



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 August 2019

CONTENTS

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	2
2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	2
3. DISCLOSURE OF INTERESTS	2
3.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY	2
3.2. DISCLOSURE OF FINANCIAL/PROXIMITY INTERESTS	2
4. PUBLIC QUESTION TIME	2
5. APPLICATIONS FOR LEAVE OF ABSENCE	2
6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	3
6.1. ORDINARY MEETING OF COUNCIL HELD – 18/07/2019	3
7. ANNOUNCEMENTS BY SHIRE PRESIDENT AND/OR DEPUTY PRESIDENT WITHOUT DISCUSSION	3
8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	3
9. REPORTS OF COMMITTEES AND/OR WORKING GROUPS	3
10. CHIEF EXECUTIVE OFFICER'S REPORTS	4
10.1. DELEGATIONS, APPOINTMENTS AND AUTHORISATIONS REGISTER	4
10.2. INTEGRATED PLANNING & REPORTING	7
10.3. INDUSTRIAL ESTATE – STAGE 2	9
10.4. STYLE GUIDE – LOGO & STATIONERY	12
10.5. CEMETERY FEES	15
10.6. REQUEST TO WAIVE BUILDING SITE REFUSE DISPOSAL FEES	18
10.7. POLICY 12 – AMENDMENT TO PURCHASING THRESHOLDS	23
11. OTHER OFFICER'S REPORTS	25
11.1. WRITE OFF RATES – A408 & A409	25
11.2. APPLICATION FOR PLANNING APPROVAL – OUTBUILDING – LOT 17 WANDOO CRESCENT	27
12. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED	31
12.1. COUNCILLOR'S MEETINGS ATTENDED FOR THE PERIOD – 19/07/2019 – 15/08/2019	31
13. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	31
14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	31
14.1. COUNCILLORS AND /OR OFFICERS	31
15. CONFIDENTIAL ITEMS	31
16. INFORMATION ITEMS	31
16.1. MONTHLY INFORMATION REPORTS	31
16.2. SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD 01/07/2019 – 31/07/2019	32
16.3. MONTHLY FINANCIAL REPORTS – FOR THE PERIOD ENDING- 31/07/2019	36
16.4. MONTHLY RATES REPORTS – FOR THE PERIOD ENDING – 31/07/2019	65
16.5. MATTERS DEALT WITH UNDER DELEGATION FOR THE PERIOD 01/07/2019 – 31/07/2019	67
16.6. COUNCIL/COMMITTEES - STATUS REPORT	68
17. CLOSURE OF MEETING	69

These Minutes of the meeting held 15 August 2019 are confirmed as a true and correct record of proceedings without amendment. Confirmed on 19 September 2019 by the Presiding Member, Cr B Whitely.

ORDINARY MEETING OF COUNCIL MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Meeting declared open at 3:45pm

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

Present:

Cr B Whitely

Shire President

Cr M Watts

Cr C Ferguson

Deputy Shire President

Cr I Turton

Cr G Parsons

Belinda Knight

Chief Executive Officer

Cr J Price

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 Ferguson declared a proximity interest in – Item 10.6 – Request to Waive Building Site Refuse Disposal Fees.

4. PUBLIC QUESTION TIME

No members of the public present.

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**6.1. ORDINARY MEETING OF COUNCIL HELD – 18/07/2019****COUNCIL DECISION**

Moved Cr Ferguson

Seconded Cr Watts

That the Minutes of the Ordinary Meeting of Council held 18 July 2019 be confirmed as a true and correct record of proceedings without amendment.

CARRIED 6/0

Note: CEO requested to provide emailed copies of Minutes to Councillors within statutory time frame, and include with the following meeting's agenda a printed copy of the Minutes.

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

Nil

8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

9. REPORTS OF COMMITTEES AND/OR WORKING GROUPS

Nil

10. CHIEF EXECUTIVE OFFICER'S REPORTS

10.1.DELEGATIONS, APPOINTMENTS AND AUTHORISATIONS REGISTER

Proponent	Shire of Wandering
Author of Report	Belinda Knight, CEO
Date of Meeting	18/07/2019
Previous Reports	Various
Disclosure of any Interest	Nil
File Reference	
Attachments	Adopted Delegations, Appointments & Authorisations Register (under separate attachment).

	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government, body or agency.
	Executive	The substantial direction and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and/or amending budgets.
<input checked="" type="checkbox"/>	Legislative	Includes adopting local laws, local planning schemes and/or policies
	Review	When Council reviews decisions made by Officers.
	Quasi-judicial	When Council determines and application or matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice eg. Local planning applications, building permits, other permits or licences eg. Under Health Act, Dog Act, or Local Laws, and other decisions that may be appealable to the State Administrative Tribunal.

BRIEF SUMMARY

To adopt the Delegations, Appointments and Authorisations Register as reviewed and attached.

BACKGROUND

Following on from July's adoption of the fully reviewed Policy Manual, the Delegation Register, Appointments and Authorisations are hereby presented to Council for approval.

The most recent audit of Council's Policy Manual notes "The policies were lacking in information to determine the purpose, scope, background and any statutory references. Information is not up to date and key policies are missing." Some policies contain the incorrect head of power references.

Upon commencement the CEO quickly identified that the entire Policy Manual, along with Delegations, Appointments and Authorisations needed an urgent overhaul. The timing for the reviews of each of the Manual and Register were August/September 2019.

This is a good opportunity for Councillors to fully review their Delegations in their entirety.

PREAMBLE TO REGISTER OF DELEGATIONS, AUTHORISATIONS AND APPOINTMENTS

Council and Management Roles in Policy Making

The Council of the Shire of Wandering has determined to develop Council Policies and Management Policies and Procedures to guide its direction and operations.

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

2.7. Role of council

(1) *The council —*

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

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

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

(a) *oversee the allocation of the local government's finances and resources; and*

(b) determine the local government's policies.

Within the Register of Delegations, each instrument of delegation or sub delegation provides a link to the relevant Council or Management Policy, which serve to guide implementation.

- It is important to note that all delegations by Council require an absolute majority decision.
- Once a delegation has been made by Council, the delegation must be recorded in the delegation register.
- Under Regulation 19 of the Local Government (Administration) Regulations 1996, the delegate must keep written records of when and how they exercise the delegated power or discharge the delegated duty, and the persons or classes of persons affected by the exercise of the power or discharge of the duty.

Delegations - Governance Context

The Local Government Act 1995 prohibits the delegation of:

- Any decision requiring a special majority.
- Any tender exceeding an amount determined by council.
- Appointment of the auditor.
- Acquiring or disposing of property exceeding an amount determined by council.
- Borrowing funds.
- Anything requiring the approval of the State Governor or Minister.
- Some authorisations and objections.

Different acts have different provisions:

- LG Act permits CEO to sub delegate to any employee - thus cannot sub delegate to a contractor or consultant
- Dog Act permits CEO to sub delegate, BUT ONLY where council has specifically authorised sub delegation – but can delegate to anyone (thus Contract Ranger)
- Bush Fires Act does not permit sub delegation by CEO
- Building Act permits CEO to sub delegate to any employee – thus cannot sub delegate to a contractor or consultant (CEO makes decision informed by expert advice of contractor or consultant in such situations)

STATUTORY/LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

As reviewed

FINANCIAL IMPLICATIONS

The cost of the Consultant's time has been included in the 2019/2020 budget.

STRATEGIC IMPLICATIONS

Nil

CONSULTATION/COMMUNICATION

Not applicable

COMMENT

The existing Register of Delegations has been cross referenced to the new Register, omitting only the matters that were not permitted by Legislation and duplications. The new Register has been prepared for ease of use by staff (it is a delegation from Council to Staff so it is important that Staff can easily understand and interpret their responsibilities).

Some existing Delegations have been specifically excluded or amended by the CEO. These are:

- DA02-5 – Designate Senior Employees – cannot be delegated.

- DA05-7 – Staff and Employee Property leases Contracts. From what I can interpret from this delegation is that the CEO was authorised to secure private properties for the purposes of staff housing and employee accommodation. It is my preference that this matter not be delegated, and that Council be involved with any such process.
- DA06-11 – Recover the charge imposed for Private Swimming Pool Inspections – this matter is regulated therefore no need for the Delegation.
- DA06-21 – Appointment of Authorised Persons – Residential Tenancy Act 1997 – an employee can represent the Body Corporate (Local Government) without the need for express approval.
- DA06-23 – CCTV Management – further investigation is required. May not be required due to only pictures being captured, no sound.
- DA07-01 – has been amended to only include authority to advertise in certain circumstances. All reference to determining applications has been removed. Further investigation of the TPS No. 3 and its Policies is needed before any determination provisions be included in a Delegation.

VOTING REQUIREMENTS

Absolute Majority.

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.1.DELEGATIONS, APPOINTMENTS AND AUTHORISATIONS REGISTER

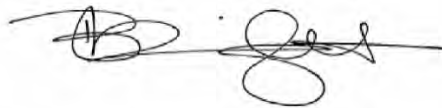
Moved Cr Price

Seconded Cr Ferguson

That Council adopts the revised Register of Delegations, Appointments and Authorisations as attached.

CARRIED BY AN ABSOLUTE MAJORITY OF 6/0

AUTHOR'S SIGNATURE:



10.2. INTEGRATED PLANNING & REPORTING

Proponent	Moore Stephens
Owner	Shire of Wandering
Location/Address	
Author of Report	Belinda Knight, CEO
Date of Meeting	15/08/2019
Previous Reports	
Disclosure of any Interest	Nil
File Reference	
Attachments	Strategic Resource Plan 2019-2034 (under separate attachment) Corporate Business Plan 2019-2023 (under separate attachment)

	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government, body or agency.
	Executive	The substantial direction and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and/or amending budgets.
	Legislative	Includes adopting local laws, local planning schemes and/or policies
	Review	When Council reviews decisions made by Officers.
	Quasi-judicial	When Council determines and application or matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice eg. Local planning applications, building permits, other permits or licences eg. Under Health Act, Dog Act, or Local Laws, and other decisions that may be appealable to the State Administrative Tribunal.

BRIEF SUMMARY

To adopt the Corporate Business Plan 2019-2023 and Strategic Resource Plan 2019-2034 (previously Asset Management Plan and Long-Term Financial Plan).

BACKGROUND

01/12/2017- the Shire engaged Moore Stephens to undertake the review and preparation of the Shire's Asset Management Plan, Long Term Financial Plan and Corporate Business Plan.

21/02/2019 – a workshop was held to work through the draft of the Strategic Resource Plan.

Both Plans are now presented for Adoption.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995 s5.56

POLICY IMPLICATIONS

Policy 15 – Integrated Planning

FINANCIAL IMPLICATIONS

The total cost for the preparation of these plans was in the order of \$16,250, all of which has been accounted for in previous financial years.

STRATEGIC IMPLICATIONS

As set by the Plans

CONSULTATION/COMMUNICATION

Via Council workshops

COMMENT

Nothing further

VOTING REQUIREMENTS

Simple Majority


OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.2 INTEGRATED PLANNING & REPORTING

Moved Cr Turton

Seconded Cr Price

That Council:

1. Adopts the attached Corporate Business Plan 2019-2023 and Strategic Resource Plan 2019-2034; and
2. Instructs the CEO to regularly monitor both Plans and report any required amendments as they occur.

CARRIED 6/0**AUTHOR'S SIGNATURE:**

10.3.INDUSTRIAL ESTATE – STAGE 2

Proponent	Shire of Wandering
Owner	
Location/Address	Lot 9001 DP 75227
Author of Report	Belinda Knight, CEO
Date of Meeting	15/08/2019
Previous Reports	
Disclosure of any Interest	Nil
File Reference	2.1.10
Attachments	Cadastral maps & Zoning Map

	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government, body or agency.
	Executive	The substantial direction and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and/or amending budgets.
<input checked="" type="checkbox"/>	Legislative	Includes adopting local laws, local planning schemes and/or policies
	Review	When Council reviews decisions made by Officers.
	Quasi-judicial	When Council determines and application or matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice eg. Local planning applications, building permits, other permits or licences eg. Under Health Act, Dog Act, or Local Laws, and other decisions that may be appealable to the State Administrative Tribunal.

BRIEF SUMMARY

To commence planning for Stage 2 of the Shire's Industrial Estate.

BACKGROUND

Stage 1 subdivision was commenced in April 2011 and the Deposited Plan issued in April 2014. All lots in Stage 1 are in private ownership. Stage 1 resulted in five (5) industrial lots and one (1) super lot. Only the five lots were rezoned to "Industrial", Lot 9001 remains zoned as "Rural".

In order to proceed with Stage 2, I have asked the Shire's Town Planning Consultant to provide me with an outline summary of what needs to be done to subdivide Lot 9001 including:

- Whether the Local Planning Strategy needs to be modified;
- Preparation of a Scheme Amendment;
- What site specific investigations from other consultants would be needed;
- Potential costs and timeframe.

STATUTORY/LEGAL IMPLICATIONS

Planning and Development Act 2005

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Not know at this stage.

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

Our Goals	Our Strategies	Our Measurement
Facilitate increased business opportunities	Support Business Development and facilitate opportunities for startup and growth. Ensure our planning framework & environment supports nimble decision making and gives confidence to developers Ensure our procurement policies support local business and help generate local employment Develop the remainder of the industrial area by 2020	Develop a Business Growth Strategy supporting commercial and industrial growth by 2021 Develop remaining Industrial Area by 2020

CONSULTATION/COMMUNICATION

Via Shire of Kalamunda

COMMENT

Following research on matters pertaining to the Industrial Estate, any application for funding for development costs will be put on hold until such time as the Council is able to move forward on the proposal.

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.3 INDUSTRIAL ESTATE – STAGE 2

Moved Cr Turton

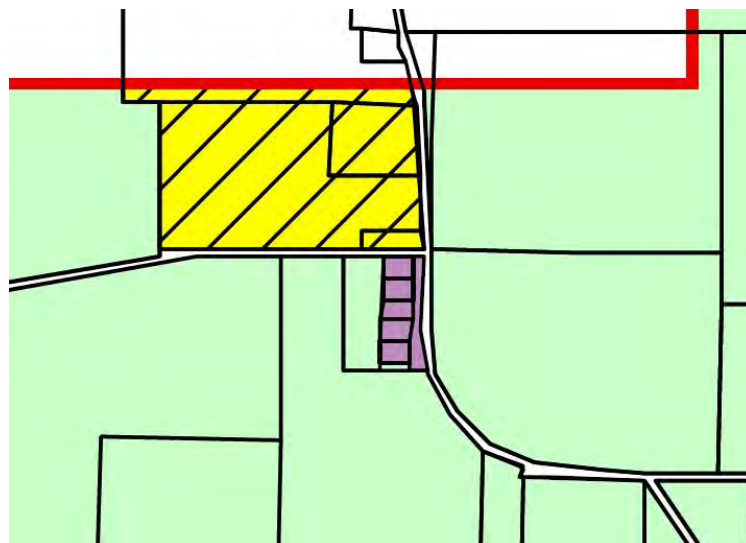
Seconded Cr Parsons

That Council, pending further advice from the Shire's Consultant Town Planner, reserve any decision on the future development of Stage 2 of the Industrial Estate until the following matters are addressed to the satisfaction of Council:

- Whether the Local Planning Strategy needs to be modified;
- Preparation of a Scheme Amendment;
- What site specific investigations from other consultants would be needed;
- Potential costs and timeframe.

CARRIED 6/0

AUTHOR'S SIGNATURE:

10.4.STYLE GUIDE – LOGO & STATIONERY

Proponent	Strike Point Graphics
Owner	Shire of Wandering
Location/Address	
Author of Report	Belinda Knight, CEO
Date of Meeting	15/08/2019
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	
Attachments	Current letterhead Entry Statements Adopted Logo Sample using colour guide

	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government, body or agency.
	Executive	The substantial direction and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and/or amending budgets.
	Legislative	Includes adopting local laws, local planning schemes and/or policies
	Review	When Council reviews decisions made by Officers.
	Quasi-judicial	When Council determines and application or matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice eg. Local planning applications, building permits, other permits or licences eg. Under Health Act, Dog Act, or Local Laws, and other decisions that may be appealable to the State Administrative Tribunal.

BRIEF SUMMARY

To put together a working group to review the Shire's official Style Guide.

BACKGROUND

To continue the excellent work the Shire has embarked on with its rebranding through its revitalised Logo's and Entry Statements, it is proposed to put in place a standard template for Shire stationery, including, but not limited to, letterhead, with compliments, business cards, public documents, etc. In order to expediate the process and to engage Councillors in the process, it is proposed to develop a working group of two Councillors and two staff to work with the Graphic Designers to come up with a short-list of proposed stationery guides for Council to adopt.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

21 - Logos

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS**PROVIDE STRONG LEADERSHIP**

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

CONSULTATION/COMMUNICATION

Via working group

COMMENT

Establishment of working groups is a good way to engage both Councillors and staff, and achieve an outcome that everyone is pleased with. There is not an expectation of many meetings, quite the contrary, the first meeting can set the parameters, and the final meeting can set the shortlist (even if it is only a shortlist of one). In between, discussions can be informal, via telephone, email, or one on one. That is the advantage of a working group.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.4 STYLE GUIDE – LOGO & STATIONERY


Moved Cr Ferguson

Seconded Cr Watts

That Council establishes a "Style Guide Working Group" comprising three Councillors and two staff to work with the Shire's Graphic Designers to develop a new style guide for the Shire's stationery. The Councillors on this working group are: Cr Whitely, Cr Price and Cr Watts.

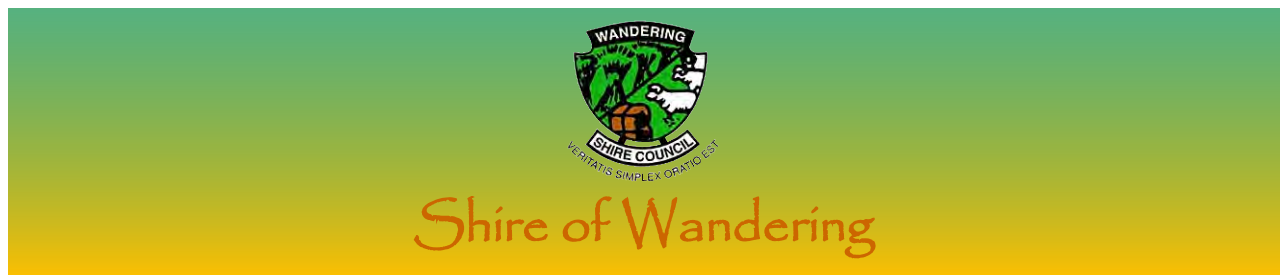
Note: The Style Guide Working Group has no delegated authority, and may only recommend to Council any consensus decisions arising from its meetings.

CARRIED 5/1

AUTHOR'S SIGNATURE:




(note LOGO below is old version and is there for demonstration purposes only).



WANDERING ROAD DISTRICT
ESTABLISHED 1874
FIRST SETTLEMENT
JANUARY, 1861
PLEASE ADDRESS ALL
CORRESPONDENCE TO THE
CHIEF EXECUTIVE OFFICER
TELEPHONE: (08) 9884 1056
FACSIMILE: (08) 9884 1510
EMAIL: reception@wandering.wa.gov.au

10.5.CEMETERY FEES

Proponent	Shire of Wandering
Owner	
Location/Address	Wandering Cemetery
Author of Report	Belinda Knight, CEO
Date of Meeting	15/08/2019
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	6.1.1
Attachments	Schedule of Fees & Charges

	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government, body or agency.
	Executive	The substantial direction and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and/or amending budgets.
<input checked="" type="checkbox"/>	Legislative	Includes adopting local laws, local planning schemes and/or policies
	Review	When Council reviews decisions made by Officers.
	Quasi-judicial	When Council determines and application or matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice eg. Local planning applications, building permits, other permits or licences eg. Under Health Act, Dog Act, or Local Laws, and other decisions that may be appealable to the State Administrative Tribunal.

BRIEF SUMMARY

To adopt the Fees and Charges for the Wandering Cemetery.

BACKGROUND

Fees and Charges for the Wandering Cemetery should be raised pursuant to the Cemeteries Act 1986 s53(1), and published in the Government Gazette. Research has revealed this has never happened.

A fee or charge set by a resolution under subsection (1) shall not come into effect until not less than 14 days' notice of the fee or charge has been given in the Gazette.

STATUTORY/LEGAL IMPLICATIONS

Cemeteries Act 1986 s53(4)

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Cost of gazettal.

STRATEGIC IMPLICATIONS**PROVIDE STRONG LEADERSHIP**

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

CONSULTATION/COMMUNICATION

Nil

COMMENT

Nothing further

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.5 CEMETERY FEES

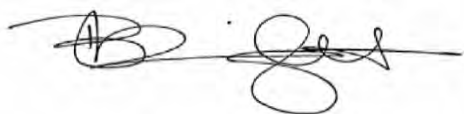
Moved Cr Ferguson

Seconded Cr Turton

That Council,

- Pursuant to s53(1) of the *Cemeteries Act 1986*, sets the following fees and charges; and
- Authorises the CEO to publish the adopted fees and charges in the next available Government Gazette.

CARRIED 6/0

AUTHOR'S SIGNATURE:


CEMETERY	DESCRIPTION	FEE	GST
Burial Sinking Fees	Internment - Adult	\$1,250.00	Yes
	Internment - Child (under 7)	\$600.00	Yes
Plot (Right of Burial)	Land for grave site - Single	\$120.00	No
	Land for grave site - Double	\$175.00	No
Plot Reservation	Reservation of grave site for future use	\$50.00	No
Re-opening	Re-opening of an ordinary grave	\$1,250.00	Yes
	Re-opening of grave internment of ashes	\$250.00	Yes
Permission to Erect Headstone		\$50.00	No
Niche Wall	Single	\$130.00	No
	Double	\$175.00	No
Niche Wall Reservation	Reservation of niche wall site for future use.	\$40.00	No
Annual Funeral Directors Licence		\$75.00	No
Single Funeral Permit (Funeral Directors Only)		\$50.00	No
Single Funeral Permit (Non-Funeral Directors)		\$2,000.00	No

10.6.REQUEST TO WAIVE BUILDING SITE REFUSE DISPOSAL FEES

Proponent	D Cornish
Owner	
Location/Address	531 North Wandering Road, Wandering
Author of Report	Belinda Knight, CEO
Date of Meeting	15/08/2019
Previous Reports	13/12/2018
Disclosure of any Interest	Cr Ferguson declared a proximity interest in this matter.
File Reference	A496
Attachments	

	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government, body or agency.
	Executive	The substantial direction and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and/or amending budgets.
<input checked="" type="checkbox"/>	Legislative	Includes adopting local laws, local planning schemes and/or policies
	Review	When Council reviews decisions made by Officers.
	Quasi-judicial	When Council determines and application or matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice eg. Local planning applications, building permits, other permits or licences eg. Under Health Act, Dog Act, or Local Laws, and other decisions that may be appealable to the State Administrative Tribunal.

BRIEF SUMMARY

To reconsider the waiving of the Building Site Refuse Disposal Fee charged to D & S Cornish, and putting in place a policy and delegation to deal with future issues that may arise.

BACKGROUND

13/12/2018: Council considered this matter; however, the recommendation was Lost 2/3 as follows:

MOVED: CR TURTON

SECONDED: CR WATTS

That Council

- 1. Approve the waiving of the building site refuse disposal fee of \$580 for D, D & S Cornish in regards to A496 recognising that Ross Squire Homes has provided a Waste Management Plan and skip bin to deal with all waste generated by the build on the proposed site.*
- 2. Authorise the Shire Administration to reimburse the building site refuse disposal fee of \$580 to D, D & S Cornish.*
- 3. Instruct the Shire Administration to undertake a review of the building site refuse disposal fee and associated policy by March 2019 to ensure fairness and consistency in instances such as this into the future.*

LOST 2/3

No further action was taken regarding the above lost motion.

Mr Cornish has requested reconsideration of the refunding of this fee for the following reasons:

- The building was pre-fabricated off-site and fixed together on site with limited residue generated;
- Any left-over items from the roofing process was recycled back through the farm;
- All surplus electrical and plumbing materials that could not be recycled on the farm were sent to Perth for recycling; and
- Any small amounts of paper and/or plastic were disposed of via their current household rubbish.

It would appear that the imposition of this fee is quite contentious within the community, and Council may be better off to use a bond system that enables the holder to deliver up to the current five (5) tonnes of building waste to the Wandering Waste Transfer Station, however if this is not utilised and when the Certificate of Completion inspection has been undertaken, and the property has been left tidy, then the bond is refunded.

Administration processes for managing the bond would be developed to ensure compliance with the proposed process.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

See Draft Policy 66 and Delegation 53 attached.

FINANCIAL IMPLICATIONS

As per the proposed waiver

STRATEGIC IMPLICATIONS

RETAIN AND GROW OUR POPULATION

Our Goals	Our Strategies	Our Measurement
Our permanent and transient population grows	We assist with retaining the Wandering Primary School We promote the lifestyle and business opportunities of Wandering We support Early Years and Youth We encourage Aging in Place	The Wandering Primary School is retained Our population is retained or grows annually Children and Youth actively participate in the community Our Seniors can age confidently in Wandering

PROVIDE STRONG LEADERSHIP

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

CONSULTATION/COMMUNICATION

Nil

COMMENT

Other local governments have building incentive policies to encourage new development, all of which have small financial implications for the Shire and great implications for the sustainable future of the district. It is with this in mind that the Draft Policy and Delegation have been development for consideration by Council.

VOTING REQUIREMENTS

Simple Majority

Cr Ferguson declared an interest in this matter, left the chambers at 4:33pm and did not take part in the vote.

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.6.1 REQUEST TO WAIVE BUILDING SITE**REFUSE DISPOSAL FEES**

Moved Cr Watts

Seconded Cr Turton

That Council:

- Authorise the CEO to refund Mr D Cornish the amount of \$580 paid for the "Building Site – Refuse Disposal" fee.

LOST 5/0

Cr Ferguson returned to the meeting at 4:35pm

VOTING REQUIREMENTS

Absolute Majority

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.6.2 & POLICY & DELEGATION –
BUILDING SITE REFUSE BONDS**

Moved Cr Parsons

Seconded Cr Turton

That Council requests the CEO to provide further information on the following:

- Draft Policy 66 – Building Site – Refuse Disposal; and
- Draft Delegation 53 – Building Site Refuse Disposal Bond.

Note: The CEO to seek information from other Local Governments on how they manage building site waste.

CARRIED 6/0

AUTHOR'S SIGNATURE:

POLICY TYPE:	COMMUNITY	POLICY NO:	66
DATE ADOPTED:		DATE LAST REVIEWED:	
LEGAL (PARENT):	<i>Local Government Act 1995</i>	LEGAL (SUBSIDIARY):	
DELEGATION OF AUTHORITY APPLICABLE:	Yes	DELEGATION No.	

ADOPTED POLICY	
TITLE:	Building Site – Refuse Disposal
OBJECTIVE:	<ul style="list-style-type: none"> To provide a framework for imposing a bond for refuse disposal on all new dwellings in the Shire.

POLICY STATEMENT

When a building or demolition permit has been issued by the Shire, a “Refuse Site Disposal Bond” of \$580 must be paid prior to any works commencing.

The bond is only refundable to the building permit holder or responsible person provided all of the following criteria are met:

- (a) There was no waste delivered to the transfer station; and
- (b) The site has been left in a clean and tidy state as determined by the Shire.

The building permit holder/responsible person for the works should provide the Shire with a pre-construction report and/or photographs that may be used as a comparison with the post-construction evaluation to avoid any dispute in the matter.

Delegation No: 53

Building Site Refuse Disposal Bond

DATE ADOPTED:		DELEGATE:	CEO
DATE LAST REVIEWED:		SUB-DELEGATED:	No
POLICY REFERENCE:	Policy 66	SUB-DELEGATED TO:	

LEGAL (PARENT):*Local Government Act 1995***LEGAL (SUBSIDIARY):**

Conditions

POWER OR DUTY DELEGATED

Council delegate its authority and power to the Chief Executive Officer to approve the refund of any building site refuse disposal bonds in accordance with Policy 66.

REVIEW REQUIREMENTS

At least once every financial year.

AUTHORITY

_____ **Date:** _____

Cr Brendan Whitely

Shire President

10.7.POLICY 12 – AMENDMENT TO PURCHASING THRESHOLDS

Proponent	Shire of Wandering
Owner	
Location/Address	
Author of Report	Belinda Knight, CEO
Date of Meeting	15/08/2019
Previous Reports	18/07/2019
Disclosure of any Interest	Nil
File Reference	
Attachments	Nil

	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government, body or agency.
<input checked="" type="checkbox"/>	Executive	The substantial direction and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and/or amending budgets.
	Legislative	Includes adopting local laws, local planning schemes and/or policies
	Review	When Council reviews decisions made by Officers.
	Quasi-judicial	When Council determines and application or matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice eg. Local planning applications, building permits, other permits or licences eg. Under Health Act, Dog Act, or Local Laws, and other decisions that may be appealable to the State Administrative Tribunal.

BRIEF SUMMARY

To amend the table in Policy 12 – Purchasing and Tenders.

BACKGROUND

Policy 12 was adopted at the 18/07/2019 Council meeting, however when implementing the policy, it was noted that there was an error in the values table, and a clause missing:

Amount of Purchase	Number of Quotations required
Up to \$1,000	Direct purchase from suppliers not requiring any quotations, although one verbal quote is considered best practice.
\$1,001 - \$9,999	Two verbal or written quotations
\$5,001 - \$49,999	Two written quotations.
\$50,000 - \$149,999	Three written quotations containing price and specification of goods and services (with procurement decision based on all value for money considerations).
Above \$150,000	Conduct a public tender process or WALGA Preferred Supplier E-Quote

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

Amendment to Policy 12

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

CONSULTATION/COMMUNICATION

Nil

COMMENT

Nothing further

VOTING REQUIREMENTS

Absolute Majority

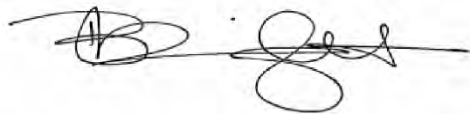
OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.7 POLICY 12 – AMENDMENT TO PURCHASING THRESHOLDS

Moved Cr Ferguson

Seconded Cr Parsons

That Council amend the Purchasing Thresholds table replacing “Up to \$1,000” with “Up to \$3,000” and “\$1,001 - \$9,999” with “\$3,001 - \$5,000”

CARRIED BY AN ABSOLUTE MAJORITY 6/0

AUTHOR'S SIGNATURE:

11. OTHER OFFICER'S REPORTS

11.1.WRITE OFF RATES – A408 & A409

Proponent	Nil
Owner	
Location/Address	
Author of Report	Tricia Brown
Date of Meeting	15 th August 2019
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	23.1.3
Attachments	Nil

	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government, body or agency.
	Executive	The substantial direction and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and/or amending budgets.
<input checked="" type="checkbox"/>	Legislative	Includes adopting local laws, local planning schemes and/or policies
	Review	When Council reviews decisions made by Officers.
	Quasi-judicial	When Council determines and application or matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice eg. Local planning applications, building permits, other permits or licences eg. Under Health Act, Dog Act, or Local Laws, and other decisions that may be appealable to the State Administrative Tribunal.

BRIEF SUMMARY

This report is presented to advise Council of non-collectable debts and seek Council's approval to write-off debts that have been left as a result of transactional errors and are considered unrecoverable.

BACKGROUND

The total outstanding monies owed to Council of \$56.98, are detailed as follows;

Date	Invoice	Details	
27/05/2013	A408 & A409	Properties were part of a subdivision, processing of rates were significant over various assessments, many discussions with owners resulted in delays in payment, minimal charges resulted thereafter and have been accruing minimally since. Properties have been non rateable since subdivision.	\$56.98

STATUTORY/LEGAL IMPLICATIONS

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

(1) Subject to subsection (2) and any other written law, a local government may —

(a) when adopting the annual budget, grant a discount or other incentive for the early payment of any amount of money; or*

(b) waive or grant concessions in relation to any amount of money; or

(c) write off any amount of money,

which is owed to the local government.

** Absolute majority required.*

(2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.

(3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.

(4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The amounts being written off will have no impact on the budget.

STRATEGIC IMPLICATIONS

PROVIDE STRONG LEADERSHIP

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

CONSULTATION/COMMUNICATION

Finance Co-Ordinator

Chief Executive Officer

COMMENT

All outstanding rates debtors are reviewed on a monthly basis and whilst Council has a good track record of managing and recovering debts there will always be some debts that become uncollectable. Due to the excessive age of the debts presented and the significant costs that would be associated with debt collection it would be uneconomical to pursue the debt with legal action.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 11.1 WRITE OFF RATES – A408 & A409

Moved Cr Watts

Seconded Cr Turton

That Council authorises the CEO to write off the following unrecoverable debts totalling \$56.98:

- A408 - \$49.26
- A409 - \$ 7.72

CARRIED 6/0

AUTHOR'S SIGNATURE:

11.2.APPLICATION FOR PLANNING APPROVAL – OUTBUILDING – LOT 17 WANDOO CRESCENT

PROPERTY DETAILS			
Assessment No:		Owner:	Lee & Lisa Coonz
Corresp. No:		Date Received:	4 July 2019
Lot/Location No:	17		
Street Name:	70 Wandoo Crescent	Suburb:	Wandering

PURPOSE:	
Description of Proposed Use:	Outbuilding (Shed)
Nature of any existing buildings and or/use:	Dwelling
Zoning:	Rural Residential
Zoning Use Code:	N/A
Heritage Listed:	N
Setback variation required:	N
Policy Applicable:	Yes - Outbuildings

BACKGROUND:

The applicant seeks Council's approval to construct an outbuilding to be located within the existing building envelope at Lot 17 (70) Wandoo Crescent, Wandering. The site currently contains an existing single house.

The subject site is located to the south of the Wandering Town Site, with access gained via Wandoo Crescent. The lot is surrounded by other Rural-Residential properties.

Under the terms of the information and plans submitted in support of the application the following is proposed:

2. The proposed wall height of the outbuilding is 2.9m;
3. Maximum proposed height to the roof pitch is 3.704m;
4. The proposed outbuilding is proposed to have a floor area of 108sqm and be constructed of colorbond which is compliant with the Shire's Outbuilding Policy; and
5. The proposed outbuilding is complaint with respect to the provisions outlined in the Shire of Wandering's Town Planning Scheme No.3 (TPS No.3).

SHIRE OF WANDERING TOWN PLANNING SCHEME NO. 3

The subject site is zoned as 'Rural Residential' under the Shire of Wandering's current operative Town Planning Scheme No.3 (TPS No.3).

The objectives outlined for rural residential zoned land within the Shire are as follows:

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

COMPLIANCE WITH DEVELOPMENT STANDARDS

After completing an assessment of the proposal against the development standards prescribed in TPS No.3, the application is compliant in regards to location with the minimum setback requirements having been met.

The outbuilding is proposed to be constructed of colorbond, shale grey in colour. The outbuilding has a proposed floor area of 108sqm and is compliant with the Shire's Outbuilding Policy which permits outbuildings of colorbond construction to have a floor area of up to 150sqm.

The proposal as a whole is in accordance with the objectives of the zone. The installation of the outbuilding will not require the removal of any trees on site. The land has been previously cleared. The proposed outbuilding is considered to be in line with the existing rural landscape and is not expected to cause any undue impacts in regards to the amenity of the area.

COMMUNITY CONSULTATION

As the outbuilding applicant is compliant with the Shire of Wandering's Outbuildings Policy, public notification was not required in this instance.

POLICY & STATUTORY

Planning and Development Act 2005

Planning and Development (Local Planning Scheme) Regulations 2015

Shire of Wandering Town Planning Scheme No.3

Shire of Wandering Outbuildings Policy

VOTING REQUIREMENTS:

Simple Majority.

OFFICER'S RECOMMENDATION & COUNCIL DECISION – 11.2. APPLICATION FOR PLANNING APPROVAL – OUTBUILDING – LOT 17 WANDOO CRESCENT

Moved Cr Watts

Seconded Cr Price

That Council approves the application for planning approval to construct an outbuilding at Lot 17 (70) Wandoo Crescent, Wandering, subject to the following conditions and advice notes:

Conditions

1. The development is to be undertaken in a manner consistent with the terms of the application as approved herein, and any approved plan.
2. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Wandering.
3. The outbuilding shall be constructed of colorbond in accordance with the with the Shire's Outbuilding Policy.
4. The outbuilding is not to be used for any commercial, industrial, or habitable purposes.

Advice Notes

1. Any additional development, which is not in accordance with the application (the subject of the approval) will require approval of the Shire of Wandering.
2. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Wandering having first been sought and obtained.
3. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction on the land.
4. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
5. No construction works shall commence on the land prior to 7am without the Shire's written approval.
6. 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.
7. The applicant is advised that this approval does not include any provision for the removal of any trees on the property.

CARRIED 6/0

Assessment Summary Sheet

Assessed by:
MICHAELA PILOSOF PLANNING
OFFICER

Proposal:	Outbuilding (Shed)		
Address:	Lot 17 (70) Wandoo Crescent, Wandering		
DA Ref No:		File No:	
Applicant:	Lee & Lisa Coonz		
Owner:	Lee & Lisa Coonz		
Applicable Policies	Town Planning Scheme No. 3 Outbuildings Policy		

Background

Aerial			
--------	---	--	--

Lot area	Approximately 5ha
Zoning	Rural Residential
Referral	Internal: Nil External: Nil
Areas of non-compliance	N/A

Planning Requirements

	Deemed-to-Comply	Proposed	Comment
Front Setback	30m	Approximately 75m	
Rear Setback	10m	Significant	
Side Setback	10m	Approximately 45m	
Site Coverage	NA		

Building Height

	Deemed-to-Comply	Proposed	OK	Comment
Top of External Wall (Roof Above)	3m	2.9m	Y	
Top of External Wall (Concealed Roof)	4m	3.704m	Y	
Lot size 2ha – 10ha Zincalume construction where the total outbuilding does not exceed 85sqm			N/A	
Lot size 2ha – 10ha Colorbond construction, where the total outbuilding does not exceed 150sqm in total floor area	108sqm colorbond construction		Compliant	

Officer Comments

- The application proposes a 108sqm outbuilding to be located within an existing building envelope on site.
- The application is compliant with respect to the Shire's Town Planning Scheme No.3 and the provisions.
- The application is compliant in respect to the material requirements of the Shire's Outbuildings Policy with the 108sqm outbuilding to be constructed of colorbond.
- In accordance with 8.2(b) of the Scheme, planning approval is required for all outbuildings located on land zoned Rural Residential.

The objectives of the zone are as follows:

Rural - Residential Zones

- to select areas wherein closer subdivision will be permitted to provide for such uses as hobby farms, horse breeding, rural-residential retreats, and rural-based commercial uses that are consistent with a rural residential zone.
Not applicable.
- to generally select areas that are within approximately 8 kilometres of the town of Wandering to facilitate the provision of services to residents.
Not applicable.
- to make provision for retention of the rural landscape and amenity in a manner consistent with the orderly and proper planning of such areas. having regard for the size of the district, the fragile nature of the environment in many places, and the difficulties faced by the local government in providing services away from the town of Wandering, the local government will generally favour Rural-Residential zones be located close to the town of Wandering and then only where the environmental impacts are manageable.

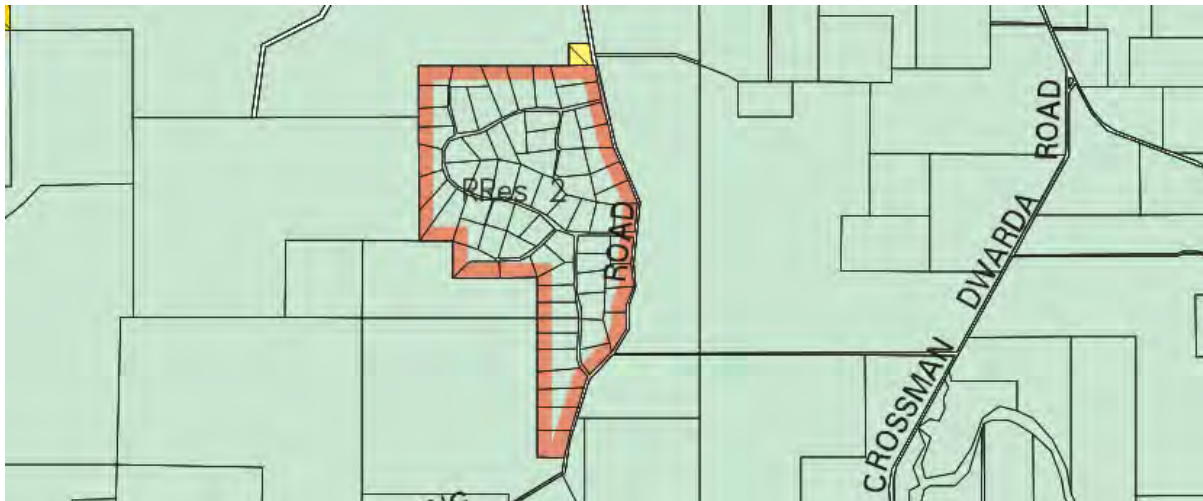
The installation of the outbuilding will not require the removal of any trees as the land has been previously cleared. The proposed outbuilding is considered to be in line with the existing rural landscape and is not expected to cause any undue impacts in regards to the amenity of the area.

Public Consultation

Was public consultation required?	No
Were any objections received?	No

Officer Recommendation

Approval.



12. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED**12.1.COUNCILLOR'S MEETINGS ATTENDED FOR THE PERIOD – 19/07/2019 – 15/08/2019**

WALGA – Local Government Convention – Verbal reports were provided to the meeting. Crs Whitely, & Watts, and the CEO.

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**

Meeting adjourned at 5:09pm and resumed at 5:15pm

14.1.1 – CR PARSONS – RAV CONDITIONS ON GEORGE ROAD

Moved Price

Seconded Cr Turton

That Council authorise Cr Parson to introduce an item regarding entrance to George Road.

CARRIED 6/0

Cr Parsons spoke to the RAV 4 restrictions that have been applied to George Road exiting the road heading east and turning right onto Wandering-Pingelly Road.

CEO left the meeting at 5:30pm and returned at 5:34pm

14.1.1 - CONSENSUS:

Cr Parsons to liaise with the carrier using the road, along with the Executive Manager Technical Services, and Main Roads representative(s), to ascertain what conditions have been applied to the carrier and the implications of those conditions, and report the outcome back to the Council in due course.

15. CONFIDENTIAL ITEMS

Nil

16. INFORMATION ITEMS**16.1.MONTHLY INFORMATION REPORTS****COUNCIL DECISION – INFORMATION REPORTS**

Moved Cr Ferguson

Seconded Cr Watts

That Council endorses the information contained in the following information reports:

- 16.2 – Schedule of Accounts paid for the period 01/07/2019 – 31/07/2019
- 16.3 – Monthly Financial Report for the period ending 31/07/2019
- 16.4 – Monthly Rates Report for the period ending 31/07/2019
- 16.5 – Matters Dealt with Under Delegation for The Period 01/07/2019 – 31/07/2019
- 16.6 – Council/Committees - Status Report

CARRIED 6/0

16.2.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD 01/07/2019 – 31/07/2019

Shire of Wandering


CERTIFICATE OF EXPENDITURE
31 July 2019

Payment Method	Cheque/EFT/DD Number	Amount
Trust Account		\$0
Municipal Fund:		
Electronic Funds Transfers	EFT 4940 – EFT 4997	\$583,651.73
Cheques	14032 - 14033	\$296.80
Direct Debits	DD 3067.1 - DD 3090.6	\$11,369.34
Credit Card	DD 3100.1	\$1,456.73
	TOTAL	\$596,774.60

This Schedule of Accounts covering to the Municipal and Trust Accounts, totalling \$596,774.60 which were submitted to each member of the Council on 15th August 2019, have been checked and fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing's and the amounts shown are due for payment.

Belinda Knight

CHIEF EXECUTIVE OFFICER

Shire of Wandering

Payment Listing for the period ending 31 July 2019

Chq/EFT No	Date	Description	Amount
Municipal Bank Account			
EFT4940	05/07/2019	Belinda Kaye Knight	136.80
		CEO Mobile Phone	
EFT4941	05/07/2019	Country Sparky Services	148.50
		Repairs to rangehood & stove	
EFT4942	05/07/2019	Fowler Surveys	1,925.00
		Spotting & Barrier Marking North Bannister-Wandering Road Stage 2, Spotting & Barrier Marking North Bannister-Wandering Road Stage 1	
EFT4943	05/07/2019	Lgis Risk Management	1,521.30
		Regional Risk Coordinator Programme 2nd Instalment 2018/19	
EFT4944	05/07/2019	Lotex Filter Cleaning Service	314.04
		Filter cleaning	
EFT4945	05/07/2019	Perfect Computer Solutions	467.50
		Software Support setting up Altus, Monthly IT Management Fee	
EFT4946	05/07/2019	Resumes WA	1,800.00
		Admin & Project Support, Acting CRC Coordinator	

EFT4947	05/07/2019	WA Contract Ranger Services	981.75
		Ranger services performed 5th & 13th June 2019	
		Contract Ranger Service final for 2018/19	
EFT4948	12/07/2019	A & B Canvas Australia	1,886.50
		Shade sail with webbed edges as per sail supply - Rainforest (dark green)	
		rainbowshade shade cloth and repairs to sail - one corner & repair to shade sail -	
		3 holes and reinforcing on centre fixing point	
EFT4949	12/07/2019	AIT Specialists	5,802.23
		Review of Fuel Tax Credits 01/06/2015-31/05/2019	
EFT4950	12/07/2019	ARK Services WA	4,800.00
		9.4kW Fujitsu Reverse Cycle Airconditioner, Extend heat transfer system to	
		bedroom 2,3&4	
EFT4951	12/07/2019	Australia Post	183.92
		Stamps & Envelopes	
EFT4952	12/07/2019	Baymedia	1,277.10
		Supply vinyl banners for main street	
EFT4953	12/07/2019	Best Office Systems	186.62
		Service Contract - B&W & Colour copies	
EFT4954	12/07/2019	Civic Legal	1,375.00
		AWARE Project instalment to 30/06/2019	
EFT4955	12/07/2019	Ecowater Services	360.80
		Quarterly service Fujiclean CE1500EX ATU system	
EFT4956	12/07/2019	Fitzgerald Strategies	2,520.56
		Industrial Relations Subscription 2019/20	
EFT4957	12/07/2019	Hotham Mechanical	471.90
		PT1 Prime Mover - Fan Belt Replacement	
EFT4958	12/07/2019	It Vision	4,017.75
		Purchase orders & Requisitions module	
EFT4959	12/07/2019	Liberty Rural	83,397.86
		25,032 Litres of Diesel @ 1.3242 incl GST	
		8600 Litres of Unleaded Petrol @ \$1.2325 incl GST	
		10,500 Litres of Unleaded Petrol & 20,000 Litres of Diesel	
EFT4960	12/07/2019	Narrogin Removals & Storage	2,915.00
		CEO Relocation costs	
EFT4961	12/07/2019	Redfish Technologies Pty Ltd	1,760.00
		CCTV Service & Support Agreement 2019/20	
EFT4962	12/07/2019	Rhonie's Wandering Mop & Bucket	2,376.00
		Cleaning of Watts St Public Conveniences & Caravan Park conveniences	
EFT4963	12/07/2019	Seek Limited	742.50
		Finance Officer advert	
		CRC Coordinator advert	
EFT4964	12/07/2019	Wandering Smash Repairs	2,156.00
		Detail 2 x fire trucks	
EFT4965	12/07/2019	Westrac Pty Ltd	2,266.02
		Repairs to transmission - major fault & needed diagnostics	

EFT4966	19/07/2019	Advertiser Print	819.00
		1000 x Rates Notices, 500 x Window Face Envelopes with Aust Post prepaid, 500 x Window Face Envelopes and 500 x DL Envelopes, 250 x double transfer station passes	
EFT4967	19/07/2019	Belinda Kaye Knight	520.46
		Gift & Card - Works Supervisor	
		95% - CEO Mobile Phone	
		Staff groceries, CEO - Adobe Licence, Gift & Card - CRC Trainee	
EFT4968	19/07/2019	Bert Gray Painting	4,000.00
		Internal Painting - 1 Dowsett St	
EFT4969	19/07/2019	Boc Limited	65.72
		Container Service Oxygen G Size, Acetylene G Size, Argoshield G Size, Medical Oxygen	
EFT4970	19/07/2019	Boddington News	13.50
		Boddington News	
EFT4971	19/07/2019	Corsign Wa Pty Ltd	39.60
		Neta Valve telegraph station site sign	
EFT4972	19/07/2019	Fuel Distributors Of Wa	1,143.52
		20 Litre drum of dynatrans, Purchase of Bar oil and grime buster for use on plant	
EFT4973	19/07/2019	It Vision	550.00
		Set up Altus One-Touch Payroll	
EFT4974	19/07/2019	John Chapman	150.00
		Check Satellite Dish & Settings at 5 Gnowing Street	
EFT4975	19/07/2019	Local Health Authorities Analytical Committee	396.00
		Analytical Expenses for 2019/20	
EFT4976	19/07/2019	Perfect Computer Solutions	19,865.00
		Server Hardware	
EFT4977	19/07/2019	Resumes WA	2,175.00
		A/CRC Coordinator w/ending 11/07/2019	
EFT4978	19/07/2019	Rob Curtis	782.00
		Operating Waste Transfer Station, Clearing roadside bins	
EFT4979	19/07/2019	Spiffy Lawns & Gardens	735.00
		Tidy front yard 1 Dowsett St, mow depot, public conveniences, Community Centre, 13 Dunmall St, 19 Humes Way, Caravan Park, parks & gardens, Toolbox meeting, mow 1 Dowsett St, Prune orchard 13 Dunmall St, Pick up plants	
EFT4980	19/07/2019	Startrack Express	170.67
		Freight for library books	
EFT4981	25/07/2019	Western Australian Treasury Corporation	401,335.52
		Repayment of WANDRRA Short Term Loan	
EFT4982	29/07/2019	David Peter Blacker	832.15
		Rates refund for assessment A393 LOT 18 MELLOWS RD WANDERING 6308	
EFT4983	29/07/2019	ARK Services WA	1,200.00
		Replace heat transfer fan	
EFT4984	29/07/2019	Avon Waste	3,567.60
		90 x Domestic Rubbish x 4 weeks plus transport of domestic waste to Suez Site, 90 x Recycling Services plus additional for office, Bulk Recycling for June 2019, Clearing transfer station bins - 5th & 19th June and transport to Suez site	

EFT4985	29/07/2019	Boddington Hardware & Newsagency	223.20
		Purchase of various items for repairs to 1 Dowsett St - Screws, clothes line, silicone, door seals, paint brush, door closer Wedge Anchor & Drill bits Crossman Dwarda Road	
EFT4986	29/07/2019	City Of Kalamunda	340.00
		Building services provided Feb-Jun 2019	
EFT4987	29/07/2019	Fitzgerald Strategies	2,995.00
		Recruitment costs - Finance Officer	
EFT4988	29/07/2019	Frontline Fire & Rescue	465.30
		E-Flares for vehicles	
EFT4989	29/07/2019	It Vision	1,716.00
		Additional SynergySoft licences	
EFT4990	29/07/2019	Local Government Managers Australia	531.00
		2019-2020 Membership CEO	
EFT4991	29/07/2019	Rob Curtis	805.00
		Operating Waste Transfer Station, Clearing roadside bins	
EFT4992	29/07/2019	Shire Of Narrogin	6,312.50
		Senior Health Officer - Wages - February 2019 to June 2019 including vehicle	
EFT4993	29/07/2019	Steven Tweedie	4,029.52
		Policy Manual Review	
EFT4994	29/07/2019	Suez Recycling & Recovery Pty Ltd	614.43
		Mixed Waste Disposal	
EFT4995	29/07/2019	Toll Transport Pty Ltd	16.56
		Freight-stationary Advertiser Print	
EFT4996	29/07/2019	WA Contract Ranger Services	467.50
		Contract Ranger Service	
EFT4997	29/07/2019	Western Australian Treasury Corporation	984.33
		Fees on WANDRRA Short term borrowing, Fees on Loan	
14032	05/07/2019	Shire Of Wandering - Petty Cash	234.80
		Horses Came First Sale (Postage to Client) Money Order - Shire Banking, Adjustment DOT Re-New Roller WD182, Gluten Free Bread for Council Meeting, Postage Kalamunda Shire - Town Planning Amendment Package	
14033	19/07/2019	Synergy	62.00
		Final Reading 7 Gnowing St	
DD3067.1	15/07/2019	Westpac Credit Card	239.74
		Adobe DC License x 6 monthly subscription incl FX fee Groceries for Council Meeting 20/06/2019	
DD3068.2	05/07/2019	Water Corporation	160.26
		Down St Standpipe usage for the period 26/04/19 to 28/5/19	
DD3078.1	10/07/2019	WA Super Plan	3,643.04
		Payroll deductions	
DD3078.2	10/07/2019	Superwrap Personal Super Plan	97.93
		Superannuation contributions	
DD3078.3	10/07/2019	I & T Brown Family Super Fund	665.14
		Payroll deductions	

DD3078.4	10/07/2019	Anz Onepath Masterfund	669.63
		Payroll deductions	
DD3078.5	10/07/2019	Retail Employees Superannuation Pty Ltd	60.40
		Superannuation contributions	
DD3090.1	24/07/2019	Wa Super Plan	4,192.94
		Payroll deductions	
DD3090.2	24/07/2019	Superwrap Personal Super Plan	97.93
		Superannuation contributions	
DD3090.3	24/07/2019	I & T Brown Family Super Fund	721.03
		Payroll deductions	
DD3090.4	24/07/2019	Prime Super	58.04
		Superannuation contributions	
DD3090.5	24/07/2019	Anz Onepath Masterfund	687.72
		Payroll deductions	
DD3090.6	24/07/2019	Retail Employees Superannuation Pty Ltd	75.54
		Superannuation contributions	
DD3100.1	21/07/2019	Westpac Credit Card	1,456.73
		Lunch - Bounce Excursion	
		Grab rail accessible toilet	
		Balance-Bounce Inc-School Holiday Program	
		Adobe DC Licence x 6 Monthly Subscription	
		Groceries OCM 18/07/2019	
		Deposit-Bounce Inc-School Holiday Program	
Total Payments for Month Ending 31 Jul 2019:			596,774.60

16.3.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD ENDING- 31/07/2019

SHIRE OF WANDERING

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 July 2019

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Monthly Summary Information	3
Statement of Financial Activity by Program	5
Statement of Financial Activity by Nature or Type	7
Note 1 Statement of Financial Activity Information	8
Note 2 Cash and Financial Assets	9
Note 3 Receivables	10
Note 4 Other Current Assets	11
Note 5 Payables	12
Note 6 Rating Revenue	13
Note 7 Disposal of Assets	14
Note 8 Capital Acquisitions	15
Note 9 Borrowings	17
Note 10 Cash Reserves	18
Note 11 Other Current Liabilities	19
Note 12 Grants and Contributions	20
Note 13 Trust Fund	22
Note 14 Budget Amendments	23
Note 15 Explanation of Material Variances	24

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 JULY 2019

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 05 August 2019

Prepared by: Cara Ryan

Reviewed by: Belinda Knight

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

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

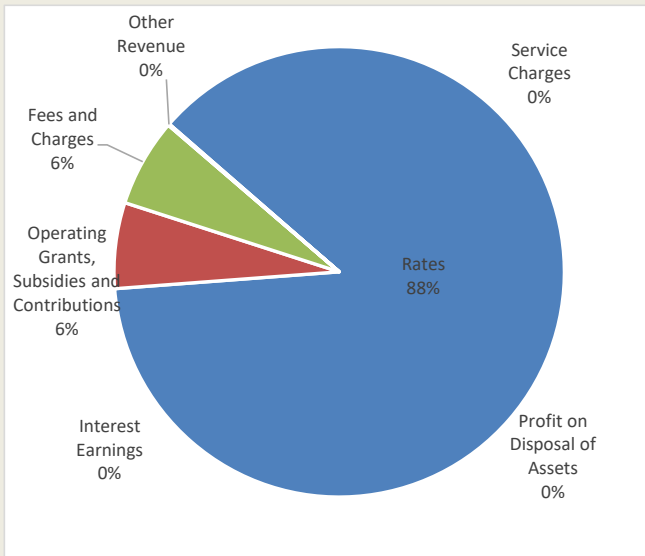
ROUNDING OFF FIGURES

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

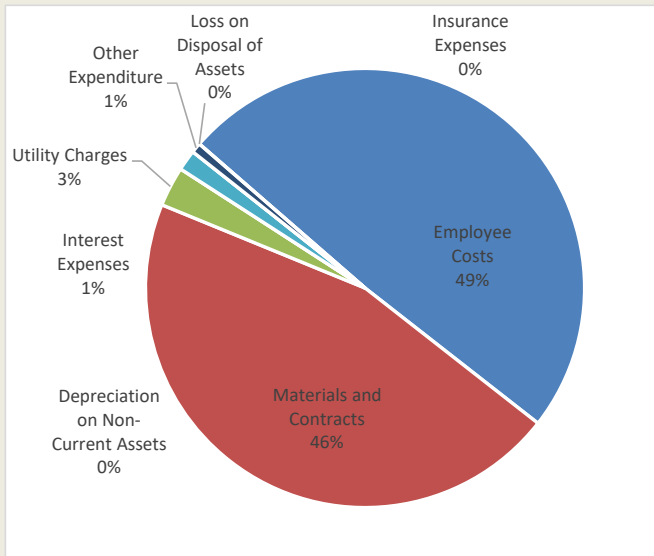
**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JULY 2019**

SUMMARY GRAPHS

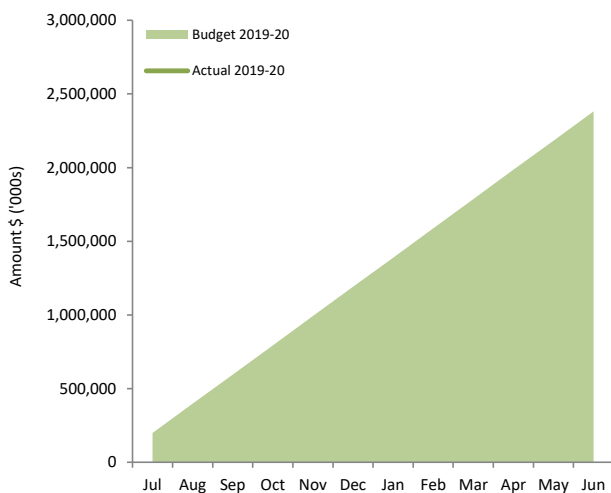
OPERATING REVENUE



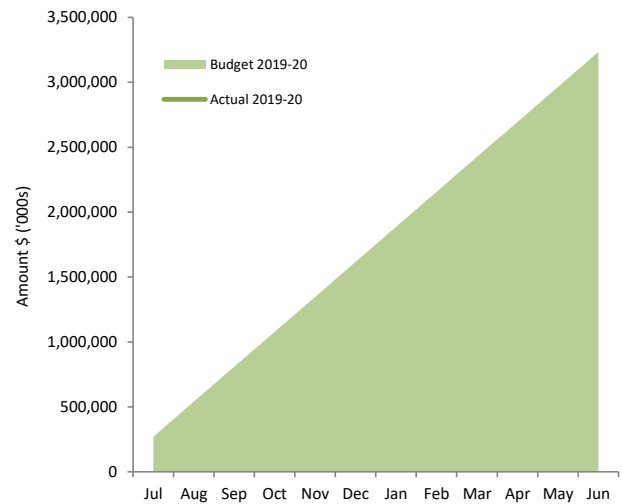
OPERATING EXPENSES



Budget Operating Revenues -v- Actual

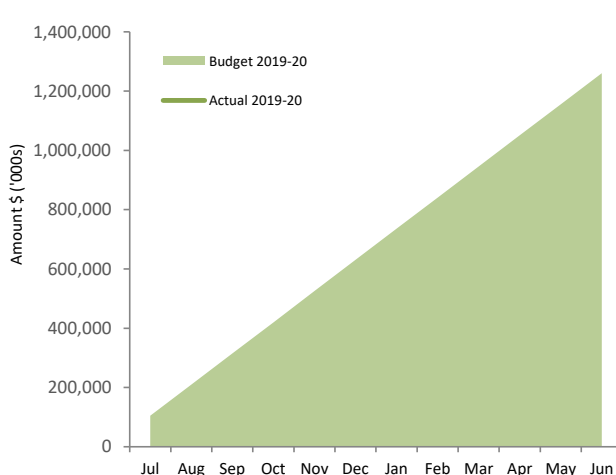


Budget Operating Expenses -v- YTD Actual



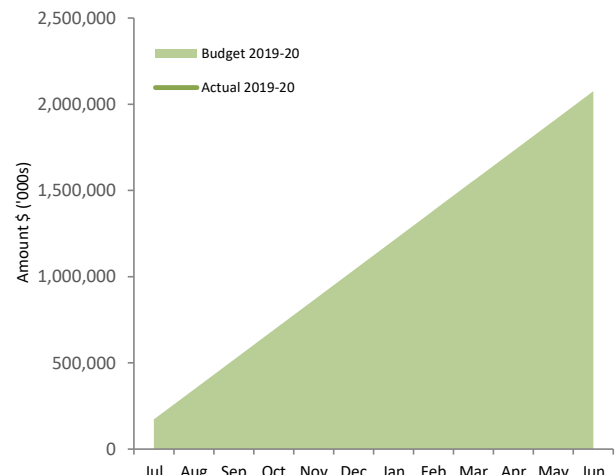
CAPITAL REVENUE

Budget Capital Revenue -v- Actual



CAPITAL EXPENSES

Budget Capital Expenses -v- Actual



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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 JULY 2019

STATUTORY REPORTING PROGRAMS

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

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	1,158,383	1,158,383	1,146,237	(12,146)	(1.05%)	
Revenue from operating activities							
Governance		0	0	800	800	0.00%	
General Purpose Funding - Rates	6	1,097,342	91,706	1,141,636	1,049,930	1144.89%	▲
General Purpose Funding - Other		292,650	24,128	628	(23,500)	(97.40%)	▼
Law, Order and Public Safety		39,260	3,271	5	(3,266)	(99.85%)	
Health		2,800	233	0	(233)	(100.00%)	
Education and Welfare		0	0	0	0	0.00%	
Housing		59,950	4,996	3,807	(1,189)	(23.80%)	
Community Amenities		47,100	4,091	34,136	30,045	734.42%	▲
Recreation and Culture		1,300	109	24	(85)	(77.98%)	
Transport		58,066	4,837	55,512	50,675	1047.65%	▲
Economic Services		751,795	62,649	69,390	6,741	10.76%	▲
Other Property and Services		31,150	2,597	27	(2,570)	(98.96%)	
		2,381,413	198,617	1,305,965	1,107,348		
Expenditure from operating activities							
Governance		(196,742)	(16,395)	(13,753)	2,642	16.11%	
General Purpose Funding		(125,201)	(10,433)	(623)	9,810	94.03%	▲
Law, Order and Public Safety		(147,515)	(12,292)	(2,522)	9,770	79.48%	▲
Health		(23,432)	(1,953)	(425)	1,528	78.24%	
Education and Welfare		(1,455)	(121)	0	121	100.00%	
Housing		(36,914)	(3,076)	(9,895)	(6,819)	(221.68%)	▼
Community Amenities		(209,631)	(17,472)	(3,518)	13,954	79.86%	▲
Recreation and Culture		(213,091)	(17,760)	(1,439)	16,321	91.90%	▲
Transport		(1,368,918)	(114,077)	(61,555)	52,522	46.04%	▲
Economic Services		(876,500)	(73,046)	(11,688)	61,358	84.00%	▲
Other Property and Services		(34,147)	(2,840)	(46,229)	(43,389)	(1527.78%)	▼
		(3,233,546)	(269,465)	(151,647)	117,818		
Non-cash amounts excluded from operating activities	1(a)	976,973	81,466	8	(81,458)	(99.99%)	▼
Amount attributable to operating activities		124,840	10,618	1,154,326	1,143,708		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12(b)	1,260,439	105,036	0	(105,036)	(100.00%)	▼
Proceeds from disposal of assets	7	120,000	0	0	0	0.00%	
Purchase of property, plant and equipment	8	(2,075,767)	(172,981)	0	172,981	100.00%	▲
Amount attributable to investing activities		(695,328)	(67,945)	0	67,945		
Financing Activities							
Proceeds from New Debentures		0	0	0	0	0.00%	
Proceeds from self supporting loans		0	0	0	0	0.00%	
Transfer from Reserves	10	200,000	0	0	0	0.00%	
Advances to Community Groups		0	0	0	0	0.00%	
Repayment of Debentures	9	(473,507)	(400,000)	(400,000)	0	0.00%	
Transfer to Reserves	10	(297,187)	(66)	(66)	0	0.00%	
Amount attributable to financing activities		(570,694)	(400,066)	(400,066)	0		
Closing Funding Surplus / (Deficit)	1(c)	17,201	700,990	1,900,497			

KEY INFORMATION

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

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

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 JULY 2019

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	1,158,383	1,158,383	1,146,237	(12,146)	(1.05%)	
Revenue from operating activities							
Rates	6	1,100,481	91,706	1,141,636	1,049,930	1144.89%	▲
Specified area rates	6	0	0	0	0	0.00%	
Operating grants, subsidies and contributions	12(a)	506,593	42,216	80,481	38,265	90.64%	▲
Fees and charges		739,285	61,772	82,605	20,833	33.73%	▲
Service charges		0	0	0	0	0.00%	
Interest earnings		9,500	793	443	(350)	(44.14%)	
Other revenue		25,500	2,126	800	(1,326)	(62.37%)	
Profit on disposal of assets	7	54	4	0	(4)	(100.00%)	
		2,381,413	198,617	1,305,965	1,107,348		▲
Expenditure from operating activities							
Employee costs		(938,003)	(78,175)	(74,573)	3,602	4.61%	
Materials and contracts		(1,165,573)	(97,129)	(69,183)	27,946	28.77%	▲
Utility charges		(40,100)	(3,340)	(4,452)	(1,112)	(33.29%)	
Depreciation on non-current assets		(969,400)	(80,782)	0	80,782	100.00%	▲
Interest expenses		(2,976)	(248)	(2,320)	(2,072)	(835.48%)	
Insurance expenses		(89,013)	(7,421)	0	7,421	100.00%	▲
Other expenditure		(22,025)	(1,832)	(1,119)	713	38.92%	
Loss on disposal of assets	7	(6,456)	(538)	0	538	100.00%	
		(3,233,546)	(269,465)	(151,647)	117,818		▲
Non-cash amounts excluded from operating activities	1(a)	976,973	81,466	8	(81,458)	(99.99%)	
Amount attributable to operating activities		124,840	10,618	1,154,326	1,143,708		▲
Investing activities							
Non-operating grants, subsidies and contributions	12(b)	1,260,439	105,036	0	(105,036)	(100.00%)	
Proceeds from disposal of assets	7	120,000	0	0	0	0.00%	
Payments for property, plant and equipment	8	(2,075,767)	(172,981)	0	172,981	(100.00%)	▲
Amount attributable to investing activities		(695,328)	(67,945)	0	67,945		▲
Financing Activities							
Proceeds from new debentures		0	0	0	0	0.00%	
Transfer from reserves	10	200,000	0	0	0	0.00%	
Proceeds from self-supporting loans		0	0	0	0	0.00%	
Payments for self supporting loans		0	0	0	0	0.00%	
Repayment of debentures	9	(473,507)	(400,000)	(400,000)	0	0.00%	
Transfer to reserves	10	(297,187)	(66)	(66)	0	0.00%	
Amount attributable to financing activities		(570,694)	(400,066)	(400,066)	0		
Closing Funding Surplus / (Deficit)	1(c)	17,201	700,990	1,900,497			

KEY INFORMATION

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

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

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

Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
	\$	\$	\$
Non-cash items excluded from operating activities			
Adjustments to operating activities			
Less: Profit on asset disposals	(54)	(4)	0
Less: Reversal of prior year revaluation loss	0	0	0
Less: Non-cash grants and contributions for assets			
Less: Movement in liabilities associated with restricted cash	1,171	150	8
Movement in pensioner deferred rates (non-current)	0	0	0
Add: Loss on asset disposals	6,456	538	0
Add: Loss on revaluation of non current assets	0	0	0
Add: Depreciation on assets	969,400	80,782	0
Total non-cash items excluded from operating activities	976,973	81,466	8

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

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

		Last Year Closing 30 Jun 2019	This Year Opening 01 Jul 2019	This Time Last Year 31 Jul 2018	Year to Date 31 Jul 2019
Adjustments to net current assets					
Less: Reserves - restricted cash	10	(341,396)	(341,396)	(284,832)	(341,462)
Add: Borrowings	9	473,507	473,507	621,710	73,507
Add: Employee Leave Provisions held in Reserves		39,173	39,173	39,018	39,180
Total adjustments to net current assets		171,284	171,284	375,896	(228,775)

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

Current assets

Cash and cash equivalents	2	802,553	802,553	498,657	676,615
Financial assets at amortised cost	2	0	0	0	0
Rates receivables	3	22,124	22,124	1,167,735	1,199,843
Receivables	3	154,680	154,680	27,869	16,697
Other current assets	4	807,814	807,814	71,726	642,940

Less: Current liabilities

Payables	5	(187,046)	(187,046)	(259,734)	(181,651)
Borrowings	9	(473,507)	(473,507)	(621,710)	(73,507)
Contract liabilities	11	0	(45,796)	0	(45,796)
Provisions	11	(105,869)	(105,869)	(109,563)	(105,869)

Less: Total adjustments to net current assets	1(c)	171,284	171,284	375,896	(228,775)
--	-------------	----------------	----------------	----------------	------------------

Closing Funding Surplus / (Deficit)		1,192,033	1,146,237	1,150,876	1,900,497
--	--	------------------	------------------	------------------	------------------

CURRENT AND NON-CURRENT CLASSIFICATION

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

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

Description	Classification	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Petty Cash and Floats	Cash and cash equivalents	1,100	0	0	1,100		0.00%	On Hand
At Call Deposits								
Municipal Bank Account	Cash and cash equivalents	0	334,054	0	334,054	WBC	-	At Call
Reserve Funds	Cash and cash equivalents	341,461	0	0	341,461	WBC	-	At Call
Trust	Cash and cash equivalents	0	0	29,718	29,718	WBC	-	At Call
Term Deposits								
Municipal Funds		0	0	0				
Reserve Funds		0	0	0				
		0	0	0				
Total		342,561	334,054	29,718	706,333			
Comprising								
Cash and cash equivalents		342,561	334,054	29,718	706,333			
Financial assets at amortised cost		0	0	0	0			
		342,561	334,054	29,718	706,333			

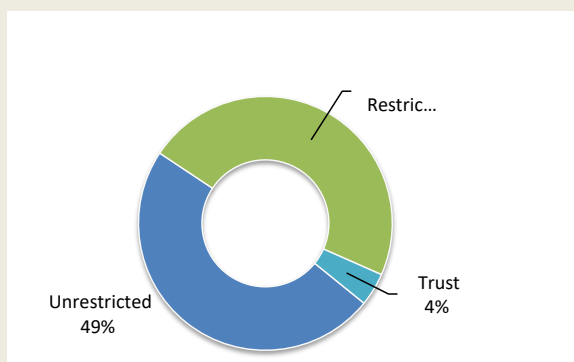
KEY INFORMATION

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

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

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

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



Total Cash

\$.71 M

Unrestricted

\$.34 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

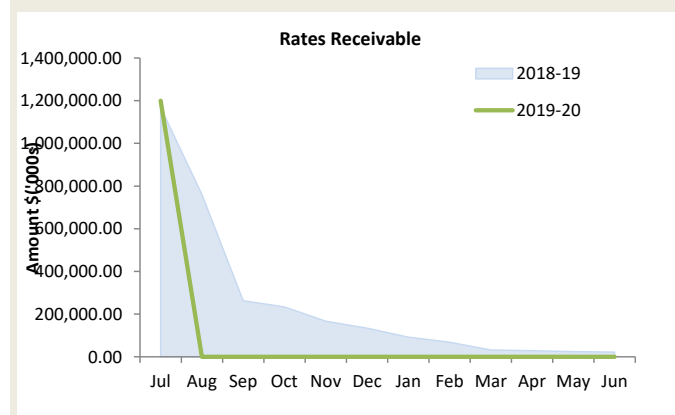
Rates Receivable	30 Jun 2019	31 Jul 19
	\$	\$
Opening Arrears Previous Years	28,773	22,124
RATES - levied this year	1,076,237	1,141,636
RUBBISH - levied this year	32,908	33,352
ESL - levied this year	32,882	34,104
TOTAL - RATES/RUBBISH/ESL	1,142,027	1,209,092
Discounts Given	(38,202)	(1,428)
Less - Collections to date	(1,110,474)	(29,944)
Net Rates Collectable	22,124	1,199,843
% Collected	98%	2.4%

Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - General	0	0	165	0	6,061	6,226
Percentage	0%	0%	2.7%	0%	97.3%	
Balance per Trial Balance						
Sundry Receivables						6,226
GST receivable						10,471
Allowance for impairment of receivables						0
Total Receivables General Outstanding						16,697

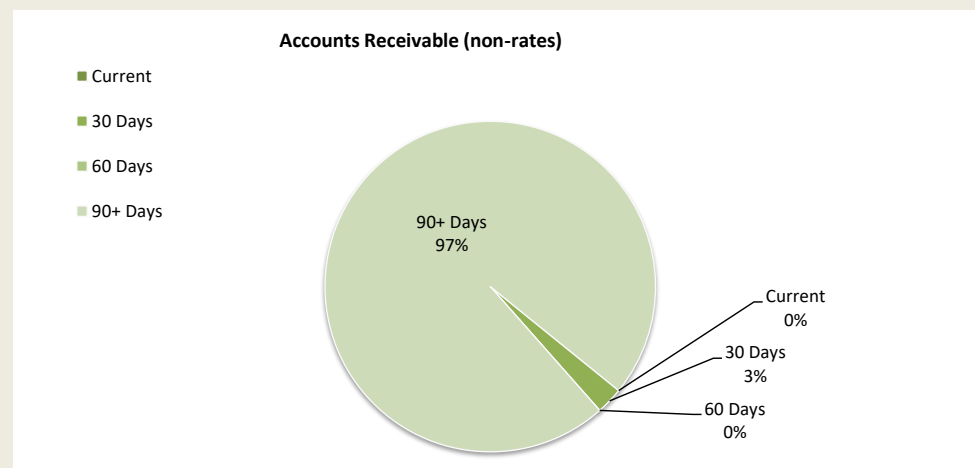
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Collected	Rates Due
2.4%	\$1,199,843



Debtors Due
\$16,697
Over 30 Days
100%
Over 90 Days
97.3%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

Other Current Assets	Opening Balance 1 July 2019	Movement Increase/(Decrease)	Closing Balance 31 July 2019
	\$	\$	\$
Other Financial Assets at Amortised Cost			
Financial assets at amortised cost - term deposits	0	0	0
Financial assets at amortised cost - self supporting loans	0	0	0
Inventory			
Stock on Hand - Depot Fuel	5,165	0	5,165
Stock on Hand - Fuel Facility ULP	6,684	11,659	18,343
Stock on Hand - Fuel Facility Diesel	21,290	24,386	45,676
Stock on Hand - Materials	3,533	0	3,533
Stock on Hand - Gravel	29,900	0	29,900
Accrued Revenue			
Accrued Revenue - WANDRAA	741,242	(200,919)	540,323
Contract assets			
Contract assets	0	0	0
Total Other Current assets			642,940
Amounts shown above include GST (where applicable)			

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

Land held for resale

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

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

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

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

CONTRACT ASSETS

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

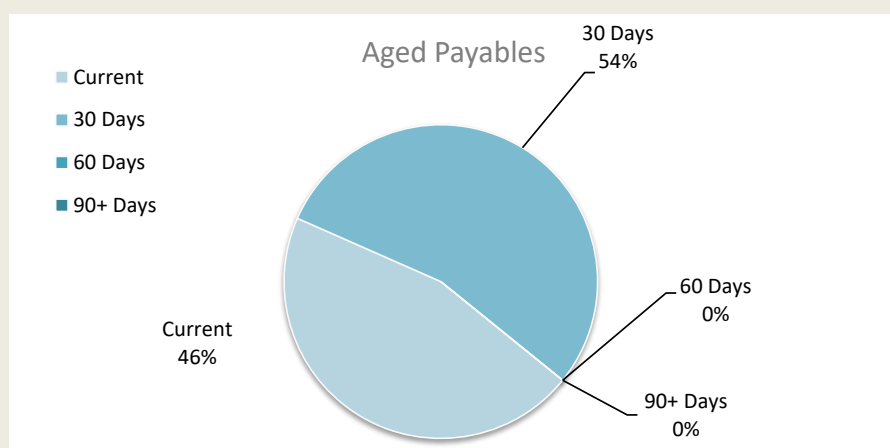
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

**OPERATING ACTIVITIES
NOTE 5
Payables**

Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General	0	31,741	37,601	0	0	69,342
Percentage	0%	45.8%	54.2%	0%	0%	
Balance per Trial Balance						
Sundry creditors						155,902
ATO liabilities						15,965
Accrued Interest On Loans						2,788
GST Payable						6,996
Total Payables General Outstanding						181,651
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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



Creditors Due

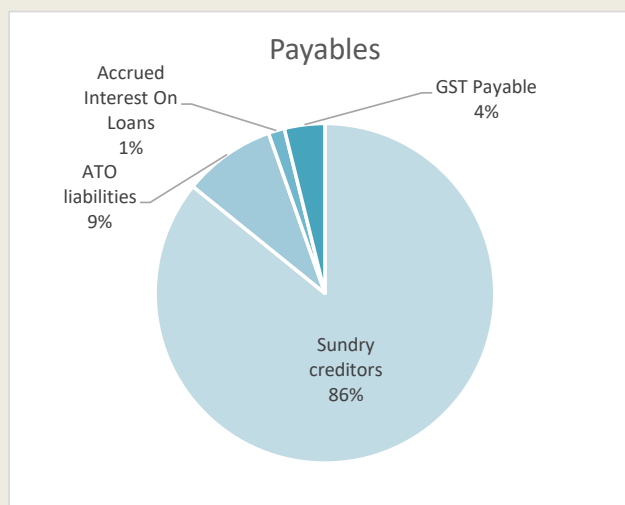
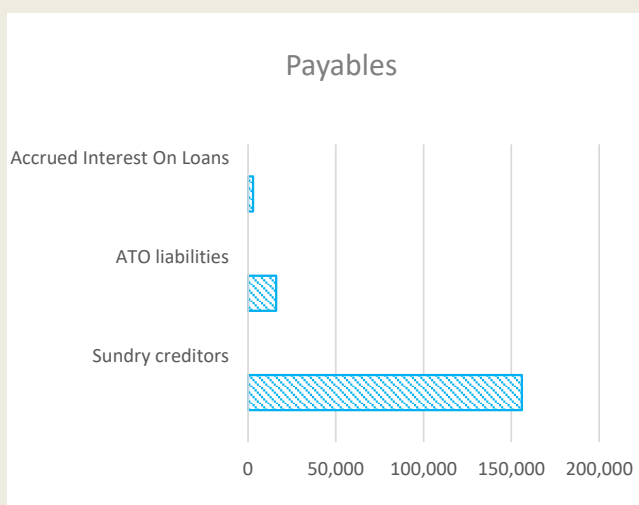
\$181,651

Over 30 Days

54%

Over 90 Days

0%



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

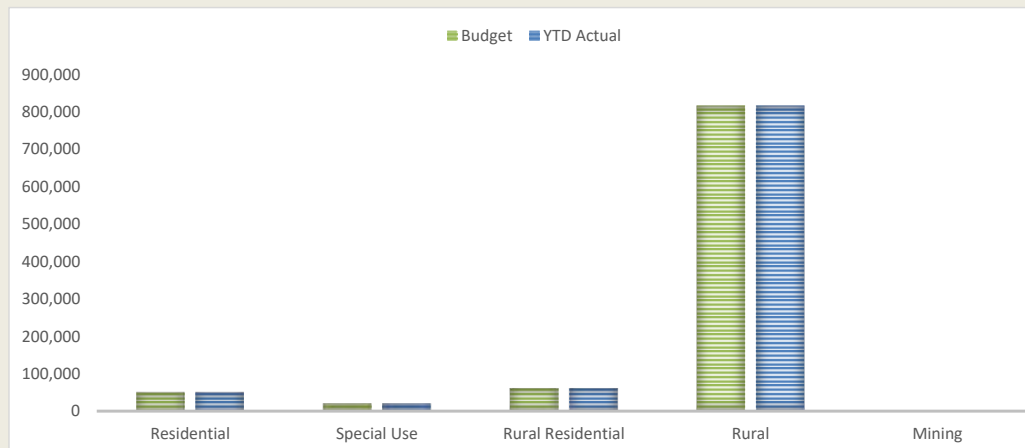
**OPERATING ACTIVITIES
NOTE 6
RATE REVENUE**

General Rate Revenue

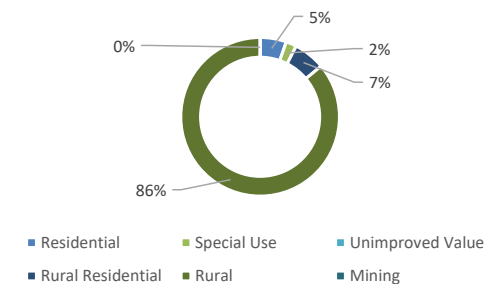
RATE TYPE	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
				\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Gross Rental Value											
Residential	0.10944	40	464,516	50,837	0	0	50,837	50,836	(0)	0	50,836
Special Use	0.12961	3	157,820	20,455	0	0	20,455	20,455	0	0	20,455
Unimproved Value											
Rural Residential	0.01421	52	4,310,500	61,252	0	0	61,252	61,252	0	0	61,252
Rural	0.00719	136	113,619,000	816,921	0	0	816,921	816,921	0	0	816,921
Mining	0.00719	0	0	0	0	0	0	0	0	0	0
Sub-Total		231	118,551,836	949,465	0	0	949,465	949,464	(0)	0	949,464
Minimum Payment											
Gross Rental Value											
Residential	1,100	40	171,800	44,000	0	0	44,000	44,000	0	0	44,000
Special Use	1,100	2	6,705	2,200	0	0	2,200	2,200	0	0	2,200
Unimproved Value											
Rural Residential	1,100	52	3,515,500	57,200	0	0	57,200	57,200	0	0	57,200
Rural	1,100	77	8,184,700	84,700	0	0	84,700	84,700	0	0	84,700
Mining	1,100	5	143,710	5,500	0	0	5,500	5,500	0	0	5,500
Sub-Total		176	12,022,415	193,600	0	0	193,600	193,600	0	0	193,600
Discount							(45,723)				(1,428)
Amount from General Rates							1,097,342				1,141,636
Ex-Gratia Rates							3,139				0
Total General Rates							1,100,481				1,141,636

KEY INFORMATION

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



General Rates		
Budget	YTD Actual	%
\$1.1 M	\$1.14 M	1.04036

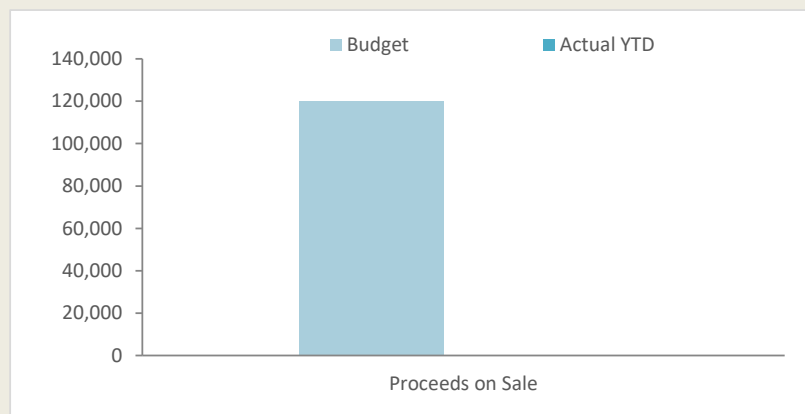


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

**OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS**

Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
	OWD - Replacement	37,868	32,000	0	(5,868)	0	0	0	0
	Transport								
	WD001 - Toyota Hilux	21,946	22,000	54	0	0	0	0	0
	Loader	66,588	66,000	0	(588)	0	0	0	0
		126,402	120,000	54	(6,456)	0	0	0	0

KEY INFORMATION



Proceeds on Sale		
Annual Budget	YTD Actual	%
\$120,000	\$0	0%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

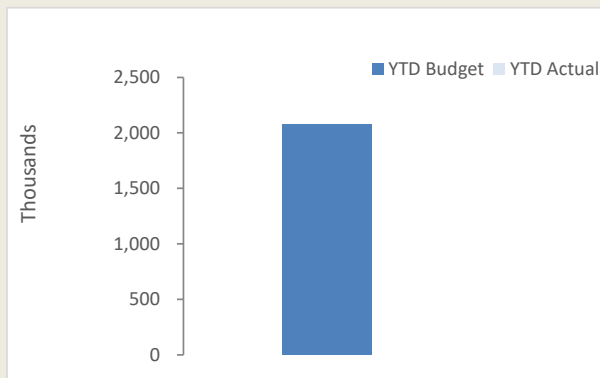
**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings - specialised	20,500	1,708	0	1,708
Furniture and equipment	40,000	3,333	0	3,333
Plant and equipment	415,000	34,583	0	34,583
Infrastructure - Roads	850,267	70,857	0	70,857
Infrastructure - Bridges	750,000	62,500	0	62,500
Capital Expenditure Totals	2,075,767	172,981	0	172,981
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,260,439	105,036	0	(105,036)
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	120,000	0	0	0
Cash Backed Reserves				
Plant Replacement Reserve	200,000	16,667	0	(16,667)
Contribution - operations	495,328	51,278	0	(51,278)
Capital Funding Total	2,075,767	172,981	0	(172,981)

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



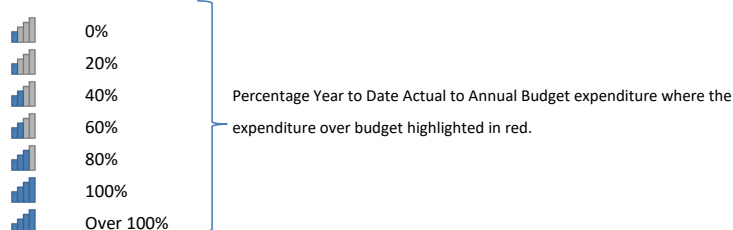
Acquisitions	Annual Budget	YTD Actual	% Spent
	\$2.08 M	\$. M	0%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.26 M	\$. M	0%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

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

Capital Expenditure Total

Level of Completion Indicators



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

		Adopted		Variance	
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over
Land & Buildings					
E14570	Solarpower (CRC Building, Office, Dunmall Drive)	20,500	1,708	0	1,708
Plant & Equipment					
E14550	OWD - Replacement	45,000	3,750	0	3,750
E12360	WD001 - Toyota Crew Cab Ute	37,000	3,083	0	3,083
E12360	Loader	280,000	23,334	0	23,334
E12360	Utility	40,000	3,333	0	3,333
E13585	Fixed Standpipe Water Controller	13,000	1,083	0	1,083
Furniture & Equipment					
E14560	Office IT Server	40,000	3,333	0	3,333
Roads					
RRG201	RRG - York Williams Rd - Reconstruct & Seal - Slk15.62 To Slk 20.62	352,677	29,390	0	29,390
RRG202	RRG - 14 Mile Brook Road - Reconstruction - Slk11.75 To Slk13.79	182,598	15,217	0	15,217
R2R201	Roads To Recovery 2019-2020	146,917	12,243	0	12,243
MUN201	Municipal Roads Construction 2019/2020	168,075	14,007	0	14,007
Bridge					
E12120	Fourteen Mile Brook Rd	750,000	62,500	0	62,500
Grand Total		2,075,767	172,981	0	172,981

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

FINANCING ACTIVITIES

NOTE 9

BORROWINGS

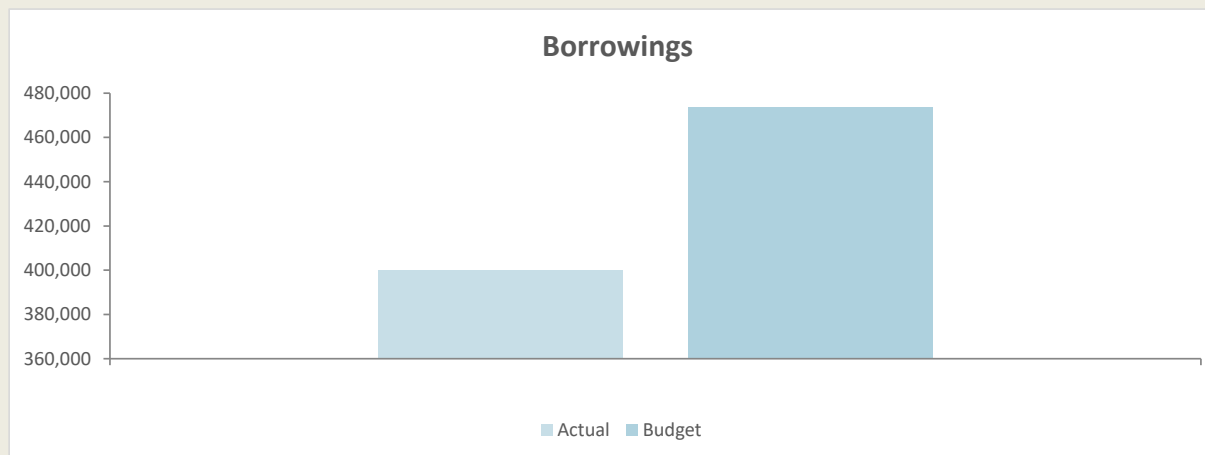
Repayments - Borrowings

Information on Borrowings Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
General purpose funding									
Short Term Lending Facility	400,000	0	0	400,000	400,000	0	0	1,959	1,600
Housing									
5 Dunmall Drive	73,507	0	0	0	73,507	73,507	0	361	1,376
Total	473,507	0	0	400,000	473,507	73,507	0	2,320	2,976
Current borrowings	473,507					73,507			
Non-current borrowings	0					0			
	473,507					73,507			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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



Principal Repayments	
\$400,000	
Interest Earned	Interest Expense
\$443	\$2,320
Reserves Bal	Loans Due
\$.34 M	\$.07 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

OPERATING ACTIVITIES

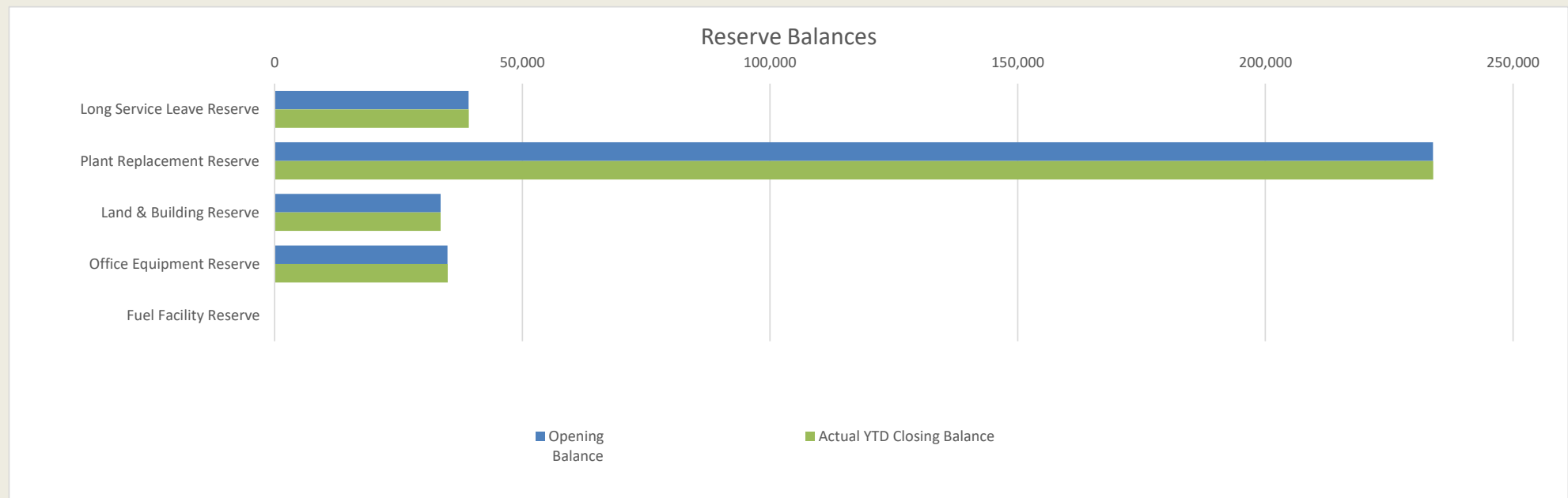
NOTE 10

CASH RESERVES

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	39,173	171	8	1,000	0	0	0	40,344	39,181
Plant Replacement Reserve	233,817	835	45	240,000	0	(200,000)	0	274,652	233,862
Land & Building Reserve	33,488	28	6	40,000	0	0	0	73,516	33,494
Office Equipment Reserve	34,918	153	7	0	0	0	0	35,071	34,925
Fuel Facility Reserve	0	0	0	15,000	0	0	0	15,000	0
	341,396	1,187	66	296,000	0	(200,000)	0	438,583	341,462

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

**OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES**

Other Current Liabilities	Note	Opening Balance 1 July 2019	Liability Increase	Liability Reduction	Closing Balance 31 July 2019
		\$	\$	\$	\$
Provisions					
Annual leave		73,691	0	0	73,691
Long service leave		32,178	0	0	32,178
Contract Liabilities					
Unspent grants, contributions and reimbursements		45,796	0	0	45,796
Developer contributions		0	0	0	0
Lease liability		0	0	0	0
Total Other Current assets					151,665
Amounts shown above include GST (where applicable)					

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

KEY INFORMATION

PROVISIONS

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

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

EMPLOYEE BENEFITS

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

NOTE 12(a)

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability					Unspent Operating Grants, Subsidies and Contributions Revenue					
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies											
General purpose funding											
Grants Commission - General	0	0	0		0	147,777	12,315	147,777	0	147,777	0
Grants Commission - Roads	0	0	0		0	127,234	10,603	127,234	0	127,234	0
Law, order, public safety											
DFES Operating Grant	6,796	0	0	6,796	6,796	31,260	2,605	31,260	0	31,260	0
Transport											
Direct Grant - Main Roads WA	0	0	0		0	55,512	4,626	55,512	0	55,512	55,512
Economic services											
Feral Pig Funding	6,000	0	0	6,000	6,000	6,000	500	6,000	0	6,000	0
CRC - Centrelink	0	0	0		0	5,104	425	5,104	0	5,104	0
CRC - Project Funding	0	0	0		0	3,000	250	3,000	0	3,000	0
CRC - Traineeship Funding	33,000	0	0	33,000	33,000	33,000	2,750	33,000	0	33,000	0
CRC - Service Delivery Funding	0	0	0		0	97,706	8,142	97,706	0	97,706	24,969
TOTALS	45,796	0	0	45,796	45,796	506,593	42,216	506,593	0	506,593	80,481

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

NOTE 12(b)

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability					Non Operating Grants, Subsidies and Contributions Revenue					
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Grants and Subsidies											
Transport											
Grant - Regional Road Group Projects	0	0	0	0	0	355,067	29,589	355,067	0	355,067	0
Grant - Roads to Recovery Projects	0	0	0	0	0	145,872	12,156	145,872	0	145,872	0
Grant - Bridge Project	0	0	0	0	0	750,000	62,500	750,000	0	750,000	0
Economic services											
Grant - CRC Solarpower	0	0	0	0	0	2,500	208	2,500	0	2,500	0
Other property and services											
Grant - Admin Solarpower	0	0	0	0	0	7,000	583	7,000	0	7,000	0
	0	0	0	0	0	1,260,439	105,036	1,260,439	0	1,260,439	0
Total Non-operating grants, subsidies and contributions	0	0	0	0	0	1,260,439	105,036	1,260,439	0	1,260,439	0

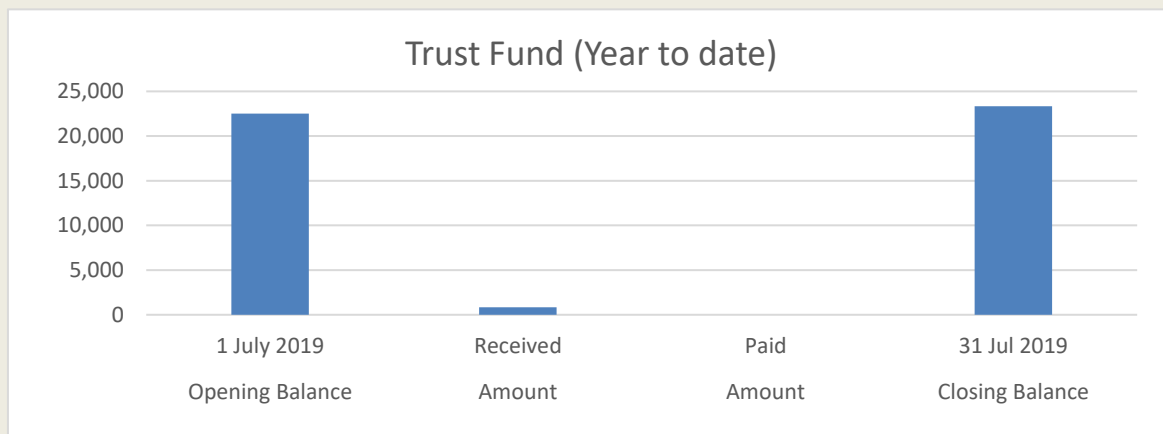
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 2019

NOTE 13 TRUST FUND

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

Description	Opening Balance 1 July 2019	Amount Received	Amount Paid	Closing Balance 31 Jul 2019
	\$	\$	\$	\$
Town Planning Bonds	17,000	0	0	17,000
Fire Brigade Donations	3,340	0	0	3,340
Cleaning Bonds	1,070	0	0	1,070
Key Deposit Bonds	250	0	0	250
Cat Trap Bonds	150	0	0	150
Unallocated Funds	703	830	0	1,533
	22,513	830	0	23,343

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 2019

NOTE 13

BUDGET AMENDMENTS

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
Budget Adoption			Opening Surplus				17,201
							17,201
							17,201
							17,201
							17,201
							17,201
							17,201
							17,201
							17,201
							17,201
							17,201
							17,201
				0	0	0	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019**

**NOTE 14
EXPLANATION OF MATERIAL VARIANCES**

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

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

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	800	0.00%		
General Purpose Funding - Rates	1,049,930	1144.89%	▲ Timing	
General Purpose Funding - Other	(23,500)	(97.40%)	▼ Timing	
Law, Order and Public Safety	(3,266)	(99.85%)		
Health	(233)	(100.00%)		
Education and Welfare	0	0.00%		
Housing	(1,189)	(23.80%)		
Community Amenities	30,045	734.42%	▲ Timing	
Recreation and Culture	(85)	(77.98%)		
Transport	50,675	1047.65%	▲ Timing	
Economic Services	6,741	10.76%	▲ Timing	
Other Property and Services	(2,570)	(98.96%)		
Expenditure from operating activities				
Governance	2,642	16.11%		
General Purpose Funding	9,810	94.03%	▲ Timing	
Law, Order and Public Safety	9,770	79.48%	▲ Timing	
Health	1,528	78.24%		
Education and Welfare	121	100.00%		
Housing	(6,819)	(221.68%)	▼ Timing	
Community Amenities	13,954	79.86%	▲ Timing	
Recreation and Culture	16,321	91.90%	▲ Timing	
Transport	52,522	46.04%	▲ Timing	
Economic Services	61,358	84.00%	▲ Timing	
Other Property and Services	(43,389)	(1527.78%)	▼ Timing	
Investing Activities				
Non-operating Grants, Subsidies and Contributions	(105,036)	(100.00%)	▼ Timing	
Proceeds from Disposal of Assets	0	0.00%		
Capital Acquisitions	172,981	100.00%	▲ Timing	
Financing Activities				
Proceeds from New Debentures	0	0.00%		
Self-Supporting Loan Principal	0	0.00%		
Transfer from Reserves	0	0.00%		
Advances to Community Groups	0	0.00%		
Repayment of Debentures	0	0.00%		
Transfer to Reserves	0	0.00%		

Bank Statement**Summary:**

Page 5 of 5

G/L Account (as at Month End)

1A301000 Municipal Cash at Bank GEN

Statement No 3

Statement Date 31/07/2019

Opening Balance	460,058.30
Deposits	\$530,016.96
Payments	-596,374.60
Fees	-7,944.05
Adjustments	-51,702.80
Closing Balance	334,053.81

Opening Balance	459,822.77
<u>Reconciled Items</u>	
Deposits	525,664.68
Payments	-600,206.19
Fees	-7,944.05
Adjustments	-51,492.80
Closing Balance	325,844.41

Unreconciled Items

Deposits	14,134.91
Payments	-5,925.51
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	8,209.40
Total - To agree with GL	334,053.81

The Bank Statement balances to the General
Ledger

ENTERED*By Belinda Knight - CEO at 5:16 pm, Aug 04, 2019***Municipal Account - Reconciliation to 31/07/2019****Fees:**

Dept of Transport	\$8,144.05
Adjustment to Pays (Rectified Aug)	-\$200.00
	<u>\$7,944.05</u>

Adjustments

Payroll	\$51,702.80
	<u>\$51,702.80</u>

Outstanding Deposits

Outstanding Deposits	<u>\$14,134.91</u>
----------------------	---------------------------

Outstanding Payments

Super	\$5,925.51
	<u>\$5,925.51</u>

APPROVED*By Tricia Brown - Finance at 9:21 am, Aug 06, 2019*

Bank Statement**Summary:**

Page 2 of 2

G/L Account (as at Month End)

Statement No 4

1A301020 Reserves Fund Bank GEN

Statement Date 31/07/2019

Opening Balance	341,395.18
Deposits	\$0.00
Payments	0.00
Fees	0.00
Adjustments	65.94
Closing Balance	341,461.12

Opening Balance	341,395.18
<u>Reconciled Items</u>	
Deposits	0.00
Payments	0.00
Fees	0.00
Adjustments	65.94
Closing Balance	341,461.12

Unreconciled Items

Deposits	0.00
Payments	0.00
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	0.00
Total - To agree with GL	341,461.12

The Bank Statement balances to the General
Ledger

ENTERED*By Belinda Knight - CEO at 9:46 am, Aug 01, 2019***APPROVED***By Tricia Brown - Finance at 8:57 am, Aug 06, 2019*

Bank Statement**Summary:**

Page 2 of 2

G/L Account (as at Month End)

Statement No 4

1A210010 Trust Cash at Bank GEN

Statement Date 31/07/2019

Opening Balance	28,887.34
Deposits	\$832.15
Payments	0.00
Fees	-1.83
Adjustments	0.00
Closing Balance	29,717.66

Opening Balance	28,887.34
<u>Reconciled Items</u>	
Deposits	832.15
Payments	0.00
Fees	-1.83
Adjustments	0.00
Closing Balance	29,717.66

Unreconciled Items

Deposits	0.00
Payments	0.00
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	0.00
Total - To agree with GL	29,717.66

The Bank Statement balances to the General
Ledger

ENTERED*By Belinda Knight - CEO at 3:11 pm, Aug 01, 2019****APPROVED****By Tricia Brown - Finance at 10:13 am, Aug 02, 2019*

Shire of Wandering
Department of Transport Reconciliation
31 July 2019



G/L Account No. L40102	GL Start of month - DOT	-\$993.55
------------------------	-------------------------	-----------

Payments/Receipts for month	-\$3,994.40
-----------------------------	-------------

G/L Account No. L40102	GL End of month - DOT	-\$4,987.95
------------------------	-----------------------	-------------

Variance	\$0.00
----------	--------

ENTERED

Signed

By Belinda Knight - CEO at 5:34 pm, Aug 04, 2019

APPROVED

Checked

By Tricia Brown - Finance at 9:19 am, Aug 06, 2019

16.4.MONTHLY RATES REPORTS – FOR THE PERIOD ENDING – 31/07/2019

RATES RECONCILIATION REPORT

31/07/2019

Code	Description	Balance
1	Rates	\$ 1,134,473.77
5	Legal charges	\$ 3,122.43
7	Penalty charges	\$ 3,569.99
6	Other Charges	
B06/07	Back rates	
S98	Instalment admin Fee	\$ 17.19
S99	Instalment interest	\$ 30.00
S03	Fire breaks	
S97	ESL Penalty	\$ 129.35
Sub total		\$ 1,141,342.73
GL	A30200	
Variation		\$ 1,141,342.73

Code	Description	Balance
S01	Rubbish removal	\$ 30,852.20
Sub total		\$ 30,852.20
GL	A30202	\$ 30,852.20
Variation		\$ -

Code	Description	Balance
A01	ESL	\$ 32,428.68
Sub total		\$ 32,428.68
GL	A30204	\$ 32,428.68
Variation		\$ -

Code	Description	Balance
EX	Excess	-\$ 1,235.60
Sub total		-\$ 1,235.60
GL	A30205	-\$ 1,235.60
Variation		\$ -

Grand total		\$ 1,203,388.01
--------------------	--	------------------------

For Info Bulletin Report

OUTSTANDING RATES	31/07/2019
Description	Balance
Rates	\$ 1,134,473.77
Legal charges	\$ 3,122.43
Penalty charges	\$ 3,569.99
Other Charges	\$ -
Instalment admin Fee	\$ 17.19
Instalment interest	\$ 30.00
Fire breaks	\$ -
ESL Penalty	\$ 129.35
Sub total	\$ 1,141,342.73
Rubbish removal	\$ 30,852.20
Sub total	\$ 30,852.20
ESL	\$ 32,428.68
Sub total	\$ 32,428.68
Rates paid in advance	-\$ 1,235.60
Sub total	-\$ 1,235.60
Grand total	\$ 1,203,388.01

**REVIEWED & VERIFIED
AS ACCURATE -**

By Tricia Brown - Finance at 10:28 am, Aug 01, 2019

16.5.MATTERS DEALT WITH UNDER DELEGATION FOR THE PERIOD 01/07/2019 – 31/07/2019

Issue #	Issue Date	Officer	Position	Delegation Number	Delegation Subject	Parties Concerned	Property Address	Suburb	Delegation Particulars	File Reference
1920-01	23/07/2019	Belinda Knight	CEO	DA06-3 Draft Delegation 30	Building Permit - Veranda	P & D Latham	70 Blackboy Gully Road	Wandering	Issue building permit	A261

16.6.COUNCIL/COMMITTEES - STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
20/06/2019	11.1	18.1.1	Wandering Heritage & Nature Walk Story	Defers any decision on this matter until such time as it has met with the Wandering Lions Club to resolve any outstanding issues.	Lions Club unable to attend until August.	
18/07/2019	10.1		Policy Manual Review	Adopts the attached Policy Manual, with the exception of: Policy 9 – to be reviewed by the CEO and represented Policy 34 (not required) Policy 49 – to be reviewed by the CEO and represented Policy 59 – to be reviewed by the CEO and represented Policies 61 & 62 to be referred to the BFAC for advice	Policy Manual Adopted, awaiting Delegation Register to be adopted to cross reference both documents. Policies withdrawn for review will be presented by October 2019	
18/07/2019	10.2		Adoption of 2019/2020 Budget		Published	19/07/2019
18/07/2019	10.3		Wandering Town Dams 1 and 2	Authorise the CEO to commence proceedings to secure part of Reserve 29674, as delineated in pink on the attached map, to be vested in the Shire for the purposes of "Community Water Supply".	Email 19/07/2019 – Correspondence 31/07/2019 Water Corp undertaking due diligence. Awaiting Draft Licence	
18/07/2019	10.4		RAV Network Application – George Road	Support the inclusion of George Road as a "Restricted Local Access Permit" route with the following conditions: <ul style="list-style-type: none"> Headlights to be switched on at all times. Current written support from the Road Asset Owner, endorsing use of the road, must be obtained, carried in the vehicle and produced upon request. No operation on unsealed road segment when visibly wet, without road owner's approval 	Email 19/07/2019 Correspondence to Derek Murray & Co 30/07/2019	19/07/2019
18/07/2019	11.1		Town Planning Application – Verandah – 70 Blackboy Gully Road	Approve the planning application to construct a verandah at Lot 69 (70) Blackboy Gully Road, Wandering, subject to conditions and advice notes.	Approved – permit issued.	24/07/2019
18/07/2019	11.2		Town Planning Application – Shed – 70 Wandoo Crescent	Defer this matter pending further information.	Resubmitted 15/08/2019	

18/07/2019	15.1		Confidential – Orix Utility – Option to Purchase	Authorises the CEO to purchase the 2017 Toyota Hilux SR 2.8l turbo diesel from Orix Australia for a price not exceeding \$43,565 including GST.	EMTS – email to Orix awaiting confirmation of purchase price.	
18/07/2019	15.2		Confidential – Changeover of Holden Caprice	1. Accepts the quote from Edwards Holden for a Holden Trailblazer LTZ (White) at a net cost of \$8,327.27; and 2. Enters into an arrangement with Edwards Holden to change over the Holden Trailblazer LTZ every 15,000km at a net cost of \$909.09 ex-GST until the agreement is terminated by either party.	Order issued 29/07/2019 Vehicle delivered	30/07/2019
18/07/2019	15.3		Confidential – Waste Collection Quote – RFQ2019/03 – Joint with Shire of Williams	Authorise the CEO to advise the Shire of Williams that its preferred option is to enter into a joint five (5) year contract with the Shire of Williams with Avon Waste as the preferred supplier, and as per the scope of services outlined in the Request for Quote documentation, noting that the SUEZ North Bannister Landfill is the Shire of Wandering's preferred disposal site.	Advised Shire of Williams 19/07/2019 Meeting with Avon Waste scheduled 06/08/2019	

17. CLOSURE OF MEETING

There being no further business the meeting closed at 6:18pm.