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MINUTES

Shire of Wandering Council Meeting 11 December 2025

OUR VISION

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

These Minutes of the Council meeting held 11 December 2025 are confirmed as a true and correct record of proceedings without amendment. Confirmed on 19 February 2026 by the Presiding Member, Cr S Little.

S. Little
.....
Cr Little Presiding Member

DISCLAIMER

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The purpose of this council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

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

Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision.

The Shire of Wandering expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the Council meeting.

Dr. Alistair Pinto
Chief Executive Officer

SHIRE OF WANDERING

Minutes of the Ordinary Meeting of Council held in the Council Chambers on Thursday 11 December 2025.

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1. Declaration of Opening / Announcements of Visitors

The Presiding member opened the meeting at 3.40pm.

2. Attendance / Apologies / Approved Leave of Absence

Councillors

Cr Sheryl Little (Shire President) (Presiding Officer)
Cr Alan Price (Deputy Shire President)
Cr Lou Cowan
Cr Dennis Jennings
Cr Peter Latham
Cr Andrew Thompson (from 3.43pm)

Staff

Dr Alistair Pinto (Chief Executive Officer)
Karl Mickle (Operations Manager)
Lisa Boddy (Executive Assistant)

Apologies

Cr Gillian Hansen

Members of the Public

Nil.

3. Announcements by the Presiding Member

Nil.

4. Response to Previous Public Questions Taken on Notice

Nil.

5. Public Question Time

Nil – no members of the public present.

6. Petitions / Deputations / Presentations / Submissions

Nil.

7. Applications for Leave of Absence

Nil.

8. Disclosures of Interest

Cr Thompson declared an interest in item 12.2 Request for Use of Community Kitchen due to being a member of the P & C Committee.

9. Confirmation of Minutes of Previous Meetings Held

9.1 Ordinary Council Meeting Minutes – 20 November 2025

Statutory Environment:

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

Voting Requirements:

Simple Majority

011225 Moved: Cr R Cowan Seconded: Cr P Latham

Recommendation and Council Decision:

That the Minutes of the Ordinary Meeting of Council held on 20 November 2025 be confirmed as true and correct.

Carried by Simple Majority 5/0

For: Cr Little, Cr Price, Cr Cowan, Cr Jennings, Cr Latham

Against: Nil

10. Reports of Committees of Council

Nil.

11. Reports from Councillors

Cr Sheryl Little (President)

WALGA Mayors and Presidents Training
Zone Meeting Brookton
Social media self defence
Evacuation centre training

Cr Thompson entered the room at 3.43pm.

Cr Alan Price (Deputy President)

Nil.

Cr Lou Cowan

Evacuation centre training

Cr Gillian Hansen

Nil.

Cr Dennis Jennings

Nil.

Cr Peter Latham

Zone Meeting Brookton

Cr Andrew Thompson

Nil.

12. Chief Executive Officer

12.1 Request to Waive Hire Fees at the Wandering Community Centre

File Reference:	11.111.11101
Location:	N/A
Applicant:	Lee Muller
Author:	Lisa Boddy, Executive Assistant
Authorising Officer:	Dr Alistair Pinto, Chief Executive Officer
Date:	21 November 2025
Disclosure of Interest:	Nil
Attachments:	Letter from Lee Muller
Previous Reference:	Item 12.1 Ordinary Council Meeting 12 December 2024

Summary:

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

Background:

Lee Muller has requested the Shire waive the hire fees of the Community Centre to operate a community exercise program. The same request has been made previously and Council agreed to this arrangement in November 2023 and December 2024. See excerpt from Minutes from both meetings below:

Recommendation and Council Decision:

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

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

Carried 6/0

Comment:

Lee Muller would like to continue to run the community exercise program at no cost to participants and is requesting the Council to once again to waive the hire fee of the Wandering Community Centre. As mentioned in the attached letter, the group requests a gold coin donation which is given to charity, and this year they donated \$300 to the Shire for the barbeque and shelter project.

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

Council agreed that as this was a new use of the building and the trainer who is running the program is providing the service at no cost, it was appropriate that Council consider waiving the fees for up to 12 months. After 12 months, Council would reconsider if the fees should continue to be waived.

The program has been successful and now Council need to decide whether to continue the program at no cost to the participants. There are no ongoing costs to Council as a result of allowing Lee Muller to run the community exercise program at the Community Centre as it is operated from the foyer and the area is always left in a tidy state each week and with the installation of the solar/battery power system into the building there are no electricity costs as a result of the use.

It is recommended that Council continue to allow Lee Muller to run the community exercise program from the Wandering Community Centre at no cost for another 12 months on the same basis of the approval that was given in December 2024.

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

Consultation:

Chief Executive Officer
Councillors

Statutory Environment:

Local Government Act 1995

Part 6 — Financial management

Division 4 — General financial provisions

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

Policy Implications:

Nil

Financial Implications:

The fee to hire the Community Centre foyer and kitchen for two hours is \$33 per week. If the program runs for 12 months the hire fee would be \$1,716. Lee has requested the use of the Community Centre every Wednesday morning. The security bond would be a once off fee of \$300.00 if Council wish a bond to be paid.

Strategic Implications:

Retain and Grow our Population

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

Sustainability Implications:

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

Risk Implications:

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Rare (1)
Risk Impact / Consequence	Minor (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix:

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of two (2) has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register.

Voting Requirements:

Simple Majority

021225 Moved: Cr A Thompson Seconded: Cr R Cowan

Recommendation and Council Decision:

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

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

Carried by Simple Majority 6/0

For: Cr Little, Cr Price, Cr Cowan, Cr Jennings, Cr Latham, Cr Thompson

Against: Nil

21st November 2025

CEO
Shire of Wandering
Watts Street
Wandering WA 6308

Dear Alistair and Shire Councillors,

RE: USE OF COMMUNITY CENTRE FOR SENIORS EXERCISES.

I wish to thank the shire for the ongoing use of the Community Centre as a venue for seniors in the shire to do exercises on Wednesday mornings. The exercises are devised by and run under the guidance of the Physiotherapy Department in Narrogin.

There is no charge for this, however, we do ask for a gold coin donation (if possible) which we send to charity. So far this year we have donated \$300 to the Wandering Shire for the proposed BBQ and shelter, and in December the remainder of the proceeds collected, over \$200, will be sent to Food Bank, giving a total of over \$500.

I am requesting that the shire allow us to use the Community Centre for this important activity again in 2026.

Kind regards
Lee Muller

12.2 Request for Use of Community Kitchen

File Reference:	11.111.11101
Location:	Shire of Wandering
Applicant:	Wandering Primary School
Author:	Lisa Boddy, Executive Assistant
Authorising Officer:	Dr Alistair Pinto, Chief Executive Assistant
Date:	8 December 2025
Disclosure of Interest:	Nil
Attachments:	Letter from Wandering Primary School P & C Association
Previous Reference:	N/A

Summary:

The Wandering Primary School P&C Association have requested the use of the kitchen at the Wandering Community Centre in 2026, at no cost to them, to prepare school lunches four times per term.

Background:

The Wandering Primary School does not have a canteen so are unable to meet the Food Act standards. They cannot keep using the school staff room to prepare food orders on a semi-regular basis for the students, as they currently are doing.

Comment:

When considering a request to waive hire fees for Shire facilities, it is important to assess the nature of the request, the potential loss of revenue to the Shire and the precedent it may set for future applications and the capacity of the requesting group to source funds from its members.

The Wandering Primary School P & C Association are a not-for-profit organisation and have the capacity to raise funds for their activities, if needed. The request is for use of a Shire facility for 16 times in a calendar year, at no cost, which if approved would set precedent for the hire of all Shire facilities. While the Shire is committed to supporting local community and not-for-profit groups, this request places the entire responsibility on the Shire and does not reflect sound governance by the group making the request.

Consultation:

Secretary of P & C Committee
Councillors

Statutory Environment:

Local Government Act 1995

Part 6 — Financial management

Division 4 — General financial provisions

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

Policy Implications:

Nil

Financial Implications:

The fee for the hire of the Community Centre kitchen is \$16.50 per hour or part thereof. Total price to hire four times a term, over four terms, based on two hours (as requested) would be \$528.

**Strategic Implications:
Retain and Grow our Population**

Our Goals	Our Strategies
Our permanent and transient population grows	We assist with retaining the Wandering Primary School Wandering support Early Years and Youth
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.

Sustainability Implications:

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

Risk Implications:

Risk	Low (4)
Risk Likelihood (based on history and with existing controls)	Unlikely (2)
Risk Impact / Consequence	Minor (2)
Risk Rating (Prior to Treatment or Control)	Low (4)
Principal Risk Theme	Low (4)
Risk Action Plan (Controls or Treatment Proposed)	Low (4)

Risk Matrix:

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of four (4) has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register.

Voting Requirements:

Simple Majority

031225 Moved: Cr R Cowan Seconded: Cr P Latham

Recommendation and Council Decision:

That Council approve the use of the Wandering Community Centre Kitchen by the Wandering Primary School P& C for the 2026 school year with the following conditions:

- a 50% discount of the cost of \$528 (making the amount due \$264) will be applied if the entire year’s booking fee is paid up front; and
- there will be no refund available if the kitchen is not used for the number of times intended.
- If there are any other paid bookings or booking requests that clash with this arrangement, the P&C will be required to work around these.

Carried by Simple Majority 6/0

For: Cr Little, Cr Price, Cr Cowan, Cr Jennings, Cr Latham, Cr Thompson

Against: Nil



Wandering Primary School P&C Association

PO Box 63, Wandering WA 6308

Shire of Wandering
22 Watts Street
Wandering WA 6308

Dear Dr Pinto,

Wandering Primary School P&C would like to request the use of the Wandering community kitchen. As the primary school does not have a canteen and are unable to meet the Food Act standards, we are unable to continue using the school staffroom to prepare recess and lunch orders on a semi-regular basis for the students. Our aim is to offer the primary school students' recess or lunch, four times a term.

We would like to be able to use the community hall kitchen when it is not booked by another party at no cost. To show the support provided by the Wandering Shire, we will place "Kindly supported by the Shire of Wandering" on the order forms. We are asking for a maximum of 2 hours including clean-up over four times a term. We will complete the required Food Safe online course.

Thank you for your time in considering our request and we look forward to a favorable outcome.

Kind regards

Wandering Primary School P&C Committee
Starr Cornish - Secretary
Christine Egerton-Warburton - Treasurer

4th September 2025

2 Watts Street Wandering 6308
P: (08) 9884 2950
wpssecretarypnc@gmail.com

12.3 Shire of Wandering Policy Manual Review – Policies 43 and 50

File Reference:	11.111.11101
Author:	Lisa Boddy, Executive Assistant
Authorising Officer	Dr Alistair Pinto, Chief Executive Officer
Date:	21 October 2025
Disclosure of Interest:	Nil
Attachments:	Policy 43 – Naming of Shire Facilities, Roads, Parks, Reserves and Buildings Policy 50 – Council’s Responsibilities on Crown Land
Previous Reference:	Item 12.3 Ordinary Council Meeting 20 November 2025

Summary:

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

Background:

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

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

There are currently 94 Shire policies. It is proposed that each month policies are reviewed by Council. This will ensure that all policies are reviewed in the stated three-year period.

Comment:

Two policies are to be reviewed this month:

- Policy 43 – Naming of Shire Facilities, Roads, Parks, Reserves and Buildings
- Policy 50 – Council’s Responsibilities on Crown Land

These were tabled at the December General Planning Forum and changes were made as per the attached.

Consultation:

Chief Executive Officer
Councillors

Statutory Environment:

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

Policy Implications:

As reviewed.

Financial Implications:

Nil.

Strategic Implications:

Provide Strong Leadership

Our Goals	Our Strategies
A well informed Community	Foster Opportunities for connectivity between Council and the Community
We plan for the future and are strategically focused	Ensure accountable, ethical and best practice governance Service Level Plans detail operational roles, responsibilities and resources.

Sustainability Implications:

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

Risk Implications:

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

Risk	Medium (6)
Risk Likelihood (based on history and with existing controls)	Possible (3)
Risk Impact / Consequence	Minor (2)
Risk Rating (Prior to Treatment or Control)	Medium (6)
Principal Risk Theme	Medium (6)
Risk Action Plan (Controls or Treatment Proposed)	Medium (6)

Risk Matrix:

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of six (6) has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register to ensure Local Government Act and Regulations compliance.

Voting Requirements:

Absolute Majority

041225 Moved: Cr P Latham Seconded: Cr A Thompson

Recommendation and Council Decision:

That Council adopts the following policies with any amendments made.

- Policy 43 – Naming of Shire Facilities, Roads, Parks, Reserves and Buildings
- Policy 50 – Council’s Responsibilities on Crown Land

Carried by Absolute Majority 6/0

For: Cr Little, Cr Price, Cr Cowan, Cr Jennings, Cr Latham, Cr Thompson

Against: Nil

POLICY TYPE:	COMMUNITY
DATE ADOPTED:	18/07/2019

POLICY NO:	43
DATE LAST REVIEWED:	17/09/2020 16/09/2021 15/12/2022 11/12/2025

LEGAL (PARENT):	<i>Local Government Act 1995</i>
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LEGAL (SUBSIDIARY):	<i>Land Administration Act 1997</i>
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DELEGATION OF AUTHORITY APPLICABLE:	
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DELEGATION NO.	
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ADOPTED POLICY	
TITLE:	Naming of Shire Facilities, Roads, Parks, Reserves and Buildings
OBJECTIVE:	<ul style="list-style-type: none"> To formalise the principles by which the Shire of Wandering (the 'Shire') names community infrastructure and public places, ensuring that a consistent, fair and equitable protocol is followed Community infrastructure and public places are reminders of local history, culture and citizens, and are named appropriately to match the context and significance of the asset

DEFINITIONS

Community Infrastructure means any property, complex, structure, building, bridge, asset, sporting field owned or under the control of the Shire, excluding public roads.

Community Place means an area owned or under the control of the Shire that is not deemed to be a park (e.g. plaza) or public road.

GNC means Geographic Names Committee of WA

POLICY STATEMENT

1. PRINCIPLES

In general terms, naming should be unique and use form, spelling and style of contemporary Australian English. or Indigenous and Torres Strait Islander spoken languages.

A name shall be wherever possible:

- Relevant to Australian, preferably local, history, flora, fauna, culture, local landscape and physical characteristics;
- Short and simple - preferably one to two words;
- In all respects, in accordance with community standards;
- Complementary with and sensitive to existing names and design themes of adjoining assets;
- Not easily confused with or duplicating names within the region or nearby local governments;
- Be considerate of any potential risk to the reputation of the Shire and/or Council from aligning with an individual or company whose reputation may vary.
- Have strong local community support.

If personal names are used, the person commemorated should:

- Have contributed significantly to the development, protection or enhancement of the immediate locality (Wandering) that has produced long-term improvements in the area or community;
- Have actively served or contributed to an area of national or international importance;
- Have a long-term association with a local community group or service club (twenty years or more), service to the community or organisation must have
- Names of living persons are by their nature subject to partisan perception and change in community judgement and acceptance. For this reason, the adoption of a personal name during the lifetime of the person concerned should only be made in exceptional circumstance.
- Sensitivity to diverse cultural situations should be applied when selecting names and derogatory or discriminatory terms or terms likely to cause offence will not be approved.
- Names of commercial entities must not be used unless part of a formal sponsorship proposal.

2. RENAMING OF COMMUNITY INFRASTRUCTURE OR PUBLIC PLACES

Council approval is required for all new names or changes of names, subject to the following:

- (a) Renaming will only occur in an extraordinary case. Evidence of substantial community support must be provided for a change in name.
- (b) Where infrastructure or a public place has been named after a person and that person comes into disrepute through illegal activities, conviction or similar, whether retrospectively or subsequent to the naming, the name of the infrastructure or place shall be immediately removed.
- (c) Where a name change is being considered for any of the Shire's infrastructure (or reserve), the request is to be firstly referred to Land Management Service (LMS) to confirm if the current name is officially approved by the Geographic Names Committee (GNC).
- (d) Only after the GNC has officially approved the new name, can the Shire officially change the name of the infrastructure.

3. SIGNAGE

Any signage must be in line with the Shire's signage practices, design standards, and guidelines. The use of the Shire's logo will be in accordance with Policy 21 – Use of Shire Logos.

4. REQUIREMENTS FOR NAMING PROPOSALS

Conditions for requests for new names or name changes:

- (a) Provide the address of the building or place to be named;
- (b) Provide a site plan clearly identifying the location and boundaries of the asset to be named;
- (c) Provide the reason for the choice of name including the history, meaning, significance and relevance to the Wandering region or national/international contribution.
- (d) Provide any other support for the name change.

If the nomination is being submitted by an organisation, documented evidence (i.e. minutes from a committee / board meeting) must also be included in support of the nomination.

For personal names, the following must also be supplied:

- (a) Biographical details: dates of birth & death (if relevant); length and years of service or association;
- (b) Written permission from the family in the case of a deceased person.

PROCEDURES AND GUIDELINES:

1. Guidelines for the Naming of a Council Facility, Street, Park or Reserve

The Council, having regard for the requirements of the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia may approve the naming of a Council facility, Street, Park or Reserve following the receipt of a name deemed suitable by Geographic Names Committee.

2. Criteria for Assigning Names to a Council facility, Street, Park, Reserve or Building

- a. The Council will consider all proposals to name a Council facility, street, park, reserve or building on a case by case basis and each proposal will be assessed and determined on its merit;
- b. All proposals to name a Council facility, Street, Park or Reserve or Building must be based on strong community recognition and support of the proposed name;
- c. All naming recommendations supported by the Council must be consistent with the Geographic Names Committee Principles, Policies and Standards for Geographical Naming in Western Australia and Procedures and their final approval (where applicable); and
- d. Where the Council wishes to name a Council facility, Street, Park or Reserve or Building using a personal name, it should:-
 - (i) Only be applied posthumously and not after a living person, unless there are exceptional and/or special circumstances;
 - (ii) Only use names which are easy to pronounce, spell and write;
 - (iii) Preferably only use names which are concise and short; and
 - (iv) Only be applied where it is demonstrated that the person(s) has made a significant contribution to the local community.

3. Applications from the Community

- a. Any application from the community for the naming of a Council facility, Street, Park, Reserve, Building or significant infrastructure shall be submitted in writing to the Shire, and shall include the following:-
 - (i) a brief history or submission in support of the naming application, which must:-
 - A. Demonstrate a strong relevance and/or connection to the area; and/or
 - B. Identify long standing links with the local community and/ or Shire;
 - (ii) in the case of a person, detailed information and supporting documentation (e.g. letters, newspaper articles, oral histories, photographs etc) to demonstrate their contribution(s)/relevance to the local community; or
 - (iii) In the case of a place/historical matter, detailed information and supporting documentation (e.g. letters, newspaper articles, oral histories, photographs etc) to demonstrate the relevance/ connection/link of the name to the area and/or local community.

4. Mechanism for Community Consultation Feedback

- a. Prior to advertising, the Shire's Local History Librarian may conduct further research of the submitted information.
- b. Where applicable, the recommended proposed name shall be submitted to the Geographic Names Committee for a name deemed suitable by the Geographic Names Committee (GNC).
- c. Once approval of a name deemed suitable from the GNC has been received, the matter shall be reported (on a confidential basis) to the Council for consideration and determination for '*in principle*' approval, prior to community consultation.
- d. The Shire shall:-
 - (i) advertise the proposal to name a Council facility, Street, Park or Reserve or Building on a local basis , for a period of twenty-one (21) days seeking comments on the proposal; and
 - (ii) submit a report to the Council detailing the submissions received, and a recommendation;
- e. Should the Council approve the naming application, a request for formal approval shall be submitted to the Geographic Names Committee and the applicant is to be subsequently advised of the outcome following the granting of an approval by the GNC.

ASSOCIATED DOCUMENTS

Policies and Standards for the Geographical Naming of Western Australia.

A guideline to Aboriginal naming and dual naming of features and places in Western Australia

POLICY TYPE:	COMMUNITY
DATE ADOPTED:	18/07/2019

POLICY NO:	50
DATE LAST REVIEWED:	17/09/2020 16/09/2021 15/12/2022 11/12/2025

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

LEGAL (SUBSIDIARY):	
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DELEGATION OF AUTHORITY APPLICABLE:	Yes
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DELEGATION NO.	04
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ADOPTED POLICY	
TITLE:	Council's Responsibility on Crown Land
OBJECTIVE:	<ul style="list-style-type: none"> To clarify Council's roles on Crown Land

POLICY STATEMENT

The Shire of Wandering notes the potential burden and cost placed on the community for the need for Council carrying out statutory functions on Crown Land (from which it receives no rate income).

Accordingly, there is a clear presumption that Council may not act in relation to the Health Act, Dog Act, Litter Act, Off Road Vehicles Act or other relevant Acts in relation to activities occurring on land not under the care and control of the Shire of Wandering.

12.4 Shire of Wandering Policy Manual – New Policy 95 – Dress Code and Personal Presentation Policy

File Reference:	11.111.11101
Author:	Lisa Boddy, Executive Assistant
Authorising Officer	Dr Alistair Pinto, Chief Executive Officer
Date:	2 December 2025
Disclosure of Interest:	Nil
Attachments:	Draft Policy 95 – Dress Code and Personal Presentation Policy
Previous Reference:	N/A

Summary:

To consider a new policy requiring a minimum standard of dress by Council Members, Committee Members and Candidates when representing the Shire.

Background:

The Shire President requested the Chief Executive Officer prepare a policy for council consideration regarding the standard of dress expected for Council Meetings, Committee Members and Candidates. This was to ensure that Councillors, Committee members and Candidates represent the Shire of Wandering in a professional manner.

Comment:

The draft policy has been based on similar policies of a number of other local governments.

Consultation:

Chief Executive Officer
Shire President
Councillors

Statutory Environment:

Nil.

Policy Implications:

Nil.

Financial Implications:

Nil.

Strategic Implications:

Provide Strong Leadership
N/A

Sustainability Implications:

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

Risk Implications:

Failure to implement a dress code and personal presentation policy for Elected Members may result in reputational damage, diminished public confidence, and inconsistent professional standards. This could lead to negative media attention, reduced community trust, and internal tension among members, ultimately impacting the perceived integrity and formality of council proceedings.

Risk	Medium (9)
Risk Likelihood (based on history and with existing controls)	Possible Low (3)
Risk Impact / Consequence	Moderate (3)
Risk Rating (Prior to Treatment or Control)	Medium (9)
Principal Risk Theme	Medium (9)
Risk Action Plan (Controls or Treatment Proposed)	Medium (9)

Risk Matrix:

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of six (6) has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register to ensure Local Government Act and Regulations compliance.

Voting Requirements:

Absolute Majority

Recommendation:

That Council adopts the newly created Policy 95 – Dress Code and Personal Presentation Policy.

051225 Moved: Cr D Jennings Seconded: Cr R Cowan

Council Decision:

That Council adopts the newly created Policy 95 – Dress Code and Personal Presentation Policy with one alteration being the title change of “Cultural and/or Religious Attire” to “Cultural and/or Religious Attire and Medical Reasons”.

Carried by Absolute Majority 6/0

*Note recommendation changed to better clarify the heading for reasons for not being able to adhere to this policy.

For: Cr Little, Cr Price, Cr Cowan, Cr Jennings, Cr Latham, Cr Thompson

Against: Nil

POLICY TYPE:
DATE ADOPTED: 11/12/2025

POLICY NO: 95
DATE LAST REVIEWED: 11/12/2025

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

LEGAL (SUBSIDIARY):

DELEGATION OF AUTHORITY APPLICABLE:
--

DELEGATION NO.

ADOPTED POLICY	
----------------	--

TITLE:	Dress Code & Personal Presentation Policy
OBJECTIVE:	<ul style="list-style-type: none"> To ensure that Councillors, Committee members and Candidates represent the Shire of Wandering in a professional manner.

POLICY STATEMENT

The Shire of Wandering is committed to presenting itself in a professional manner while engaged in Local Government related activities. This policy applies to Shire Councillors, Committee members and Candidates when attending meetings or representing the local government in an official capacity.

The Shire of Wandering dress code and personal presentation policy takes into account:

- The Model Code of Conduct for Council members, Committee members and Candidates.
- The professional and public image of employees, councillors, committee members and candidates.

Accordingly, Council Members and Committee Members will dress in a manner appropriate to their position, in particular when attending meetings or representing the Local Government in an official capacity.

All Councillors and Executive Team members, when attending General and Committee Meetings of Council, are required to maintain an appropriate dress code and personal hygiene.

This dress code may involve such clothing as:

1. Ordinary and Special Council Meetings - Business attire is to be worn. A suit, jacket or sports coat (optional), business shirt or blouse, dress pants, dress, skirt.
2. Committee Meetings - Neat casual clothes or good work clothes (depending on the nature of the business to be discussed).
3. All Councillors and Officers should ensure their garments give appropriate coverage at all times. Dresses and skirts are to be at an acceptable length.
4. Appropriate footwear should be worn at all times. Sneakers, thongs and open toed footwear are not acceptable.
5. Councillors and Officers, wherever possible, are to wear their name badges when attending General and Committee Meetings of Council and especially when attending external meetings and/or forums.

Cultural and/or Religious Attire and Medical Reasons

The Shire of Wandering recognises and respects the importance of cultural and/or religion beliefs within its elected members and candidates. Where genuine personal religious beliefs or medical reasons dictate a different standard of dress, an exemption can be sought through the Shire President.

Prohibited Clothing

Smart business dress for work does not include clothing with loud patterns, bright colours, or novelty prints, low cut or sheer tops, tops that expose the midriff, thongs, singlets, faded jeans, frayed/ripped jeans, shorts of any kind including board shorts, athletic or workout clothing or other items of clothing deemed unsuitable by the Shire President. Clothing must not contain messages or designs that may be offensive to others. For example, this includes items of clothing which may be considered racist, sexist or derogatory.

Disciplinary Consequences

Failure to comply with this policy may constitute a breach of the Code of Conduct.

Where a councillor, committee member or candidate fails to comply with the dress standard as determined by the policy, the individual may be excluded from the meeting and/or event

Continued breaches of the dress standard will result in disciplinary action in accordance with Council's agreed disciplinary procedures.

ASSOCIATED DOCUMENTS

Nil

13. Finance

13.1 Financial Report 30 November 2025

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Bob Waddell
Authorising Officer	Dr Alistair Pinto – Chief Executive Officer
Date:	3 December 2025
Disclosure of Interest:	N/A
Attachments:	November 2025 Financial Statements
Previous Reference:	Nil

Summary:

Consideration of the financial report for the period ending 30 November 2025.

Background:

The financial report is included as an attachment for Council information.

Comment:

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

Consultation:

Not applicable.

Statutory Environment:

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

Policy Implications:

Not applicable.

Financial Implications:

Not applicable.

Strategic Implications:

Improve Our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> • 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 • Reduce reliance on operational grants

Improve Our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> • 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 • Reduce reliance on operational grants

Sustainability Implications:

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

Risk Implications:

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Low (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix:

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of two (2) has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register to ensure Local Government Act and Regulations compliance.

Voting Requirements:

Simple Majority

061225 Moved: Cr P Latham Seconded: Cr A Thompson

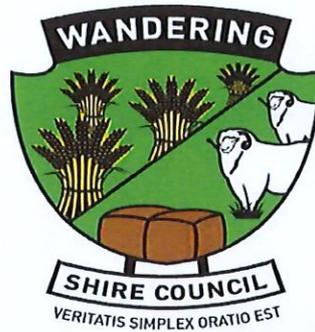
Recommendation and Council Decision:

That the financial report for the period ending 30 November 2025 as presented be accepted.

Carried by Simple Majority 6/0

For: Cr Little, Cr Price, Cr Cowan, Cr Jennings, Cr Latham, Cr Thompson

Against: Nil



SHIRE OF WANDERING

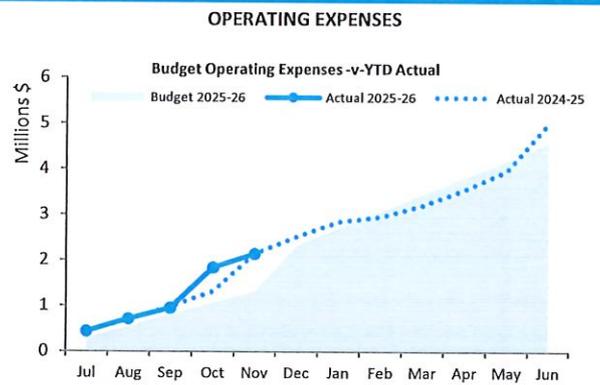
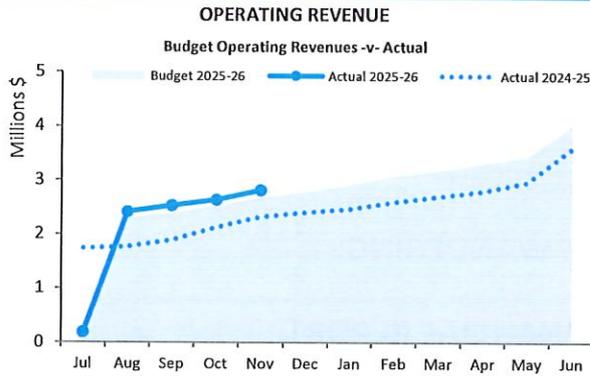
MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) FOR THE PERIOD ENDED 30 NOVEMBER 2025

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

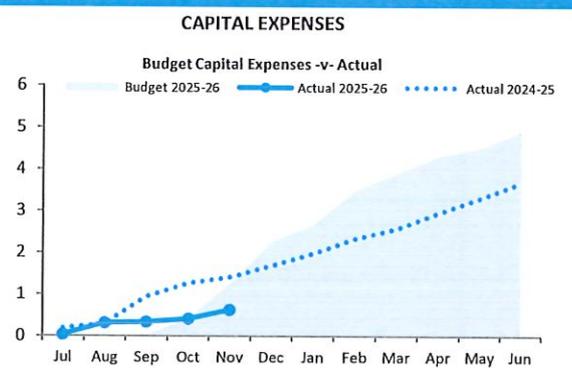
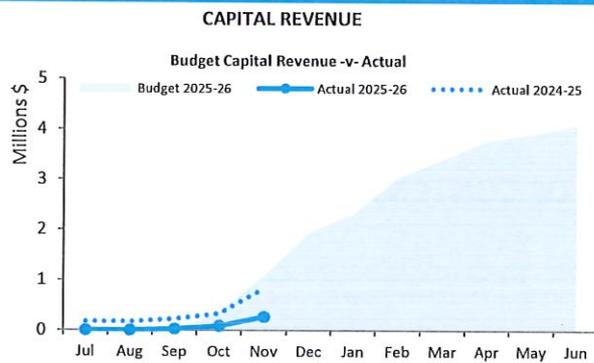
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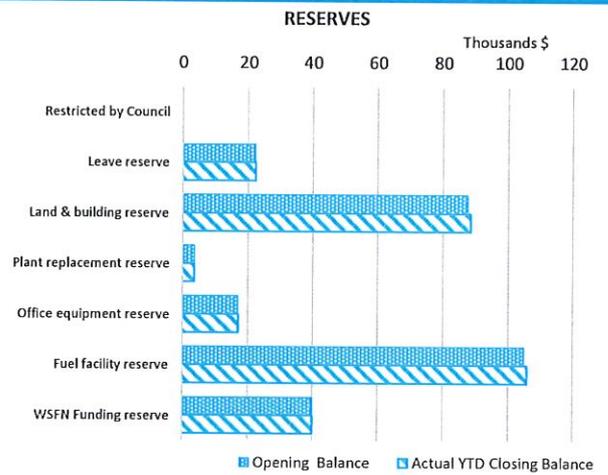
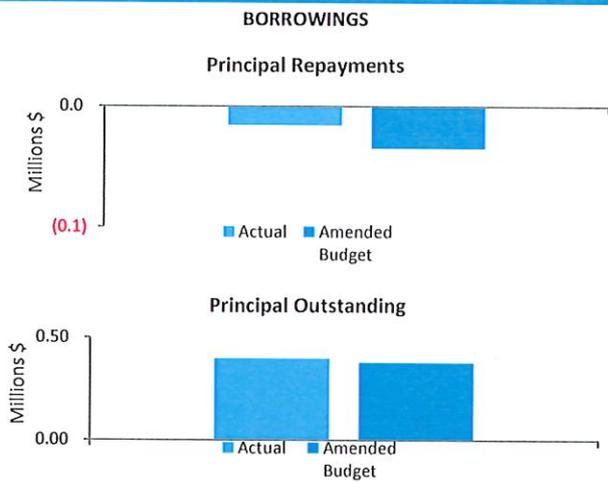
OPERATING ACTIVITIES



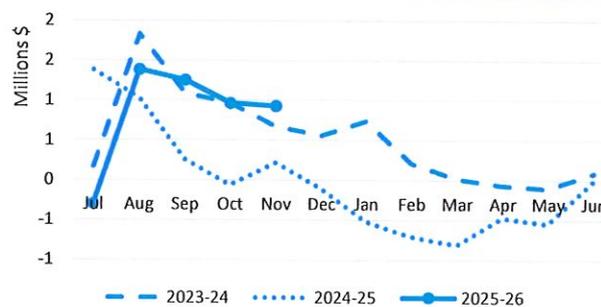
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025

BY NATURE

	Ref Note	Adopted Annual Budget (a)	Amended Annual Budget (d)	YTD Budget (b)	YTD Actual (c)	Variance \$ (c) - (b)	Variance % ((c) - (b))/(b)	Var. ▲▼
		\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates		2,051,418	2,051,418	2,051,418	2,051,409	(9)	(0.00%)	
Operating grants, subsidies and contributions	11	691,632	691,632	224,369	339,850	115,481	51.47%	▲
Fees and charges		731,720	731,720	307,245	390,907	83,662	27.23%	▲
Interest revenue		31,500	31,500	13,120	20,730	7,610	58.00%	
Other revenue		352,725	352,725	14,420	7,542	(6,878)	(47.70%)	
Profit on disposal of assets	5	155,402	155,402	64,750	0	(64,750)	(100.00%)	▼
Fair value adjustments to financial assets at fair value through profit or loss		0	0	0	0	0	0.00%	
		4,014,397	4,014,397	2,675,322	2,810,438	135,116	5.05%	
Expenditure from operating activities								
Employee costs		(1,391,354)	(1,391,354)	(579,515)	(636,820)	(57,305)	(9.89%)	
Materials and contracts		(1,457,832)	(1,457,832)	(612,940)	(652,072)	(39,132)	(6.38%)	
Utility charges		(56,900)	(56,900)	(23,655)	(21,347)	2,308	9.76%	
Depreciation on non-current assets		(1,475,545)	(1,475,545)	(21,170)	(648,936)	(627,766)	(2965.36%)	▼
Finance costs		(29,496)	(29,496)	(12,280)	(8,375)	3,905	31.80%	
Insurance expenses		(105,025)	(105,025)	(51,117)	(144,824)	(93,707)	(183.32%)	▼
Other expenditure		(54,984)	(54,984)	(15,026)	(21,093)	(6,067)	(40.38%)	
Loss on disposal of assets	5	0	0	0	0	0	0.00%	
		(4,571,136)	(4,571,136)	(1,315,703)	(2,133,467)	(817,764)	62.15%	
Non-cash amounts excluded from operating activities	1(a)	1,321,107	1,321,107	(42,617)	649,158	691,775	(1623.24%)	
Amount attributable to operating activities		764,367	764,367	1,317,002	1,326,129	9,127	0.69%	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	12	3,642,725	3,642,725	1,092,811	265,984	(826,827)	(75.66%)	▼
Proceeds from disposal of assets	5	264,000	264,000	0	0	0	0.00%	
		3,906,725	3,906,725	1,092,811	265,984	(826,827)	(75.66%)	▼
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure	6	(4,531,964)	(4,531,964)	(1,232,487)	(621,633)	610,854	49.56%	▲
		(4,531,964)	(4,531,964)	(1,232,487)	(621,633)	610,854	(49.56%)	
Amount attributable to investing activities		(625,239)	(625,239)	(139,676)	(355,649)	(215,973)	154.62%	
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from new debentures	7	0	0	0	0	0	0.00%	
Transfer from reserves	9	180,000	180,000	0	0	0	0.00%	
		180,000	180,000	0	0	0	0.00%	
Outflows from financing activities								
Repayment of borrowings	7	(34,779)	(34,779)	(14,490)	(15,560)	(1,070)	(7.38%)	
Payments for principal portion of lease liabilities	8	(43,751)	(43,751)	(18,225)	(19,382)	(1,157)	(6.35%)	
Transfer to reserves	9	(330,086)	(330,086)	0	(2,355)	(2,355)	0.00%	
		(408,616)	(408,616)	(32,715)	(37,297)	(4,582)	14.01%	
Amount attributable to financing activities		(228,616)	(228,616)	(32,715)	(37,297)	(4,582)	14.01%	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1(c)	89,488	89,488	89,488	(3,823)	(93,311)	(104.27%)	▼
Amount attributable to operating activities		764,367	764,367	1,317,002	1,326,129	9,127	0.69%	
Amount attributable to investing activities		(625,239)	(625,239)	(139,676)	(355,649)	(215,973)	154.62%	
Amount attributable to financing activities		(228,616)	(228,616)	(32,715)	(37,297)	(4,582)	14.01%	
Surplus or deficit at the end of the financial year	1(c)	0	0	1,234,099	929,359	(304,740)	(24.69%)	▼

KEY INFORMATION

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

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025

BY PROGRAM

	Note	Adopted Annual Budget	Amended Annual Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	▲▼
OPERATING ACTIVITIES								
Revenue from operating activities								
Governance		0	0	0	0	0	0.00%	
General Purpose Funding - Rates	6	2,051,418	2,051,418	2,051,418	2,051,409	(9)	(0.00%)	
General Purpose Funding - Other		396,054	396,054	101,702	175,223	73,521	72.29%	▲
Law, Order and Public Safety		81,528	81,528	36,137	9,385	(26,753)	(74.03%)	▼
Health		1,000	1,000	705	311	(394)	(55.86%)	
Education and Welfare		0	0	0	0	0	0.00%	
Housing		33,480	33,480	13,945	17,117	3,172	22.75%	
Community Amenities		57,370	57,370	23,875	53,162	29,287	122.67%	▲
Recreation and Culture		3,000	3,000	1,245	1,987	742	59.62%	
Transport		246,902	246,902	92,200	84,988	(7,212)	(7.82%)	
Economic Services		789,420	789,420	339,050	409,947	70,897	20.91%	▲
Other Property and Services		354,225	354,225	15,045	6,909	(8,136)	(54.08%)	
		4,014,397	4,014,397	2,675,322	2,810,438	135,116	5.05%	
Expenditure from operating activities								
Governance		(302,732)	(302,732)	(124,746)	(142,857)	(18,111)	(14.52%)	▼
General Purpose Funding		(104,631)	(104,631)	(43,585)	(40,180)	3,405	7.81%	
Law, Order and Public Safety		(215,684)	(215,684)	(59,972)	(75,240)	(15,268)	(25.46%)	▼
Health		(17,286)	(17,286)	(7,195)	(10,938)	(3,743)	(52.02%)	
Education and Welfare		(6,453)	(6,453)	(2,675)	(3,907)	(1,232)	(46.07%)	
Housing		(52,643)	(52,643)	(21,860)	(25,827)	(3,967)	(18.15%)	
Community Amenities		(290,594)	(290,594)	(121,138)	(127,360)	(6,222)	(5.14%)	
Recreation and Culture		(332,828)	(332,828)	(105,652)	(144,795)	(39,143)	(37.05%)	▼
Transport		(2,181,392)	(2,181,392)	(488,218)	(822,412)	(334,194)	(68.45%)	▼
Economic Services		(995,718)	(995,718)	(409,643)	(529,384)	(119,741)	(29.23%)	▼
Other Property and Services		(71,175)	(71,175)	68,981	(210,567)	(279,548)	(405.25%)	▼
		(4,571,136)	(4,571,136)	(1,315,703)	(2,133,467)	(817,764)	(62.15%)	▼
Non-cash amounts excluded from operating activities	1(a)	1,321,107	1,321,107	(42,617)	649,158	691,775	(1623.24%)	
Amount attributable to operating activities		764,367	764,367	1,317,002	1,326,129	9,127	0.69%	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	12	3,642,725	3,642,725	1,092,811	265,984	(826,827)	(75.66%)	▼
Proceeds from Disposal of Assets	5	264,000	264,000	0	0	0	0.00%	
		3,906,725	3,906,725	1,092,811	265,984	(826,827)	(75.66%)	▼
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure	6	(4,531,964)	(4,531,964)	(1,232,487)	(621,633)	610,854	49.56%	▲
Amount attributable to investing activities		(625,239)	(625,239)	(139,676)	(355,649)	(215,973)	154.62%	▲
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from New Debentures	7	0	0	0	0	0	0.00%	
Transfer from Reserves	9	180,000	180,000	0	0	0	0.00%	
		180,000	180,000	0	0	0	0.00%	
Outflows from financing activities								
Payments for principal portion of lease liabilities	8	(43,751)	(43,751)	(18,225)	(19,382)	(1,157)	(6.35%)	
Repayment of Debentures	7	(34,779)	(34,779)	(14,490)	(15,560)	(1,070)	(7.38%)	
Transfer to Reserves	9	(330,086)	(330,086)	0	(2,355)	(2,355)	0.00%	
Amount attributable to financing activities		(408,616)	(408,616)	(32,715)	(37,297)	(4,582)	(14.01%)	
		(228,616)	(228,616)	(32,715)	(37,297)	(4,582)	14.01%	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1	89,488	89,488	89,488	(3,823)	(93,311)	(104.27%)	▼
Amount attributable to operating activities		764,367	764,367	1,317,002	1,326,129	9,127	0.69%	
Amount attributable to investing activities		(625,239)	(625,239)	(139,676)	(355,649)	(215,973)	154.62%	
Amount attributable to financing activities		(228,616)	(228,616)	(32,715)	(37,297)	(4,582)	14.01%	
Surplus or deficit at the end of the financial year	1	0	0	1,234,099	929,359	(304,740)	(24.69%)	▼

KEY INFORMATION

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

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

**SHIRE OF WANDERING
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2025**

	30 June 2025	30 November 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	876,141	2,280,410
Trade and other receivables	105,828	642,999
Inventories	70,753	56,063
Other assets	51,482	406
TOTAL CURRENT ASSETS	1,460,018	3,188,180
NON-CURRENT ASSETS		
Trade and other receivables	22,828	22,828
Other financial assets	19,905	19,905
Inventories	145,291	149,971
Property, plant and equipment	9,006,192	8,852,362
Infrastructure	88,802,599	88,943,088
Right-of-use assets	144,630	125,988
TOTAL NON-CURRENT ASSETS	98,141,445	98,114,142
TOTAL ASSETS	99,601,463	101,302,322
CURRENT LIABILITIES		
Trade and other payables	315,166	143,809
Other liabilities	664,382	1,628,585
Lease liabilities	43,751	24,369
Borrowings	34,853	19,293
Employee related provisions	231,100	231,100
TOTAL CURRENT LIABILITIES	1,289,252	2,047,156
NON-CURRENT LIABILITIES		
Lease liabilities	107,501	107,501
Borrowings	378,154	378,154
Employee related provisions	49,724	49,724
TOTAL NON-CURRENT LIABILITIES	535,379	535,379
TOTAL LIABILITIES	1,824,631	2,582,535
NET ASSETS	97,776,832	98,719,787
EQUITY		
Retained surplus	22,633,556	23,574,156
Reserve accounts	275,290	277,645
Revaluation surplus	74,867,986	74,867,986
TOTAL EQUITY	97,776,832	98,719,787

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

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$	\$
Non-cash items excluded from operating activities					
Adjustments to operating activities					
Less: Profit on asset disposals	5	(155,402)	(155,402)	(64,750)	0
Less: Movement in liabilities associated with restricted cash		963	963	963	221
Add: Depreciation on assets		1,475,546	1,475,545	21,170	648,936
Total non-cash items excluded from operating activities		1,321,107	1,321,107	(42,617)	649,158

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

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

		Adopted Budget	Amended Budget	Last Year	Year to Date
		Opening	Opening	Closing	Date
		30 June 2025	30 June 2025	30 June 2025	30 November 2025
Adjustments to net current assets					
Less: Reserves - restricted cash	9	(275,290)	(275,290)	(275,290)	(277,645)
Add: Borrowings	7	34,779	34,779	34,853	19,293
Add: Lease liabilities	8	43,751	43,751	43,751	24,369
Add: Current portion of employee benefit provisions held in reserve		22,097	22,097	22,097	22,318
Total adjustments to net current assets		(174,663)	(174,663)	(174,589)	(211,665)

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

Current assets

Cash and cash equivalents	3	876,141	876,141	876,141	2,280,410
Rates receivables	4	26,007	26,007	26,007	350,676
Receivables	4	67,370	67,370	79,821	292,323
Other current assets	5	478,049	478,049	478,049	264,771
Less: Current liabilities					
Payables	6	(203,362)	(203,362)	(315,166)	(143,809)
Borrowings	7	(34,779)	(34,779)	(34,853)	(19,293)
Contract and Capital Grant/Contribution liabilities	10	(670,424)	(670,424)	(664,382)	(1,628,585)
Lease liabilities	8	(43,751)	(43,751)	(43,751)	(24,369)
Provisions	10	(231,100)	(231,100)	(231,100)	(231,100)
Less: Total adjustments to net current assets	1(b)	(174,663)	(174,663)	(174,589)	(211,665)
Closing funding surplus / (deficit)		89,488	89,488	(3,823)	929,359

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.

STATEMENT OF FINANCIAL ACTIVITY INFORMATION (ALTERNATE PRESENTATION)

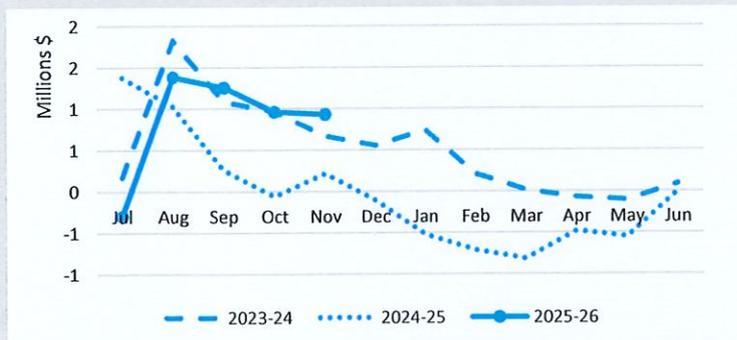
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2025	This Time Last Year 30/11/2024	Year to Date Actual 30/11/2025
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	600,851	955,103	2,002,764
Cash Restricted - Reserves	3	275,290	442,441	277,645
Cash Restricted - Bonds & Deposits	3	0	0	0
Receivables - Rates	4	26,007	137,809	350,676
Receivables - Other	4	79,821	348,160	292,323
Other Assets Other Than Inventories	5	407,295	125,147	208,709
Inventories	5	70,753	50,182	56,063
		1,460,018	2,058,842	3,188,180
Less: Current Liabilities				
Payables	6	(307,481)	(87,224)	(136,424)
Contract and Capital Grant/Contribution Liabilities	10	(664,382)	(1,130,154)	(1,628,585)
Bonds & Deposits	6	(7,685)	(7,155)	(7,385)
Loan Liability	7	(34,853)	(3,204)	(19,293)
Lease Liability	8	(43,751)	(22,754)	(24,369)
Provisions	10	(231,100)	(196,434)	(231,100)
		(1,289,252)	(1,446,925)	(2,047,156)
Less: Cash Reserves	9	(275,290)	(442,441)	(277,645)
Add Back: Component of Leave Liability not Required to be funded		22,097	21,810	22,318
Add Back: Loan Liability		34,853	3,204	19,293
Add Back: Lease Liability		43,751	22,754	24,369
Less : Loan Receivable - clubs/institutions		0	0	0
Less : Trust Transactions Within Muni		0	0	0
Net Current Funding Position		(3,823)	217,244	929,359

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



This Year YTD
Surplus(Deficit)
\$.93 M
Last Year YTD
Surplus(Deficit)
\$.22 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025

NOTE 2
EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2025-26 year is \$10,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
Surplus or deficit at the start of the financial year	\$ (93,311)	(104.27%)				Budgeted closing position estimate higher than currently at year end. NB: The Shire's accounts are still not closed off or audited so the closing position may yet change.
Revenue from operating activities						
Operating grants, subsidies and contributions	115,481	51.47%	▲	The Financial Assistance Grants, MRWA Direct grant and CRC operational grant funding received ahead of budget.		
Fees and charges	83,662	27.23%	▲	Refuse collection fees, caravan park income and fuel sales ahead of budget phasing.		
Profit on disposal of assets	(64,750)	(100.00%)	▼			Asset disposals have not yet eventuated but have been budgeted for.
Expenditure from operating activities						
Depreciation on non-current assets	(627,766)	(2965.36%)	▼			Asset depreciation has commenced for 2025/26, however the majority of budgeted depreciation does not commence until December 2025. Insurance premiums have been paid ahead of budget phasing.
Insurance expenses	(93,707)	(183.32%)	▼			
Investing activities						
Proceeds from capital grants, subsidies and contributions	(826,827)	(75.66%)	▼			Recognition of revenue which is tied to capital projects is currently behind budget phasing.
Payments for inventories, property, plant and equipment	610,854	49.56%	▲	Expenditure on capital expenditure projects is occurring behind budget phasing. Refer to Note 6 for further details.		

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES
NOTE 4
RATE REVENUE

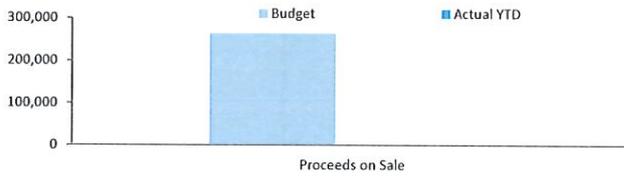
RATE TYPE	Rate in \$ (cents)	Number of Properties	Budget			YTD Actual			Total Revenue \$
			Rateable Value	Rate Revenue \$	Interim Rate \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	
General rate revenue									
Gross rental value									
GRV Residential	0.15320	34	406,640	62,297	0	62,297	62,297	0	62,297
GRV Special Use	0.15320	2	127,920	19,597	0	19,597	19,597	0	19,597
GRV Rural Residential	0.15320	57	771,170	118,143	0	118,143	118,143	0	118,143
GRV Industrial	0.15320	2	35,360	5,417	0	5,417	5,417	0	5,417
UV Rural, Rural Residential and Mining Tenements Non Rateable									
Unimproved value									
UV Rural, Rural Residential and Mining Tenements	0.00516	133	298,629,000	1,540,329	0	1,540,329	1,540,328	0	1,540,328
Non Rateable	0.00000	0	0	0	0	0	0	0	0
Sub-Total		228	299,970,090	1,745,783	0	1,745,783	1,745,783	0	1,745,783
Minimum payment									
Gross rental value									
GRV Residential	1,600	46	247,768	73,600	0	73,600	73,600	0	73,600
GRV Special Use	1,600	2	14,133	3,200	0	3,200	3,200	0	3,200
GRV Rural Residential	1,600	45	200,504	72,000	0	72,000	72,000	0	72,000
Unimproved value									
UV Rural, Rural Residential and Mining Tenements	1,600	95	18,438,335	152,000	0	152,000	152,000	0	152,000
Sub-total		188	18,900,740	300,800	0	300,800	300,800	0	300,800
Discount		416	318,870,830	2,046,583	0	2,046,583	2,046,583	0	2,046,583
Concession									
Amount from general rates		0	0	0	0	0	0	0	2,046,583
Rates Written Off		0	0	0	0	0	0	0	(10)
Ex-gratia rates		0	0	0	0	4,835	4,835	0	4,835
Total		416				2,051,418			2,051,409

KEY INFORMATION

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

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
		0	0	0	0	0	0	0	0
647	2016 Isuzu Crew Cab Truck - WD.6	6,585	55,000	48,415	0	0	0	0	0
693	2024 Isuzu MU-X 4X4 LSU Auto 3.0L (OM) WD001	17,393	51,500	34,107	0	0	0	0	0
692	2024 Isuzu MU-X 4X4 SUV Wagon Auto 3.0L (CEO) OWD	20,079	54,000	33,921	0	0	0	0	0
	Isuzu MU-X 0 WD (Second Changeover)	43,500	54,000	10,500	0	0	0	0	0
695	2024 Isuzu D-MAX RG1 C/CAB SX Auto 3.0L (WS)	21,042	49,500	28,458	0	0	0	0	0
		108,598	264,000	155,402	0	0	0	0	0

The Shire has no assets budgeted for disposal in 2023/24.



Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$	\$
Land held for resale - cost	50,000	50,000	0	4,680	4,680
Buildings	9,000	9,000	3,745	0	(3,745)
Furniture and equipment	22,000	22,000	16,165	7,500	(8,665)
Plant and equipment	409,000	409,000	0	7,383	7,383
Infrastructure - roads	2,884,651	2,884,651	865,385	602,069	(263,316)
Infrastructure - bridges	1,151,411	1,151,411	345,425	0	(345,425)
Infrastructure - footpaths	5,902	5,902	1,767	0	(1,767)
Payments for Capital Acquisitions	4,531,964	4,531,964	1,232,487	621,633	(610,854)
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	3,642,725	3,642,725	1,092,811	265,984	(826,827)
Other (disposals & C/Fwd)	264,000	264,000	0	0	0
Cash backed reserves					
Plant replacement reserve	145,000	145,000	0	0	0
WSFN Funding reserve	35,000	35,000	0	0	0
Contribution - operations	445,239	445,239	139,676	355,649	215,973
Capital funding total	4,531,964	4,531,964	1,232,487	621,633	(610,854)

SIGNIFICANT ACCOUNTING POLICIES

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

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

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

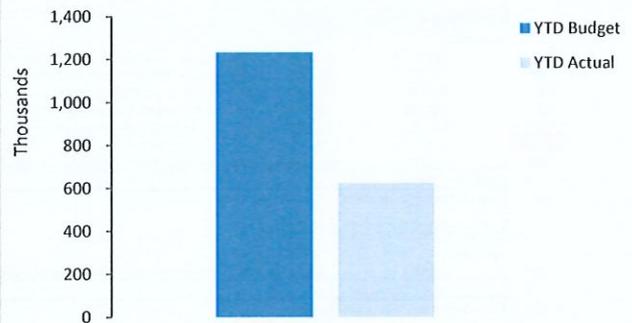
Initial recognition and measurement for assets held at cost

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

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

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

Payments for Capital Acquisitions





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

Account Number	Job Number	Balance Sheet Category	Account/Job Description	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over
				\$	\$	\$	\$	\$
Land Held for Resale								
Other Property & Services								
E14761	511		Land Held for Resale - Industrial Estate & Lot 801	(50,000)	(50,000)	0	(4,680)	(4,680)
Total - Other Property & Services				(50,000)	(50,000)	0	(4,680)	(4,680)
Total - Land Held for Resale				(50,000)	(50,000)	0	(4,680)	(4,680)
Buildings								
Economic Services								
E13260	521		Purchase Buildings-Tourism	(9,000)	(9,000)	(3,745)	0	3,745
Total - Economic Services				(9,000)	(9,000)	(3,745)	0	3,745
Total - Buildings				(9,000)	(9,000)	(3,745)	0	3,745
Plant & Equipment								
Transport								
E12360	525		Purchase Plant & Equipment-Plant	(409,000)	(409,000)	0	(7,383)	(7,383)
Total - Transport				(409,000)	(409,000)	0	(7,383)	(7,383)
Total - Plant & Equipment				(409,000)	(409,000)	0	(7,383)	(7,383)
Furniture & Equipment								
Economic Services								
E13450	523		CRC - Purchase Furniture & Equipment*	(10,000)	(10,000)	(4,165)	(7,500)	(3,335)
Total - Economic Services				(10,000)	(10,000)	(4,165)	(7,500)	(3,335)
Other Property & Services								
E14560	523		Purchase Furniture & Equipment-Administration	(12,000)	(12,000)	(12,000)	0	12,000
Total - Other Property & Services				(12,000)	(12,000)	(12,000)	0	12,000
Total - Furniture & Equipment				(22,000)	(22,000)	(16,165)	(7,500)	8,665
Infrastructure - Roads								
Transport								
E12102	RRG007	541	RRG - York William Rd Final Seal SLK 0.00-3.00(10mm CRM)	(220,500)	(220,500)	(66,147)	(7,358)	58,789
E12102	RRG241	541	York Williams Road- SLK21.75-26.71 Bitumen Seal	0	0	0	(6,464)	(6,464)
E12102	RRG242	541	RRG - York Williams Road Reconstruct from SKL 3.00-6.00	(676,960)	(676,960)	(203,086)	(192,532)	10,554
E12103	RTR56	541	R2R - North Bannister Wandering and Wandering Pingelly road Seal Repairs	(86,447)	(86,447)	(25,933)	0	25,933
E12105	WSFN241	541	North Bannister Wandering Road-Upgrade and Overlay Pavement SLK9.10 to SLK13.37	(297,672)	(297,672)	(89,299)	(334,094)	(244,795)
E12105	WSFN0055	541	WSFN - Wandering Bannister Rd SLK 9.10-13.60 (4.5km)	(1,603,072)	(1,603,072)	(480,920)	(61,622)	419,298
Total - Transport				(2,884,651)	(2,884,651)	(865,385)	(602,069)	263,316
Total - Infrastructure - Roads				(2,884,651)	(2,884,651)	(865,385)	(602,069)	263,316
Infrastructure - Footpaths								
Transport								
E12140	BN03	543	Bike Network - Cheetaning St Shared Path (Design)	(5,902)	(5,902)	(1,767)	0	1,767
Total - Transport				(5,902)	(5,902)	(1,767)	0	1,767
Total - Infrastructure - Footpaths				(5,902)	(5,902)	(1,767)	0	1,767
Infrastructure - Bridges								
Transport								
E12120	BR0424	550	Bridge replacment 0424A Wandering Pingelly RD	(1,151,411)	(1,151,411)	(345,425)	0	345,425
Total - Transport				(1,151,411)	(1,151,411)	(345,425)	0	345,425
Total - Infrastructure - Bridges				(1,151,411)	(1,151,411)	(345,425)	0	345,425
Grand Total				(4,531,964)	(4,531,964)	(1,232,487)	(621,633)	610,854

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025

FINANCING ACTIVITIES
NOTE 7
BORROWINGS

Repayments - borrowings

Information on borrowings

Particulars	Loan No.	1 July 2025	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Other property and services										
Industrial Estate Development	10	63,008	0	0	(6,626)	(6,626)	56,382	56,382	(701)	(2,795)
Industrial Estate Development	11	350,000	0	0	(28,153)	(28,153)	321,847	321,847	(4,175)	(16,106)
Total		413,008	0	0	(34,779)	(34,779)	397,448	378,229	(4,876)	(18,901)
Current borrowings		34,853					19,293			
Non-current borrowings		378,154					378,154			
		413,008					397,448			

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2025, nor is it expected to have unspent funds as at 30th June 2026.

KEY INFORMATION

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025

FINANCING ACTIVITIES
NOTE 8
LEASE LIABILITIES

Repayments - leases

Particulars	Lease No.	1 July 2025	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
			\$	\$	\$	\$	\$	\$	\$	\$
Information on leases										
Transport										
JCB Excavator	1	151,252	0	0	(19,382)	(43,751)	107,501	107,501	(3,499)	(7,095)
Total		151,252	0	0	(19,382)	(43,751)	107,501	107,501	(3,499)	(7,095)
Current lease liabilities		43,751								
Non-current lease liabilities		107,501								
		151,252								

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES
NOTE 9
RESERVE ACCOUNTS

Reserve accounts

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
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council									
Leave reserve	22,096.97	963.00	221.18	0.00	0.00	0.00	0.00	23,059.97	22,318.15
Land & building reserve	87,729.28	3,824.00	878.12	0.00	0.00	0.00	0.00	91,553.28	88,607.40
Plant replacement reserve	3,662.28	160.00	36.66	318,086.00	0.00	(145,000.00)	0.00	176,908.28	3,698.94
Office equipment reserve	16,859.57	735.00	168.75	0.00	0.00	0.00	0.00	17,594.57	17,028.32
Fuel facility reserve	104,941.97	4,574.00	1,050.43	0.00	0.00	0.00	0.00	109,515.97	105,992.40
WSFN Funding reserve	40,000.00	1,744.00	0.00	0.00	0.00	(35,000.00)	0.00	6,744.00	40,000.00
	275,290.07	12,000.00	2,355.14	318,086.00	0.00	(180,000.00)	0.00	425,376.07	277,645.21

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025

NOTE 10
BUDGET AMENDMENTS

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

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

13.2 Accounts for Payment 30 November 2025

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Dr Alistair Pinto – Chief Executive Officer
Authorising Officer:	Dr Alistair Pinto – Chief Executive Officer
Date:	3 December 2025
Disclosure of Interest:	N/A
Attachments:	Payment Listing and Credit Card Statement 30 November 2025
Previous Reference:	Nil

Summary:

Council to note payments of accounts as presented.

Background:

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

Comment:

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

Consultation:

There has been no consultation.

Statutory Environment:

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

12 (1) A list of creditors is to be compiled for each month showing –

- (a) The payee’s name;
- (b) The amount of the payment;
- (c) Sufficient information to identify to transaction; and
- (d) The date of the meeting of the council to which the list is to be presented.

Policy Implications:

There are no policy implications.

Financial Implications:

There are no financial implications.

Strategic Implications:

Improve Our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> • 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 • Reduce reliance on operational grants

Sustainability Implications:

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

Risk Implications:

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Low (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix:

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of two (2) has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register to ensure Local Government Act and Regulations compliance.

Voting Requirements:

Simple Majority

Shire of Wandering

Certificate of Expenditure –30 November 2025

This Schedule of Accounts to be passed for payment covering:

Payment Method	Cheque/EFT/DD Number	Amount
Municipal Fund:		
Electronic Funds Transfers	EFT10757 – EFT 10817	\$280,947.98
Direct Debits	DD5476.1 – DD5501.21	\$ 54,748.20
Cheques	N/A	-
	TOTAL	\$335,696.18

to the Municipal and Trust Accounts, totalling \$335,696.18 which were submitted to each member of the Council on 11 December 2025 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.

Dr Alistair Pinto
Chief Executive Officer

071225 Moved: Cr A Price Seconded: Cr A Thompson

Recommendation and Council Decision:

That in accordance with section 13 of the Financial Management Regulations of the *Local Government Act 1995* and in accordance with delegation, payment of Municipal Fund vouchers, Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$335,696.18 (attached) be noted as approved for payment and credit card statement be noted.

Carried by Simple Majority 6/0

For: Cr Little, Cr Price, Cr Cowan, Cr Jennings, Cr Latham, Cr Thompson

Against: Nil

Shire of Wandering
List of Accounts for Payments for November 2025

Chq/EFT	Date	Name	Description	Amount	Amount
EFT10757	05/11/2025	Shire of Wandering Christmas Club	Payroll Deduction - Christmas Club		-\$ 165.00
DEDUCTION	04/11/2025	Shire of Wandering Christmas Club	Payroll Deduction	\$ 165.00	
EFT10758	05/11/2025	Shire of Wandering Staff Lotto	Payroll Deduction - Staff Lotto		-\$ 60.00
DEDUCTION	04/11/2025	Shire of Wandering Staff Lotto	Payroll Deduction	\$ 60.00	
EFT10759	13/11/2025	Allwest Plant Hire	Work -Plant Hire		-\$ 5,060.00
43990	31/10/2025	Allwest Plant Hire	Hire of Roller, Hire of Roller Multi Tyre Roller	\$ 5,060.00	
EFT10760	13/11/2025	Altus Planning	Town Planning- October 2025		-\$ 536.25
AP4192	03/11/2025	Altus Planning	October 2025	\$ 536.25	
EFT10761	13/11/2025	Armadale Lock & Key Service	Transfer station		-\$ 58.50
INV10934	30/10/2025	Armadale Lock & Key Service	2 x H5 keys to fit padlock to transfer station	\$ 58.50	
EFT10762	13/11/2025	Australia Post	Various Postal Stock Requirements / Stamps , Envelopes		-\$ 131.33
1014336383	03/11/2025	Australia Post	Various Postal Stock Requirements / Stamps	\$ 131.33	
EFT10763	13/11/2025	Avon Waste	Domestic & commercial general waste services		-\$ 7,574.61
00072725	31/10/2025	Avon Waste	Domestic & commercial general waste services, 01/10/2025-	\$ 7,574.61	
EFT10764	13/11/2025	BOC	Works - Container Service		-\$ 34.83
5006758474	29/10/2025	BOC	Container Service, Oxygen, Acetylene, Argoshield, Medical Oxygen	\$ 34.83	
EFT10765	13/11/2025	Best Office Systems	Copier contract - CRC		-\$ 4,302.66
652436	30/10/2025	Best Office Systems	B&W Copies, Colour Copies, Echo - 75% of colour	\$ 4,302.66	
EFT10766	13/11/2025	Bob Waddell & Associates	Accounting Services		-\$ 1,320.00
4821	03/11/2025	Bob Waddell & Associates	Annual Financial Report	\$ 748.00	
4824	10/11/2025	Bob Waddell & Associates	Set up New Grants Acc, RTR Annual Report	\$ 572.00	
EFT10767	13/11/2025	Boddington Electrical Services Pty Ltd	Caravan Park Expense		-\$ 569.69
0414	28/10/2025	Boddington Electrical Services Pty Ltd	RCD tripping at ablation block at caravan park, Rectify power lines between drain pump and lights at ablation block - on same line at the moment and tripping out	\$ 569.69	
EFT10768	13/11/2025	Boddington News	Boddington News		-\$ 12.00
691	24/10/2025	Boddington News	Edition #700	\$ 12.00	
EFT10769	13/11/2025	Bookeasy Australia Pty Ltd	Caravan Park Expense		-\$ 242.00
00008225	31/10/2025	Bookeasy Australia Pty Ltd	Online booking system fee - October 2025	\$ 242.00	
EFT10770	13/11/2025	Boral Construction Materials	Works - Road Works		-\$ 11,308.00
AWWPS00454-001	05/11/2025	Boral Construction Materials	Seal for North Bannister Wandering Road SLK13.90	\$ 11,308.00	

Chq/EFT	Date	Name	Description	Amount	Amount
EFT10771	13/11/2025	ClickSuper	Super Transaction fee		-\$ 22.88
DD25100211	02/11/2025	ClickSuper	October 2025	\$ 22.88	
EFT10772	13/11/2025	DCE Services	Works - Town expenses		-\$ 2,097.70
WS011	09/09/2025	DCE Services	Build and install new raking for all our storm water piping.	\$ 2,097.70	
EFT10773	13/11/2025	Focus Networks	Managed Computer /Server Services and Support-Rates Services		-\$ 6,384.73
11491GB	05/11/2025	Focus Networks	Managed Recovery Service	\$ 3,012.13	
MPSD-15193	06/11/2025	Focus Networks	Managed Computer /Server Services and Support-Rates Services, CRC, Works Admin-General Administration	\$ 3,372.60	
EFT10774	13/11/2025	Great Southern Fuel Supplies	Fuel Card Purchases-		-\$ 60.86
OCTWAND25	31/10/2025	Great Southern Fuel Supplies	0.WD, WD.001	\$ 60.86	
EFT10775	13/11/2025	JEB Cleaning Services	Shire Cleaning Contract		-\$ 2,472.00
0032	27/10/2025	JEB Cleaning Services	Cleaning contract, 27/10/2025-09/11/2025	\$ 2,472.00	
EFT10776	13/11/2025	LG Best Practices Pty Ltd	Pay Roll Assistance		-\$ 2,508.00
23094	31/10/2025	LG Best Practices Pty Ltd	Pay Roll Assistance with Casey for Colleen 08/10/14/10, Pay Roll Assistance Auditors 22 & 27/10/2025, Pay Roll Assistance Complete Reconciliation of Payroll - Identify Errors, Pay Roll Assistance 29/10,30/10- Leave Audit, Pay Roll Assistance 31/10 - Leave Audit & Finish	\$ 1,716.00	
23095	31/10/2025	LG Best Practices Pty Ltd	Finance Training & Mentoring - With Wendy 28/10/2025, 24/10/2025 - Sept BAS, 31/10/2025 - Approval & Authorisation TPAR 2025	\$ 792.00	
EFT10777	13/11/2025	Metal Artwork Creations	Corporate Expenses		-\$ 118.53
35197	05/11/2025	Metal Artwork Creations	Plaques for Cr Watts and Cr Turton on their retirement from Council	\$ 118.53	
EFT10778	13/11/2025	OMG - Omnicom Media Group Australia Pty Ltd	Works - Advertising		-\$ 1,267.12
1893840	31/10/2025	OMG - Omnicom Media Group Australia Pty Ltd	Advertisement for Grader Driver Final Trim	\$ 498.27	
1893841	31/10/2025	OMG - Omnicom Media Group Australia Pty Ltd	Advertisement for Tender - Bridge Replacement - Wandering Pingelly Bridge 0424A	\$ 768.85	
EFT10779	13/11/2025	Officeworks	CRC equipment Purchase		-\$ 284.50
624698735	29/10/2025	Officeworks	Shredder	\$ 284.50	

Chq/EFT	Date	Name	Description	Amount	Amount
EFT10780	13/11/2025	RingCentral	Phone system Administration		-\$ 662.00
CD_001267902	06/11/2025	RingCentral	Phone system Administration, Phone system Harvest Ban Line, Council Chambers, Works, CRC	\$ 662.00	
EFT10781	13/11/2025	Toolmart	WORKS- Equipment Purchase		-\$ 4,621.74
KS-143727	31/10/2025	Toolmart	Variety of Tools for Yard	\$ 3,103.74	
KS-143734	31/10/2025	Toolmart	impact sockets	\$ 1,518.00	
EFT10782	13/11/2025	Underground Power Development	Town Planning - Site inspection		-\$ 5,148.00
18462	06/11/2025	Underground Power Development	Site inspection electrical quality control & inspection fee (includes Travel time 2.5 hrs each	\$ 5,148.00	
EFT10783	13/11/2025	WA Contract Ranger Services	Contract Ranger Service -		-\$ 1,010.63
00006676	08/11/2025	WA Contract Ranger Services	Contract Ranger Service, Labour & travel 21/10,05/11/2025 INC Firebreak Inspections	\$ 1,010.63	
EFT10784	13/11/2025	WD Auto Repairs	Vehicle Maintenance		-\$ 159.50
2583	29/10/2025	WD Auto Repairs	Check clutch - Isuzu Crew Cab Truck - WD.6	\$ 159.50	
EFT10785	13/11/2025	Wandering Dreams	Wandering Collective Sales		-\$ 14.40
005	31/10/2025	Wandering Dreams	Wandering Collective Sales	\$ 14.40	
EFT10786	13/11/2025	Wandering Rural	Park & Gardens Expense		-\$ 183.43
12022	31/10/2025	Wandering Rural	various rural retic parts	\$ 69.98	
12113	11/11/2025	Wandering Rural	various rural retic parts	\$ 45.32	
12124	11/11/2025	Wandering Rural	various rural retic parts	\$ 68.13	
EFT10787	13/11/2025	Western Australian Hemp Seed Oil Company	Wandering Collective Sales		-\$ 31.20
0365	27/10/2025	Western Australian Hemp Seed Oil Company	Wandering Collective Sales	\$ 31.20	
EFT10788	18/11/2025	Key-ora Nominees Pty Ltd	Rates refund		-\$ 51.94
A332	18/11/2025	Key-ora Nominees Pty Ltd	Rates refund for assessment A332 1558	\$ 51.94	
EFT10789	19/11/2025	Shire of Wandering Christmas Club	Payroll Deduction - Christmas Club		-\$ 165.00
DEDUCTION	18/11/2025	Shire of Wandering Christmas Club	Payroll Deduction	\$ 165.00	
EFT10790	19/11/2025	Shire of Wandering Staff Lotto	Payroll Deduction Staff Lotto		-\$ 60.00
DEDUCTION	18/11/2025	Shire of Wandering Staff Lotto	Payroll Deduction	\$ 60.00	
EFT10791	26/11/2025	Armadale Mower World & Service	Parks & Gardens Equipment		-\$ 413.00
65193 #23	24/11/2025	Armadale Mower World & Service Co	various chains and chainsaw parts	\$ 413.00	

Chq/EFT	Date	Name	Description	Amount	Amount
EFT10792	26/11/2025	Bali Sands - Garden Supplies & Bali Imports	Parks & Gardens - Supplies		-\$ 150.00
34235-1	24/11/2025	Bali Sands - Garden Supplies & Bali Imports	2 cubic metres special lawn mix	\$ 150.00	
EFT10793	26/11/2025	Benara Nurseries	Parks & Gardens - Supplies		-\$ 139.33
262356	24/11/2025	Benara Nurseries	Variety of plants for community garden	\$ 139.33	
EFT10794	26/11/2025	Best Office Systems	Shire & CRC Equipment		-\$ 8,512.34
652793	13/11/2025	Best Office Systems	NEW Printer for CRC - Make: Konica Minolta Model: C451iwb1,	\$ 8,250.00	
653278	24/11/2025	Best Office Systems	Copier contract - CRC, B&W Copies, Colour Copies, Echo - 75% of colour	\$ 119.37	
653362	25/11/2025	Best Office Systems	Copier Contract - Shire , B&W copies, Colour copies	\$ 142.97	
EFT10795	26/11/2025	Bob Waddell & Associates	Accounting Services		-\$ 1,936.00
4839	17/11/2025	Bob Waddell & Associates	Councillor Queries, 24/25 AFR Audit Queries	\$ 1,496.00	
4849	24/11/2025	Bob Waddell & Associates	October Financials	\$ 440.00	
EFT10796	26/11/2025	Boddington Electrical Services	Community Centre Expense		-\$ 1,753.62
0439	24/11/2025	Boddington Electrical Services	Isolate outside lights and change old lights to match new ones at community centre	\$ 1,753.62	
EFT10797	26/11/2025	Boddington News	Boddington News		-\$ 12.00
705	07/11/2025	Boddington News	Edition #771	\$ 12.00	
EFT10798	26/11/2025	Department of Fire & Emergency Services	DFES		-\$ 108.00
159804A1	21/11/2025	Department of Fire & Emergency Services	ESL In Accordance with Department of Fire and Emergency Services of WA Act - Option B	\$ 108.00	
EFT10799	26/11/2025	Focus Networks	Monthly Managed Services		-\$ 2,402.35
SAAS-15226	13/11/2025	Focus Networks	Firewall/Remote Services and Antivirus Software Management-Rates Services,-CRC, -Works Admin, -Admin	\$ 2,402.35	
EFT10800	26/11/2025	Fuel Distributors of WA	Fuel Facility Purchase		-\$ 63,938.41
5310544	18/11/2025	Fuel Distributors of WA	Diesel, ULP	\$ 63,938.41	
EFT10801	26/11/2025	G & D Lyster	Works - Supplies		-\$ 22,000.00
516	23/10/2025	G & D Lyster	Pushing gravel for North Bannister Wandering Road @ \$1.70cubic meter around 10,000cm at GE White	\$ 22,000.00	
EFT10802	26/11/2025	JEB Cleaning Services	Cleaning contract		-\$ 2,768.64
0032	27/10/2025	JEB Cleaning Services	Vacate Clean - 5 Humes Way	\$ 296.64	
0034	10/11/2025	JEB Cleaning Services	Cleaning contract, 10/11/2025-23/11/2025	\$ 2,472.00	

Chq/EFT	Date	Name	Description	Amount	Amount
EFT10803	26/11/2025	Kelmscott Work Clobber	WORKS - Outside Staff Uniforms		-\$ 3,660.23
KE897067	17/11/2025	Kelmscott Work Clobber	Outside Staff Uniforms	\$ 3,660.23	
EFT10804	26/11/2025	Landgate	Valuation rolls - Rural		-\$ 145.44
77058539	25/11/2025	Landgate	x3 SCHEDULE R2025/4	\$ 145.44	
EFT10805	26/11/2025	Light up Bottle	Wandering Collective Sales- Light Up bottle		-\$ 38.40
002	17/10/2025	Light up Bottle	Wandering Collective Sales	\$ 38.40	
EFT10806	26/11/2025	Marina Rita Tonia Corkery	Wandering Collective Sales		-\$ 12.00
0002	21/10/2025	Marina Rita Tonia Corkery	Wandering Collective Sales	\$ 12.00	
EFT10807	26/11/2025	Narrogin Farmers Centre Narrogin	Works - Equipment Repairs		-\$ 78,979.02
311049-00	24/10/2025	Narrogin Farmers Centre Narrogin	Install new engine and finalise & current costs to date	\$ 78,979.02	
EFT10808	26/11/2025	None of your Beeswax	Wandering Collective Sales - Beeze Wax		-\$ 56.00
0251	22/11/2025	None of your Beeswax	Wandering Collective Sales	\$ 56.00	
EFT10809	26/11/2025	Startrack Express	Works - Freight		-\$ 66.21
2001044361	13/11/2025	Startrack Express	freight for signage	\$ 66.21	
EFT10810	26/11/2025	Turret Engineering Pty Ltd	Works		-\$ 7,183.00
1618	18/11/2025	Turret Engineering Pty Ltd	Turret 1m (DN110 Poly Male Threaded)	\$ 3,591.50	
1619	18/11/2025	Turret Engineering Pty Ltd	Turret 1M (DN110 Poly Male Threaded)	\$ 3,591.50	
EFT10811	26/11/2025	WALGA	Councillor Training		-\$ 566.50
SI-016619	13/11/2025	WALGA	Training course - The Role of Mayors and Presidents - Sheryl Little	\$ 566.50	
EFT10812	26/11/2025	WD Auto Repairs	Works - Vehicle Repairs		-\$ 2,015.70
0002606	12/11/2025	WD Auto Repairs	2 tyre repairs	\$ 200.20	
00002607	12/11/2025	WD Auto Repairs	3 new air filters	\$ 735.35	
00002612	19/11/2025	WD Auto Repairs	PT4 Service - Isuzu Tipper - WD.000	\$ 1,080.15	
EFT10813	26/11/2025	Wandering Primary School	Community Funding Program		-\$ 40.00
WAND PRIMARY	18/11/2025	Wandering Primary School	Wandering Primary School Book Award Donation 2025	\$ 40.00	
EFT10814	26/11/2025	Wandering Rural	Works & Parks & Gardens Supplies		-\$ 1,368.76
12150	13/11/2025	Wandering Rural	small fertiliser spreader	\$ 95.00	
12194	19/11/2025	Wandering Rural	Granulated lawn fertiliser	\$ 160.00	
12234	25/11/2025	Wandering Rural	Lawn Turf Boost 20lt	\$ 486.76	
12235	25/11/2025	Wandering Rural	Steel Droppers for marking out the road	\$ 627.00	
EFT10815	26/11/2025	Wandering Tavern	Councillors Expense		-\$ 368.00
00000076	20/11/2025	Wandering Tavern	Councillors Meals- 30/10/2025 & 20/11/2025	\$ 368.00	
EFT10816	26/11/2025	Yahava Kaffeeworks Wholesale	CRC Café Expense		-\$ 764.60
1-00029517	17/11/2025	Yahava Kaffeeworks Wholesale	Coffee & Freight for CRC, Freight	\$ 764.60	

Chq/EFT	Date	Name	Description	Amount	Amount
EFT10817	26/11/2025	Zone 50 Engineering Surveys	Works		-\$ 22,851.40
1571	25/11/2025	Zone 50 Engineering Surveys Pty Ltd	Initial Survey & Design Overlay-from SLK 9.10 - SLK 13.63	\$ 22,851.40	
DD5476.1	04/11/2025	Australian Super	Superannuation contributions		-\$ 1,891.34
SUPER	04/11/2025	Australian Super	Payroll Deduction	\$ 1,491.39	
DEDUCTION	04/11/2025	Australian Super	Payroll Deduction	\$ 317.72	
DEDUCTION	04/11/2025	Australian Super	Payroll Deduction	\$ 82.23	
DD5476.2	04/11/2025	MLC Masterkey	Superannuation contributions		-\$ 531.11
DEDUCTION	04/11/2025	MLC Masterkey	Payroll Deduction	\$ 75.04	
SUPER	04/11/2025	MLC Masterkey	Payroll Deduction	\$ 456.07	
DD5476.3	04/11/2025	Aware Super	Superannuation contributions		-\$ 5,595.38
SUPER	04/11/2025	Aware Super	Payroll Deduction	\$ 4,782.69	
DEDUCTION	04/11/2025	Aware Super	Payroll Deduction	\$ 812.69	
DD5476.4	04/11/2025	The Trustee for Keith Bowen Super	Superannuation contributions		-\$ 328.93
SUPER	04/11/2025	The Trustee for Keith Bowen Super	Payroll Deduction	\$ 328.93	
DD5476.5	04/11/2025	Australian Retirement Trust Super	Superannuation contributions		-\$ 178.84
SUPER	04/11/2025	Savings	Payroll Deduction	\$ 178.84	
DD5476.6	04/11/2025	HUB24 Super Fund	Superannuation contributions		-\$ 287.64
SUPER	04/11/2025	HUB24 Super Fund	Payroll Deduction	\$ 287.64	
DD5491.1	18/11/2025	Australian Super	Superannuation contributions		-\$ 1,985.20
SUPER	18/11/2025	Australian Super	Payroll Deduction	\$ 1,563.92	
DEDUCTION	18/11/2025	Australian Super	Payroll Deduction	\$ 339.05	
DEDUCTION	18/11/2025	Australian Super	Payroll Deduction	\$ 82.23	
DD5491.2	18/11/2025	MLC Masterkey	Superannuation contributions		-\$ 531.11
DEDUCTION	18/11/2025	MLC Masterkey	Payroll Deduction	\$ 75.04	
SUPER	18/11/2025	MLC Masterkey	Payroll Deduction	\$ 456.07	
DD5491.3	18/11/2025	Aware Super	Superannuation contributions		-\$ 5,793.79
SUPER	18/11/2025	Aware Super	Payroll Deduction	\$ 4,940.20	
DEDUCTION	18/11/2025	Aware Super	Payroll Deduction	\$ 853.59	
DD5491.4	18/11/2025	The Trustee for Keith Bowen Super	Superannuation contributions		-\$ 328.93
SUPER	18/11/2025	The Trustee for Keith Bowen Super	Payroll Deduction	\$ 328.93	

Chq/EFT	Date	Name	Description	Amount	Amount
DD5491.5	18/11/2025	Australian Retirement Trust Super Savings	Superannuation contributions		-\$ 236.33
SUPER	18/11/2025	Australian Retirement Trust Super Savings	Payroll Deduction	\$ 236.33	
DD5491.6	18/11/2025	HUB24 Super Fund	Superannuation contributions		-\$ 291.78
SUPER	18/11/2025	HUB24 Super Fund	Payroll Deduction	\$ 291.78	
DD5497.2	24/11/2025	Commonwealth Bank	Credit Card Expense		-\$ 324.00
CC BUNNINGS	24/11/2025	Commonwealth Bank	Shire Christmas Decorations	\$ 218.00	
CC FLOWERS	24/11/2025	Commonwealth Bank	Condolences from the Shire - Flowers for Cr Hansen	\$ 106.00	
DD5497.3	25/11/2025	Commonwealth Bank	Credit Card Expense		-\$ 1,467.20
CC - FLAGS	25/11/2025	Commonwealth Bank	2026 Australia Day Grant - Flags	\$ 1,467.20	
DD5497.4	03/11/2025	Commonwealth Bank	Credit Card Expense		-\$ 80.16
COUNCIL	03/11/2025	Commonwealth Bank	Councillor refreshments	\$ 80.16	
DD5497.5	11/11/2025	Commonwealth Bank	Credit Card Expense		-\$ 1,422.94
796.05	05/11/2025	Commonwealth Bank	LG Professionals conference - CEO - Accommodation, Meal Allowance	\$ 796.05	
CC- EXPENSE	11/11/2025	Commonwealth Bank	2025 Shire Christmas Gits	\$ 576.91	
CC- CARDS	11/11/2025	Commonwealth Bank	250 business cards and postage - Shire President	\$ 49.98	
DD5497.6	12/11/2025	Commonwealth Bank	Credit Card Expense		-\$ 234.37
CC DEC25	12/11/2025	Commonwealth Bank	Aussie Broadband - Administration Internet	\$ 89.00	
CC COLES	12/11/2025	Commonwealth Bank	Remembrance Day Expenses	\$ 145.37	
DD5497.7	14/11/2025	Commonwealth Bank	Credit Card Expense		-\$ 155.00
CC GUEST	14/11/2025	Commonwealth Bank	Accommodation for Shire guest - Wandering Caravan park	\$ 155.00	
DD5497.8	17/11/2025	Commonwealth Bank	Credit Card Expense		-\$ 199.60
CC COLES CRC	17/11/2025	Commonwealth Bank	Cafe Expense, CRC EVENT - Christmas, Shire & Council	\$ 199.60	
DD5499.1	12/11/2025	De Lage Landen Pty Ltd	Loan No. JCB		-\$ 4,660.94
JCB LEASE	11/11/2025	De Lage Landen Pty Ltd	Loan No. JCB Lease Principal payment - Loan No. JCB Lease Interest payment	\$ 4,660.94	
DD5501.1	28/11/2025	Aussie Broadband	Broadband		-\$ 79.00
DD53424172	28/11/2025	Aussie Broadband	Broadband - Administration	\$ 79.00	
DD5501.2	19/11/2025	DOT Licencing	Transport WADO 19/11/2025		-\$ 1,208.75
DDWADO20251117	19/11/2025	DOT Licencing	Transport WADO	\$ 1,208.75	
DD5501.3	20/11/2025	DOT Licencing	Transport WADO 20/11/2025		-\$ 274.60
DDWADO20251118	20/11/2025	DOT Licencing	Transport WADO	\$ 274.60	

Chq/EFT	Date	Name	Description	Amount	Amount
DD5501.4	21/11/2025	DOT Licencing	Transport WADO 21/11/2025		-\$ 761.45
DDWADO20251119	21/11/2025	DOT Licencing	Transport WADO	\$ 761.45	
DD5501.5	24/11/2025	DOT Licencing	Transport WADO 24/11/2025		-\$ 1,044.15
DDWADO20251120	24/11/2025	DOT Licencing	Transport WADO	\$ 1,044.15	
DD5501.6	26/11/2025	DOT Licencing	Transport WADO 26/11/2025		-\$ 1,121.40
DDWADO20251124	26/11/2025	DOT Licencing	Transport WADO	\$ 1,121.40	
DD5501.7	27/11/2025	DOT Licencing	Transport WADO 27/11/2025		-\$ 866.15
DDWADO20251125	27/11/2025	DOT Licencing	Transport WADO	\$ 866.15	
DD5501.8	26/11/2025	Water Corporation	Water Usage		-\$ 492.28
DDWATERDUNMAL	26/11/2025	Water Corporation	5 Dunmall Dr, Water use, Service charge	\$ 49.62	
DDWAT1DOW	26/11/2025	Water Corporation	1 Dowsett St, Water use, Service charge	\$ 72.19	
DDWATER13DUNMAL	26/11/2025	Water Corporation	13 Dunmall Dr, Water use, Service charge	\$ 176.84	
DDWATER14DOWN	26/11/2025	Water Corporation	14 Down St, Water use, Service charge	\$ 84.50	
DDWATER19HUMES	26/11/2025	Water Corporation	19 Humes Wy, Water use, Service charge	\$ 109.13	
DD5501.9	24/11/2025	Synergy	Power Usage		-\$ 881.64
DD2002652266	24/11/2025	Synergy	Street lighting, Usage	\$ 881.64	
DD5501.10	26/11/2025	Telstra	Telstra Message Services		-\$ 154.25
DDTELSTRATIMS	26/11/2025	Telstra	Tims Messaging, Councillors, Fire Control, Fuel facility	\$ 154.25	
DD5501.11	03/11/2025	Telstra	Telstra Services		-\$ 1,101.57
DD TELSTRA	03/11/2025	Telstra	Administration Phone/Internet, Operations Phone, Fire Station Internet, CRC Phone/Internet, Community Centre Internet, Fuel Facility Internet, Depot Internet, Telstra Credit	\$ 1,101.57	
DD5501.12	19/11/2025	ClickSuper	Transaction fee		-\$ 22.88
DD25100211	19/11/2025	ClickSuper	October 2025	\$ 22.88	
DD5501.13	12/11/2025	Telstra	Telstra Message Services		-\$ 153.75
DDTMS OCT	12/11/2025	Telstra	Tims Messaging, Councillors, Fire Control, Fuel facility	\$ 153.75	
DD5501.14	27/11/2025	Water Corporation	Water Usage		-\$ 90.22
DDWATER CEMETERY	27/11/2025	Water Corporation	Water use - Cemetery	\$ 5.88	
DDWATERFIRETANK	27/11/2025	Water Corporation	Moramocking Fire Water Tank refill - Account no 9024618842	\$ 84.34	
DD5501.15	25/11/2025	Easi Fleet PTY LTD-DD	Novated Lease Payments		-\$ 1,611.22
DD245043	25/11/2025	Easi Fleet PTY LTD-DD	Payroll Deduction	\$ 1,611.22	

Chq/EFT	Date	Name	Description	Amount	Amount
DD5501.16	03/11/2025	DOT Licencing	Transport WADO 03/11/25		-\$ 184.55
DDWADO20251030	03/11/2025	DOT Licencing	Transport WADO	\$ 184.55	
DD5501.17	05/11/2025	DOT Licencing	Transport WADO 05/11/2025		-\$ 14,983.10
DDWADO20251103	05/11/2025	DOT Licencing	Transport WADO	\$ 14,983.10	
DD5501.18	07/11/2025	DOT Licencing	Transport WADO 07/11/2025		-\$ 188.25
DDWADO20251105	07/11/2025	DOT Licencing	Transport WADO	\$ 188.25	
DD5501.19	12/11/2025	DOT Licencing	Transport WADO 12/11/2025		-\$ 191.35
DDWADO20251110	12/11/2025	DOT Licencing	Transport WADO	\$ 191.35	
DD5501.20	14/11/2025	DOT Licencing	Transport WADO 14/11/2025		-\$ 1,768.90
DDWADO20251112	14/11/2025	DOT Licencing	Transport WADO	\$ 1,768.90	
DD5501.21	17/11/2025	DOT Licencing	Transport WADO 17/11/2025		-\$ 1,044.15
DDWADO20251113	17/11/2025	DOT Licencing	Transport WADO	\$ 1,044.15	

Credit Card Breakdown 27/10/2025-26/11/2025

Date	Supplier	Description	Amount	GST
31/10/2025	Coles -On line	CRC CAFÉ	\$ 208.85	\$ 18.99
03/11/2025	Costco	Catering for councillors	\$ 80.16	\$ 7.29
05/11/2025	Crown Perth	CEO Parking Perth	\$ 15.00	\$ 1.36
05/11/2025	Crown Perth	CEO accommodation - LG Pro Conference	\$ 637.25	\$ 57.93
07/11/2025	Merrywell	CEO meal allowance - LG Pro Conference	\$ 29.00	\$ 2.64
10/11/2025	Crown Perth	CEO meal allowance - LG Pro Conference	\$ 88.00	\$ 8.00
10/11/2025	Crown Perth	CEO meal allowance - LG Pro Conference	\$ 26.80	\$ 2.44
11/11/2025	SR Personalised Favours	2025 Shire Christmas Gifts	\$ 576.91	\$ 52.45
11/11/2025	Vista Print	Shire President Business Cards	\$ 49.98	\$ 4.54
12/11/2025	Aussie Broadband	Aussie Broadband Internet	\$ 89.00	\$ 8.09
12/11/2025	Coles Online	Remembrance Day Expenses	\$ 145.37	\$ 13.22
14/11/2025	Shire of Wandering	Accommodation for Shire Guest - Wandering Caravan Park	\$ 155.00	\$ 14.09
17/11/2025	Coles Online	CRC CAFÉ	\$ 199.60	\$ 18.15
24/11/2025	Bunnings	Shire Christmas Lights	\$ 69.00	\$ 6.27
24/11/2025	Bunnings	Shire Christmas Decorations	\$ 149.00	\$ 13.55
24/11/2025	The Honourable Florist	Condolences from the Shire - Flowers for Cr Hansen	\$ 106.00	\$ 9.64
25/11/2025	Australian Flags	Flags for Australia Day 2026	\$ 1,467.20	\$ 133.38
	Commonwealth Bank	Bank Fee	\$ -	\$ -
		TOTAL	\$ 4,092.12	\$ 372.01

13.3 Write Off Debtor Account

File Reference:	14.145.14518
Location:	N/A
Applicant:	N/A
Author:	Lisa Boddy, Executive Assistant / Raewyn Street, Revenue Officer
Authorising Officer	Dr Alistair Pinto, Chief Executive Officer
Date:	6 November 2025
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	N/A

Summary:

To consider writing off a debtor account that is deemed to be uncollectable.

Background:

Debtor 483 – \$322.79.

An agreement was drawn up between the Shire and a previous staff member to repay the Shire \$34.29 per month until the amount of \$412.33 was fully repaid for water used at the rented Shire property. A total of \$89.54 was received, the last amount of \$34.29 being paid on 13 November 2024 leaving \$322.79 outstanding.

The ex-employee has advised they will not be going to pay the debt off due to a claim of underpayment from the Shire in their termination pay. On the advice from the Acting CEO the Revenue Officer sent this to the debt collectors who advised they spoke to the ex-employee who had stated they were in discussions with Fair Trade over a claim of under payment by the Shire. Nothing has been heard to date by the Shire from Fair Trading and the claim is unsubstantiated.

Comment:

This matter has already consumed a large amount of officer time and it is considered impractical to engage a debt collection agency due to the amount of the debt owed.

Consultation:

Chief Executive Officer
Revenue Officer
Senior Finance Officer
Councillors

Statutory Environment:

Local Government Act 1995 Section 6.12 - Power to defer, grant discounts, waive or write off debts.

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

which is owed to the local government.

** Absolute majority required.*

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

Policy Implications:

Policy 41 – Debt Collection

Financial Implications:

The total cost of writing off this account is \$322.79.

Strategic Implications:

Improve our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	Improve accountability and transparency

Sustainability Implications:

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

Risk Implications:

Nil.

Voting Requirements:

Absolute Majority.

081225 Moved: Cr A Thompson Seconded: Cr P Latham

Recommendation and Council Decision:

That Council write off the amount of \$322.79 from Debtor 483.

Carried by Absolute Majority 6/0

For: Cr Little, Cr Price, Cr Cowan, Cr Jennings, Cr Latham, Cr Thompson

Against: Nil

14 Planning and Technical Services

14.1 Five-Year Preventive Maintenance and Bridge Replacement Plan

File Reference:	12.122.12215
Location:	Shire of Wandering – All Local Road Bridges
Applicant:	Shire of Wandering
Author:	Karl Mickle, Operations Manager
Authorising Officer:	Dr Alistair Pinto, Chief Executive Officer
Date:	8 December 2025
Disclosure of Interest:	Nil
Attachments:	Five Year Bridge Strategy Draft
Previous Reference:	Item 14.2 Ordinary Council Meeting 19 June 2022

Summary:

The Shire of Wandering is responsible for the ongoing maintenance and renewal of its road and bridge assets to ensure safety, accessibility, and compliance with relevant engineering and regulatory standards.

A Five-Year Preventive Maintenance and Bridge Replacement Plan has been developed to guide the Shire's approach to maintaining bridge infrastructure and prioritising future renewal works. This plan is essential for meeting the requirements set by Main Roads WA (MRWA) and ensuring the Shire remains eligible for external funding opportunities.

MRWA requires all Local Governments to:

- Carry out annual Level 1 (routine visual) inspections on all bridges.
- Submit these inspection reports to Main Roads WA each year; and
- Undertake routine bridge maintenance in accordance with inspection outcomes and best practice.

Compliance with these requirements is mandatory for Local Governments to remain eligible for state and federal bridge replacement funding.

The Five-Year Plan addresses these requirements and provides a structured, proactive approach to asset management that supports long-term sustainability.

Background:

The five-year Preventive Maintenance and Bridge Replacement Plan is currently out of date.

Comment:

The Five-Year Preventive Maintenance and Bridge Replacement Plan includes:

- A schedule for the annual Level 1 bridge inspections and mandatory reporting to Main Roads WA.
- A prioritised list of maintenance, renewal, and replacement works, based on bridge condition, risk, and service level needs.
- Forecasted costs for maintenance and capital works across the five years.
- Strategic alignment with the Shire's commitment to maintaining safe, reliable infrastructure.
- Clear linkages to funding eligibility requirements under MRWA programs and other state and federal sources.

Adoption of this plan will allow Council to integrate these priorities into the 10-Year Strategic Plan, including the Long-Term Financial Plan (LTFP) and Corporate Business Plan (CBP). This strengthens the Shire's capacity to secure future grant funding by demonstrating sound asset management and planning practices

Consultation:

Main Roads WA – Bridge Engineering Branch
 Shire CEO
 Shire Works & Services Team
 Councillors

Statutory Environment:

Local Government Act 1995
Main Roads Act 1930
 Main Roads WA Bridge Inspection and Maintenance Guidelines
 Eligibility requirements for Bridge Renewal Program and State Funding

Policy Implications:

Nil

Financial Implications:

The Five-Year Plan outlines expected maintenance and replacement costs to assist with Long-Term Financial Planning. Some maintenance activities will be funded from the annual operating budget. Replacement works depend on MRWA and Federal funding availability. Adoption of the plan strengthens the Shire’s position when applying for external funding

Strategic Implications:

Improve the Economic Growth of our Community

Our Goals	Our Strategies
The agricultural industry continues to be a main economic driver	Maintain our road network to a high standard
Roads are a critical driver for our Shire	Develop a Road Management Plan, which incorporates a Road Hierarchy, minimum Service levels, Maintenance Policy, Contractor Policy and Asset Management Plan
Capture tourism opportunities locally	Provide for and maintain infrastructure that grows tourism

Sustainability Implications:

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

Risk Implications:

Risk	Medium (6)
Risk Likelihood (based on history and with existing controls)	Possible (3)
Risk Impact / Consequence	Minor (2)
Risk Rating (Prior to Treatment or Control)	Medium (6)
Principal Risk Theme	Medium (6)
Risk Action Plan (Controls or Treatment Proposed)	Medium (6)

Risk Matrix:

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of six (6) has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register.

Voting Requirements:

Simple Majority

091225 Moved: Cr R Cowan Seconded: Cr A Thompson

Recommendation and Council Decision:

That Council adopts the Shire of Wandering Five-Year Preventive Maintenance and Bridge Replacement Plan, as presented.

Carried by Simple Majority 6/0

For: Cr Little, Cr Price, Cr Cowan, Cr Jennings, Cr Latham, Cr Thompson

Against: Nil

Bridge No	Road Name	Road No	SLK	Bridge Type	Deck Area	Year 1 Year 2025/26			Year 2 Year 2026/27			Year 3 Year 2027/28			Year 4 Year 2028/29			Year 5 Year 2029/30			
						5 Yearly - Preventative Maintenance	Annual Inspections & Termite Treatment	Maintenance Costs	5 Yearly - Preventative Maintenance	Annual Inspections & Termite Treatment	Maintenance Costs	5 Yearly - Preventative Maintenance	Annual Inspections & Termite Treatment	Maintenance Costs	5 Yearly - Preventative Maintenance	Annual Inspections & Termite Treatment	Maintenance Costs	5 Yearly - Preventative Maintenance	Annual Inspections & Termite Treatment	Maintenance Costs	
0420A	North Bannister - Wandering Rd	4270055	16.17	Timber	178.46	\$ -	\$ 550.00	\$ 23,684.00	\$ -	\$ 550.00	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
0421	Wandering - Pingelly Rd	4270056	2.47	Timber	110.19	\$ -	\$ 550.00	\$ -	\$ -	\$ 550.00	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
0422	Wandering - Pingelly Rd	4270056	14.9	Timber	58.63	\$ -	\$ 550.00	\$ -	\$ -	\$ 550.00	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
0423	Wandering - Pingelly Rd	4270056	17.37	Timber	99.80	\$ -	\$ 550.00	\$ -	\$ -	\$ 550.00	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
0424A	Wandering - Pingelly Rd	4270056	27.37	Timber	119.00	\$ -	\$ 550.00	\$ -	\$ -	\$ 550.00	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
0425	Wandering Narrogin Rd	4270057	2.61	Timber	142.37	\$ -	\$ 550.00	\$ -	\$ -	\$ 550.00	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
3062	Crossman - Dwarda Rd	4270003	2.98	Timber	130.54	\$ -	\$ 550.00	\$ -	\$ -	\$ 550.00	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
3063A	Crossman - Dwarda Rd	4270003	4.49	Steel/Concrete Composite	268.56	\$ -	\$ 450.00	\$ -	\$ -	\$ 550.00	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
3064A	Carabin Rd	4270008	2.93	Timber	144.53	\$ -	\$ 550.00	\$ 45,694.00	\$ -	\$ -	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
3065A	Carabin Rd	4270008	0.6	Reinforced Concrete	188.64	\$ -	\$ 450.00	\$ -	\$ -	\$ 550.00	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
3066A	Carabin Rd	4270008	1.19	Timber	50.55	\$ -	\$ 550.00	\$ -	\$ -	\$ 550.00	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
3067A	Dwarda East Rd	4270012	4.56	Timber	266.32	\$ -	\$ 550.00	\$ -	\$ -	\$ 550.00	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
4251	Fourteen Mile Brook Rd	4270004	7.94	Timber	480.00	\$ -	\$ 550.00	\$ -	\$ -	\$ 550.00	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
5174	Wandering Narrogin Rd	4270057	5.21	Timber	437.18	\$ -	\$ 550.00	\$ -	\$ -	\$ 550.00	\$ 1,500	\$ -	\$ 565.00	\$ 1,750	\$ -	\$ 575.00	\$ 2,000	\$ -	\$ 585.00	\$ 2,250	
TOTAL						0	\$ 36,950	\$ 69,278	\$ 50,000	\$ 5,500	\$ 18,000	\$ 43,000	\$ 5,085	\$ 19,250	\$ 45,000	\$ 4,600	\$ 20,000	\$ 48,000	\$ 4,095	\$ 20,250	
Budget							\$ 76,228	\$ 73,500	\$ 73,500	\$ 67,335	\$ 69,000	\$ 72,345									

5 Yearly - Preventative Maintenance	Timber Sealing	✓
Fastener Maintenance		
Fungicide Treatment		

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

Nil.

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

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

16.1 Elected Members

Nil.

16.2 Officers

Nil.

17. Matters Behind Closed Doors

101225 Moved: Cr A Thompson Seconded: Cr P Latham

Council Decision:

Procedural Motion:

That Council, pursuant to Section 5.23(2)(e) of the *Local Government Act 1995*, close the meeting to members of the public, as the subject matter relates to:

“Section 5.23(2)(e) a matter that if disclosed, would reveal information that has commercial value to a person; or information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government.”

Carried by Absolute Majority 6/0

For: Cr Little, Cr Price, Cr Cowan, Cr Jennings, Cr Latham, Cr Thompson

Against: Nil

17.1 Wandering–Pingelly Bridge Replacement (0424A)

File Reference:	12.122.12215
Location:	Shire of Wandering
Applicant:	Nil
Author:	Karl Mickle, Operations Manager
Authorising Officer	Dr Alistair Pinto, Chief Executive Officer
Date:	12 November 2025
Disclosure of Interest:	Nil
Attachments:	Copy of previous agenda item November 2025
Previous Reference:	Item 17.1 Ordinary Council Meeting 20 November 2025

121225 Moved: Cr A Thompson Seconded: Cr A Price

Council Decision:

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

Carried by Absolute Majority 6/0

For: Cr Little, Cr Price, Cr Cowan, Cr Jennings, Cr Latham, Cr Thompson

Against: Nil

131225 Moved: Cr R Cowan Seconded: Cr P Latham

Council Decision:

That Council resolve to adopt the resolution of confidential item 17.1 resolution no 111225.

Carried by Absolute Majority 6/0

For: Cr Little, Cr Price, Cr Cowan, Cr Jennings, Cr Latham, Cr Thompson

Against: Nil

18. Closure of Meeting

The Presiding Member declared the meeting closed at 4.20pm.