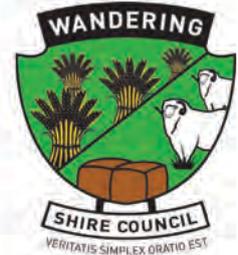


SHIRE OF WANDERING

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



Our Vision:

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

ORDINARY MEETING OF COUNCIL

Minutes 15 April 2021

*These Minutes of the meeting held 15 April 2021 are confirmed as a true and correct record of proceedings without amendment.
Confirmed on 20 May 2021 by the Presiding Member, Cr I Turton.*

.....
Cr Turton Presiding Member

20-May-21

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

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ORDINARY MEETING OF COUNCIL MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Meeting declared open at 3:35pm. Mr Barry Edwards and Mr Kurt Boddy present.

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

Present:

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

Apologies:

Nil

3. DISCLOSURE OF INTERESTS

3.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

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

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

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

DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

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

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

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

3.2. DISCLOSURE OF FINANCIAL/PROXIMITY INTERESTS

Cr Whitely – declared an impartiality in Item 10.2 due to being a long-term neighbour of the applicant.

4. PUBLIC QUESTION TIME

Mr K Boddy asked how can Council prevent oversized sheds being constructed without Council knowledge. Asked how can Council go about controlling the size of sheds.

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**6.1. ORDINARY MEETING OF COUNCIL HELD – 18/03/2020****COUNCIL DECISION**

Moved Cr Price

Seconded Cr Parsons

That the Minutes of the Ordinary Meeting of Council held 18/03/2021 be confirmed as a true and correct record of proceedings without amendment.

CARRIED 7/0

6.2. ELECTORS' MEETING OF HELD – 18/03/2020**COUNCIL DECISION**

Moved Cr Curtis

Seconded Cr Treasure

That the Minutes of the Annual Meeting of Electors held 18/03/2021 be confirmed as a true and correct record of proceedings without amendment.

CARRIED 7/0

SHIRE OF WANDERING

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



ANNUAL MEETING OF ELECTORS Minutes 18th March 2021

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Meeting declared open at 7:30pm by Shire President, Cr Turton

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

Present:

Cr I Turton	Shire President	Cr B Whitely	
Cr G Parsons	Deputy Shire President	Cr M Watts	
Cr J Price		Belinda Knight	Chief Executive Officer
Cr G Curtis		Barry Gibbs	EMTS
Cr P Treasure			

Community:

Mr L Coonz	Ms L Coonz	Ms L Jones	Ms S Lemmers	Mr P Warburton
Ms R Warburton	Ms L Muller	Mr R Curtis	Mr T Martin	Ms J Cornish
Mr B Cornish	Ms L Wilkins	Mr M Wilkins	Ms S Little	Mr B Little
Mr S Bullock	Ms L Boddy	Mr K Boddy	Mr E Barrett	Mr R Treasure
Mr J Hansen	Mr S Brand	Ms S Cornish	Mr B Edwards	Mr K Price

Mr B Dowsett

Apologies:

Nil

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

3.1. ANNUAL MEETING OF ELECTORS HELD – 05/02/2020

DECISION

Moved Ms J Cornish

Seconded Ms L Jones

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

CARRIED

4. 2019/2020 ANNUAL REPORT

4.1. PRESIDENT'S REPORT

The Shire President read his report as follows:

In presenting the annual report for the 2019/2020 for our Shire I need to explain that its delivery to our Community is considerably later than Council normally expects. The State Government this year has been completing the changes for future auditing of local government Councils. Council only had the final documents delivered in person by our auditor at the recent February 2021 meeting. For those in our Community that are interested, a copy of the Audit is available online or through the Shire office. In summary the financial affairs of the Shire are sound for the period reviewed. The audit did highlight some areas that Council needs to address and our CEO, has already started to do that. It is worth mentioning that the new arrangements for local government audits will be significantly more detailed in the future covering a lot more than financial affairs and will be controlled by the Auditor General. Gone are the days where a Council was able to call for tenders to undertake the audit and it has now resulted in considerably more unfunded cost.

The beginning of the review period saw the Shire office under the control of our new CEO, Belinda Knight, and support managers Barry Gibbs and Alana Rosenthal. All these staff members came to the Shire with sound experience from not dissimilar Shires. Our outside works crew, under Brad Hunt, saw various road projects completed and the town and oval kept in very respectable order. It is worth noting that by the end of the review period the flood repair work and the associated financial funding was finally nearing completion. The decision to take this work on using our own staff and plant rather than letting it out to contract is questionable. The administration of the project was very costly. The period under review includes the beginning of the Covid-19 pandemic. I am sure we now realise how lucky we ultimately have been. I congratulate our community and in particular the Staff and Councillors who accepted the challenge and adhered to the rules of the day. Administration and operational work continued, and Council had its first "remote" meeting. Covid-19 has put a lot more meaning into our regional emergency preparation meetings that should see us handle similar circumstances even better. Extra funding due to Covid-19, since this period under review, has some positive financial aspects for our Shire.

The administration of our Shire and I suspect many others of our size and type continue to have increasing pressures from compliance issues heaped upon us. Our CEO spent many hours in this her first year with us updating and adhering to the requirements of the Local Government Act. Unfortunately, this continues and comes at a cost that prohibits advancing projects that are priorities for our community. Our total rate collection is used to cover wages and that does not include the purchase of often needed specialist help. That leaves Council to operate with remaining funds from various Government Grants and some expense recovery. I congratulate all involved in the review period that managed to maintain a healthy financial result.

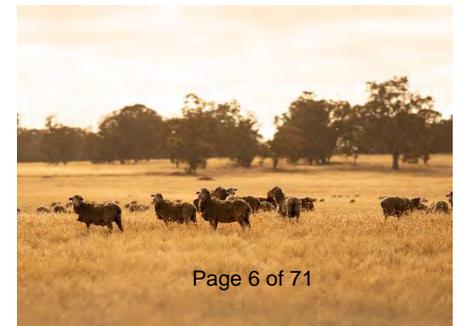
In closing I thank Councillors for their thoughtful input and general support given to me during this period. I encourage members of our Community to be involved with as much as possible that happens in the Shire. Serving on Council is a great experience and I believe many in our Community are well capable of this service and should give it serious consideration.

4.2. CEO'S REPORT

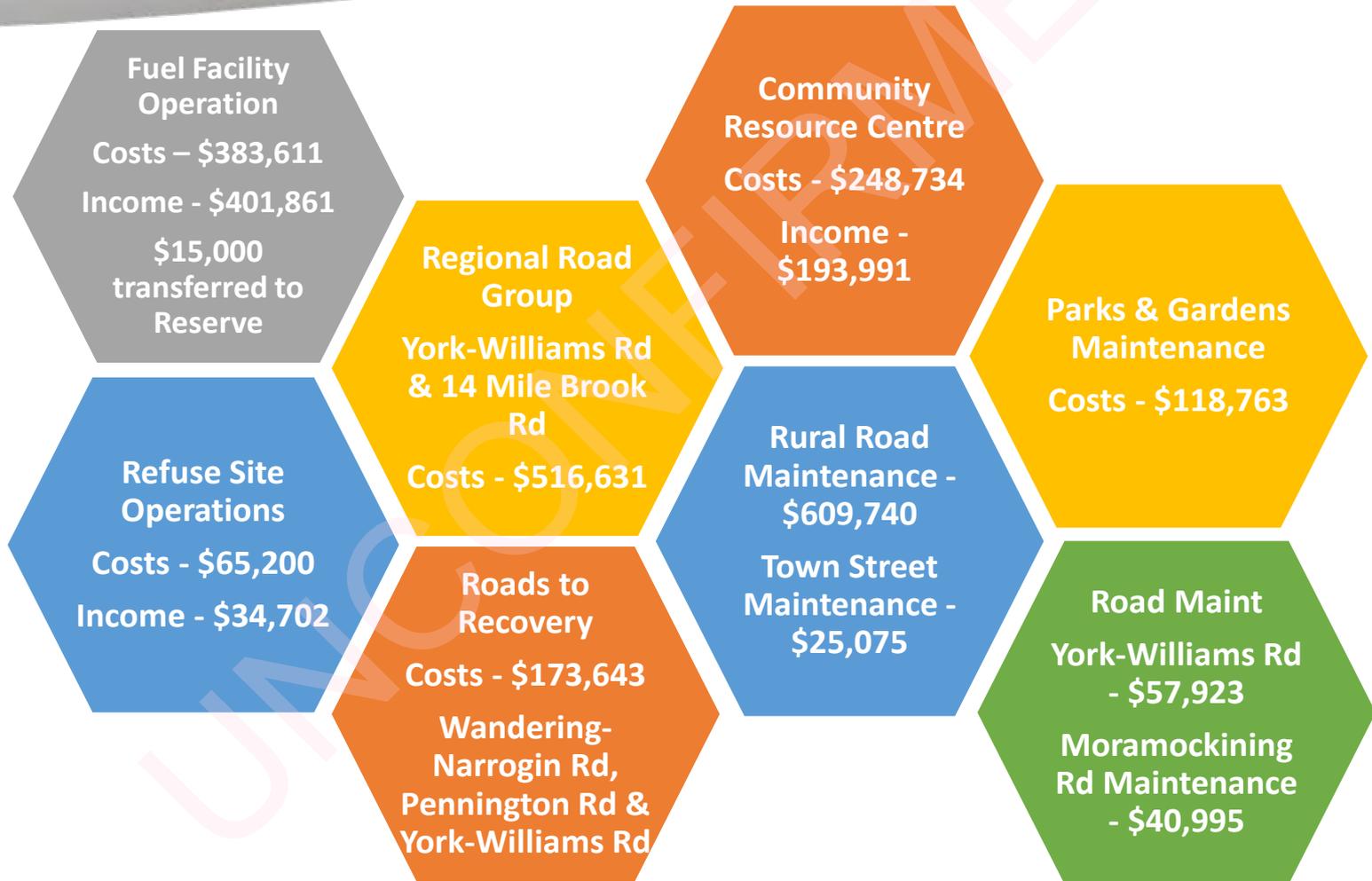
The CEO did a provided the following PowerPoint presentation – the Snapshot of the Year.

2019/20 - YEAR IN REVIEW

Shire of Wandering



SNAP SHOT OF COSTS



SUMMARY OF FINANCIAL REPORT

Operating Expenses

Statement of Comprehensive Expenses by Nature/Type:

Expenses 2019/2020	Operating Expenses
<u>Employee costs</u>	\$1,115,495
All costs associated with the employment such as salaries, allowances, other benefits, superannuation, worker's compensation insurance, training, safety, FBT.	
<u>Materials and contracts</u>	\$961,135
All costs associated with materials, supplies and contracts, including contractors.	
<u>Utility charges</u>	\$46,436
Provision of power, water, gas – does not include telephones	
<u>Depreciation</u>	\$1,116,142
Depreciation on buildings, plant & equipment, and infrastructure	
<u>Interest</u>	\$119
Interest on loans	
<u>Insurance</u>	\$89,895
Insurance expenses, excluding Worker's Compensation	
<u>Other expenditure</u>	\$48,576
Including statutory fees, taxes, member fees, donations.	
TOTAL	\$3,380,798

SUMMARY OF FINANCIAL REPORT

Operating Income

Statement of Comprehensive Income by Nature/Type:

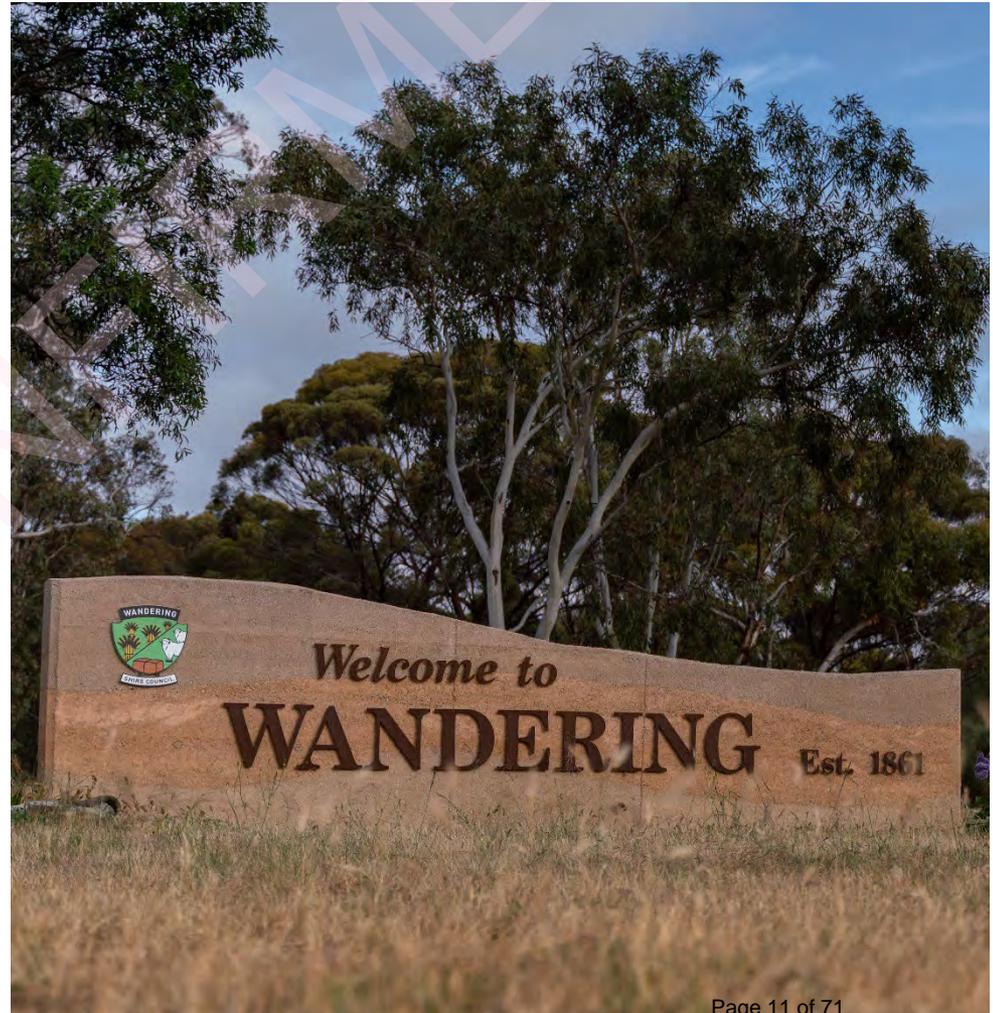
<u>Expenses 2019/2020</u>	<u>Operating Income</u>
<u>Rates</u>	\$1,106,019
All rates levied under the <i>Local Government Act 1995</i> .	
<u>Operating Grants</u>	\$791,246
All grants, subsidies and contributions that are non-capital in nature.	
<u>Fees & Charges</u>	\$622,701
All fees from the use of facilities, or for the provision of services, eg refuse collection, fuel facility.	
<u>Interest</u>	\$16,387
Interest on earnings	
<u>Other income</u>	\$48,576
Other revenue that cannot be classified above.	
TOTAL	\$2,591,788
<u>Non-Operating Grants</u>	\$510,157
All grants, subsidies and contributions for capital purchases.	

UNAVOIDABLE COST OF GOVERNANCE & COMPLIANCE

Administration:	\$649,558
Works Administration:	\$158,454
Housing:	\$68,264
Members of Council:	\$72,140
GROSS COST OF GOVERNANCE/COMPLIANCE	\$948,416
<i>(This includes, salaries & wages, materials & contracts, insurance, utilities, etc)</i>	

To Council members and staff, I express my thanks for their support over the past twelve months and for their continuing efforts to ensure that the organisation operates in an efficient manner.

Belinda Knight,
Chief Executive Officer
2019/2020



4.3. ADOPTION OF ANNUAL REPORT & AUDITOR'S REPORT

ADOPTION OF 2019/2020 ANNUAL REPORT

Moved Ms R Warburton

Seconded Ms L Muller

That the Annual Report for the financial year ended 30/06/2020, including Auditor's Report, be adopted.

CARRIED

5. PUBLIC QUESTION TIME

Mr L Coonz - Query regarding the implementation of the GRV rating for rural residential properties – where is it at?

Shire President responded that Council is awaiting a decision from the Minister for Local Government following Council's decision to proceed. It is unknown if it may be implemented in 2021/2022.

Mr P Warburton – as a road user in the Shire, concerned about the amount of money spent on the York-Williams Road is not relative to the state of the road. Also concerned regarding lack of signage when Shire staff are working on the road, in particular roadside spraying.

Shire President responded, requesting the community report issues so they can be addressed by staff in a timely manner.

Ms L Jones queried if a community member puts in a complaint and gets a reply but is not happy how do they deal with it.

Cr Whitely advised how the complaints register works.

Ms L Jones – believes the CRC is the most important place in town, and noted that it has been closed on a couple of occasions. The community has to come first. Would like the CRC to open five days per week, even suggested that Australia Post could operate from the CRC if that would help keep it open longer hours.

The CEO responded that it was an unavoidable staffing situation, that is not ideal, but every effort is made to ensure it remains open.

Mr K Price – queried Corporate Business Plan – Plant Reserve in 22/23 in the Annual Report – concerned that the fund is being depleted.

The CEO & EMTS responded that the plant replacement program is fully funded for the forthcoming 10 years, with highs and lows, but never short funded. CEO gave a commitment to forward a copy of the adopted Plant Replacement Program to Mr Price.

Mr E Barrett – queried possible rate increases for the forthcoming year. Expressed concern regarding inaccurate and lack of information provided at the Community Meeting held during the public consultation period on the rate review.

The Shire President advised the expected rise may be in the order of 3% - 6%. Cr Whitely outlined that it is more than just rates, that government grants are dependent upon Council's rating structure being correct.

Mr E Barrett expressed concern that the need for rating structures to be correct to maximise grants was not raised at the Community Meeting.

Mr R Curtis – regarding Pumphrey's Bridge camping area, and having an honesty box for campers.

Shire President responded that Council is considering options for this area, including management and control of camping in the area.

Ms L Jones – queried what facilities are at Pumphrey's Bridge. Concerned that ratepayers are subsidising the free camping area.

Shire President responded that the Shire subsidises a lot of services, not just the Pumphrey's Bridge area.

Mr P Warburton – noted that Lions Club do maintain Pumphrey's as well.

Ms R Warburton – noted that Pumphrey’s is well known for being on the free camping publications.

Ms J Cornish requested that Cr Watts give a brief outline on the Wandering Community Centre Precinct Refurbishment project.

Cr Watts responded that the Committee had met with an architect to discuss the draft concept plan and that the community consultation process will commence once this plan has been drawn up.

6. CLOSURE OF MEETING

There being no further questions, the Shire President thanked everyone for coming, and closed the meeting at 9:06pm.

UNCONFIRMED

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

Nil

8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

UNCONFIRMED

9. REPORTS OF COMMITTEES AND/OR WORKING GROUPS

9.1. BUSH FIRE ADVISORY – AGM – MARCH 2021

Proponent	Shire of Wandering
Owner	Chief Bush Fire Control Officer – Peter Monk
Location/Address	22 Watts Street, Wandering
Author of Report	Barry Gibbs, EMTS
Date of Meeting	15/04/2021
Previous Reports	21/05/2020
Disclosure of any Interest	Nil
File Reference	05.051.05108
Attachments	BFAC AGM Meeting Minutes

BRIEF SUMMARY

Council is requested to consider the minutes of the meeting of the Wandering Bush Fire Advisory Committee held on the 31 March 2021.

BACKGROUND

The Wandering Bush Fire Advisory Committee AGM normally meets in early April to advise Council on matters relating to its responsibilities under the Bush Fire Act 1954. Last year the meeting was held in late May 2020 due to Covid19. A scaled down meeting with only limited attendance including the Chief Bush Fire Control Office, Deputy Chief Bush Fire Control Officer of the Brigade Bush Fire Captains to comply with the Covid19 requirement for separation. This year the BFAC Meeting was well attended by all the Brigades and two Shire Councillors

STATUTORY/LEGAL IMPLICATIONS

Bush Fires Act 1954

POLICY IMPLICATIONS

Policy 62 - Bush Fire Brigade – Roles and Qualifications of Officers

FINANCIAL IMPLICATIONS

There are no known financial implication relating to this item.

STRATEGIC IMPLICATIONS

RETAIN AND GROW OUR POPULATION

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

CONSULTATION/COMMUNICATION

Belinda Knight – CEO

Peter Monk – Chief Fire Control Officer

COMMENT

Nothing further

VOTING REQUIREMENTS

Simple Majority

BFAC RECOMMENDATION & COUNCIL DECISION - APPOINTMENT OF OFFICE BEARERS

Moved Cr Watts

Seconded Cr Parsons

That, pursuant to Section 38 (1) of the Bush Fires Act 1954, Council appoint the following persons for the financial year 2021/2022 and that the appointments be advertised in the Wandering Echo, and Council's Delegation (Appointments) be updated accordingly:

BUSH FIRE EXECUTIVES

- **CBFCO** – Peter Monk
- **DCBFCO** – Graham Treasure
- **DCBFCO (2)** – Shaun Brand

BUSH FIRE CONTROL OFFICERS:**Hastings**

- Richard Bostock
- Chad Ferguson
- Graeme Parsons
- Adam Watts
- Anthony Turton

Wandering

- Tim Treasure
- Tim Hardie
- Grant White
- Steve Watts

Codjototine

- Melvin Schorer
- Dean Warburton
- Brendan Hardie

Wandering Town

- Shaun Brand
- Warrick Brand
- Graham Treasure
- Brad Hunt

HARVEST & VEHICLE BAN (Fire Weather) COMMITTEE:

- Peter Monk
- Graeme Parsons
- Tim Treasure
- Adam Watts
- Bruce Dowsett

Clover Burning Officers –

- Anthony Turton
- Peter Monk

DUAL FIRE CONTROL OFFICERS:

- Brookton Graeme Parsons
- Brookton Peter Monk
- Pingelly Richard Bostock
- Pingelly Peter Monk
- Cuballing Peter Monk
- Boddington Tim Treasure
- Boddington Peter Monk
- Williams Tim Hardie
- Williams Peter Monk

Delegates to the DOAC – CBFCO, DCBFCO, DBFCO (2) & EMTS

Delegates to the LEMC – CBFCO & DCBFCO

Secretary - Shire

CARRIED 7/0

COUNCIL DECISION – SOUTHERN ABORIGINAL CORPORATION CONTROLLED LAND

Moved Cr Treasure

Seconded Cr Whitely

That Council writes to the Southern Aboriginal Corporation, requesting them to better manage their plantations, and to install and maintain firebreaks in accordance with Council's Bush Fire Notice.

CARRIED 7/0

BFAC RECOMMENDATION & COUNCIL DECISION – ADDITIONAL MOBILE STANDPIPES

Moved Cr Curtis

Seconded Cr Watts

That Council seeks funding for additional two (2) mobile standpipes for the Hasting and Codjatotine Brigades.

CARRIED 7/0

AUTHOR'S SIGNATURE:

Our Vision:

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

**BUSH FIRE ADVISORY
COMMITTEE
AGM**

**Minutes
31st March 2021**

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

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BFAC - AGM - MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Meeting declared open at

2. RECORD OF ATTENDANCE / APOLOGIES

PRESENT:				
Peter Monk CFCO	Graham Treasure DCFCO	Anthony Turton Hastings Captain	Shaun Brand Town Captain	Cr Ian Turton Shire President
Warrick Brand Wandering Town FCO	Tim Treasure Wandering Captain	Graeme Parsons Hastings FCO	Melvin Schorer Codjatotine FCO	Blake Warburton Codjatotine Secretary
Dean Warburton Codjatotine FCO	Chris Phoebe Dept. of Biodiversity, Conservation & Attractions	Brendon Hardie Codjatotine FCO		
STAFF:				
Barry Gibbs EMTS				
APOLOGIES:				
Belinda Knight Shire CEO	Brook Hardie Hastings Secretary			

3. ELECTION OF OFFICERS – CHAIRMAN

ELECTION OF CHAIRMAN

Moved P Monk
Seconded G Parsons
That Cr Ian Turton be elected Chairman.
Cr Turton accepted.

CARRIED

Cr Turton took the Chair.

4. ANNOUNCEMENTS BY THE CHIEF BUSH FIRE CONTROL OFFICER & DEPUTY CHIEF BUSH FIRE CONTROL OFFICER

4.1. CHIEF BUSH FIRE CONTROL OFFICER

Peter Monk asked for volunteers from other brigades to help on the two Fire trucks for callouts if available as the same volunteers from the Wandering and Town Brigades have been doing most of the callouts for the all the Shire.

4.2. DEPUTY CHIEF BUSH FIRE CONTROL OFFICER

Nil

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

5.1. BFAC MEETING OF COUNCIL HELD – 06/10/2020

DECISION

Moved S Brand
Seconded P Monk
That the Minutes of the Bush Fire Advisory Committee Meeting held 06/10/2020 be confirmed as a true and correct record of proceedings with the following amendment:

- Line 6 – dot point 2 – should read Skylight anti-fall protection in Fire Shed – Completed.

CARRIED

6. GENERAL BUSINESS

6.1. APPOINTMENT OF OFFICE BEARERS FOR 2021/2022

RECOMMENDATION - APPOINTMENT OF OFFICE BEARERS

That, pursuant to Section 38 (1) of the Bush Fires Act 1954, the BFAC recommends that Council appoint the following persons for the financial year 2021/2022 and that the appointments be advertised in the Wandering Echo, and Council's Delegation (Appointments) be updated accordingly:

BUSH FIRE EXECUTIVES

- **CBFCO** – Peter Monk
- **DCBFCO** – Graham Treasure
- **DCBFCO (2)** – Shaun Brand

BUSH FIRE CONTROL OFFICERS:

Hastings

- Richard Bostock
- Chad Ferguson
- Graeme Parsons
- Adam Watts
- Anthony Turton

Wandering

- Tim Treasure
- Tim Hardie
- Grant White
- Steve Watts

Codjototine

- Melvin Schorer
- Dean Warburton
- Brendan Hardie

Wandering Town

- Shaun Brand
- Warrick Brand
- Graham Treasure
- Brad Hunt

HARVEST & VEHICLE BAN (Fire Weather) COMMITTEE:

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- Pingelly Peter Monk
- Cuballing Peter Monk
- Boddington Tim Treasure
- Boddington Peter Monk
- Williams Tim Hardie
- Williams Peter Monk

Delegates to the DOAC – CBFCO, DCBFCO, DBFCO (2) & EMTS

Delegates to the LEMC – CBFCO & DCBFCO

Secretary - Shire

Moved T Treasure

Seconded W Brand

CARRIED

7. MEETING DATES

To be advised

8. OTHER REPORTS**8.1. BUSH FIRE BRIGADES****HASTINGS**

Brigade AGM - tabled

WANDERING & WANDERING TOWN

Brigade AGM - tabled

CODJATOTINE

Brigade AGM - tabled

8.2. DEPARTMENT OF BIODIVERSITY, CONSERVATION & ATTRACTIONS

Chris Phoebe gave a verbal report to advise that DBCA carried out two fuel reduction burns within the state forest areas within the Shire of Wandering in the past 12 months and have programmed two Autumn burns in two blocks in the Wandering Nature Reserve with one abutting the Blackboy Springs subdivision.

8.3. CHIEF BUSH FIRE CONTROL OFFICER

Peter Monk (CFCO) delivered a verbal report stating the following:

- Fire Season not too busy with only two main events;
- A freezer truck fire on the Albany Highway was major concern with the fire being so close to fuel bowzers at the Three-Ways Service Station and the need for a full-time fast attack unit.
- Excavator fire in the pine plantation north of Ricks Road which was very hard to locate due to poor communication and the lack of smoke from the fire.
- Peter thanked Shaun Brand, Tim Treasure and Graham Treasure for volunteering and attending the Wooroloo Fires and the learning outcomes they have passed onto other Bushfire Volunteers. in the Wandering Community.

8.4. REVIEW OF 2021/2022 BUSH FIRE NOTICE

BFAC members reviewed the current 2020/21 Bush Fire Notice and advised that the only change would be to add the DFES "Bushfire Ready App" details to encourage land owners to review their preparation for a bushfire. **CONSENSUS**

9. OTHER GENERAL BUSINESS

- G Parsons raised concerns regarding the Nature Reserve on George Road that was partly burnt five or more years ago and the current fuel level that are not being managed.

Action: EMTS to speak with DBCA in Narrogin.

- General discussion regarding who is managing the Bush Reserve - "Lupton Conservation Park" for fuel reducing burning on North Wandering Road – Chris Phoebe - DBCA advised he would follow up on the matter.
- Concerns were raised regarding the dense bush on "Mission Land" and the need for it to be managed by the land owner and fire breaks to be installed and maintained.

9.1. MISSION LAND – FIRE HAZARD CONCERNS

RECOMMENDATION – MISSION LAND

Moved G Parsons

Seconded S Brand

That the BFAC recommend to Council that it write to the owners of the old Mission site, requesting them to better manage the bush areas, and to install and maintain firebreaks on the property

CARRIED

- EMTS advised that he was planning to trial some road side burning on Sheoak Road or Herdigans Road. This will enable some constructive feedback to Council for the use of fire to manage selective rural roadsides within the shire.
- EMTS advised that he was programming a possible autumn burn within a section of Pumphrey's Bridge Reserve to reduce a possible bushfire by campers using this very popular area.
- EMTS advised BFAC that the current round for ESL 2021/21 Grants closed 26 March 2021. The Shire has applied for a new Fast Attack Fire Unit, Upgrade to the existing Wandering Bush Fire Station, and confirm replacement of the existing 2007 Fire Truck with a 4.4 Broadacre Fire Truck a Capital purchase.
- EMTS advised that the Shire is currently purchasing two Satellite phone sleeves for the CFCO and DCFCO and two new 27,500 litre water tanks are being installed at the Wandering Fire Station.
- EMTS advise that the Shire have applied for additional funding to supply water tanks at strategic locations within the Shire. BFAC member requested that the Pumphrey's location reviewed and a water tank be place within the Hasting Brigade area.

Action: EMTS to action request if the Shire is successful with this funding to arrange meeting with stakeholders to confirm locations prior to installation of the new water tanks

- Shaun Brand requested that the Shire purchase 2 new Standpipe Trailers for Hasting and Codjatotine Brigades and arrange for a full pump test and service on the existing Fire Trucks firefighting unit.

9.2. ADDITIONAL MOBILE STANDPIPES

RECOMMENDATION – ADDITIONAL MOBILE STANDPIPES

Moved S Brand

Seconded P Monk

That the BFAC recommend to Council that it seeks LGGS (ESL) funding for additional two (2) mobile standpipes for the Hasting and Codjatotine Brigades.

CARRIED

10. CLOSURE OF MEETING

There being no further business the meeting closed at 8:55pm.

UNCONFIRMED

10. CHIEF EXECUTIVE OFFICER'S REPORTS

10.1. BUDGET REVIEW AFTER COMPLETION OF AUDIT

Proponent	Shire of Wandering
Owner	
Location/Address	
Author of Report	Belinda Knight, CEO
Date of Meeting	15/04/2021
Previous Reports	28/01/2021 (Audit Committee)
Disclosure of any Interest	Nil
File Reference	
Attachments	Budget Review

BRIEF SUMMARY

To present for discussion the 2020/2021 Budget Review.

BACKGROUND

A review of the 2020/2021 Budget took place in January, however this did not take into account any changes to the opening funds as the report was prepared prior to the finalisation of the 2019/20 Audit.

This report sets to address the discrepancy in the opening funds.

26/03/2021 Email received from Department of Local Government, Sport and Cultural Industries:

Looking at the Shire's February 2021 Budget Review, the opening position at 1 July 2020 was still reported as \$1,134,308, as per the Shire's adopted 2020-21 Budget.

However, looking at the 30 June 2020 closing position from the Shires audited 2019-20 financial statements, the actual reported closing position is \$418,979, a deficit variation of \$715,329.

Can you please advise if there are any compensating, or partially compensating items in the Shire's accounts, that will help offset/neutralise the deficit variation of \$715,329?

31/03/2021 Response from Moore Australia (who prepared the statutory budget):

The actual cash change to the budget which will be required will be to find \$181,547 in income. I would suggest moving this from reserves.

This difference arose due to the following change in net current assets

	Estimated 30.6.2020	Audited 30.6.2020	Difference
<i>(Used when preparing the budget)</i>			
Cash	594,419	499,793	-94,626
Receivables	72,231	40,766	-31,465
Inventories	74,979	59,572	-15,407
Current Assets	741,629	600,131	-141,498
Payables	-113,982	-149,333	-35,351
Contract liabilities	-533,782	-546,460	-12,678
Provisions	-79,220	-71,242	7,978
	-726,984	-767,035	-40,051
Net current asset	14,645	-166,904	-181,549

The variance of \$533,798 arose from the incorrect treatment in the budget.

The estimated opening surplus when setting the budget included \$533,798 which was then reversed in the adopted budget.

This was a non cash movement as such just effects the timing as it was added back in the year end the reversed in the following year.

As it is not restricted cash this adjustment is not required. It has no effect on the final balance in the budget

	2020/21 Budget 30 June 2021	2019/20 Actual 30 June 2020
Operating activities excluded from budgeted deficiency		
The following non-cash revenue or expenditure has been excluded from operating activities within the Rate Setting Statement.		
Adjustments to operating activities		
Less: Profit on asset disposals	(13,010)	(8,184)
Less: Movement in contract liabilities associated with restricted cash	(533,782)	533,782
Less: Movement in employee liabilities associated with restricted cash	21,000	248
Add: Movement in non-current contract liabilities	0	12,677
Add: Loss on disposal of assets	85,370	9,267
Add: Change in accounting policies	0	(39,566)
Add: Depreciation on assets	1,112,530	1,021,809
Non cash amounts excluded from operating activities	672,108	1,530,033
Adjust treatment in budget review as not restricted cash	533,782	(533,782)
Amended Non cash amounts excluded from operating activities	1,205,890	996,251

01/04/2021: Response from Department of Local Government, Sport & Cultural Industries:

Thanks for the update and agree with your proposed course of action.

We suspected there might have been an issue like the \$533,798 variance, but consider the Shire was best to be aware of the actual situation before commencing the 2021-22 Budget and 2020-21 financial statements.

STATUTORY/LEGAL IMPLICATIONS

Council adopted its Budget in July 2020, and must between 1 January and 31 March each financial year review its annual budget. The review is enclosed for Councillor's information and discussion.

33A. *Review of budget*

(1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*

(2A) *The review of an annual budget for a financial year must —*

(a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*

(b) *consider the local government's financial position as at the date of the review; and*

(c) *review the outcomes for the end of that financial year that are forecast in the budget.*

(2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*

(3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per attached report – showing a transfer from Reserves of \$181,549 to compensate for the adjustment to the opening funds.

CONSULTATION/COMMUNICATION

Nil

COMMENT

As per the attached report

VOTING REQUIREMENTS

Absolute Majority.

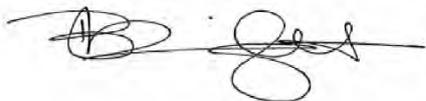
**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.1 - 2020/2021 BUDGET BUDGET
REVIEW AFTER COMPLETION OF 2019/2020 AUDIT**

Moved Cr Whitely

Seconded Cr Curtis

That Council adopts the attached 2020/2021 Budget Review without amendment.

CARRIED BY AN ABSOLUTE MAJORITY OF 7/0

AUTHOR'S SIGNATURE:

SHIRE OF WANDERING**BUDGET REVIEW REPORT****FOR THE PERIOD ENDED 31 MARCH 2021****LOCAL GOVERNMENT ACT 1995****LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996****TABLE OF CONTENTS**

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Note	Budget v Actual		Predicted			
	Adopted Budget (a)	YTD Actual (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	Year End (a)+(c)+(d)	
	\$	\$	\$	\$	\$	
OPERATING ACTIVITIES						
Net current assets at start of financial year surplus/(deficit)	1,134,308	418,979	(715,329)	0	418,979	▼
Revenue from operating activities (excluding rates)						
Operating grants, subsidies and contributions	1,031,660	403,474	0	0	1,031,660	
Fees and charges	809,130	417,243	10,100	0	819,230	▲
Interest earnings	15,810	9,668	0	0	15,810	
Other revenue	43,700	79,835	0	0	43,700	
Profit on asset disposals	13,010	0	0	0	13,010	
	1,913,310	910,220	10,100	0	1,923,410	
Expenditure from operating activities						
Employee costs	(1,142,005)	(783,140)	(30,750)	0	(1,172,755)	▲
Materials and contracts	(1,353,420)	(717,346)	20,650	0	(1,332,770)	▼
Utility charges	(56,410)	(33,852)	0	0	(56,410)	
Depreciation on non-current assets	(1,112,530)	(674,148)	0	0	(1,112,530)	
Interest expenses	(2,970)	0	0	0	(2,970)	
Insurance expenses	(92,700)	(77,405)	0	0	(92,700)	
Other expenditure	(46,350)	(26,540)	0	0	(46,350)	
Loss on asset disposals	(85,370)	(43,451)	0	0	(85,370)	
	(3,891,755)	(2,355,882)	(10,100)	0	(3,901,855)	
Non-cash amounts excluded from operating activities	672,108	749,418	533,782	0	1,205,890	▲
Amount attributable to operating activities	(172,029)	(277,265)	(181,547)	0	(353,576)	
INVESTING ACTIVITIES						
Non-operating grants, subsidies and contributions	1,324,455	892,347	(252,000)	0	1,072,455	▼
Purchase land held for resale	(200,000)	0	0	0	(200,000)	
Purchase land and buildings	(25,000)	(30,042)	0	0	(25,000)	
Purchase plant and equipment	(680,000)	(187,990)	0	0	(680,000)	
Purchase furniture and equipment	(20,000)	(8,699)	0	0	(20,000)	
Purchase and construction of infrastructure-roads	(762,675)	(452,625)	252,000	0	(510,675)	▼
Purchase and construction of infrastructure-other	(778,100)	(502,225)	0	0	(778,100)	
Proceeds from disposal of assets	379,000	138,829	0	0	379,000	
	(762,320)	(150,405)	0	0	(762,320)	
Non-cash amounts excluded from investing activities	0	0	0	0	0	
Amount attributable to investing activities	(762,320)	(150,405)	0	0	(762,320)	
FINANCING ACTIVITIES						
Repayment of debentures	(18,665)	0	0	0	(18,665)	
Proceeds from new borrowings	200,000	0	0	0	200,000	
Transfers to cash backed reserves (restricted assets)	(550,168)	(556,300)	0	0	(550,168)	
Transfers from cash backed reserves (restricted assets)	201,910	201,910	181,547	0	383,457	▼
Amount attributable to financing activities	(166,923)	(354,390)	181,547	0	14,624	
Budget deficiency before general rates	(1,101,272)	(782,060)	0	0	(1,101,272)	
Estimated amount to be raised from general rates	1,101,272	1,101,351	0	0	1,101,272	
Closing funding surplus(deficit)	3 (c) 0	319,291	0	0	0	

	Budget v Actual		Predicted			Material Variance
	Adopted Annual Budget (a)	YTD Actual (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	Year End (a)+(c)+(d)	
Note	\$	\$	\$	\$	\$	
OPERATING ACTIVITIES						
Net current assets at start of financial year surplus/(deficit)	1,134,308	418,979	(715,329)	0	418,979	▼
Revenue from operating activities (excluding rates)						
Governance	500	3,500	0	0	500	
General purpose funding	787,550	202,485	0	0	787,550	
Law, order, public safety	42,650	31,628	600	0	43,250	▲
Health	2,450	3,232	1,500	0	3,950	▲
Education and welfare	1,520	0	0	0	1,520	
Housing	45,500	(12,222)	0	0	45,500	
Community amenities	48,820	41,788	0	0	48,820	
Recreation and culture	1,370	1,427	0	0	1,370	
Transport	69,860	112,443	0	0	69,860	
Economic services	854,665	437,340	0	0	854,665	
Other property and services	58,425	45,148	8,000	0	66,425	▲
	1,913,310	866,769	10,100	0	1,923,410	
Expenditure from operating activities						
Governance	(123,040)	(71,058)	0	0	(123,040)	
General purpose funding	(294,415)	(86,578)	0	0	(294,415)	
Law, order, public safety	(134,050)	(75,318)	0	0	(134,050)	
Health	(12,060)	(5,038)	0	0	(12,060)	
Education and welfare	(3,065)	(1,948)	0	0	(3,065)	
Housing	(47,900)	(18,365)	0	0	(47,900)	
Community amenities	(161,520)	(136,495)	(24,000)	0	(185,520)	▲
Recreation and culture	(245,020)	(152,282)	(5,500)	0	(250,520)	▲
Transport	(1,928,615)	(1,131,266)	34,400	0	(1,894,215)	▼
Economic services	(883,805)	(491,012)	(7,000)	0	(890,805)	▲
Other property and services	(58,265)	(143,071)	(8,000)	0	(66,265)	▲
	(3,891,755)	(2,312,431)	(10,100)	0	(3,901,855)	
Non-cash amounts excluded from operating activities	672,108	749,418	533,782	0	1,205,890	▼
Amount attributable to operating activities	(172,029)	(277,265)	(181,547)	0	(353,576)	
INVESTING ACTIVITIES						
Non-operating grants, subsidies and contributions	1,324,455	892,347	(252,000)	0	1,072,455	▲
Purchase land held for resale	(200,000)	0	0	0	(200,000)	
Purchase land and buildings	(25,000)	(30,042)	0	0	(25,000)	
Purchase plant and equipment	(680,000)	(187,990)	0	0	(680,000)	
Purchase furniture and equipment	(20,000)	(8,699)	0	0	(20,000)	
Purchase and construction of infrastructure - roads	(762,675)	(452,625)	252,000	0	(510,675)	▼
Purchase and construction of infrastructure - other	(778,100)	(502,225)	0	0	(778,100)	
Proceeds from disposal of assets	379,000	138,829	0	0	379,000	
	(762,320)	(150,405)	0	0	(762,320)	
Non-cash amounts excluded from investing activities	0	0	0	0	0	
Amount attributable to investing activities	(762,320)	(150,405)	0	0	(762,320)	
FINANCING ACTIVITIES						
Repayment of borrowings	(18,665)	0	0	0	(18,665)	
Proceeds from new borrowings	200,000	0	0	0	200,000	
Transfers to cash backed reserves (restricted assets)	(550,168)	(556,300)	0	0	(550,168)	
Transfers from cash backed reserves (restricted assets)	201,910	201,910	181,547	0	383,457	▼
Amount attributable to financing activities	(166,923)	(354,390)	181,547	0	14,624	
Budget deficiency before general rates	(1,101,272)	(782,060)	0	0	(1,101,272)	
Estimated amount to be raised from general rates	1,101,272	1,101,351	0	0	1,101,272	
Closing Funding Surplus(Deficit)	3 (c) 0	319,291	0	0	0	

1. BASIS OF PREPARATION

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

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

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

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

CRITICAL ACCOUNTING ESTIMATES

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

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

ROUNDING OFF FIGURES

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

2020-21 ACTUAL BALANCES

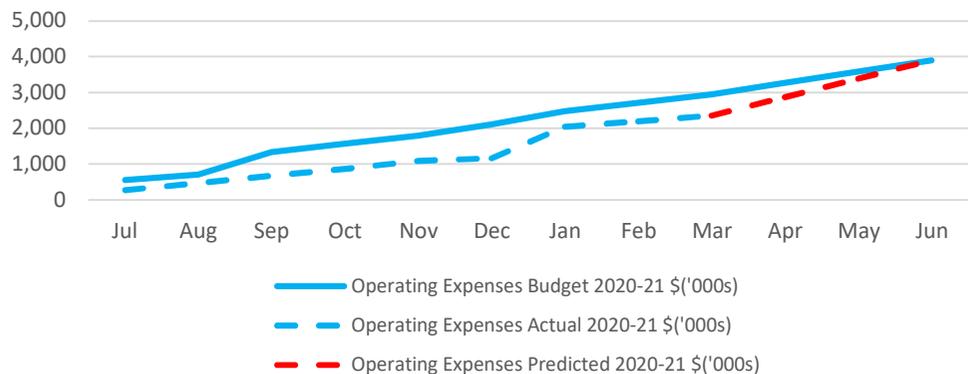
Balances shown in this budget review report as YTD Actual are as forecast at the time of budget review preparation and are subject to final adjustments.

BUDGET COMPARATIVE FIGURES

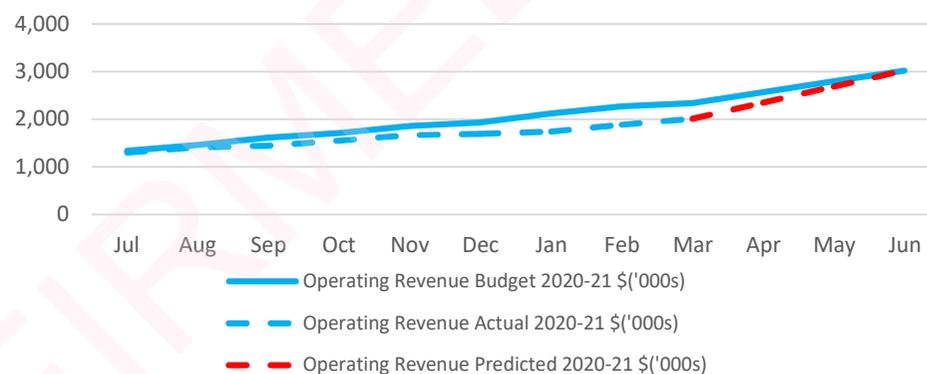
Unless otherwise stated, the budget comparative figures shown in the budget review relate to the original budget estimate for the relevant item of disclosure.

2. SUMMARY GRAPHS - BUDGET REVIEW

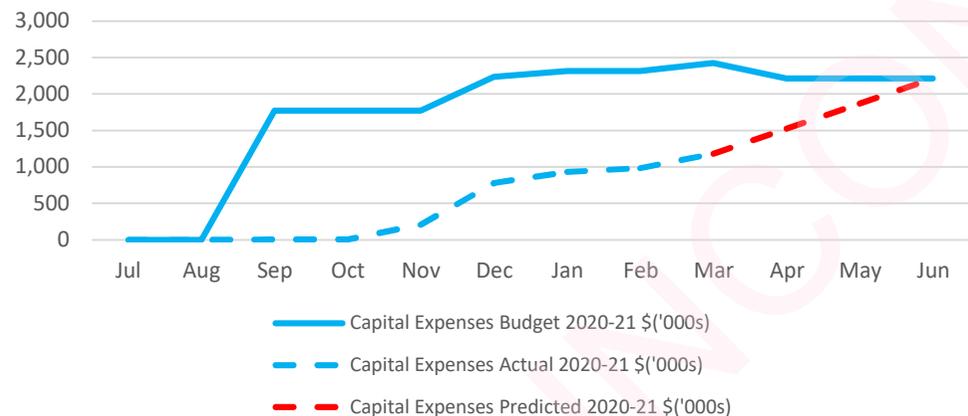
Operating Expenses



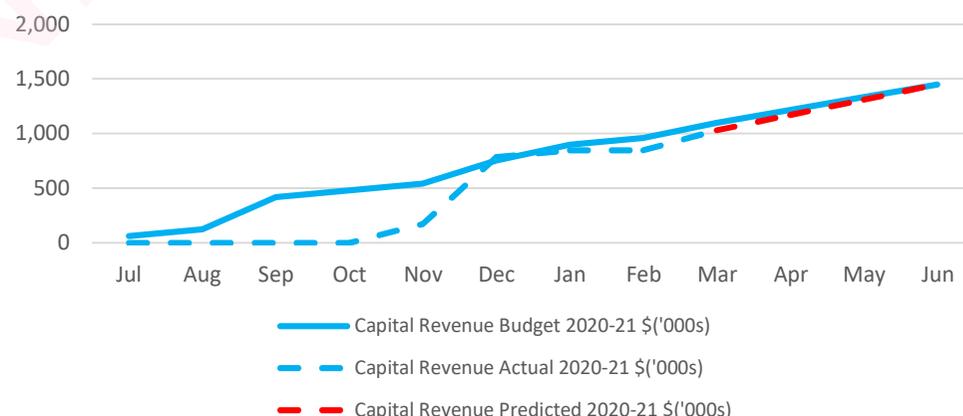
Operating Revenue



Capital Expenditure



Capital Revenue



This information is to be read in conjunction with the accompanying financial statements and notes.

3 NET CURRENT FUNDING POSITION

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

Operating activities excluded from budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

(a) Operating activities excluded from budgeted deficiency

The following non-cash revenue or expenditure has been excluded from operating activities within the Rate Setting Statement.

	Actual - Used for Budget 30 June 2020	Audited Actual 30 June 2020	Budget 30 June 2021	Actual 31 March 2021
Adjustments to operating activities			\$	\$
Less: Profit on asset disposals	(8,184)	(8,184)	(13,010)	0
Less: Movement in liabilities associated with restricted cash	248	250	21,000	31,819
Less: Movement in non-current employee benefit provision	0	26,444	0	0
Less: Movement in contract liabilities associated with restricted cash	533,782	0	(533,782)	0
Add: Movement in non-current contract liabilities	12,677	0	0	0
Add: Loss on asset disposals	9,267	9,267	85,370	43,451
Add: Change in accounting policies	(39,566)	0	0	0
Add: Depreciation on non-current assets	1,021,809	1,116,142	1,112,530	674,148
Non-cash amounts excluded from operating activities	1,530,033	1,143,919	672,108	749,418

(b) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement.

Adjustments to net current assets

Less: Restricted cash	(387,986)	(388,004)	(353,321)	(742,394)
Less : Current assets not expected to be received at end of year	0	0	(200,000)	0
Add: Long term borrowings	0	0	181,335	0
Add: Provisions - employee	39,421	39,423	44,421	71,242
Add: Contract liability not expected to cleared at end of year	533,782	0	0	0
Total adjustments to net current assets	185,217	(348,581)	(327,565)	(671,152)

(c) Composition of estimated net current assets

Current assets

Cash unrestricted	594,419	499,793	371,117	445,388
Cash restricted	387,986	388,004	353,321	742,394
Cash - restricted unspent grants, subsidies and contributions	546,460	546,460	12,677	0
Receivables - other	72,231	40,766	72,231	98,873
Inventories	74,979	59,572	274,979	77,467
	1,676,075	1,534,595	1,084,325	1,364,122

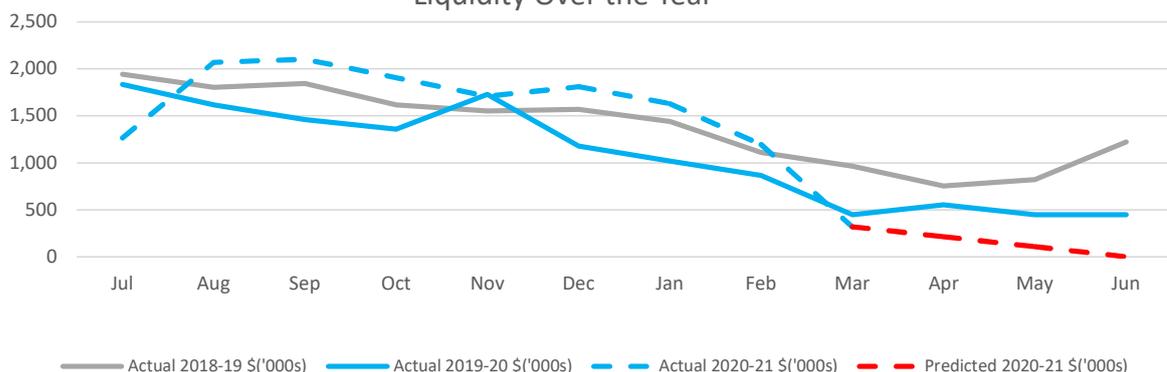
Less: current liabilities

Payables	(113,982)	(149,333)	(113,982)	(122,351)
Contract liabilities	(533,782)	(546,460)	0	(180,086)
Long term borrowings	0	0	(181,335)	0
Provisions	(79,220)	(71,242)	(79,220)	(71,242)
	(726,984)	(767,035)	(374,537)	(373,679)

Net current assets

	949,091	767,560	709,788	990,443
Less: Total adjustments to net current assets	185,217	(348,581)	(327,565)	(671,152)
Closing funding surplus / (deficit)	1,134,308	418,979	382,223	319,291

Liquidity Over the Year



3 COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities.

FINANCIAL ASSETS AT AMORTISED COST

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

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

TRADE AND OTHER RECEIVABLES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire of Wandering applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

INVENTORIES

General

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

CONTRACT ASSETS

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

CURRENT AND NON-CURRENT CLASSIFICATION

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Wandering's operational cycle. In the case of liabilities where the Shire of Wandering does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire of Wandering's intentions to release for sale.

TRADE AND OTHER PAYABLES

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

PREPAID RATES

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire of Wandering recognises revenue for the prepaid rates that have not been refunded.

EMPLOYEE BENEFITS

Short-Term Employee Benefits

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

The Shire of Wandering's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current of financial trade and other payables in the statement position. Shire of Wandering's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

PROVISIONS

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

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

CONTRACT LIABILITIES

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

4. PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
4.1 OPERATING REVENUE (EXCLUDING RATES)		
4.1.1 FEES AND CHARGES	10100	
4.1.2 OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS	0	
4.1.6 INTEREST EARNINGS	0	
4.1.7 OTHER REVENUE	0	
4.1.8 PROFIT ON ASSET DISPOSAL	0	
Predicted Variances Carried Forward	10,100	0

UNCONFIRMED

4. PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
Predicted Variances Brought Forward	10,100	0
4.2 OPERATING EXPENSES		
4.2.1 EMPLOYEE COSTS	(30,750)	
4.2.2 MATERIAL AND CONTRACTS	20,650	
4.2.3 UTILITY CHARGES	0	
4.2.4 DEPRECIATION (NON CURRENT ASSETS)	0	
4.2.5 INTEREST EXPENSES	0	
4.2.6 INSURANCE EXPENSES	0	
4.2.7 OTHER EXPENDITURE	0	
4.2.8 LOSS ON ASSET DISPOSAL	0	
Predicted Variances Carried Forward	0	0

UNCONFIRMED

4. PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
Predicted Variances Brought Forward	0	0
4.3 CAPITAL REVENUE		
4.3.1 NON OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS	(252,000)	
4.3.2 PROCEEDS FROM DISPOSAL OF ASSETS	0	
4.3.3 PROCEEDS FROM NEW DEBENTURES	0	
4.3.4 PROCEEDS FROM SALE OF INVESTMENT	0	
4.3.5 PROCEEDS FROM ADVANCES	0	
4.3.6 SELF-SUPPORTING LOAN PRINCIPAL	0	
4.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)	0	
Predicted Variances Carried Forward	(252,000)	0

UNCONFIRMED

4. PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
Predicted Variances Brought Forward	(252,000)	0
4.4 CAPITAL EXPENSES		
4.4.1 LAND HELD FOR RESALE	0	
4.4.2 LAND AND BUILDINGS	0	
4.4.3 PLANT AND EQUIPMENT	0	
4.4.4 FURNITURE AND EQUIPMENT	0	
4.4.5 INFRASTRUCTURE ASSETS - ROADS	252,000	
4.4.6 INFRASTRUCTURE ASSETS - OTHER		
4.4.7 PURCHASES OF INVESTMENT		
4.4.8 REPAYMENT OF DEBENTURES		
4.4.9 ADVANCES TO COMMUNITY GROUPS		
Predicted Variances Carried Forward	0	0

UNCONFIRMED

4. PREDICTED VARIANCES

Comments/Reason for Variance

	Variance \$	
	Permanent	Timing
Predicted Variances Brought Forward	0	0

4.5 OTHER ITEMS

4.5.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)

0

4.5.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)

181,547

4.5.1 RATE REVENUE

0

4.5.2 OPENING FUNDING SURPLUS(DEFICIT)

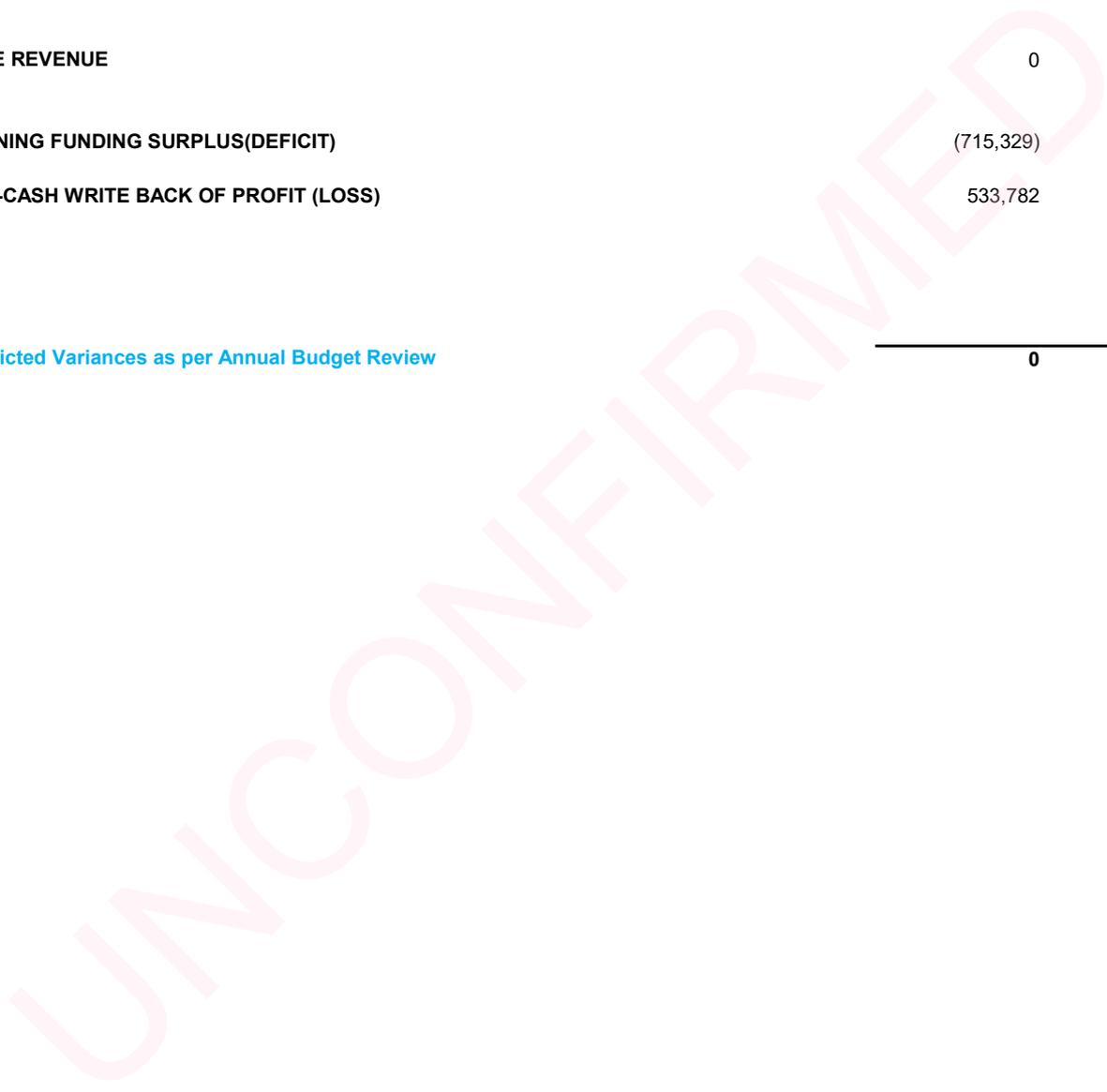
(715,329)

4.5.3 NON-CASH WRITE BACK OF PROFIT (LOSS)

533,782

Total Predicted Variances as per Annual Budget Review

0 0



5. BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance	Comments
				\$	\$	\$	\$	
	Budget Adoption		Opening Surplus/(Deficit)		0	(715,329)	(715,329)	opening deficit
E14506	Admin - Additional Repairs and new HWS		Operating Expenses		0	(1,500)	(716,829)	Additional maintenance
E10103	Refuse site - Additional costs, ramp, weed control & relief staff		Operating Expenses		0	(20,000)	(736,829)	Additional works at Transfer Station
E10705	Cemetery - Survey pickup, grave digging		Operating Expenses		0	(4,000)	(740,829)	Additional works at Cemetery
E11300	Parks - Additional tree lopping		Operating Expenses		0	(2,500)	(743,329)	Additional works
E11306	Playground - replacement of damaged shade sails		Operating Expenses		0	(3,000)	(746,329)	Replacements due to wind damage
E12201	Town Streets - additional tree lopping		Operating Expenses		0	(5,600)	(751,929)	Additional works
R14100	Private works - Additional works		Operating Revenue		8,000	0	(743,929)	Bridge works not budgeted for
E14204	PPE - due to COVID requirements		Operating Expenses		0	(750)	(744,679)	Additional PPE
E13420	CRC Trainee expenses		Operating Expenses		0	(7,000)	(751,679)	Extension of Trainee contract
E12203	Drainage/ Spraying Expenses		Operating Expenses		40,000	0	(711,679)	Not required - allocated to individual roads
E12120	Bridge expenses - FAG Portion		Capital Expenses		252,000	0	(459,679)	Main Roads portion not received
R12203	Bridge Income - FAG Portion		Capital Revenue		0	(252,000)	(711,679)	Main Roads portion not paid
E14514	Legal Expenses		Operating Expenses		0	(5,750)	(717,429)	Additional legal advice
R05202	Dog Registration fees		Operating Revenue		600	0	(716,829)	Increase in dog registrations
R07490	Health - Other income		Operating Revenue		1,500	0	(715,329)	Increase in income
	Incorrect treatment in adopted budget of Contract liabilities associated with restricted cash		Operating Revenue		533,782	0	(181,547)	Treatment of contract liabilities corrected
	Adjustment or reserve transfers for opening deficit		Capital Revenue		181,547	0	0	Reserve transfers
							0	
	Amended Budget Cash Position as per Council Resolution			0	1,017,429	(1,017,429)	0	

10.2.RECONSIDERATON OF APPLICATION FOR PLANNING APPROVAL - 150SQM OUTBUILDING AT LOT 24 (NO 43) KNIGHT ROAD, WANDERING (RETROSPECTIVE)

Proponent	Barry Edwards
Owner	Barry and Jane Edwards
Location/Address	Lot 24 (No. 43) Knight Road, Wandering
Author of Report	Belinda Knight, CEO
Date of Meeting	15/04/2021
Previous Reports	17/12/2021 - 19/11/2020
Disclosure of any Interest	Nil
File Reference	A398
Attachments	Amended site plan & Evidence of additional planting.

BRIEF SUMMARY

Following on from the SAT Mediation hearing on 15/03/2021, this report is presented based on the agreed outcomes from that hearing.

BACKGROUND

The Tribunal orders:

1. The applicant is to provide an amended application as discussed at the mediation to the respondent on or before 22 March 2021.
2. Pursuant to s 31(1) of the State Administrative Tribunal Act 2004 (WA) the respondent is invited to reconsider its decision on or before 15 April 2021.
3. The proceeding is adjourned to a directions hearing to commence at 9.30am on 30 April 2021

TO BE CONDUCTED BY TELECONFERENCE.STATUTORY/LEGAL IMPLICATIONS

Planning and Development Act 2005

Shire of Wandering Town Planning Scheme No. 3

POLICY IMPLICATIONS

The following policy relates:

- Local Planning Policy 1 – Sheds and Outbuildings Policy

FINANCIAL IMPLICATIONS

A Planning Application Fee of \$147 has been paid to the Shire of Wandering. It is noted that the Shire's Schedule of Fees and Charges 2020/2021 states that if development has commenced then a penalty applies, that is twice the amount of maximum fee payable under paragraph a, b, c, d, e or f. The fee applicable is in paragraph 'A' for development which is not more than \$50,000. Therefore, the fee should be a total of (147 x 2) \$294.

COMMENTS (FROM ALTUS PLANNING ACTING FOR LANDOWNER)

Attached to this report is a new site plan which illustrates the location of this additional landscaping that has been requested.

Proposed landscaping

As observed on site and indicated in photo Image 1 below, there is currently a row of Lilly Pilly (*Syzygium smithii*) trees along the eastern boundary abutting the outbuilding. The extent of the existing trees is approximately 15 metres in length, and they were planted in December 2018, as per Image 2.

The Lilly Pilly is a native, fast growing plant that can reach a height of 6 metres. The rate of growth and suitability to the terrain is clear from the site view and the attached images.

As agreed in mediation, the row of plantings on the eastern boundary will be extended by a length of approximately 33.5 metres to the location of an existing sandpile to the north.

To enable this, Mr Edwards is also removing and relocating the gate that is located along the section of fencing on the east of the outbuilding as the new trees will limit access to the gate in this location.

Final assessment

The additional planting will, over time, increase the arc of screening to the east and northeast. It is submitted that there will be no adverse visual amenity impacts to any neighbours to the east. In any event, it is reiterated that any perception of 'excess size' will not be evident to the orientation of the outbuilding.

In fact, it is submitted that, assessed on its merits and having regard to the context of the proposal, the size of the outbuilding will not necessarily be apparent from the streetscape and from many other vantage points on adjoining properties.

Having regard to the fact that setbacks and height of the outbuilding are all compliant with the Shire's Local Planning Policy, it is respectfully requested that the development is now appropriate for positive reconsideration and approval.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION ITEM 10.2 - RECONSIDERATION OF APPLICATION FOR PLANNING APPROVAL - 150SQM OUTBUILDING AT LOT 24 (NO 43) KNIGHT ROAD, WANDERING (RETROSPECTIVE)

Moved Cr Whitely

Seconded Cr Watts

That Council approve the application for Planning Approval for an 150sqm outbuilding at Lot 24 (43) Knight Road Wandering, subject to the following conditions:

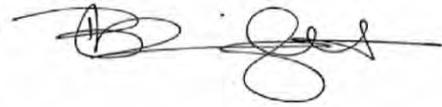
- The approval shall expire if the development permitted is not completed within two years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the shire is granted by it in writing.
- The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Council.
- Any use, additions to and further intensification of any part of the building or land (not the subject of this consent) shall be subject to a further development application and consent for that use.
- Any further development on the subject land (not the subject of this consent) shall be subject to a further development application and consent for that use.
- All drainage run-off associated with the development shall be contained on site or discharged to the satisfaction of the local government.
- Non-reflective natural colours which blend with the natural landscape to the satisfaction of the local government, shall be used on all the external surfaces of the shed/garage (please note that unpainted zincalume cladding does not comply).
- The shed/garage is not to be used for industrial or commercial purposes and is not to be used for human habitation.
- The outbuilding is to be screened on the eastern side of the outbuilding with fast growing tree species. These are to be planted within three (3) months of the approval and maintained at all times to the satisfaction of the local government.
- Satisfactory buildings plans being approved by the local government.

Advice Notes:

- Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Wandering Town Planning Scheme No. 3 and may result in legal action being initiated by the local government.
- If the applicant and/or owner are aggrieved by this decision as a result of the conditions of approval or by a determination of refusal, there may be a right of review under the provisions of Part 14 of the Planning and Development Act 2005. An application for review must be lodged with the State Administrative Tribunal within 28 days of the decision.

CARRIED 7/0

AUTHOR'S SIGNATURE:



Attachment - Site Photos

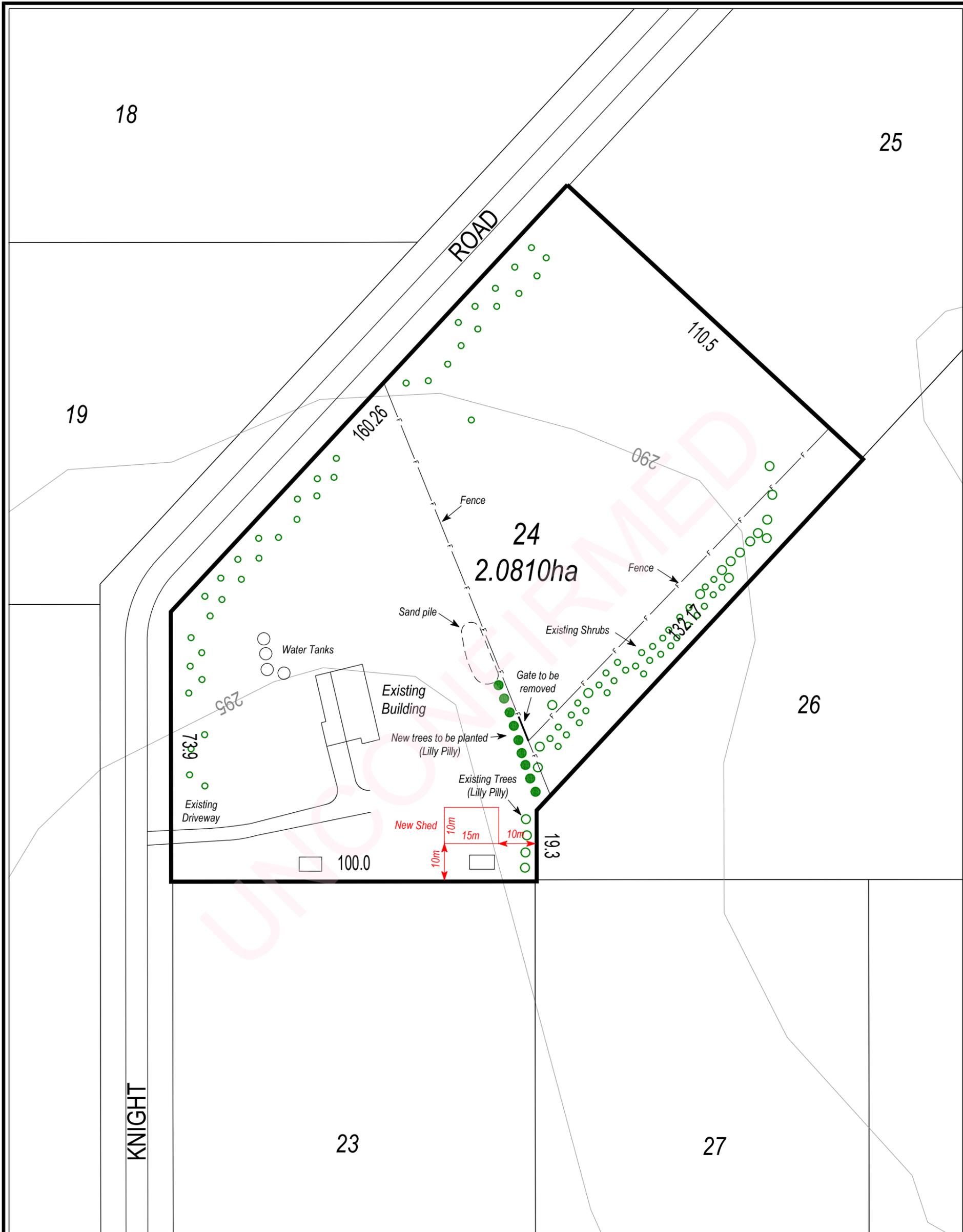


Photo 1 – A southern view of the existing Lilly Pilly Plants next to outbuilding





Photo 2/3 – Evidence of new planting as agreed



0 10 20 30 40m
SCALE 1:1000
ORIGINAL PLAN SIZE: A3

ALTUS
PLANNING

Base Mapping Prepared By Landgate
Date: 18.03.2021
Rev 0


NORTH

Altus Planning
68 Canning Highway
South Perth WA 6151
t. 9474 1449 m. 0400 069 037
w. www.altusplan.com.au

LEGEND:
Subject Land..... 

NOTE: Areas and dimensions are subject to survey.

DISCLAIMER: This plan has been prepared under instruction of the client, Altus Planning bears no responsibility for any inaccuracies or errors.

SITE PLAN

LOT 24 (No. 43) KNIGHT ROAD
WANDERING
Shire of Wandering

10.3.DRAFT POLICY 78 – CUSTOMER SERVICE CHARTER

Proponent	Shire of Wandering
Location/Address	
Author of Report	Belinda Knight, CEO & Lisa Boddy, CSC
Date of Meeting	15/04/2021
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	04.041.04111
Attachments	Draft Policy 78

BRIEF SUMMARY

To consider a policy to set customer service standards for Shire staff.

BACKGROUND

Council does not have a policy or any form of Customer Service Charter (CSC), and without such it is impossible to monitor the performance of staff relative to the service we provide.

The attached Draft Policy has been pulled together from a number of other local government's Customer Service Charters, including Kent, Lake Grace, Kojonup and Katanning. The early draft was distributed to staff for comment, and the final copy has been pulled together by the Customer Service Coordinator.

Once the Draft Policy has been adopted, the CSC will be formatted into a brochure which will be available in our New Resident's Packs, on our front counter and on our website.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995 s2.7(2)(b)

POLICY IMPLICATIONS

As attached

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.

CONSULTATION/COMMUNICATION

Via staff

COMMENT

Nothing further.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION – ITEM 10.3 - DRAFT POLICY 78 – CUSTOMER SERVICE CHARTER

Moved Cr
Seconded Cr
That Council adopts Draft Policy 78 as attached.

CARRIED BY AN ABSOLUTE MAJORITY OF

COUNCIL DECISION – ITEM 10.3 - DRAFT POLICY 78 – CUSTOMER SERVICE CHARTER

Moved Cr Watts

Seconded Cr Treasure

That Council prior to adopting Draft Policy 78 the CEO is requested to provide how the policy will be measured.

CARRIED 6/1

REASON: TO ENSURE THAT THE POLICY BECOMES A MEANINGFUL DOCUMENT WITH CLEAR MEASUREMENT GUIDELINES

AUTHOR'S SIGNATURE:

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

UNCONFIRMED

POLICY TYPE:	CUSTOMER SERVICE	POLICY NO:	78
DATE ADOPTED:		DATE LAST REVIEWED:	
LEGAL (PARENT):	<i>Local Government Act 1995</i>	LEGAL (SUBSIDIARY):	
DELEGATION OF AUTHORITY APPLICABLE:		DELEGATION NO.	

ADOPTED POLICY	
TITLE:	Customer Service Charter
OBJECTIVE:	<ul style="list-style-type: none"> To provide service standards in the area of customer service

POLICY STATEMENT

OUR VISION:

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

Our Values:

- Adaptability
- Perseverance
- Accountability
- Diligence

OUR COMMITMENT TO YOU

The Shire of Wandering is committed to providing high quality customer service through access to consistent, accurate and relevant advice and information.

The Shire is committed to ensuring you experience a positive and fair outcome whenever you contact us, and we always welcome feedback on how our services can be improved and what is important to you.

We will:

- Progressively review and improve forms, systems and procedures from a customer's perspective;
- Conduct regular customer service employee training programs;
- Incorporate customer service improvements into all business plans;
- Progressively improve access to our services to all community members;
- Make information available in alternative formats for people with specific requirements; and
- Improve access to information by utilising a wide range of media types.

You can:

- Provide accurate and complete details when contacting us with any queries or requests for assistance;
- Contact us to make an appointment if you have a complex enquiry or need to see a specific officer;
- Treat employees with the same courtesy and respect given to you; and
- Acknowledge that the Shire may not have the authority to deal with your request/complaint and that you may need to refer it to another agency/organisation.

SERVICE STANDARDS – IN PERSON

We will:

- Promptly attend to you at all times in a professional, polite and attentive manner;
- Listen attentively in order to understand your needs;
- Attempt to resolve your query or request at the time of your visit; or refer your query or request to an appropriate staff member, who will keep you informed at all times
- Ensure all employees who have face-to-face contact with customers wear a name badge for ease of communication.

You can:

- Treat our staff with courtesy and respect;
- Be open and honest in your dealings with us;
- Let us know when things change such as your address or contact details;
- Respect the rights of other customers;
- Make an appointment if you wish to speak with a specific officer; and
- Refer enquiries through the correct channels

SERVICE STANDARDS – TELEPHONE

We will:

- Promptly answer all telephone calls during working hours;
- Introduce ourselves over the phone by name;
- Aim to attend to, and complete your request at the time of your contact;
- Attempt to resolve your query or request at the time of your contact; or refer your query or request to an appropriate staff member, who will keep you informed at all times;
- Take personal responsibility for your enquiry to reduce the transfer of calls and inform you of any delays if you are 'on hold'; and
- Be committed to ensuring all messages for staff are passed on immediately.

You can:

- Help us by providing us with sufficient detail to ensure your query is responded to in a timely manner;
- Treat our staff with courtesy and respect;
- Be open and honest in your dealings with us; and
- Refer enquiries through the correct channels.

SERVICE STANDARDS – WRITING, EMAILS AND WEBFORMS

We will:

- Acknowledge your contact within five (5) working days of receipt;
- Whenever possible provide a completion date when requests require in-depth research which will take longer than ten (10) working days;
- Write to you in clear, concise language that is easily understood; and
- Send out standard information within 24 working hours of the request being received.

You can:

- Let us know when things change such as your address or contact details;
- Help us by providing us with sufficient detail to ensure your query is responded to in a timely manner; and
- Refer enquiries through the correct channels.

HOW WE COMMUNICATE WITH YOU:

We are committed to communicating with you in a timely and responsive manner in order to keep you up to date on relevant issues.

The Shire recognises that it is here to serve the short and long-term needs of its community and to uphold the community's vision and values, and we will strive to meet these goals at all times.

Communication channels may include some or all of the following:

- Providing information on activities through a variety of means, including the Wandering Echo, Shire website and Facebook page, noticeboards, SMS, and mail-outs;
- Ordinary Council Meetings which are open to the public;
- Public meetings on issues of major community concerns;
- Direct contact to request community input on various issues; and
- An open invitation to send ideas, suggestions or feedback in writing.

WEBSITE DATA

The Shire website provides a number of webforms on its website, including facility booking forms, feedback forms, equipment hire, change of details, application for planning approval and SMS updates. We aim to ensure all information is up to date at all times, but welcome feedback should you find that we fail to meet your expectations.

The Shire website also contains useful information including agendas and minutes of Council meetings, bush fire information, Community Resource Centre information, news and events, animals and much more. All of this information is accessible by visiting www.wandering.wa.gov.au.

After hours emergency numbers are available on our website www.wandering.wa.gov.au or on our Facebook page www.facebook.com/wanderingshire. *Please note comments on Facebook are not monitored and not responded to.*

CONTACTING COUNCIL MEMBERS

The role of a Council Member is to:

- Represent the interests of electors, ratepayers and residents;
- Provide leadership and guidance to the community;
- Facilitate two-way communication between the community and the Council; and
- Participate in decision making processes at meetings.

Council Members can keep in touch with electors in a variety of ways including:

- Attending meetings of local organisations;
- Being available and responding to residents who wish to raise issues or concerns;
- Attending events arranged by the local government;
- Participating in functions held in the local area; and
- Communicating with the community via a newsletter, email or website.

You may contact any Council Member by email or telephone. Council Members' details are available on our website www.wandering.wa.gov.au or by contacting the Shire Office on (08) 9884 1056.

COMPLAINTS

A complaint is a statement that something is unsatisfactory or unacceptable. This includes decisions, a level or quality of service, or behaviour of an employee or agent, which can be investigated and acted upon where no right of appeal or review is available under any other legislation.

A complaint is not:

- A request for service;
- A request for information or an explanation of a policy or procedure;
- Disagreement with a policy of the Council;
- An appeal or request for an internal or external review of a decision for which a structured process applies, other than that made as the result of a complaint; and
- An expression concerning the general direction and performance of Council or its Council Members.

We will:

- Ensure all complaints are dealt with fairly, quickly and equitably;
- Record your complaint and acknowledge it;
- Direct your complaint to the most appropriate person within the Shire of Wandering who will be responsible for keeping you up to date;
- After investigation, respond outlining the outcome; and
- Seek further information if required, and keep you informed of our progress.

You can:

- Help us by providing us with sufficient detail to ensure your complaint is responded to in a timely manner; and
- Refer enquiries through the correct channels.

CUSTOMER FEEDBACK

To gauge our performance in relation to our service commitments, we encourage feedback from our customers.

This Customer Service Charter is intended as collaboration between the Council and the community it serves. Therefore, if there is something that you feel unhappy about, please utilise our simple feedback process.

Please give us the opportunity to improve our service to you. Comments, suggestions and compliments all provide an effective means by which to assess the existing service you receive.

Copies of our Complaints and Compliments Form can be downloaded from our website www.wandering.wa.gov.au, or obtained from one of our Customer Service Officers.

11. OTHER OFFICER'S REPORTS

11.1.POLICY 48 - COMMUNITY FUNDING, GRANTS AND DONATIONS - PROPOSED CHANGES TO POLICY

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

BRIEF SUMMARY

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

BACKGROUND

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

Changes to the policy include:

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

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The 2020/2021 budget has a net allocation of \$25,060 for community events. To date \$8,737 has been expended on the Wandering Fair and Wandering Autumn Graze, with minor contributions towards other CRC programs. This fund is managed by the CRC.

STRATEGIC IMPLICATIONS

RETAIN AND GROW OUR POPULATION

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

CONSULTATION/COMMUNICATION

- Chief Executive Officer
- No formal consultation has been undertaken around this item. Following approval of the policy, a launch of the Grants Scheme will be arranged.

COMMENT

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

- Round one to open in March and be completed by the end of June
- Round two to open in September and be completed by mid-December

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION ITEM 11.1 - POLICY 48 - COMMUNITY FUNDING, GRANTS AND DONATIONS - PROPOSED CHANGES TO POLICY

Moved Cr Curtis

Seconded Cr Parsons

That Council:

- Adopts the modified Policy 48 - Community Funding, Grants and Donations Policy as attached; and
- Refers a net amount of \$15,000 to the 2021/22 draft budget for the Community Funding Grants and Donations Program.

CARRIED BY AN ABSOLUTE MAJORITY OF 6/1

AUTHOR'S SIGNATURE:

POLICY TYPE:	COMMUNITY	POLICY NO:	48
DATE ADOPTED:	18/07/2019	DATE LAST REVIEWED:	15/04/2021
LEGAL (PARENT):	<i>Local Government Act 1995</i>	LEGAL (SUBSIDIARY):	
DELEGATION OF AUTHORITY APPLICABLE:		DELEGATION NO.	

ADOPTED POLICY	
TITLE:	Community Funding, Grants and Donations
OBJECTIVE:	<ul style="list-style-type: none"> To provide financial assistance for organisations and/or projects, which benefit the community. To provide guidelines for the consideration and approval, or otherwise, of financial assistance applications. To maintain and build on Wandering's vibrant community spirit and welfare by providing financial support for local events which involve people coming together in the celebration and enjoyment of their culture or a common interest.

DEFINITIONS

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

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

Major Community Grant means any financial assistance grant over ~~\$5,000~~ **\$2,000**. Usually provided for the development of a capital works project eg: building construction, major purchase of equipment, ground-works, etc.

Minor Community Grant means any financial assistance up to ~~\$5,000~~ **\$2,000**. Usually provided for minor building construction, maintenance or repair, minor projects (excluding events & functions), equipment purchase, relief from Council fees and charges etc. ~~A minimum grant of \$750 applies.~~

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

POLICY STATEMENT

FUNDING ROUNDS

The Community Financial Assistance Program will be accepted **at any time** ~~twice per financial year, in September and March~~, with the funding being allocated from within Council's budget for that financial year. Once funds have been fully allocated no further funds will be available until the following financial year.

APPLICATIONS

All applications shall be made on the appropriate form.

MAJOR COMMUNITY GRANTS

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

- Type or organisation (eg sport, community, hobby, health and welfare, artistic, religious etc);
- Organisation membership;
- Nature of service/facility provided;
- Project details/planning/design/timing;
- Demonstrated need or community benefit;
- Financial position of the applicant;
- Financial viability of project;
- Other financial/in kind contributions;
- On-going management;
- Existing services and facilities of a like nature, within Wandering;
- Provision of quotes (2) for all items greater than \$1,000 in value; and

- (l) Provision of a detailed project budget including GST breakdown.
- (m) Details of applications to other possible funding sources. (eg Dept of Sport and Recreation, Healthways, Lotteries, etc.)
- (n) Licensed clubs, under the Liquor Act, must disclose the amount of income generated from the sale of alcohol.

MINOR COMMUNITY GRANTS (UP TO \$5,000)

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

Applications should address the following criteria:

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

WHAT IS NOT FUNDED

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

CONDITIONS AND REQUIREMENTS

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

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

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

11.2.STRONGER COMMUNITIES GRANT

Proponent	Department of Industry, Science, Energy and Resources
Owner	
Location/Address	Shire of Wandering
Author of Report	Alana Rosenthal – CRC Co-ordinator
Date of Meeting	15/04/2021
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	08.084.08406
Attachments	Nil

BRIEF SUMMARY

The Shire of Wandering applied for \$4,500 from the Department of industry, Science, Energy and Resources.

BACKGROUND

The Stronger Communities Programme supports the Australian Government's commitment to deliver social benefits in communities across Australia by funding small capital projects in each of the 151 Federal electorates. The program is part of the government's 2020-21 budget initiatives focussed on making local economies stronger and boosting community organisations. Due to the delayed budget for 2020-21, projects under round 6 of the program will run through to 31 December 2021.

The objective of the program is to deliver social benefits for local communities. The intended outcomes of the program are to:

- encourage and support participation in local projects
- improve local community participation and
- contribute to vibrant and viable communities.

In consultation with their community, each MP must identify potential applicants and projects in their electorate and invite them to apply for a grant. Applications will be assessed against the program's eligibility criteria through a closed non-competitive process.

The Shire of Wandering was approved through Rick Wilson's office to apply for funding towards a Community Garden for Wandering. Local governments are eligible to apply for up to 50% of the total cost of the project through this funding program.

The Grant funding is to provide for the purchase of materials to assist with starting the Community Garden Project. As part of the grant proposal, the shire's contribution would be the initial ground work and assisting the set-up of the area and garden beds.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995 – s6.8

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

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

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

** Absolute majority required.*

POLICY IMPLICATIONS

Policy 76 Grant Project Applications

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

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

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

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

FINANCIAL IMPLICATIONS

This grant is subject to matching contribution of \$4,500.

STRATEGIC IMPLICATIONS

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

CONSULTATION/COMMUNICATION

CEO requested the CRC to apply for the grant for a suitable project that would meet the criteria and approved the Community Garden project.

COMMENT

The community garden will provide the community with a project they can be actively involved with to increase social well-being and have a meeting place to regularly come together assisting to reduce social isolation within the overall community.

Other funding opportunities through government and commercial agencies may be available to assist with this project.

VOTING REQUIREMENTS

Simple Majority

Cr Turton left the meeting at 5:18pm and returned at 5:20pm

Cr Whitely left the meeting at 5:19pm and returned at 5:21pm

OFFICER'S RECOMMENDATION – ITEM 11.2 - STRONGER COMMUNITIES GRANT

Moved Cr

Seconded Cr

That Council:

- Endorse the actions of the CRC Coordinator in applying for the grant for \$4,500 from the Department of Industry, Science, Energy and Resources; and
- Allocate the matching contribution of \$4,500 to be included in the 2021/2022 financial budget

CARRIED

COUNCIL DECISION – ITEM 11.2 - STRONGER COMMUNITIES GRANT

Moved Cr Parsons

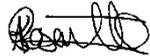
Seconded Cr Price

That Council requests the CEO to provide more information on the project before making any decision.

CARRIED 6/1

REASON: THAT COUNCIL NEEDS TO KNOW MORE ABOUT THE PROJECT.

AUTHOR'S SIGNATURE:



UNCONFIRMED

12. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED

12.1. COUNCILLOR'S MEETINGS ATTENDED SINCE 18/03/2021

Cr Whitely attended HWEDA meeting in Boddington on 06/04/2021

Cr Turton noted that he could not attend the Special Teleconference of the Central Country WALGA Zone

12.2. CENTRAL COUNTRY WALGA ZONE MEETINGS - 2021

- 09/04/2021 – Special Teleconference
- 23/04/2021
- 25/06/2021
- 27/08/2021
- 26/11/2021

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

Nil

14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

14.1. COUNCILLORS AND /OR OFFICERS

Cr Price requested that Council consider the following matter regarding instructing the CEO to commence a feasibility study on the establishment of a shop in Wandering.

This matter was not considered urgent, and was noted for consideration at a General Planning Forum.

15. CONFIDENTIAL ITEMS

Mr Barry Gibbs left the meeting at 5:40pm and did not return.

COUNCIL DECISION – 15.1 CONFIDENTIAL MATTER

Moved Cr Whitely

Seconded Cr Treasure

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

CARRIED 7/0

15.1.LETTER OF ADVICE – MILLS OAKLEY

Proponent	Mills Oakley
Owner	
Location/Address	
Author of Report	Belinda Knight, CEO
Date of Meeting	18/03/2021
Previous Reports	17/12/2020
Disclosure of any Interest	CEO – Impartiality – as this matter relates to her position and that of her daughter.
File Reference	04.041.04111:EO98:EM371

COUNCIL DECISION – IMPLEMENTATION OF RECOMMENDATIONS FROM MILLS OAKLEY – ITEM 15.1.1- CONFIDENTIAL – LETTER OF ADVICE

Moved Cr Price

Seconded Cr Curtis

That Council directs the CEO to put to a request for quote (RFQ) the following:

Recommendation 2(a) – conducting monthly or quarterly financial reconciliations;

Recommendation 3 – preparation of an appropriate, comprehensive policy relating to conflicts of interest involving the CEO; and

Recommendation 4 – conducting a review of the CEO’s employment contract and development of an appropriate contract future use, following expiry of the term of the contract currently in place;

of the Mills Oakley “Recommendations from Investigation Report” dated 26/02/2021 and report back to Council with RFQ responses by no later than 17/06/2021 for Council’s consideration and approval.

CARRIED 7/0

COUNCIL DECISION – IMPLEMENTATION OF RECOMMENDATIONS FROM MILLS OAKLEY – ITEM 15.1.2 - CONFIDENTIAL – LETTER OF ADVICE

Moved Cr Treasure

Seconded Cr Whitely

That Council, having received the Mills Oakley “Investigation Report” dated 14/12/2020 and the Mills Oakley “Recommendations from Investigation Report” dated 26/02/2021, strongly recommends that the CEO carefully consider:

Recommendation 1 – employment of Finance Coordinator (appointment of a person to a senior finance role, even on a part-time basis);

and take steps to implement recommendation 1 including seeking relevant budget authorisations from Council by 17/06/2021 pursuant to S6.8(1) of the *Local Government Act 1995*.

CARRIED 6/1

COUNCIL DECISION – 15.1 CONFIDENTIAL MATTER

Moved Cr Treasure

Seconded Cr Parsons

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

CARRIED 7/0

UNCONFIRMED

16. INFORMATION ITEMS**16.1.ACCOUNTS PAID FOR PERIOD – 01/03/2021 – 31/03/2021**

Proponent	Internal Report
Location/Address	
Author of Report	Sophie Marinoni, Finance Officer
Date of Meeting	15/04/2021
Disclosure of any Interest	Nil
File Reference	10.1.6
Attachments	List of Accounts Paid for Month

BRIEF SUMMARY

To ratify payments made during the month of March 2021

BACKGROUND

The listing of payments for the month of March 2021 through the Municipal account is attached.

STATUTORY/LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

Policy 12 – Purchasing and Tenders

Policy 40 – Payment for Goods and Services

FINANCIAL IMPLICATIONS

Shire of Wandering

CERTIFICATE OF EXPENDITURE
March 2021



This Schedule of Accounts to be passed for payment, covering

Payment Method	Cheque/EFT/DD Number	Amount
Municipal Fund:		
Electronic Funds Transfers	EFT6328 - EFT6428	\$378,078.69
Direct Debits	DD3603.1 – DD3626.12	\$28,913.54
	TOTAL	\$406,992.23

to the Municipal and Trust Accounts, totalling \$406,992.23 which were submitted to each member of the Council on 15/04/2021, have been checked and fully supported by vouchers and invoices which are submitted herewith, have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings.

Belinda Knight

CHIEF EXECUTIVE OFFICER

STRATEGIC IMPLICATIONS**IMPROVE OUR FINANCIAL POSITION**

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

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 16.1 – ACCOUNTS PAID FOR PERIOD – 01/03/2021 – 31/03/2021

Moved Cr Whitely

Seconded Cr Curtis

That Council in accordance with r12 and r13 of the *Local Government (Financial Management) Regulations 1996* receives the schedule of accounts for payment as presented.**CARRIED 7/0**

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT6328	05/03/2021	89's Enterprises			-\$ 338.00
	22/02/2021		Repair roller door - 19 Humes Wy <i>Labour, Travel</i>	\$ 338.00	
EFT6329	05/03/2021	Australian Taxation Office			-\$ 1,509.00
	31/01/2021		BAS - Jan 2021 <i>GST on Sales, Group Tax Clearing, GST on Purchases, Fuel Credits, Rounding</i>	\$ 1,509.00	
EFT6330	05/03/2021	Avon Waste			-\$ 3,964.83
	31/01/2021		General waste services <i>Domestic & commercial general waste services, General waste to landfill gate fee, Recycling Services, Recycle processing fee, Transfer Station general waste bins, General waste to landfill gate fee, Transfer Station recycle bins, Recycle processing fee, Fuel facility bin</i>	\$ 3,964.83	
EFT6331	05/03/2021	Best Office Systems			-\$ 391.99
	31/01/2021		Copier Contract - CRC <i>B&W Copies, Colour Copies</i>	\$ 133.10	
	23/02/2021		Copier Contract - Shire <i>B&W copies, Colour copies</i>	\$ 258.89	
EFT6332	05/03/2021	Boddington Hardware & Newsagency			-\$ 192.95
	22/01/2021		Materials - Depot <i>Cement, Tape measure</i>	\$ 117.20	
	25/01/2021		Supplies - Community Centre <i>Gas refill, Gas bottle</i>	\$ 75.75	
EFT6333	05/03/2021	Boddington IGA			-\$ 614.74
	25/01/2021		CRC Program - Australia Day <i>Orange juice, Milk, Butter, Bread, Bacon, Spaghetti, Vegemite, Coffee, BBQ sauce, Jam, Tomato sauce, Baked beans, Tea bags</i>	\$ 605.24	
	25/01/2021		Supplies - CRC Café <i>Ice cream</i>	\$ 9.50	
EFT6334	05/03/2021	Boral Construction Materials			-\$ 880.00
	28/01/2021		Materials - Cold mix <i>General roads, York Williams Rd</i>	\$ 880.00	
EFT6335	05/03/2021	Brendan Whitely			-\$ 2,301.50
	31/12/2020		Councillor allowances <i>Meeting allowance, IT allowance</i>	\$ 2,301.50	
EFT6336	05/03/2021	Brookton Plumbing			-\$ 840.00

	25/02/2021	CRC Program - Australia Day <i>Pump out portaloos, Tracking form, Dumping fees, Travel</i>	\$ 840.00
EFT6337	05/03/2021	Brummell's Brew	-\$ 563.00
	17/02/2021	CRC Program - Australia Day <i>Coffee van</i>	\$ 563.00
EFT6338	05/03/2021	Business Base WA	-\$ 2,564.50
	03/02/2021	Office furniture <i>Credenza, Hutch, Handling fee</i>	\$ 568.50
	10/02/2021	CRC Program - Australia Day <i>Flip top tables</i>	\$ 1,996.00
EFT6339	05/03/2021	Child Support Agency	-\$ 176.16
	03/03/2021	Payroll deductions	\$ 176.16
EFT6340	05/03/2021	Corsign WA	-\$ 984.50
	15/01/2021	LRCI Program - Signs <i>Caravan Park, Watts St rest area, CRC</i>	\$ 214.50
	15/01/2021	Signs MMS frames, "Reduce Speed"	\$ 379.50
	21/01/2021	Materials - Rural addressing <i>Vinyl numbers</i>	\$ 33.00
	22/01/2021	CRC Program - Australia Day Sign - Site hygiene rules, Sticker - "Keep your distance", Floor sticker - "Please stand here"	\$ 357.50
EFT6341	05/03/2021	Down Under Signs	-\$ 1,353.06
	25/01/2021	CRC Program - Australia Day <i>Media wall, Selfie frame, Lectern signage, Banner, Pull up banner</i>	\$ 1,353.06
EFT6342	05/03/2021	Ecowater Services	-\$ 710.80
	19/02/2021	Aquarius Quarterly Service - Admin Building <i>Labour, Chlorine</i>	\$ 350.00
	19/02/2021	Aquarius Quarterly Service - 19 Humes Wy <i>Chlorine</i>	\$ 180.40
	19/02/2021	Aquarius Quarterly Service - 5 Dunmall Dr <i>Labour, Chlorine</i>	\$ 180.40
EFT6343	05/03/2021	Fremantle Enzed	-\$ 375.56
	01/02/2021	Repairs - WD.141 <i>Labour, Travel, Parts</i>	\$ 375.56
EFT6344	05/03/2021	Fuel Distributors of WA	-\$ 178.22
	08/02/2021	Materials - Various plant <i>Oil, Grease</i>	\$ 178.22
EFT6345	05/03/2021	Gary David Curtis	-\$ 2,301.50
	31/12/2020	Councillor allowances <i>Meeting allowance, IT allowance</i>	\$ 2,301.50
EFT6346	05/03/2021	Gilbarco Veeder-Root Australia	-\$ 4,366.54
	28/01/2021	Repair card reader - Fuel Facility <i>Labour, Travel time, Travel distance, Card reader, Display</i>	\$ 4,366.54
EFT6347	05/03/2021	Graeme Robert Parsons	-\$ 2,555.50
	31/12/2020	Councillor allowances <i>Deputy President's allowance, Meeting allowance, IT allowance</i>	\$ 2,555.50
EFT6348	05/03/2021	Hotham Mechanical	-\$ 427.08
	17/02/2021	Service - WD.480 <i>Labour, Parts, Consumables</i>	\$ 427.08
EFT6349	05/03/2021	IT Vision	-\$ 2,722.50
	29/01/2021	Rates Processing Service 2020/2021 <i>Jan 2021</i>	\$ 2,722.50
EFT6350	05/03/2021	Ian Bruce Turton	-\$ 5,281.10

	31/12/2020	Councillor allowances <i>President's allowance, Meeting allowance, IT allowance</i>	\$ 5,281.10
EFT6351	05/03/2021	Judith Roberta Price	-\$ 2,776.70
	31/12/2020	Councillor allowances <i>Meeting allowance, IT allowance, Travel</i>	\$ 2,776.70
EFT6352	05/03/2021	Kee Surfacing	-\$85,996.16
	29/01/2021	Bitumen sealing <i>Pennington Rd, Wandering Pingelly Rd, Wandering Narrogin Rd, Wandering Narrogin Rd</i>	\$ 85,996.16
EFT6353	05/03/2021	Kennards Hire	-\$ 200.00
	29/01/2021	CRC Program - Australia Day <i>Trestle tables hire</i>	\$ 200.00
EFT6354	05/03/2021	Max Watts	-\$ 1,776.50
	31/12/2020	Councillor allowances <i>Meeting allowance</i>	\$ 1,776.50
EFT6355	05/03/2021	Mcpest Pest Control	-\$ 440.00
	08/02/2021	Vermin treatment <i>Community Centre, CRC</i>	\$ 440.00
EFT6356	05/03/2021	Mills Oakley	-\$ 2,750.00
	26/02/2021	Letter of advice <i>Professional fees</i>	\$ 2,750.00
EFT6357	05/03/2021	Moore Australia	-\$ 1,474.00
	29/01/2021	Staff training - Belinda Knight <i>2021 Budget workshop, 2021 GST workshop, 2021 FBT workshop</i>	\$ 1,474.00
EFT6358	05/03/2021	Narrogin Auto Electrics	-\$ 579.95
	31/01/2021	Handheld two-way radio	\$ 579.95
EFT6359	05/03/2021	Narrogin Carpet Court	-\$ 450.00
	10/02/2021	Materials - Parks & gardens <i>Pinup board tiles</i>	\$ 450.00
EFT6360	05/03/2021	Officeworks	-\$ 531.54
	19/02/2021	Office furniture - Admin office <i>Sit stand desk, Freight</i>	\$ 418.95
	26/02/2021	Supplies - Admin Office <i>Cat 6 cables, Delivery fee</i>	\$ 112.59
EFT6361	05/03/2021	P & M Treasure Farming Trust	-\$ 2,301.50
	31/12/2020	Councillor allowances <i>Meeting allowance, IT allowance</i>	\$ 2,301.50
EFT6362	05/03/2021	Pingelly Tyre Service	-\$ 1,300.00
	01/02/2021	Tyres - WD.480 <i>Tyres</i>	\$ 1,080.00
	01/02/2021	Tyres - Mower <i>Tyres, tubes</i>	\$ 220.00
EFT6363	05/03/2021	Pinnacle Tanks	-\$ 7,978.00
	15/02/2021	Rainwater tank - Fire Shed <i>27,500l tank, Access hole cover, Tank level gauge</i>	\$ 7,978.00
EFT6364	05/03/2021	Quality Press	-\$ 121.00
	01/02/2021	DFES forms <i>Attendance forms, Structure forms</i>	\$ 121.00
EFT6365	05/03/2021	Quick Corporate Australia	-\$ 125.18
	08/02/2021	CRC Program - Australia Day <i>Disposable face masks</i>	\$ 125.18
EFT6366	05/03/2021	Resumes WA	-\$ 207.50
	18/02/2021	OSH Project Officer (Temp) <i>Labour, Field allowance</i>	\$ 207.50
EFT6367	05/03/2021	Scavenger Fire Safety	-\$ 629.20

25/02/2021 Safety equipment testing \$ 629.20
Fire extinguisher test - Depot, Fire extinguisher test - Fuel facility, Hose reel test - Fuel facility, Bulk foam drum - Fuel facility, Fire extinguisher test - Community Centre, Fire extinguisher test - Fire shed, Hose reel test - Fire shed, Fire extinguisher test - Plant, Fire extinguisher test - Admin building, Fire extinguisher test - CRC, Fire extinguisher test - Caravan Park, Fire extinguisher test - other, Eye wash & shower test - Depot

EFT6368	05/03/2021	Payroll deductions	-\$ 390.00
	03/03/2021	Payroll deductions	\$ 390.00
EFT6369	05/03/2021	Payroll deductions	-\$ 50.00
	03/03/2021	Payroll deductions	\$ 50.00
EFT6370	05/03/2021	St John Ambulance Western Australia	-\$ 496.97
	17/02/2021	Service first aid kits <i>Depot, Admin building, CRC building, Fire shed, Community Centre, Caravan Park defibrillator, Admin building defibrillator, Community Centre defibrillator, Caravan Park</i>	\$ 496.97
EFT6371	05/03/2021	Stabilised Pavements of Australia	-\$19,288.12
	29/01/2021	Cement stabilisation <i>Wandering Narrogin Rd, Wandering Pingelly Rd</i>	\$ 19,288.12
EFT6372	05/03/2021	Startrack Express	-\$ 50.66
	10/02/2021	Freight <i>Corsign, Fee</i>	\$ 50.66
EFT6373	05/03/2021	Steve Davis Builder	-\$ 220.00
	09/02/2021	Repair leaking flu <i>19 Humes Wy, 1 Dowsett St</i>	\$ 220.00
EFT6374	05/03/2021	Unreal Kids Parties	-\$ 360.00
	02/02/2021	CRC Program - Australia Day <i>Balloon artist</i>	\$ 360.00
EFT6375	05/03/2021	WA Contract Ranger Services	-\$ 374.00
	25/02/2021	Contract Ranger Service <i>Labour</i>	\$ 374.00
EFT6376	05/03/2021	Wandering Smash Repairs	-\$ 1,937.49
	13/11/2020	CRC Program - Men's Health Night <i>Catering</i>	\$ 175.56
	25/02/2021	Repairs - WD.300 <i>Door glass, Freight, Installation</i>	\$ 1,761.93
EFT6377	05/03/2021	Westrac	-\$ 1,714.22
	08/02/2021	Repairs - WD.920 <i>Labour, Parts, Mobilisation, Environmental</i>	\$ 1,714.22
EFT6379	12/03/2021	Australia Pacific Valuers	-\$ 908.60
	04/03/2021	Land & building valuations <i>Land - Fair Value, Buildings - Fair Value, Buildings - Insurance Value</i>	\$ 908.60
EFT6380	12/03/2021	BOC	-\$ 74.60
	26/02/2021	Container Service <i>Oxygen, Acetylene, Argoshield, Medical Oxygen</i>	\$ 74.60
EFT6381	12/03/2021	Barry John Gibbs	-\$ 99.91
	09/03/2021	Reimbursement <i>Kettle, Basin taps</i>	\$ 99.91
EFT6382	12/03/2021	Boddington News	-\$ 9.00
	26/02/2021	Boddington News <i>Edition 690</i>	\$ 9.00

EFT6383	12/03/2021	Dunning's Fuel	-\$
			29,352.12
	11/02/2021	Fuels - Fuel Facility <i>ULP, Diesel</i>	\$ 24,763.71
	11/02/2021	Fuel - Depot <i>Diesel</i>	\$ 4,588.41
EFT6384	12/03/2021	Hotham Mechanical	-\$ 1,783.10
	02/03/2021	Service - WD.920 <i>Labour, Parts, Consumables</i>	\$ 921.80
	02/03/2021	Service - WD.300 <i>Labour, Parts, Consumables</i>	\$ 861.30
EFT6385	12/03/2021	Narrogin Pumps Solar & Spraying	-\$ 2,552.22
	04/01/2021	Materials - Standpipe <i>Onga 184 pump</i>	\$ 2,552.22
EFT6386	12/03/2021	Scavenger Fire Safety	-\$ 920.70
	02/03/2021	Fire extinguishers <i>Caravan Park, Fuel facility, WD.440, Depot</i>	\$ 795.30
	04/03/2021	Fire extinguishers <i>WD.011, WD.001, O.WD</i>	\$ 125.40
EFT6387	12/03/2021	Sheridan's for Badges	-\$ 125.18
	02/03/2021	Name badges <i>Lisa Boddy, Freight, Maureen Mertyn</i>	\$ 125.18
EFT6388	12/03/2021	Sherrin Rentals	-\$ 2,904.00
	19/02/2021	Dry hire - 12T smooth drum roller <i>14 Mile Brook Rd</i>	\$ 2,904.00
EFT6389	12/03/2021	Shire of Narrogin	-\$ 453.00
	02/02/2021	Senior Health Officer <i>Labour, Travel</i>	\$ 453.00
EFT6390	12/03/2021	South West Isuzu	-\$130,595.00
	17/02/2021	Plant purchase & trade in <i>Isuzu FVZ 260-300 MWB Auto Truck, Trade-in Isuzu FVZ1400M - WD.422</i>	\$130,595.00
EFT6391	12/03/2021	Startrack Express	-\$ 58.92
	24/02/2021	Freight <i>Corsign</i>	\$ 58.92
EFT6392	12/03/2021	Wandering Smash Repairs	-\$ 424.60
	23/02/2021	Install roof sign - WD.6 <i>Labour</i>	\$ 424.60
EFT6393	19/03/2021	Australia Post	-\$ 301.94
	16/12/2020	Supplies - Australia Post <i>Registered post labels</i>	\$ 38.70
	17/12/2020	Supplies - Australia Post <i>Generic stamps</i>	\$ 28.21
	17/12/2020	Supplies - Australia Post <i>Prepaid parcel small, Prepaid express small</i>	\$ 182.95
	18/12/2020	Supplies - Australia Post <i>Concession stamps</i>	\$ 52.08
EFT6394	19/03/2021	A & B Canvas Australia	-\$ 231.00
	18/02/2021	Repairs - Community centre <i>Shade sail</i>	\$ 231.00
EFT6395	19/03/2021	Best Office Systems	-\$ 316.36
	26/02/2021	Copier contract - CRC <i>B&W copies, Colour copies</i>	\$ 316.36
EFT6396	19/03/2021	Child Support Agency	-\$ 176.16
	17/03/2021	Payroll deductions	\$ 176.16
EFT6397	19/03/2021	Gilbarco Veeder-Root Australia	-\$ 1,028.08
	19/02/2021	Repairs - Fuel facility <i>Labour, Travel distance, Travel time</i>	\$ 1,028.08
EFT6398	19/03/2021	JR & A Hersey	-\$ 584.04

	18/02/2021	PPE <i>Gloves, Hand cleaner, Gloves, Aerosol lube, Cutting disc, Freight</i>	\$ 479.10
	23/02/2021	PPE <i>Hard hat</i>	\$ 104.94
EFT6399	19/03/2021	Marketforce	-\$ 594.68
	23/02/2021	Advertising - The West Australian <i>TPS Amendment 6, Processing fee</i>	\$ 594.68
EFT6400	19/03/2021	Officeworks	-\$ 685.85
	24/02/2021	Supplies - Admin Office <i>A3 Paper, A4 Paper, Processing fee</i>	\$ 77.90
	24/02/2021	Office furniture - Admin Office <i>Office chair, Bulk delivery fee</i>	\$ 607.95
EFT6401	19/03/2021	Quickfit Windscreens & Narrogin Glass	-\$ 284.85
	23/02/2021	Replace window - Admin office <i>Laminated glass, Labour & travel</i>	\$ 284.85
EFT6402	19/03/2021	Payroll deductions	-\$ 390.00
	17/03/2021	Payroll deductions	\$ 390.00
EFT6403	19/03/2021	Payroll deductions	-\$ 50.00
	17/03/2021	Payroll deductions	\$ 50.00
EFT6404	19/03/2021	Startrack Express	-\$ 131.42
	17/02/2021	Freight <i>Visimax, Fee</i>	\$ 131.42
EFT6405	19/03/2021	VisiMax	-\$ 118.00
	19/02/2021	Infringement book <i>Bush Fires Act</i>	\$ 118.00
EFT6406	19/03/2021	Volt Air	-\$ 187.00
	03/02/2021	CRC Program - Australia Day <i>Install 10amp power point, Sundries, Parts</i>	\$ 187.00
EFT6407	29/03/2021	Australia Pacific Valuers	-\$ 3,634.40
	08/03/2021	Land & building valuations <i>Completion of inspections</i>	\$ 3,634.40
EFT6408	29/03/2021	Avon Waste	-\$ 3,545.15
	28/02/2021	General waste services <i>Domestic & commercial general waste services, Fuel facility bin, Commercial recycling bins, General waste to landfill gate fee, Recycling Services, Recycle processing fee, Transfer Station general waste bins, General waste to landfill gate fee, Transfer Station recycle bins, Recycle processing fee</i>	\$ 3,545.15
EFT6409	29/03/2021	Belinda Kaye Knight	-\$ 61.75
	12/03/2021	Reimbursement <i>95% - CEO Mobile Phone</i>	\$ 61.75
EFT6410	29/03/2021	Benara Nurseries	-\$ 108.57
	10/03/2021	Materials - Parks & gardens <i>Seedlings, Fertiliser</i>	\$ 108.57
EFT6411	29/03/2021	Boddington Hardware & Newsagency	-\$ 759.00
	13/02/2021	Supplies - General road maintenance <i>Glyphosate, Wetter</i>	\$ 676.70
	15/02/2021	Materials - Community Centre <i>Handles, Flange</i>	\$ 40.60
	15/02/2021	Materials - North Wandering Road <i>Watering cans</i>	\$ 26.10
	23/02/2021	Materials - 14 Mile Brook Rd <i>Nails</i>	\$ 15.60
EFT6412	29/03/2021	Boddington News	-\$ 9.00
	12/03/2021	Boddington News <i>Edition 661</i>	\$ 9.00

EFT6413	29/03/2021	Butler Settineri		-\$ 2,465.72
	10/03/2021		Final Audit Fee - 2019/20 <i>Labour, Disbursements</i>	\$ 2,465.72
EFT6414	29/03/2021	Corsign WA	Signs	-\$ 2,706.00
	10/02/2021		Materials - Rural addressing <i>Plates, numbers</i>	\$ 594.00
	25/02/2021		Signs <i>Warning signs, Special order sign, Guide post</i>	\$ 2,059.20
	26/02/2021		Signs - "Caution Safety First" <i>Admin office, CRC</i>	\$ 52.80
EFT6415	29/03/2021	Exurban Rural & Regional Planning		-\$ 400.95
	05/03/2021		Stage 2 - Industrial Estate <i>Labour</i>	\$ 400.95
EFT6416	29/03/2021	Hotham Mechanical		-\$ 1,257.30
	08/03/2021		Tyres - WD.001 <i>Fit & balance, Disposal</i>	\$ 519.20
	16/03/2021		Repairs - WD.1142 <i>Labour, Wheel bearing kit, Dust cap, Grease, Consumables</i>	\$ 738.10
EFT6417	29/03/2021	IT Vision		-\$ 2,722.50
	25/02/2021		Rates Processing Service 2020/2021 <i>Feb 2021</i>	\$ 2,722.50
EFT6418	29/03/2021	Office of Regional Architecture		-\$ 3,280.00
	09/03/2021		Community Centre upgrade design <i>Labour</i>	\$ 3,280.00
EFT6419	29/03/2021	Officeworks		-\$ 73.47
	04/03/2021		IT materials - Admin Office <i>Cables, Cord organiser, Delivery fee</i>	\$ 73.47
EFT6420	29/03/2021	Perfect Computer Solutions		-\$ 680.00
	11/03/2021		Monthly IT maintenance <i>Labour</i>	\$ 680.00
EFT6421	29/03/2021	RK Roach		-\$ 726.00
	16/03/2021		Survey set out - North Wandering Rd intersection <i>Labour</i>	\$ 726.00
EFT6422	29/03/2021	Rhonie's Wandering Mop & Bucket		-\$ 4,620.00
	15/03/2021		Cleaning contract <i>Public conveniences - Watts St, Caravan Park, Administration Office, CRC, Depot, Public conveniences - Codjatonine, Public conveniences - Pumphreys Bridge, Community Centre, Travel</i>	\$ 4,620.00
EFT6423	29/03/2021	Startrack Express		-\$ 5.24
	10/03/2021		Fee	\$ 5.24
EFT6424	29/03/2021	Synergy		-\$ 4,823.91
	04/03/2021		Street lighting <i>Usage</i>	\$ 745.83
	14/03/2021		Administration Office <i>Usage, Supply charge, Supply charge, Interest</i>	\$ 1,172.12
	17/03/2021		Depot <i>Usage, Supply charge, Fee</i>	\$ 575.57
	17/03/2021		Fuel facility <i>Usage, Supply charge, Fee</i>	\$ 260.66
	17/03/2021		19 Humes Wy <i>Usage, Supply charge, Fee</i>	\$ 493.34
	17/03/2021		31 Dunmall Dr <i>Usage, Supply charge</i>	\$ 688.02

	17/03/2021	Caravan Park & Fire Shed <i>Usage - Caravan Park, Supply charge - Caravan Par, Usage - Fire Station, Supply charge - Fire Station</i>	\$ 361.16
	17/03/2021	Community Centre <i>Usage, Supply charge, Fee</i>	\$ 527.21
EFT6425	29/03/2021	The West Australian	-\$ 223.25
	28/02/2021	Advertising - Public notice Sale of 2008 Cat 120M grader	\$ 223.25
EFT6426	29/03/2021	Towie Timber Training	-\$ 195.00
	01/03/2021	Training - Trim & cut felled trees <i>lan Price</i>	\$ 195.00
EFT6427	29/03/2021	WA Reticulation Supplies	-\$ 29.43
	16/02/2021	Materials - Parks & gardens <i>Reticulation parts</i>	\$ 29.43
EFT6428	29/03/2021	Wandering Community Fox Hunt	-\$ 300.00
	08/03/2021	Sponsorship <i>Fox hunt 2021</i>	\$ 300.00
DD3603.1	03/03/2021	Aware Super	-\$ 9,757.22
	03/03/2021	Payroll deductions	\$ 8,738.49
	03/03/2021	Payroll deductions	\$ 1,018.73
DD3603.2	03/03/2021	Prime Super	-\$ 223.85
	03/03/2021	Payroll deductions	\$ 170.00
	03/03/2021	Payroll deductions	\$ 53.85
DD3603.3	03/03/2021	ANZ OnePath Masterfund	-\$ 310.67
	03/03/2021	Payroll deductions	\$ 79.66
	03/03/2021	Payroll deductions	\$ 231.01
DD3603.4	03/03/2021	Colonial First State	-\$ 458.02
	03/03/2021	Payroll deductions	\$ 117.44
	03/03/2021	Payroll deductions	\$ 340.58
DD3603.5	03/03/2021	Australian Super	-\$ 166.96
	03/03/2021	Payroll deductions	\$ 42.81
	03/03/2021	Payroll deductions	\$ 124.15
DD3603.6	03/03/2021	SuperWrap Personal Super Plan	-\$ 90.49
	03/03/2021	Payroll deductions	\$ 90.49
DD3612.1	04/03/2021	Telstra	-\$ 1,214.79
	18/02/2021	Phone charges <i>Admin office, Harvest ban, Fuel facility, CRC, CRC, Consulting room, Admin iPad, Caravan Park, Supervisor, Remote Internet, New phone system, CRC Internet Connection, Office Internet Connection, Rounding</i>	\$ 1,214.79
DD3616.1	17/03/2021	Aware Super	-\$ 4,905.57
	17/03/2021	Payroll deductions	\$ 3,887.63
	17/03/2021	Payroll deductions	\$ 1,017.94
DD3616.2	17/03/2021	Colonial First State	-\$ 458.02
	17/03/2021	Payroll deductions	\$ 117.44
	17/03/2021	Payroll deductions	\$ 340.58
DD3616.3	17/03/2021	Australian Super	-\$ 486.85
	17/03/2021	Payroll deductions	\$ 124.83
	17/03/2021	Payroll deductions	\$ 362.02
DD3616.4	17/03/2021	SuperWrap Personal Super Plan	-\$ 90.49
	17/03/2021	Payroll deductions	\$ 90.49
DD3616.5	17/03/2021	ANZ OnePath Masterfund	-\$ 386.42
	17/03/2021	Payroll deductions	\$ 287.34
	17/03/2021	Payroll deductions	\$ 99.08
DD3626.1	10/03/2021	Water Corporation	-\$ 183.68

	08/03/2021	Caravan Park <i>Water Use</i>	\$ 183.68
DD3626.2	19/03/2021	Water Corporation	-\$ 58.80
	08/03/2021	5 Dunmall Dr <i>Water use, Service charge</i>	\$ 58.80
DD3626.3	29/03/2021	ClickSuper	-\$ 3.41
	28/02/2021	Transaction fee <i>Feb 2021</i>	\$ 3.41
DD3626.4	11/03/2021	Water Corporation	-\$ 1,349.63
	08/03/2021	Depot <i>Water use</i>	\$ 1,349.63
DD3626.5	01/03/2021	First Data Merchant Solutions	-\$ 131.39
	28/02/2021	Merchant Fee <i>Fuel facility</i>	\$ 131.39
DD3626.6	12/03/2021	Water Corporation	-\$ 154.40
	08/03/2021	Administration building <i>Water use</i>	\$ 154.40
DD3626.7	13/03/2021	Water Corporation	-\$ 399.30
	08/03/2021	CRC & Public Conveniences <i>Water use - Public Conveniences, Water use - CRC</i>	\$ 399.30
DD3626.8	14/03/2021	Water Corporation	-\$ 231.59
	08/03/2021	Community Centre <i>Water use</i>	\$ 231.59
DD3626.9	15/03/2021	Water Corporation	-\$ 75.24
	08/03/2021	14 Down St <i>Water use, Service charge</i>	\$ 75.24
DD3629.1	31/03/2021	Aware Super	-\$ 4,828.84
	31/03/2021	Payroll deductions	\$ 3,807.40
	31/03/2021	Payroll deductions	\$ 1,021.44
DD3629.2	31/03/2021	Colonial First State	-\$ 458.02
	31/03/2021	Payroll deductions	\$ 117.44
	31/03/2021	Payroll deductions	\$ 340.58
DD3629.3	31/03/2021	Australian Super	-\$ 550.84
	31/03/2021	Payroll deductions	\$ 141.24
	31/03/2021	Payroll deductions	\$ 409.60
DD3629.4	31/03/2021	SuperWrap Personal Super Plan	-\$ 72.62
	31/03/2021	Payroll deductions	\$ 72.62
DD3629.5	31/03/2021	ANZ OnePath Masterfund	-\$ 394.01
	31/03/2021	Payroll deductions	\$ 292.98
	31/03/2021	Payroll deductions	\$ 101.03
DD3626.10	16/03/2021	Water Corporation	-\$ 273.02
	08/03/2021	1 Dowsett St <i>Water use, Service charge</i>	\$ 273.02
DD3626.11	17/03/2021	Water Corporation	-\$ 609.62
	08/03/2021	13 Dunmall Dr <i>Water use, Service charge</i>	\$ 609.62
DD3626.12	18/03/2021	Water Corporation	-\$ 589.78
	08/03/2021	19 Humes Wy <i>Water use, Service charge</i>	\$ 589.78
			Total
			-
			\$406,992.23

16.2.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD - 01/07/2020 – 31/03/2021

Refer Item 10.1 – Budget Review for same period.

17. CLOSURE OF MEETING

There being no further business the meeting closed at 6:30pm.

UNCONFIRMED