super. contributions	\$795.45	
<b>DD3234.2</b>	<b>11/12/19</b>	<b>ANZ OnePath Masterfund</b>			<b>-\$621.38</b>
	11/12/19		Super. contributions	\$471.93	
	11/12/19		Super. contributions	\$149.45	
<b>DD3234.3</b>	<b>11/12/19</b>	<b>Colonial First State</b>			<b>-\$450.15</b>
	11/12/19		Super. contributions	\$115.42	
	11/12/19		Super. contributions	\$334.73	
<b>DD3234.4</b>	<b>11/12/19</b>	<b>SuperWrap Personal Super Plan</b>			<b>-\$96.95</b>
	11/12/19		Super. contributions	\$96.95	
<b>DD3234.5</b>	<b>11/12/19</b>	<b>I &amp; T Brown Family Super Fund</b>			<b>-\$663.50</b>
	11/12/19		Super. contributions	\$493.37	
	11/12/19		Super. contributions	\$170.13	
<b>DD3234.6</b>	<b>11/12/19</b>	<b>Prime Super</b>			<b>-\$259.49</b>
	11/12/19		Super. contributions	\$259.49	
<b>DD3234.7</b>	<b>11/12/19</b>	<b>Retail Employees Superannuation</b>			<b>-\$65.69</b>
	11/12/19		Super. contributions	\$65.69	
<b>DD3237.1</b>	<b>01/12/19</b>	<b>First Data Merchant Solutions</b>			<b>-\$283.20</b>
	30/11/19		Merchant Fee <i>Fuel facility</i>	\$283.20	
<b>DD3237.2</b>	<b>01/12/19</b>	<b>ClickSuper</b>			<b>-\$2.09</b>
	30/11/19		Transaction fee <i>Nov 2019</i>	\$2.09	
<b>DD3244.1</b>	<b>25/12/19</b>	<b>WA Super</b>			<b>-\$4,484.25</b>
	25/12/19		Super. contributions	\$3,672.22	
	25/12/19		Super. contributions	\$812.03	
<b>DD3244.2</b>	<b>25/12/19</b>	<b>ANZ OnePath Masterfund</b>			<b>-\$573.11</b>

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	25/12/19		Super. contributions	\$435.27	
	25/12/19		Super. contributions	\$137.84	
<b>DD3244.3</b>	<b>25/12/19</b>	<b>Colonial First State</b>			<b>-\$450.15</b>
	25/12/19		Super. contributions	\$115.42	
	25/12/19		Super. contributions	\$334.73	
<b>DD3244.4</b>	<b>25/12/19</b>	<b>SuperWrap Personal Super Plan</b>			<b>-\$92.83</b>
	25/12/19		Super. contributions	\$92.83	
<b>DD3244.5</b>	<b>25/12/19</b>	<b>I &amp; T Brown Family Super Fund</b>			<b>-\$663.50</b>
	25/12/19		Super. contributions	\$493.37	
	25/12/19		Super. contributions	\$170.13	
<b>DD3244.6</b>	<b>25/12/19</b>	<b>Prime Super</b>			<b>-\$172.42</b>
	25/12/19		Super. contributions	\$172.42	
<b>DD3244.7</b>	<b>25/12/19</b>	<b>Retail Employees Superannuation</b>			<b>-\$69.48</b>
	25/12/19		Super. contributions	\$69.48	
<b>DD3249.1</b>	<b>27/12/19</b>	<b>Telstra</b>			<b>-\$441.74</b>
	07/12/19		Tims Messaging Councillors, Fire Control, Tims Messaging - Fuel facility	\$441.74	
<b>DD3252.1</b>	<b>13/01/20</b>	<b>Westpac Credit Card</b>			<b>-\$4,674.82</b>
	20/11/19		Refreshments Council meeting	\$111.10	
	12/12/19		Vehicle Licencing Change plate fee, Licence insurance, Licence fees	\$274.45	
	11/12/19		Diesel O.WD	\$64.84	
	12/12/19		Dangerous Goods Licence Fuel facility	\$743.00	
	13/12/19		Meat Christmas BBQ	\$260.90	
	13/12/19		Christmas Lights Competition Goods for prize hampers	\$34.00	
	13/12/19		Christmas Lights Competition Goods for prize hampers	\$104.00	
	13/12/19		Groceries Council meeting, Council meeting, CRC Cafe	\$53.78	
	13/12/19		Christmas Lights Competition Goods for prize hampers	\$98.90	
	13/12/19		Christmas Lights Competition Goods for prize hampers	\$44.97	
	17/12/19		Unleaded fuel Sundry plant	\$71.33	
	22/11/19		WETransfer Subscription WANDRRA	\$182.71	
	17/12/19		Washing Machine Caravan Park	\$599.00	
	18/12/19		Staff Christmas gifts Gift cards, Fees	\$549.50	
	18/12/19		Staff Christmas gifts Gift cards, Fees	\$439.60	
	27/11/19		Accommodation Tricia Brown - WALGA Course 27/11/2019	\$239.40	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	05/12/19		Stationery <i>In-Out Notice Board, Freight</i>	\$155.10	
	07/12/19		Adobe <i>Monthly subscription</i>	\$154.44	
	07/12/19		Pool chemicals <i>Aquacheck, Dry Acid Refill 3kg, Soda Ash refill 2.5kg</i>	\$104.00	
	09/12/19		PPE <i>Sharps containers, Delivery</i>	\$40.00	
	06/12/19		Plant parts <i>Muffler parts</i>	\$66.00	
	11/12/19		CBH Grant <i>Toys - Toy library</i>	\$283.80	
<b>DD3254.1</b>	<b>08/01/20</b>	<b>WA Super</b>			<b>-\$4,598.16</b>
	08/01/20		Super. contributions	\$3,735.87	
	08/01/20		Super. contributions	\$862.29	
<b>DD3254.2</b>	<b>08/01/20</b>	<b>I &amp; T Brown Family Super Fund</b>			<b>-\$728.49</b>
	08/01/20		Super. contributions	\$186.79	
	08/01/20		Super. contributions	\$541.70	
<b>DD3254.3</b>	<b>08/01/20</b>	<b>ANZ OnePath Masterfund</b>			<b>-\$319.74</b>
	08/01/20		Super. contributions	\$242.84	
	08/01/20		Super. contributions	\$76.90	
<b>DD3254.4</b>	<b>08/01/20</b>	<b>Colonial First State</b>			<b>-\$450.15</b>
	08/01/20		Super. contributions	\$115.42	
	08/01/20		Super. contributions	\$334.73	
<b>DD3254.5</b>	<b>08/01/20</b>	<b>SuperWrap Personal Super Plan</b>			<b>-\$89.26</b>
	08/01/20		Super. contributions	\$89.26	
<b>DD3254.6</b>	<b>08/01/20</b>	<b>Prime Super</b>			<b>-\$87.06</b>
	08/01/20		Super. contributions	\$87.06	
<b>DD3256.1</b>	<b>02/01/20</b>	<b>Telstra</b>	<b>Phone charges</b>		<b>-\$1,244.99</b>
	18/12/19		Administration Office, Harvest Ban line C, Fuel Facility, Community Resource Centre, Medical Room, Caravan Park, Cleaner, Supervisor, Fuel Facility, Office Internet Connection, New Phone System, Rounding	\$1,244.99	
<b>DD3262.1</b>	<b>01/01/20</b>	<b>First Data Merchant Solutions</b>			<b>-\$133.61</b>
	31/12/19		Merchant Fee <i>Fuel facility</i>	\$133.61	
<b>DD3262.2</b>	<b>01/01/20</b>	<b>HICAPS</b>			<b>-\$25.00</b>
	31/12/19		Terminal rental fee <i>Medical room</i>	\$25.00	
<b>DD3262.3</b>	<b>17/01/20</b>	<b>Water Corporation</b>			<b>-\$290.79</b>
	20/12/19		Standpipe <i>Water usage</i>	\$290.79	
<b>DD3262.4</b>	<b>22/01/20</b>	<b>ClickSuper</b>			<b>-\$8.69</b>
	31/12/19		Transaction fee <i>Dec 19</i>	\$8.69	
<b>DD3265.1</b>	<b>29/01/20</b>	<b>Water Corporation</b>	<b>Community Centre</b>		<b>-\$1,506.26</b>
	08/01/20		Caravan Park <i>Water Use</i>	\$472.65	
	08/01/20		Administration Building <i>Water use</i>	\$163.61	
	08/01/20		CRC & Public Conveniences <i>Water use</i>	\$615.49	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	08/01/20		Community Centre <i>Water use</i>	\$254.51	
<b>DD3265.2</b>	<b>24/01/20</b>	<b>Water Corporation</b>	<b>19 Humes Way</b>		<b>-\$1,121.05</b>
	08/01/20		5 Dunmall Dr <i>Water use, Service charge</i>	\$56.13	
	08/01/20		14 Down St <i>Water use, Service charge</i>	\$96.32	
	08/01/20		1 Dowsett St <i>Water use, Service charge</i>	\$145.65	
	08/01/20		7 Gnowing St <i>Water use, Service charge</i>	\$233.35	
	08/01/20		13 Dunmall Dr <i>Water use, Service charge</i>	\$381.23	
	08/01/20		19 Humes Wy <i>Water use, Service charge</i>	\$208.37	
<b>DD3268.1</b>	<b>22/01/20</b>	<b>WA Super</b>			<b>-\$4,542.32</b>
	22/01/20		Super. contributions	\$3,684.08	
	22/01/20		Super. contributions	\$858.24	
<b>DD3268.2</b>	<b>22/01/20</b>	<b>I &amp; T Brown Family Super Fund</b>			<b>-\$739.99</b>
	22/01/20		Super. contributions	\$189.74	
	22/01/20		Super. contributions	\$550.25	
<b>DD3268.3</b>	<b>22/01/20</b>	<b>ANZ OnePath Masterfund</b>			<b>-\$784.42</b>
	22/01/20		Super. contributions	\$528.82	
	22/01/20		Super. contributions	\$255.60	
<b>DD3268.4</b>	<b>22/01/20</b>	<b>Colonial First State</b>			<b>-\$450.15</b>
	22/01/20		Super. contributions	\$115.42	
	22/01/20		Super. contributions	\$334.73	
<b>DD3268.5</b>	<b>22/01/20</b>	<b>SuperWrap Personal Super Plan</b>			<b>-\$106.83</b>
	22/01/20		Super. contributions	\$106.83	
<b>DD3268.6</b>	<b>22/01/20</b>	<b>Prime Super</b>			<b>-\$259.49</b>
	22/01/20		Super. contributions	\$259.49	
<b>DD3268.7</b>	<b>22/01/20</b>	<b>Retail Employees Superannuation</b>			<b>-\$109.43</b>
	22/01/20		Super. contributions	\$109.43	
<b>DD3268.8</b>	<b>22/01/20</b>	<b>Australian Super</b>			<b>-\$103.52</b>
	22/01/20		Super. contributions	\$103.52	
				<b>Total</b>	<b>-</b>
					<b>\$398,205.16</b>

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

<b>Proponent</b>	Internal Report
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	20/02/2020
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	10.1.16
<b>Attachments</b>	Monthly Financial Reports

### BRIEF SUMMARY

Consideration of the Monthly Financial Reports for the period ending 31 January 2020

### BACKGROUND

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

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

### STATUTORY/LEGAL IMPLICATIONS

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

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

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

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

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

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



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

#### **POLICY IMPLICATIONS**

As contained in the attached Monthly Financial Reports

#### **FINANCIAL IMPLICATIONS**

As contained in the attached Monthly Financial Reports

#### **STRATEGIC IMPLICATIONS**

#### **PROVIDE STRONG LEADERSHIP**

<b>Our Goals</b>	<b>Our Strategies</b>	<b>Our Measurement</b>
<b>We plan for the future and are strategically focused</b>	<p>Ensure accountable, ethical and best practice governance</p> <p>Develop and maintain our Strategic Plan, Corporate Business Plan, Asset Management Plan, Workforce Plan and Long Term Financial Plan</p> <p>Service Level Plans detail operational roles, responsibilities and resources</p> <p>Engage with local, regional, state and federal stakeholders to grow mutually beneficial relationships</p>	<p>Audit and Compliance Returns identify no adverse issues</p> <p>We meet the Integrated Planning Standards</p>

#### **CONSULTATION/COMMUNICATION**

Nil

#### **COMMENT**

The CEO 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 January 2020. The financial statements have been compiled to meet compliance with the Local Government Act 1995 and associated Regulations.

#### **VOTING REQUIREMENTS**

Simple Majority

#### **OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 16.2 MONTHLY FINANCIAL REPORTS – FOR THE PERIOD - 01/07/2019 – 31/01/2020**

Moved Cr Price

Seconded Cr Parsons

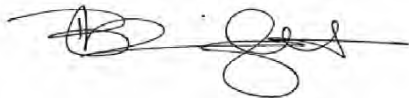
That Council in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996 receives the Statements of Financial activity for the period ended 31/01/2020

*Disclaimer: The 31/01/2020 report has been prepared prior to the finalisation of the January financial transactions and as such may not be a true reflection of the financial position of the Shire at this time.*

*Note: Due to the December Financial Review not being adopted prior to the presentation of this report, budget figures are those adopted in July 2019. Future reports will reflect any amendments made.*

**CARRIED 7/0**

#### **AUTHOR'S SIGNATURE:**



UNCONFIRMED

# SHIRE OF WANDERING

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

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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

## MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 JANUARY 2020

## INFORMATION

### PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 03 February 2020

Prepared by: Belinda Knight

Reviewed by: Belinda Knight

### BASIS OF PREPARATION

#### REPORT PURPOSE

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

#### BASIS OF ACCOUNTING

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

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

#### THE LOCAL GOVERNMENT REPORTING ENTITY

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

### SIGNIFICANT ACCOUNTING POLICES

#### GOODS AND SERVICES TAX

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

#### CRITICAL ACCOUNTING ESTIMATES

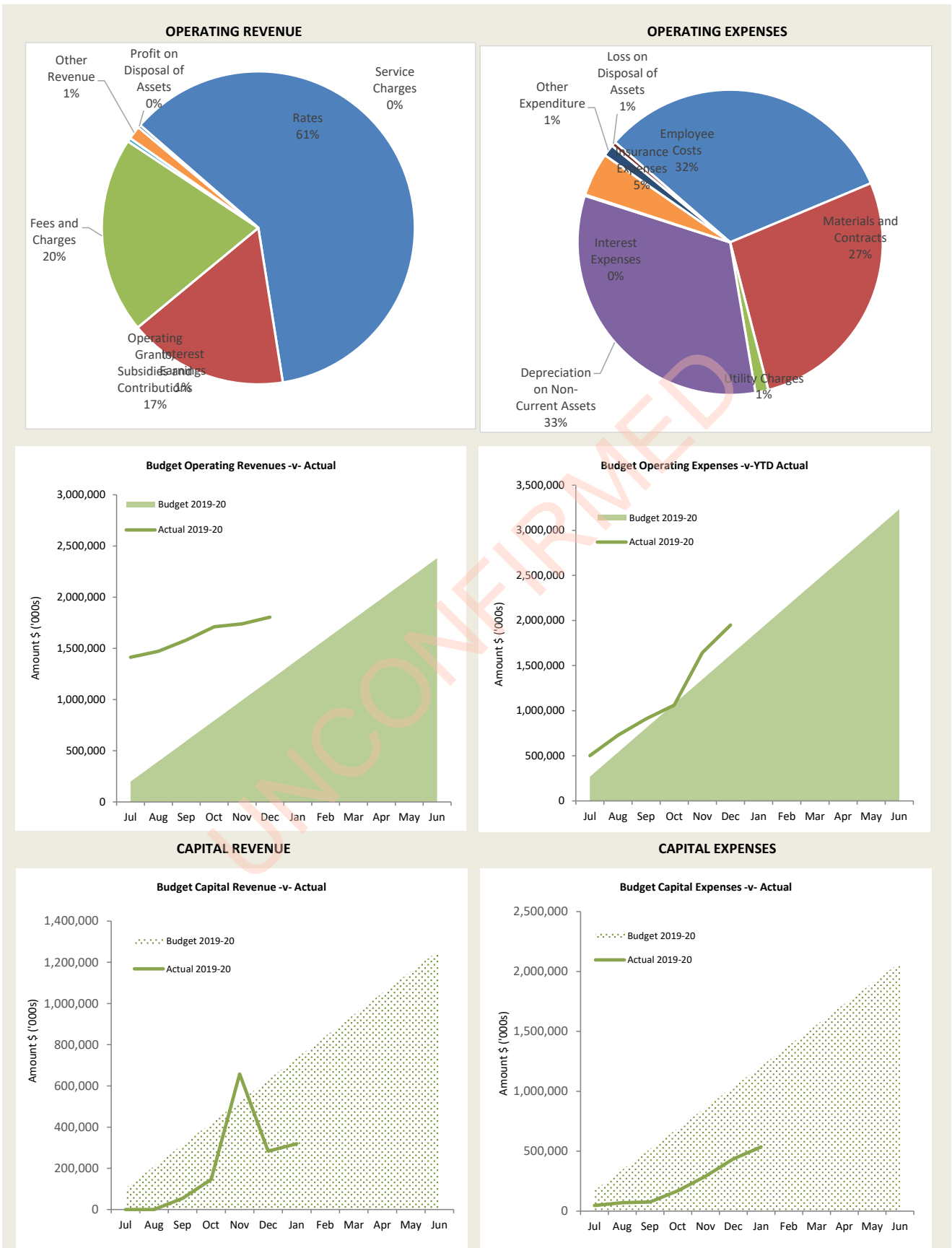
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

#### ROUNDING OFF FIGURES

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

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

**SUMMARY GRAPHS**



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

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

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

**STATUTORY REPORTING PROGRAMS**

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

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

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

**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)	1,158,383	1,158,383	<b>1,176,583</b>	18,200	1.57%	
<b>Revenue from operating activities</b>							
Governance		0	0	<b>800</b>	800	0.00%	
General Purpose Funding - Rates	6	1,097,342	643,020	<b>1,102,823</b>	459,803	71.51%	▲
General Purpose Funding - Other		292,650	175,679	<b>146,996</b>	(28,683)	(16.33%)	▼
Law, Order and Public Safety		39,260	20,566	<b>18,059</b>	(2,507)	(12.19%)	
Health		2,800	1,631	<b>917</b>	(714)	(43.78%)	
Housing		59,950	27,706	<b>27,264</b>	(442)	(1.60%)	
Community Amenities		47,100	28,637	<b>39,184</b>	10,547	36.83%	▲
Recreation and Culture		1,300	763	<b>644</b>	(119)	(15.60%)	
Transport		58,066	33,859	<b>55,705</b>	21,846	64.52%	▲
Economic Services		751,795	478,705	<b>382,849</b>	(95,856)	(20.02%)	▼
Other Property and Services		61,120	20,543	<b>27,957</b>	7,414	36.09%	▲
		<b>2,411,383</b>	<b>1,431,998</b>	<b>1,804,718</b>	372,720		
<b>Expenditure from operating activities</b>							
Governance		(196,742)	(119,078)	<b>(113,311)</b>	5,767	4.84%	
General Purpose Funding		(125,201)	(74,193)	<b>(63,304)</b>	10,889	14.68%	▲
Law, Order and Public Safety		(147,515)	(86,044)	<b>(78,320)</b>	7,724	8.98%	
Health		(23,432)	(13,671)	<b>(8,717)</b>	4,954	36.24%	
Education and Welfare		(1,455)	(1,736)	<b>(592)</b>	1,144	65.90%	
Housing		(36,914)	(22,701)	<b>(14,387)</b>	8,314	36.62%	▲
Community Amenities		(209,631)	(121,996)	<b>(118,997)</b>	2,999	2.46%	
Recreation and Culture		(213,091)	(116,452)	<b>(118,424)</b>	(1,972)	(1.69%)	
Transport		(1,368,918)	(797,664)	<b>(875,145)</b>	(77,481)	(9.71%)	
Economic Services		(876,500)	(544,782)	<b>(445,400)</b>	99,382	18.24%	▲
Other Property and Services		(64,465)	(3,451)	<b>(112,627)</b>	(109,176)	(3163.60%)	▼
		<b>(3,263,864)</b>	<b>(1,901,768)</b>	<b>(1,949,224)</b>	(47,456)		
Non-cash amounts excluded from operating activities	1(a)	976,973	569,381	<b>639,489</b>	70,108	12.31%	▲
<b>Amount attributable to operating activities</b>		<b>124,492</b>	<b>99,611</b>	<b>494,983</b>	395,372		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	12(b)	1,260,439	735,252	<b>231,369</b>	(503,883)	(68.53%)	▼
Proceeds from disposal of assets	7	120,000	87,632	<b>87,632</b>	0	0.00%	
Purchase of property, plant and equipment	8	(2,075,767)	(515,500)	<b>(535,875)</b>	(20,375)	(3.95%)	
<b>Amount attributable to investing activities</b>		<b>(695,328)</b>	<b>307,384</b>	<b>(216,874)</b>	(524,258)		
<b>Financing Activities</b>							
Transfer from Reserves	10	200,000	0	<b>0</b>	0	0.00%	
Repayment of Debentures	9	(473,507)	(436,526)	<b>(436,526)</b>	0	0.00%	
Transfer to Reserves	10	(297,187)	(386)	<b>(386)</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>(570,694)</b>	<b>(436,912)</b>	<b>(436,912)</b>	0		
<b>Closing Funding Surplus / (Deficit)</b>	1(c)	<b>16,853</b>	<b>1,128,466</b>	<b>1,017,779</b>			

**KEY INFORMATION**

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

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

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

## KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 JANUARY 2020

## NATURE OR TYPE DESCRIPTIONS

### REVENUE

#### RATES

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

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

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

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

#### PROFIT ON ASSET DISPOSAL

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

#### FEES AND CHARGES

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

#### SERVICE CHARGES

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

#### INTEREST EARNINGS

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

#### OTHER REVENUE / INCOME

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

### EXPENSES

#### EMPLOYEE COSTS

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

#### MATERIALS AND CONTRACTS

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

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

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

#### INSURANCE

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

#### LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

#### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

#### INTEREST EXPENSES

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

#### OTHER EXPENDITURE

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



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

**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)	1,158,383	1,158,383	<b>1,176,583</b>	18,200	1.57%	▲
<b>Revenue from operating activities</b>							
Rates	6	1,102,342	643,020	<b>1,102,823</b>	459,803	71.51%	▲
Operating grants, subsidies and contributions	12(a)	527,713	332,013	<b>297,988</b>	(34,025)	(10.25%)	
Fees and charges		732,635	428,526	<b>366,721</b>	(61,805)	(14.42%)	
Interest earnings		16,000	9,338	<b>7,211</b>	(2,127)	(22.78%)	
Other revenue		32,639	19,047	<b>24,674</b>	5,627	29.54%	▲
Profit on disposal of assets	7	54	54	<b>5,301</b>	5,247	9716.67%	▲
		<b>2,411,383</b>	<b>1,431,998</b>	<b>1,804,718</b>	372,720		▲
<b>Expenditure from operating activities</b>							
Employee costs		(979,401)	(571,368)	<b>(629,292)</b>	(57,924)	(10.14%)	
Materials and contracts		(1,133,693)	(661,304)	<b>(532,041)</b>	129,263	19.55%	▲
Utility charges		(40,100)	(23,380)	<b>(26,799)</b>	(3,419)	(14.62%)	
Depreciation on non-current assets		(969,400)	(565,474)	<b>(635,320)</b>	(69,846)	(12.35%)	
Interest expenses		(2,976)	(1,736)	<b>(2,447)</b>	(711)	(40.96%)	
Insurance expenses		(89,013)	(51,947)	<b>(89,895)</b>	(37,948)	(73.05%)	
Other expenditure		(42,825)	(22,793)	<b>(24,162)</b>	(1,369)	(6.01%)	
Loss on disposal of assets	7	(6,456)	(3,766)	<b>(9,267)</b>	(5,501)	(146.07%)	
		<b>(3,263,864)</b>	<b>(1,901,768)</b>	<b>(1,949,223)</b>	(47,455)		
Non-cash amounts excluded from operating activities	1(a)	976,973	569,381	<b>639,489</b>	70,108	12.31%	▲
<b>Amount attributable to operating activities</b>		<b>124,492</b>	<b>99,611</b>	<b>494,984</b>	395,373		▲
<b>Investing activities</b>							
Non-operating grants, subsidies and contributions	12(b)	1,260,439	735,252	<b>231,369</b>	(503,883)	(68.53%)	
Proceeds from disposal of assets	7	120,000	87,632	<b>87,632</b>	0	0.00%	
Payments for property, plant and equipment	8	(2,075,767)	(515,500)	<b>(535,875)</b>	(20,375)	3.95%	
<b>Amount attributable to investing activities</b>		<b>(695,328)</b>	<b>307,384</b>	<b>(216,874)</b>	(524,258)		
<b>Financing Activities</b>							
Transfer from reserves	10	200,000	0	<b>0</b>	0	0.00%	
Repayment of debentures	9	(473,507)	(436,526)	<b>(436,526)</b>	0	0.00%	
Transfer to reserves	10	(297,187)	(386)	<b>(386)</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>(570,694)</b>	<b>(436,912)</b>	<b>(436,912)</b>	0		
<b>Closing Funding Surplus / (Deficit)</b>	1(c)	<b>16,853</b>	<b>1,128,466</b>	<b>1,017,780</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.

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

**NOTE 1  
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

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

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

Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>			
	\$	\$	\$
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	(54)	(54)	(5,301)
Less: Movement in liabilities associated with restricted cash	1,171	195	203
Add: Proceeds from Assets	0		0
Add: Loss on asset disposals	6,456	3,766	9,267
Add: Depreciation on assets	969,400	565,474	635,320
<b>Total non-cash items excluded from operating activities</b>	<b>976,973</b>	<b>569,381</b>	<b>639,489</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 Jun 2019	This Year Opening 01 Jul 2019	This Time Last Year 31 Jan 2019	Year to Date 31 Jan 2020
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	10 (341,396)	(341,396)	(285,488)	(341,782)
Less: Restricted Cash - Other				(39,566)
Add: Borrowings	9 473,507	473,507	286,077	36,981
Add: Employee Leave Provisions held in Reserves	39,173	39,173	39,108	39,375
<b>Total adjustments to net current assets</b>	<b>171,284</b>	<b>171,284</b>	<b>39,697</b>	<b>(304,991)</b>

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

**Current assets**

Cash and cash equivalents	2 802,553	802,553	931,693	1,622,283
Rates receivables	3 22,124	22,124	92,639	118,528
Receivables	3 154,680	154,680	18,928	25,820
Other current assets	4 807,814	807,814	46,625	63,439

**Less: Current liabilities**

Payables	5 (187,834)	(187,834)	(112,521)	(398,925)
Borrowings	9 (473,507)	(473,507)	(286,077)	(36,981)
Contract liabilities	11 0	(45,796)	0	0
Provisions	11 (74,735)	(74,735)	(109,563)	(71,391)

**Less: Total adjustments to net current assets**

	1(c) 171,284	171,284	39,697	(304,991)
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<b>Closing Funding Surplus / (Deficit)</b>	<b>1,222,379</b>	<b>1,176,583</b>	<b>621,421</b>	<b>1,017,781</b>
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**CURRENT AND NON-CURRENT CLASSIFICATION**

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

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

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

Description	Classification	Unrestricted	Restricted	Trust	Total	Institution	Interest Rate	Maturity Date
		\$	\$	\$	YTD Actual \$			
<b>Cash on hand</b>								
Petty Cash and Floats	Cash and cash equivalents	1,100	0	0	1,100		0.00%	On Hand
Municipal Bank Account	Cash and cash equivalents	239,835	39,566	0	279,401	BW	0.10%	At Call
Reserve Funds	Cash and cash equivalents	0	67	0	67	BW	0.15%	At Call
Trust	Cash and cash equivalents	0	0	27,918	27,918	BW	0.00%	At Call
Municipal Term Deposit	Cash and cash equivalents	1,000,000			1,000,000	BW	1.60%	21/04/2020
Reserves Term Deposit	Cash and cash equivalents		341,715		341,715	BW	1.61%	25/05/2020
<b>Total</b>		<b>1,240,935</b>	<b>381,348</b>	<b>27,918</b>	<b>1,650,200</b>			
<b>Comprising</b>								
Cash and cash equivalents		1,240,935	381,348	27,918	1,650,200			
Financial assets at amortised cost		0	0	0	0			
		<b>1,240,935</b>	<b>381,348</b>	<b>27,918</b>	<b>1,650,200</b>			

**KEY INFORMATION**

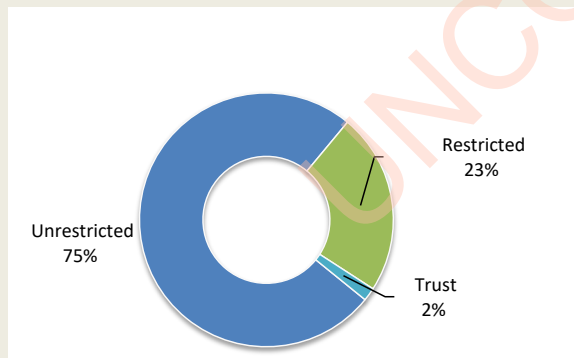
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to 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



<b>Total Cash</b>
<b>\$1.65 M</b>
<b>Unrestricted</b>
<b>\$1.24 M</b>

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

**OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES**

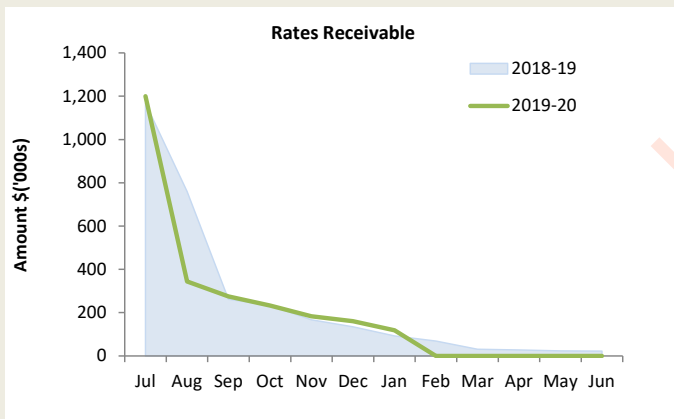
Rates Receivable	30 June 2019	31 Jan 20
	\$	\$
Opening Arrears Previous Years	28,773	22,124
RATES - levied this year	1,076,237	1,102,823
RUBBISH - levied this year	32,908	33,352
ESL - levied this year	32,882	34,104
<b>TOTAL - RATES/RUBBISH/ESL</b>	<b>1,142,027</b>	<b>1,170,279</b>
Discounts Given	(38,202)	(40,592)
Less - Collections to date	(1,110,474)	(1,033,283)
<b>Net Rates Collectable</b>	<b>22,124</b>	<b>118,528</b>
% Collected	98%	89.7%

Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - General	0	7,903	0	270	5,910	14,083
Percentage	0%	56.1%	0%	1.9%	42%	
<b>Balance per Trial Balance</b>						
Sundry Receivables						14,083
GST receivable						11,737
Allowance for impairment of receivables						0
<b>Total Receivables General Outstanding</b>						<b>25,820</b>

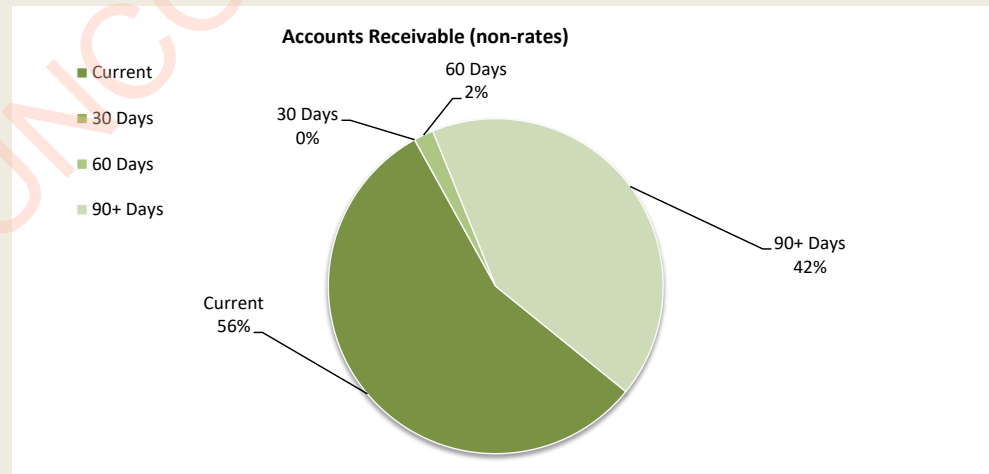
Amounts shown above include GST (where applicable)

**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 doubtful debts is raised when there is objective evidence that they will not be collectible.



Collected	Rates Due
<b>89.7%</b>	<b>\$118,528</b>



<b>Debtors Due</b>
<b>\$25,820</b>
<b>Over 30 Days</b>
<b>44%</b>
<b>Over 90 Days</b>
<b>42%</b>

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

**OPERATING ACTIVITIES  
NOTE 4  
OTHER CURRENT ASSETS**

<b>Other Current Assets</b>	<b>Opening Balance 1 July 2019</b>	<b>Movement Increase/ (Decrease)</b>	<b>Closing Balance 31 January 2020</b>
	\$	\$	\$
<b>Inventory</b>			
Stock on Hand - Depot Fuel	5,165	(2,569)	2,596
Stock on Hand - Fuel Facility ULP	6,684	(3,553)	3,131
Stock on Hand - Fuel Facility Diesel	21,290	239	21,529
Stock on Hand - Materials	3,533	0	3,533
Stock on Hand - Gravel	29,900	0	29,900
<b>Accrued Revenue</b>			
Accrued Revenue - WANDRAA	741,242	(738,492)	2,750
<b>Total Other Current assets</b>			<b>63,439</b>
<b>Amounts shown above include GST (where applicable)</b>			

**KEY INFORMATION**

**Other financial assets at amortised cost**

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

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

**Inventory**

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

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

**Land held for resale**

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

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

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

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

**CONTRACT ASSETS**

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

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

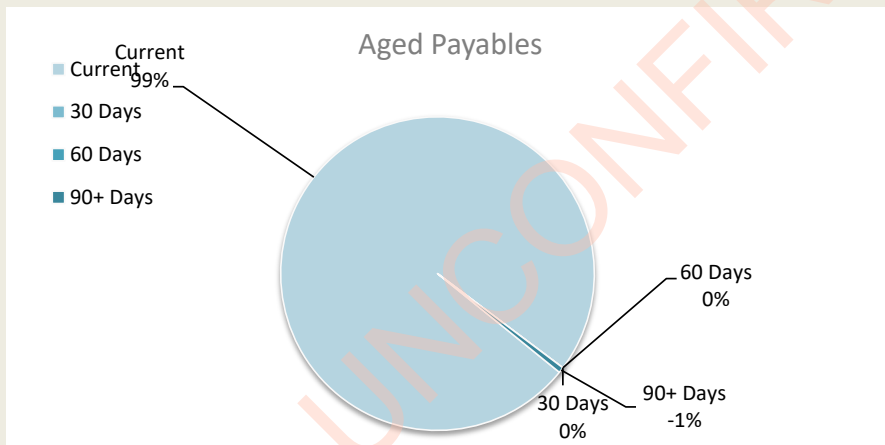
**OPERATING ACTIVITIES  
NOTE 5  
Payables**

Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General	0	7,421	0	0	(43)	7,378
Percentage	0%	100.6%	0%	0%	-0.6%	
<b>Balance per Trial Balance</b>						
Sundry creditors						7,377
Other Liabilities/Payables						20,137
ATO liabilities						20,187
Accrued Interest On Loans						2,788
Income rec'd in advance incl Bonds						341,673
GST Payable						6,763
<b>Total Payables General Outstanding</b>						<b>398,925</b>

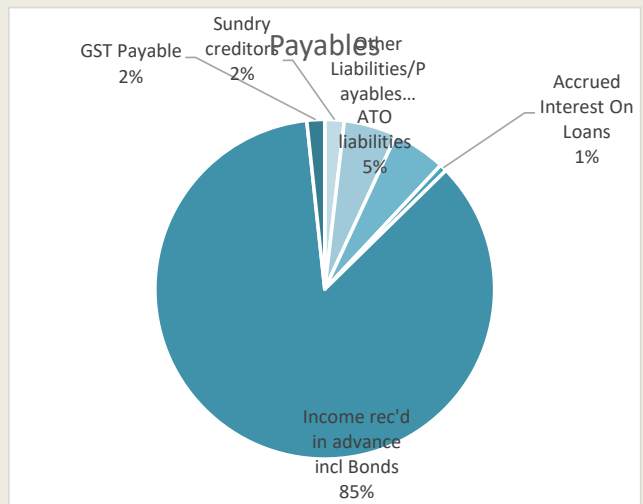
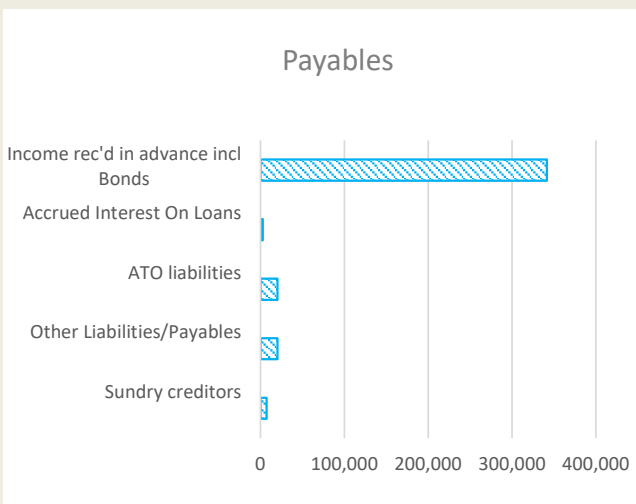
**Amounts shown above include GST (where applicable)**

**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.



<b>Creditors Due</b>	<b>\$398,925</b>
<b>Over 30 Days</b>	<b>-1%</b>
<b>Over 90 Days</b>	<b>-0.6%</b>



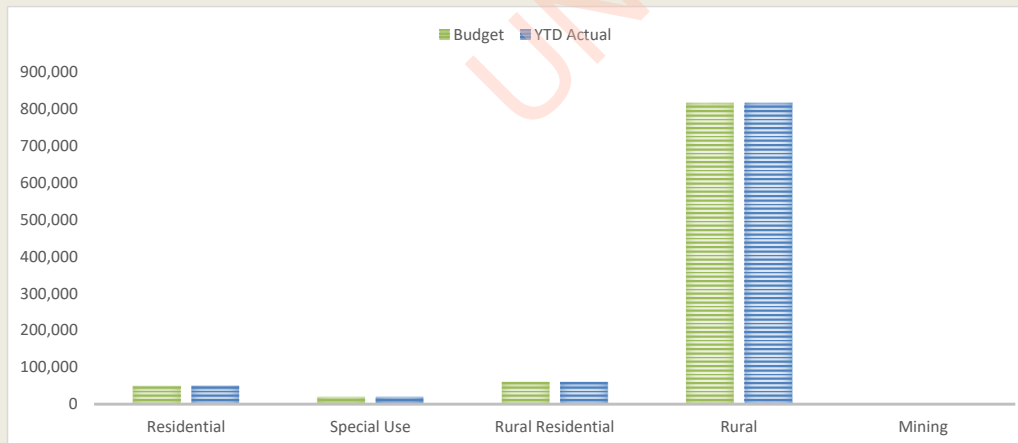
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE**

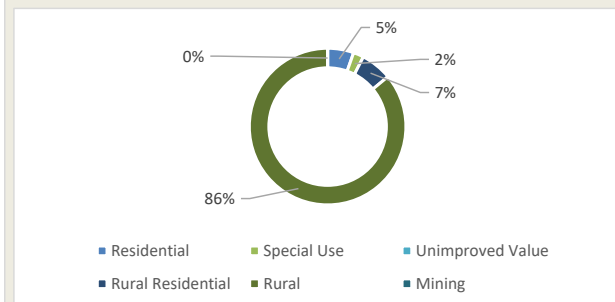
General Rate Revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
<b>RATE TYPE</b>				\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
<b>Gross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

**KEY INFORMATION**

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



General Rates		
Budget	YTD Actual	%
<b>\$1.1 M</b>	<b>\$1.1 M</b>	<b>1.00499</b>

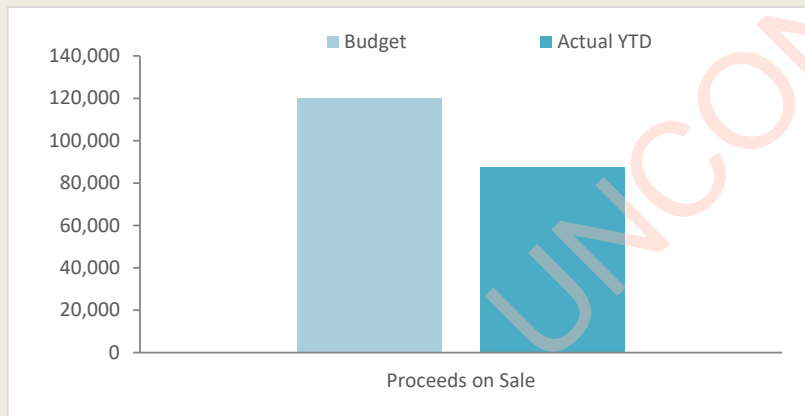


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**OPERATING ACTIVITIES  
NOTE 7  
DISPOSAL OF ASSETS**

Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
	<b>Governance</b>								
	OWD - Replacement	37,868	32,000	0	(5,868)	37,674	28,407	0	(9,267)
	OWD - Replacement					35,029	35,589	560	0
	<b>Transport</b>								
	WD001 - Toyotal Hilux	21,946	22,000	54	0	18,895	23,636	4,741	0
	Loader	66,588	66,000	0	(588)	0	0	0	0
		<b>126,402</b>	<b>120,000</b>	<b>54</b>	<b>(6,456)</b>	<b>91,598</b>	<b>87,632</b>	<b>5,301</b>	<b>(9,267)</b>

**KEY INFORMATION**



Proceeds on Sale		
Annual Budget	YTD Actual	%
<b>\$120,000</b>	<b>\$87,632</b>	<b>73%</b>



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

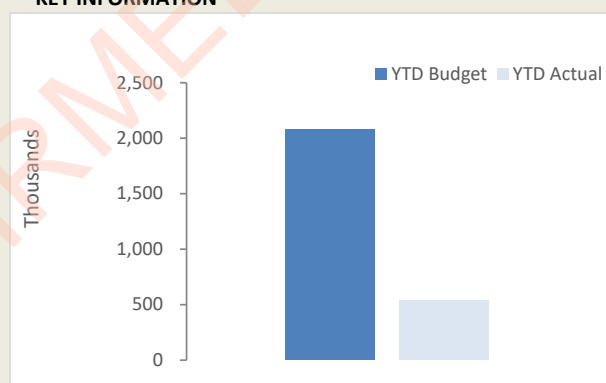
**INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted			YTD Actual Variance
	Budget	YTD Budget	YTD Actual	
	\$	\$	\$	\$
Buildings - specialised	20,500	0	0	0
Furniture and equipment	40,000	40,000	33,015	6,985
Plant and equipment	415,000	122,000	148,656	(26,656)
Infrastructure - Roads	850,267	353,500	354,204	(704)
Infrastructure - Bridges	750,000	0	0	0
<b>Capital Expenditure Totals</b>	<b>2,075,767</b>	<b>515,500</b>	<b>535,875</b>	<b>(20,375)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	1,260,439	735,252	231,369	(503,883)
Other (Disposals & C/Fwd)	120,000	87,632	87,632	0
Cash Backed Reserves				
Plant Replacement Reserve	200,000	0	0	0
Contribution - operations	495,328	82,555	216,874	134,319
<b>Capital Funding Total</b>	<b>2,075,767</b>	<b>905,439</b>	<b>535,875</b>	<b>(369,564)</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.

**KEY INFORMATION**



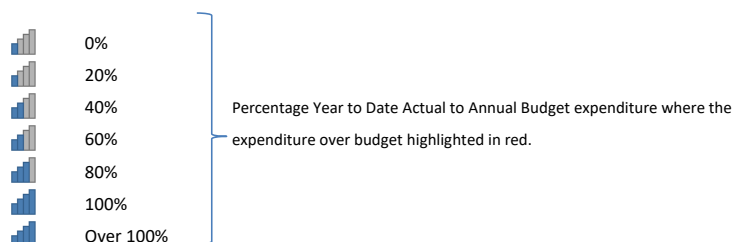
<b>Acquisitions</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Spent</b>
	<b>\$2.08 M</b>	<b>\$0.54 M</b>	<b>26%</b>
<b>Capital Grant</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Received</b>
	<b>\$1.26 M</b>	<b>\$0.23 M</b>	<b>18%</b>

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

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

**Capital Expenditure Total**

**Level of Completion Indicators**



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

		Adopted			Variance
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over
<b>Land &amp; Buildings</b>					
	E14570 Solarpower (CRC Building, Office, Dunmall Drive)	20,500	0	0	0
<b>Plant &amp; Equipment</b>					
	E14550 O.WD - Replacement	45,000	45,000	73,457	(28,457)
	E12360 WD.001 - Toyota Crew Cab Ute	37,000	37,000	37,752	(752)
	E12360 Loader	280,000	0	0	0
	E12360 Utility	40,000	40,000	37,297	2,703
	E13585 Fixed Standpipe Water Controller	13,000	0	150	(150)
			0		
<b>Furniture &amp; Equipment</b>					
	E14560 Office IT Server	40,000	40,000	33,015	6,985
<b>Roads</b>					
	RRG201 RRG - York Williams Rd - Reconstruct & Seal - Slk15.62 To Slk 20.62	352,677	350,000	350,505	(505)
	RRG202 RRG - 14 Mile Brook Road - Reconstruction - Slk11.75 To Slk13.79	182,598	3,500	3,699	(199)
	R2R201 Roads To Recovery 2019-2020	146,917	0	0	0
	MUN201 Municipal Roads Construction 2019/2020	168,075	0	0	0
	0001FD Flood Damage 1	0	0	1,399	(1,399)
	0002SFD Flood Damage 2	0	0	13,600	(13,600)
<b>Bridge</b>					
	E12120 Fourteen Mile Brook Rd	750,000	0	0	0
<b>Grand Total</b>		<b>2,075,767</b>	<b>515,500</b>	<b>550,875</b>	<b>(35,375)</b>

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

**FINANCING ACTIVITIES**

**NOTE 9**

**BORROWINGS**

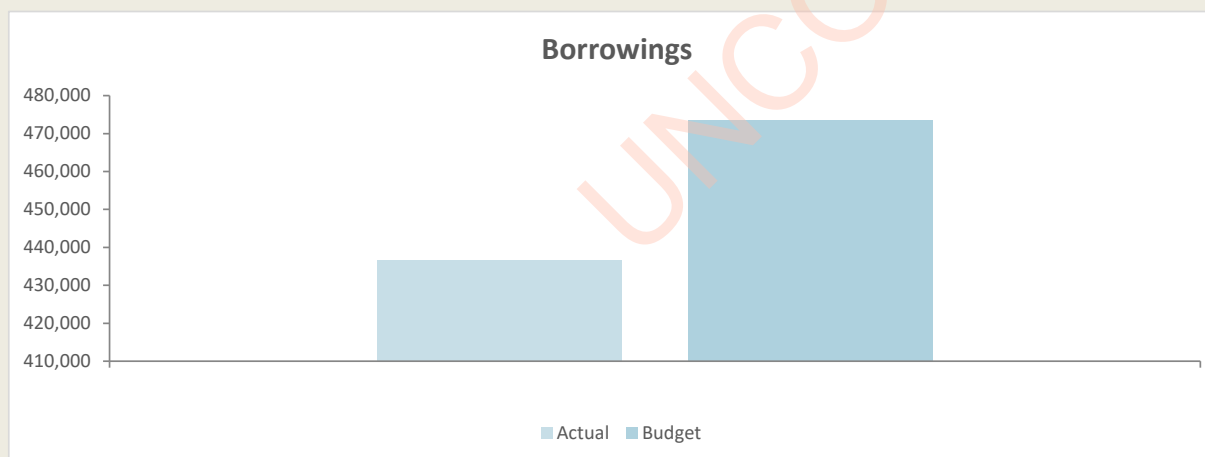
**Repayments - Borrowings**

Information on Borrowings Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>General purpose funding</b>									
Short Term Lending Facility	400,000	0	0	400,000	400,000	0	0	1,171	1,600
<b>Housing</b>									
5 Dunmall Drive	73,507	0	0	36,526	73,507	36,981	0	1,276	1,376
	<u>473,507</u>	<u>0</u>	<u>0</u>	<u>436,526</u>	<u>473,507</u>	<u>36,981</u>	<u>0</u>	<u>2,447</u>	<u>2,976</u>
<b>Total</b>	<u>473,507</u>	<u>0</u>	<u>0</u>	<u>436,526</u>	<u>473,507</u>	<u>36,981</u>	<u>0</u>	<u>2,447</u>	<u>2,976</u>
Current borrowings	<u>473,507</u>					<u>36,981</u>			
	473,507					36,981			

All debenture repayments were financed by general purpose revenue.

**KEY INFORMATION**

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



**Principal Repayments**

**\$436,526**

**Interest Earned**

**\$7,211**

**Interest Expense**

**\$2,447**

**Reserves Bal**

**\$.34 M**

**Loans Due**

**\$.04 M**

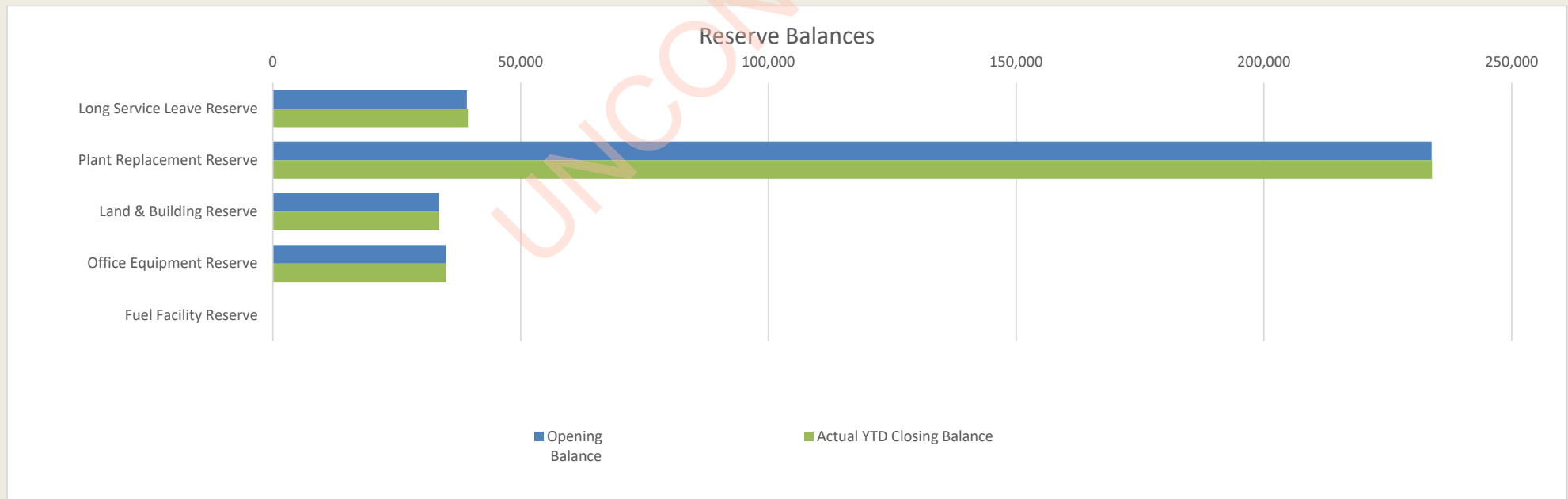
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2020**

**OPERATING ACTIVITIES  
NOTE 10  
CASH RESERVES**

**Cash Backed Reserve**

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	39,173	171	203	1,000	0	0	0	40,344	39,376
Plant Replacement Reserve	233,817	835	101	240,000	0	(200,000)	0	274,652	233,918
Land & Building Reserve	33,488	28	42	40,000	0	0	0	73,516	33,530
Office Equipment Reserve	34,918	153	39	0	0	0	0	35,071	34,957
Fuel Facility Reserve	0	0	0	15,000	0	0	0	15,000	0
	<b>341,396</b>	<b>1,187</b>	<b>386</b>	<b>296,000</b>	<b>0</b>	<b>(200,000)</b>	<b>0</b>	<b>438,583</b>	<b>341,782</b>

**KEY INFORMATION**



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

**OPERATING ACTIVITIES  
NOTE 11  
OTHER CURRENT LIABILITIES**

Other Current Liabilities	Note	Opening Balance 1 July 2019	Liability Increase	Liability Reduction	Closing Balance 31 January 2020
		\$	\$	\$	\$
<b>Provisions</b>					
Annual leave		55,707	0	0	55,707
Long service leave		19,028	0	0	15,684
<b>Contract Liabilities</b>					
Unspent grants, contributions and reimbursements		45,796	0	0	0
Lease liability		0	0	0	0

Amounts shown above include GST (where applicable)

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

**KEY INFORMATION**

**PROVISIONS**

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

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

**EMPLOYEE BENEFITS**

**Short-term employee benefits**

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

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

**Other long-term employee benefits**

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

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

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

NOTE 12(a)

**OPERATING GRANTS AND CONTRIBUTIONS**

Provider	Unspent Operating Grant, Subsidies and Contributions Liability					Unspent Operating Grants, Subsidies and Contributions Revenue					
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating Grants and Subsidies</b>											
<b>General purpose funding</b>											
Grants Commission - General	0	0	0	0	0	147,777	86,205	147,777	0	147,777	76,085
Grants Commission - Roads	0	0	0	0	0	127,234	74,221	127,234	0	127,234	52,961
<b>Law, order, public safety</b>											
DFES Operating Grant	6,796	0	0	6,796	0	31,260	18,235	31,260	0	31,260	17,599
<b>Transport</b>											
Direct Grant - Main Roads WA	0	0	0	0	0	55,512	32,382	55,512	0	55,512	55,512
<b>Economic services</b>											
Feral Pig Funding	6,000	0	0	6,000	0	6,000	3,500	6,000	0	6,000	0
CRC - Centrelink	0	0	0	0	0	5,104	2,975	5,104	0	5,104	5,104
CRC - Project Funding	0	0	0	0	0	3,000	1,750	3,000	0	3,000	2,000
CRC - Traineeship Funding	33,000	0	0	33,000	0	33,000	28,350	48,600	15,600	64,200	8,300
CRC - Service Delivery Funding	0	0	0	0	0	97,706	56,994	97,706	0	97,706	74,908
	<b>45,796</b>	<b>0</b>	<b>0</b>	<b>45,796</b>	<b>0</b>	<b>506,593</b>	<b>304,612</b>	<b>522,193</b>	<b>15,600</b>	<b>537,793</b>	<b>292,468</b>
<b>TOTALS</b>	<b>45,796</b>	<b>0</b>	<b>0</b>	<b>45,796</b>	<b>0</b>	<b>506,593</b>	<b>304,612</b>	<b>522,193</b>	<b>15,600</b>	<b>537,793</b>	<b>292,468</b>

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

NOTE 12(b)

## NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability					Non Operating Grants, Subsidies and Contributions Revenue						
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual (b)	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>Non-Operating Contributions</b>												
<b>Transport</b>												
Grant - Regional Road Group Projects	0	0	0	0	0	355,067	207,123	355,067	0	355,067	231,369	
Grant - Roads to Recovery Projects	0	0	0	0	0	145,872	85,092	145,872	0	145,872	0	
Grant - Bridge Project	0	0	0	0	0	750,000	437,500	750,000	0	750,000	0	
<b>Economic services</b>												
Grant - CRC Solarpower	0	0	0	0	0	2,500	1,456	2,500	0	2,500	0	
<b>Other property and services</b>												
Grant - Admin Solarpower	0	0	0	0	0	7,000	4,081	7,000	0	7,000	0	
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,260,439</b>	<b>735,252</b>	<b>1,260,439</b>	<b>0</b>	<b>1,260,439</b>	<b>231,369</b>	
<b>Total Non-operating grants, subsidies and contributions</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,260,439</b>	<b>735,252</b>	<b>1,260,439</b>	<b>0</b>	<b>1,260,439</b>	<b>231,369</b>	

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

**NOTE 13  
TRUST FUND**

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

Description	Opening Balance 1 July 2019	Amount Received	Amount Paid	Closing Balance 31 Jan 2020
	\$	\$	\$	\$
Town Planning Bonds	17,000	0	(2,000)	15,000
Fire Brigade Donations	3,340	0	0	3,340
Cleaning Bonds	1,070	0	0	1,070
Key Deposit Bonds	250	0	0	250
Cat Trap Bonds	150	0	0	150
Unallocated Funds	703	4,265	(3,228)	1,740
Declared Species Group	5,770	0	0	5,770
Housing Rental Bond	600	0	0	600
Council Nominations	0	160	(160)	0
	<b>28,883</b>	<b>4,425</b>	<b>(5,388)</b>	<b>27,920</b>

UNCONFIRMED



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

**NOTE 14  
EXPLANATION OF MATERIAL VARIANCES**

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

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

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
<b>Revenue from operating activities</b>				
General Purpose Funding - Rates	459,803	71.51%	▲ Timing	Rates accounted for in advance
General Purpose Funding - Other	(28,683)	(16.33%)	▼ Timing	Awaiting next FAG's instalment
Community Amenities	10,547	36.83%	▲ Timing	Additional CRC Projects
Transport	21,846	64.52%	▲ Timing	Direct grant paid in full
Economic Services	(95,856)	(20.02%)	▼ Timing	Fuel facility not operational for 2 months
Other Property and Services	7,414	36.09%	▲ Timing	Allocations
<b>Expenditure from operating activities</b>				
General Purpose Funding	10,889	14.68%	▲ Timing	Valuation expenses fully expended
Housing	8,314	36.62%	▲ Timing	Maintenance costs higher than expected CRC & Fuel facility costs higher than expected
Economic Services	99,382	18.24%	▲ Timing	expected
Other Property and Services	(109,176)	(3163.60%)	▼ Timing	Allocations
<b>Investing Activities</b>				
Non-operating Grants, Subsidies and Contributions	(503,883)	(68.53%)	▼ Timing	Dependent upon Capital Expenses

### 16.3.COUNCIL/COMMITTEES - STATUS REPORT

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

				<ul style="list-style-type: none"> <li>• It is consistent with the local government's endorsed Local Planning Strategy as well as the Wandering Townsite Expansion Strategy;</li> <li>• It would have minimal impact on land in the scheme area that is not the subject of the amendment; and</li> <li>• It does not result in any significant environmental, social, economic or governance impacts in the Scheme Area.</li> </ul>		
15/08/2019	10.4		Style Guide – Logo & Stationary	That Council establishes a "Style Guide Working Group" comprising three Councillors and two staff to work with the Shire's Graphic Designers to develop a new style guide for the Shire's stationery. The Councillors on this working group are: Cr Whitely, Cr Price and Cr Watts.	Agenda Item 20/02/2020	
24/10/2019	13.3	16.1.4	Building Site Refuse Disposal Fees – Review of Policy	That Council: <ul style="list-style-type: none"> <li>• Adopt the attached Draft Policy 68 – Building Site – Refuse Disposal Bond; and</li> <li>• Adopt the attached Draft Delegation 53 – Building Site Refuse Disposal Bond; and</li> <li>• Sets a new fee "Building Rubble" of \$66 per cubic metre under the heading "Refuse, Recycling &amp; Transfer Station" to be effective as at 01/11/2019.</li> </ul>	Policy & Delegation Manuals updated  New fee advertised in December Echo	<a href="#">28/11/2019</a>  <a href="#">28/11/2019</a>
21/11/2019	10.2	32.1.4 EM64	Fixed Standpipe Water Supply Service – Proposed New Fee & Charge	Pursuant to s6.16 of the <i>Local Government Act 1995</i> , imposes the following fees and charges for potable water from a public standpipe effective from 21/11/2019, and authorises the CEO to give local public notice of same: <b>Non-Residential consumption Fee - \$10.00 per KL (ex GST);</b> <b>Residential use and stock watering - \$4.00 per KL (ex GST); and</b> Emergency use for firefighting or other approved emergency – <b>No Charge</b>	Advertised in December Echo	<a href="#">28/11/2019</a>
21/11/2019	10.4	2.1.28 EM68	Consideration of Disposal of Lot 43 – 7 Gnowing Street, Wandering	Authorise the CEO to obtain two current market valuations for Lot 43, 7 Gnowing Street, Wandering, and present these to the first available Council meeting before determining the next step of the process.	Pending valuation	

20/12/2019	10.3	1.1.27 – 28.1.5 PA26	Sheds & Outbuildings	<p>That Council:</p> <ul style="list-style-type: none"> <li>• Pursuant to Schedule 2 Clause 4 of the Planning and Development (Local Planning Scheme) Regulations 2015 Council endorses the attached draft Local Planning Policy No 1 – Sheds and Outbuildings;</li> <li>• Pursuant to Schedule 2 Clause 4(1)(a) of the Planning and Development (Local Planning Scheme) Regulations 2015 Council advertise draft Local Planning Policy No 1 (as attached) for a minimum of 21 days; and</li> <li>• That following advertising Council consider any submissions and determined whether to adopt the Policy.</li> </ul>	Advertised February Echo	
20/12/2019	10.4	18.1.39 CO166	Wandering Community Fair 2020	<p>That Council:</p> <ul style="list-style-type: none"> <li>• Approve the use of the Community Centre Precinct for the 2020 Wandering Annual Fair; and</li> <li>• Waive all ground hire fees for the event, however a bond will still need to be paid.</li> </ul>	Completed	<a href="#">20/12/2020</a>
20/12/2019	10.5	28.1.5 PA14	WALGA Third Party Appeal Rights	<p>That Council supports the following motion to amend the Third-Party Appeals Process Preferred Model, being:</p> <ul style="list-style-type: none"> <li>• That there be an amendment to the Third-Party Appeals Process Preferred Model, being that third parties in addition to Local Governments are able to make an appeal.</li> <li>• That there be an amendment to the Third-Party Appeals Process Preferred Model, being that closely associated third parties in addition to Local Governments are able to appeal decisions made by the Western Australian Planning Commission and the State Administrative Tribunal, in addition to Development Assessment Panels.</li> </ul>	Completed	<a href="#">20/12/2020</a>
20/12/2019	15.1	EMP1	CEO Performance Review	<p>That the Council:</p> <ul style="list-style-type: none"> <li>• Consider this confidential report and notes the nature of the CEO performance review outcome;</li> <li>• Resolves to adopt the report and notes that the CEO's probationary performance review resulted in an acceptable degree of satisfactory</li> </ul>	Noted - NFA	<a href="#">20/12/2020</a>

				performance by the CEO and that the CEO has satisfied the terms of the probation period.		
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**17. CLOSURE OF MEETING**

There being no further business the meeting closed at 7:20pm

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