

SHIRE OF WANDERING

22 Watts Street, Wandering WA 6308

Ph: 08 9884 1056

www.wandering.wa.gov.au



Our Vision:

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

ORDINARY MEETING OF COUNCIL

Minutes 16 April 2020

In accordance with the Regulations, in particular r14D(2)(a)(ii) and 14D(2)(b)(ii) the Shire President, has determined, having consulted with the CEO, in accordance with r14D(4) to conduct the this Ordinary Council Meeting via an alternate electronic means of telephone communication.

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ORDINARY MEETING OF COUNCIL MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Meeting declared open at 3:31pm via telephone conference.

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

Present:

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

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

Nil

4. PUBLIC QUESTION TIME

Public Question time was conducted by electronic means, and there were no questions for Council.

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1. ORDINARY MEETING OF COUNCIL HELD – 19/03/2020

COUNCIL DECISION

Moved Cr Price

Seconded Cr Treasure

That the Minutes of the Ordinary Meeting of Council held 19/03/2020 be confirmed as a true and correct record of proceedings without amendment.

CARRIED 7/0

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

The Shire President reporting on the various webinars & teleconferences attended in the last month.

8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

9. REPORTS OF COMMITTEES AND/OR WORKING GROUPS

9.1. STYLE GUIDE WORKING GROUP – 23/03/2020

The Style Guide Working Group met on 23/03/2020, and agreed to the following style for Council's new stationery:

SHIRE OF WANDERING

22 Watts Street, Wandering WA 6308

Ph: 08 9884 1056

www.wandering.wa.gov.au



Wandering Road District
Established 1874

ITEM 9.1 - STYLE GUIDE WORKING GROUP RECOMMENDATION

Moved Cr Watts

Seconded Cr Curtis

That Council adopt the above header and footer for its new stationery.

CARRIED 7/0

10. CHIEF EXECUTIVE OFFICER'S REPORTS

10.1. WRITE-OFF OF OUTSTANDING RATES – PENSIONER CLAIM – A46

| | |
|----------------------------|---------------------|
| Proponent | Shire of Wandering |
| Owner | A46 |
| Location/Address | |
| Author of Report | Belinda Knight, CEO |
| Date of Meeting | 16/04/2020 |
| Previous Reports | Nil |
| Disclosure of any Interest | Nil |
| File Reference | A46 |
| Attachments | Nil |

BRIEF SUMMARY

To consider writing off \$785.50 on back rates.

BACKGROUND

IT Vision have completed the Pensioner imbalance investigation and have reconciled the pensioners from the current year back to 1/06/2016.

The imbalance of \$785.50 relates to assessment A46. In 2016/2017 pensioner rebate was claimed for Mr G. Carstairs however was rejected by Office of State Revenue (OSR) and not actioned by the Rates Officer.

The pensioner record in SynergySoft notes that Mr Carstairs was deceased 30.06.2017. OSR have confirmed that Mr Carstairs actually passed away on 31/5/2016 (according to the Cemeteries Board) therefore was not entitled to the rebate for 2016/17.

The ownership of the property was then transferred to Mrs M. Carstairs on 20/02/2017.

STATUTORY/LEGAL IMPLICATIONS

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

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

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

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

(c) *write off any amount of money,*

which is owed to the local government.

** Absolute majority required.*

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

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

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

POLICY IMPLICATIONS

No policy applies.

FINANCIAL IMPLICATIONS

As outlined in the background.

STRATEGIC IMPLICATIONS

No strategic implications.

CONSULTATION/COMMUNICATION

Via IT Vision Rates Health Check.

COMMENT

Based on the advice provided by IT Vision, the fault for the outstanding amount lies with the Shire, due to the fact that the officer at the time did nothing to follow this up. It is unreasonable to burden the new owner of the property with this debt that has remained un-actioned for over three years, and it is recommended that the charge be written off.

VOTING REQUIREMENTS

Simple Majority

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.1 WRITE-OFF OF OUTSTANDING RATES
– PENSIONER CLAIM – A46**

Moved Cr Whitely

Seconded Cr Parsons

That Council, pursuant to s6.12(1)(c) of *The Local Government Act 1995*, write off the amount of \$785.50 from Assessment 46.

CARRIED 7/0

AUTHOR'S SIGNATURE:

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

10.2. DRAFT POLICY 71 & DELEGATION 54 – FINANCIAL HARDSHIP

| | |
|-----------------------------------|--|
| Proponent | Shire of Wandering |
| Owner | |
| Location/Address | |
| Author of Report | Belinda Knight, CEO |
| Date of Meeting | 16/04/2020 |
| Previous Reports | N/A |
| Disclosure of any Interest | Nil |
| File Reference | |
| Attachments | Draft Policy 71 Draft Delegation 54 |

BRIEF SUMMARY

To consider adopting the attached Financial Hardship Policy

BACKGROUND

In the light of the current COVID-19 pandemic, and the financial hardship being faced by many members of our community, WALGA has drafted a “Financial Hardship Policy & Delegation” for consideration by local governments across the state. The CEO has modified this policy to suit the Shire’s requirements.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

As attached.

FINANCIAL IMPLICATIONS

Unknown until the final budget preparations.

STRATEGIC IMPLICATIONS

IMPROVE OUR FINANCIAL POSITION

| Our Goals | Our Strategies |
|---|---|
| The Wandering Shire is financially sustainable | Improve accountability and transparency Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs Prudently manage our financial resources to ensure value for money |

PROVIDE STRONG LEADERSHIP

| Our Goals | Our Strategies |
|---|---|
| A well informed Community | Foster Opportunities for connectivity between Council and the Community |
| We plan for the future and are strategically focused | Ensure accountable, ethical and best practice governance Develop and maintain our Strategic Plan, Corporate Business Plan, Asset Management Plan, Workforce Plan and Long Term Financial Plan Service Level Plans detail operational roles, responsibilities and resources Engage with local, regional, state and federal stakeholders to grow mutually beneficial relationships |

CONSULTATION/COMMUNICATION

Via regular webinars facilitated by WALGA

COMMENT

Nothing further, the draft policy is self-explanatory.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.2 – DRAFT POLICY 71 & DELEGATION 54 – FINANCIAL HARDSHIP

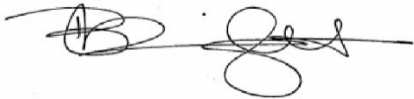
Moved Cr Treasure

Seconded Cr Price

That Council adopts the attached Draft Policy 71 and Draft Delegation 54 – Financial Hardship.

CARRIED BY AN ABSOLUTE MAJORITY OF 5/2

AUTHOR'S SIGNATURE:

A handwritten signature in black ink, appearing to be "B. J. [unclear]", written over a horizontal line.

| | |
|----------------------|------------------|
| POLICY TYPE: | FINANCIAL |
| DATE ADOPTED: | |

| | |
|----------------------------|-----------|
| POLICY NO: | 71 |
| DATE LAST REVIEWED: | |

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

| | |
|----------------------------|---|
| LEGAL (SUBSIDIARY): | <i>Local Government (Financial Management) Regulations 1996</i> |
|----------------------------|---|

| | |
|--|-----|
| DELEGATION OF AUTHORITY APPLICABLE: | Yes |
|--|-----|

| | |
|-----------------------|--|
| DELEGATION NO. | |
|-----------------------|--|

| ADOPTED POLICY | |
|-----------------------|--|
|-----------------------|--|

| | |
|-------------------|--|
| TITLE: | Financial Hardship during declared State of Emergency |
| OBJECTIVE: | <ul style="list-style-type: none"> To give effect to the Shire’s commitment to support the whole community to meet the unprecedented challenges arising from declared State of Emergencies, the Shire of Wandering recognises that these challenges may result in financial hardship for ratepayers or debtors of the Shire. This Policy is intended to ensure that the Shire offers fair, equitable, consistent and dignified support to ratepayers or debtors suffering hardship, while treating all members of the community with respect and understanding at these difficult times. |

SCOPE

This policy applies to:

1. Outstanding rates, debtors and service charges as at the date of adoption of this policy; and
2. Rates and service charges levied during any period where a declared State of Emergency is in force.

It is a reasonable community expectation, as the Shire deals with the effects of any declared State of Emergency, that those with the capacity to pay rates will continue to do so. For this reason, the Policy is not intended to provide relief to ratepayers or debtors who are not able to evidence financial hardship and the statutory provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* will apply.

POLICY STATEMENT

1 Payment difficulties, hardship and vulnerability

Financial hardship occurs where a person is unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependants. The Shire of Wandering recognises the likelihood that a declared State of Emergency will increase the occurrence of payment difficulties, financial hardship and vulnerability in our community. This policy is intended to apply to all ratepayers or debtors experiencing financial hardship.

2 Financial Hardship Criteria

While evidence of hardship is required, the Shire recognises that not all circumstances are alike, and will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- Recent unemployment or under-employment
- Sickness or recovery from sickness
- Loss of primary source of income
- Unanticipated circumstances such as caring for and supporting extended family

Ratepayers or debtors are encouraged to provide as much information as possible to support their individual circumstances, which will be taken into consideration during the assessment process. Preference will be for ratepayers or debtors to enter into a reasonable payment proposal. The Shire will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying statutory responsibilities.

3 Payment Arrangements

Payment arrangements facilitated in accordance with Clause 2 of this Policy, and Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:

- That a ratepayer or debtor has made genuine effort to meet rate and service charge obligations in the past;
- The payment arrangement will establish a known end date that is realistic and achievable;

- The ratepayer or debtor will be responsible for informing the Shire of Wandering of any change in circumstance that jeopardises the agreed payment schedule.

In the case of severe financial hardship, the Shire reserves the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

4 Interest Charges

A ratepayer or debtor that meets the Financial Hardship Criteria and enters into a payment arrangement may request a suspension or waiver of interest charges. Applications will be assessed on a case by case basis.

5 Deferment of Rates

Deferment of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates balance:

- remains as a debt on the property until paid;
- becomes payable in full upon the passing of the concession card holder, or if the property is sold or if the concession card holder ceases to reside in the property;
- may be paid at any time, BUT the concession will not apply when the rates debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

6 Debt recovery

Debt recovery processes will be suspended whilst negotiating a suitable payment arrangement with a ratepayer or debtor. Where a ratepayer or debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises the Shire, and makes an alternative plan before defaulting on the 3rd due payment, then the Shire will continue to suspend debt recovery processes.

Where a ratepayer or debtor has not reasonably adhered to an agreed payment plan, then for any Rates, debtors and Service Charges that remain outstanding on 1 July of any financial year, the Shire will offer the ratepayer one further opportunity of adhering to a payment plan that will clear the total debt by the end of that financial year.

Rates, debtors and service charges that remain outstanding at the end of the said financial year, will then be subject to the rates debt recovery procedures prescribed in the *Local Government Act 1995*, and Council Policy 41.

7 Review

The Shire will advise effected ratepayers or debtors of all decisions made under this policy, and advise them of their right to seek a review by the full Council.

8 Communication and Confidentiality

The Shire will maintain confidential communications at all times and undertakes to communicate with a nominated support person or other third party at the ratepayer's or debtor's request.

The Shire recognises that applicants during the times of a declared State of Emergency are experiencing additional stressors, and may have complex needs, and will provide additional time to respond to communication and will communicate in alternative formats where appropriate. All communication with applicants is to be clear and respectful.

9 Conflict of Interest

Where the ratepayer or debtor has a close relationship with any employee, or Council Member, that employee or Council Member must remove themselves from any decision-making process.

Delegation No: 54

Financial Hardship

| | |
|---------------------|-----------|
| DATE ADOPTED: | |
| DATE LAST REVIEWED: | |
| POLICY REFERENCE: | Policy 71 |

| | |
|-------------------|-----|
| DELEGATE: | CEO |
| SUB-DELEGATED: | No |
| SUB-DELEGATED TO: | |

LEGAL (PARENT):
Local Government Act 1995 s5.42

LEGAL (SUBSIDIARY):

| | |
|------------|---|
| Conditions | <i>Must comply with relevant policies</i> |
|------------|---|

POWER OR DUTY DELEGATED

Council delegate its authority and power to the Chief Executive Officer to:

1. In consultation with the Shire President, determine financial hardship; and
2. Implement payment arrangements;

in accordance with Policy 71.

REVIEW REQUIREMENTS

At least once every financial year.

AUTHORITY

_____ Date _____

Cr Ian Turton
Shire President

**10.3. APPLICATION FOR PLANNING APPROVAL – SINGLE RESIDENTIAL DWELLING & TANK – LOT 9
MELLOWS RD, WANDERING**

| PROPERTY DETAILS | | | |
|------------------|---|----------------|-----------------|
| Assessment No: | A384 | Owner: | Spandau Pty Ltd |
| Corresp. No: | PA62 | Date Received: | 30/03/2020 |
| Lot/Location No: | Lot 9 DP 54330 | | |
| Street Name: | Cnr Pollard & Mellows Road (Wandering Estate) | Suburb: | Wandering |

| PURPOSE: | |
|--|-----------------------------|
| Description of Proposed Use: | Residential Dwelling & Tank |
| Nature of any existing buildings and or/use: | Vacant Land |
| Zoning: | Rural Residential |
| Zoning Use Code: | P |
| Heritage Listed: | No |
| Setback variation required: | No |
| Policy Applicable: | No |
| Author of Report | Belinda Knight, CEO |
| Date of Meeting | 16/04/2020 |

BACKGROUND:

To consider approval conditions for a single residential dwelling and tank to be located on Lot 9 Cnr Pollard & Mellows Road, Wandering.

COMMENT:

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. (the scheme). Clause 5.16.3 of the scheme states that planning approval is required for all development with in the Rural residential zone.

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

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

The site requirements for Rural Residential properties as outlined in clause 5.16.1 of the scheme are as follows:

The minimum building setbacks shall be:

Front : 30.0m

Rear : 10.0m

Side : 10.0m

State Planning Policy 3.7 – Planning in Bushfire Prone Areas

The subject Lot is located within a bushfire prone area. A bushfire attack level of BAL-19 has been determined for the site. In accordance with clause 6.2a of State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7), the proposal is to comply with the measures outlined in the policy.

Consistent with clause 6.2 & 6.5 of SPP 3.7, a BAL Report and Certificate have been submitted with the proposal which:

- a. Shows the results of a Bushfire Hazard Level (BHL) assessment;
- b. Was completed by an accredited Bushfire Planning Practitioner (applicable to BAL report);
- c. Includes a BAL Contour Map displaying the indicative BAL ratings of the subject lot(s);
- d. Highlights any bushfire hazard issues; and
- e. Demonstrates compliance with the bushfire protection criteria.

LEGISLATIVE & POLICY:

Statutory & Town Planning

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Scheme) Regulations 2015*
- *Shire of Wandering Town Planning Scheme No.3*
- *State Planning Policy 3.7 – Planning in Bushfire Prone Areas*

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.3 APPLICATION FOR PLANNING APPROVAL – SINGLE RESIDENTIAL DWELLING & TANK – LOT 9 MELLOWS RD, WANDERING

Moved Cr Curtis

Seconded Cr Parsons

That Council approves the Application for Planning Approval, submitted by Redink Homes Pty Ltd, to construct a single residential dwelling and water tank at Lot 9 Mellows Road, Wandering, in accordance with the following conditions:

- The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Council;
- Any use, additions to and further intensification of any part of the building or land (not the subject of this consent) shall be subject to a further development application and consent for that use;
- Compliance with the relevant Health Regulations to the satisfaction of the Environmental Health Officer, including a new effluent disposal system that complies with the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974* being installed; and
- Satisfactory buildings plans being approved by the Shire.

CARRIED 7/0

COUNCIL DECISION - ITEM 10.3.1 – LOCAL PLANNING POLICY

Moved Cr Watts

Seconded Cr Price

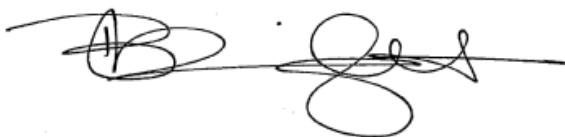
That Council directs the CEO to present to the May Council a Local Planning Policy dealing with permitted uses in the Rural Residential zone.

CARRIED 7/0

VOTING REQUIREMENTS:

Simple Majority.

AUTHORS SIGNATURE

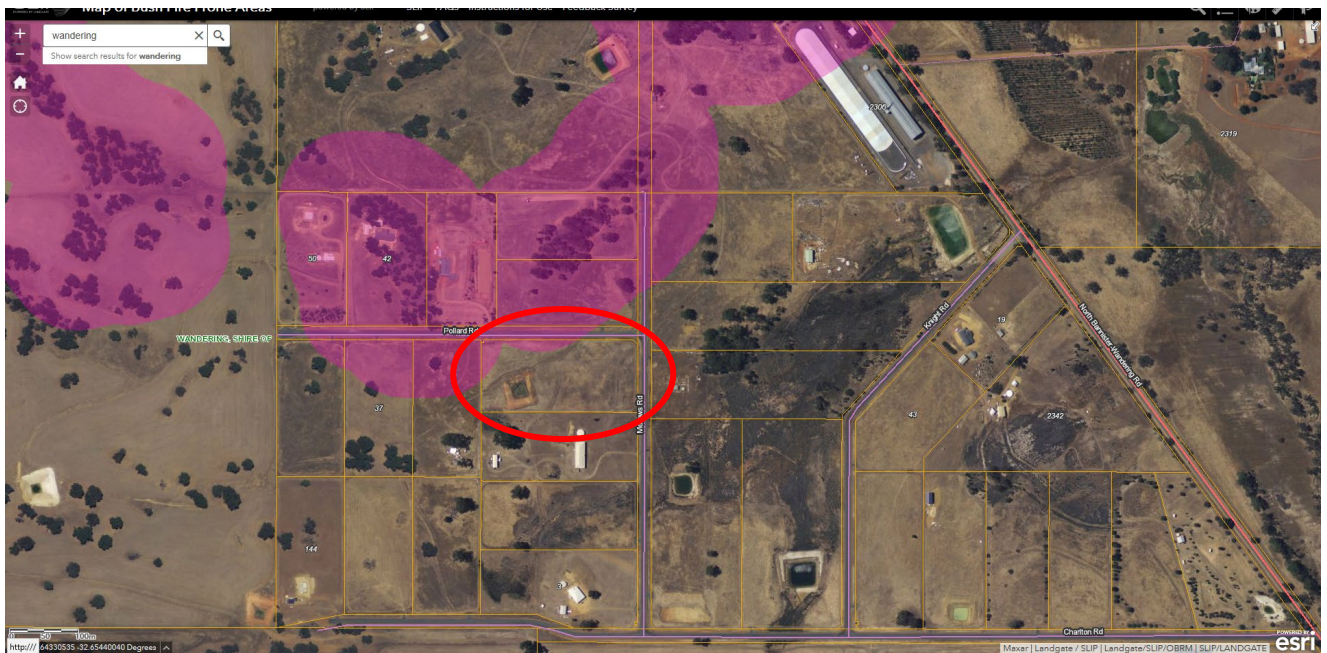
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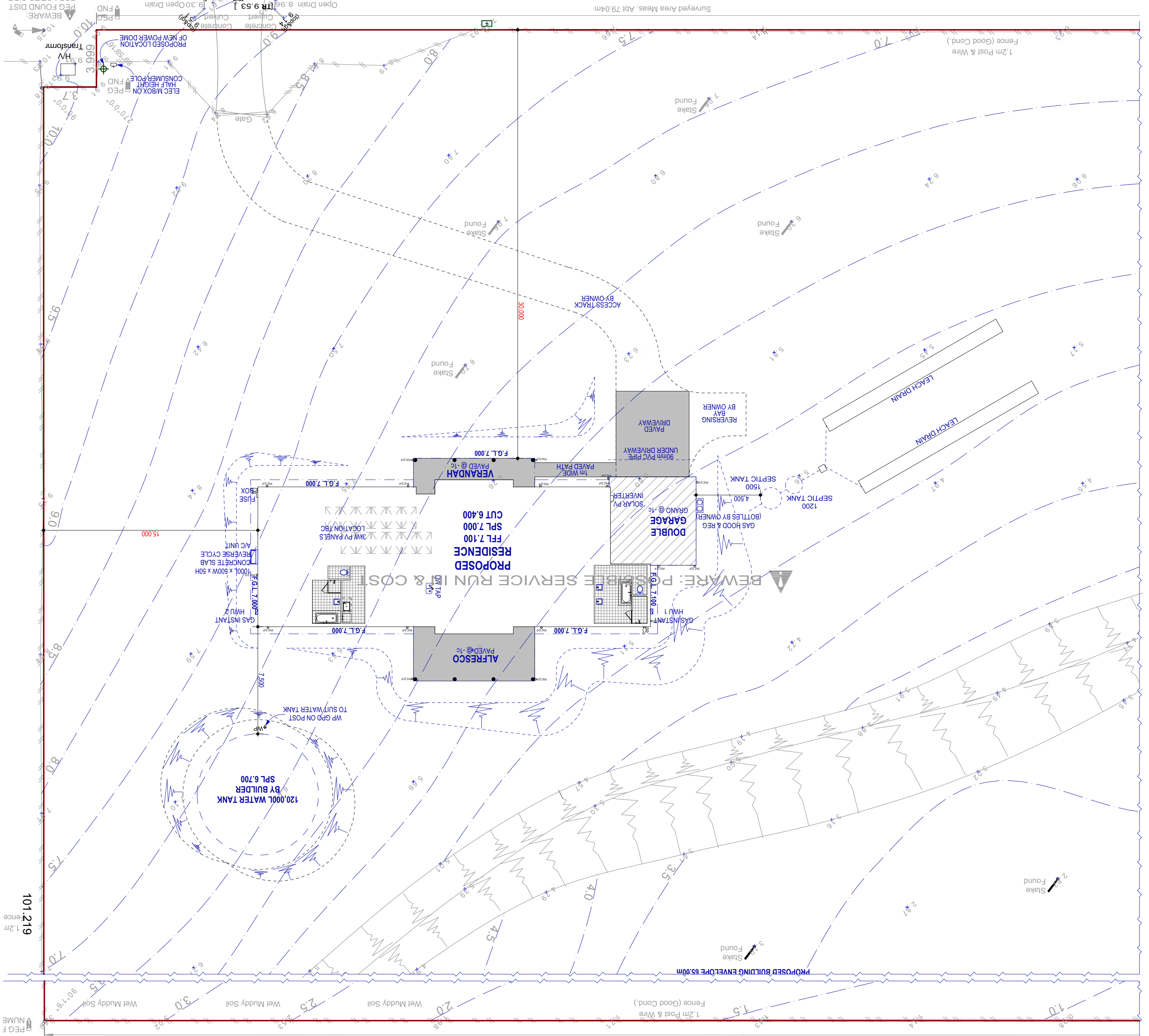
Pollard Road

Mellows Road



Map showing Bush Fire Prone Area:





| | | | |
|---|--|---|--|
| <p>Builder : Redink Homes 87-89 Gunthe Street, Osborne Park, Western Australia Telephone: (08) 9446 7361 Facsimile: (08) 9445 2998 Email : perth@collage.com.au Website: www.collage.com.au</p> | | <p>COTTAGE & ENGINEERING SURVEYS Licensed Surveyors J/N: 461516 DATE: 06 Nov 19 SCALE: 1:200 B. Saliba D. Plans4330</p> | |
| <p>CLIENT : Dawson LOT 9 Mellows Road, Wandering SITE AREA: 2419.05m²</p> | | <p>LEGEND (SSA AREA) SEC Dome Power Pole Phone Pils Water Con. Top Wall Top Retaining Top Fence</p> | |
| <p>CONCRETE NOTE: SET SHOWER RECESSES MAINTAIN REQUIRED SLAB THICKNESS TO ENGINEERS REQUIREMENTS</p> | | <p>STANDARD BCA NOTE: DWELLING TO BE ACCORDANCE WITH BCA & S.A. INTERCONNECTED & SMOKE ALARMS HAPWIRRED AS PER AS3786-2014 -STORMWATER AND SURFACE WATER DRAINAGE TO COMPLY WITH CLAUSE 3.1.2 BCA VOL. 2, 3.1.2.5 BCA VOL. 2 AND LOCAL AUTHORITY REQUIREMENTS.</p> | |
| <p>SEPTIC SYSTEM NOTE: SEPTIC SYSTEM BY BUILDER TO COUNCIL REQUIREMENTS. OF SEWER RUN TO BE @ PLUMBERS DISCRETION.</p> | | <p>TERMITE TREATMENT NOTE: TERMITE TREATMENT WILL BE IN ACCORDANCE WITH THE NATIONAL CONSTRUCTION CODE 2014 PART 3.1.3, PART 2.1.1 & PART 1.0.7 USING THE TERMICO TREATMENT MANAGEMENT SYSTEM.</p> | |
| <p>BUSHFIRE ATTACK LEVEL (BAL) 19 NOTE: CONSTRUCTION AS PER A.S. 3959-2009 DOWN 75mm MAINTAIN REQUIRED SLAB THICKNESS TO ENGINEERS REQUIREMENTS</p> | | <p>STORMWATER NOTE: CONNECTION TO WATER TANK BY BUILDER TO COUNCIL REQUIREMENTS.</p> | |

DISCLAIMER:
 Lot boundaries drawn on survey are based on landscape plan only. Survey does not include the search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.
 Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences which may not be on correct cadastral alignment. Any designs based or dependent on the location of existing features should have those features' location verified in relation to the true boundary. Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.
 Cottage & Engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbours levels and features that have occurred after the date on this survey. All sewer details plotted from information supplied by Water Corporation. should be confirmed prior to finalisation of any design work.

DISCLAIMER:
 Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences which may not be on correct cadastral alignment. Any designs based or dependent on the location of existing features should have those features' location verified in relation to the true boundary. Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.

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SOIL DESCRIPTION
 0.002 m
 LOT MISCLOSE
 Sand / Gravel / Clay (Found) /
 Rock (Post)
 Weatherbed & Galv. - Well Clear

NOTES:
EXTERNAL WALLS CONSISTS OF 230mm WIDE CAVITY BRICK CONST., UNLESS NOTED OTHERWISE. 90mm EXTERNAL LEAF & 90mm INTERNAL LEAF.

ALL INTERNAL WALLS ARE PLASTERED UNLESS NOTED OTHERWISE.

DOWNPipes & FLOOR WASTES POSITIONED AT PLUMBERS DISCRETION. FINAL POSITION MAY VARY TO PLAN.

CEILING INSULATION TO HOUSE & GARAGE TO BCA REQUIREMENTS AS PER ADDENDA.

28c CEILINGS UNLESS OTHERWISE NOTED.

ENGINEERS NOTE:
ALL ENGINEERS NOTATIONS, BEAM LAYOUTS & STRUCTURAL COLUMNS AS PER ENGINEERS DRAWINGS.

SITE CLASSIFICATION : S
FOOTING DETAIL : C3
WIND CATEGORY : N2
COASTAL CONDITIONS : CAT 3

ENERGY EFFICIENCY COMPLIANCE:
* R 4.0 CEILING INSULATION TO HOUSE & GARAGE.
* SELF SEALING EXHAUST FANS
* THERMAL BREAK TO BE LOCATED VERTICALLY BETWEEN THE GARAGE SLAB AND THE INTERNAL BRICKWORK.

PLUMBER NOTE:
PLUMBER TO INSTALL FLOOR WASTES WHERE REQUIRED IN ACCORDANCE WITH THE HEALTH ACT & NCC/BCA.

FLASHING NOTE:
ALL CAVITY CLOSERS AND STRUCTURAL COLUMNS TO BE FLASHED WITH ALCORE FLASHING AS PER A.S.

DOUBLE GLAZING NOTE:
DOUBLE GLAZING TO ALL WINDOWS AND DOORS EXCLUDING WET AREAS AND ALL TIMBER JOINERY

BUSHFIRE ATTACK LEVEL (BAL) 19 NOTE:
CONSTRUCT AS PER AS 3959 - 2009

FLOOR
- CONCRETE SLAB

WALLS
- BRICK WALLS PROVIDE METAL MESH TO WEED HOLES & VENTS WITH MAX APERTURE OF 2mm.
- TIMBER WALLS TO BE CLAD IN MINIMUM 6MM FIBRE CEMENT CLADDING

WINDOWS & SLIDING DOORS
IF YOU ARE COMPLYING WITH 6.5.1A (NEW) A.S.3959-2009
- WINDOWS TO BE FROM METAL CONSTRUCTION, INCLUDING ALL HARDWARE TO BE METAL (OR) BUSH FIRE RESISTANT TIMBER WITH METAL HARDWARE.
- ALL OPENABLE PORTIONS OF WINDOW ARE TO HAVE ALUMINIUM MESH INTERNALLY OR EXTERNALLY WITH MAX APERTURE OF 2mm
- ALL GLAZING LESS THAN 400mm FROM THE FLOOR TO HAVE TOUGHENED GLASS MIN 5mm

DOORS
SIDE HUNG DOORS TO BE BUSHFIRE RATED. SOLID TIMBER DOOR WITH MINI THICKNESS OF 35mm.
- FULLY FRAMED GLAZED DOORS TO BE FROM METAL OR FROM TIMBER RATED IN PARAGRAPH E2 (WINDOWS & DOORS), APPENDIX E, A.S. 3959-2009 & SHALL HAVE TOUGHENED GLASS MIN 5mm
- ALL HARDWARE TO BE METAL
- WEATHER STRIPS/ DRAUGHT EXCLUDERS/ DOOR SEALS ARE TO BE FITTED AT THE BASE OF SIDE HUNG DOORS

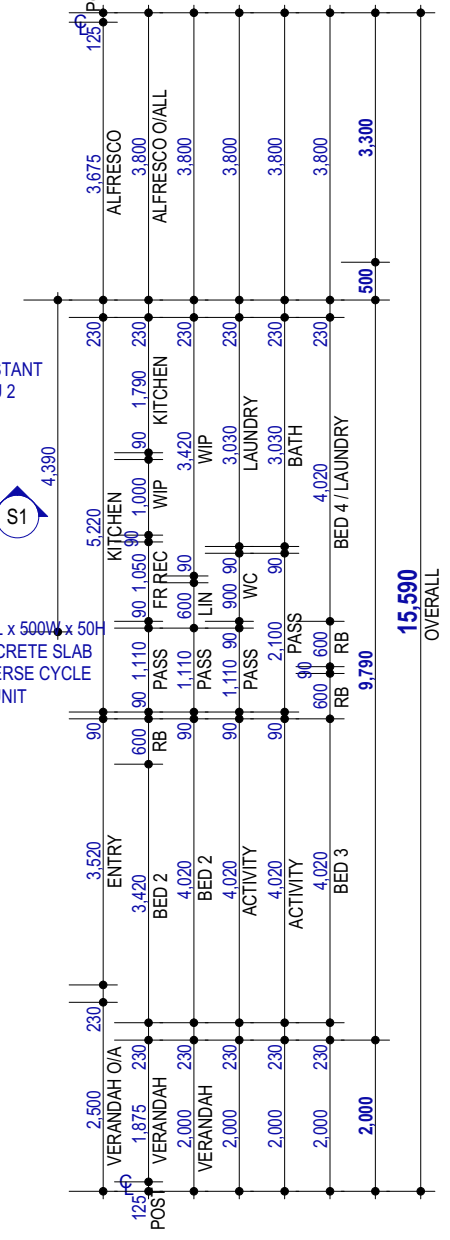
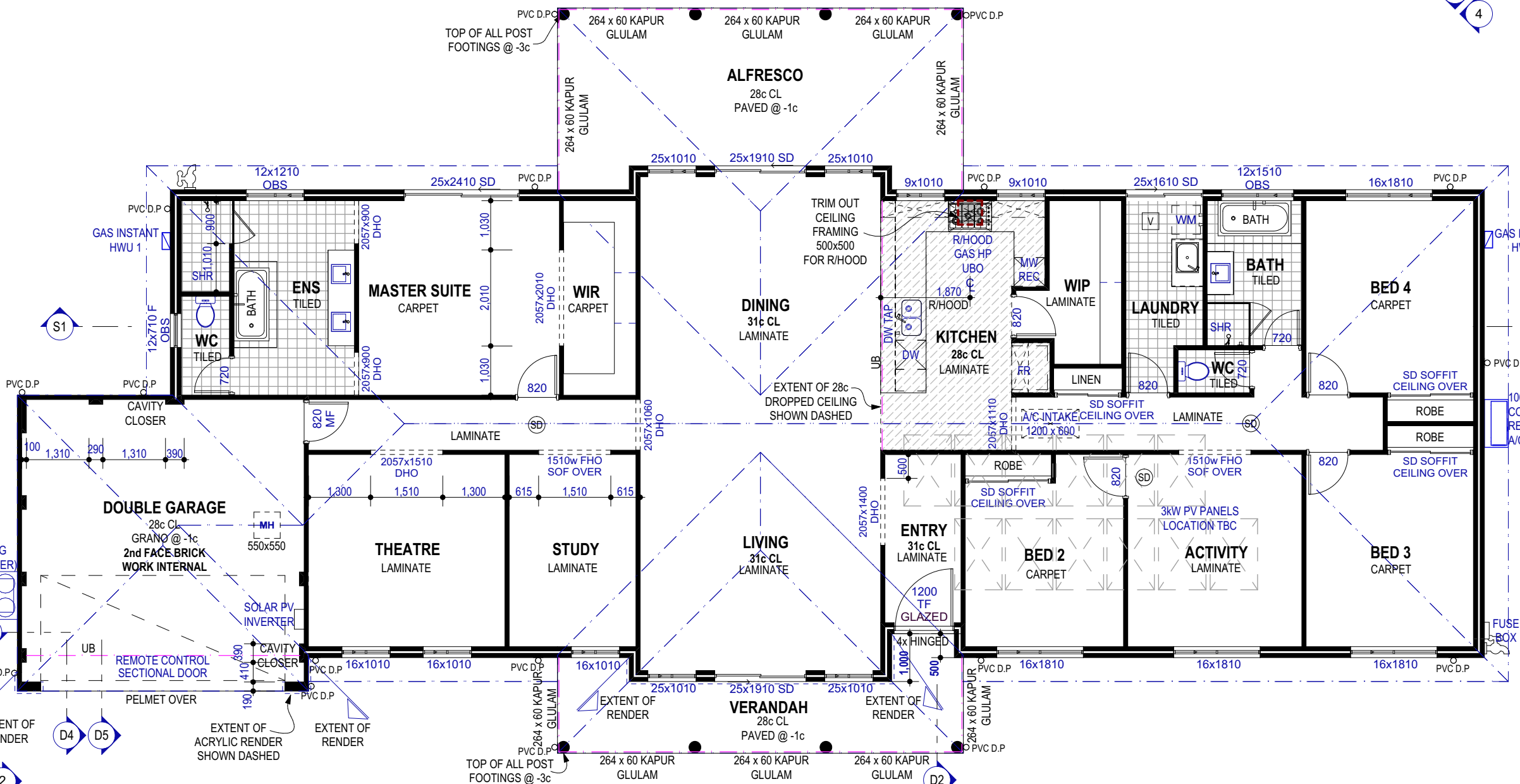
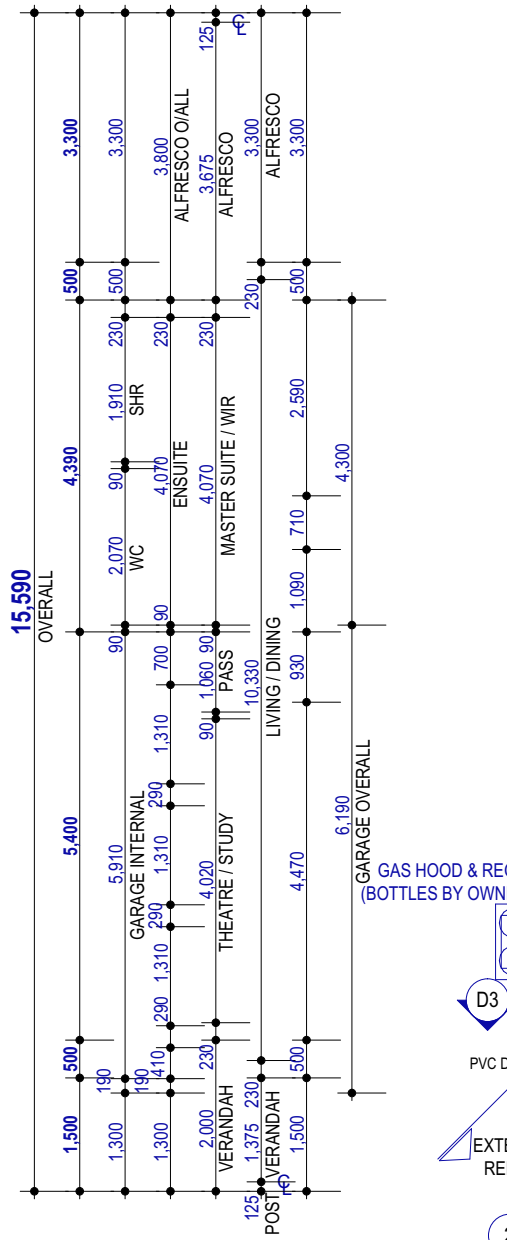
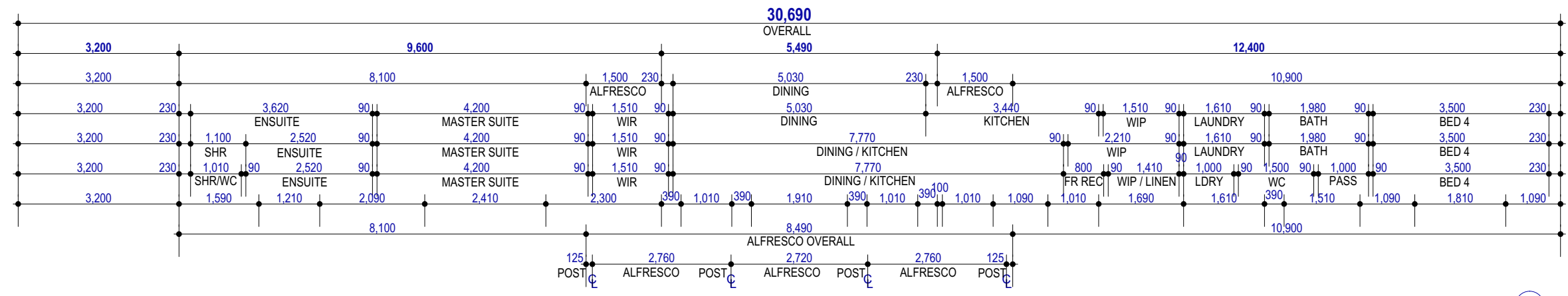
GARAGE DOORS
- DOORS TO BE CONSTRUCTED FROM NON-COMBUSTIBLE MATERIAL
- PANEL LIFT DOORS TO BE FITTED WITH SUITABLE WEATHER STRIPS, DRAUGHT EXCLUDERS, DRAUGHT SEALS OR GUIDE TRACKS A MAX GAP OF NO GREATER THAN 3mm & FITTED WITH NYLON BRUSHES.
- VEHICLE ACCESS DOORS SHALL NOT INCLUDE VENTILATION SLOTS

ROOF
- ROOF TILES/ SHEETS SHALL BE NON-COMBUSTIBLE
- ALL ROOF WALL JUNCTIONS SHALL BE SEALED TO PREVENT OPENINGS, GREATER THAN 3mm
- METAL ROOF: TO BE FULLY LINED W/ ANTI-CON INCLUDING HIPS AND VALLEY GUTTERS AND LOCATED OVER BATTENS W/ 5mm OVERLAP INTO GUTTERS
- TILED ROOF: TO BE FULLY SARKED INCLUDING HIPS AND VALLEY GUTTERS AND LOCATED UNDER BATTENS W/ 50MM OVERLAP INTO GUTTERS.
- ROOF VENTILATION OPENINGS SHALL BE FITTED WITH EMBER GUARD MESH WITH MAX APERTURE OF 2mm
- PROVIDE EMBER GUARDS TO ALL ROOF OPENINGS/VENT PIPES/COOLING UNITS AND ARE TO BE MADE OF MESH WITH MAX APERTURE OF 2mm
- IF LEAF GUARDS ARE INSTALLED THEY ARE TO BE NON-COMBUSTIBLE (NON STANDARD ITEM).

ROOF LIGHTS/PENETRATIONS
- ALL OVERHEAD GLAZING TO BE GRADE 'A' SAFETY GLASS COMPLYING WITH A.S.1288
- ALL PENETRATIONS SHALL BE ADEQUATELY SEALED TO PREVENT GAPS >3mm, INCLUDING OPENINGS IN VENTILATORS AND PIPES ETC WITH MESH OR PERFORATED SHEET WITH MAX APERTURE OF 2mm

EAVES
- EAVE VENTS GREATER THAN 3mm SHALL BE FITTED WITH EMBER GUARDS OF METAL WITH MAX APERTURE OF 2mm
- JOINING OF SHEETS MAY BE PLASTIC

WATER & GAS SUPPLY PIPES
- ALL ABOVE GROUND PIPING SHALL BE METAL



FIXING CARPENTER NOTE:
LINEN & WIP:
4x 450w SHELVES
ROBES & WIR:
1x SHELF & RAIL @ 1750

NOTE: UPRIGHT SUPPORT PANELS REQUIRED FOR SHELVING EXCEEDING 1800mm. EXACT LOCATIONS DETERMINED ON SITE AT FIXING CARPENTERS DISCRETION

BRICK LAYER NOTES:
RENDER TO FRONT ELEVATION:
EXTENT OF ACRYLIC RENDER TO GARAGE & LIVING EXTERNAL WALL ONLY AS PER ADDENDA.

BRICKLAYER NOTE:
EXTERNAL BRICKS TO BE 290 X 162 X 90
(1st external course to be 2c bricks laid in THIRD BOND)

| AREAS | | |
|---------------|------------------------|-----------|
| Name | Area | Perimeter |
| ALFRESCO | 29.517 | 25.580 |
| DOUBLE GARAGE | 36.951 | 24.560 |
| HOUSE | 258.842 | 77.560 |
| VERANDAH | 14.890 | 22.980 |
| | 340.200 m ² | |

| | | | |
|-----------|--------------------|--|------------------|
| THE GRAND | FLOOR PLAN A2 | DATE: 17/12/2019 SCALE: 1:100 REVISION N°: 3 | JOB N°: 1910019M |
| | SHEET N°: 06 of 13 | | |
| | DATE: 17/12/2019 | | |

CLIENT: DAWSON
SITE ADDRESS: LOT 9 MELLOWS ROAD WANDERING WA 6308
SALES: MATTHEW CLAY
DRAWN: FN

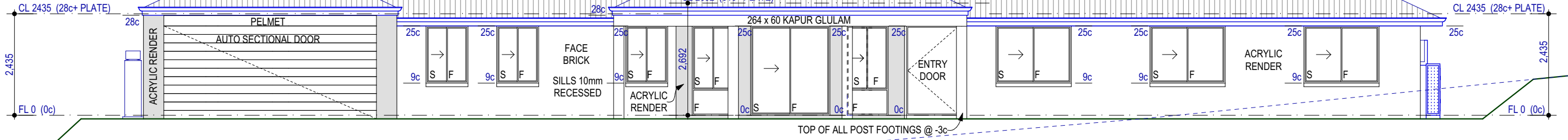
| | | |
|----------------|--------|--------|
| DATE: 05/12/19 | CHK: R | INT: R |
| 10/12/19 | FOR | FOR |
| 17/12/19 | FOR | FOR |

VARIATIONS:
DESCRIPTION:
REV: 1 CONTRACT (S101)
2 CONTRACT (S101)
3 CONTRACT (S101)
4 CONTRACT (S101)
5 CONTRACT (S101)
6 CONTRACT (S101)
7 CONTRACT (S101)
8 CONTRACT (S101)
9 CONTRACT (S101)

THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT:
OWNER: DATE:
OWNER: DATE:
BUILDER: DATE:

RENDER TO FRONT ELEVATION:
EXTENT OF ACRYLIC RENDER TO GARAGE & LIVING
EXTERNAL WALL ONLY AS PER ADDENDA.

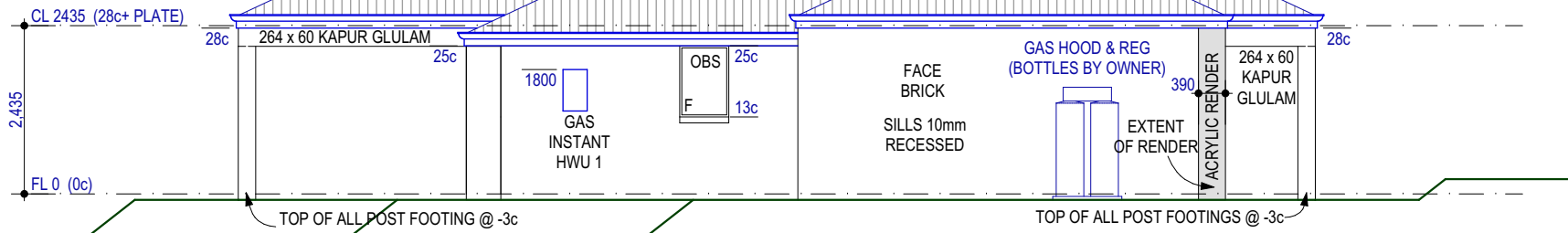
25° PITCH METAL ROOF
METAL GUTTERS,
FASCIA AND DOWNPIPES



1 ELEVATION

1:100

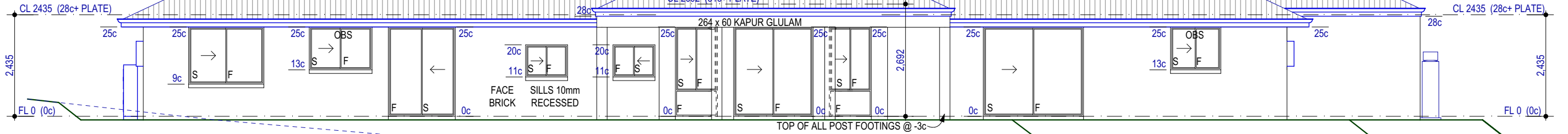
25° PITCH METAL ROOF
METAL GUTTERS,
FASCIA AND DOWNPIPES



2 ELEVATION

1:100

25° PITCH METAL ROOF
METAL GUTTERS,
FASCIA AND DOWNPIPES



3 ELEVATION

1:100

redink
H O M E S
BUILDERS REGISTRATION N° 12049
16 FROBISHER STREET,
OSBORNE PARK WA 6017
Phone (08) 9208 1111 Fax (08) 9208 1122
© Copyright 2016

THIS IS ONE OF THE
DRAWINGS REFERRED
TO IN THE CONTRACT :

OWNER.....DATE.....
OWNER.....DATE.....
BUILDER.....DATE.....

VARIATIONS:
REV: DESCRIPTION:
1' CONTRACT & SVO1
2' DRAFT CORR. (MS)
3' BAL 19

INT: CHK: DATE:
FN PDR 05.12.19
PDR PDR 10.12.19
PDR PDR 17.12.19

CLIENT:
DAWSON

SITE ADDRESS:
**LOT 9 MELLOWS ROAD
WANDERING WA 6308**

SALES: MATTHEW CLAY DRAWN: FN

**THE GRAND
ELEVATIONS 1**

DATE: 17/12/2019 SHEET N°:
SCALE: 1:100 07 of 13

REVISION N°: 3 JOB N°: 1910019M

Bushfire Attack Level (BAL) Certificate

Determined in accordance with AS 3959-2009

This Certificate has been issued by a person accredited by Fire Protection Association Australia under the Bushfire Planning and Design (BPAD) Accreditation Scheme. The certificate details the conclusions of the full Bushfire Attack Level Assessment Report (full report) prepared by the Accredited Practitioner.


Property Details and Description of Works

| | | | | | |
|---|----------------------------|-------------------------------|--------------------|---|-------------------------|
| Address Details | Unit no | Street no | Lot no 9 | Street name / Plan Reference MELLOWS ROAD | |
| | Suburb WANDERING | | | State WA | Postcode 6308 |
| Local government area | SHIRE OF WANDERING | | | Date 17/12/2019 | |
| Main BCA class of the building | 1A | Use(s) of the building | RESIDENTIAL | | |
| Description of the building or works | PROPOSED NEW DWELLING | | | | |

Determination of Highest Bushfire Attack Level

| AS 3959 Assessment Procedure | Vegetation Classification | Effective Slope | Separation Distance | BAL |
|------------------------------|---------------------------|-----------------|---------------------|-----|
| METHOD 1 | CLASS G GRASSLAND | UPSLOPE | 15M | 19 |

BPAD Accredited Practitioner Details

| | |
|---|---|
| Name Nathan Peart | <p>Nathan Peart Level 2 BPAD Accredited Assessor Accreditation No.: BPAD 38808</p>  <p><i>Authorised Practitioner Stamp</i></p> |
| Company Details Bushfire Smart | |
| I hereby certify that I have undertaken the assessment of the above site and determined the Bushfire Attack Level stated above in accordance with the requirements of AS 3959-2009. | |

Reliance on the assessment and determination of the Bushfire Attack Level contained in this certificate should not extend beyond a period of 12 months from the date of issue of the certificate. If this certificate was issued more than 12 months ago, it is recommended that the validity of the determination be confirmed with the Accredited Practitioner and where required an updated certificate issued.

11. OTHER OFFICER'S REPORTS

11.1. APPOINTMENT OF FIRE CONTROL & OTHER OFFICERS FOR THE 2020/2021 FIRE SEASON

| | |
|-----------------------------------|---|
| Proponent | Shire of Wandering |
| Owner | Chief Fire Control Officer – Peter Monk |
| Location/Address | 22 Watts Street, Wandering |
| Author of Report | Barry Gibbs, EMTS |
| Date of Meeting | 16/04/2020 |
| Previous Reports | 12/04/2019 |
| Disclosure of any Interest | Nil |
| File Reference | 05.051.05108 |
| Attachments | Nil |

BRIEF SUMMARY

The Chief Fire Control Officer (CFCO) in lieu of the Bush Fire Advisory Committee AGM that was cancelled due to Covid19, has recommended reappointing the existing 2019/20 Bush Fire Control Officers again for the 2020/21 fire season.

BACKGROUND

The Wandering Bush Fire Advisory Committee would normally meet in early April to advise Council on matters relating to its responsibilities under the Bush Fire Act 1954. These minutes would have then been presented to Council with recommendations for endorsement.

Due to the Corvid 19 epidemic the meeting was cancelled and the CFCO has recommended to maintain the status quo for Fire Control Officers during 2020/21 Bush Fire Season.

STATUTORY/LEGAL IMPLICATIONS

Section 38 of the Bush Fires Act 1954 provides that:

(1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A

(a) Appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

(2) (a) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.

(c) The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the Authority may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.

(d) Where a local government that has been served with a notice pursuant to paragraph (c) fails or neglects to comply with the requirements of that notice, the Authority may appoint a person who is not a member of staff (as defined in the DFES Act) to the vacant office.

(e) A bush fire control officer appointed by a local government under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the Authority, by the Authority.

(3) The local government may, in respect to bush fire control officers appointed under the provisions of this section, exercise so far as they can be made applicable the same powers as it may exercise in respect to its other officers, under the provisions of the Acts under which those other officers are appointed.

(4) A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —

(a) carrying out normal brigade activities;

(d) exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;

(e) procuring the due observance by all persons of the provision of Part III.

(5) (a) A local government may issue directions to a bush fire control officer appointed by the local government, or to an officer of a bush fire brigade registered by the local government to burn, subject to the provisions of this Act, bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the local government.

(b) The bush fire control officer, or officer of the bush fire brigade, may by authority of any directions so issued carry out the directions but subject to the provisions of this Act.

(c) The provisions of this subsection are not in derogation of those of subsection (4).

(6) (a) In this section — approved local government means a local government approved under paragraph by the Authority.

(b) If it appears to the Authority that the standard of efficiency of a local government in fire prevention and control justifies the Authority doing so, the Authority, by notice published in the Government Gazette —

(i) may approve the local government as one to which this subsection applies; and

(ii) may from time to time cancel or vary any previous approval given under this paragraph.

(c) An approved local government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary.

(ca) Where more than one fire weather officer is appointed by a local government the local government shall define a part of its district in which each fire weather officer shall have the exclusive right to exercise the power conferred by paragraph (h).

(cb) An approved local government may appoint one or more persons, as it thinks necessary, to be the deputy or deputies, as the case may be, of a fire weather officer appointed by the local government and where 2 or more deputies are so appointed they shall have seniority in the order determined by the local government.

(cc) Where the office of a fire weather officer is vacant or whilst the occupant is absent or unable to act in the discharge of the duties of the office, any deputy appointed in respect of that office under paragraph (cb) is, subject to paragraph (cd), entitled to act in the discharge of the duties of that office.

(cd) A deputy who is one of 2 or more deputies of a fire weather officer is not entitled to act in the discharge of the duties of the office of that fire weather officer if a deputy who has precedence over him in the order of seniority determined under paragraph (cb) is available and able to discharge those duties.

(d) The local government shall give notice of an appointment made under paragraph (c) or (cb) to the Authority and cause notice of the appointment to be published at least once in a newspaper circulating in its district and the Authority shall cause notice of the appointment to be published once in the Government Gazette.

(e) An approved local government may appoint a committee for the purpose of advising and assisting a fire weather officer or any deputy of a fire weather officer acting in the place of that officer under this subsection.

(f) Where a committee is appointed, a fire weather officer, or, as the case may be, a deputy of a fire weather officer while acting in the place of that officer, may exercise the authority conferred on him by paragraph (h), notwithstanding the advice and assistance tendered to him by the committee.

(g) The provisions of this subsection are not in derogation of those of any other subsection of this section.

(h) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is “catastrophic”, “extreme”, “severe” or “very high”, and upon the authority being given the person, if he has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.

(i) This subsection does not authorise the burning of bush — (i) during the prohibited burning times; or

(ii) during the period in which, and in the area of the State in respect of which, a total fire ban is declared under section 22A to have effect.

Section 38A of the Bush Fires Act provides that:

(1) At the request of a local government the Authority may appoint a member of staff (as defined in the DFES Act) to be the Chief Bush Fire Control Officer for the district of that local government.

(2) Where a Chief Bush Fire Control Officer has been appointed under subsection (1) for a district the local government is not to appoint a Chief Bush Fire Control Officer under section 38(1).

(3) The provisions of this Act, other than section 38(3), (4) and (5) apply to and in relation to the Chief Bush Fire Control Officer appointed under this section as if he or she were a Chief Bush Fire Control Officer appointed under section 38 by the local government.

(4) Section 38(3), (4) and (5) apply to and in relation to the Chief Bush Fire Control Officer appointed under this section as if —

(a) he or she were a Chief Bush Fire Control Officer appointed under section 38 by the local government; and

(b) the references in those subsections to the local government were references to the Authority.

Section 40 of the Bush Fires Act provides that:

Two or more local governments may by agreement join in appointing, employing and remunerating bush fire control officers for the purposes of this Act.

Bush fire control officers so appointed may exercise their powers and authorities and shall perform their duties under this Act in each and every one of the districts of the local governments which have joined in appointing them.

POLICY IMPLICATIONS

Draft Policy 61

FINANCIAL IMPLICATIONS

There are no known financial implication relating to this item.

STRATEGIC IMPLICATIONS

PROVIDE STRONG LEADERSHIP

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

CONSULTATION/COMMUNICATION

Belinda Knight – CEO

Peter Monk – Chief Fire Control Officer

COMMENT

The Shire of Wandering Chief Fire Control Officer has recommended to Council the following people be appointed to the respective Bush Fire Control positions for the 2020/21 Fire Season, as indicated:

| | |
|---|--|
| Chief Fire Control Officer | P Monk |
| Deputy Chief Fire Control Officer | G Treasure |
| Second Deputy Chief Fire Control Officer | Vacant |
| Chief Fire Weather Officers | P Monk GR Parsons T Treasure |
| Deputy Fire Weather Officers | B Dowsett A Watts |
| Vehicle Movement Ban Officers | P Monk GR Parsons B Dowsett T Treasure A Watts |
| Clover Burning Permit Officers | P Monk A Turton |
| Fire Control Officers | |
| Hastings | A Watts -Permit to Burn GR Parsons R Bostock C Ferguson A Turton – Permit to Burn |
| Wandering | T Hardie – Permit to Burn T Treasure – Permit to Burn S Watts – Permit to Burn |
| Codjototine | P Monk – Permit to Burn M Schorer – Permit to Burn B Hardie – Permit to Burn D Warburton – Permit to Burn |
| Wandering Town | G Treasure – Permit to Burn W Brand – Permit to Burn S Brand B Whitely |
| Dual Appointments | |
| Brookton P Monk GR Parsons | Pingelly R Bostock P Monk |
| Cuballing P Monk | Boddington T Hardie P Monk |
| Williams P Monk T Hardie | |

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 11.1 – APPOINTMENT OF FIRE CONTROL & OTHER OFFICERS FOR THE 2020/2021 FIRE SEASON

Moved Cr Parsons

Seconded Cr Curtis

That Council:

- Pursuant to *Section 38 of the Bush Fires Act 1954*, authorise the appointment of officers as contained in the table in the "Comment" section above, to the nominated positions for the 2020/21 Fire Season; and
- Directs the CEO to advertise the appointments in accordance with the *Bush Fires Act 1954*.

CARRIED 7/0

AUTHOR'S SIGNATURE:

A handwritten signature in black ink, appearing to be 'B J G', is written on a light blue rectangular background.

12. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED

12.1. COUNCILLOR'S MEETINGS ATTENDED SINCE 16/04/2020

Cr Watts advised the Newmont have been in touch with both himself 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

Given how quickly the CV-19 Pandemic has enveloped us, it is the feeling of Councillors that greater community contact is needed, along with the "CRC Care Package" to keep our community engaged and informed whilst aiding those who may require it.

14.1. COUNCIL'S RESPONSES TO COVID-19

Moved Cr Treasure

Seconded Cr Curtis

That Council grant leave to consider a motion on Council's dealing with its community relating to COVID-19 and the current declared State of Emergency,

CARRIED 5/2

14.1.1 COUNCIL'S RESPONSE TO COVID-19

Moved Cr Treasure

Seconded Cr Curtis

That Council, in light for the significant restrictions to all members of our community, requests the CEO to utilise the CRC resources to:

- Make telephone contact to those community members who may be vulnerable or isolated, seniors, and regular users of services and programs provided by the CRC, including library services, and offer support and assistance where possible. The CRC is to act as the general platform for feedback to the Shire on any areas it can be of further assistance during the Pandemic. The aim to keep these community members informed of how these services may still be provided.

Council requests this be rolled out as a matter of priority and reported back to council once underway and complete.

CARRIED 6/1

15. CONFIDENTIAL ITEMS

Local Government Act 1995 – s5.23(2)(c)

5.23. Meetings generally open to public

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following –

(a) a matter affecting an employee or employees; and

(b) the personal affairs of any person; and

(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;

15.1. CONFIDENTIAL – FREIGHT DEPOT

| | |
|-----------------------------------|---|
| Proponent | Star Track Freight Services |
| Owner | Hotham Mechanical |
| Location/Address | 22 Watts Street, Wandering |
| Author of Report | Belinda Knight, CEO & Barry Gibbs, EMTS |
| Date of Meeting | 19/03/2020 |
| Previous Reports | Nil |
| Disclosure of any Interest | Nil |
| File Reference | |
| Attachments | Nil |

COUNCIL DECISION 15.1 – CONFIDENTIAL FREIGHT DEPOT

Moved Cr Parsons

Seconded Cr Whitely

That this matter lay on the table.

CARRIED 7/0

16. INFORMATION ITEMS

16.1.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD – 01/03/2020 - 31/03/2020

| | |
|-----------------------------------|---|
| Proponent | Internal Report |
| Location/Address | |
| Author of Report | Sophie Marinoni, Finance Officer |
| Date of Meeting | 16/04/2020 |
| Disclosure of any Interest | Nil |
| File Reference | 10.1.6 |
| Attachments | List of Accounts Due & Submitted to Council |

BRIEF SUMMARY

To ratify payments made during the month of March 2020

BACKGROUND

The listing of payments for the month of March 2020 through the Municipal and Trust accounts are attached.

STATUTORY/LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

Policy 12 – Purchasing and Tenders

Policy 40 – Payment of Creditors

FINANCIAL IMPLICATIONS

Shire of Wandering

CERTIFICATE OF EXPENDITURE
16/04/2020



This Schedule of Accounts to be passed for payment, covering

| Payment Method | Cheque/EFT/DD Number | Amount |
|----------------------------|----------------------|---------------------|
| Trust Account | 9000001-9000003 | \$1,070.00 |
| Municipal Fund: | | |
| Electronic Funds Transfers | EFT5491 – EFT5574 | \$258,578.99 |
| Municipal Account | Nil | |
| Direct Debits | DD3312.1 – DD3353.1 | \$23,745.88 |
| | TOTAL | \$283,394.87 |

to the Municipal and Trust Accounts, totalling \$283,394.87 which were submitted to each member of the Council on 16/04/2020, have been checked and fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing's and the amounts shown are due for payment.

Belinda Knight

CHIEF EXECUTIVE OFFICER

STRATEGIC IMPLICATIONS

Provide Strong Leadership

| Our Goals | Our Strategies |
|---|--|
| 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> |

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 16.1 – SCHEDULE OF ACCOUNTS FOR 01/03/2020 – 31/03/2020

Moved Cr Whitely

Seconded Cr Price

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

CARRIED 7/0

| Chq/EFT | Date | Name | Description | Invoice Amount | Payment Amount |
|----------------|-----------------|---|---|----------------|---------------------|
| 1 | 09/03/20 | Department of Commerce - Bond Administration | | | -\$ 600.00 |
| | 23/01/20 | | Housing Bond 7 Gnowing St | \$ 600.00 | |
| EFT5491 | 09/03/20 | Best Office Systems | | | -\$ 395.10 |
| | 25/02/20 | | Copier Contract - Shire B&W copies, Colour copies | \$ 395.10 | |
| EFT5492 | 09/03/20 | Boddington IGA | | | -\$ 194.33 |
| | 19/02/20 | | Groceries Council Meeting | \$ 194.33 | |
| EFT5493 | 09/03/20 | Boddington News | | | -\$ 13.50 |
| | 21/02/20 | | Boddington News Edition 640 | \$ 13.50 | |
| EFT5494 | 09/03/20 | Hotham Mechanical | | | -\$ 504.80 |
| | 24/02/20 | | Service - WD.440 Labour, Oil filter, Air filter, Engine oil, Brake pad set, Drain plug washer, Consumables | \$ 504.80 | |
| EFT5495 | 09/03/20 | Quick Corporate Australia | | | -\$ 628.44 |
| | 21/01/20 | | Stationery Batteries, Diary 2020, Urinal deodorant blocks, Toilet cleaner, Dishwashing liquid, Toilet rolls, Toilet rolls, Hand towel, Dishwasher Tablets, Tea Bags, Suspension files, A4 Paper, Pens, Pens, Archive boxes, Coffee | \$ 628.44 | |
| EFT5496 | 09/03/20 | Reinforced Concrete Pipes Australia | | | -\$ 2,531.93 |
| | 18/02/20 | | Concrete pipes | \$ 2,531.93 | |
| EFT5497 | 09/03/20 | Robert George Curtis | | | -\$ 874.50 |

| Chq/EFT | Date | Name | Description | Invoice Amount | Payment Amount |
|----------------|-----------------|--|---|----------------|---------------------|
| | 03/03/20 | | Operating Waste Transfer Station 23/02/20 - 02/03/20, Clearing roadside bins | \$ 874.50 | |
| EFT5498 | 09/03/20 | Shire of Wandering Christmas Club | | | -\$ 290.00 |
| | 04/03/20 | | Payroll deductions | \$ 290.00 | |
| EFT5499 | 09/03/20 | Shire of Wandering Staff Lotto | | | -\$ 40.00 |
| | 04/03/20 | | Payroll deductions | \$ 40.00 | |
| EFT5500 | 09/03/20 | WA Contract Ranger Services | | | -\$ 537.62 |
| | 26/02/20 | | Contract Ranger Service 11/02/20 - 25/02/20 | \$ 537.62 | |
| EFT5501 | 09/03/20 | Wandering Community Fox Hunt | | | -\$ 300.00 |
| | 17/02/20 | | Sponsorship Community fox hunt 2020 | \$ 300.00 | |
| EFT5502 | 09/03/20 | Westrac | | | -\$ 2,216.68 |
| | 11/02/20 | | Repairs to Hydraulic Fan - WD.118 Parts, Labour, Mobilisation, Consumables | \$ 2,216.68 | |
| EFT5503 | | CANCELLED | | | |
| EFT5504 | | CANCELLED | | | |
| EFT5505 | 13/03/20 | AMPAC | | | -\$ 323.62 |
| | 29/02/20 | | Debt collections Claim service fee, Service travel fee | \$ 323.62 | |
| EFT5506 | 13/03/20 | Armadale Mower World & Service Co | | | -\$ 1,050.00 |
| | 19/02/20 | | Plant hire Lawn Reniation equipment | \$ 300.00 | |
| | 29/02/20 | | Gardening supplies Honda Professional 4-Stroke Edger | \$ 750.00 | |
| EFT5507 | 13/03/20 | Avon Waste | | | -\$ 3,151.51 |
| | 29/02/20 | | General waste services Domestic & commercial, General waste to landfill gate fee, Recycling Services, Recycle processing fee, Transfer Station general waste bins, General waste to landfill gate fee, Transfer Station recycle bins, Recycle processing fee, New fuel facility bin | \$ 3,151.51 | |
| EFT5508 | 13/03/20 | BOC | | | -\$ 76.28 |
| | 27/02/20 | | Container Service Oxygen, Acetylene, Argoshield, Medical Oxygen | \$ 76.28 | |
| EFT5509 | 13/03/20 | Benara Nurseries | | | -\$ 174.52 |
| | 17/02/20 | | Plants Plants, Potting mix | \$ 68.37 | |
| | 17/02/20 | | Plants Various Punnetts | \$ 106.15 | |
| EFT5510 | 13/03/20 | Boddington Hardware & Newsagency | | | -\$ 2,237.80 |
| | 06/02/20 | | Gardening supplies Triclophyr, Glyphosate, Wetter Aparent | \$ 2,237.80 | |
| EFT5511 | 13/03/20 | Boddington IGA | | | -\$ 97.39 |
| | 04/03/20 | | Groceries CRC Caf  | \$ 97.39 | |
| EFT5512 | 13/03/20 | Brooks Hire Service | | | -\$ 3,626.30 |
| | 24/02/20 | | Plant hire - Roller Smooth Vibe Hire charge, Enviromental levy | \$ 3,626.30 | |

| Chq/EFT | Date | Name | Description | Invoice Amount | Payment Amount |
|----------------|-----------------|--|--|----------------|---------------------|
| EFT5513 | 13/03/20 | C & D Cutri | | | -\$14,080.00 |
| | 23/02/20 | | Bridge maintenance - 422 <i>Labour</i> | \$ 2,706.00 | |
| | 28/02/20 | | Bridge maintenance - 420 <i>Labour</i> | \$11,374.00 | |
| EFT5514 | 13/03/20 | Ecowater Services | | | -\$ 1,195.80 |
| | 28/02/20 | | Recommission of ATU System <i>19 Humes Way, 22 Watts Street</i> | \$ 550.00 | |
| | 28/02/20 | | Aquarius Quartley Service - 5 Dunmall Dr <i>Labour, Chlorine</i> | \$ 180.40 | |
| | 28/02/20 | | Aquarius Quartley Service - 19 Humes Wy <i>Labour, Chlorine</i> | \$ 465.40 | |
| EFT5515 | 13/03/20 | Employment Training Solutions | | | -\$ 8,000.00 |
| | 20/10/19 | | Training & assessment <i>Pilot vehicle course</i> | \$ 8,000.00 | |
| EFT5516 | 13/03/20 | Exurban Rural & Regional Planning | | | -\$ 3,047.63 |
| | 02/03/20 | | Industrial Estate Rezoning <i>Labour, Consumables</i> | \$ 3,047.63 | |
| EFT5517 | 13/03/20 | Fuel Distributors of WA | | | -\$ 1,218.10 |
| | 20/02/20 | | Materials <i>Engine Oil, Truckwash, AD Blue</i> | \$ 1,218.10 | |
| EFT5518 | 13/03/20 | Galvins Plumbing Supplies | | | -\$ 197.41 |
| | 12/02/20 | | Vertical Bubbler | \$ 197.41 | |
| EFT5519 | 13/03/20 | IT Vision | | | -\$ 2,750.00 |
| | 28/02/20 | | Rates health check <i>Labour</i> | \$ 2,750.00 | |
| EFT5520 | 13/03/20 | LG People and Culture | | | -\$ 5,500.00 |
| | 10/03/20 | | Labour | \$ 5,500.00 | |
| EFT5521 | 13/03/20 | Liberty Rural | | | -\$35,716.00 |
| | 05/03/20 | | Fuel <i>ULP, Diesel</i> | \$35,716.00 | |
| EFT5522 | 13/03/20 | Lotex Filter Cleaning Service | | | -\$ 331.12 |
| | 16/01/20 | | Filter cleaning <i>Labour</i> | \$ 331.12 | |
| EFT5523 | 13/03/20 | Major Motors | | | -\$ 108.08 |
| | 20/02/20 | | Plant parts - WD.6 <i>Hitch ball mount, Towball, Hitch pull pin and clip</i> | \$ 108.08 | |
| EFT5524 | 13/03/20 | Mcpest Pest Control | | | -\$ 605.00 |
| | 28/02/20 | | Bridge termite treatments <i>Labour</i> | \$ 605.00 | |
| EFT5525 | 13/03/20 | Metrocount | | | -\$ 99.00 |
| | 17/02/20 | | Materials - Traffic counter <i>Battery pack</i> | \$ 99.00 | |
| EFT5526 | 13/03/20 | Moore Stephens | | | -\$ 2,376.00 |
| | 17/02/20 | | Training <i>Understanding PAYG - Jezamyn Douglas, Understanding TPAR - Sophie Marinoni, Changes to FBT - Belinda Knight</i> | \$ 594.00 | |
| | 27/02/20 | | 2020 Financial Reporting | \$ 1,782.00 | |
| EFT5527 | 13/03/20 | Narrogin Pumps Solar & Spraying | | | -\$ 69.00 |
| | 14/02/20 | | Plant parts <i>Handheld spraygun</i> | \$ 69.00 | |

| Chq/EFT | Date | Name | Description | Invoice Amount | Payment Amount |
|---------|----------|-------------------------------------|---|----------------|----------------|
| EFT5528 | 13/03/20 | Quality Press | | | -\$ 60.50 |
| | 04/03/20 | | DFES printed material <i>FIRS attendance pads</i> | \$ 60.50 | |
| EFT5529 | 13/03/20 | Quick Corporate Australia | | | -\$ 28.25 |
| | 17/02/20 | | CRC Cafe supplies <i>Milkshake cups, Paper straws</i> | \$ 28.25 | |
| EFT5530 | 13/03/20 | RK Roach | | | -\$ 2,838.00 |
| | 28/02/20 | | Survey setout for road design <i>Labour</i> | \$ 2,838.00 | |
| EFT5531 | 13/03/20 | SJR Civil Consulting | | | -\$ 3,960.00 |
| | 14/02/20 | | Road design <i>Forteen Mile Brook Road, Oval retic base plan</i> | \$ 3,960.00 | |
| EFT5532 | 13/03/20 | Shire of Williams | | | -\$ 421.74 |
| | 28/02/20 | | Shared advertising cost <i>Call for nominations, Notice of results</i> | \$ 421.74 | |
| EFT5533 | 13/03/20 | St John Ambulance Western Australia | | | -\$ 751.16 |
| | 25/02/20 | | Service first aid kits <i>Vehicles, Admin Building, CRC, CRC, Fire Station, Community Centre, Replacements, Replacements</i> | \$ 751.16 | |
| EFT5534 | 13/03/20 | Stabilised Pavements of Australia | | | -\$18,241.36 |
| | 25/02/20 | | Cement stabilisation <i>Labour</i> | \$18,241.36 | |
| EFT5535 | 13/03/20 | Synergy | | | -\$ 739.61 |
| | 03/03/20 | | Street lighting <i>Usage</i> | \$ 739.61 | |
| EFT5536 | 13/03/20 | Volt Air | | | -\$ 282.00 |
| | 04/03/20 | | Treatment room IT repairs <i>Labour, Outlet</i> | \$ 282.00 | |
| EFT5537 | 13/03/20 | WA Fuel Supplies | | | -\$40,546.87 |
| | 13/02/20 | | Fuels <i>Petrol, Diesel</i> | \$40,546.87 | |
| EFT5538 | 18/03/20 | Belinda Kaye Knight | | | -\$ 136.80 |
| | 12/03/20 | | Reimbursement <i>95% - CEO Mobile Phone</i> | \$ 136.80 | |
| EFT5539 | 18/03/20 | Boddington News | | | -\$ 13.50 |
| | 06/03/20 | | Boddington News <i>Edition 641</i> | \$ 13.50 | |
| EFT5540 | 18/03/20 | Narrogin Edwards Motors | | | -\$ 308.70 |
| | 05/03/20 | | Vehicle service - WD.480 <i>Labour, Parts, Oils, Consumables</i> | \$ 308.70 | |
| EFT5541 | 18/03/20 | Industrial Automation Group | | | -\$ 6,875.00 |
| | 06/03/20 | | Standpipe control system <i>50% deposit</i> | \$ 6,875.00 | |
| EFT5542 | 18/03/20 | Perfect Computer Solutions | | | -\$ 170.00 |
| | 12/03/20 | | Monthly IT maintenance <i>Labour</i> | \$ 170.00 | |
| EFT5543 | 18/03/20 | Resumes WA | | | -\$ 975.00 |
| | 13/03/20 | | OSH Project Officer <i>Labour</i> | \$ 975.00 | |
| EFT5544 | 18/03/20 | Startrack Express | | | -\$ 62.56 |
| | 04/03/20 | | Freight <i>Corsign</i> | \$ 62.56 | |

| Chq/EFT | Date | Name | Description | Invoice Amount | Payment Amount |
|---------|----------|---|--|----------------|----------------|
| EFT5545 | 18/03/20 | Western Australian Treasury Corporation | | | -\$37,441.13 |
| | 29/02/20 | | Final Principal Instalment | \$37,441.13 | |
| EFT5546 | 20/03/20 | Australian Taxation Office | | | -\$22,453.00 |
| | 29/02/20 | | BAS - Feb 2020 GST on Sales, Group Tax Clearing, GST on Purchases, Fuel Credits, Rounding | \$22,453.00 | |
| EFT5547 | 20/03/20 | Boddington Hardware & Newsagency | | | -\$ 145.80 |
| | 26/02/20 | | Gardening & spraying supplies Rake, Hose fitting, Hose, Hose fitting | \$ 145.80 | |
| EFT5548 | 20/03/20 | Boddington IGA | | | -\$ 18.59 |
| | 28/02/20 | | Cleaning Products Council chambers | \$ 18.59 | |
| EFT5549 | 20/03/20 | IT Vision | | | -\$ 1,650.00 |
| | 16/03/20 | | Rates service Feb 2020 | \$ 1,650.00 | |
| EFT5550 | 20/03/20 | Narrogin Auto Centre | | | -\$ 522.35 |
| | 10/03/20 | | Vehicle service - WD.001 Labour, Parts, Consumables | \$ 522.35 | |
| EFT5551 | 20/03/20 | Quick Corporate Australia | | | -\$ 180.88 |
| | 07/02/20 | | Stationery Bantex Binder, Avery Lateral File | \$ 169.33 | |
| | 13/02/20 | | Stationery A-Z Notebook | \$ 11.55 | |
| EFT5552 | 20/03/20 | Resumes WA | | | -\$ 965.83 |
| | 20/12/19 | | OSH Project Officer Labour, Field allowance | \$ 965.83 | |
| EFT5553 | 20/03/20 | City of Kalamunda | | | -\$ 2,692.80 |
| | 05/03/20 | | Planning Officer Building services, Town planning | \$ 2,692.80 | |
| EFT5554 | 20/03/20 | Shire of Wandering Christmas Club | | | -\$ 290.00 |
| | 18/03/20 | | Payroll deductions | \$ 290.00 | |
| EFT5555 | 20/03/20 | Shire of Wandering Staff Lotto | | | -\$ 50.00 |
| | 18/03/20 | | Payroll deductions | \$ 50.00 | |
| EFT5556 | 20/03/20 | Synergy | | | -\$ 4,651.81 |
| | 16/03/20 | | Depot Usage, Supply charge | \$ 392.65 | |
| | 16/03/20 | | Administration Building Usage, Supply charge | \$ 1,148.37 | |
| | 16/03/20 | | Fuel facility Usage, Supply charge | \$ 216.87 | |
| | 16/03/20 | | 19 Humes Wy Usage, Supply charge | \$ 549.33 | |
| | 16/03/20 | | 31 Dunmall Dr Usage, Supply charge | \$ 511.69 | |
| | 16/03/20 | | Cravan Park & Fire Station Usage, Supply charge | \$ 458.52 | |
| | 16/03/20 | | Community Centre Usage, Supply charge | \$ 559.85 | |
| | 16/03/20 | | CRC & Public conveniences Usage, Supply charge | \$ 814.53 | |
| EFT5557 | 27/03/20 | AMPAC | | | -\$ 840.60 |

| Chq/EFT | Date | Name | Description | Invoice Amount | Payment Amount |
|----------------|-----------------|------------------------------------|---|----------------|---------------------|
| | 26/03/20 | | Debt collections costs <i>Property search, Notice of Discontinuance, Claim filing fee, Claim service fee, Travel, Professional fee</i> | \$ 840.60 | |
| EFT5558 | 27/03/20 | Beeliar Terrarium | | | -\$ 220.00 |
| | 19/03/20 | | Terrarium Workshop <i>Labour</i> | \$ 220.00 | |
| EFT5559 | 27/03/20 | Best Office Systems | | | -\$ 161.74 |
| | 23/03/20 | | Copier Contract - Shire <i>B&W copies, Colour copies</i> | \$ 161.74 | |
| EFT5560 | 27/03/20 | Boddington News | | | -\$ 53.50 |
| | 06/03/20 | | Advertising <i>International Women's Day</i> | \$ 40.00 | |
| | 20/03/20 | | Boddington News <i>Edition 642</i> | \$ 13.50 | |
| EFT5561 | 27/03/20 | Brookton Plumbing | | | -\$ 2,080.00 |
| | 28/03/20 | | Pump out septic tank <i>19 Humes Wy, 22 Watts St</i> | \$ 2,080.00 | |
| EFT5562 | 27/03/20 | Corsign WA | | | -\$ 452.10 |
| | 06/03/20 | Corsign WA | Signs <i>"Caution Glyphosate Spraying in Progress", "Triclopyr" magnet</i> | \$ 452.10 | |
| EFT5563 | 27/03/20 | Hotham Mechanical | | | -\$ 2,377.65 |
| | 09/03/20 | | Vehicle service - WD.300 <i>Labour, Materials, Consumables</i> | \$ 672.10 | |
| | 09/03/20 | | Vehicle service - WD.458 <i>Labour, Parts, Consumables</i> | \$ 1,060.95 | |
| | 09/03/20 | | Vehicle service - WD.118 <i>Labour, Parts, Consumables</i> | \$ 644.60 | |
| EFT5564 | 27/03/20 | Leaf Bean Machine | | | -\$ 168.00 |
| | 05/03/20 | | CRC Cafe supplies <i>Coffee beans</i> | \$ 168.00 | |
| EFT5565 | 27/03/20 | Lisa Anne Coonz | | | -\$ 3,000.00 |
| | 26/03/20 | | Infrastructure bond refund <i>Refund Transportable Bond, Refund Infrastructure Bond</i> | \$ 3,000.00 | |
| EFT5566 | 27/03/20 | Perfect Computer Solutions | | | -\$ 170.00 |
| | 19/03/20 | | Monthly IT maintenance <i>Labour</i> | \$ 170.00 | |
| EFT5567 | 27/03/20 | Robert George Curtis | | | -\$ 819.50 |
| | 16/03/20 | | Operating Waste Transfer Station <i>08/03/20 - 16/03/20, Clearing roadside bins</i> | \$ 819.50 | |
| EFT5568 | 27/03/20 | Shire of Boddington | | | -\$ 4,290.00 |
| | 16/03/20 | | Self supporting loan <i>Boddington Wandering Gun Club</i> | \$ 4,290.00 | |
| EFT5569 | 27/03/20 | Startrack Express | | | -\$ 60.45 |
| | 11/03/20 | | Freight <i>RCPA</i> | \$ 60.45 | |
| EFT5570 | 27/03/20 | Steve Davis Builder | | | -\$ 400.00 |
| | 11/03/20 | | Building repairs - CRC <i>Labour</i> | \$ 400.00 | |
| EFT5571 | 27/03/20 | Tudor House | | | -\$ 108.00 |
| | 10/03/20 | | Flag <i>Australian flag, Freight</i> | \$ 108.00 | |
| EFT5572 | 27/03/20 | WA Contract Ranger Services | | | -\$ 514.25 |

| Chq/EFT | Date | Name | Description | Invoice Amount | Payment Amount |
|-----------------|-----------------|--|--|----------------|---------------------|
| | 25/03/20 | | Contract Ranger Service Labour | \$ 514.25 | |
| EFT5573 | 27/03/20 | WALGA | | | -\$ 780.00 |
| | 23/03/20 | | Understanding Local Government training Cr Treasure - March 2020 | \$ 195.00 | |
| | 23/03/20 | | Understanding Local Government training Cr Parsons - March 2020 | \$ 195.00 | |
| | 23/03/20 | | Understanding Local Government training Cr Curtis - March 2020 | \$ 195.00 | |
| | 23/03/20 | | Understanding Local Government training Cr Price - March 2020 | \$ 195.00 | |
| EFT5574 | 27/03/20 | Wandering Wheatbelt Wine aWards | | | -\$ 52.50 |
| | 20/03/20 | | Refund Long Table Lunch permit | \$ 52.50 | |
| DD3312.1 | 16/03/20 | Westpac Credit Card | | | -\$ 1,000.46 |
| | 18/01/20 | | Council supplies Water filter | \$ 16.00 | |
| | 19/01/20 | | Carwash O.WD | \$ 16.20 | |
| | 25/01/20 | | Groceries CRC Café, Aust Day | \$ 583.75 | |
| | 29/01/20 | | CRC Café supplies Biscuits & lollies, Delivery | \$ 384.51 | |
| DD3315.1 | 04/03/20 | WA Super | | | -\$ 4,521.99 |
| | 04/03/20 | | Payroll deductions | \$ 3,669.71 | |
| | 04/03/20 | | Payroll deductions | \$ 852.28 | |
| DD3315.2 | 04/03/20 | I & T Brown Family Super Fund | | | -\$ 682.50 |
| | 04/03/20 | | Payroll deductions | \$ 170.13 | |
| | 04/03/20 | | Payroll deductions | \$ 512.37 | |
| DD3315.3 | 04/03/20 | ANZ OnePath Masterfund | | | -\$ 807.06 |
| | 04/03/20 | | Payroll deductions | \$ 544.09 | |
| | 04/03/20 | | Payroll deductions | \$ 262.97 | |
| DD3315.4 | 04/03/20 | Colonial First State | | | -\$ 450.15 |
| | 04/03/20 | | Payroll deductions | \$ 115.42 | |
| | 04/03/20 | | Payroll deductions | \$ 334.73 | |
| DD3315.5 | 04/03/20 | SuperWrap Personal Super Plan | | | -\$ 89.26 |
| | 04/03/20 | | Payroll deductions | \$ 89.26 | |
| DD3315.6 | 04/03/20 | Prime Super | | | -\$ 230.47 |
| | 04/03/20 | | Payroll deductions | \$ 230.47 | |
| DD3315.7 | 04/03/20 | Retail Employees Superannuation | | | -\$ 60.40 |
| | 04/03/20 | | Payroll deductions | \$ 60.40 | |
| DD3315.8 | 04/03/20 | Australian Super | | | -\$ 133.09 |
| | 04/03/20 | | Payroll deductions | \$ 133.09 | |
| DD3326.1 | 04/03/20 | Telstra | | | -\$ 1,248.84 |

| Chq/EFT | Date | Name | Description | Invoice Amount | Payment Amount |
|-----------------|-----------------|--|---|----------------|---------------------|
| | 18/02/20 | | Phone charges <i>Administration Office, Harvest Ban line, Administration Office, Fuel Facility, CRC, Administration Office, Administration Office, Community Resource Centre, Administration Office, Treatment Room, Caravan Park, Cleaner, Supervisor, Remote Internet, Fuel Facility, Fuel Facility, CRC, Office Internet Connection, Office Internet Connection, New Phone System, Rounding</i> | \$ 1,248.84 | |
| DD3327.1 | 27/03/20 | Water Corporation | | | -\$ 2,573.64 |
| | 06/03/20 | | Caravan Park <i>Water Use</i> | \$ 241.52 | |
| | 06/03/20 | | Depot <i>Water use</i> | \$ 1,241.37 | |
| | 06/03/20 | | Administration Building <i>Water use</i> | \$ 254.51 | |
| | 06/03/20 | | Public Conveniences & CRC <i>Water use</i> | \$ 514.21 | |
| | 06/03/20 | | Community Centre <i>Water use</i> | \$ 322.03 | |
| DD3327.2 | 23/03/20 | Water Corporation | | | -\$ 1,641.23 |
| | 06/03/20 | | 19 Humes Wy <i>Water use, Service charge</i> | \$ 341.01 | |
| | 06/03/20 | | 5 Dunmall Dr <i>Water use, Service charge</i> | \$ 55.02 | |
| | 06/03/20 | | 14 Down St <i>Water use, Service charge</i> | \$ 89.74 | |
| | 06/03/20 | | 1 Dowsett St <i>Water use, Service charge</i> | \$ 175.60 | |
| | 06/03/20 | | 7 Gnowing St <i>Water use, Service charge</i> | \$ 138.42 | |
| | 06/03/20 | | 13 Dunmall St <i>Water use, Service charge</i> | \$ 841.44 | |
| DD3332.1 | 26/03/20 | Telstra | | | -\$ 5.71 |
| | 07/03/20 | | Tims Messaging <i>Fire Control</i> | \$ 5.71 | |
| DD3334.1 | 04/03/20 | WA Super | | | -\$ 714.84 |
| | 18/03/20 | | Payroll deductions | \$ 714.84 | |
| DD3338.1 | 18/03/20 | WA Super | | | -\$ 4,146.10 |
| | 18/03/20 | | Payroll deductions | \$ 3,305.02 | |
| | 18/03/20 | | Payroll deductions | \$ 841.08 | |
| DD3338.2 | 18/03/20 | I & T Brown Family Super Fund | | | -\$ 663.50 |
| | 18/03/20 | | Payroll deductions | \$ 170.13 | |
| | 18/03/20 | | Payroll deductions | \$ 493.37 | |
| DD3338.3 | 18/03/20 | ANZ OnePath Masterfund | | | -\$ 897.67 |
| | 18/03/20 | | Payroll deductions | \$ 605.17 | |
| | 18/03/20 | | Payroll deductions | \$ 292.50 | |
| DD3338.4 | 18/03/20 | Colonial First State | | | -\$ 450.15 |
| | 18/03/20 | | Payroll deductions | \$ 115.42 | |
| | 18/03/20 | | Payroll deductions | \$ 334.73 | |
| DD3338.5 | 18/03/20 | SuperWrap Personal Super Plan | | | -\$ 89.26 |
| | 18/03/20 | | Payroll deductions | \$ 89.26 | |
| DD3338.6 | 18/03/20 | Prime Super | | | -\$ 259.49 |

| Chq/EFT | Date | Name | Description | Invoice Amount | Payment Amount |
|-----------------|-----------------|--|---|----------------|---------------------|
| | 18/03/20 | | Payroll deductions | \$ 259.49 | |
| DD3338.7 | 18/03/20 | Retail Employees Superannuation | | | -\$ 86.13 |
| | 18/03/20 | | Payroll deductions | \$ 86.13 | |
| DD3338.8 | 18/03/20 | Australian Super | | | -\$ 112.39 |
| | 18/03/20 | | Payroll deductions | \$ 112.39 | |
| DD3339.1 | 05/03/20 | Bankwest | | | -\$ 1,128.10 |
| | 20/01/20 | | Australia Day Supplies <i>Kids bags</i> | \$ 48.00 | |
| | 08/02/20 | | Groceries <i>CRC Cafe, Council</i> | \$ 158.33 | |
| | 10/02/20 | | Carwash <i>O.WD</i> | \$ 16.20 | |
| | 10/02/20 | | Fuel <i>O.WD</i> | \$ 50.03 | |
| | 14/02/20 | | Interest | \$ 106.37 | |
| | 04/02/20 | | Adobe Licences <i>Monthly Subscription</i> | \$ 249.92 | |
| | 21/02/20 | | Groceries <i>CRC Cafe</i> | \$ 49.30 | |
| | 23/01/20 | | Council Lunch <i>Newmont Tour</i> | \$ 70.40 | |
| | 01/02/20 | | Groceries <i>Council</i> | \$ 45.08 | |
| | 02/02/20 | | CRC Café supplies <i>Milkshake tumblers</i> | \$ 33.70 | |
| | 02/02/20 | | Various materials <i>CRC Café milkshake maker, Office Cables</i> | \$ 93.77 | |
| | 04/02/20 | | Office materials <i>Monitor Arm</i> | \$ 207.00 | |
| DD3339.2 | 04/03/20 | Bankwest | | | -\$ 82.60 |
| | 07/02/20 | | Postage <i>Rates Instalment Notices</i> | \$ 82.60 | |
| DD3340.1 | 23/03/20 | ClickSuper | | | -\$ 4.95 |
| | 29/02/20 | | Transaction fee <i>Feb 2020</i> | \$ 4.95 | |
| DD3340.2 | 01/03/20 | First Data Merchant Solutions | | | -\$ 216.42 |
| | 29/02/20 | | Merchant Fee <i>Fuel facility</i> | \$ 216.42 | |
| DD3353.1 | 16/03/20 | Bankwest | | | -\$ 1,449.48 |
| | 16/02/20 | | Accommodation <i>Training - Roy McKenzie</i> | \$ 903.92 | |
| | 10/03/20 | | Drivers Licence upgrade <i>Depot</i> | \$ 94.70 | |
| | 24/02/20 | | CRC movie night <i>Angry Birds DVD, Ride Like a Girl DVD</i> | \$ 54.95 | |
| | 24/02/20 | | Bulk mail <i>International Women's Day flyers</i> | \$ 39.80 | |
| | 25/02/20 | | Parking fees <i>WALGA IR Seminar</i> | \$ 9.23 | |
| | 26/02/20 | | CRC Café expenses <i>Bread</i> | \$ 17.40 | |
| | 29/02/20 | | Council refreshments <i>Milk & Coffee</i> | \$ 29.68 | |
| | 07/03/20 | | Adobe Licences <i>Monthly Subscription</i> | \$ 249.92 | |

| Chq/EFT | Date | Name | Description | Invoice Amount | Payment Amount |
|----------------|-----------------|---|---|----------------|---------------------|
| | 07/03/20 | | Council refreshments <i>Milk & Coffee</i> | \$ 22.18 | |
| | 10/03/20 | | Plate change <i>WD.118</i> | \$ 27.70 | |
| 9000002 | 09/03/20 | Wandering CWA | | | -\$ 270.00 |
| | 21/11/19 | | Refund of Bond <i>Christmas Tree</i> | \$ 270.00 | |
| 9000003 | 09/03/20 | Wandering Primary School P & C | | | -\$ 200.00 |
| | 14/02/20 | | Refund of Bond <i>Community Centre - Fundraising for P & C</i> | \$ 200.00 | |
| | | | | Total | \$283,394.87 |

16.2.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD - 01/07/2019 – 31/03/2020

| | |
|-----------------------------------|---------------------------|
| Proponent | Internal Report |
| Author of Report | Belinda Knight, CEO |
| Date of Meeting | 16/04/2020 |
| Disclosure of any Interest | Nil |
| File Reference | 14.145.14512 |
| Attachments | Monthly Financial Reports |

BRIEF SUMMARY

Consideration of the Monthly Financial Reports for the period ending 31/03/2020

BACKGROUND

The following financial reports to 31/03/2020 are included for your information:

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

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

Section 6.4 Financial report

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

Local Government (Financial Management) Regulations 1996

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

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

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

POLICY IMPLICATIONS

As contained in the attached Monthly Financial Reports

FINANCIAL IMPLICATIONS

As contained in the attached Monthly Financial Reports

STRATEGIC IMPLICATIONS

Provide Strong Leadership

| Our Goals | Our Strategies |
|---|---|
| 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 |

CONSULTATION/COMMUNICATION

Nil

COMMENT

The Finance Coordinator has compiled the accompanying Local Government special purpose financial statements for the Shire of Wandering, which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31/03/2020. The financial statements have been compiled to meet compliance with the Local Government Act 1995 and associated Regulations.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 16.2 - MONTHLY FINANCIAL REPORTS – 31/03/2020

Moved Cr Whitely

Seconded Cr Watts

That Council in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996* receives the Statements of Financial activity for the period ended 31/03/2020.

Disclaimer: The 31/03/2020 report has been prepared prior to the finalisation of the March 2020 financial transactions and as such may not be a true reflection of the financial position of the Shire at this time.

CARRIED 7/0

AUTHOR'S SIGNATURE:

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

SHIRE OF WANDERING

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

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 01 April 2020

Prepared by: Belinda Knight

Reviewed by: Belinda Knight

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

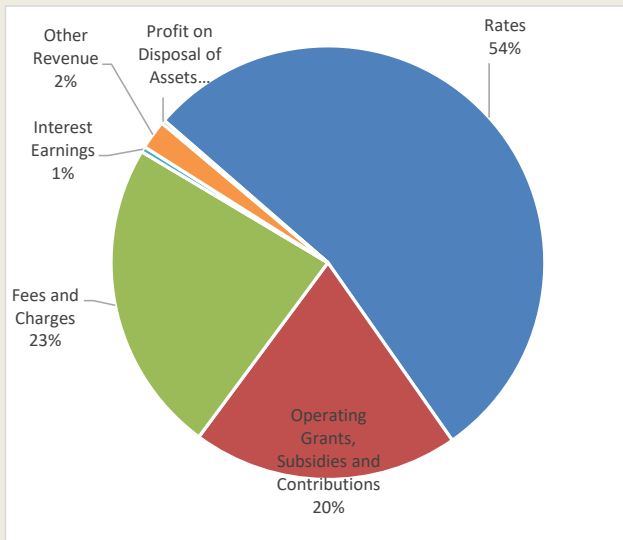
CRITICAL ACCOUNTING ESTIMATES

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

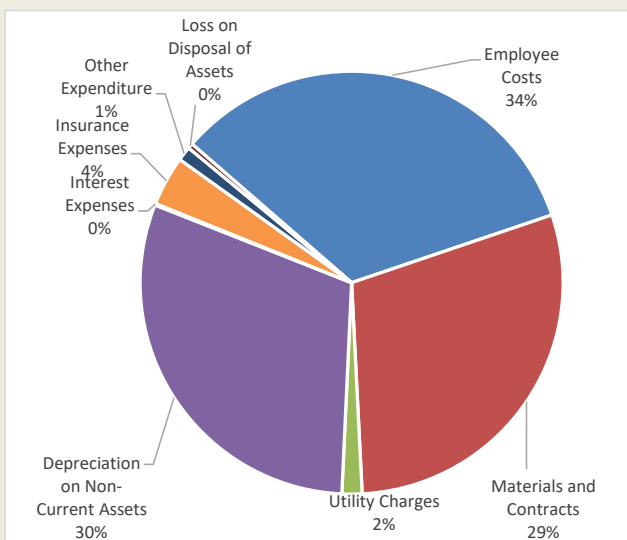
ROUNDING OFF FIGURES

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

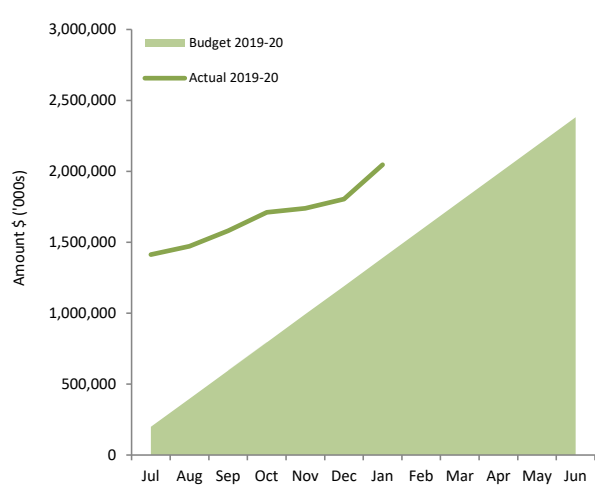
OPERATING REVENUE



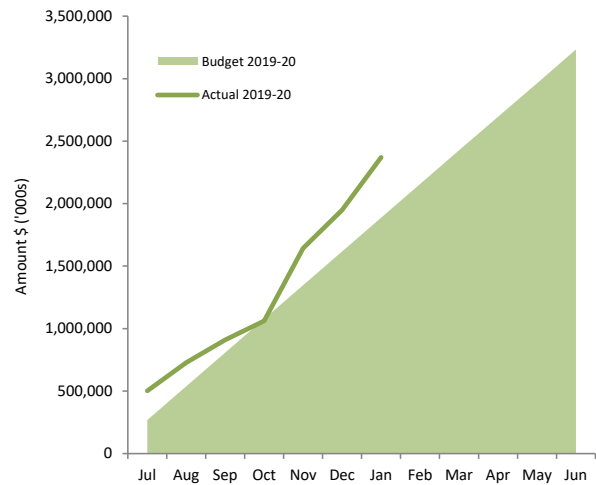
OPERATING EXPENSES



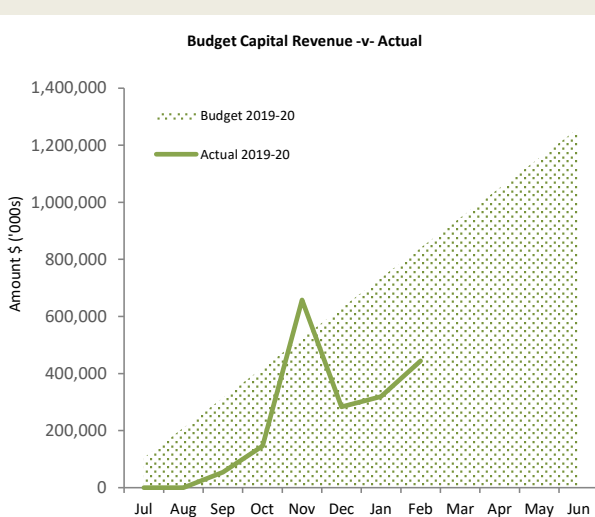
Budget Operating Revenues -v- Actual



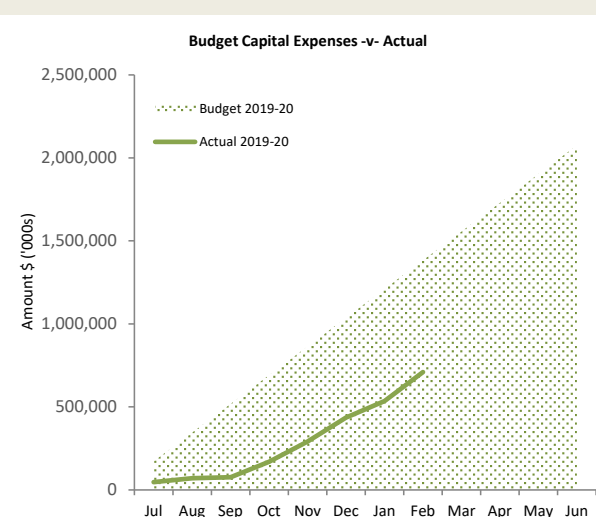
Budget Operating Expenses -v- YTD Actual



CAPITAL REVENUE



CAPITAL EXPENSES



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

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

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

STATUTORY REPORTING PROGRAMS

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

STATUTORY REPORTING PROGRAMS

| | Ref Note | Amended Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. |
|---|-------------|--------------------|----------------------|----------------------|--------------------|-----------------------|------|
| | | \$ | \$ | \$ | \$ | % | |
| Opening Funding Surplus / (Deficit) | 1(c) | 1,220,361 | 1,220,361 | 1,220,361 | (0) | (0.00%) | |
| Revenue from operating activities | | | | | | | |
| Governance | | 0 | 0 | 1,850 | 1,850 | 0.00% | |
| General Purpose Funding - Rates | 6 | 1,102,342 | 1,102,342 | 1,102,823 | 481 | 0.04% | |
| General Purpose Funding - Other | | 301,150 | 200,767 | 213,078 | 12,311 | 6.13% | |
| Law, Order and Public Safety | | 35,260 | 23,507 | 32,166 | 8,659 | 36.84% | ▲ |
| Health | | 2,800 | 1,867 | 1,108 | (759) | (40.64%) | ▼ |
| Housing | | 47,500 | 31,667 | 34,807 | 3,140 | 9.92% | |
| Community Amenities | | 49,100 | 32,733 | 40,342 | 7,609 | 23.24% | ▲ |
| Recreation and Culture | | 1,300 | 867 | 1,265 | 398 | 45.96% | |
| Transport | | 58,066 | 38,711 | 55,705 | 16,994 | 43.90% | ▲ |
| Economic Services | | 779,195 | 519,463 | 513,117 | (6,346) | (1.22%) | ▼ |
| Other Property and Services | | 35,150 | 23,433 | 48,602 | 25,169 | 107.41% | ▲ |
| | | 2,413,383 | 1,976,369 | 2,046,383 | 70,014 | | |
| Expenditure from operating activities | | | | | | | |
| Governance | | (207,842) | (138,561) | (128,658) | 9,903 | 7.15% | |
| General Purpose Funding | | (127,201) | (84,801) | (81,969) | 2,832 | 3.34% | |
| Law, Order and Public Safety | | (147,515) | (98,343) | (88,605) | 9,738 | 9.90% | |
| Health | | (23,432) | (15,621) | (10,292) | 5,329 | 34.12% | ▲ |
| Education and Welfare | | (2,975) | (1,983) | (652) | 1,331 | 67.13% | |
| Housing | | (38,914) | (25,943) | (18,838) | 7,105 | 27.39% | ▲ |
| Community Amenities | | (209,131) | (139,421) | (146,285) | (6,864) | (4.92%) | ▼ |
| Recreation and Culture | | (219,591) | (146,394) | (146,192) | 202 | 0.14% | |
| Transport | | (1,367,418) | (911,612) | (1,030,944) | (119,332) | (13.09%) | ▼ |
| Economic Services | | (933,857) | (622,571) | (575,336) | 47,235 | 7.59% | |
| Other Property and Services | | (988) | (659) | (142,385) | (141,726) | (21517.16%) | ▼ |
| | | (3,278,864) | (2,185,909) | (2,370,156) | (184,247) | | |
| Non-cash amounts excluded from operating activities | 1(a) | 969,400 | 646,267 | 668,500 | 22,233 | 3.44% | |
| Amount attributable to operating activities | | 103,919 | 436,726 | 344,727 | (92,000) | | |
| Investing Activities | | | | | | | |
| Proceeds from non-operating grants, subsidies and contributions | 12(b) | 1,260,439 | 295,119 | 356,310 | 61,191 | 20.73% | ▲ |
| Proceeds from disposal of assets | 7 | 207,500 | 88,000 | 87,632 | (368) | (0.42%) | ▼ |
| Purchase of property, plant and equipment | 8 | (2,170,767) | (712,500) | (709,877) | 2,623 | 0.37% | |
| Amount attributable to investing activities | | (702,828) | (329,381) | (265,935) | 63,446 | | |
| Financing Activities | | | | | | | |
| Transfer from Reserves | 10 | 200,000 | 0 | 0 | 0 | 0.00% | |
| Repayment of Debentures | 9 | (473,507) | (473,507) | (473,507) | 0 | 0.00% | |
| Transfer to Reserves | 10 | (347,187) | (110) | (108) | 2 | (1.79%) | ▼ |
| Amount attributable to financing activities | | (620,694) | (473,617) | (473,615) | 2 | | |
| Closing Funding Surplus / (Deficit) | 1(c) | 758 | 854,089 | 825,537 | | | |

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 MARCH 2020

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 MARCH 2020**

BY NATURE OR TYPE

| | Ref Note | Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) |
|---|-------------|--------------------|----------------------|----------------------|--------------------|-----------------------|
| Opening Funding Surplus / (Deficit) | 1(c) | \$ 1,220,361 | \$ 1,220,361 | \$ 1,220,361 | \$ (0) | % (0.00%) |
| Revenue from operating activities | | | | | | |
| Rates | 6 | 1,102,342 | 1,102,342 | 1,102,823 | 481 | 0.04% |
| Operating grants, subsidies and contributions | 12(a) | 527,713 | 351,809 | 406,523 | 54,714 | 15.55% |
| Fees and charges | | 734,635 | 489,757 | 479,057 | (10,700) | (2.18%) |
| Interest earnings | | 16,000 | 10,667 | 8,526 | (2,141) | (20.07%) |
| Other revenue | | 32,639 | 21,759 | 44,152 | 22,393 | 102.91% |
| Profit on disposal of assets | 7 | 54 | 36 | 5,301 | 5,265 | 14625.00% |
| | | 2,413,383 | 1,976,369 | 2,046,382 | 70,013 | |
| Expenditure from operating activities | | | | | | |
| Employee costs | | (994,401) | (662,934) | (792,095) | (129,161) | (19.48%) |
| Materials and contracts | | (1,133,693) | (755,795) | (696,676) | 59,119 | 7.82% |
| Utility charges | | (40,100) | (26,733) | (36,408) | (9,675) | (36.19%) |
| Depreciation on non-current assets | | (969,400) | (646,267) | (716,997) | (70,730) | (10.94%) |
| Interest expenses | | (2,976) | (1,984) | (2,907) | (923) | (46.52%) |
| Insurance expenses | | (89,013) | (59,342) | (89,895) | (30,553) | (51.49%) |
| Other expenditure | | (42,825) | (28,550) | (25,911) | 2,639 | 9.24% |
| Loss on disposal of assets | 7 | (6,456) | (4,304) | (9,267) | (4,963) | (115.31%) |
| | | (3,278,864) | (2,185,909) | (2,370,156) | (184,247) | |
| Non-cash amounts excluded from operating activities | 1(a) | 969,400 | 646,267 | 668,500 | 22,233 | 3.44% |
| Amount attributable to operating activities | | 103,919 | 436,727 | 344,726 | (92,001) | |
| Investing activities | | | | | | |
| Non-operating grants, subsidies and contributions | 12(b) | 1,260,439 | 295,119 | 356,310 | 61,191 | 20.73% |
| Proceeds from disposal of assets | 7 | 207,500 | 88,000 | 87,632 | (368) | (0.42%) |
| Payments for property, plant and equipment | 8 | (2,170,767) | (712,500) | (709,877) | 2,623 | (0.37%) |
| Amount attributable to investing activities | | (702,828) | (329,381) | (265,935) | 63,446 | |
| Financing Activities | | | | | | |
| Transfer from reserves | 10 | 200,000 | 0 | 0 | 0 | 0.00% |
| Repayment of debentures | 9 | (473,507) | (473,507) | (473,507) | 0 | 0.00% |
| Transfer to reserves | 10 | (347,187) | (110) | (108) | 2 | (1.79%) |
| Amount attributable to financing activities | | (620,694) | (473,617) | (473,615) | 2 | |
| Closing Funding Surplus / (Deficit) | 1(c) | 758 | 854,090 | 825,536 | | |

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.

(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) | (36) | (5,301) |
| Less: Movement in liabilities associated with restricted cash | 1,171 | 195 | (52,463) |
| Add: Loss on asset disposals | 6,456 | 4,304 | 9,267 |
| Add: Depreciation on assets | 969,400 | 716,997 | 716,997 |
| Total non-cash items excluded from operating activities | 976,973 | 721,460 | 668,500 |

(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 01 Apr 2019 | Year to Date 31 Mar 2020 |
|---|----------------------------------|----------------------------------|------------------------------------|-----------------------------|
| Adjustments to net current assets | | | | |
| Less: Reserves - restricted cash | 10 (341,396) | (341,396) | (201,275) | (341,504) |
| Add: Borrowings | 9 473,507 | 473,507 | 0 | 0 |
| Add: Employee Leave Provisions held in Reserves | 39,173 | 39,173 | 39,154 | 39,185 |
| Total adjustments to net current assets | 171,284 | 171,284 | (162,121) | (302,319) |

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

Current assets

| | | | | | |
|---------------------------|---|---------|---------|---------|-----------|
| Cash and cash equivalents | 2 | 802,553 | 831,440 | 308,592 | 1,717,598 |
| Rates receivables | 3 | 22,124 | 20,104 | 28,240 | 59,105 |
| Receivables | 3 | 154,680 | 154,680 | 35,760 | 19,799 |
| Other current assets | 4 | 807,814 | 807,814 | 69,353 | 66,171 |

Less: Current liabilities

| | | | | | |
|--|-------------|----------------|----------------|------------------|------------------|
| Payables | 5 | (187,834) | (170,923) | (206,325) | (121,219) |
| Borrowings | 9 | (473,507) | (473,507) | 0 | 0 |
| Contract liabilities | 11 | 0 | (45,796) | 0 | (542,207) |
| Provisions | 11 | (74,735) | (74,735) | (109,563) | (71,391) |
| Less: Total adjustments to net current assets | 1(c) | 171,284 | 171,284 | (162,121) | (302,319) |

Closing Funding Surplus / (Deficit) 1,222,379 1,220,361 (36,064) 825,536

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 MARCH 2020**

**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 | | | |
| Municipal Bank Account | Cash and cash equivalents | 1,374,995 | 0 | 0 | 1,374,995 | BankWest | 0.10% | At Call |
| Reserve Funds | Cash and cash equivalents | 0 | 341,503 | 0 | 341,503 | BankWest | 0.15% | At Call |
| Trust | Cash and cash equivalents | 0 | 0 | 270 | 270 | BankWest | 0.00% | At Call |
| Total | | 1,376,095 | 341,503 | 270 | 1,717,868 | | | |
| Comprising | | | | | | | | |
| Cash and cash equivalents | | 1,376,095 | 341,503 | 270 | 1,717,868 | | | |
| Financial assets at amortised cost | | 0 | 0 | 0 | 0 | | | |
| | | 1,376,095 | 341,503 | 270 | 1,717,868 | | | |

KEY INFORMATION

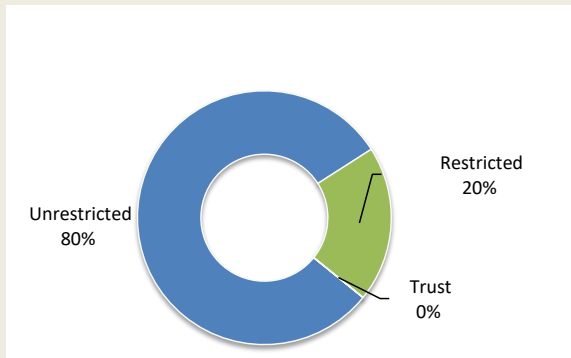
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to 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 |
| \$1.72 M |
| Unrestricted |
| \$1.38 M |

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

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

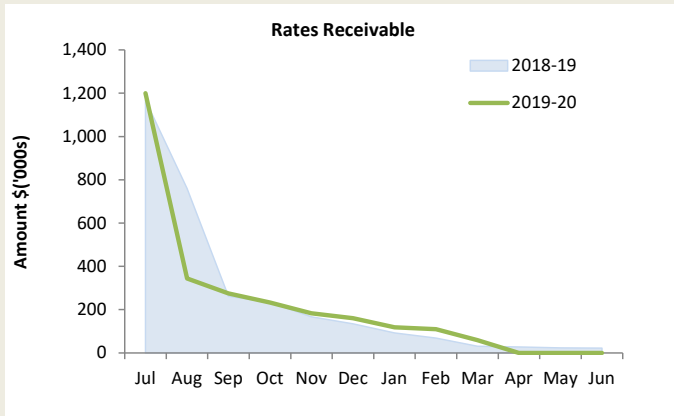
| Rates Receivable | 30 June 2019 | 31 Mar 20 |
|----------------------------------|------------------|------------------|
| | \$ | \$ |
| Opening Arrears Previous Years | 28,773 | 22,124 |
| RATES - levied this year | 1,076,237 | 1,102,823 |
| RUBBISH - levied this year | 32,908 | 33,352 |
| ESL - levied this year | 32,882 | 34,104 |
| TOTAL - RATES/RUBBISH/ESL | 1,142,027 | 1,170,279 |
| Discounts Given | (38,202) | (40,592) |
| Less - Collections to date | (1,110,474) | (1,092,706) |
| Net Rates Collectable | 22,124 | 59,105 |
| % Collected | 98% | 94.9% |

| Receivables - General | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|--|--------|---------|---------|---------|----------|---------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Receivables - General | 0 | 6,335 | 376 | 13 | 4,568 | 11,292 |
| Percentage | 0% | 56.1% | 3.3% | 0.1% | 40.5% | |
| Balance per Trial Balance | | | | | | |
| Sundry Receivables | | | | | | 11,292 |
| GST receivable | | | | | | 8,507 |
| Allowance for impairment of receivables | | | | | | 0 |
| Total Receivables General Outstanding | | | | | | 19,799 |

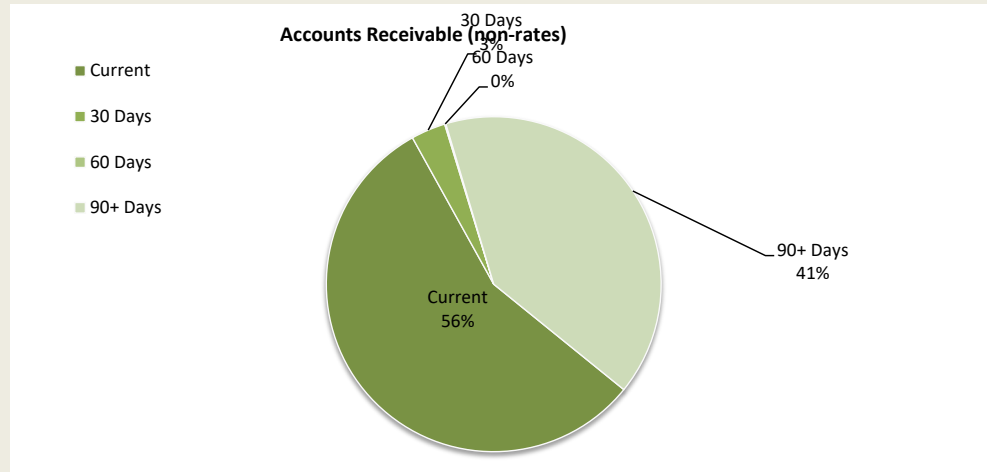
Amounts shown above include GST (where applicable)

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 |
|--------------|-----------------|
| 94.9% | \$59,105 |



| |
|---------------------|
| Debtors Due |
| \$19,799 |
| Over 30 Days |
| 44% |
| Over 90 Days |
| 40.5% |

| Other Current Assets | Opening Balance 1 July 2019 | Movement Increase/ (Decrease) | Closing Balance 31 March 2020 |
|---|-----------------------------------|-------------------------------------|-------------------------------------|
| | \$ | \$ | \$ |
| Inventory | | | |
| Stock on Hand - Depot Fuel | 5,165 | (3,599) | 1,566 |
| Stock on Hand - Fuel Facility ULP | 6,684 | 1,532 | 8,216 |
| Stock on Hand - Fuel Facility Diesel | 21,290 | (1,084) | 20,206 |
| 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 | (738,492) | 2,750 |
| Total Other Current assets | | | 66,171 |
| 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

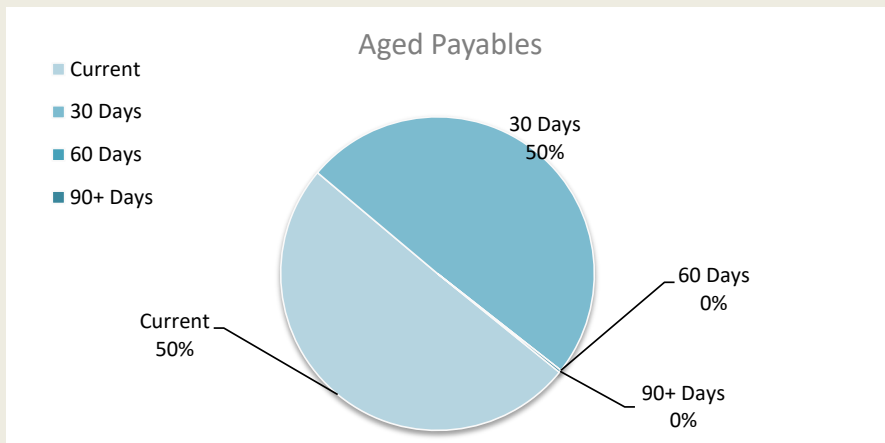
A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

| Payables - General | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|---|--------|---------|---------|---------|----------|----------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Payables - General | 0 | 8,864 | 8,715 | 0 | (43) | 17,535 |
| Percentage | 0% | 50.5% | 49.7% | 0% | -0.2% | |
| Balance per Trial Balance | | | | | | |
| Sundry creditors | | | | | | 17,535 |
| Other Liabilities/Payables | | | | | | 50,260 |
| ATO liabilities | | | | | | 23,165 |
| Accrued Interest On Loans | | | | | | 2,788 |
| Income rec'd in advance incl Bonds | | | | | | 18,595 |
| GST Payable | | | | | | 8,876 |
| Total Payables General Outstanding | | | | | | 121,219 |

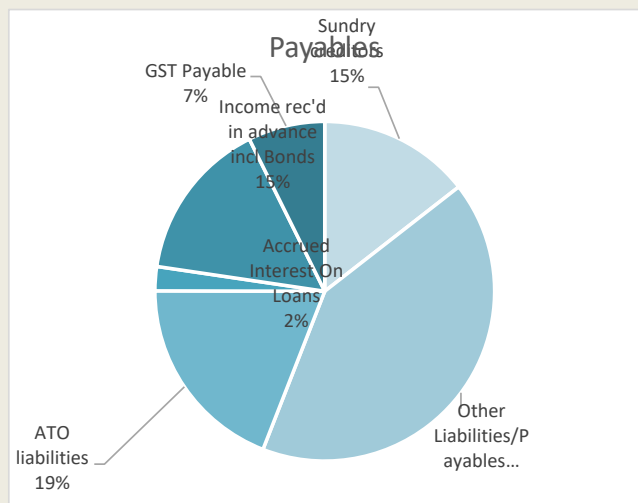
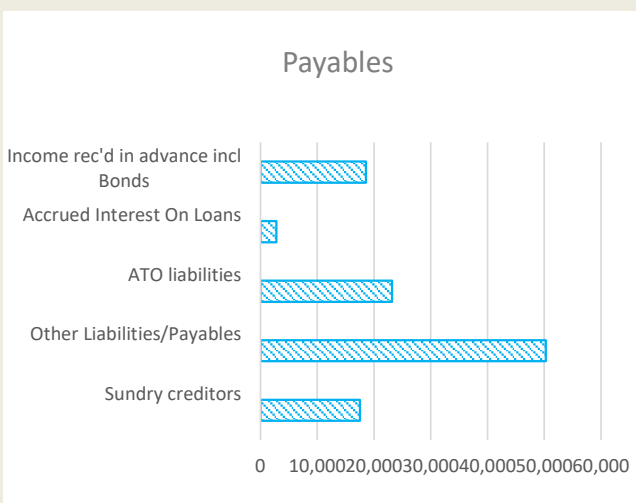
Amounts shown above include GST (where applicable)

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 | \$121,219 |
| Over 30 Days | 50% |
| Over 90 Days | -0.2% |



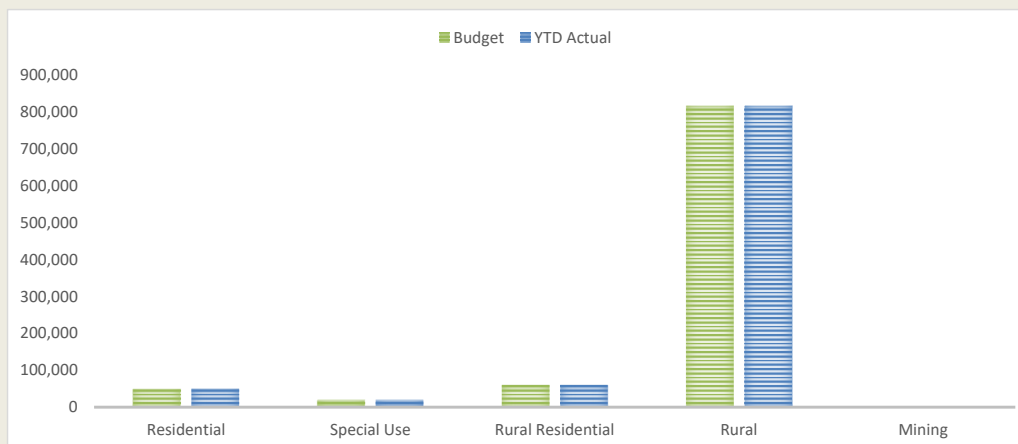
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 6
RATE REVENUE**

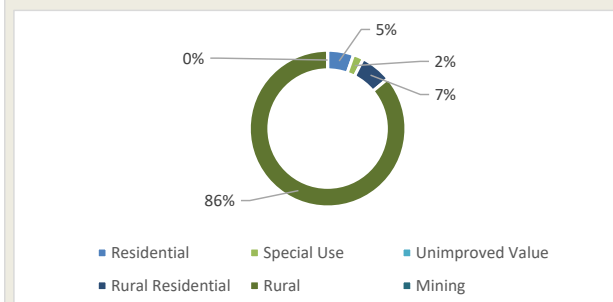
| General Rate Revenue | Budget | | | | | | | YTD Actual | | | |
|----------------------------------|--------------------|----------------------|--------------------|----------------|--------------|-----------|------------------|----------------|---------------|------------|------------------|
| | Rate in \$ (cents) | Number of Properties | Rateable Value | Rate Revenue | Interim Rate | Back Rate | Total Revenue | Rate Revenue | Interim Rates | Back Rates | Total Revenue |
| RATE TYPE | | | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Differential General Rate | | | | | | | | | | | |
| Gross Rental Value | | | | | | | | | | | |
| Residential | 0.10944 | 40 | 464,516 | 50,837 | 0 | 0 | 50,837 | 50,836 | 408 | 0 | 51,244 |
| Special Use | 0.12961 | 3 | 157,820 | 20,455 | 0 | 0 | 20,455 | 20,455 | 0 | 0 | 20,455 |
| 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 | (57) | 0 | 816,864 |
| 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 | 351 | 0 | 949,815 |
| Minimum Payment | | Minimum \$ | | | | | | | | | |
| 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) | | | | (40,592) |
| Amount from General Rates | | | | | | | 1,097,342 | | | | 1,102,823 |
| Total General Rates | | | | | | | 1,097,342 | | | | 1,102,823 |

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 | \$1.1 M | 1.00499 |

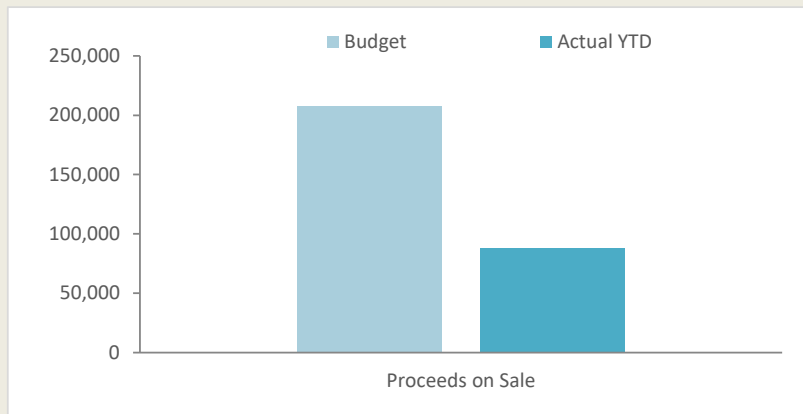


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

| Asset Ref. | Asset Description | Budget | | | | YTD Actual | | | |
|------------|----------------------------|----------------|----------------|-----------|----------------|----------------|---------------|--------------|----------------|
| | | Net Book Value | Proceeds | Profit | (Loss) | Net Book Value | Proceeds | Profit | (Loss) |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| | Plant and equipment | | | | | | | | |
| | Governance | | | | | | | | |
| | OWD - Replacement | 125,368 | 119,500 | 0 | (5,868) | 37,674 | 28,407 | 0 | (9,267) |
| | OWD - Replacement | | | | | 35,029 | 35,589 | 560 | 0 |
| | Transport | | | | | | | | |
| | WD001 - Toyotal Hilux | 21,946 | 22,000 | 54 | 0 | 18,895 | 23,636 | 4,741 | 0 |
| | Loader | 66,588 | 66,000 | 0 | (588) | 0 | 0 | 0 | 0 |
| | | 213,902 | 207,500 | 54 | (6,456) | 91,598 | 87,632 | 5,301 | (9,267) |

KEY INFORMATION



| Proceeds on Sale | | |
|------------------|-----------------|------------|
| Annual Budget | YTD Actual | % |
| \$207,500 | \$87,632 | 42% |

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

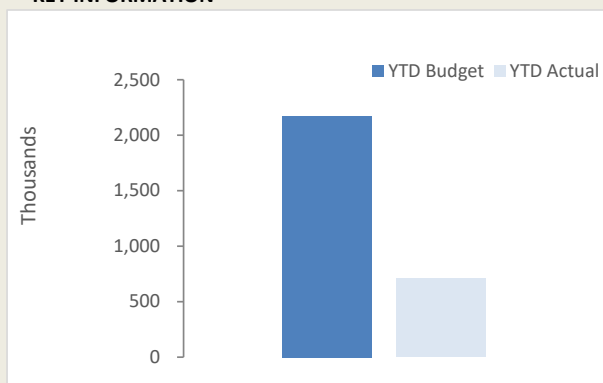
**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

| Capital Acquisitions | Adopted | | YTD Actual | YTD Actual Variance |
|--|------------------|------------------|----------------|------------------------|
| | Budget | YTD Budget | | |
| | \$ | \$ | \$ | \$ |
| Buildings - specialised | 20,500 | 0 | 0 | 0 |
| Furniture and equipment | 40,000 | 33,000 | 33,015 | (15) |
| Plant and equipment | 510,000 | 156,500 | 154,906 | 1,594 |
| Infrastructure - Roads | 850,267 | 523,000 | 521,956 | 1,044 |
| Infrastructure - Bridges | 750,000 | 0 | 0 | 0 |
| Capital Expenditure Totals | 2,170,767 | 712,500 | 709,877 | 2,623 |
| Capital Acquisitions Funded By: | | | | |
| | \$ | \$ | \$ | \$ |
| Capital grants and contributions | 1,260,439 | 840,293 | 356,310 | (483,983) |
| Other (Disposals & C/Fwd) | 207,500 | 88,000 | 87,632 | (368) |
| Cash Backed Reserves | | | | |
| Plant Replacement Reserve | 200,000 | 0 | 0 | 0 |
| Contribution - operations | 502,828 | 83,805 | 265,935 | 182,131 |
| Capital Funding Total | 2,170,767 | 1,012,098 | 709,877 | (302,221) |

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.

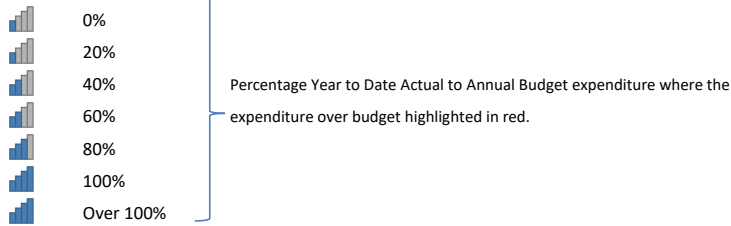
KEY INFORMATION



| | | | |
|----------------------|----------------------|-------------------|-------------------|
| Acquisitions | Annual Budget | YTD Actual | % Spent |
| | \$2.17 M | \$.71 M | 33% |
| Capital Grant | Annual Budget | YTD Actual | % Received |
| | \$1.26 M | \$.36 M | 28% |

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 | 0 | 0 | 0 |
| Plant & Equipment | | | | | |
| E14550 | 0.WD - Replacement | 135,000 | 73,000 | 73,457 | (457) |
| E12360 | WD.001 - Toyota Crew Cab Ute | 37,000 | 37,000 | 37,752 | (752) |
| E12360 | Loader | 280,000 | 0 | 0 | 0 |
| E12360 | Utility | 40,000 | 40,000 | 37,297 | 2,703 |
| E13585 | Fixed Standpipe Water Controller | 18,000 | 6,500 | 6,400 | 100 |
| Furniture & Equipment | | | | | |
| E14560 | Office IT Server | 40,000 | 33,000 | 33,015 | (15) |
| E13450 | CRC Photocopier & Desk | 11,800 | 0 | 0 | 0 |
| Roads | | | | | |
| RRG201 | RRG - York Williams Rd - Reconstruct & Seal - Slk15.62 To Slk 20.62 | 352,677 | 355,000 | 354,582 | 418 |
| RRG202 | RRG - 14 Mile Brook Road - Reconstruction - Slk11.75 To Slk13.79 | 182,598 | 35,000 | 33,734 | 1,267 |
| E12103 | Roads To Recovery 2019-2020 | 146,917 | 98,000 | 98,865 | (865) |
| E12101 | Municipal Roads Construction 2019/2020 | 168,075 | 35,000 | 34,776 | 224 |
| 0001FD | Flood Damage 1 | 0 | 0 | 1,399 | (1,399) |
| 0002SFD | Flood Damage 2 | 0 | 0 | 13,600 | (13,600) |
| Bridge | | | | | |
| E12120 | Fourteen Mile Brook Rd | 750,000 | 0 | 0 | 0 |
| Grand Total | | 2,182,567 | 712,500 | 724,877 | (12,377) |

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

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

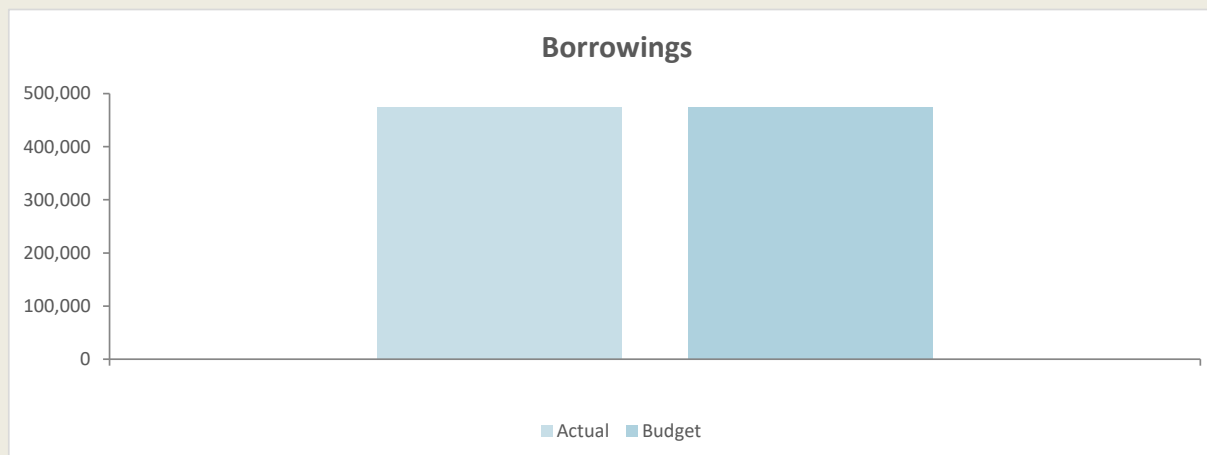
Repayments - Borrowings

| Information on Borrowings Particulars | 1 July 2019 | New Loans | | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
|--|----------------|-----------|----------|----------------------|----------------|-----------------------|----------|---------------------|--------------|
| | | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| General purpose funding | | | | | | | | | |
| Short Term Lending Facility | 400,000 | 0 | 0 | 436,981 | 400,000 | -36,981 | 0 | 1,171 | 1,600 |
| Housing | | | | | | | | | |
| 5 Dunmall Drive | 73,507 | 0 | 0 | 36,526 | 73,507 | 36,981 | 0 | 1,737 | 1,376 |
| | <u>473,507</u> | <u>0</u> | <u>0</u> | <u>473,507</u> | <u>473,507</u> | <u>0</u> | <u>0</u> | <u>2,907</u> | <u>2,976</u> |
| Total | <u>473,507</u> | <u>0</u> | <u>0</u> | <u>473,507</u> | <u>473,507</u> | <u>0</u> | <u>0</u> | <u>2,907</u> | <u>2,976</u> |
| Current borrowings | <u>473,507</u> | | | | | <u>0</u> | | | |
| | <u>473,507</u> | | | | | <u>0</u> | | | |

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 | \$473,507 |
| Interest Earned | \$8,526 |
| Interest Expense | \$2,907 |
| Reserves Bal | \$.34 M |
| Loans Due | \$. M |

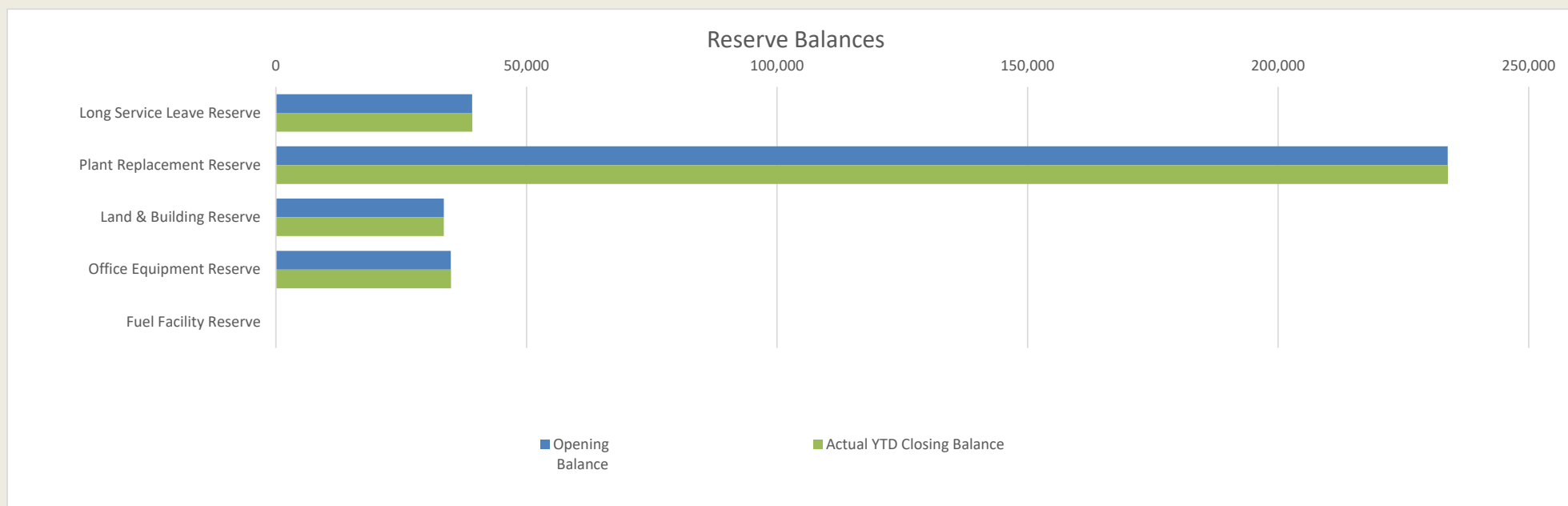
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 10
CASH RESERVES**

Cash Backed Reserve

| Reserve Name | Opening Balance | Budget Interest Earned | Actual Interest Earned | Budget Transfers In (+) | Actual Transfers In (+) | Budget Transfers Out (-) | Actual Transfers Out (-) | Budget Closing Balance | Actual YTD Closing Balance |
|----------------------------|-----------------|------------------------|------------------------|-------------------------|-------------------------|--------------------------|--------------------------|------------------------|----------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Long Service Leave Reserve | 39,173 | 171 | 12 | 1,000 | 0 | 0 | 0 | 40,344 | 39,185 |
| Plant Replacement Reserve | 233,817 | 835 | 74 | 290,000 | 0 | (200,000) | 0 | 324,652 | 233,891 |
| Land & Building Reserve | 33,488 | 28 | 11 | 40,000 | 0 | 0 | 0 | 73,516 | 33,499 |
| Office Equipment Reserve | 34,918 | 153 | 11 | 0 | 0 | 0 | 0 | 35,071 | 34,929 |
| Fuel Facility Reserve | 0 | 0 | 0 | 15,000 | 0 | 0 | 0 | 15,000 | 0 |
| | 341,396 | 1,187 | 108 | 346,000 | 0 | (200,000) | 0 | 488,583 | 341,504 |

KEY INFORMATION



| Other Current Liabilities | Note | Opening Balance 1 July 2019 | Liability Increase | Liability Reduction | Closing Balance 31 March 2020 |
|---|------|-----------------------------------|-----------------------|------------------------|-------------------------------------|
| | | \$ | \$ | \$ | \$ |
| Provisions | | | | | |
| Annual leave | | 55,707 | 0 | 0 | 55,707 |
| Long service leave | | 19,028 | 0 | (3,344) | 15,684 |
| Contract Liabilities | | | | | |
| Unspent grants, contributions and reimbursements | | 45,796 | 496,411 | 0 | 542,207 |
| Amounts shown above include GST (where applicable) | | | | | 0 |

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 MARCH 2020

NOTE 12(a)

OPERATING GRANTS AND CONTRIBUTIONS

| Provider | Unspent Operating Grant, Subsidies and Contributions Liability | | | | | Unspent Operating Grants, Subsidies and Contributions Revenue | | | | | |
|---------------------------------------|--|-----------------------------|--|---------------------|--------------------------------|---|----------------|-------------------|----------------------|----------------|-----------------------|
| | Liability 1-Jul | Increase in Liability | Liability Reduction (As revenue) | Liability 30-Jun | Current Liability 30-Jun | Adopted Budget Revenue | YTD Budget | Amended Budget | Budget Variations | Expected | YTD Revenue Actual |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Operating Grants and Subsidies | | | | | | | | | | | |
| General purpose funding | | | | | | | | | | | |
| Grants Commission - General | 0 | 0 | 0 | | 0 | 147,777 | 98,518 | 147,777 | 0 | 147,777 | 114,128 |
| Grants Commission - Roads | 0 | 0 | 0 | | 0 | 127,234 | 84,823 | 127,234 | 0 | 127,234 | 79,441 |
| Law, order, public safety | | | | | | | | | | | |
| DFES Operating Grant | 6,796 | 0 | 0 | 6,796 | 0 | 31,260 | 20,840 | 31,260 | 0 | 31,260 | 31,518 |
| Transport | | | | | | | | | | | |
| Direct Grant - Main Roads WA | 0 | 0 | 0 | | 0 | 55,512 | 37,008 | 55,512 | 0 | 55,512 | 55,512 |
| Economic services | | | | | | | | | | | |
| Feral Pig Funding | 6,000 | 0 | 0 | 6,000 | 0 | 6,000 | 4,000 | 6,000 | 0 | 6,000 | 0 |
| CRC - Centrelink | 0 | 0 | 0 | | 0 | 5,104 | 3,403 | 5,104 | 0 | 5,104 | 5,104 |
| CRC - Project Funding | 0 | 0 | 0 | | 0 | 3,000 | 2,000 | 3,000 | 0 | 3,000 | 2,000 |
| CRC - Traineeship Funding | 33,000 | 0 | 0 | 33,000 | 0 | 33,000 | 32,400 | 48,600 | 15,600 | 64,200 | 13,425 |
| CRC - Service Delivery Funding | 0 | 0 | 0 | | 0 | 97,706 | 65,137 | 97,706 | 0 | 97,706 | 99,877 |
| Other property and services | | | | | | | | | | | |
| Other Income | | | | | | 0 | 3,680 | 4,000 | 4,000 | 8,000 | 4,000 |
| Lighthouse Grant | | | | | | 0 | 0 | 1,520 | 1,520 | 3,040 | 1,520 |
| | 45,796 | 0 | 0 | 45,796 | 0 | 506,593 | 351,809 | 527,713 | 21,120 | 548,833 | 406,523 |
| TOTALS | 45,796 | 0 | 0 | 45,796 | 0 | 506,593 | 351,809 | 527,713 | 21,120 | 548,833 | 406,523 |

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

NOTE 12(b)

NON-OPERATING GRANTS AND CONTRIBUTIONS

| Provider | Unspent Non Operating Grants, Subsidies and Contributions Liability | | | | | Non Operating Grants, Subsidies and Contributions Revenue | | | | | |
|--|---|-----------------------------|--|---------------------|--------------------------------|---|----------------|------------------|----------------------|------------------|------------------------------|
| | Liability 1-Jul | Increase in Liability | Liability Reduction (As revenue) | Liability 30-Jun | Current Liability 30-Jun | Adopted Budget Revenue | YTD Budget | Annual Budget | Budget Variations | Expected | YTD Revenue Actual (b) |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Non-Operating Contributions | | | | | | | | | | | |
| Transport | | | | | | | | | | | |
| Grant - Regional Road Group Projects | 0 | 0 | 0 | 0 | 0 | 355,067 | 260,000 | 355,067 | 0 | 355,067 | 261,642 |
| Grant - Roads to Recovery Projects | 0 | 0 | 0 | 0 | 0 | 145,872 | 28,000 | 145,872 | 0 | 145,872 | 77,784 |
| Grant - Bridge Project | 0 | 0 | 0 | 0 | 0 | 750,000 | 0 | 750,000 | 0 | 750,000 | 0 |
| Economic services | | | | | | | | | | | |
| Grant - CRC Solarpower | 0 | 0 | 0 | 0 | 0 | 2,500 | 1,872 | 2,500 | 0 | 2,500 | 0 |
| Other property and services | | | | | | | | | | | |
| Grant - Admin Solarpower | 0 | 0 | 0 | 0 | 0 | 7,000 | 5,247 | 7,000 | 0 | 7,000 | 0 |
| | 0 | 0 | 0 | 0 | 0 | 1,260,439 | 295,119 | 1,260,439 | 0 | 1,260,439 | 339,426 |
| Total Non-operating grants, subsidies and contributions | 0 | 0 | 0 | 0 | 0 | 1,260,439 | 295,119 | 1,260,439 | 0 | 1,260,439 | 339,426 |

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

**NOTE 13
TRUST FUND**

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

| Description | Opening Balance 1 July 2019 | Amount Received | Amount Paid | Closing Balance 31 Mar 2020 |
|------------------------|--|----------------------------|------------------------|--|
| | \$ | \$ | \$ | \$ |
| Town Planning Bonds | 17,000 | 3,050 | (17,000) | 3,050 |
| Fire Brigade Donations | 3,340 | (3,000) | (3,000) | (2,660) |
| Cleaning Bonds | 1,070 | (50) | (1,070) | (50) |
| Key Deposit Bonds | 250 | 0 | (50) | 200 |
| Cat Trap Bonds | 150 | 0 | (150) | 0 |
| Unallocated Funds | 703 | 4,265 | (4,968) | (0) |
| Declared Species Group | 5,770 | 0 | (5,770) | 0 |
| Housing Rental Bond | 600 | 0 | 0 | 600 |
| Council Nominations | 0 | 160 | (160) | 0 |
| | 28,883 | 4,425 | (32,168) | 1,140 |

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

NOTE 14

EXPLANATION OF MATERIAL VARIANCES

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

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

| Reporting Program | Var. \$ | Var. % | Timing/ Permanent | Explanation of Variance |
|---|----------------|---------------|------------------------------|---|
| | \$ | % | | |
| Revenue from operating activities | | | | |
| General Purpose Funding - Other | 12,311 | 6.13% | Timing | FAG quarterly cycle ending February |
| Law, Order and Public Safety | 8,659 | 36.84% | ▲ Timing | ESL Grant paid outside cycle of reporting |
| Community Amenities | 7,609 | 23.24% | ▲ Timing | Additional CRC Projects |
| Transport | 16,994 | 43.90% | ▲ Timing | York Williams Rd fully paid |
| Economic Services | (6,346) | (1.22%) | Timing | Income lower than expected - Fuel facility not operational for 2 months |
| Other Property and Services | 25,169 | 107.41% | ▲ Timing | Allocations |
| Expenditure from operating activities | | | | |
| Governance | 9,903 | 7.15% | Timing | Expenses lower than expected - Training & Sitting fees |
| General Purpose Funding | 2,832 | 3.34% | Timing | Expenses lower than expected - valuation expenses |
| Law, Order and Public Safety | 9,738 | 9.90% | Timing | Expenses lower than expected - LGGS (ESL) |
| Health | 5,329 | 34.12% | ▲ Timing | Expenses lower than expected |
| Community Amenities | (6,864) | (4.92%) | Timing | Additional CRC Projects |
| Transport | (119,332) | (13.09%) | ▼ Timing | Bridge Construction payments not yet happened |
| Economic Services | 47,235 | 7.59% | Timing | Fuel facility not operational for 2 months - fewer purchases |
| Other Property and Services | (141,726) | (21517.16%) | ▼ Timing | Allocations - incl Admin allocations lower than expected. |
| Investing Activities | | | | |
| Non-operating Grants, Subsidies and Contributions | 61,191 | 20.73% | ▲ Timing | Dependent upon timing of Capital Expenses |

16.3.COUNCIL/COMMITTEES - STATUS REPORT

| Date | Agenda Item No | File Ref ID | Heading | Motion | Up-date | Completed Date & Ref |
|------------|----------------|-------------|-----------------------------|---|--|----------------------------|
| 18/07/2019 | 10.1 | | Policy Manual Review | Adopts the attached Policy Manual, with the exception of: Policy 49 – to be reviewed by the CEO and represented Policy 59 – to be reviewed by the CEO and represented Policies 61 & 62 to be referred to the BFAC for advice | Pending | |
| 18/07/2019 | 10.3 | | Wandering Town Dams 1 and 2 | Authorise the CEO to commence proceedings to secure part of Reserve 29674, as delineated in pink on the attached map, to be vested in the Shire for the purposes of “Community Water Supply”. | Email 19/07/2019 – Correspondence 31/07/2019 Water Corp undertaking due diligence Draft Licence received 11/02/2020 – returned | 27/02/2020 |
| 19/09/2019 | 10.4 | 2.1.10 | Industrial Estate Rezoning | That Council <ul style="list-style-type: none"> Forms an “Industrial Estate Development Working Group”, comprising all Councillors and current operating business owners of the Industrial Estate. The purpose of this Group is to assist Council with the future development of the estate, together with enhancement options for the existing estate. | Invitations sent to occupiers of lots Shaun Brand only respondent. Arrange first meeting | 28/02/2020 |
| 20/12/2019 | 10.2.1 | 2.1.10 | Industrial Estate Rezoning | That the Council, pursuant to Section 75 of the Planning and Development Act 2005, resolves to amend the Shire of Wandering Town Planning Scheme No.3 by: <ul style="list-style-type: none"> amending the zoning classification of Lot 9001 on Deposited Plan 75227, Wandering from ‘Rural’ to ‘Industrial’; and amending the Scheme Map accordingly | Revoked 19/03/2020 | 19/03/2020 |
| 20/12/2019 | 10.2.2 | 2.1.10 | Industrial Estate Rezoning | That the Council resolve that this amendment is standard under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons: | Revoked 19/03/2020 | 19/03/2020 |

| | | | | | | |
|------------|------|--|-----------------------------|---|--|--|
| | | | | <ul style="list-style-type: none"> • It is consistent with the local government’s endorsed Local Planning Strategy as well as the Wandering Townsite Expansion Strategy; • It would have minimal impact on land in the scheme area that is not the subject of the amendment; and • It does not result in any significant environmental, social, economic or governance impacts in the Scheme Area. | | |
| 19/03/2020 | 10.1 | | Industrial Estate – Stage 2 | <p>That the local government resolve to revoke its previous resolution on 19 December 2019 to initiate Amendment No.6 to the Shire of Wandering Town Planning Scheme No.3 due to the need to incorporate additional provisions in the proposal to address the specific requirements of the Government Sewerage Policy 2019.</p> <p>That the local government resolve, in pursuance of Section 75 of the Planning and Development Act 2005, to amend the Shire of Wandering Town Planning Scheme No.3 by:</p> <ul style="list-style-type: none"> a) amending the zoning classification of Lot 9001 on Deposited Plan 75227, Wandering from ‘Rural’ to ‘Industrial’; b) amending the Scheme Map accordingly; and c) amending the Scheme Text to include the following sub-clause in clause 5.15 entitled ‘Industrial Zone’: <p>5.15.3 Effluent Disposal</p> <ul style="list-style-type: none"> a) Prior to any further subdivision of land classified Industrial zone not served by reticulated sewerage disposal infrastructure, a site and soil evaluation assessment shall be carried out in accordance with AS/NZS1547 entitled ‘On-site Domestic Wastewater Management’ to demonstrate any proposed new lots are suitable for on-site effluent disposal and the most appropriate disposal methods; and | | |

| | | | | |
|--|--|--|--|--|
| | | | <p>b) In considering any development application for land classified Industrial zone not served by reticulated sewerage disposal infrastructure, the local government shall consider the total volume of effluent disposal likely to be generated by any proposed use on a daily basis and whether this can be suitably accommodated on any given lot. The local government may impose conditions to limit the total volume of effluent / wastewater permitted to be generated and the methods of disposal.</p> <p>1) That the local government resolve that this amendment is standard under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:</p> <p>a) It is consistent with the local government's endorsed Local Planning Strategy as well as the Wandering Townsite Expansion Strategy;</p> <p>b) It would have minimal impact on land in the scheme area that is not the subject of the amendment; and</p> <p>c) It does not result in any significant environmental, social, economic or governance impacts in the Scheme Area.</p> <p>2) That the local government endorse / adopt the documentation prepared in respect of Amendment No.6 for the purpose of environmental clearance and public advertising.</p> <p>3) That in accordance with Section 81 of the Planning and Development Act 2005, Amendment No.6 be immediately referred to the Environmental Protection Authority for environmental clearance.</p> <p>4) Upon receipt of advice from the Environmental Protection Authority that Amendment No.6 does not require formal assessment, that the Amendment be advertised for public comment, including referral to all relevant government agencies</p> | |
|--|--|--|--|--|

| | | | | | | |
|------------|------|--------|---|---|--|---|
| | | | | <p>inviting comment, for a minimum period of 42 days in accordance with Section 83 of the Planning and Development Act 2005 and the associated regulations.</p> <p>That Council approve an amendment to the 2019/2020 Budget of \$7,500 to cover all costs associated with progressing the proposed amendment as follows:</p> <ul style="list-style-type: none"> • Referral of the scheme amendment documentation to the EPA for environmental clearance under the EP Act 1986; • Following EPA clearance, preparation of public advertising notices and correspondence to government agencies with a potential interest in the proposal inviting feedback and comment; and • Review and summarisation of all submissions received following completion of public advertising including a follow up agenda report to Council regarding the outcomes from advertising and a recommendation regarding final adoption of the scheme amendment proposal. | | |
| 15/08/2019 | 10.4 | | Style Guide – Logo & Stationary | That Council establishes a “Style Guide Working Group” comprising three Councillors and two staff to work with the Shire’s Graphic Designers to develop a new style guide for the Shire’s stationery. The Councillors on this working group are: Cr Whitely, Cr Price and Cr Watts. | Agenda Item 20/02/2020 | |
| 20/02/2020 | 10.5 | | Style Guide – Logo & Stationary | That Council refers this matter back to the Style Guide Working Group. | Style Guide Group met 23/03/2020 – agreed on new design | 23/03/2020 |
| 24/10/2019 | 13.3 | 16.1.4 | Building Site Refuse Disposal Fees – Review of Policy | <p>That Council:</p> <ul style="list-style-type: none"> • Adopt the attached Draft Policy 68 – Building Site – Refuse Disposal Bond; and • Adopt the attached Draft Delegation 53 – Building Site Refuse Disposal Bond; and • Sets a new fee “Building Rubble” of \$66 per cubic metre under the heading “Refuse, Recycling & Transfer Station” to be effective as at 01/11/2019. | <p>Policy & Delegation Manuals updated</p> <p>New fee advertised in December Echo</p> <p>Noted in Fees & Charges</p> | <p>28/11/2019</p> <p>28/11/2019</p> <p>24/03/2020</p> |

| | | | | | | |
|------------|------|----------------------------|---|--|---|--|
| 21/11/2019 | 10.2 | 32.1.4 EM64 | Fixed Standpipe Water Supply Service – Proposed New Fee & Charge | Pursuant to s6.16 of the <i>Local Government Act 1995</i> , imposes the following fees and charges for potable water from a public standpipe effective from 21/11/2019, and authorises the CEO to give local public notice of same: Non-Residential consumption Fee - \$10.00 per KL (ex GST); Residential use and stock watering - \$4.00 per KL (ex GST); and Emergency use for firefighting or other approved emergency – No Charge | Advertised in December Echo Noted in Fees & Charges | 28/11/2019 24/03/2020 |
| 21/11/2019 | 10.4 | 2.1.28 EM68 | Consideration of Disposal of Lot 43 – 7 Gnowing Street, Wandering | Authorise the CEO to to obtain two current market valuations for Lot 43, 7 Gnowing Street, Wandering, and present these to the first available Council meeting before determining the next step of the process. | Valuation received | 27/02/2020 |
| 19/03/2020 | 15.1 | 2.1.28 RA46 | Confidential – 7 Gnowing St | That Council: <ul style="list-style-type: none"> Does proceed with the disposal of 7 Gnowing Street, Wandering; and Directs the CEO to advise the occupant accordingly. | Occupant advised RA53 | 24/03/2020 |
| 20/12/2019 | 10.3 | 1.1.27 – 28.1.5 PA26 | Sheds & Outbuildings | That Council: <ul style="list-style-type: none"> Pursuant to Schedule 2 Clause 4 of the Planning and Development (Local Planning Scheme) Regulations 2015 Council endorses the attached draft Local Planning Policy No 1 – Sheds and Outbuildings; Pursuant to Schedule 2 Clause 4(1)(a) of the Planning and Development (Local Planning Scheme) Regulations 2015 Council advertise draft Local Planning Policy No 1 (as attached) for a minimum of 21 days; and That following advertising Council consider any submissions and determined whether to adopt the Policy. | Advertised February Echo | |
| 19/03/2020 | 10.8 | 1.1.27 28.1.5 PA26 | Local Planning Policy – Sheds & Outbuildings | That Council: <ul style="list-style-type: none"> Pursuant to Schedule 2 Clause 4 of the Planning and Development (Local Planning Scheme) Regulations 2015 Council adopts the attached draft Local Planning Policy No 1 – Sheds and Outbuildings; | Advertised April Echo Local Planning Policy Manual updated | 24/03/2020 |

| | | | | | | |
|------------|------|-----------------|--|--|--|--|
| | | | | <ul style="list-style-type: none"> Pursuant to Schedule 2 Clause 4(1)(a) of the Planning and Development (Local Planning Scheme) Regulations 2015 Council authorise the CEO to advertise this adoption. | | |
| 20/02/2020 | 10.2 | 1.1.25 | Compliance Audit Return | That Council adopts the attached Compliance Audit Return for the period 01/01/2019 – 31/12/2019 | Signed by CEO Signed by Shire President | 28/02/2020 |
| 19/03/2020 | 9.1 | | Audit Committee | That Council adopts the Audit Committee's recommendation of 19/03/2020, that it adopts the Compliance Audit Return for the period 01/01/2019 – 31/12/2019 as presented to Council on 20/02/2020 | Uploaded to LG Hub | 24/03/2020 |
| 20/02/2020 | 10.3 | 11.1.3 | Future of 24Hr Fuel facility | That Council support the option to lease the Wandering 24 Hr Fuel Facility, and instructs the CEO to provide a draft e-Quote specification as soon as practicable. | Pending – noted on Projects Report | |
| 20/02/2020 | 10.4 | | Future of Wandering Caravan Park | That Council instructs the CEO to provide a detailed cost benefit analysis for the future management of the Wandering Caravan Park. | Pending – noted on Projects Report | |
| 20/02/2020 | 10.6 | 18.1.62 GR86 | Wandering Boddington Clay Target Club | That Council provide \$4,000 from its rate base as an interest free loan, to the Wandering Boddington Clay Target Club, with the Club required to pay back the loan over a period of four (4) years or less, with the first repayment due twelve (12) months after purchasing the generator | Boddington invoiced Wandering for half cost – paid 20/03/2020 Debtor Invoice to be raised. | |
| 20/02/2020 | 11.1 | 2.1.1 2.1.14 | Wandering Community Centre Carpark – Subsoil Water | <p>That Council</p> <ul style="list-style-type: none"> Authorises the use of \$20,000 from Road Construction – Own Resources for subsoil drainage work for the Wandering Community Centre Carpark, based on the Consultant Civil Engineers Report; and Instructs the CEO to undertake exploratory trenching on the west side of the bowling green to determine the extent of seepage, and rectify if required. | Purchase order raise for contractor to undertake trenching work Budget amendment completed. | 28/02/2020 24/03/2020 |
| 20/02/2020 | 11.2 | 33.1.33 | Pennington Road | <p>That Council</p> <ul style="list-style-type: none"> Approves the use of \$35,000 from Roads to Recovery Construction funds for bitumen sealing work on Pennington Road, Wandering; and | Waiting on contractor to confirm dates for both sealing works | 28/02/2020 |

| | | | | | | |
|------------|----------|------------------|-------------------------------------|---|---|---|
| | | | | <ul style="list-style-type: none"> • Approves the balance of funding to be allocated to York Williams Road. | | |
| 20.02.2020 | 11.3 | 32.1.4 | Standpipe Controller | <p>That Council</p> <ul style="list-style-type: none"> • Approve the installation of a swipe card controller for the Cheetaning Road Standpipe; and • Authorise the use of \$5,000 from Tools and Consumables to fund the balance of the project. | <p>Purchase Order raised for contractor to install new standpipe controller</p> <p>Budget amendment completed</p> | <p>28/02/2020</p> <p>24/03/2020</p> |
| 20/02/2020 | 14.1.2.1 | | Wandering Fair | That Council directs the CEO to work with Wandering Fair Committee, staff and user groups, to ensure the oval integrity as a sporting surface is not compromised as a result of the Wandering Fair. | | |
| 20/02/2020 | 14.1.3.1 | | Rating Review | <p>That Council:</p> <ul style="list-style-type: none"> • Supports the reintroduction of the rate review of the Shire of Wandering with the aim to implement agreed changes for the 2021/2022 financial year; and • Forms a Rating Review Committee of Councillors Parsons and Turton, and the CEO to carry out the further investigations and report back to Council on the likely effect a change of valuation from UV to GRV on rural residential and industrial land. | | |
| 19/03/2020 | 9.2 | | Rating Review Committee | Council receives the Minutes of the Rating Review Committee meeting held 04/03/2020 | Received | 19/03/2020 |
| 19/03/2020 | 9.3 | | Delegates to Committees | | Noted | 24/03/2020 |
| 19/03/2020 | 10.2 | 7.1.9 CO124 | Website Refresh & Councillor Portal | That Council authorise the CEO to proceed with the website refresh and Councillor portal as outlined in this report, at a total cost of \$11,110 in the 2019/2020 financial year, with the balance to be paid in the 2020/2021 financial year. | Purchase order 794 issued | 20/03/2020 |
| 19/03/2020 | 10.3 | 18.1.14 EM122 | LG House Trust Deed | <p>That, with respect to the Local Government House Trust – Deed of Variation, Council:</p> <ul style="list-style-type: none"> • Accepts the variation to the Trust Deed for the Local Government House Trust (The Trust) as detailed in attachment 1; and • Direct the CEO to communicate this acceptance in writing to the Local Government House Trust’s Board of Management. | | |

| | | | | | | |
|------------|-------|------------------|---|--|--|----------------------------|
| 19/03/2020 | 10.4 | 1.1.20 | IPR | That Council adopts: <ul style="list-style-type: none"> • The Long-Term Financial Plan 2019-2029 as attached; • The Corporate Business Plan 2019-2023 as attached; and • The Asset Management Plan 2019-2029 as attached, noting that the technical levels of service for Roads – performance measures are still to be developed, as are the Rural Road Hierarchies, and risk management. | | |
| 19/03/2020 | 10.5 | EMP1 | Acting CEO | That Council: <ul style="list-style-type: none"> • Authorise the CEO to take personal leave for the period of her surgery and convalescence; and • Pursuant to Delegation 02 and the EMTS Contract, authorise the appoint of Barry Gibbs, Executive Manager Technical Services, as Acting CEO for the period the CEO is away on personal leave, commencing 20/04/2020. | Noted. Obsolete – CEO surgery postponed | 24/03/2020 |
| 19/03/2020 | 10.6 | 1.4.4 | New Policy – Council Member Training & PD | That, with respect to section 5.128 of the Local Government Act 1995, Council adopts the draft Continuing Professional Development Policy as detailed in Appendix 1. | Policy Manual Updated | 20/03/2020 |
| 19/03/2020 | 10.7 | 1.4.4 | New Policy – Attendance at Events | That, with respect to section 5.90A of the Local Government Act 1995, Council adopts the draft Attendance at Events by Council Members and CEO Policy as detailed in Appendix 1. | Policy Manual Updated | 20/03/2020 |
| 19/03/2020 | 10.9 | A444 PA20 | TPA – House Shed & Tank | Approval | Approval Issued – PA57 | 20/03/2020 |
| 19/03/2020 | 10.10 | A125 PA12 | TPA – Telecommunications | Approval | Approval Issued – PA58 | 20/03/2020 |
| 19/03/2020 | 11.1 | 33.1.33 GR134 | Infrastructure Funding | That Council endorses the attached renewal and maintenance submissions for nine (9) projects to the Department of infrastructures with a maximum contribution from the Shire of Wandering of \$250,000. | | |
| 19/03/2020 | 11.2 | 22.2.1 | Capital Purchase – Small Truck | That Council bring forward the replacement existing 4WD Dual Cab Toyota Hilux – WD.440 from 2020/2021, and authorises the amendment to the 2019/2020 Budget as follows: | Budget amendment completed | 24/03/2020 |

| | | | | | | |
|------------|------|--------|--|--|---|--|
| | | | | <ul style="list-style-type: none"> • Purchase a small tip truck with a load capacity of 2600kg or similar, to the value of \$50,000 excl GST; • Sale or trade of the existing 4WD Dual Cab Toyota Hilux – WD.440; and • Net changeover costs to be funded from the Plant Replacement Reserve. | | |
| 19/03/2020 | 11.3 | 2.1.1 | Wandering Community Centre Refurbishment Group | That Council offer support to the Community Centre Working Group by nominating the CEO, Cr Curtis and Cr Treasure as Council representatives to the Group. | Noted | |
| 19/03/2020 | 15.2 | 28.1.2 | Confidential – Town Planning Support | That Council appoints Shire of Narrogin to provide ad-hoc Town Planning Support Services to the Shire | Email to Shire of Narrogin 20/03/2020 awaiting response | |

17. CLOSURE OF MEETING

There being no further business the meeting closed at 5:07pm