

## SHIRE OF WANDERING

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*Our Vision:*

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

# ORDINARY MEETING OF COUNCIL

## Agenda 21 October 2021

*Dear Elected Member*

*The next Ordinary Meeting of Council of the Shire of Wandering will be held on 21 October 2021 in the Council Chambers, 22 Watts Street, Wandering, commencing at 3:30pm.*

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

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**19. CLOSURE OF MEETING**

**85**

# ORDINARY MEETING OF COUNCIL AGENDA

## 1. SWEARING IN OF COUNCILLORS ELECT

### 1.1. SWEARING IN OF COUNCILLORS TURTON, CURTIS, WATTS & HANSEN

Cr Turton, Cr Curtis, Cr Watts and Cr Hansen to be sworn in as Councillors and made their declarations in the presence of Lee Muller JP.

## 2. DECLARATION OF OPENING BY CEO

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

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

### Present:

Cr I Turton  
Cr G Parsons  
Cr G Curtis  
Cr G Hansen

Cr P Treasure  
Cr M Watts

Belinda Knight      CEO  
Barry Gibbs            EMTS

### Apologies:

Nil

## 4. ELECTION OF PRESIDENT, DEPUTY PRESIDENT, APPOINTMENTS & MEETING DATES

### 4.1. ELECTION OF SHIRE PRESIDENT

#### BACKGROUND

Council is required to elect the President and Deputy President as the first item at the first meeting following an ordinary election day.

The term of the positions is for 2 years (until the next ordinary election).

#### COMMENT

The CEO will preside at the meeting until the Office of President is filled. Once a Councillor has been elected and completed the declaration, the President is to assume the Chair.

#### STATUTORY IMPLICATIONS

*Section 2 of Schedule 2.3 of the Local Government Act provides that, in relation to the Office of President:*

1. *The office is to be filled as the first matter dealt with —*
  - a. *at the first meeting of the council after an inaugural election or a section 4.13 or 4.14 election or after an ordinary election day.*

*Section 3 provides that the CEO is to preside at the meeting until the Office is filled.*

*Section 4 provides:*

1. *the Council is to elect a councillor to fill the office.*
2. *the election is to be conducted by the CEO in accordance with the procedure prescribed.*
3. *nominations for the Office are to be given to the CEO in writing before the meeting or during the meeting before the close of nominations.*

- a. *nominations close at the meeting at a time announced by the CEO, which is to be a sufficient time after the announcement by the CEO that nominations are about to close to allow for any nominations made to be dealt with.*
4. *if a councillor is nominated by another councillor the CEO is not to accept the nomination unless the nominee has advised the CEO, orally or in writing, that he or she is willing to be nominated for the office.*
5. *the councillors are to vote on the matter by secret ballot as if they were electors voting at an election.*

*In relation to the role of the President Section 2.8 provides that:*

1. *The president —*
  - a. *presides at meetings in accordance with this Act;*
  - b. *provides leadership and guidance to the community in the district;*
  - c. *carries out civic and ceremonial duties on behalf of the local government;*
  - d. *speaks on behalf of the local government;*
  - e. *performs such other functions as are given to the president by this Act or any other written law;*  
*and*
  - f. *liaises with the CEO on the local government's affairs and the performance of its functions.*

*Section 5.34 provides that if —*

- a. *the office of President is vacant; or*
- b. *the President is not available or is unable or unwilling to perform the functions of the mayor or president, then the deputy President may perform the functions of president.*

*Regulation 13 of the Local Government (Constitution) Regulations (Oaths, affirmations and declarations) provides that:*

1. *For the purposes of sections 2.29 and 2.42 —*
  - (c) *the form of declaration for a mayor, president, deputy mayor, deputy president or councillor is that in Form 7;*
  - (d) *the form of declaration for a commissioner is that in Form 8.*
2. *A declaration required by section 2.29 to be made by a person elected as a mayor or president is to be made before —*  
*the immediate predecessor of the person in the office of mayor or president; or*
  - (b) *an authorised person.*
3. *A declaration required by section 2.29 to be made by a person elected as a councillor, deputy mayor or deputy president is to be made before an authorised person.*
4. *A declaration required by section 2.42 to be made by a person appointed as a commissioner is to be made before an authorised person.*
5. *In this regulation —*

*“authorised person” means a person before whom a statutory declaration can be made under the Oaths, Affidavits and Statutory Declarations Act 2005.*

**Nominations received from: Cr (insert name) for the position of Shire President.**

**The CEO declared Cr (insert name) elected to the position of Shire President, and relinquished the Chair to the newly elected Shire President.**

**4.2. ELECTION OF DEPUTY PRESIDENT****BACKGROUND**

Council is required to elect the President and Deputy President as the first item at the first meeting following an ordinary election day.

**COMMENT**

The process of election is the same as the process for election of that of President.

**Nominations received from: Cr (insert name) for the position of Deputy Shire President.**

**Cr (insert name) was duly elected as Deputy Shire President.**

*Council adjourned the meeting for formal photos & refreshments at pm and reconvened at pm*

#### 4.3. APPOINTMENT OF DELEGATES TO COUNCIL AND EXTERNAL COMMITTEES

<b>Proponent</b>	
<b>Owner</b>	
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	21/10/2021
<b>Previous Reports</b>	19/02/2020
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	
<b>Attachments</b>	Nil

#### BRIEF SUMMARY

To review the appointment of Elected Members to Council and external Committees.

#### BACKGROUND

19/02/2020 Council agreed to the following appointments.

#### STANDING COMMITTEES OF COUNCIL

Audit Committee	Crs Whitely, Turton, Price, Parsons & Watts (full Council)
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#### OTHER COMMITTEES

Committee	Meeting Schedule	Delegate 1	Delegate 2	Proxy
Central Council WALGA Zone	Bi-monthly	Cr I Turton	Cr G Parsons	Cr B Whitely
Regional Road Group	Quarterly	Cr G Parsons	Cr I Turton	Cr B Whitely
Secondary Freight Routes Group	As required	Cr G Parsons	Cr I Turton	Cr B Whitely
HWEDA	Quarterly	Cr B Whitely	Cr M Watts	Cr J Price
Bush Fire Advisory Committee	Twice yearly	Cr G Parsons	Cr I Turton	Cr J Price
LEMC	Bi Monthly	Cr B Whitely	Cr M Watts	Cr I Turton
Worsley Alumina Community Liaison Committee	Quarterly	Cr M Watts	Cr B Whitely	Cr J Price
Newmont Goldcorp Boddington Community Reference Group	Quarterly	Cr M Watts	Cr B Whitely	Cr J Price

#### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

#### POLICY IMPLICATIONS

No policy applies

#### FINANCIAL IMPLICATIONS

Any financial implication is included in the 2021/2022 Budget.

#### STRATEGIC IMPLICATIONS

#### PROVIDE STRONG LEADERSHIP

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

**CONSULTATION/COMMUNICATION**

Nil

**COMMENT****STANDING COMMITTEES OF COUNCIL**

<b>Audit Committee</b>	Crs
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**OTHER COMMITTEES**

<b>Committee</b>	<b>Meeting Schedule</b>	<b>Delegate 1</b>	<b>Delegate 2</b>	<b>Proxy</b>
Central Wheatbelt WALGA Zone	Bi-monthly			
Regional Road Group	Quarterly			
Secondary Freight Routes Group	As required			
HWEDA – transitioning into Marradong VROC	Quarterly			
Bush Fire Advisory Committee	Twice yearly			
Development Assessment Panel (DAP)	As required			
Peel Harvey Catchment Council	Bi-monthly			
LEMC	Bi Monthly			
Worsley Alumina Community Liaison Committee	Quarterly			
Newmont Goldcorp Boddington Community Reference Group	Quarterly			
Community Centre Redevelopment Working Group	As Required			

**VOTING REQUIREMENTS**

Absolute Majority for Audit Committee

**OFFICER'S RECOMMENDATION – ITEM 4.3 - APPOINTMENT OF DELEGATES TO COUNCIL AND EXTERNAL COMMITTEES**

That Council endorses the appointments listed in the "Comment" section above.

**AUTHOR'S SIGNATURE:**




#### 4.4. COUNCIL MEETING DATES

##### BRIEF SUMMARY

To review the Ordinary Council meeting dates for 2021/2022.

##### COMMENT

Ordinary meetings of Council, commencing at (Insert time) for 2021/2022 as follows

Month	Day	Date
November 2021	Third Thursday	18/11/2021
December 2021	Third Thursday	16/12/2021
January 2022	Third Thursday (Query?)	20/01/2022
February 2022	Third Thursday	17/02/2022
March 2022	Third Thursday	17/03/2022
April 2022	Third Thursday	21/04/2022
May 2022	Third Thursday	19/05/2022
June 2022	Third Thursday	16/06/2022
July 2022	Third Thursday (Budget Adoption)	21/07/2022
August 2022	Third Thursday	18/08/2022
September 2022	Third Thursday	15/09/2022
October 2022	Third Thursday	20/10/2022
November 2022	Third Thursday	17/11/2022
December 2022	Third Thursday	15/12/2022

##### VOTING REQUIREMENTS

Simple Majority

##### **OFFICER'S RECOMMENDATION – ITEM 4.4 - APPOINTMENT OF DELEGATES TO COUNCIL AND EXTERNAL COMMITTEES**

That Council endorses the Council meeting dates listed in the "Comment" section above.

##### AUTHOR'S SIGNATURE:



## 5. DISCLOSURE OF INTERESTS

### 5.1. 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".

## **5.2. DISCLOSURE OF FINANCIAL/PROXIMITY INTERESTS**

## **6. PUBLIC QUESTION TIME**

## **7. APPLICATIONS FOR LEAVE OF ABSENCE**

## **8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

### **8.1. ORDINARY MEETING OF COUNCIL HELD – 16/09/2021**

#### **COUNCIL DECISION**

That the Minutes of the Ordinary Meeting of Council held 16/09/2021 be confirmed as a true and correct record of proceedings without amendment.

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

## **10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

## **11. REPORTS OF COMMITTEES AND/OR WORKING GROUPS**

### **11.1. BUSH FIRE ADVISORY COMMITTEE – GENERAL MEETING – 06/10/2021**

The Minutes of the Bush Fire Advisory Committee are included under separate attachment.

#### **11.1.1 – COUNCIL DECISION - BFAC GENERAL MEETING – 06/10/2021**

That Council receives the Minutes of the Bush Fire Advisory Committee Meeting held 06/10/2021.

#### **11.1.2 – COUNCIL DECISION - BFAC GENERAL MEETING – ITEM 6.10 - DUAL DEPUTY CHIEF FIRE CONTROL OFFICER**

That Council accept the recommendation from the BFAC for the appointment of Tim Treasure to replace Shaun Brand as Dual Deputy Chief Fire Control Officer.

## 12. CHIEF EXECUTIVE OFFICER'S REPORTS

### 12.1. FUTURE OF WANDERING FUEL FACILITY

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	
<b>Location/Address</b>	Lot 800 Watts Street, Wandering (Fuel Facility)
<b>Author of Report</b>	Belinda Knight, CEO & Barry Gibbs EMTS
<b>Date of Meeting</b>	21/10/2021
<b>Previous Reports</b>	18/02/2021
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	13.136.13690
<b>Attachments</b>	Draft lease

#### BRIEF SUMMARY

To consider the future of the Wandering Fuel Facility.

#### BACKGROUND

The Shire of Wandering built the current Fuel Facility on Lot 800 Watts Street, Wandering to enable the public and businesses to have a reliable fuel service in the growing community of Wandering. This facility is now over 10 years old and in the last 12 months the level of ongoing community dissatisfaction has steadily increased and now may be the opportune time for Council to review its decision of February 2021 and consider leasing the facility.

The proposed lease could incorporate the following:

- **Lease period** - Minimum required lease period would be 10 years to make it financially viable;
- **Service level** - Fault issues are normally resolved in one day like card readers. Software issues can normally be resolved remotely over the internet within a few hours. Major faults may take longer;
- **Area of Lease** – Option to lease the area covering the fuel facility and not the surrounding area;
- **Option to upgrade (shop)** – Council may want to keep an option to build a shop on the fuel facility site, but this would be subject to the outcome for the adjoining Lot 801;
- **Increase of services** – Pensioner fuel cards, bushfire brigade fuel cars, and other fuel cards may be accepted at the facility so to increase the level of service to the community.
- **Income from Lease** – Council could expect enough in commissions to enable the transfer to reserves for the fuel station, whilst reducing the Shire's operating expenses; and
- **Timeline** - It would take 3-4 months for a private operator take over the fuel station and set in place their own software.

Council, in February 2021, resolved not to proceed with the lease, but to replace the card reader. The card reader has been replaced and is working effectively.

#### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995 s6.17*

*6.17. Setting level of fees and charges*

*(1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors –*

*(a) the cost to the local government of providing the service or goods; and*

*(b) the importance of the service or goods to the community; and*

*(c) the price at which the service or goods could be provided by an alternative provider.*

*(2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.*

*(3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service –*

*(a) under section 5.96; or*

*(b) under section 6.16(2)(d); or*

(c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.

(4) Regulations may —

- (a) prohibit the imposition of a fee or charge in prescribed circumstances; or
- (b) limit the amount of a fee or charge in prescribed circumstances

### **National Competition Policy – 1996**

*Table 1: Fundamental Competition Principles (as they apply to Local Government)*

- No participant in the market should be able to engage in anti-competitive conduct against the public interest.
- As far as possible, universal and uniformly applied rules of market conduct should apply to all market participants regardless of their form of business ownership.
- Conduct with anti-competitive potential said to be in the public interest should be assessed by an appropriate transparent assessment procedure, with provision for review, to demonstrate the nature and incidence of the public costs and benefits claimed.
- Any changes in the coverage or nature of competition policy should be consistent with, and support, the general thrust of reforms:
  - I) to develop an open, integrated domestic market for goods and services by removing unnecessary barriers to trade and completion; and
  - II) in recognition of the increasingly national operation of markets, to reduce complexity and administrative duplication.

### **Trade Practices Act 1974 Part IV – Restrictive Trade Practices**

*Local Government (Functions and General) Regulations 1996 – r30(3) A disposition of property other than land is an exempt disposition if (a) its market value is less than \$20,000.*

If Council proceeds with the lease of the facility, and the income from that lease is greater than \$20,000 (ex-gst) then advertising requirements apply.

### **POLICY IMPLICATIONS**

No policy as such exists, however in January 2019, it was noted that an administrative procedure was in place that informally gave authority for the CEO to decide on the mark-up for fuel sale prices. This was usually between 10 cents per litre and 15 cents per litre. This procedure was superseded by the price mark-up being included in the adopted annual fees & charges, and set at cost + 10% in 2019. In addressing the concerns of the procedure, the following questions were asked:

- Is the pricing procedure relevant and transparent to the community?
- Would the pricing procedure be considered to be acceptable in terms of compliance?
- Does Council need to satisfy relevant legislation when procuring fuel for sale?
- Does Council meet all industry standards in regards to the safety and storage of fuel?
- Does the Council have adequate processes and systems documented to guide staff in the operations of the fuel facility?

All of the above have been reviewed since the commencement of the CEO, and are deemed to be compliant in all areas (Regulation 17 Review 2021).

### **FINANCIAL IMPLICATIONS**

The following table shows the fees & charges that applied to fuel sales:

Fuel Type	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
Diesel	Not listed	Cost + 10%	Cost + 10%	Cost + 20%	Cost + 30%
ULP	Not listed	Cost + 10%	Cost + 10%	Cost + 20%	Cost + 30%

Please note that prior to 2018/2019 – the CEO dictated the mark-up on the fuel sale price – generally between 10 cents and 15 cents per litre. This practice was reviewed during the Regulation 17 Review on 15/01/2019.

The following tables shows the purchase and sale price in the respective years, and the volumes sold:

Fuel Type - Values	Jul-18	Jul-19	Jul-20	Jul-21	Aug-21	Hypothetical Aug + 20%	Hypothetical Aug + 25%
Diesel – Purchase	\$1.2756	\$1.2519	\$1.0254	\$1.2909	\$1.3241	\$1.3241	\$1.3241
Diesel - Sale	\$1.4890	\$1.4560	\$1.2600	\$1.5310	\$1.7260	\$1.5889	\$1.6551
Markup	\$0.2134	\$0.2041	\$0.2346	\$0.2402	\$0.4019	\$0.2648	\$0.3310
Average % Markup	17%	16%	23%	19%	30%	20%	25%
ULP - Purchase	\$1.2602	\$1.2366	\$0.9967	\$1.2988	\$1.3977	\$1.3977	\$1.3977
ULP - Sale	\$1.4890	\$1.3550	\$1.2200	\$1.5560	\$1.8120	\$1.6772	\$1.7471
Markup	\$0.2288	\$0.1184	\$0.2233	\$0.2572	\$0.4143	\$0.2795	\$0.3494
Average % Markup	18%	10%	22%	20%	30%	20%	25%

Fuel Type - Volumes	Jul-18	Jul-19	Jul-20	Jul-21	Aug-21
Diesel	19,346	13,480	20,326	14,466	9,755
ULP	13,943	12,344	12,460	8,358	5,739
Gross Profit (excl Expenses)	\$7,320	\$4,212	\$7,550	\$5,624	\$6,299
Costs for Month	\$1,182*	\$3,815*	\$4,477*	\$18,369	\$29,888

\* Administration costs not allocated

Fuel Type	July Average Litres	Annual Average Litres	Annual Average Purchase	Annual Average Sales 20%	Annual Average Profit/Loss
Diesel	16,905	202,854	\$250,233	\$300,280	\$50,047
ULP	11,776	141,315	\$174,946	\$209,935	\$34,989
Annual Costs excl depreciation					\$94,390
Transfer to Reserve					\$15,000
(Profit)/Loss					\$24,354

Using the average of July from 2018-2021 - the estimated financial impact of dropping the fuel loading by 10% to cost + 20% would be a loss of \$24,354.

The following table is an extract from the 2021/2022 Budget.

Fuel Type	Budget Purchases	Budget Sales	Annual Budget Profit/Loss	YTD Budget Purchases	YTD Budget Sales	YTD Profit/Loss	% Budget Actual Purchases	% Budget Actual Sales
Diesel	\$240,000	\$312,000	\$72,000	\$26,968	\$43,920	\$16,952	11%	14%
ULP	\$150,000	\$195,000	\$45,000	\$15,607	\$26,180	\$10,573	10%	13%
Annual Costs excl depreciation			-\$94,390			-\$29,888	32%	
Transfer to Reserve			-\$15,000			\$0		
Profit/(Loss)			\$7,610			-\$2,363		

#### Cost Plus 20%

In order for Council to cover costs using a 20% markup, volumes would need to increase by 40% from an average of 202,854 litres diesel to 280,000 litres, and 30% for ULP from 141,315 litres to 180,000 litres. In the ten years of operation, these targets have never been achieved.

#### Comparative Fuel Prices for the week 22/09/2021 – 30/09/2021

	North Bannister		Narrogin		Williams	
	ULP	Diesel	ULP	Diesel	ULP	Diesel
BP			150.90	151.90	148.90	149.90
independent					149.90	150.90
Shell	141.90	139.90	151.90	151.90		
Ampol					150.9	148.9
Caltex			151.90	149.90		
Average	<b>141.90</b>	<b>139.90</b>	<b>151.57</b>	<b>151.23</b>	<b>149.90</b>	<b>149.90</b>

**Prices for 08/10/2021:**

- Metro Average – ULP – 166.6
- Metro Average – Diesel – 152.3

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

<b>Our Goals</b>	<b>Our Strategies</b>
<b>The Wandering Shire is financially sustainable</b>	Improve accountability and transparency 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

**CONSULTATION/COMMUNICATION**

Community feedback & Previous Council reports

**COMMENT**

The Shire has received a lot on negative community feedback on the reliability of the fuel station, and increasing prices, over the past 12 months, which has given the community a perception that the Shire is not responsive to the needs of the Wandering Community and is slow to respond to their concerns.

It is considered that Council has three options in order to satisfy the community's concerns:

- Do nothing, and cover costs including reserve transfers;
- To reduce the loading on fuel purchases and thus run at a loss, subsidising any losses from rates;  
or
- Lease the facility to a fuel supplier who can be competitive in the market.

As the Shire is prevented from being competitive in the market, along with the need to cover costs, consideration to lease the facility is considered the most advantageous option for both the Shire and the community.

**VOTING REQUIREMENTS**

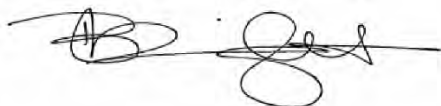
Absolute Majority

**OFFICER'S RECOMMENDATION – ITEM – 12.1 - FUTURE OF WANDERING FUEL FACILITY**

That Council:

- Authorise the Chief Executive Officer to call for expressions of interest from interested fuel suppliers for a ten (10) year lease of the Wandering Fuel Facility; and
- In the interim, reduce its loading on fuel purchases from 30% to 20%, effective 22/10/2021.

**ABSOLUTE MAJORITY**

**AUTHOR'S SIGNATURE:**


## SHIRE OF WANDERING

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



## DRAFT

### AGREEMENT

This agreement between the Shire of Wandering and Supplier is for the management of the self-serve fuel station located on Lot 800 Watts Street, Wandering.

### MANAGEMENT

The supplier will manage the system in its entirety for a period of ten (10) years from the date of this agreement.

### MAINTENANCE

The supplier will be responsible for the everyday maintenance ie leaks, hoses, bowser faults, fire extinguishers, housekeeping and environment issues.

The supplier will also provide any technical assistance within their capabilities when the system is out of warranty.

The Shire will be responsible for any major maintenance, ie infrastructure owned by the Shire including tanks, roof structure, bowsers, hardstand.

### COMMISSION

The supplier will pay commission to the nominated Shire account accompanied with a recipient created tax invoice at the end of each month, together with a breakdown of sales.

The rate of commission to be paid for fuel used by the Shire will be **XX** cents per litre including GST. All other sales will be **XX** cents per litre including GST.

### OUTGOING COSTS

The supplier will be responsible for the cost of phone lines.

An amount of 0.30 cents per litre is built into the commission paid to cover the cost of power and water.

The Shire of Wandering is responsible for payment of power and water costs, and the cost of the land lease.

### FUEL PRICING

The price of fuel to the Shire will be discounted at a rate of **X%**.

Prices at the pump will be set at a competitive rate to service the community and attract more sales.

### FUEL CARDS

Fuel cards will be supplied for individual vehicles owned by the Shire for the ease of accounting.

Signed:

\_\_\_\_\_  
Belinda Knight, CEO

Date:

\_\_\_\_\_  
(Name), Manager, Supplier

Date:

## 12.2.REVIEW OF POLICY 76 – GRANT/PROJECT APPLICATIONS

<b>Proponent</b>	
<b>Owner</b>	
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	21/10/2021
<b>Previous Reports</b>	16/09/2021 - 15/10/2020
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	
<b>Attachments</b>	Policy 76

### BRIEF SUMMARY

To consider deleting Policy 76 – Grant – Project Applications.

### BACKGROUND

15/10/2021: This policy was initiated as a result of an agenda item presented to the 18/07/2020 Council meeting on the Wandering Campout Weekend.

*Moved Cr Curtis*

*Seconded Cr Treasure*

*That Council directs the CEO to prepare a policy for Council consideration and adoption, to ensure proposed grant applications that meet the following criteria are endorsed by Council prior to their submission:*

- *Applications for grants for projects/events that are included in the current budget, with a value greater than \$5,000; or*
- *Applications for grants for projects/events that are not included in the current budget irrespective of their value.*

*CARRIED 7/0*

21/10/2021: This policy has not produced the results expected, and was possibly a reaction to a one-off situation.

Justification for deletion: The *Local Government Act 1995* gives clear guidelines regarding expenditure not included in the Budget for that year, and as such any successful grant that does not have a budget, will need to be presented to Council prior to any expenses occurring. This should enable Council to give due and thorough consideration before agreeing to the expenses.

In addition, this policy has the potential to stifle grant applications by staff, knowing they will require Council approval prior to the application, which may be after the closing date. A recent example of staff being unable to comply with the policy is the \$93,500 received for the upgrade of the Wandering Bush Fire Brigade building, and the grant for the BFB water tanks.

### STATUTORY/LEGAL IMPLICATIONS

***Local Government Act 1995 s6.8***

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

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

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or*
- (b) is authorised in advance by resolution\*; or*
- (c) is authorised in advance by the mayor or president in an emergency.*

*\* Absolute majority required*

*(1a) In subsection (1) —*



**additional purpose** means a purpose for which no expenditure estimate is included in the local government's annual budget.

(2) Where expenditure has been incurred by a local government —

(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and

(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

## POLICY IMPLICATIONS

Policy 31 – Amending Policies

*The Shire of Wandering recognises the importance of maintaining this Policy Manual as a contemporary and relevant, appropriate document to guide the Council, administration and community.*

*Prior to introducing, amending or repealing a policy of Council, the proposal will go through the following process:*

- a) Comparisons with other Local Governments.
- b) Likely effect on the residents - consultation if necessary.
- c) Cost impact.
- d) Need to include a sunset clause?
- e) Legal implications.

*All recommendations affecting policy must be made available to Council prior to the relevant Council Meeting and may not be introduced as a late item.*

## FINANCIAL IMPLICATIONS

Any financial implications will be dealt with on a case by case basis.

## STRATEGIC IMPLICATIONS

### PROVIDE STRONG LEADERSHIP

Our Goals	Our Strategies
<b>We plan for the future and are strategically focused</b>	Ensure accountable, ethical and best practice governance Service Level Plans detail operational roles, responsibilities and resources.

## CONSULTATION/COMMUNICATION

Nil

## COMMENT

Comparisons with other Local Governments.

- The CEO has been unable to find another local government that has a similar policy.

Likely effect on the residents - consultation if necessary.

- If anything, this policy may have a detrimental effect on the community due to restrictive practices in place for grant applications.

Cost impact.

- Any costs are either already included in the budget, or approved by Council prior to any expenses occurring.

Need to include a sunset clause?

- Not required.

Legal implications.

- The policy basically repeats legislation, therefore deemed unnecessary.

## VOTING REQUIREMENTS

Absolute Majority

**OFFICER'S RECOMMENDATION – ITEM 12.2 - REVIEW OF POLICY 76 – GRANT/PROJECT APPLICATIONS**

That Council delete Policy 76 – Grant/Project Applications.

**ABSOLUTE MAJORITY****AUTHOR'S SIGNATURE:**


<b>POLICY TYPE:</b>	<b>GOVERNANCE</b>	<b>POLICY NO:</b>	<b>76</b>
<b>DATE ADOPTED:</b>	15/10/2020	<b>DATE LAST REVIEWED:</b>	16/09/2021
<b>LEGAL (PARENT):</b>	<i>Local Government Act 1995</i>	<b>LEGAL (SUBSIDIARY):</b>	
<b>DELEGATION OF AUTHORITY APPLICABLE:</b>	No	<b>DELEGATION No.</b>	

<b>ADOPTED POLICY</b>	
<b>TITLE:</b>	Grant/Project Application Thresholds
<b>OBJECTIVE:</b>	<ul style="list-style-type: none"> <li>To promote proper use and management of public resources.</li> </ul>

**PREAMBLE**

Grants are widely used to achieve policy objectives, and provide significant benefits, through the Shire working in partnership with individuals and organisations to deliver outcomes for the local community.

To assist with delivering outcomes for the Shire, the Council remains committed to simplifying and improving transparency of grants administration.

**POLICY STATEMENT**

Before entering into an arrangement for the proposed commitment of relevant money there must be legal authority to support the arrangement. Therefore, the following shall guide the CEO in the preparation of grant/project applications:

- Applications for grants for projects/events that are included in the current budget, with a grant component value greater than \$5,000; or
- Applications for grants for projects/events that are not included in the current budget irrespective of their value.

Where there is insufficient time between Council meetings to ensure compliance with this policy, the grant/project application may be presented to the next available Council meeting for endorsement or otherwise.

Grant acquittals as a result of the application of this policy must be presented to Council for evaluation of the success of the grant/project.

### 12.3. CONSIDERATION OF FORMATION OF MARRADONG VROC

<b>Proponent</b>	Shires of Williams, Boddington & Wandering
<b>Owner</b>	
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	21/10/2021
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	13.135.13505:EM661 & EM665
<b>Attachments</b>	Draft MOU

#### BRIEF SUMMARY

To consider the formation of a Marradong VROC.

#### BACKGROUND

Correspondence has been received from Hotham Williams Economic Development Alliance Inc. (HWEDA) advising of a recent decision proposing that the association be wound up and the local government members of the organisation form a voluntary regional organisation of councils (VROC) group. The correspondence reads:

*"I refer to the HWEDA Board Meeting held on 10 August 2021 where the Board voted on a recommendation to disband HWEDA, as an association under the Associations Incorporation Act 2015, and request member local governments to consider the formation of a Voluntary Regional Organisation of Councils (VROC).*

*The Marradong VROC could be set up to oversee the continuation of current projects that HWEDA has underway and be in receipt of its financial and intellectual assets. HWEDA's current commitments to projects are the continuing marketing of Marradong Country Self Drive Trail to 31st October 2021 and the Online Business Register development.*

*As a result of this decision, the HWEDA Board formally requests that the local governments consider the formation of a VROC to continue the important investment and progress made to date by HWEDA. A draft Memorandum of Understanding has been prepared, see attached, as the basis of an agreement between the local governments.*

*If you would like further comment on this matter please contact Ms Adrienne Yzerman, HWEDA Executive Officer at admin@marradongcountry.org.au."*

#### STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Nil

#### STRATEGIC IMPLICATIONS

#### IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY

<b>Our Goals</b>	<b>Our Strategies</b>
<b>The Hotham Williams Economic Development Alliance (HWEDA) partnership brings economic return to the Shire and community</b>	Maintain our commitment to HWEDA

#### CONSULTATION/COMMUNICATION

Via HWEDA

**COMMENT**

The *Local Government Act 1995* (the Act) does not refer to VROCs in the legislation and therefore they do not exercise any powers of a local government. However, Section 3.68 of the Act refers to local governments being able to make arrangements under which a local government performs a function for another local government or local governments perform a function jointly.

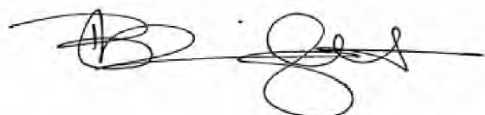
The Shire of Williams has been a member of the 4WDL VROC for many years and this group has been successful in delivering projects and advocating for the region. An alliance with local governments to the north of Williams, i.e. Boddington and Wandering would be advantageous. Particularly given the relationships that HWEDA established with the major industries operating in the Shire of Boddington, i.e. South 32, Newmont Boddington Gold and Suez.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION – ITEM 12.3 - CONSIDERATION OF FORMATION OF MARRADONG VROC**

That Council directs the CEO to advise HWEDA that it supports the proposal to form a Voluntary Regional Organisation of Councils (VROC) including the Shires of Boddington, Wandering and Williams.

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



Boddington | Wandering | Williams

# Marradong VROC

## DRAFT Memorandum of Understanding

## **CERTIFICATE OF AGREEMENT**

The Shires of Boddington, Wandering and Williams enter into a Memorandum of Understanding (MOU) with the intent of developing an alliance that will assist in providing the group with a clear strategic direction for economic development in the Murradong Region.

The MOU recognises (the group) role as a strategic regional management team represented by appointed elected members and staff.

The MOU has a particular focus to support economic development and sets out commitments by all parties for the timely implementation of initiatives and specific projects agreed to by the parties of the MOU.

As part of this MOU the undersigned agree to abide by the underlying principle and commitments (outlined) on which the agreement are based.

Signed by .....for and on behalf of the Shire of Boddington

Name.....Date.....

Signed by .....for and on behalf of the Shire of Wandering

Name.....Date.....

Signed by .....for and on behalf of the Shire of Williams

Name.....Date.....

## **NAME**

The name of the voluntary regional organisation of councils is the Murradong Voluntary Organisation of Councils (Murradong VROC). It is recognised that the Murradong VROC has been established to continue the work of the Hotham Williams Economic Development Alliance (HWEDA) that was established as part of the Boddington SuperTown Economic Development Strategy. HWEDA was a collaborative sub-regional group made up of the three communities of Boddington, Wandering and Williams.

## **PURPOSE**

A Memorandum of Understanding between the Shires of Boddington, Wandering and Williams is to establish a working partnership:-

- To achieve recognition of the Murradong area as a viable, political, social and economic region;
- To enhance service delivery and infrastructure for the collective and individual communities;
- To achieve a sustainable, cost effective model for the sharing of resources.

## **PARTIES TO THE MOU**

The Shires of Boddington, Wandering and Williams.

## **OBJECTIVES**

The objectives of the Murradong VROC as follows:

1. To initiate, facilitate and coordinate activities to meet the business development needs and interests of:
  - a. Existing corporations and other business enterprises operating in the Murradong area; and
  - b. Corporations and other business enterprises investing in or considering investment in the area;
2. Provide assistance to investors and potential investors through strategic introductions and non-financial assistance to appropriate sources of advice to encourage the economic development and promotion of the area;
3. Lobby government at all levels for the provision of government services, infrastructure, concessions and incentives which encourage and facilitate economic development;
4. Strengthen the local government / business interface;
5. Market and promote the Murradong area as a destination to commercial/industry visitors and recreation visitors;
6. Generally conduct activities identified by the group from time to time that meet the aims of regional economic development; and
7. Promote sustainable development through a balance between economic, environment and quality of life.

## **PRINCIPLES**

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In entering this MOU all the parties agree to abide by the following principles, as established between the local governments.

### **OVERARCHING PRINCIPLE**

*To promote and expand the economy of the Marradong area by undertaking purposeful and agreed joint initiatives and projects.*

### **GENERAL PRINCIPLES**

#### **1. Partnerships**

- a. Recognise that partnerships between the local governments in the MOU are essential to achieve social, environmental and economic development of the Marradong area.
- b. Be flexible and open to new approaches to service delivery and funding.
- c. Recognise and acknowledge the needs and constraints of all spheres of government, community and stakeholders.
- d. Recognise that new partnership agreements may be considered if initiated by either state or local government.
- e. Invite participation from key business, industry and community groups where appropriate.

#### **2. Roles and Responsibilities**

- a. Identify, understand and respect the roles and responsibilities of all parties.
- b. Ensure that these roles and responsibilities are considered and respected in all decision making.
- c. Recognise and respect the role that each plays in enhancing sustainable social, environmental and economic development.

#### **3. Communication**

- a. Open and timely communication on issues of relevance to the group.
- b. Recognise the need to confidentiality of discussion until a mutually agreed time.

#### **4. Consultation**

- a. Appropriate consultation to facilitate understanding and consensus.

#### **5. Outcomes**

- a. Well defined and agreed outcomes and performance measures for all projects and activities.
- b. Adopt a realistic approach to funding and resource issues, including opportunities for development of local assets for the benefit of the people of the area.
- c. Commitment to contribute resources and expertise to the partnership process.

#### **6. Accountability**

- a. A transparent approach where changes to roles, responsibilities and budgets are negotiated and agreed and resources necessary to implement changes are identified.
- b. Undertake open assessments of the effectiveness of agreements.
- c. Have clearly defined reporting, dispute resolution and review mechanisms.

## **MEMBERSHIP COMMITTEE**

---

### **Appointment of Committee**

- a. Each local government is to have two representative voting members.
- b. Non-voting elected members and officers of each local government may participate in meetings.

### **Chairperson**

There will be a rotational chairperson who will be an elected member of the host local government.

### **Role of representative of Marradong VROC**

- a. Represent the interests of the individual local governments, ratepayers and residents of the region;
- b. Facilitate communication between the community of the region and Marradong VROC;
- c. Participate in the decision making processes at meetings of Marradong VROC and its committees (if formed);
- d. Represents and undertakes actions on behalf of Marradong VROC as authorised by Marradong VROC;

### **Decision making process**

- a. In all strategic and planning issues, consensus will be reached to make recommendations back to individual MOU local governments for ratification.
- b. Where voting is required on approved operational issues a simple majority prevails.
- c. In relation to membership of Marradong VROC any decision must be absolute.

## **FINANCIAL CONTRIBUTIONS**

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### **Annual contributions**

As determined by consensus each local government will contribute to meet project and executive/secretarial financial needs.

### **Manner of Payment**

The contributions shall be paid by each party to the Marradong VROC in a manner determined by the VROC.

## **PROJECTS**

---

### **Requirements**

Marradong VROC shall only undertake a project once it is satisfied that any services and facilities will:-

- a. Integrate and coordinate, so far as practical, with any provided by the Commonwealth, State or any public body;
- b. Within the district of a local government do not duplicate, to an extent that the party consider inappropriate, services or facilities provided by the Commonwealth, State or any other body or person, whether public or private; and
- c. Are managed efficiently and effectively.

### **Project plan to be prepared**

Where the Marradong VROC is considering a proposed project it shall prepare a project plan.

### **Contents of a project plan**

Project plan can include:-

- a. Clearly identified project purpose, objectives and outcomes;
- b. Cost benefit analysis;
- c. A project action plan with clear timelines and performance milestones clearly outlined ;
- d. A project budget which includes the following :-
  - Grant or other funding
  - Local Government contributions
  - Project expenses
  - Administrative expenditure
  - Human resource cost
  - A dollar cost of in-kind contributionsRecurrent budget if required which includes:
  - Revenue
  - Expenditure
  - Human Resource Cost
  - Program maintenance and asset management costs

### **Parties to be given a project plan**

Upon completion of the project plan the Marradong VROC shall give a copy of the plan to each of the member local governments.

### **Election to participate in a project**

Each local government shall, within a reasonable period determined by Marradong VROC, elect whether to participate in the project by giving notice of its election to Marradong VROC.

### **Review of project plan**

As soon as practicable after the period referred to in the project plan:-

- a. Review the project plan and its viability having regard to the number of local governments that elected to participate;
- b. Decide whether to proceed with the project; and give notice to each of the project parties of its decision.

### **Project parties to be bound**



Where the Marradong VROC decides to proceed with a project and gives notice of its decision to each of the local governments then each of the parties shall be bound by the terms of the project plan in a new project agreement.

**Winding up the project**

The Marradong VROC may resolve to wind up the project. An absolute majority vote will be required by the Marradong VROC to resolve to wind up any project.

**Division of assets**

If a project is to be wound up and there remains after satisfaction of all its debts and liabilities, any property and assets of the project then the property and assets shall be realised and the proceeds along with any surplus funds shall be divided among the project parties in the proportions referred to in the project plan.

**Division of liabilities**

If a project is wound up and there remains any liability or debt in excess of the realised property and assets of the project plan then the liability or debt is to be met by the project parties in the proportions referred to in the project plan.

**Indemnification by project parties of Marradong VROC**

If a project is wound up then the project parties shall indemnify Marradong VROC (in the proportions referred to in the project plan) with respect to that liability or project.

**TERM AND TERMINATION**

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**Term of agreement**

Unless wound up, this agreement shall remain in place, in perpetuity.

**Winding up by agreement**

The parties may, by agreement, wind up the Marradong VROC.

**Division of assets**

If the Marradong VROC is wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of Marradong VROC then the property and assets shall be realised and the proceeds along with any surplus funds shall be divided among the parties in the proportions referred to in the agreement.

**Division of liabilities**

If the Marradong VROC is wound up and there remains any liability or debt in excess of the realised property and assets of Marradong VROC then the liability or debt is to be met by each of the parties in the proportions referred to in the agreement.

**WITHDRAWAL OF A PARTY**

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**Withdrawal**

Parties may at any time advise the Marradong VROC of their intent to withdraw from Marradong VROC

**When withdrawal to take effect**

Withdrawal will take effect as from the end of the relevant financial year with a minimum of three (3) months' notice.

**Entitlement or liability of withdrawing party**

As soon as practicable following withdrawal taking effect the Marradong VROC shall:-

- a. Distribute to the party an amount equal to the proceeds and any surplus funds which would have been payable if Marradong VROC was wound up; or
- b. Be entitled to recover from the party an amount equal to the liability or debt which would have been payable by the party if Marradong VROC was wound up.

**Parties may be required to pay distribution**

If the Marradong VROC is unable to meet the distribution referred to above from funds on hand then, unless Marradong VROC decides otherwise, the parties (other than the party that has withdrawn) shall pay the distribution in the proportions equal to their respective equities in the Marradong VROC.

**ADMITTING NEW MEMBERS**

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Prospective new members may only be admitted by full agreement of all parties and shall be required to contribute to Marradong VROC a sum equal to the current year's contribution schedule or a discretionary sum agreed to by the Marradong VROC.

**DISPUTE RESOLUTION**

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**Dispute**

In the event of any dispute or difference arising between the parties or any matter or thing arising under in connection with the Memorandum of Understanding, then notice in writing may be given adequately identifying the matters, the subject of the dispute.

**Arbitration**

The party or Marradong VROC may refer the matter to arbitration under and in accordance with the provisions of the *Commercial Arbitration Act 1985*.

**Legal representation**

For the purposes of the *Commercial Arbitration Act 1985*, the parties consent to each other and to Marradong VROC being legally represented at any such arbitration.

**Memorandum of Understanding in Good Faith**

*Despite anything expressed or implied to the contract in this Memorandum of Understanding (MOU) or anywhere else, this MOU is a mere non-justiciable statement of current intent, and is neither intended to be, nor is it, (a) legally binding, or (b) creative of legal relations between the parties to it. No legal rights or obligations will come into existence unless or until one or more legally enforceable written agreements are entered into.*

## 12.4.COUNCIL MEMBER SUPERANNUATION

<b>Proponent</b>	WALGA
<b>Owner</b>	
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	21/10/2021
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	04.041.04190:CL190
<b>Attachments</b>	Draft Policy (WALGA) (7 pages)

### BRIEF SUMMARY

To consider a proposal to make Council Members entitled to superannuation payments by local governments.

### BACKGROUND

WALGA is seeking feedback on a draft policy proposal, as per the attached paper, to advocate for Elected Members to be required to be paid superannuation.

The recommended advocacy approach is to propose that the Local Government Act 1995 be amended to facilitate the payment of superannuation to Elected Members in addition to fees and allowances.

This approach avoids the problems associated with the current arrangements around the need to withhold income tax and pay fringe benefits tax.

Feedback from the Local Government sector will inform a State Council agenda item, which will be considered at November Zone meetings and the 1 December meeting of State Council. Following a State Council decision, advocacy will be undertaken with the Minister for Local Government.

Feedback on the draft policy paper can be submitted to Manager, Strategy and Association Governance, Tim Lane by Friday, 29 October 2021.

### STATUTORY/LEGAL IMPLICATIONS

Under current arrangements, Elected Members can voluntarily decide to have all or a portion of their allowances paid into a superannuation fund.

In addition, under the *Superannuation Guarantee (Administration) Act 1992* (Cth), Local Governments can unanimously resolve to be considered an 'eligible local governing body' through the *Taxation Administration Act 1953* (Cth).

### POLICY IMPLICATIONS

Policy 5 – Council Member Entitlements

### FINANCIAL IMPLICATIONS

Elected Members would then be treated similarly to employees and the Local Government would be required to make superannuation contributions in addition to payment of allowances. However, a resolution of this nature also has significant implications: pay as you go (PAYG) tax would be required to be withheld for remission to the Australian Taxation Office (ATO), and Fringe Benefit Tax (FBT) would be applicable to all benefits provided to Elected Members. For these reasons, Local Governments in Australia typically do not pursue this course of action.

### STRATEGIC IMPLICATIONS

#### IMPROVE OUR FINANCIAL POSITION

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

**PROVIDE STRONG LEADERSHIP**

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

**CONSULTATION/COMMUNICATION**

Via WALGA – has not been discussed at Zone level.

**COMMENT**

Nothing further

**VOTING REQUIREMENTS**

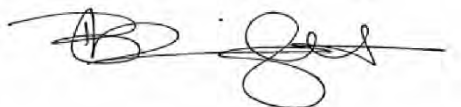
Simple Majority

**OFFICER'S RECOMMENDATION – ITEM 12.4 - COUNCIL MEMBER SUPERANNUATION**

That Council supports/does not support\* the WALGA recommendation as follows:

- That the *Local Government Act 1995* be amended to require Local Governments to pay Elected Members, into a nominated superannuation account, an amount equivalent to the superannuation guarantee determined with reference to fees and allowances paid to each Elected Member.

\* Delete which ever does not apply

**AUTHOR'S SIGNATURE:**



# Superannuation for Elected Members

## Draft Policy Proposal

### September 2021



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## About WALGA

The WA Local Government Association (WALGA) is working for Local Government in Western Australia. As the peak industry body, WALGA advocates on behalf of 139 Western Australian Local Governments. As the united voice of Local Government in Western Australia, WALGA is an independent, membership-based organization representing and supporting the work and interests of Local Governments in Western Australia. WALGA provides an essential voice for 1,222 Elected Members, approximately 22,000 Local Government employees (16,500 Full Time Equivalent's) as well as over 2.67 million constituents of Local Governments in Western Australia.

## Contacts

Tim Lane  
Manager Strategy and Association  
Governance  
[tlane@walga.asn.au](mailto:tlane@walga.asn.au)

Tony Brown  
Executive Manager Governance and  
Organisational Services  
[tbrown@walga.asn.au](mailto:tbrown@walga.asn.au)



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## Entitlement to Superannuation

Elected Members, like all workers, should be entitled to payment of superannuation. Payment of superannuation to Elected Members would address a historical anomaly that has seen Elected Members denied a benefit enjoyed by the broader workforce.

Given community expectations and the time commitment of serving on or leading a Council, many Elected Members are sacrificing opportunities for paid work to serve their community on Council.

As has been well documented through recent Inquiries into Local Government, “the role of a Councillor is challenging. Councillors are responsible for overseeing a complex business – that provides a broad range of functions, manages significant public assets, and employs in some cases hundreds of staff – all in a political and publicly accountable environment.”<sup>1</sup>

It is crucial to the functioning of Local Government that Elected Members are appropriately remunerated for their time and contribution.

Payment of superannuation to Elected Members aligns with the objective of the superannuation system, which is “to provide income in retirement to substitute or supplement the Age Pension.”<sup>2</sup>

In addition, it is hoped that payment of superannuation would lead to greater interest and more nominations to serve on Council from women and younger people, leading to greater representation on Councils by people from traditionally underrepresented demographics.

## Current Arrangements

Under current arrangements, Elected Members can voluntarily decide to have all or a portion of their allowances paid into a superannuation fund.

In addition, under the *Superannuation Guarantee (Administration) Act 1992* (Cth), Local Governments can unanimously resolve to be considered an ‘eligible local governing body’ through the *Taxation Administration Act 1953* (Cth).

As a consequence of such a resolution, Elected Members would then be treated similarly to employees and the Local Government would be required to make superannuation

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<sup>1</sup> WALGA (2019) *Final Submission: Select Committee into Local Government*. Page 35. [https://www.parliament.wa.gov.au/Parliament/commit.nsf/lulnquiryPublicSubmissions/DCCAD309ECAE29E04825848100171E77/\\$file/lo.lgi.150.190910.sub.walga.pdf](https://www.parliament.wa.gov.au/Parliament/commit.nsf/lulnquiryPublicSubmissions/DCCAD309ECAE29E04825848100171E77/$file/lo.lgi.150.190910.sub.walga.pdf)

<sup>2</sup> Australian Government: The Treasury (2021) *Superannuation Reforms*. <https://treasury.gov.au/superannuation-reforms>



contributions in addition to payment of allowances. However, a resolution of this nature also has significant implications: pay as you go (PAYG) tax would be required to be withheld for remission to the Australian Taxation Office (ATO), and Fringe Benefit Tax (FBT) would be applicable to all benefits provided to Elected Members. For these reasons, Local Governments in Australia typically do not pursue this course of action.

## Other Jurisdictions

Approaches in other jurisdictions are mixed, however the issue of superannuation entitlements for Elected Members has increasingly been the subject to public debate in other states of Australia.

In New South Wales, following a state-led discussion paper and consultation process, amendments to the Local Government Act have been put forward that would enable Councils to resolve to pay superannuation contributions from July 2022.

This mirrors the approach in Queensland where, under the state's Local Government Act, Councils may resolve to pay superannuation contributions to Elected Members.

Elected Members in Victoria are paid a cash loading equivalent to the superannuation guarantee, but this is not required to be paid into a superannuation fund.

No superannuation is paid in Tasmania, South Australia or the Northern Territory.

## Proposed Approach

The recommended advocacy approach is to propose that the *Local Government Act 1995* be amended to facilitate the payment of superannuation to Elected Members in addition to fees and allowances.

This approach avoids the problems associated with the current arrangements around the need to withhold income tax and pay fringe benefits tax.

A fundamental question relates to whether the proposed amendment to the Local Government Act should *require* Local Governments to pay superannuation, or whether the decision to pay superannuation should be a decision of Council.

Under the principle of general competence, Local Governments should be empowered to manage their own affairs and the case could be made that this ought to extend to the payment of superannuation to Elected Members. However, as the superannuation system is underpinned by its universality, and there is potential for payment of superannuation to

become a political debate around the Council table, a strong case can be made for the payment of superannuation to Elected Members to be a legislative requirement.

On balance, it is posited that, to achieve the objectives of the superannuation system and to avoid politicisation of the decision at a local level, payment of superannuation should be a universal entitlement for Elected Members and therefore a requirement of Local Governments contained in the Local Government Act.

*Feedback is sought from Members on this specific issue:*

*Should Local Governments be enabled or required to pay superannuation to Elected Members?*

*Why is that approach preferred?*

As is the case in other jurisdictions, the Salaries and Allowances Tribunal should not consider the payment of superannuation as part of their deliberative process. Specifically, payment of superannuation, equivalent to the superannuation guarantee, should be over and above the fees and allowances determined by the Salaries and Allowances Tribunal.

## Costs

There will be a cost associated with the payment of superannuation to Elected Members. These costs will be particularly noticeable in the first year when superannuation becomes payable.

The table below identifies the maximum possible cost of paying superannuation based on the current Salaries and Allowances Tribunal (SAT) determination<sup>3</sup>, and the current superannuation guarantee of ten percent.

The second column in the table identifies the maximum number of Elected Members currently elected to at least one Local Government in each SAT band in Western Australia. The third column then assumes that the maximum allowances are paid to all Councillors, the Mayor or President and the Deputy Mayor or Deputy President. From this, the maximum superannuation liability, based on the current SAT determination and the current superannuation guarantee of ten percent, per SAT band is calculated.

<sup>3</sup> Salaries and Allowances Tribunal (2021) *Determination of the Salaries and Allowances Tribunal on Local Government Chief Executive Officers and Elected Members*, 8 April 2021. <https://www.wa.gov.au/sites/default/files/2021-04/Local%20Government%20Chief%20Executive%20Officers%20and%20Elected%20Members%20Determination%20No%201%20of%202021.pdf>

It is acknowledged that the actual liability for each Local Government is likely to be less than the maximum due to fewer Elected Members than the maximum listed in the second column, and / or paying less than the maximum allowances to Elected Members. In this way, the table below represents the **maximum** potential cost to Local Governments in each band.

Band	Maximum number of Elected Members (currently)	Maximum fees and allowances	Maximum Superannuation liability
1	15	\$603,199	\$60,320
2	13	\$389,101	\$38,910
3	11	\$235,208	\$23,521
4	11	\$139,653	\$13,965

While the costs are acknowledged, it is argued that on balance the benefits of paying superannuation to Elected Members as outlined in this paper outweigh the costs.

## Recommendation

**WALGA recommends to the Minister for Local Government:**

**That the *Local Government Act 1995* be amended to require Local Governments to pay Elected Members, into a nominated superannuation account, an amount equivalent to the superannuation guarantee determined with reference to fees and allowances paid to each Elected Member.**

## Process for Consultation

This paper has been prepared as a *Draft Policy Position Paper*. Feedback is sought from members in regards to the recommendation put forward by this paper.

Comments or submissions should be made to Tim Lane, Manager Strategy and Association Governance, at [tlane@walga.asn.au](mailto:tlane@walga.asn.au) by **Friday, 22 October**.

State Council's Governance Policy Team will meet in late October to consider member comments and submissions and provide guidance to inform a State Council agenda item, which will be considered at November Zone meetings and the 1 December meeting of State Council.

Following a State Council decision, advocacy will be undertaken with the Minister for Local Government.

### 13. OTHER OFFICER'S REPORTS

#### 13.1.AMENDING POLICY 48 – COMMUNITY FUNDING, GRANTS AND DONATIONS

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	Shire of Wandering
<b>Location/Address</b>	Shire of Wandering
<b>Author of Report</b>	Lisa Boddy, Customer Service Coordinator & Belinda Knight, CEO
<b>Date of Meeting</b>	21/10/2021
<b>Previous Reports</b>	15/04/2021 - 18/07/2019
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	
<b>Attachments</b>	Policy 48 – Community Funding, Grants and Donations

#### BRIEF SUMMARY

To consider amending Policy 48 - Community Funding, Grants and Donations Policy to ensure maximum benefit of its purpose.

#### BACKGROUND

15/04/2021: Council considered the following:

The Community Funding Grants and Donations Policy (CFGD) was adopted by Council in 2019 but has yet to be implemented with any effect. A review of the Policy, and subsequent launch of this Scheme is considered beneficial to ensure its continuing benefit to Wandering.

Proposed changes to the policy included:

- Having two funding rounds each financial year
- Creating an application form
- Consideration of a deferment subject to application by the Grantee
- Encouraging the use of the Shire Logo in promotional material.

Council rejected the two funding rounds, and the following amendments were applied to this policy:

- Amend the definition of Major Community Grant from \$5,000 to \$2,000
- Amend the definition of Minor Community Grant from up to \$5,000 to up to \$2,000
- Deleting "A minimum grant of \$750 applies."
- Amending the funding rounds from being accepted twice per financial year, in September and March, to "at any time".

21/10/2021: This has resulted all but \$1,000 of the money being applied for and allocated prior to the end of September 2021. This now leaves any potential project unable to apply for funding for the remainder of 2021/2021.

The attached revised Policy recommends reinstating the original proposal to have two funding rounds each financial year (see comments below).

#### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

The 2021/2022 budget allowed for \$15,000, of which \$14,000 has been allocated as follows:

- Wandering Golf Club - \$5,000
- Wandering Camp Out Weekend - \$4,500
- Wandering Wheatbelt Wine Awards - \$2,000
- Sikh Memorial - \$2,500

- Unallocated - \$1,000

## STRATEGIC IMPLICATIONS

### RETAIN AND GROW OUR POPULATION

Our Goals	Our Strategies
People feel safe, connected and actively involved in the community	Facilitate and support activities that optimise use of our facilities Assist Community and sporting organisations to remain sustainable and active Engage and celebrate local culture, both indigenous and non-indigenous

## CONSULTATION/COMMUNICATION

- Chief Executive Officer
- No formal consultation has been undertaken around this item. Following approval of the revised Policy, full public consultation will occur annually.

## COMMENT

The CFGD Policy has been re-revised with the intent of providing a more accessible scheme to the community. The key change from the previous policy is to offer two grant rounds per year instead of on an "as received" basis to avoid a "rush" on funds.

- Round one to open in July (for consideration at the August Council Meeting) with the project to be completed by the end of December; and
- Round two to open in January (for consideration at the February Council Meeting) with the project to be completed by end of June.

At the close of each funding round, Council will determine the outcome based on the criteria identified in the policy.

## VOTING REQUIREMENTS

Absolute Majority

### **OFFICER'S RECOMMENDATION & COUNCIL DECISION ITEM 13.1. AMENDING POLICY 48 – COMMUNITY FUNDING, GRANTS AND DONATIONS**

That Council adopts the modified Policy 48 - Community Funding, Grants and Donations Policy as attached.

**ABSOLUTE MAJORITY**

## AUTHOR'S SIGNATURE:



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

<b>POLICY NO:</b>	<b>48</b>
<b>DATE LAST REVIEWED:</b>	15/04/2021 16/09/2021 21/10/2021

<b>LEGAL (PARENT):</b>	<i>Local Government Act 1995</i>
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<b>LEGAL (SUBSIDIARY):</b>	
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<b>DELEGATION OF AUTHORITY APPLICABLE:</b>	
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<b>DELEGATION No.</b>	
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<b>ADOPTED POLICY</b>	
<b>TITLE:</b>	Community Funding, Grants and Donations
<b>OBJECTIVE:</b>	<ul style="list-style-type: none"> <li>To provide financial assistance for organisations and/or projects, which benefit the community.</li> <li>To provide guidelines for the consideration and approval, or otherwise, of financial assistance applications.</li> <li>To maintain and build on Wandering's vibrant community spirit and welfare by providing financial support for local events which involve people coming together in the celebration and enjoyment of their culture or a common interest.</li> </ul>

### **DEFINITIONS**

Community Organisation means any organisation which has as its members, members of the Wandering community and which operates on a "not for profit" basis.

Not for Profit means that the proceeds of the organisation are used for the benefit of the organisation and are not available for disbursement to the members of the organisation.

Major Community Grant means any financial assistance grant over \$2,000. Usually provided for the development of a capital works project eg: building construction, major purchase of equipment, ground-works, etc.

Minor Community Grant means any financial assistance up to \$2,000. Usually provided for minor building construction, maintenance or repair, minor projects (excluding events & functions), equipment purchase, relief from Council fees and charges etc.

GST means the Federal Government's Goods and Services Tax. Provision of grant funds will be exclusive of GST unless the recipient organisation is registered for GST, in which case the grant amount will be grossed up by 10%.

### **POLICY STATEMENT**

#### **FUNDING ROUNDS**

The Community Financial Assistance Program will be accepted twice per financial year, with the funding being allocated from within Council's budget for that financial year:

- Round one to open in July (for consideration at the August Council Meeting) with the project to be completed by the end of December; and
- Round two to open in January (for consideration at the February Council Meeting) with the project to be completed by end of June.

Once funds have been fully allocated no further funds will be available until the following financial year

#### **APPLICATIONS**

All applications shall be made on the appropriate form.

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

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

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

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

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

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

Applications should address the following criteria:

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

#### **WHAT IS NOT FUNDED**

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

#### **CONDITIONS AND REQUIREMENTS**

Groups, individuals, organisations or clubs are not to expect, as of right, any financial assistance from the Council. Requests will only be considered in respect to the overall priorities of other projects within the Shire and will also be subject to the availability of finance.

Financial assistance approvals shall be administered in accordance with the following:

- (a) Project must commence and be completed in the financial year for which funding has been approved. Funds not expended by the end of the financial year in which they were approved, may be forfeited, unless a deferment has been requested by the Grantee.
- (b) Where financial assistance is approved by Council for projects that are dependent upon funding from an outside source, eg: Sport and Recreation WA; Lotteries Commission etc, and that funding application is unsuccessful or the level of financial assistance from an outside source has been reduced below that requested by an organisation, the organisation shall be required to demonstrate its ability to meet the funding shortfall.
- (c) Council may restrict its contribution to the project or event on a case by case basis.
- (d) 50% of the approved grant will be paid on approval of the project and the balance following successful acquittal of the project.
- (e) Prior approval must be sought for any substantial change of proposal.
- (f) Acquittal of the grant funds must be submitted to the Shire in a timely manner.
- (g) Acknowledgement that "This project was made possible through financial assistance from the Shire of Wandering" must be made in all publicity associated with the project. Use of the Shire of Wandering logo is encouraged in all promotional material.

### 13.2.LOCAL GOVERNMENT GRANT SCHEME – NEW CAPITAL FUNDING – WATER TANKS

<b>Proponent</b>	Executive Manager Technical Services
<b>Owner</b>	Shire of Wandering
<b>Location/Address</b>	Shire of Wandering – Various Location
<b>Author of Report</b>	Barry Gibbs, EMTS
<b>Date of Meeting</b>	21/10/2021
<b>Previous Reports</b>	31/03/2021 – BFAC Meeting & 15 April 2021 – Council Meeting
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	05.051.05108:GR456
<b>Attachments</b>	Nil

#### BRIEF SUMMARY

The Shire of Wandering applied for capital funding to purchase and installation of eight water tanks in four locations within the Shire of Wandering during 2021/22.

#### BACKGROUND

On 14 August 2020, the Department of Fire and Emergency Services (DFES) was allocated \$2 million through the WA Recovery Plan to provide water tanks to eligible Bushfire Brigades without tanks, to support bush fire response throughout the State. Funding was spread over two financial years commencing 2020/21 with the first round completed in June 2021

In February 2021, the second round of funding application eligibility was extended to strategically located water tanks for firefighting purposes. The criteria applied to the second-round requests were that the water tank must be located on Local Government owned or managed land.

On 26 March 2021, 82 applications were presented to the Bushfire Operations Committee (BOC) for consideration. The BOC endorsed all applications and promoted them to the Local Government Grant Scheme (LGGs) Bush Fire Service Capital Grants Committee for approval on 4 August 2021.

52 applications were approved with the remaining 30 applications not approved due to higher priorities or that they did not meet the criteria. The LGGs application for this funding was discussed at the March 2021 Bush Fire Advisory Committee BFAC as noted in the BFAC- AGM minutes tabled on the 15/04/2021 at the Wandering Council Meeting.

#### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

*Bushfire Act 1954*

*Occupational Safety and Health Act 1984*

*Work Health and Safety Act 2020*

#### POLICY IMPLICATIONS

Policy 76 – Grant Project Applications

Policy 3 – Equal Opportunity Harassment and Bulling

#### FINANCIAL IMPLICATIONS

The Project will be fully funded by the Local Government Grants Scheme (LGGs) to the value of \$95,803 ex GST. The acquittal of fund needs to be completed by the 30 June 2022.

#### STRATEGIC IMPLICATIONS

##### RETAIN AND GROW OUR POPULATION

<b>Our Goals</b>	<b>Our Strategies</b>
<b>People feel safe, connected and actively involved in the community</b>	Facilitate and support Emergency Services Planning



**CONSULTATION/COMMUNICATION**

BFAC – Fire Control Officers

Belinda Knight – Chief Executive Officer

**COMMENT**

The eight steel tanks will be 27,500 Litres capacity and two will be placed at the following four proposed locations:

- Codjatotine (Wandering Pingelly Road/Codjatotine Hasting Road)
- Codjatotine (Pumphreys Bridge Recreation Area)
- Wandering Town (Blackboy Spring)
- Wandering Town (Light Industrial area)

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION – ITEM 13.2 - LOCAL GOVERNMENT GRANT SCHEME – NEW CAPITAL FUNDING WATER TANKS**

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

- \$95,803 for the supply and installation of eight 27,500 litre emergency water tanks for bushfire protection at four strategic locations within the Shire of Wandering; and
- \$95,803 non-operating grant for the same purpose.

**ABSOLUTE MAJORITY****AUTHOR'S SIGNATURE:**

### 13.3.FEES & CHARGES – SEARCH & COPY OF BUILDING PLANS & OTHER RELATED DOCUMENTS

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	Shire of Wandering
<b>Location/Address</b>	
<b>Author of Report</b>	Maureen Mertyn
<b>Date of Meeting</b>	21/10/2021
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	Nil
<b>Attachments</b>	Nil

#### BRIEF SUMMARY

To adopt a fee when seeking a copy of building plans and building related documents.

#### BACKGROUND

To recover the cost of searching, photocopying and scanning of building documents from request of property owners, prospective buyers, property agents and similar entities.

Comparison of fees from other Shires

Shire of Pingelly	\$18 – search fee (plus photocopy charges)
City of Kalamunda	\$56 – residential plans \$172 – commercial plans

Any fee or charge set by this resolution will not come into effect until not less than 14 days' notice of the fee or charge has been locally advertised in the Community Newspaper and on the Shire website.

#### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1996*

#### POLICY IMPLICATIONS

Policy No 8 - Financial Management

#### FINANCIAL IMPLICATIONS

The Shire has no existing fee on the release of building plans and building related documents.

Minor cost to potential income from fees on the release of building plans and building related documents.

#### STRATEGIC IMPLICATIONS

##### PROVIDE STRONG LEADERSHIP

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

##### IMPROVE OUR FINANCIAL POSITION

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

#### CONSULTATION/COMMUNICATION

Chief Executive Officer – Belinda Knight

#### COMMENT

It should be noted that Council has an obligation under the *Local Government Act 1995* to determine the amount of a fee or charge taking into consideration the cost to the local government of providing the service or goods, the importance of the service and goods to the community, and the price at which the service or goods could be provided by an alternative provider.

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION – ITEM 13.3 - FEES & CHARGES – SEARCH & COPY OF BUILDING PLANS AND RELATED DOCUMENTS**

That Council, pursuant to s6.16 of the *Local Government Act 1995*, imposes the following fees and charges, and authorises the CEO to give local public notice of same:

- Search fee & copy of building plans and other related documents at a fixed rate of \$33.00

**AUTHOR'S SIGNATURE:**

**13.4.APPLICATION FOR PLANNING APPROVAL - OUTBUILDING–LOT 22 CHARLTON RD WANDERING**

PROPERTY DETAILS			
Assessment No:	A396	Owner:	Universal Firetech Pty Ltd (Christopher Francis)
Corresp. No:	PA242	Date Received:	25 September 2021
Lot/Location No:	Lot 22 on Deposited Plan 54330		
Street Name:	Charlton Road	Suburb:	Wandering

PURPOSE:	
Description of Proposed Use:	Outbuilding (Shed)
Nature of any existing buildings and or/use:	Vacant
Zoning:	Rural Residential
Zoning Use Code:	N/A
Heritage Listed:	N
Setback variation required:	N
Policy Applicable:	Y – Local Planning Policy No. 1 – Sheds and Outbuildings
Author of Report:	Ben Laycock – Senior Town Planner, Altus Planning
Date of Meeting:	21/10/2021

**BACKGROUND:**

The Shire has received an application for planning approval to construct an outbuilding (shed) at Lot 22 Charlton Road, Wandering. The application form states that the outbuilding is for “private use storage and home workshop”.

The subject site is located to the north-west of the Wandering Town Site and measures 4.4863ha. It is bound by Charlton Road to the south and Knight Road to the east, with the immediately adjoining properties to the north and west existing with single residential dwellings and associated outbuildings. undeveloped Rural Residential properties immediately to the west and south. A dam exists in the southern portion of the site but the land is otherwise undeveloped/vacant. Refer to Figure 1 below.



Figure 1: Aerial imagery with cadastral overlay of subject site and surrounds (Source: Landgate 2021)

The specifics of the proposed outbuilding are as follows:

- The outbuilding will have a total floor area of 112m<sup>2</sup>;
- The outbuilding will have a wall height of 3m;
- The outbuilding will have a ridge height of 3.62m;
- The outbuilding will be setback 55m from the front (southern) boundary and 10m from the nearest side (western boundary); and
- The outbuilding will be constructed out of Colorbond steel, with 'Manor Red' proposed for the walls and 'Ironstone' proposed for the 3x roller doors and roof.

**COMMENT:**

**Town Planning Scheme No. 3**

The subject site is zoned 'Rural Residential' under the Shire of Wandering's Town Planning Scheme No. 3 ('TPS3' or 'the Scheme'). The objectives for the Rural Residential zone are provided at clause 4.2 of the Scheme and state as follows:

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

Clause 8.2(b)(iii) of TPS3 states as follows:

*For the purpose of the Scheme, the following development does not require the planning approval of the local government:*

- (b) the erection on a lot of a single house including any extension, ancillary outbuildings and swimming pools, except where the proposal:-*
  - (iii) is for land in a Rural Residential Zone under the Scheme;*

The site requirements at clause 5.16.1 of the Scheme provide the following minimum building setbacks for development in the Rural Residential zone:

*Front : 30.0m*

*Rear : 10.0m*

*Side : 10.0m*

The proposal complies with the aforementioned setback requirements.

**Local Planning Policy No. 1 – Sheds and Outbuildings**

Clause 1(d) of the Shire's Local Planning Policy No. 1 – Sheds and Outbuildings ('LPP1') states that outbuildings in the 'Rural Residential' zone do not require planning approval provided that:

- *a dwelling already exists on the lot subject to the application;*
- *The aggregate of all outbuildings does not exceed 120m<sup>2</sup>, or 10 per cent in aggregate of the site area, whichever is the lesser;*
- *The outbuilding does not exceed 4.2m in wall height;*
- *The outbuilding does not exceed 5.4m in ridge height;*

- *The outbuildings shall only be used for purposes incidental to the residential or rural use of the property; and*
- *The use of non-reflective natural colours which blend with the natural landscape to the satisfaction of the local government being used on all external surfaces of the outbuilding noting that unpainted zinalume cladding does not apply.*

No dwelling currently exists on the subject site and therefore requires planning approval. The proposal is otherwise compliant with the aggregate floor area and maximum wall and ridge heights specified.

Clause 2 of LPP1 states that:

*Council in considering all applications for outbuildings will have specific regard to the proposed use and location of the outbuilding and how this might impact on the surrounding properties.*

The Applicant's covering email for the application mentioned that plans for a single dwelling are currently being drawn up and an appropriate application will be made when those plans are ready. Furthermore, the Applicant stated:

*The reason for the shed construction first is I will use to store housing materials, tools and will be my workshop to build the house as I will be an owner builder.*

It is important to note that clause 4 of LPP1 only prohibits outbuildings on vacant land in the 'Residential' zone. In considering that the proposal is well setback from the front, side and rear lot boundaries, is not proposed to be used for habitation, commercial or industrial purposes, and will utilise a colour scheme that reflects the natural landscape (red earth), the proposal is capable of support subject to appropriate conditions.

**POLICY:**

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- *Shire of Wandering Town Planning Scheme No. 3*

**OFFICER'S RECOMMENDATION – ITEM 13.4 - APPLICATION FOR PLANNING APPROVAL – OUTBUILDING – LOT 22 CHARLTON ROAD, WANDERING**

That Council approves the development of an outbuilding at Lot 22 Charlton Road, Wandering, subject to the following conditions:

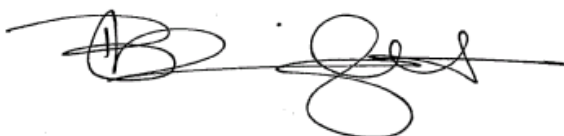
Conditions

1. The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Council.
2. The outbuilding is not to be used for industrial or commercial purposes and is not to be used for human habitation.
3. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Wandering.
4. Satisfactory buildings plans being approved by the Shire.

**VOTING REQUIREMENTS:**

Simple Majority.

**AUTHORS SIGNATURE**



**14. COUNCILLORS' REPORTS ON MEETINGS ATTENDED****14.1.COUNCILLORS' MEETINGS ATTENDED FOR THE PERIOD – 17/09/2021 – 14/10/2021**

The CEO, Cr Whitely and Cr Turton attended the Local Government Convention on 20 & 21 September 2021.

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

Nil

**16. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING****16.1.COUNCILLORS AND /OR OFFICERS****17. CONFIDENTIAL ITEMS****COUNCIL DECISION – 17.1 CONFIDENTIAL ITEMS**

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

**17.1.CEO LEAVE & ACTING CEO- CONFIDENTIAL**

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	21/10/2021
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	EMP1
<b>Attachments</b>	Under confidential attachment

**BRIEF SUMMARY**

To approve an application for Annual & Long Service Leave for the CEO, and appoint an Acting CEO for the period of leave.

**COUNCIL DECISION – 15.3 CONFIDENTIAL ITEM**

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

**18. INFORMATION ITEMS****18.1.ACCOUNTS PAID FOR PERIOD – 01/09/2021 – 30/09/2021**

<b>Proponent</b>	Internal Report
<b>Location/Address</b>	
<b>Author of Report</b>	Sophie Marinoni, Finance Officer
<b>Date of Meeting</b>	21/10/2021
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	10.1.6
<b>Attachments</b>	List of Accounts Paid for Month

**BRIEF SUMMARY**

To ratify payments made during the month of September 2021

**BACKGROUND**

The listing of payments for the month of September 2021 through the Municipal account are attached.

**STATUTORY/LEGAL IMPLICATIONS**

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

**POLICY IMPLICATIONS**

Policy 12 – Purchasing and Tenders

Policy 40 – Payment for Goods and Services

**FINANCIAL IMPLICATIONS**

Shire of Wandering

**CERTIFICATE OF EXPENDITURE**  
**21/10/2021**



This Schedule of Accounts to be passed for payment, covering

<b>Payment Method</b>	<b>Cheque/EFT/DD Number</b>	<b>Amount</b>
<b>Municipal Fund:</b>		
Electronic Funds Transfers	EFT6788 – EFT6857	\$122,223.89
Direct Debits	DD3740.1 – DD3764.10	\$23,825.21
	<b>TOTAL</b>	<b>\$146,049.10</b>

to the Municipal Account, totalling \$146,049.10 which were submitted to each member of the Council on 21/10/2021, have been checked and fully supported by vouchers and invoices which are submitted herewith, have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings.

Belinda Knight

**CHIEF EXECUTIVE OFFICER**



Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
<b>EFT6788</b>	<b>06/09/2021</b>	<b>Ben Pike Carpentry</b>			<b>-\$ 1,895.45</b>
	26/08/2021		Veranda construction - CRC entry <i>Labour &amp; materials</i>	\$ 1,895.45	
<b>EFT6789</b>	<b>06/09/2021</b>	<b>Best Office Systems</b>			<b>-\$ 503.99</b>
	26/08/2021		Copier Contract - Shire <i>B&amp;W copies, Colour copies</i>	\$ 503.99	
<b>EFT6790</b>	<b>06/09/2021</b>	<b>Boddington IGA</b>			<b>-\$ 57.41</b>
	10/08/2021		Supplies - CRC Café <i>Groceries</i>	\$ 57.41	
<b>EFT6791</b>	<b>06/09/2021</b>	<b>Boddington News</b>			<b>-\$ 9.00</b>
	27/08/2021		Boddington News <i>Edition 673</i>	\$ 9.00	
<b>EFT6792</b>	<b>06/09/2021</b>	<b>Child Support Agency</b>			<b>-\$ 128.71</b>
	01/09/2021		Payroll deductions	\$ 128.71	
<b>EFT6793</b>	<b>06/09/2021</b>	<b>Department of Fire &amp; Emergency Services</b>			<b>-\$35,728.00</b>
	23/08/2021		ESL Income - Option B <i>2021/22</i>	\$35,728.00	
<b>EFT6794</b>	<b>06/09/2021</b>	<b>Jozef Majko</b>			<b>-\$ 600.00</b>
	01/09/2021		Payroll deductions	\$ 600.00	
<b>EFT6795</b>	<b>06/09/2021</b>	<b>Local Government Professionals Australia WA</b>			<b>-\$ 531.00</b>
	06/07/2021		2021/22 Membership <i>Barry Gibbs</i>	\$ 531.00	
<b>EFT6796</b>	<b>06/09/2021</b>	<b>Metrocount</b>			<b>-\$ 730.40</b>
	13/08/2021		Parts - Traffic counter <i>Centre lane flap, Bitumen tape</i>	\$ 730.40	
<b>EFT6797</b>	<b>06/09/2021</b>	<b>Pet Tags Australia</b>			<b>-\$ 67.27</b>
	23/08/2021		Supplies - Cat registrations <i>Cat tags, Freight</i>	\$ 67.27	
<b>EFT6798</b>	<b>06/09/2021</b>	<b>Phyllis Dunham</b>			<b>-\$ 240.00</b>
	03/08/2021		Library books <i>"Up Home Down Home"</i>	\$ 240.00	
<b>EFT6799</b>	<b>06/09/2021</b>	<b>Pingelly Tyre Service</b>			<b>-\$ 104.50</b>
	18/08/2021		Tyre repairs - WD.1827 <i>Strip &amp; repair</i>	\$ 104.50	
<b>EFT6800</b>	<b>06/09/2021</b>	<b>Quest Payment Systems</b>			<b>-\$ 418.00</b>
	30/08/2021		Monthly Maintenance Fee <i>Fuel facility</i>	\$ 418.00	
<b>EFT6801</b>	<b>06/09/2021</b>	<b>Quick Corporate Australia</b>			<b>-\$ 30.47</b>
	12/08/2021		Office supplies <i>Binders</i>	\$ 30.47	
<b>EFT6802</b>	<b>06/09/2021</b>	<b>RK Roach</b>			<b>-\$ 1,518.00</b>
	17/08/2021		Survey Pick up <i>Moramocking Rd - slk 3.94 - 4.6</i>	\$ 1,518.00	
<b>EFT6803</b>	<b>06/09/2021</b>	<b>Redfish Technologies</b>			<b>-\$ 1,191.85</b>
	23/08/2021		Relocate CCTV - CRC <i>Relocate network, Commissioning, Cable</i>	\$ 1,191.85	
<b>EFT6804</b>	<b>06/09/2021</b>	<b>Scavenger Fire Safety</b>			<b>-\$ 520.30</b>
	27/08/2021		Fire equipment testing <i>Admin building, Depot, Community Centre, Caravan Park, Fire shed, Fuel facility, Mobile plant, CRC</i>	\$ 520.30	
<b>EFT6805</b>	<b>06/09/2021</b>	<b>Payroll deductions</b>			<b>-\$ 390.00</b>
	01/09/2021		Payroll deductions	\$ 390.00	
<b>EFT6806</b>	<b>06/09/2021</b>	<b>Shire of Wandering Petty Cash</b>			<b>-\$ 493.35</b>
	31/08/2021		Petty cash recoup <i>Groceries, Postage &amp; stationery, Globes, Stationery</i>	\$ 493.35	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
<b>EFT6807</b>	<b>06/09/2021</b>	<b>Payroll deductions</b>			<b>-\$ 60.00</b>
	01/09/2021		Payroll deductions	\$ 60.00	
<b>EFT6808</b>	<b>06/09/2021</b>	<b>WA Reticulation Supplies</b>			<b>-\$ 32.10</b>
	16/02/2021		Materials - Parks & gardens <i>Reticulation parts</i>	\$ 32.10	
<b>EFT6809</b>	<b>06/09/2021</b>	<b>WD Auto Repairs</b>			<b>-\$ 939.00</b>
	13/08/2021		Plant service - WD.480 <i>Labour, Parts</i>	\$ 420.00	
	13/08/2021		Materials - Sundry plant <i>Bar oil, Box grease cartridges, Tyres</i>	\$ 519.00	
<b>EFT6810</b>	<b>10/09/2021</b>	<b>Altus Planning</b>			<b>-\$ 1,487.75</b>
	01/09/2021		Town Planning Consultant <i>Labour</i>	\$ 1,487.75	
<b>EFT6811</b>	<b>10/09/2021</b>	<b>Australian Safety Engineers</b>			<b>-\$ 413.33</b>
	17/08/2021		Service - Oxy Viva <i>Annual service &amp; test, Freight</i>	\$ 413.33	
<b>EFT6812</b>	<b>10/09/2021</b>	<b>BOC</b>			<b>-\$ 82.60</b>
	29/08/2021		Container Service <i>Oxygen, Acetylene, Argoshield, Medical Oxygen</i>	\$ 82.60	
<b>EFT6813</b>	<b>10/09/2021</b>	<b>Best Office Systems</b>			<b>-\$ 184.00</b>
	31/08/2021		Copier contract - CRC <i>B&amp;W Copies, Colour Copies, Echo</i>	\$ 184.00	
<b>EFT6814</b>	<b>10/09/2021</b>	<b>FitzGerald Strategies</b>			<b>-\$ 113.26</b>
	01/09/2021		HR Query - Employment Contracts Reg17 <i>Labour</i>	\$ 113.26	
<b>EFT6815</b>	<b>10/09/2021</b>	<b>Great Southern Fuel Supplies</b>			<b>-\$ 157.50</b>
	31/08/2021		Fuel card purchases <i>0.WD</i>	\$ 157.50	
<b>EFT6816</b>	<b>10/09/2021</b>	<b>Local Government Professionals Australia WA</b>			<b>-\$ 185.00</b>
	18/08/2021		Membership 2021/22 <i>Alana Rosenthal</i>	\$ 185.00	
<b>EFT6817</b>	<b>10/09/2021</b>	<b>MJ &amp; C Cornish</b>			<b>-\$ 1,144.00</b>
	30/08/2021		Wet hire - Excavator <i>Flood damage repairs</i>	\$ 1,144.00	
<b>EFT6818</b>	<b>10/09/2021</b>	<b>Modular WA</b>			<b>-\$23,118.00</b>
	09/09/2021		Progress payment - Cabin 2 <i>Practical completion</i>	\$23,118.00	
<b>EFT6819</b>	<b>10/09/2021</b>	<b>Quick Corporate Australia</b>			<b>-\$ 42.66</b>
	16/08/2021		Office supplies <i>Binders</i>	\$ 42.66	
<b>EFT6820</b>	<b>10/09/2021</b>	<b>Regional Development Australia Wheatbelt</b>			<b>-\$ 330.00</b>
	02/06/2021		GrantGuru subscription <i>2021/22</i>	\$ 330.00	
<b>EFT6821</b>	<b>10/09/2021</b>	<b>South Regional Tafe</b>			<b>-\$ 171.60</b>
	18/08/2021		Training - AusChem manual <i>Jordan Annesley</i>	\$ 171.60	
<b>EFT6822</b>	<b>10/09/2021</b>	<b>Volt Air</b>			<b>-\$ 1,137.43</b>
	20/08/2021		Repair cable - Caravan Park <i>Labour, Parts</i>	\$ 1,137.43	
<b>EFT6823</b>	<b>10/09/2021</b>	<b>Yahava Koffeeworks Wholesale</b>			<b>-\$ 207.00</b>
	02/09/2021		Supplies - CRC Café <i>Coffee, Freight</i>	\$ 207.00	
<b>EFT6824</b>	<b>21/09/2021</b>	<b>AAA Asphalt Surfaces</b>			<b>-\$ 935.00</b>
	03/08/2021		Rural road maintenance <i>Cold mix</i>	\$ 935.00	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
<b>EFT6825</b>	<b>21/09/2021</b>	<b>Allwest Plant Hire</b>			<b>-\$ 3,630.00</b>
	31/08/2021		Dry hire - Roller <i>01/08/2021 - 31/08/2021</i>	\$ 3,630.00	
<b>EFT6826</b>	<b>21/09/2021</b>	<b>Australian Taxation Office</b>			<b>-\$ 2,558.00</b>
	31/08/2021		BAS - Aug 21 <i>GST on Sales, Group Tax Clearing, GST on Purchases, Fuel Credits, Rounding</i>	\$ 2,558.00	
<b>EFT6827</b>	<b>21/09/2021</b>	<b>Avon Waste</b>			<b>-\$ 3,501.97</b>
	31/08/2021		General waste services <i>Domestic &amp; commercial general waste services, Fuel facility bin, North Bannister bins, General waste to landfill gate fee, Recycling Services, Recycle processing fee, Transfer Station general waste bins, General waste to landfill gate fee, Transfer Station recycle bins, Recycle processing fee, Recycle processing fee credit</i>	\$ 3,501.97	
<b>EFT6828</b>	<b>21/09/2021</b>	<b>Belinda Kaye Knight</b>			<b>-\$ 61.75</b>
	12/09/2021		Reimbursement <i>95% - CEO Mobile Phone</i>	\$ 61.75	
<b>EFT6829</b>	<b>21/09/2021</b>	<b>Boddington Diesel Services</b>			<b>-\$ 2,716.94</b>
	23/08/2021		Service - WD.141 <i>Labour, Service kit, Parts, Freight</i>	\$ 2,716.94	
<b>EFT6830</b>	<b>21/09/2021</b>	<b>Child Support Agency</b>			<b>-\$ 128.71</b>
	15/09/2021		Payroll deductions	\$ 128.71	
<b>EFT6831</b>	<b>21/09/2021</b>	<b>Corsign WA</b>			<b>-\$ 176.00</b>
	25/08/2021		Signs - General roads <i>"Over 4.5 GVM", "Road Closed"</i>	\$ 176.00	
<b>EFT6832</b>	<b>21/09/2021</b>	<b>Crossman Hot Water &amp; Plumbing</b>			<b>-\$ 198.00</b>
	22/08/2021		Repair leak - 20 Down St <i>Labour</i>	\$ 198.00	
<b>EFT6833</b>	<b>21/09/2021</b>	<b>Department of Mines, Industry Regulation &amp; Safety</b>			<b>-\$ 56.65</b>
	31/08/2021		BSL - Aug 2021 <i>Building permits, Collection fee</i>	\$ 56.65	
<b>EFT6834</b>	<b>21/09/2021</b>	<b>Fuelquip Industries</b>			<b>-\$ 282.48</b>
	16/08/2021		Parts - Fuel Facility <i>Bowser hose fitting, Freight</i>	\$ 282.48	
<b>EFT6835</b>	<b>21/09/2021</b>	<b>Harvey Norman AV\IT Armadale</b>			<b>-\$ 1,099.00</b>
	26/08/2021		White goods - Fire shed <i>Fridge</i>	\$ 1,099.00	
<b>EFT6836</b>	<b>21/09/2021</b>	<b>IT Vision</b>			<b>-\$ 3,154.25</b>
	31/08/2021		Mapping update <i>Labour</i>	\$ 825.00	
	31/08/2021		Rates Service 2021-2022 <i>Aug 2021</i>	\$ 2,329.25	
<b>EFT6837</b>	<b>21/09/2021</b>	<b>Jozef Majko</b>			<b>-\$ 600.00</b>
	15/09/2021		Rent - 20 Down St	\$ 600.00	
<b>EFT6838</b>	<b>21/09/2021</b>	<b>Kleenheat Gas</b>			<b>-\$ 42.90</b>
	01/09/2021		Cylinder service charge <i>19 Humes Wy</i>	\$ 42.90	
<b>EFT6839</b>	<b>21/09/2021</b>	<b>Local Government Professionals Australia WA</b>			<b>-\$ 960.00</b>
	17/08/2021		Conference - Community Development <i>Alana Rosenthal</i>	\$ 960.00	
<b>EFT6840</b>	<b>21/09/2021</b>	<b>Mandurah Roller Door Centre</b>			<b>-\$ 350.00</b>
	27/08/2021		Service roller door - 13 Dunmall Dr <i>Call out fee, Labour, Travel</i>	\$ 350.00	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
<b>EFT6841</b>	<b>21/09/2021</b>	<b>Moore Australia</b>			<b>-\$ 5,060.00</b>
	31/08/2021		Monthly Financial Preparation & Review <i>Initial setup Monthly Financials</i>	\$ 5,060.00	
<b>EFT6842</b>	<b>21/09/2021</b>	<b>Office of Regional Architecture</b>			<b>-\$ 6,560.00</b>
	02/09/2021		Architectural Services - CRC Upgrade <i>Final Concept Design Stage</i>	\$ 6,560.00	
<b>EFT6843</b>	<b>21/09/2021</b>	<b>Payroll deductions</b>			<b>-\$ 490.00</b>
	15/09/2021		Payroll deductions	\$ 490.00	
<b>EFT6844</b>	<b>21/09/2021</b>	<b>Payroll deductions</b>			<b>-\$ 55.00</b>
	15/09/2021		Payroll deductions	\$ 55.00	
<b>EFT6845</b>	<b>21/09/2021</b>	<b>South Regional Tafe</b>			<b>-\$ 180.80</b>
	23/08/2021		AusChem Accreditation <i>Jordan Annesley</i>	\$ 180.80	
<b>EFT6846</b>	<b>21/09/2021</b>	<b>Startrack Express</b>			<b>-\$ 595.14</b>
	01/09/2021		Freight <i>Library books, Signs</i>	\$ 595.14	
<b>EFT6847</b>	<b>21/09/2021</b>	<b>WA Reticulation Supplies</b>			<b>-\$ 2,024.26</b>
	30/08/2021		Road materials - Bannister Wandering Rd <i>Draincoil pipe</i>	\$ 2,024.26	
<b>EFT6848</b>	<b>21/09/2021</b>	<b>WD Auto Repairs</b>			<b>-\$ 1,045.02</b>
	07/09/2021		Plant service - WD.6 <i>Tyre, Service, Tyre disposal, Consumables, Parts</i>	\$ 1,045.02	
<b>EFT6849</b>	<b>21/09/2021</b>	<b>Westrac</b>			<b>-\$ 4,472.36</b>
	30/08/2021		Plant service - WD.920 <i>Labour, Parts, Freight, Environmental, Mobilisation</i>	\$ 4,472.36	
<b>EFT6850</b>	<b>24/09/2021</b>	<b>Benara Nurseries</b>			<b>-\$ 139.00</b>
	19/07/2021		Landscaping - Fuel Facility <i>Assorted plants</i>	\$ 139.00	
<b>EFT6851</b>	<b>24/09/2021</b>	<b>Boddington News</b>			<b>-\$ 9.00</b>
	10/09/2021		Boddington News <i>Edition 674</i>	\$ 9.00	
<b>EFT6852</b>	<b>24/09/2021</b>	<b>Crossman Hot Water &amp; Plumbing</b>			<b>-\$ 1,771.00</b>
	22/08/2021		Repair water leak - Watts St public toilets <i>Labour, Materials, Excavator hire</i>	\$ 1,771.00	
<b>EFT6853</b>	<b>24/09/2021</b>	<b>Industrial Automation Group</b>			<b>-\$ 1,002.10</b>
	06/09/2021		Annual fees - Standpipe <i>Remote access charge, Cloud server access fee</i>	\$ 1,002.10	
<b>EFT6854</b>	<b>24/09/2021</b>	<b>Jozef Majko</b>			<b>-\$ 55.77</b>
	08/09/2021		Water usage <i>20 Down St</i>	\$ 55.77	
<b>EFT6855</b>	<b>24/09/2021</b>	<b>Narrogin Auto Centre</b>			<b>-\$ 515.16</b>
	14/09/2021		Service - WD.001 <i>Labour, Materials</i>	\$ 515.16	
<b>EFT6856</b>	<b>24/09/2021</b>	<b>Rhonie's Wandering Mop &amp; Bucket</b>			<b>-\$ 2,394.70</b>
	20/09/2021		Cleaning contract <i>Cleaning contract, Public conveniences - Watts St, Caravan Park, Administration Office, CRC, Depot, Public conveniences - Codjatotine, Public conveniences - Pumphreys Bridge, Community Centre, Travel</i>	\$ 2,394.70	
<b>EFT6857</b>	<b>24/09/2021</b>	<b>WA Contract Ranger Services</b>			<b>-\$ 440.00</b>
	11/09/2021		Contract Ranger Service <i>Labour</i>	\$ 440.00	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
<b>DD3740.1</b>	<b>05/09/2021</b>	<b>Pivotel</b>			<b>-\$ 60.00</b>
	15/08/2021		Satellite Sleeves <i>Bushfire radios</i>	\$ 60.00	
<b>DD3750.1</b>	<b>01/09/2021</b>	<b>Aware Super</b>			<b>-\$ 4,721.11</b>
	01/09/2021		Payroll deductions	\$ 3,670.33	
	01/09/2021		Payroll deductions	\$ 1,050.78	
<b>DD3750.2</b>	<b>01/09/2021</b>	<b>ANZ OnePath Masterfund</b>			<b>-\$ 375.28</b>
	01/09/2021		Payroll deductions	\$ 93.82	
	01/09/2021		Payroll deductions	\$ 281.46	
<b>DD3750.3</b>	<b>01/09/2021</b>	<b>Colonial First State</b>			<b>-\$ 481.52</b>
	01/09/2021		Payroll deductions	\$ 120.38	
	01/09/2021		Payroll deductions	\$ 361.14	
<b>DD3750.4</b>	<b>01/09/2021</b>	<b>Australian Super</b>			<b>-\$ 638.43</b>
	01/09/2021		Payroll deductions	\$ 144.52	
	01/09/2021		Payroll deductions	\$ 493.91	
<b>DD3750.5</b>	<b>01/09/2021</b>	<b>MobiSuper</b>			<b>-\$ 473.52</b>
	01/09/2021		Payroll deductions	\$ 118.38	
	01/09/2021		Payroll deductions	\$ 355.14	
<b>DD3750.6</b>	<b>01/09/2021</b>	<b>SuperWrap Personal Super Plan</b>			<b>-\$ 135.71</b>
	01/09/2021		Payroll deductions	\$ 135.71	
<b>DD3756.1</b>	<b>01/09/2021</b>	<b>St.George Bank</b>			<b>-\$ 210.20</b>
	31/08/2021		Merchant fees <i>Fuel Facility</i>	\$ 210.20	
<b>DD3756.2</b>	<b>02/09/2021</b>	<b>Telstra</b>			<b>-\$ 1,225.15</b>
	18/08/2021		Phone charges <i>Admin office, Harvest ban, Fuel facility, CRC, Consulting room, Admin iPad, Caravan Park, Supervisor, Remote Internet, CRC Internet Connection, Office Internet Connection, Phone plan, Rounding</i>	\$ 1,225.15	
<b>DD3759.1</b>	<b>15/09/2021</b>	<b>Aware Super</b>			<b>-\$ 4,764.80</b>
	15/09/2021		Payroll deductions	\$ 3,709.69	
	15/09/2021		Payroll deductions	\$ 1,055.11	
<b>DD3759.2</b>	<b>15/09/2021</b>	<b>ANZ OnePath Masterfund</b>			<b>-\$ 421.75</b>
	15/09/2021		Payroll deductions	\$ 105.44	
	15/09/2021		Payroll deductions	\$ 316.31	
<b>DD3759.3</b>	<b>15/09/2021</b>	<b>Colonial First State</b>			<b>-\$ 481.52</b>
	15/09/2021		Payroll deductions	\$ 120.38	
	15/09/2021		Payroll deductions	\$ 361.14	
<b>DD3759.4</b>	<b>15/09/2021</b>	<b>Australian Super</b>			<b>-\$ 578.08</b>
	15/09/2021		Payroll deductions	\$ 144.52	
	15/09/2021		Payroll deductions	\$ 433.56	
<b>DD3759.5</b>	<b>15/09/2021</b>	<b>MobiSuper</b>			<b>-\$ 473.52</b>
	15/09/2021		Payroll deductions	\$ 118.38	
	15/09/2021		Payroll deductions	\$ 355.14	
<b>DD3759.6</b>	<b>15/09/2021</b>	<b>SuperWrap Personal Super Plan</b>			<b>-\$ 116.42</b>
	15/09/2021		Payroll deductions	\$ 116.42	
<b>DD3762.1</b>	<b>01/09/2021</b>	<b>HICAPS</b>			<b>-\$ 25.00</b>
	31/08/2021		Terminal rental fee <i>Consulting Room</i>	\$ 25.00	
<b>DD3764.1</b>	<b>11/09/2021</b>	<b>Water Corporation</b>			<b>-\$ 578.55</b>
	08/09/2021		CRC & Public Conveniences <i>Water use</i>	\$ 578.55	
<b>DD3764.2</b>	<b>12/09/2021</b>	<b>Water Corporation</b>			<b>-\$ 67.26</b>

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	08/09/2021		14 Down St <i>Water use, Service charge</i>	\$ 67.26	
<b>DD3764.3</b>	<b>13/09/2021</b>	<b>Water Corporation</b>			<b>-\$ 95.14</b>
	08/09/2021		1 Dowsett St <i>Water use, Service charge</i>	\$ 95.14	
<b>DD3764.4</b>	<b>14/09/2021</b>	<b>Water Corporation</b>			<b>-\$ 57.96</b>
	08/09/2021		13 Dunmall Dr <i>Water use, Service charge</i>	\$ 57.96	
<b>DD3764.5</b>	<b>15/09/2021</b>	<b>Water Corporation</b>			<b>-\$ 124.89</b>
	08/09/2021		19 Humes Wy <i>Water use, Service charge</i>	\$ 124.89	
<b>DD3764.6</b>	<b>16/09/2021</b>	<b>Water Corporation</b>			<b>-\$ 61.68</b>
	08/09/2021		5 Dunmall Dr <i>Water use, Service charge</i>	\$ 61.68	
<b>DD3764.7</b>	<b>22/09/2021</b>	<b>Synergy</b>			<b>-\$ 768.42</b>
	01/09/2021		Street lighting <i>Usage</i>	\$ 768.42	
<b>DD3764.8</b>	<b>22/09/2021</b>	<b>Water Corporation</b>			<b>-\$ 24.56</b>
	08/09/2021		Caravan Park <i>Water Use</i>	\$ 24.56	
<b>DD3764.9</b>	<b>09/09/2021</b>	<b>Water Corporation</b>			<b>-\$ 19.10</b>
	08/09/2021		Depot <i>Water use</i>	\$ 19.10	
<b>DD3767.6</b>	<b>21/09/2021</b>	<b>ClickSuper</b>			<b>-\$ 3.52</b>
	31/08/2021		Transaction fee <i>Aug 2021</i>	\$ 3.52	
<b>DD3771.1</b>	<b>29/09/2021</b>	<b>Aware Super</b>			<b>-\$ 4,763.05</b>
	29/09/2021		Payroll deductions	\$ 3,705.63	
	29/09/2021		Payroll deductions	\$ 1,057.42	
<b>DD3771.2</b>	<b>29/09/2021</b>	<b>ANZ OnePath Masterfund</b>			<b>-\$ 393.87</b>
	29/09/2021		Payroll deductions	\$ 98.47	
	29/09/2021		Payroll deductions	\$ 295.40	
<b>DD3771.3</b>	<b>29/09/2021</b>	<b>Colonial First State</b>			<b>-\$ 481.52</b>
	29/09/2021		Payroll deductions	\$ 120.38	
	29/09/2021		Payroll deductions	\$ 361.14	
<b>DD3771.4</b>	<b>29/09/2021</b>	<b>Australian Super</b>			<b>-\$ 578.08</b>
	29/09/2021		Payroll deductions	\$ 144.52	
	29/09/2021		Payroll deductions	\$ 433.56	
<b>DD3771.5</b>	<b>29/09/2021</b>	<b>MobiSuper</b>			<b>-\$ 473.52</b>
	29/09/2021		Payroll deductions	\$ 118.38	
	29/09/2021		Payroll deductions	\$ 355.14	
<b>DD3771.6</b>	<b>29/09/2021</b>	<b>SuperWrap Personal Super Plan</b>			<b>-\$ 135.71</b>
	29/09/2021		Payroll deductions	\$ 135.71	
<b>DD3764.10</b>	<b>10/09/2021</b>	<b>Water Corporation</b>			<b>-\$ 16.37</b>
	08/09/2021		Administration building <i>Water use</i>	\$ 16.37	
				<b>Total</b>	<b>\$146,049.10</b>

## STRATEGIC IMPLICATIONS

### IMPROVE OUR FINANCIAL POSITION

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

**OFFICER'S RECOMMENDATION – ITEM– SCHEDULE OF ACCOUNTS FOR 01/09/2021 – 30/09/2021**

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

## 18.2.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD ENDING 30/09/2021

<b>Proponent</b>	Internal Report
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	21/10/2021
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	14.145.14512
<b>Attachments</b>	Monthly Financial Reports

### BRIEF SUMMARY

Consideration of the Monthly Financial Reports for the period ending 30/09/2021

### BACKGROUND

The following financial reports to 30/09/2021 are included for your information:

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

### STATUTORY/LEGAL IMPLICATIONS

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

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

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

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

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

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



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

#### **POLICY IMPLICATIONS**

As contained in the attached Monthly Financial Reports

#### **FINANCIAL IMPLICATIONS**

As contained in the attached Monthly Financial Reports

#### **STRATEGIC IMPLICATIONS**

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

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

#### **CONSULTATION/COMMUNICATION**

Nil

#### **COMMENT**

Moore Australia have 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 30/09/2021. The financial statements have been compiled to meet compliance with the Local Government Act 1995 and associated Regulations.

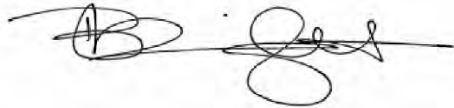
**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION – ITEM 18.2 - MONTHLY FINANCIAL REPORTS**

That Council in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996 receives the Statements of Financial activity for the period ended 30/09/2021.

*Disclaimer: The 30/09/2021 report has been prepared prior to the finalisation of the September 2021 financial transactions and as such may not be a true reflection of the financial position of the Shire at this time.*

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

**Moore Australia**

Level 15, Exchange Tower,  
2 The Esplanade, Perth, WA 6000  
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[www.moore-australia.com.au](http://www.moore-australia.com.au)

12 October 2021

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

Dear Belinda,

**COMPILATION REPORT TO THE SHIRE OF WANDERING**

We have compiled the accompanying Local Government special purpose financial statements of the Shire of Wandering, which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 30 September 2021. The financial statements have been compiled to meet compliance with the *Local Government Act 1995* and associated Regulations.

**THE RESPONSIBILITY OF THE SHIRE OF WANDERING**

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

**OUR RESPONSIBILITY**

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

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

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

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

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

**Moore Australia**

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2 The Esplanade, Perth, WA 6000  
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12 October 2021

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

Dear Belinda,

**ACCOUNTING SERVICE INFORMATION REPORT FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

We advise that we have completed the compilation of your Statutory Monthly Statement of Financial Activity (by Statutory Reporting Program) for the month ended 30 September 2021 and enclose our Compilation Report and Statements.

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

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

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

**COMMENTS/SUGGESTIONS**

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

**MATTERS FOR MANAGEMENT ATTENTION:**

Please complete the Statutory Monthly Financial Statements by completing Note 15 – Major Variations by providing a comment for each item where the Council's YTD Budget and YTD Actual are over the variance threshold. These items are indicated with a ▼ or ▲.

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

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

Yours sincerely

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

Russell Barnes  
Director

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

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

**Period Ending**  
**30 September 2021**

Topic	Item	First Identified	Explanation	Action Required	Priority
Budget	Budget entries	September 2021	The balances in the budget as entered in Synergy do not agree to the adopted/amended budget.	We recommend amending the data in Synergy to align with the adopted budget and subsequent amendments.	High
Operating expenditure	Depreciation	July 2021	Depreciation has not been processed in 2021/22.	When the 2020/21 Annual Financial Statements have been finalised depreciation will be processed.	Low
Funding Surplus	Opening Surplus	July 2021	At the time of preparing the attached Statement of Financial Activity, the Annual Financial Report for 30 June 2021 has not been finalised, therefore the closing surplus may change from the current \$1,105,115 due to year end and audit adjustments.	None required.	Low

Approval:  Russell Barnes, Director

**SHIRE OF WANDERING**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 30 September 2021**

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

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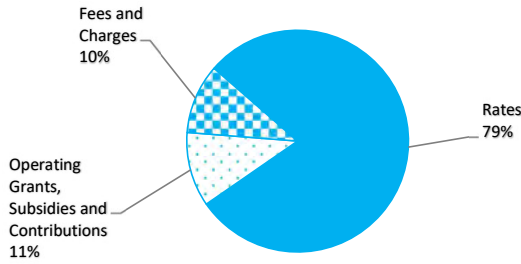
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**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

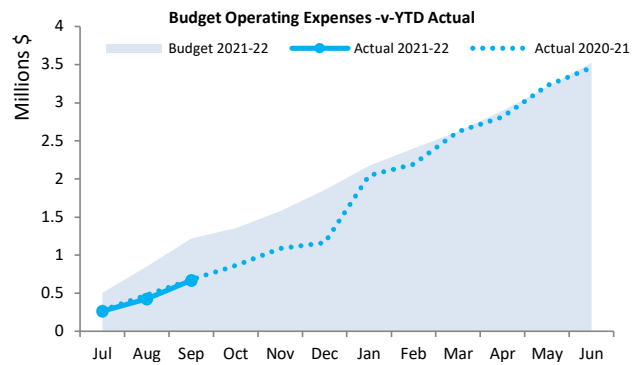
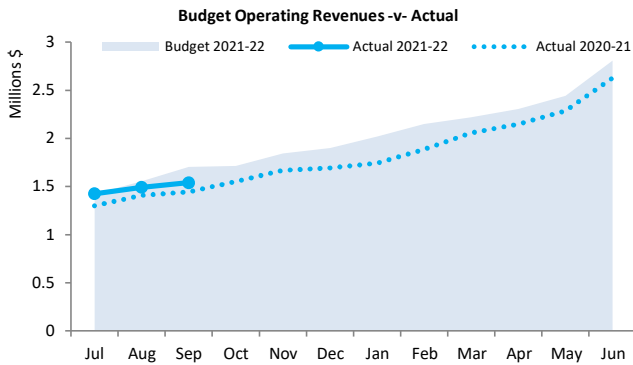
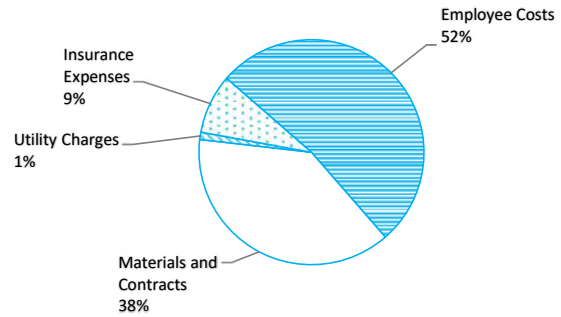
**SUMMARY INFORMATION - GRAPHS**

**OPERATING ACTIVITIES**

**OPERATING REVENUE**

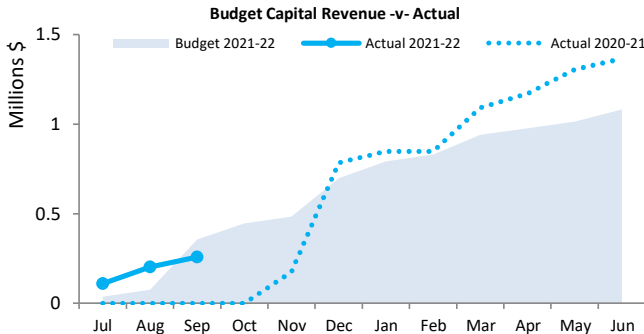


**OPERATING EXPENSES**

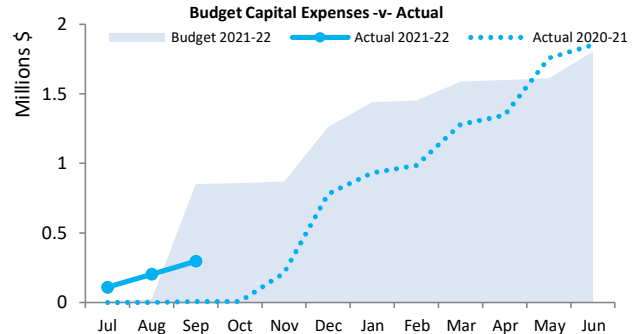


**INVESTING ACTIVITIES**

**CAPITAL REVENUE**



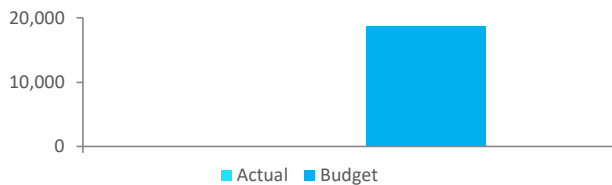
**CAPITAL EXPENSES**



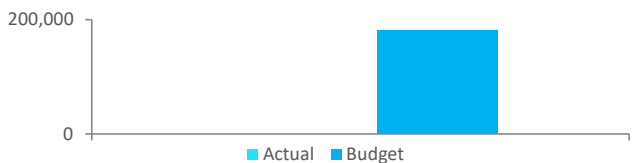
**FINANCING ACTIVITIES**

**BORROWINGS**

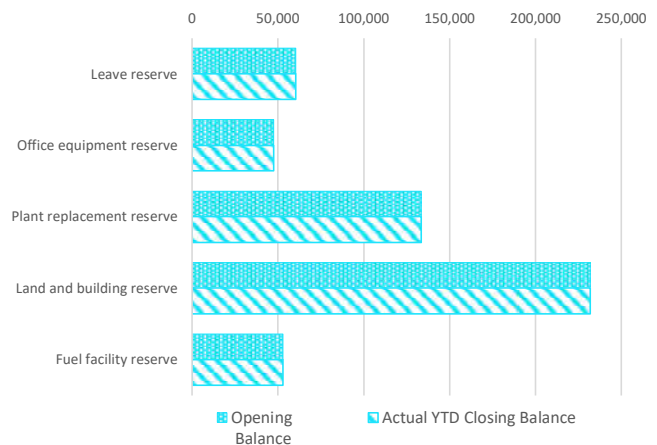
**Principal Repayments**



**Principal Outstanding**



**RESERVES**



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

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**EXECUTIVE SUMMARY**

**Funding surplus / (deficit) Components**

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.17 M	\$0.17 M	\$0.04 M	(\$0.14 M)
Closing	(\$0.02 M)	\$0.67 M	\$0.87 M	\$0.20 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$0.79 M	59.9%
Restricted Cash	\$0.53 M	40.1%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.11 M	
0 to 30 Days		96.5%
30 to 90 Days		2.7%
Over 90 Days		0.8%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.28 M	77.5%
Trade Receivable	\$0.16 M	
30 to 90 Days		0.0%
Over 90 Days		3.2%

Refer to Note 3 - Receivables

**Key Operating Activities**

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.38 M	\$0.74 M	\$0.87 M	\$0.13 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$1.21 M	
YTD Budget	\$1.20 M	0.3%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.17 M	
YTD Budget	\$0.17 M	(2.6%)

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.16 M	
YTD Budget	\$0.22 M	(29.7%)

Refer to Statement of Financial Activity

**Key Investing Activities**

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.63 M)	(\$0.50 M)	(\$0.04 M)	\$0.46 M

Refer to Statement of Financial Activity

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

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$0.30 M	
Amended Budget	\$1.80 M	16.4%

Refer to Note 8 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$0.26 M	
Amended Budget	\$1.05 M	24.5%

Refer to Note 8 - Capital Acquisitions

**Key Financing Activities**

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.06 M	\$0.25 M	(\$0.00 M)	(\$0.25 M)

Refer to Statement of Financial Activity

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

Refer to Note 9 - Borrowings

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

Refer to Note 10 - Cash Reserves

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



## KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 30 SEPTEMBER 2021

## STATUTORY REPORTING PROGRAMS

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

### PROGRAM NAME AND OBJECTIVES

### ACTIVITIES

#### GOVERNANCE

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

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

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

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

#### GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

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

#### HEALTH

To provide services for community and environmental health.

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

#### EDUCATION AND WELFARE

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

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

#### HOUSING

Provision of shire housing and privately rented accommodation.

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

#### COMMUNITY AMENITIES

To provide amenities required by the community.

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

#### RECREATION AND CULTURE

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

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

#### TRANSPORT

To provide safe and effective transport services to the community.

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

#### ECONOMIC SERVICES

To help promote Wandering and its economic wellbeing.

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

#### OTHER PROPERTY AND SERVICES

To monitor and control operating accounts.

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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	173,709	173,709	<b>37,539</b>	(136,170)	(78.39%)	▼
<b>Revenue from operating activities</b>							
Governance		3,500	873	<b>0</b>	(873)	(100.00%)	
General purpose funding - general rates	6	1,204,854	1,204,854	<b>1,208,925</b>	4,071	0.34%	
General purpose funding - other		604,690	77,958	<b>76,121</b>	(1,837)	(2.36%)	
Law, order and public safety		44,290	11,069	<b>4,913</b>	(6,156)	(55.61%)	▼
Health		3,500	873	<b>1,625</b>	752	86.14%	
Housing		46,800	11,697	<b>10,586</b>	(1,111)	(9.50%)	
Community amenities		51,680	38,863	<b>42,334</b>	3,471	8.93%	
Recreation and culture		1,820	450	<b>1,605</b>	1,155	256.67%	
Transport		76,430	72,378	<b>61,230</b>	(11,148)	(15.40%)	▼
Economic services		725,720	192,361	<b>120,685</b>	(71,676)	(37.26%)	▼
Other property and services		45,750	11,434	<b>11,665</b>	231	2.02%	
		<b>2,809,034</b>	<b>1,622,810</b>	<b>1,539,689</b>	(83,121)		
<b>Expenditure from operating activities</b>							
Governance		(187,390)	(60,377)	<b>(27,340)</b>	33,037	54.72%	▲
General purpose funding		(86,000)	(21,495)	<b>(23,047)</b>	(1,552)	(7.22%)	
Law, order and public safety		(137,340)	(38,068)	<b>(16,769)</b>	21,299	55.95%	▲
Health		(11,030)	(2,836)	<b>(1,674)</b>	1,162	40.97%	
Education and welfare		(1,340)	(327)	<b>(2,625)</b>	(2,298)	(702.75%)	
Housing		(28,940)	(9,042)	<b>(8,055)</b>	987	10.92%	
Community amenities		(226,650)	(57,344)	<b>(44,758)</b>	12,586	21.95%	▲
Recreation and culture		(238,960)	(70,172)	<b>(39,025)</b>	31,147	44.39%	▲
Transport		(1,697,930)	(592,411)	<b>(301,756)</b>	290,655	49.06%	▲
Economic services		(842,505)	(216,912)	<b>(162,261)</b>	54,651	25.20%	▲
Other property and services		(67,790)	(80,936)	<b>(40,445)</b>	40,491	50.03%	▲
		<b>(3,525,875)</b>	<b>(1,149,920)</b>	<b>(667,755)</b>	482,165		
Non-cash amounts excluded from operating activities	1(a)	1,094,380	269,736	<b>0</b>	(269,736)	(100.00%)	▼
<b>Amount attributable to operating activities</b>		<b>377,539</b>	<b>742,626</b>	<b>871,934</b>	129,308		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	1,050,745	357,239	<b>257,492</b>	(99,747)	(27.92%)	▼
Proceeds from disposal of assets	7	124,000	0	<b>0</b>	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(1,804,160)	(852,424)	<b>(296,492)</b>	555,932	65.22%	▲
<b>Amount attributable to investing activities</b>		<b>(629,415)</b>	<b>(495,185)</b>	<b>(39,000)</b>	456,185		
<b>Financing Activities</b>							
Proceeds from new debentures	9	200,000	200,000	<b>0</b>	(200,000)	(100.00%)	▼
Transfer from reserves	10	48,050	48,050	<b>0</b>	(48,050)	(100.00%)	▼
Repayment of debentures	9	(18,665)	0	<b>0</b>	0	0.00%	
Transfer to reserves	10	(173,988)	(45)	<b>(45)</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>55,397</b>	<b>248,005</b>	<b>(45)</b>	(248,050)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>(22,770)</b>	<b>669,155</b>	<b>870,428</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 15 for an explanation of the reasons for the variance.

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

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

**KEY TERMS AND DESCRIPTIONS****FOR THE PERIOD ENDED 30 SEPTEMBER 2021****NATURE OR TYPE DESCRIPTIONS****REVENUE****RATES**

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

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

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

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

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

**REVENUE FROM CONTRACTS WITH CUSTOMERS**

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

**FEES AND CHARGES**

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

**SERVICE CHARGES**

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

**INTEREST EARNINGS**

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

**OTHER REVENUE / INCOME**

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

**PROFIT ON ASSET DISPOSAL**

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

**EXPENSES****EMPLOYEE COSTS**

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

**MATERIALS AND CONTRACTS**

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

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

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

**INSURANCE**

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

**LOSS ON ASSET DISPOSAL**

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

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets.

**INTEREST EXPENSES**

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

**OTHER EXPENDITURE**

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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**BY NATURE OR TYPE**

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	173,709	173,709	<b>37,539</b>	(136,170)	(78.39%)	▼
<b>Revenue from operating activities</b>							
Rates	6	1,204,854	1,204,854	<b>1,208,925</b>	4,071	0.34%	
Rates other than general rates		3,200	3,200	<b>0</b>	(3,200)	(100.00%)	
Operating grants, subsidies and contributions	12	801,240	170,622	<b>166,113</b>	(4,509)	(2.64%)	
Fees and charges		736,530	220,992	<b>155,454</b>	(65,538)	(29.66%)	▼
Interest earnings		12,700	3,171	<b>3,890</b>	719	22.67%	
Other revenue		35,810	8,946	<b>5,307</b>	(3,639)	(40.68%)	
Profit on disposal of assets	7	14,700	11,025	<b>0</b>	(11,025)	(100.00%)	▼
		<b>2,809,034</b>	<b>1,622,810</b>	<b>1,539,689</b>	(83,121)		
<b>Expenditure from operating activities</b>							
Employee costs		(1,219,545)	(404,941)	<b>(348,405)</b>	56,536	13.96%	▲
Materials and contracts		(1,008,640)	(392,562)	<b>(254,654)</b>	137,908	35.13%	▲
Utility charges		(50,120)	(12,513)	<b>(6,938)</b>	5,575	44.55%	▲
Depreciation on non-current assets		(1,123,080)	(280,761)	<b>0</b>	280,761	100.00%	▲
Interest expenses		(2,970)	(1,485)	<b>0</b>	1,485	100.00%	
Insurance expenses		(84,120)	(42,059)	<b>(57,027)</b>	(14,968)	(35.59%)	▼
Other expenditure		(37,400)	(15,599)	<b>(731)</b>	14,868	95.31%	▲
		<b>(3,525,875)</b>	<b>(1,149,920)</b>	<b>(667,755)</b>	482,165		
Non-cash amounts excluded from operating activities	1(a)	1,094,380	269,736	<b>0</b>	(269,736)	(100.00%)	▼
<b>Amount attributable to operating activities</b>		<b>377,539</b>	<b>742,626</b>	<b>871,934</b>	129,308		
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	1,050,745	357,239	<b>257,492</b>	(99,747)	(27.92%)	▼
Proceeds from disposal of assets	7	124,000	0	<b>0</b>	0	0.00%	
Payments for property, plant and equipment	8	(1,804,160)	(852,424)	<b>(296,492)</b>	555,932	65.22%	▲
<b>Amount attributable to investing activities</b>		<b>(629,415)</b>	<b>(495,185)</b>	<b>(39,000)</b>	456,185		
<b>Financing Activities</b>							
Proceeds from new debentures	9	200,000	200,000	<b>0</b>	(200,000)	(100.00%)	▼
Transfer from reserves	10	48,050	48,050	<b>0</b>	(48,050)	(100.00%)	▼
Repayment of debentures	9	(18,665)	0	<b>0</b>	0	0.00%	
Transfer to reserves	10	(173,988)	(45)	<b>(45)</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>55,397</b>	<b>248,005</b>	<b>(45)</b>	(248,050)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>(22,770)</b>	<b>669,155</b>	<b>870,428</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 15 for an explanation of the reasons for the variance.

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

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**BASIS OF PREPARATION**

**BASIS OF PREPARATION**

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

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

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

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

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

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

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

**SIGNIFICANT ACCOUNTING POLICES**

**CRITICAL ACCOUNTING ESTIMATES**

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

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

**GOODS AND SERVICES TAX**

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

**ROUNDING OFF FIGURES**

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

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 08 October 2021

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**NOTE 1  
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

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

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

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
<b>Non-cash items excluded from operating activities</b>				
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	7	(14,700)	(11,025)	0
Movement in employee benefit provisions (non-current)		(14,000)	0	0
Add: Depreciation on assets		1,123,080	280,761	0
<b>Total non-cash items excluded from operating activities</b>		<b>1,094,380</b>	<b>269,736</b>	<b>0</b>

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

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

		Last Year Closing 30 June 2021	This Time Last Year 30 September 2020	Year to Date 30 September 2021
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	10	(525,967)	(388,022)	(526,012)
Less: Unspent grants		0	704,266	0
Less: Leave held in reserve		0	(39,425)	0
Add: Provisions - employee	11	81,181	71,242	81,181
Add: Other adjustments		0	15,828	0
<b>Total adjustments to net current assets</b>		<b>(444,786)</b>	<b>363,889</b>	<b>(444,831)</b>

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

<b>Current assets</b>				
Cash and cash equivalents	2	835,433	2,100,624	1,313,045
Rates receivables	3	39,590	245,523	280,750
Receivables	3	29,305	23,964	156,619
Other current assets	4	74,270	77,924	67,024
<b>Less: Current liabilities</b>				
Payables	5	(197,653)	(131,596)	(182,689)
Contract liabilities	11	(21,113)	(704,266)	(16,410)
Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity	11	(196,326)	0	(221,899)
Provisions	11	(81,181)	(71,242)	(81,181)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(444,786)</b>	<b>363,889</b>	<b>(444,831)</b>
<b>Closing funding surplus / (deficit)</b>		<b>37,539</b>	<b>1,904,820</b>	<b>870,428</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

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

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
<b>Cash on hand</b>								
Municipal cash at bank	Cash and cash equivalents	785,933	0	785,933	0	BankWest	0.0%	n/a
Reserves Fund Bank	Cash and cash equivalents	0	526,012	526,012	0	Bankwest	0.0%	n/a
Petty cash/ cash on hand	Cash and cash equivalents	1,100	0	1,100	0	n/a	0.0%	n/a
<b>Total</b>		<b>787,033</b>	<b>526,012</b>	<b>1,313,045</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		787,033	526,012	1,313,045	0			
		<b>787,033</b>	<b>526,012</b>	<b>1,313,045</b>	<b>0</b>			

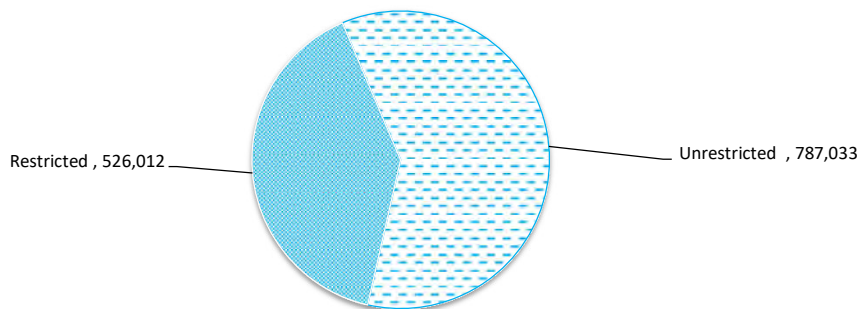
**KEY INFORMATION**

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

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

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

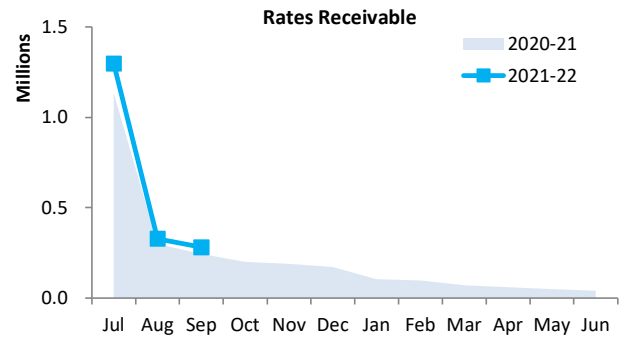
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES**

Rates receivable	30 Jun 2021	30 Sep 2021
	\$	\$
Gross rates in arrears previous year	23,174	39,590
Levied this year	1,101,109	1,208,925
Less - collections to date	(1,084,693)	(967,765)
<b>Net rates collectable</b>	<b>39,590</b>	<b>280,750</b>
% Collected	96.5%	77.5%



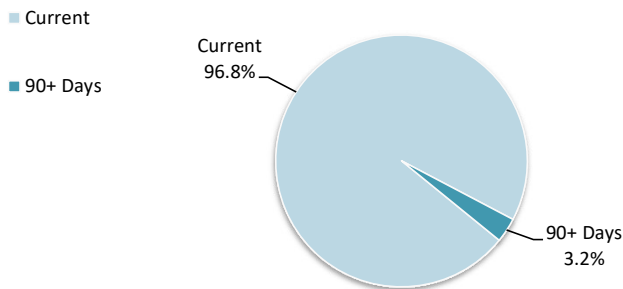
Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	133,802	56	0	4,367	138,225
Percentage		96.8%	0%	0%	3.2%	
<b>Balance per trial balance</b>						
Sundry receivable						138,225
GST receivable						12,985
Other receivables [describe]						5,409
<b>Total receivables general outstanding</b>						<b>156,619</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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

**Accounts Receivable (non-rates)**





**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**OPERATING ACTIVITIES  
NOTE 4  
OTHER CURRENT ASSETS**

Other current assets	Opening Balance 1 July 2021	Asset Increase	Asset Reduction	Closing Balance 30 September 2021
	\$	\$	\$	\$
<b>Inventory</b>				
Fuel, oil and materials	74,270	90,669	(97,915)	67,024
<b>Total other current assets</b>	<b>74,270</b>	<b>90,669</b>	<b>(97,915)</b>	<b>67,024</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

**Inventory**

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

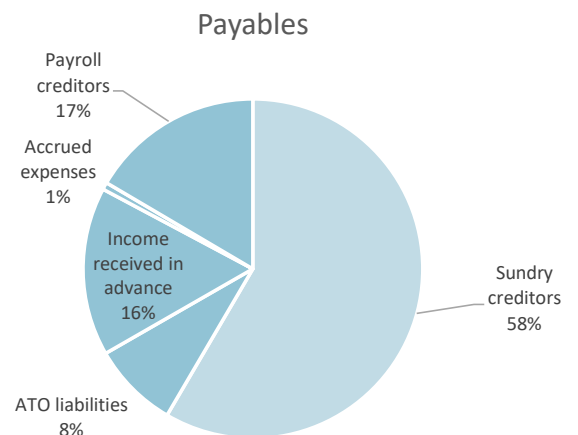
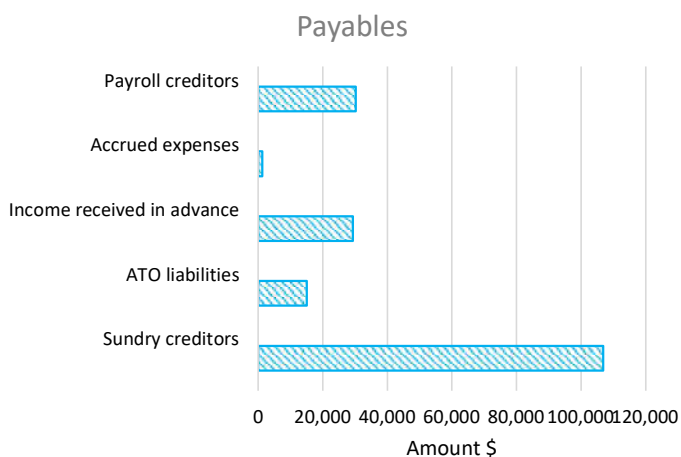
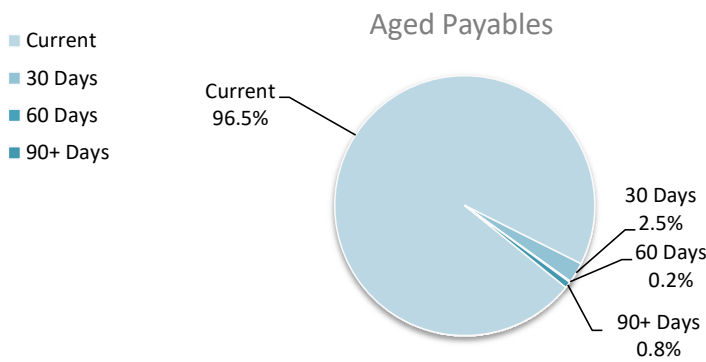
**OPERATING ACTIVITIES  
NOTE 5  
Payables**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	101,122	2,622	161	832	104,737
Percentage		96.5%	2.5%	0.2%	0.8%	
<b>Balance per trial balance</b>						
Sundry creditors						106,760
ATO liabilities						15,106
Income received in advance						29,355
Accrued expenses						1,250
Payroll creditors						30,218
<b>Total payables general outstanding</b>						<b>182,689</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.



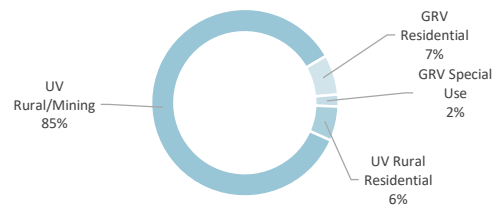
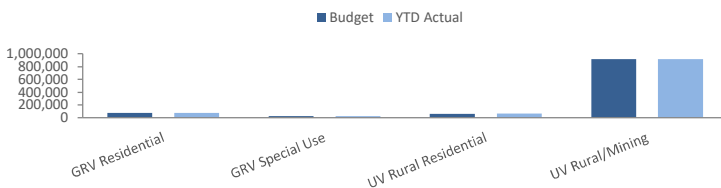
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021

OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
GRV Residential	0.1253	53	595,192	74,583	0	0	74,583	74,583	0	0	74,583
GRV Special Use	0.141920	3	157,820	22,398	0	0	22,398	22,398	0	0	22,398
<b>Unimproved value</b>											
UV Rural Residential	0.0160	53	3,871,000	61,820	0	0	61,820	61,820	1,358	919	64,097
UV Rural/Mining	0.006690	140	137,339,000	918,798	0	0	918,798	918,798	0	0	918,798
<b>Sub-Total</b>		<b>249</b>	<b>141,963,012</b>	<b>1,077,599</b>	<b>0</b>	<b>0</b>	<b>1,077,599</b>	<b>1,077,599</b>	<b>1,358</b>	<b>919</b>	<b>1,079,876</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
GRV Residential	1,100	27	64,134	29,700	0	0	29,700	29,700	0	0	29,700
GRV Special Use	1,100	1	4,508	1,100	0	0	1,100	1,100	0	0	1,100
<b>Unimproved value</b>											
UV Rural Residential	1,100	51	3,051,500	56,100	0	0	56,100	56,100	0	0	56,100
UV Rural/Mining	1,100	81	8,662,483	89,100	0	0	89,100	89,100	0	0	89,100
<b>Sub-total</b>		<b>160</b>	<b>11,782,625</b>	<b>176,000</b>	<b>0</b>	<b>0</b>	<b>176,000</b>	<b>176,000</b>	<b>0</b>	<b>0</b>	<b>176,000</b>
Discount							(48,745)				(46,951)
<b>Amount from general rates</b>							<b>1,204,854</b>				<b>1,208,925</b>
Ex-gratia rates							3,200				0
<b>Total general rates</b>							<b>1,208,054</b>				<b>1,208,925</b>

KEY INFORMATION

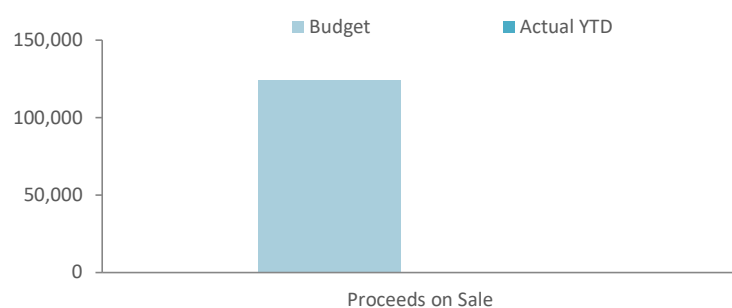
Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2021 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**OPERATING ACTIVITIES  
NOTE 7  
DISPOSAL OF ASSETS**

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



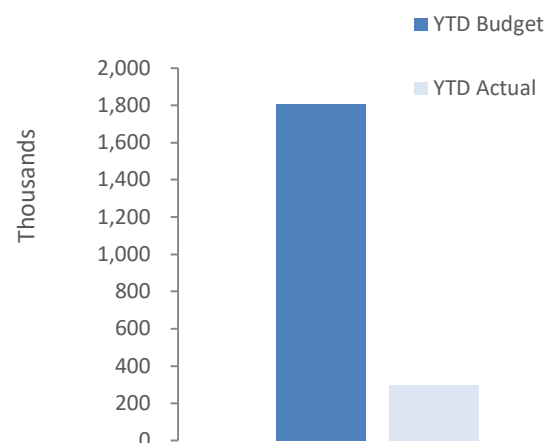
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	226,440	33,234	224,580	191,346
Furniture & Equipment	14,500	10,875	0	(10,875)
Plant & Equipment	312,650	234,487	0	(234,487)
Roads & Bridges	1,044,570	417,828	71,912	(345,916)
Land Held For Resale Non Current	206,000	156,000	0	(156,000)
<b>Payments for Capital Acquisitions</b>	<b>1,804,160</b>	<b>852,424</b>	<b>296,492</b>	<b>(555,932)</b>
<b>Total Capital Acquisitions</b>	<b>1,804,160</b>	<b>852,424</b>	<b>296,492</b>	<b>(555,932)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	1,050,745	357,239	257,492	(99,747)
Borrowings	200,000	200,000	0	(200,000)
Other (disposals & C/Fwd)	124,000	0	0	0
Cash backed reserves				
Leave reserve	14,000	0	0	0
Office equipment reserve	7,500	0	0	0
Land and building reserve	26,550	0	0	0
Contribution - operations	381,365	295,185	39,000	(256,185)
<b>Capital funding total</b>	<b>1,804,160</b>	<b>852,424</b>	<b>296,492</b>	<b>(555,932)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

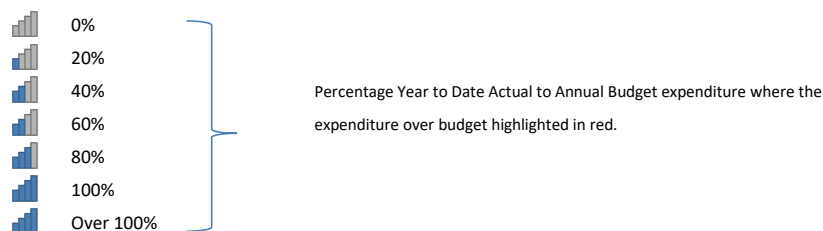


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021

INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS (CONTINUED)

Capital expenditure total

Level of completion indicators



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

Account Description		Amended		Year to Date Actual	Variance (Under)/Over	
		Current Budget	Year to Date Budget			
Capital Expenditure						
Land & Buildings						
	E13260	Purchase Land & Buildings	226,440	33,234	224,580	191,346
	<b>Land &amp; Buildings Total</b>		<b>226,440</b>	<b>33,234</b>	<b>224,580</b>	<b>191,346</b>
Furniture & Equipment						
	E13450	CRC - Purchase Furniture & Equipment	5,000	3,750	0	(3,750)
	E14560	Purchase Furniture & Equipment	9,500	7,125	0	(7,125)
	<b>Furniture &amp; Equipment Total</b>		<b>14,500</b>	<b>10,875</b>	<b>0</b>	<b>(10,875)</b>
Plant & Equipment						
	E12360	Purchase Plant & Equipment	312,650	234,487	0	(234,487)
	<b>Plant &amp; Equipment Total</b>		<b>312,650</b>	<b>234,487</b>	<b>0</b>	<b>(234,487)</b>
Roads & Bridges						
	E12101	Road Construction - Other - Expenses	276,000	110,400	27,873	(82,527)
	E12102	Road Construction Regional Road Group Expenses	546,485	218,594	33,293	(185,301)
	E12103	Road Construction Roads to Recovery Expenses	145,875	58,350	10,747	(47,603)
	E12104	Road Construction Blackspot Expenses	76,210	30,484	0	(30,484)
	<b>Roads &amp; Bridges Total</b>		<b>1,044,570</b>	<b>417,828</b>	<b>71,912</b>	<b>(345,916)</b>
Land Held For Resale Non Current						
	E14761	Land Held for Resale - Industrial Estate & Lot 801	206,000	156,000	0	(156,000)
	<b>Land Held For Resale Non Current Total</b>		<b>206,000</b>	<b>156,000</b>	<b>0</b>	<b>(156,000)</b>
	<b>Grand Total</b>		<b>1,804,160</b>	<b>852,424</b>	<b>296,492</b>	<b>(555,932)</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**FINANCING ACTIVITIES**

**NOTE 9**

**BORROWINGS**

**Repayments - borrowings**

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

All debenture repayments were financed by general purpose revenue.

**KEY INFORMATION**

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**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
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave reserve	60,244	0	5	0	0	(14,000)	0	46,244	60,249
Office equipment reserve	47,482	0	4	0	0	(7,500)	0	39,982	47,486
Plant replacement reserve	133,449	0	11	29,725	0	0	0	163,174	133,460
Land and building reserve	231,859	0	20	128,438	0	(26,550)	0	333,747	231,879
Fuel facility reserve	52,933	0	5	15,825	0	0	0	68,758	52,938
	<b>525,967</b>	<b>0</b>	<b>45</b>	<b>173,988</b>	<b>0</b>	<b>(48,050)</b>	<b>0</b>	<b>651,905</b>	<b>526,012</b>



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**OPERATING ACTIVITIES  
NOTE 11  
OTHER CURRENT LIABILITIES**

	Opening Balance	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance
<b>Other current liabilities</b>	<b>1 July 2021</b>				<b>30 September 2021</b>
	\$		\$	\$	\$
<b>Other liabilities</b>					
- Contract liabilities	21,113	0	0	(4,703)	16,410
- Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity	196,326	0	283,065	(257,492)	221,899
<b>Total other liabilities</b>	<b>217,439</b>	<b>0</b>	<b>283,065</b>	<b>(262,195)</b>	<b>238,309</b>
<b>Provisions</b>					
Provision for annual leave	65,168	0	0	0	65,168
Provision for long service leave	16,013	0	0	0	16,013
<b>Total Provisions</b>	<b>81,181</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>81,181</b>
<b>Total other current liabilities</b>	<b>298,620</b>	<b>0</b>	<b>283,065</b>	<b>(262,195)</b>	<b>319,490</b>

Amounts shown above include GST (where applicable)

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

**KEY INFORMATION**

**Provisions**

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

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

**Employee benefits**

**Short-term employee benefits**

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

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

**Other long-term employee benefits**

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

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

**Contract liabilities**

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021

NOTE 12  
OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2021	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Sep 2021	Current Liability 30 Sep 2021	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>								
<b>Governance</b>								
Grants Commission - General	0	0	0	0	0	318,880	38,265	42,107
Grants Commission - Roads	0	0	0	0	0	262,710	31,525	28,922
<b>Law, order, public safety</b>								
LGGS Grant Income (ESL)	4,703	0	(4,703)	0	0	41,540	10,385	4,703
<b>Transport</b>								
Grant Income - MRWA Direct	0	0	0	0	0	61,230	61,230	61,230
<b>Economic services</b>								
CRC - Centrelink Income	0	0	0	0	0	8,640	2,160	2,160
CRC - Community Programs Grant Income	0	0	0	0	0	4,590	1,146	0
CRC - Operating Grants Income	16,410	0	0	16,410	16,410	99,550	24,887	25,716
	<b>21,113</b>	<b>0</b>	<b>(4,703)</b>	<b>16,410</b>	<b>16,410</b>	<b>797,140</b>	<b>169,598</b>	<b>164,838</b>
<b>Operating contributions</b>								
<b>Recreation and culture</b>								
Movie Screen Hire Income	0	0	0	0	0	100	24	0
<b>Other property and services</b>								
Admin - Other Income	0	0	0	0	0	4,000	1,000	1,275
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,100</b>	<b>1,024</b>	<b>1,275</b>
<b>TOTALS</b>	<b>21,113</b>	<b>0</b>	<b>(4,703)</b>	<b>16,410</b>	<b>16,410</b>	<b>801,240</b>	<b>170,622</b>	<b>166,113</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021

NOTE 13  
NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2021	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Sep 2021	Current Liability 30 Sep 2021	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>								
<b>Law, order, public safety</b>								
DFES Capital Grant Income	0	0	0	0	0	93,500	0	0
<b>Transport</b>								
Grant Income - Regional Road Group	0	167,065	(33,293)	133,772	133,772	364,325	145,730	33,293
Grant Income - Roads to Recovery	0	0	0	0	0	145,875	58,350	0
Grant Income - Blackspot	0	0	0	0	0	38,105	9,525	0
RRSP Project Income	0	116,000	(27,873)	88,127	88,127	276,000	110,400	27,873
<b>Economic services</b>								
Caravan Park Grants Income	196,326	0	(196,326)	0	0	132,940	33,234	196,326
	<b>196,326</b>	<b>283,065</b>	<b>(257,492)</b>	<b>221,899</b>	<b>221,899</b>	<b>1,050,745</b>	<b>357,239</b>	<b>257,492</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**NOTE 14  
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget adoption</b>		Opening surplus				0
E11101	Wandering Community Centre		Operating Expenses			(10,500)	(10,500)
PW23	Ricks Road Maintenance partly funded by FPC		Operating Expenses			(12,000)	(22,500)
0010MNT	Ricks Road Maintenance		Operating Expenses		12,000		(10,500)
E14761	Lot 801 Watts Road - Disposal costs	16/09/2021	Operating Expenses			(6,000)	(16,500)
E13590	Star Track Depot	16/09/2021	Operating Expenses			(7,500)	(24,000)
R13590	Star Track Depot	16/09/2021	Operating Revenue		2,000		(22,000)
E05109	Addition to BFB Building	16/09/2021	Capital Expenses			(93,500)	(115,500)
R05105	Grant Funding - addition to BFB building	16/09/2021	Capital Revenue		93,500		(22,000)
R12204	MRWA Direct Grant		Operating Revenue		4,230		(17,770)
E14515	Consultants Expenses		Operating Expenses			(20,000)	(37,770)
E14500	Admin - Salaries		Operating Expenses		10,000		(27,770)
E04106	Members Subscriptions		Operating Expenses		5,000		(22,770)
				<b>0</b>	<b>126,730</b>	<b>(149,500)</b>	<b>(22,770)</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**NOTE 15  
EXPLANATION OF MATERIAL VARIANCES**

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

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

Reporting Program	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
<b>Opening funding surplus / (deficit)</b>	(136,170)	(78.39%)	▼			
<b>Revenue from operating activities</b>						
Law, order and public safety	(6,156)	(55.61%)	▼		ESL 2nd quarter not received	
Transport	(11,148)	(15.40%)	▼		Grant funding due	
Economic services	(71,676)	(37.26%)	▼		Fuel sales lower than expected	
<b>Expenditure from operating activities</b>						
Governance	33,037	54.72%	▲	Depreciation		
Law, order and public safety	21,299	55.95%	▲	Depreciation		
Community amenities	12,586	21.95%	▲	Depreciation		
Recreation and culture	31,147	44.39%	▲	Depreciation		
Transport	290,655	49.06%	▲	Depreciation		
Economic services	54,651	25.20%	▲	Depreciation		
Other property and services	40,491	50.03%	▲	Depreciation		
<b>Investing activities</b>						
Proceeds from non-operating grants, subsidies and contributions	(99,747)	(27.92%)	▼		Tied to road program expenses	
Payments for property, plant and equipment and infrastructure	555,932	65.22%	▲	Road program yet to commence		
<b>Financing activities</b>						
Proceeds from new debentures	(200,000)	(100.00%)	▼		Loan not drawn down	
Transfer from reserves	(48,050)	(100.00%)	▼		Reserve Transfers yet to happen	

**19. CLOSURE OF MEETING**