

Notice of Meeting



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Dear Elected Member

The next Ordinary meeting of the Shire of Wandering will be held on Thursday 16 February 2023 in the Council Chambers commencing at 3.30pm.

Schedule

3pm	Sgt Cheryl Bell attending
3.30pm	Ordinary Council Meeting

Alan Hart
Chief Executive Officer

10 February 2023

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Wandering for any act, omission or statement or intimation occurring during Council or Committee meetings or during formal/informal conversations with staff. The Shire of Wandering disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings or discussions. Any person or legal entity that act or fails to act in reliance upon any statement does so at the person's or legal entity's own risk.

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

AGENDA

Shire of Wandering
Ordinary Council Meeting
16 February 2023

OUR VISION

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

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

DISCLAIMER

INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

Please Note:

The recommendations contained in this agenda are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by perusing the minutes of the Council meeting at which these recommendations were considered.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Councils decision.

Meeting Procedures:

1. All Council meetings are open to the public, except for matter raised by Council under "confidential items".
2. Members of the public may ask a question at an ordinary Council Meeting under "public question time".
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceeding, just raise your hand when the presiding member announces public question time.
4. All other arrangements are in accordance with the Council's standing orders, policies and decision of the Shire of Wandering.

Council Meeting Information:

Your Council generally handles all business at Ordinary or Special Council Meetings.

From time to time Council may form a Committee to examine subjects and then report back to Council.

Generally all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters under "confidential items". On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.

Public Question Time. It is a requirement of the *Local Government Act 1995* to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the presiding member.

Written notice of each question should be given to the Chief Executive Officer fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and the response is included in the meeting minutes.

When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answers prior to the next ordinary meeting of Council.

Councillors may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter trivial, insignificant or in common with a significant number of electors or ratepayers. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

Members of staff, who have delegated authority from Council to act on certain matters, may from time to time have a financial interest in a matter on the Agenda. The member of staff must declare that interest and generally the presiding member of the meeting will advise the Officer if he/she is to leave the meeting.

Agendas, including an Information Bulletin, are delivered to Councillors within the requirements of the *Local Government Act 1995*, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by a Shire Officer. An Agenda item, including a recommendation, will then be submitted to Council for consideration. The Agenda closes the Friday week prior to the Council Meeting (i.e. ten (10) days prior to the meeting).

The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

Agendas for Ordinary Meetings are available at the Shire of Wandering Office and on the Shire website seventy-two (72) hours prior to the meeting and the public are invited to view a copy at the Shire Office.

Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 2).

Public Inspection of Unconfirmed Minutes (Regulation 13).

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection from the Shire of Wandering Office and the Shire of Wandering website within ten (10) working days after the Meeting.

Alan Hart
Chief Executive Officer

SHIRE OF WANDERING

Agenda for the Ordinary Meeting of Council to be held at/in Council Chambers on Thursday 16 February 2023 – commencing at 3.30pm.

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1. Declaration of Opening / Announcements of Visitors

The Presiding Member to declare the meeting open.

2. Attendance / Apologies / Approved Leave of Absence

Councillors

Cr Ian Turton (Shire President)
Cr Paul Treasure (Deputy Shire President)
Cr Graeme Parsons
Cr Gillian Hansen
Cr Sheryl Little
Cr Max Watts

Staff

Alan Hart Chief Executive Officer
Karl Mickle Operations Manager
Bradley Hunt Works Manager

Apologies

Members of the Public

3. Announcements by the Presiding Member

4. Response to Previous Public Questions Taken on Notice

Nil.

5. Public Question Time

6. Petitions / Deputations / Presentations / Submissions

Nil.

7. Applications for Leave of Absence

8. Disclosures of Interest

9. Confirmation of Minutes of Previous Meetings Held

9.1 Ordinary Council Meeting Minutes – 15 December 2022

Statutory Environment:

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

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Ordinary Meeting of Council held on 15 December 2022 be confirmed as true and correct.

Moved: _____

Seconded: _____

CARRIED

10. Reports of Committees of Council

Wandering Community Centre Committee Meeting held 11 January 2023.

Wandering Community Centre Upgrade

File Reference:	11.111.11101
Author:	Wandering Community Centre Upgrade Committee
Authorising Officer	Alan Hart, Chief Executive Officer
Date:	2 February 2023
Disclosure of Interest:	Nil
Attachments:	Wandering Community Centre Floor Plan Quantity Surveyor Costings for refurbishment Elevations of Proposed Works
Previous Reference:	Ordinary Council Meeting 21 July 2022 – Item 16.2.1

Summary:

To consider and recommend to Council the path forward for the upgrade of the Wandering Community Centre.

Background:

The Wandering Community Centre is the community hub for the Wandering community and has been identified as a building that needs to be upgraded to ensure that community expectations of a modern facility are addressed and the building is fit for purpose going into the future.

A working group of various Community Members has been working with Council Representatives and an Architect to develop a design that meets the above objectives and it is now time to progress this further to the next stage.

Comment:

The working group that have been involved in this project to-date have been working with Harris Design to develop a concept plan of the refurbishment of the Wandering Community Centre that will service the needs of the users of the facility and the wider community going into the future. Key aspects of the upgrade include:

- Extension of the existing kitchen and construction of a new store-room
- Refurbishment of the existing toilets to incorporate universal access toilets
- Construction of a new verandah overlooking the oval
- Construction of new sports amenities and dedicated storage for community/sporting groups
- Installation of a universal access ramp from the Community Centre to the Oval.

The Shire has now received the quantity surveyor costings for the project and the 3D images of the proposed works.

The estimated cost of the project is \$1,173,726 as outlined in the attached Quantity Surveyor Reports. These costs have been escalated to February 2023.

At this stage, funding options are still to be worked through. The Shire has confirmed funding of \$325,380 for this project with actual expenditure to the 31st December of \$2,475.

Now that we have the costings, imagery and plans, it is appropriate that we seek community input on the upgrade and further investigate funding opportunities.

With the community consultation phase, it is recommended that we commence this immediately as there is an opportunity to seek community input at the Australia Day Breakfast which will be held at the Wandering Community Centre on the 26th January 2023.

It is proposed that a display board be setup at the at the Wandering CRC from Monday 16th January which will give members of the community an opportunity to view the plans and provide feedback and on Australia Day, the display board be setup at the Wandering Community Centre with the plans and imagery for viewing with copies available to take away with feedback forms. In addition, we will use our website and social media feeds to also seek community input on the project. The committee will need to discuss if a community meeting is needed to discuss the proposed works.

The regular users of the Community Centre will be written to individually seeking their input and support for the project (This will be required to attach to any grant application).

Whilst this is going on, a quote has been requested from Kim Harris to prepare the detailed plans ready to go out to tender for the works, so when additional funding is finalised, we are in a position to go to tender.

As the project is approximately \$845,000 unfunded, further funding sources will need to be obtained to undertake the project. Whilst borrowings are one of the options available, a loan of this type would be significant and would put pressure on the existing rate-base which is already under pressure due to rising costs.

It is recommended that the shire continue to investigate the possibility of other external funding sources, eg Department of Sport and Recreation and Lotterywest and prepare funding applications.

Any decision of the Committee is a recommendation to Council as the Committee does not have any delegated powers to make decisions.

Consultation:

Shire of Wandering Elected Members
Community Groups that use the Wandering Community Centre
Shire of Wandering Community

Statutory Environment:

Not applicable

Policy Implications:

Not applicable

Financial Implications:

The full financial implications of the upgrade of the Wandering Community Centre are not known at this stage of the process.

Strategic Implications:

Provide Strong Leadership

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

Sustainability Implications:

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

Risk Implications:

Nil.

Voting Requirements:

Simple Majority.

Committee Recommendation:

That the Committee recommend to Council:

1. To commence community consultation to seek community feedback about the Wandering Community Centre upgrade. Community Consultation will run for 4 weeks from the 16th January 2023
2. To prepare a display board with the plans and other information to be at the Wandering Community Recourse Centre from the 16th January 2023 and also Wandering Community Centre on the 26th January 2023 (Australia Day)
3. To write to the regular users of the Wandering Community Centre seeking their feedback and support for the upgrade
4. To engage Harris Design to undertake detailed plans in preparation of going out to tender for the works
5. To investigate other external funding opportunities and report back to the committee on the outcome.

Moved: _____

Seconded: _____

11. Reports from Councillors

Cr Ian Turton (President)

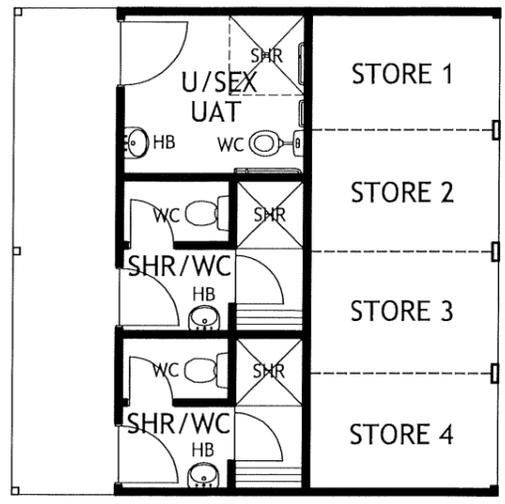
Cr Paul Treasure (Deputy President)

Cr Graeme Parsons

Cr Max Watts

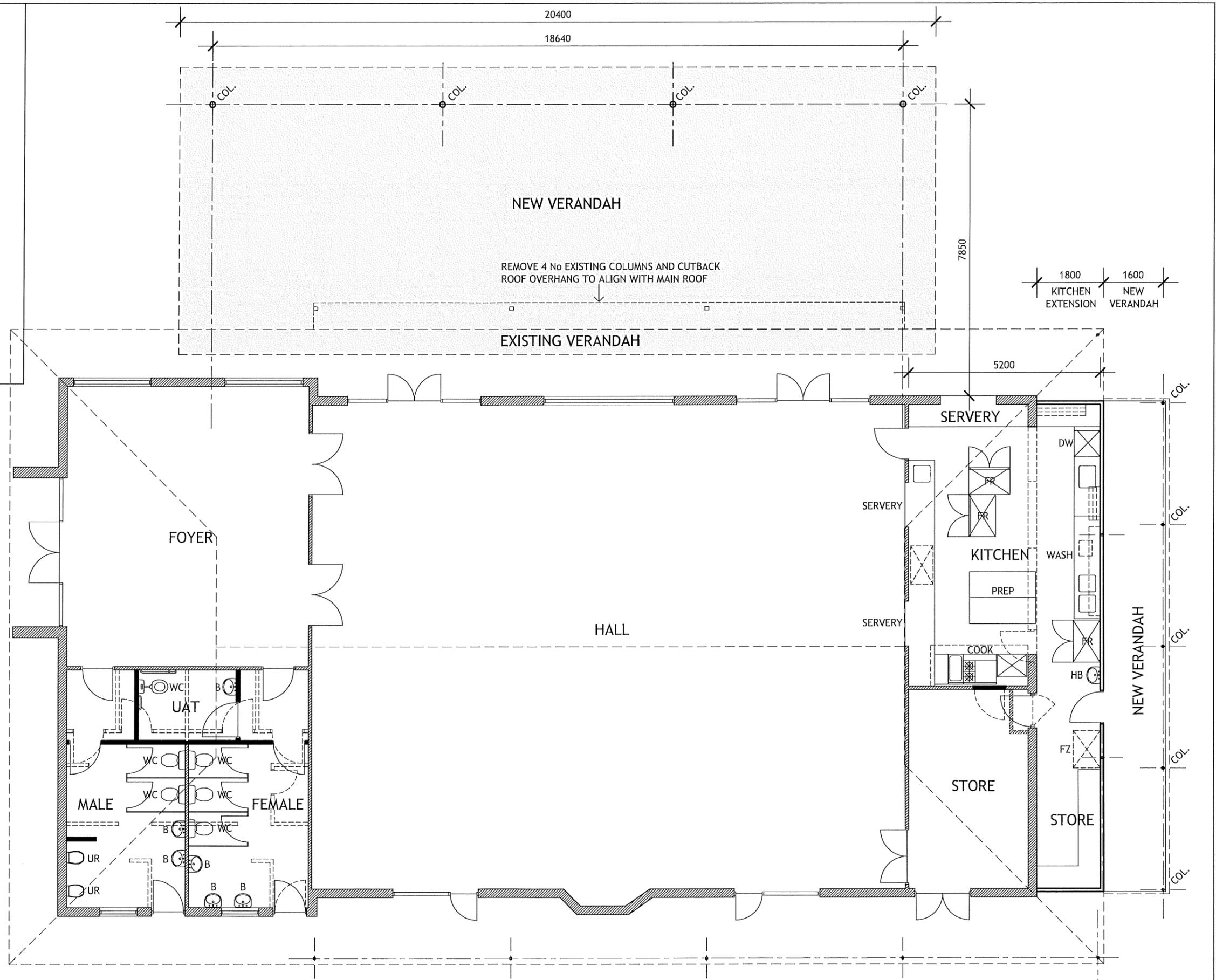
Cr Gillian Hansen

Cr Sheryl Little



SPORTS AMENITIES

SCALE 1:100



FLOOR PLAN

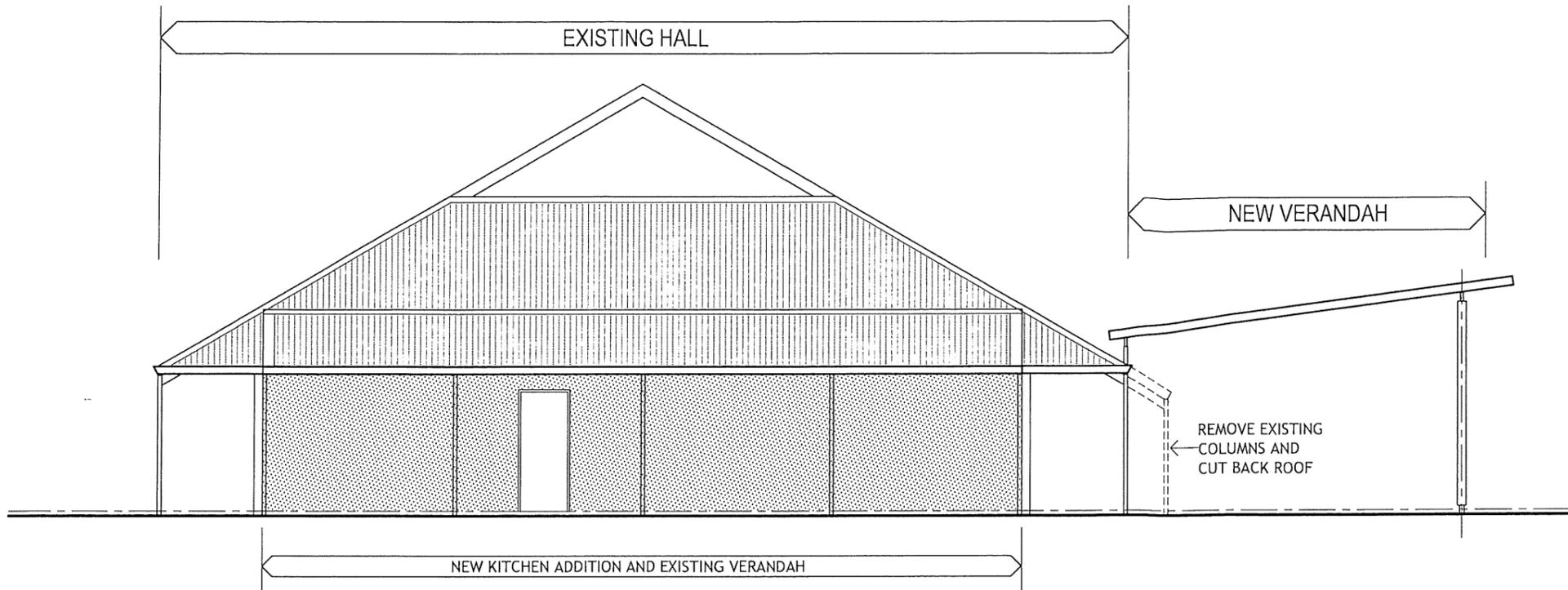
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WANDERING COMMUNITY CENTRE
DOWN STREET, WANDERING

HARRIS design

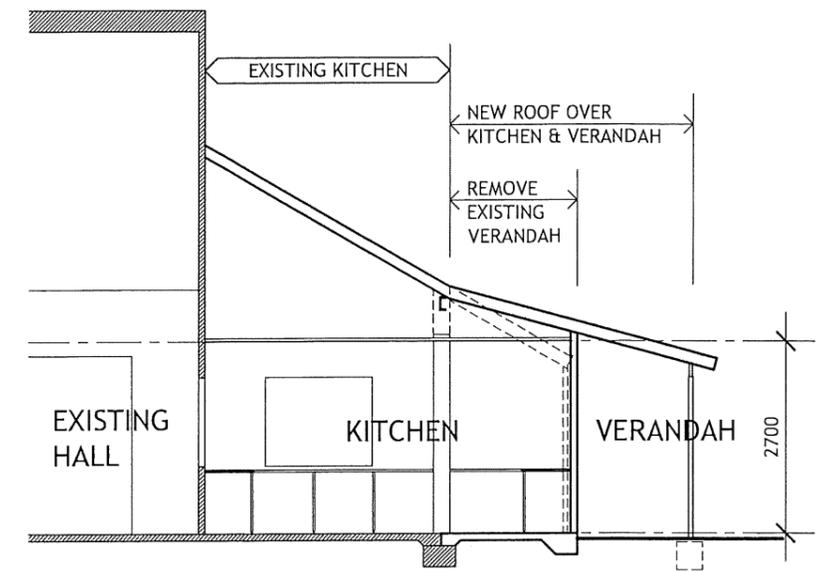
DATE 03-06-22
SCALE 1:100
CAD WANDERING CC.DWG

DRAWING
Sk1
REV A



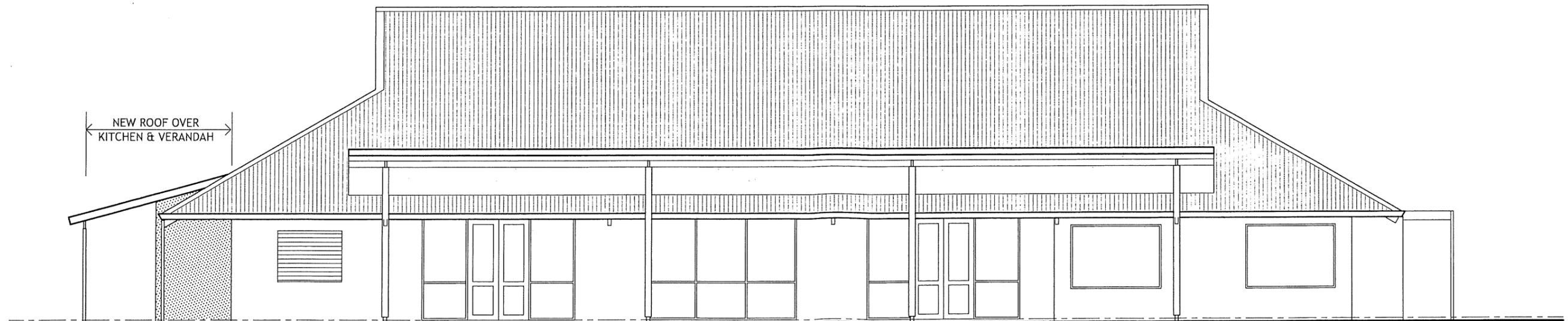
SOUTH ELEVATION

SCALE 1:100



SECTION

SCALE 1:100



EAST ELEVATION

SCALE 1:100

WANDERING COMMUNITY CENTRE
DOWN STREET, WANDERING

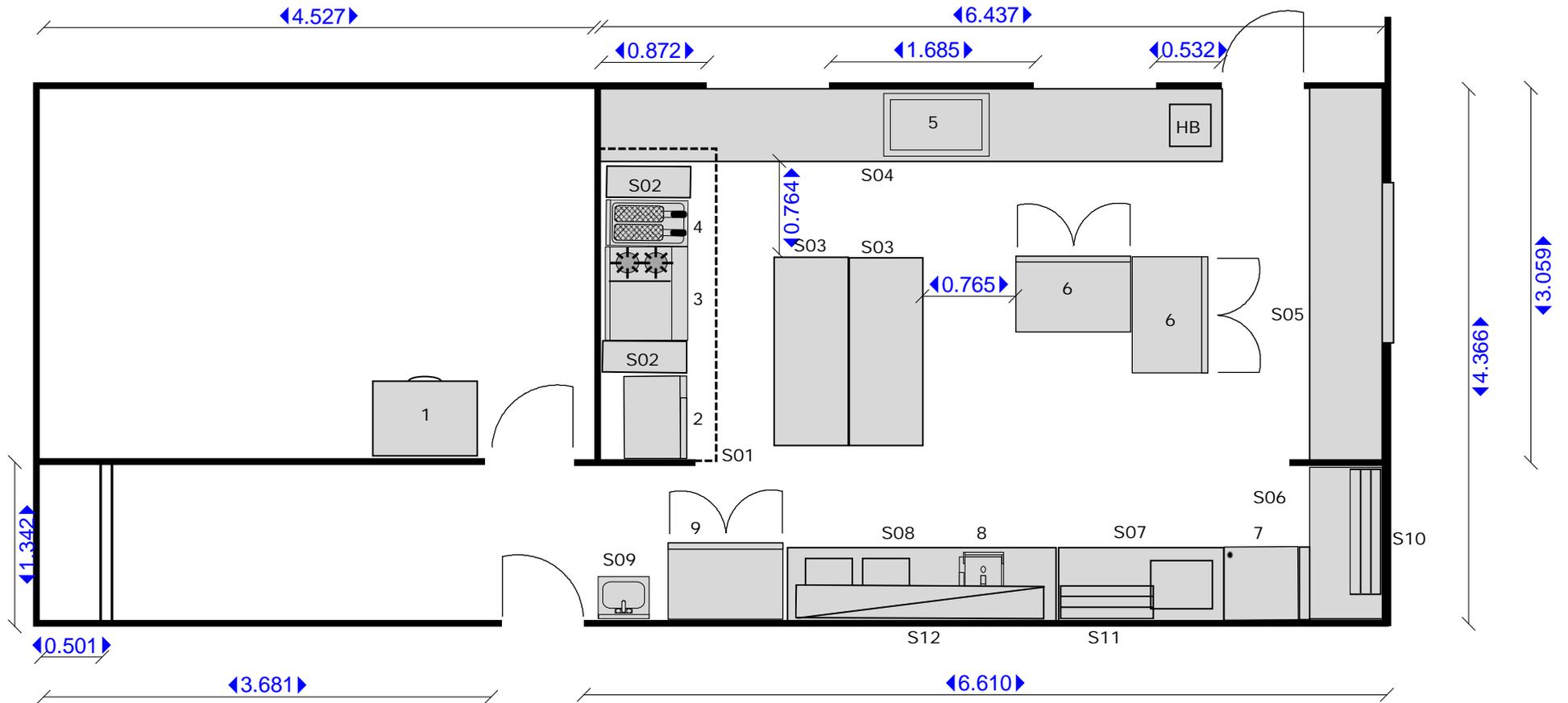
HARRIS  design

DATE 01-06-22
SCALE 1:100
CAD WANDERING CC.DWG

DRAWING
Sk2
REV A

Wandering Community Centre

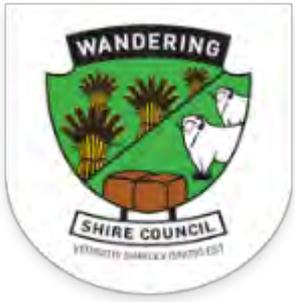
Proposed servery kitchen layout
2.5.22



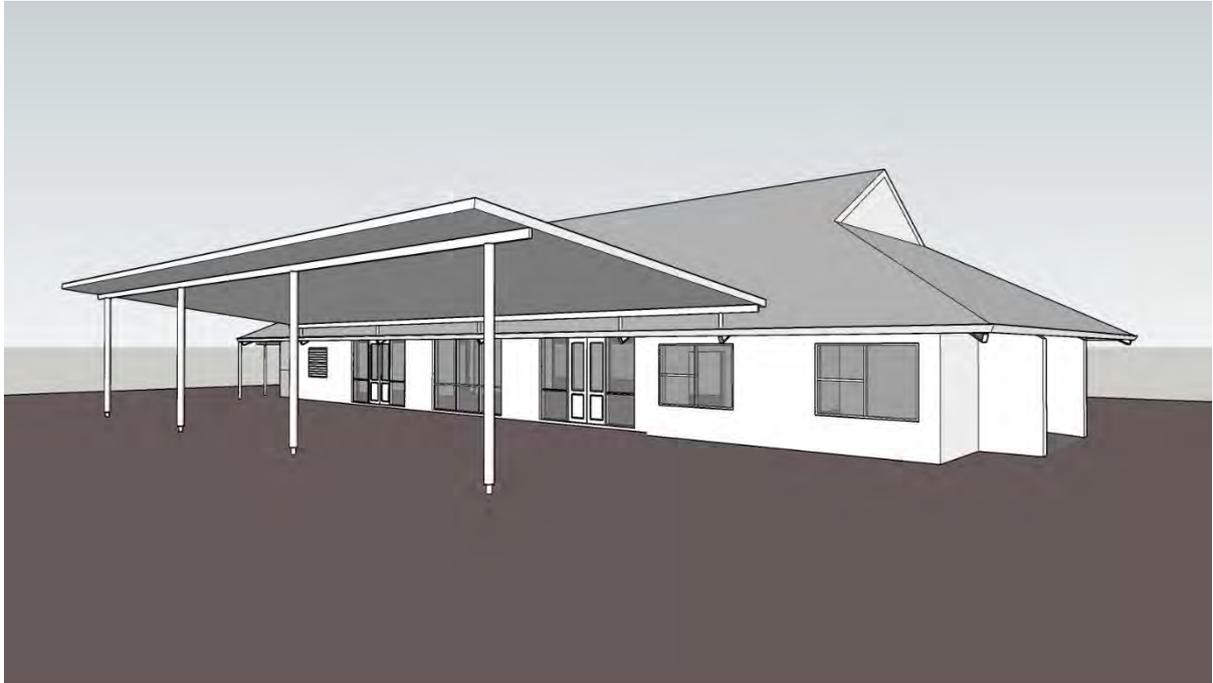


Shire of Wandering
Wandering Community Centre -Proposed Upgrade
Concept drawings



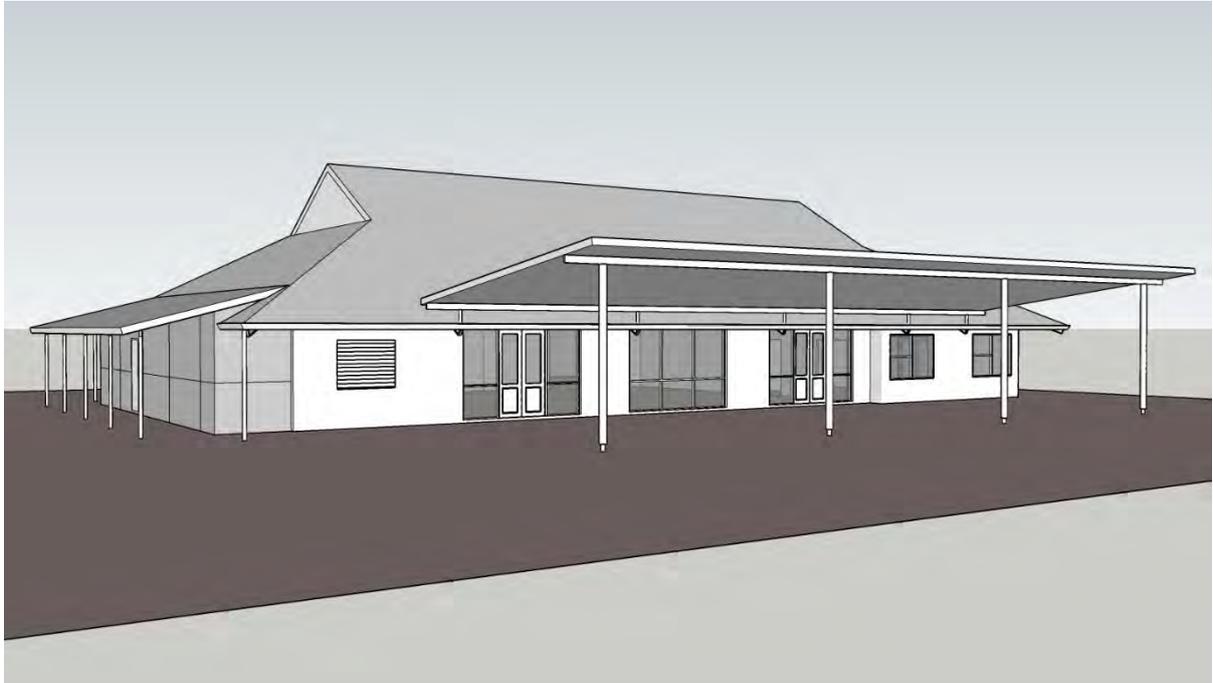


Shire of Wandering
Wandering Community Centre -Proposed Upgrade
Concept drawings





Shire of Wandering
Wandering Community Centre -Proposed Upgrade
Concept drawings



Wandering Community Centre
Alterations and Additions
OPINION OF PROBABLE COST

13 December 2022

Item	Description	Qty	Unit	Rate	Total
<u>EXECUTIVE SUMMARY</u>					
1	Alterations and Additions to Wandering Community Centre	49	m2	7,499.10	367,456
	<u>Subtotal</u>				<u>367,456</u>
2	Preliminaries Allowance	12.5	%		46,000
	<u>Subtotal</u>				<u>413,456</u>
3	Design Contingency Allowance	10	%		41,400
	<u>Subtotal</u>				<u>454,856</u>
4	Locality Allowance	15	%		68,300
	<u>Subtotal</u>				<u>523,156</u>
5	Construction Contingency Allowance	5	%		26,200
	<u>Subtotal</u>				<u>549,356</u>
6	Escalation to February 2023	1.6	%		8,700
	<u>ESTIMATED CONSTRUCTION COST (Excl GST)</u>				<u>558,056</u>
<u>NOTES & EXCLUSIONS</u>					
7	This Opinion of Probable Cost is not a cost control document and should not be used for construction contract or ordering purposes				
8	The rates used in this OPC are based on the works being procured via a conventional, competitive tendering process				
9	We have not received any advice from the Services Consultants and it is advisable that further costings be obtained to establish the limit of cost on the nature of this project.				
	<u>This OPC has been based on the following documentation:</u>				
10	Harris Design drawings dated 8 November 2022				
	<ul style="list-style-type: none"> - SK1 Rev A - Proposed Floor Plan - SK2 Rev A - Elevations - Existing Floor Plan - Arcus proposal for kitchen equipment dated 13 May 2022 				
11	Allowance made to replace existing vinyl flooring with tiling				
12	Allowance made to paint existing ceilings				
13	Allowances made for minor changes to electrical and mechanical services to existing areas				
	<u>The following have been specifically excluded from this OPC for which separate provision should be made as required</u>				
14	- Land Costs, stamp duty and the like				
15	- Planning approval fees				
16	- Works outside the site boundaries				
17	- Loose furniture and equipment				
18	- Equipment not scheduled in Arcus quote				
19	- Removal of loose furniture and fitments				

OPINION OF PROBABLE COST

PROJECT: Wandering Community Centre

OPC December 2022

Item	Description	Qty	Unit	Rate	Total
20	- Removal of sunshade				
21	- Amenities refurbishment				
22	- Upgrade of sub mains				
23	- Fire services				
24	- Power and water headworks charges and service fees				
25	- Rates & Taxes				
26	- Finance costs				
27	- Removal of hazardous materials				
28	- Goods & Services Tax				
29	- Professional fees				
30	- Cost Escalation beyond February 2023				
	<u>Risk and Security</u>				
31	We note the following potential risks due to Covid 19				
32	- Any restrictions, conditions or requirements imposed by any authority				
33	- The cessation or delay in the procurement of any goods or materials coming from overseas, interstate or locally if transport and logistics are impacted				
34	- Closure of all or part of the site due to infection or exposure (or a reasonable suspicion of infection or exposure) to site staff, subcontractors, suppliers and visitors, or from a requirement or directive from an Authority requiring closure of all or part of the site, or the cessation of all or part of the works under construction				
35	- The unavailability or diminished availability of site staff, subcontractors and suppliers due to infection or exposure to the virus				
36	- Escalation in prices of materials, transport or labour due to any of the above outcomes.				

OPINION OF PROBABLE COST

PROJECT: Wandering Community Centre

OPC December 2022

Item	Description	Qty	Unit	Rate	Total
1	Alterations and Additions to Wandering Community Centre				
	<u>SUMMARY</u>				
1.1	Alterations and Demolitions			569.69	27,915
1.2	Substructure			189.80	9,300
1.3	Columns			102.86	5,040
1.4	Roof			2,115.10	103,640
1.5	External Walls			548.57	26,880
1.6	External Doors			40.82	2,000
1.7	Wall Finishes			258.78	12,680
1.8	Floor Finishes			162.86	7,980
1.9	Ceiling Finishes			78.98	3,870
1.10	Fitments			326.53	16,000
1.11	Special Equipment			2,040.82	100,000
1.12	Hydraulic Services			513.27	25,150
1.13	Electrical Services			265.31	13,000
1.14	Mechanical Services			285.71	14,000
	<u>ESTIMATED TOTAL COST</u>				<u>367,455</u>
1.15	FECA	49	m2	7,499.09	

Item	Description	Qty	Unit	Rate	Total
1	Alterations and Additions to Wandering Community Centre				
1.1	Alterations and Demolitions				
	<u>Walls</u>				
1.1.1	Demolish and remove external cavity masonry walls	21	m2	85.00	1,785
1.1.2	Brick up existing door opening	2	m2	300.00	600
1.1.3	Remove splashback wall tiling	5	m2	35.00	175
1.1.4	Remove window	1	No	300.00	300
	<u>Roof</u>				
1.1.5	Remove verandah roof for kitchen extension	27	m2	150.00	4,050
1.1.6	Cut back and remove roof overhang for new verandah	12	m2	150.00	1,800
1.1.7	Remove steel columns	10	m	350.00	3,500
1.1.8	Remove 100 dia rainwater pipes	5	m	200.00	1,000
	<u>Ceilings</u>				
1.1.9	Paint existing ceilings	25	m2	35.00	875
	<u>Floors</u>				
1.1.10	Remove brick paving	24	m2	45.00	1,080
1.1.11	Remove existing vinyl flooring and prepare for new	26	m2	25.00	650
	<u>Doors</u>				
1.1.12	Take out and remove existing single door	2	No	150.00	300
1.1.13	Take out and rehang existing single door	1	No	100.00	100
	<u>Fitments</u>				
1.1.14	Take out and remove existing kitchen benches	19	m	300.00	5,700
	<u>Sundries</u>				
1.1.15	Allowance for the removal and modification of existing electrical light fittings in existing ceilings		Item		1,000
1.1.16	Sundry demolition		Item		5,000
	<u>To Summary</u>				27,915
1.2	Substructure				
1.2.1	Concrete ground slab	26	m2	150.00	3,900
1.2.2	Pad and strip footings	9	m3	600.00	5,400
	<u>To Summary</u>				9,300
1.3	Columns				
1.3.1	Steel columns including treatment and paint finish	0.36	t	14,000.00	5,040
	<u>To Summary</u>				5,040
1.4	Roof				
1.4.1	New verandah roof to kitchen extension including steel structure, colorbond sheeting, flashings, cappings, rainwater goods etc	51	m2	405.00	20,655
1.4.2	Bondor panel verandah including steel framing	158	m2	485.00	76,630
1.4.3	Eaves gutter and flashing where existing roof cut back	17	m	250.00	4,250
1.4.4	Flashing at junction of existing roof and new verandah roof	14	m	150.00	2,100

OPINION OF PROBABLE COST

PROJECT: Wandering Community Centre

OPC December 2022

Item	Description	Qty	Unit	Rate	Total
1	Alterations and Additions to Wandering Community Centre				<i>(Continued)</i>
1.4	Roof				<i>(Continued)</i>
	To Summary				103,635
1.5	External Walls				
1.5.1	External wall with 92 studwork, insulation, plasterboard and paint internally and Scyon CFC cladding and paint externally	48	m2	560.00	26,880
	To Summary				26,880
1.6	External Doors				
1.6.1	External solid core door	1	No	2,000	2,000
	To Summary				2,000
1.7	Wall Finishes				
1.7.1	Full height wall tiling to kitchen	68	m2	175.00	11,900
1.7.2	Painting to new store walls	31	m2	25.00	775
	To Summary				12,675
1.8	Floor Finishes				
1.8.1	Floor tiling	41	m2	175.00	7,175
1.8.2	Vinyl flooring to store	8	m2	100.00	800
	To Summary				7,975
1.9	Ceiling Finishes				
1.9.1	Plasterboard ceilings including paint	24	m2	130.00	3,120
1.9.2	Allowance for edge treatments	30	m	25.00	750
	To Summary				3,870
1.10	Fitments				
1.10.1	Allowance for sundry fitments (soap dispensers, hand dryers, pin up boards, shelving, fire extinguishers, fire blankets etc)		Item		16,000
	To Summary				16,000
1.11	Special Equipment				
1.11.1	Kitchen equipment - Arcus quote dated 13 May 2022		Item		85,000
1.11.2	Connection and commissioning of kitchen equipment		Item		15,000
	To Summary				100,000
1.12	Hydraulic Services				
1.12.1	Basin including tapware, water supply, plumbing etc	1	No	5,150.00	5,150
1.12.2	Kitchen sink including tapware, water supply, plumbing etc	4	No	5,000.00	20,000
	To Summary				25,150
1.13	Electrical Services				
1.13.1	Allowance for minor electrical services modification to existing kitchen		Item		4,000
1.13.2	New electrical services to extension		Item		9,000
	To Summary				13,000

OPINION OF PROBABLE COST

PROJECT: Wandering Community Centre

OPC December 2022

Item	Description	Qty	Unit	Rate	Total
1	Alterations and Additions to Wandering Community Centre				<i>(Continued)</i>
1.14	<u>Mechanical Services</u>				
1.14.1	Allowance for minor mechanical services modification to existing kitchen		Item		3,000
1.14.2	Allowance for new mechanical services to extension		Item		11,000
	<u>To Summary</u>				<u>14,000</u>

Wandering Community Centre

Amenities Refurbishment and New Sports Amenities Block

OPINION OF PROBABLE COST

14 December 2022

OPINION OF PROBABLE COST
PROJECT: Wandering Community Centre
OPC December 2022 - Amenities

Item	Description	Qty	Unit	Rate	Total
<u>EXECUTIVE SUMMARY</u>					
1	Alterations and Additions to Wandering Community Centre				
2	Amenities Refurbishment	42	m2	4,123.33	173,180
3	New Sports Amenities	37	m2	6,278.11	232,290
	<u>Subtotal</u>				<u>405,470</u>
4	Preliminaries Allowance	12.5	%		50,700
	<u>Subtotal</u>				<u>456,170</u>
5	Design Contingency Allowance	10	%		45,700
	<u>Subtotal</u>				<u>501,870</u>
6	Locality Allowance	15	%		75,300
	<u>Subtotal</u>				<u>577,170</u>
7	Construction Contingency Allowance	5	%		28,900
	<u>Subtotal</u>				<u>606,070</u>
8	Escalation to February 2023	1.6	%		9,600
	<u>ESTIMATED CONSTRUCTION COST (Excl GST)</u>				<u>615,670</u>
<u>NOTES & EXCLUSIONS</u>					
9	This Opinion of Probable Cost is not a cost control document and should not be used for construction contract or ordering purposes				
10	The rates used in this OPC are based on the works being procured via a conventional, competitive tendering process				
11	We have not received any advice from the Services Consultants and it is advisable that further costings be obtained to establish the limit of cost on the nature of this project.				
	<u>This OPC has been based on the following documentation:</u>				
12	Harris Design drawings dated 8 November 2022				
	<ul style="list-style-type: none"> - SK1 Rev A - Proposed Floor Plan - SK2 Rev A - Elevations - Existing Floor Plan - Arcus proposal for kitchen equipment dated 13 May 2022 				
13	Allowance made to replace existing vinyl flooring with tiling				
14	Allowance made to paint existing ceilings				
15	Allowances made for minor changes to electrical and mechanical services to existing areas				
	<u>The following have been specifically excluded from this OPC for which separate provision should be made as required</u>				
16	- Land Costs, stamp duty and the like				
17	- Planning approval fees				
18	- Works outside the site boundaries				
19	- Loose furniture and equipment				
20	- Equipment not scheduled in Arcus quote				

OPINION OF PROBABLE COST

PROJECT: Wandering Community Centre

OPC December 2022 - Amenities

Item	Description	Qty	Unit	Rate	Total
21	- Removal of loose furniture and fitments				
22	- Removal of sunshade				
23	- Amenities refurbishment				
24	- Upgrade of sub mains				
25	- Fire services				
26	- Power and water headworks charges and service fees				
27	- Rates & Taxes				
28	- Finance costs				
29	- Removal of hazardous materials				
30	- Goods & Services Tax				
31	- Professional fees				
32	- Cost Escalation beyond February 2023				
	<u>Risk and Security</u>				
33	We note the following potential risks due to Covid 19				
34	- Any restrictions, conditions or requirements imposed by any authority				
35	- The cessation or delay in the procurement of any goods or materials coming from overseas, interstate or locally if transport and logistics are impacted				
36	- Closure of all or part of the site due to infection or exposure (or a reasonable suspicion of infection or exposure) to site staff, subcontractors, suppliers and visitors, or from a requirement or directive from an Authority requiring closure of all or part of the site, or the cessation of all or part of the works under construction				
37	- The unavailability or diminished availability of site staff, subcontractors and suppliers due to infection or exposure to the virus				
38	- Escalation in prices of materials, transport or labour due to any of the above outcomes.				

OPINION OF PROBABLE COST

PROJECT: Wandering Community Centre

OPC December 2022 - Amenities

Item	Description	Qty	Unit	Rate	Total
1	Amenities Refurbishment				
	<u>SUMMARY</u>				
1.1	Alterations and Demolitions			454.29	19,080
1.2	External Doors			95.24	4,000
1.3	Internal Walls			167.14	7,020
1.4	Internal Screens and Borrowed Lights			161.90	6,800
1.5	Internal Doors			176.19	7,400
1.6	Wall Finishes			350.00	14,700
1.7	Floor Finishes			175.00	7,350
1.8	Ceiling Finishes			179.29	7,530
1.9	Fitments			142.86	6,000
1.10	Hydraulic Services			1,983.33	83,300
1.11	Electrical Services			166.67	7,000
1.12	Mechanical Services			71.43	3,000
	<u>ESTIMATED TOTAL COST</u>				<u>173,180</u>
1.13	FECA	42	m2	4,123.33	

OPINION OF PROBABLE COST

PROJECT: Wandering Community Centre

OPC December 2022 - Amenities

Item	Description	Qty	Unit	Rate	Total
2	New Sports Amenities				
	<u>SUMMARY</u>				
2.1	Substructure			300.00	11,100
2.2	Columns			412.43	15,260
2.3	Roof			743.78	27,520
2.4	External Walls			847.57	31,360
2.5	External Doors			425.68	15,750
2.6	Internal Walls			659.19	24,390
2.7	Internal Doors			194.59	7,200
2.8	Wall Finishes			302.70	11,200
2.9	Floor Finishes			110.81	4,100
2.10	Ceiling Finishes			100.81	3,730
2.11	Fitments			209.46	7,750
2.12	Hydraulic Services			1,317.57	48,750
2.13	Electrical Services			324.32	12,000
2.14	Mechanical Services			162.16	6,000
2.15	Site Clearance			58.92	2,180
2.16	Footpaths and Paved Areas			108.11	4,000
	<u>ESTIMATED TOTAL COST</u>				<u>232,290</u>
2.17	FECA	37	m2	6,278.11	

OPINION OF PROBABLE COST
PROJECT: Wandering Community Centre
OPC December 2022 - Amenities

Item	Description	Qty	Unit	Rate	Total
1	Amenities Refurbishment				
1.1	Alterations and Demolitions				
	Walls				
1.1.1	Demolish and remove internal single skin masonry walls	67	m2	65.00	4,355
1.1.2	Remove wall tiling	63	m2	35.00	2,205
	Ceilings				
1.1.3	Take down and remove existing ceilings	42	m2	30.00	1,260
	Floors				
1.1.4	Break out 100 thick concrete upstand and make good	2	m2	65.00	130
1.1.5	Remove existing floor tiling and prepare for new	42	m2	40.00	1,680
1.1.6	Build up 50 thick concrete slab to existing setdowns	4	m2	100.00	400
	Doors				
1.1.7	Take out and remove existing single door	6	No	150.00	900
	Fitments				
1.1.8	Remove sanitary fixtures and cap off services	10	No	300.00	3,000
1.1.9	Remove existing shower seats	2	No	75.00	150
	Sundries				
1.1.10	Sundry demolition		Item		5,000
	To Summary				19,080
1.2	External Doors				
1.2.1	External solid core door	2	No	2,000	4,000
	To Summary				4,000
1.3	Internal Walls				
1.3.1	Single brick internal wall with render and paint to both sides	26	m2	270	7,020
	To Summary				7,020
1.4	Internal Screens and Borrowed Lights				
1.4.1	Toilet Partitions	17	m2	400	6,800
	To Summary				6,800
1.5	Internal Doors				
1.5.1	Internal solid core door	3	No	1,800	5,400
1.5.2	Toilet partition doors	5	No	400.00	2,000
	To Summary				5,400
1.6	Wall Finishes				
1.6.1	Wall tiling to 1800 high	84	m2	175.00	14,700
	To Summary				14,700
1.7	Floor Finishes				
1.7.1	Floor tiling	42	m2	175.00	7,350
	To Summary				7,350

OPINION OF PROBABLE COST

PROJECT: Wandering Community Centre

OPC December 2022 - Amenities

Item	Description	Qty	Unit	Rate	Total
1	Amenities Refurbishment				<i>(Continued)</i>
1.8	Ceiling Finishes				
1.8.1	Moisture resistant plasterboard ceilings including paint	41	m2	150.00	6,150
1.8.2	Allowance for edge treatments	55	m	25.00	1,375
	To Summary				7,525
1.9	Fitments				
1.9.1	Allowance for sundry fitments (soap dispensers, hand dryers, mirrors)		Item		6,000
	To Summary				6,000
1.10	Hydraulic Services				
1.10.1	Basin including tapware, water supply, plumbing etc	6	No	5,150.00	30,900
1.10.2	WC including water supply, plumbing etc	6	No	6,650.00	39,900
1.10.3	Urinal including water supply, plumbing etc	2	No	6,250.00	12,500
	To Summary				83,300
1.11	Electrical Services				
1.11.1	Allowance for minor electrical services modification to existing amenities		Item		7,000
	To Summary				7,000
1.12	Mechancial Services				
1.12.1	Allowance for minor mechanical services modification to existing amenities		Item		3,000
	To Summary				3,000

OPINION OF PROBABLE COST
PROJECT: Wandering Community Centre
OPC December 2022 - Amenities

Item	Description	Qty	Unit	Rate	Total
2	New Sports Amenities				
2.1	Substructure				
2.1.1	Concrete ground slab	38	m2	150.00	5,700
2.1.2	Pad and strip footings	9	m3	600.00	5,400
	To Summary				11,100
2.2	Columns				
2.2.1	Steel columns including treatment and paint finish	1.09	t	14,000.00	15,260
	To Summary				15,260
2.3	Roof				
2.3.1	New roof including steel structure, colorbond sheeting, insulation, flashings, cappings, rainwater goods etc	64	m2	430.00	27,520
	To Summary				27,520
2.4	External Walls				
2.4.1	External wall with 92 studwork, insulation, plasterboard and paint internally and Scyon CFC cladding and paint externally	56	m2	560.00	31,360
	To Summary				31,360
2.5	External Doors				
2.5.1	External solid core door	3	No	2,000.00	6,000
2.5.2	Roller doors	13	m2	750.00	9,750
	To Summary				15,750
2.6	Internal Walls				
2.6.1	Single brick internal wall with render and paint to both sides	52	m2	270.00	14,040
2.6.2	Link mesh screen between stores	23	m2	450.00	10,350
	To Summary				14,040
2.7	Internal Doors				
2.7.1	Internal solid core door	4	No	1,800.00	7,200
	To Summary				7,200
2.8	Wall Finishes				
2.8.1	Wall tiling to 1800 high	64	m2	175.00	11,200
	To Summary				11,200
2.9	Floor Finishes				
2.9.1	Floor tiling	18	m2	175.00	3,150
2.9.2	Sealed concrete finish to store	19	m2	50.00	950
	To Summary				4,100
2.10	Ceiling Finishes				
2.10.1	Moisture resistant plasterboard ceilings including paint	18	m2	150.00	2,700
2.10.2	Allowance for edge treatments	41	m	25.00	1,025
	To Summary				3,725
2.11	Fitments				
2.11.1	Grab rails	3	No	500.00	1,500

OPINION OF PROBABLE COST

PROJECT: Wandering Community Centre

OPC December 2022 - Amenities

Item	Description	Qty	Unit	Rate	Total
2	New Sports Amenities				<i>(Continued)</i>
2.11	Fitments				<i>(Continued)</i>
2.11.2	Shower rail and curtain	1	No	450.00	450
2.11.3	Shower seats	2	m	400.00	800
2.11.4	Allowance for sundry fitments (soap dispensers, hand dryers, mirrors)		Item		5,000
	To Summary				7,750
2.12	Hydraulic Services				
2.12.1	Basin including tapware, water supply, plumbing etc	3	No	5,150.00	15,450
2.12.2	WC including water supply, plumbing etc	3	No	6,650.00	19,950
2.12.3	Shower including tapware, water supply, plumbing etc	3	No	4,450.00	13,350
	To Summary				48,750
2.13	Electrical Services				
2.13.1	New electrical services		Item		12,000
	To Summary				12,000
2.14	Mechanical Services				
2.14.1	Allowance for new mechanical services		Item		6,000
	To Summary				6,000
2.15	Site Clearance				
2.15.1	Clear site, excavate and compact to required building levels	87	m2	25.00	2,175
	To Summary				2,175
2.16	Footpaths and Paved Areas				
2.16.1	Brick paving	47	m2	85.00	3,995
	To Summary				3,995



COMMERCIAL
REFRIGERATION
COMMERCIAL
KITCHENS

| CUSTOM DESIGN | MANUFACTURE | INSTALLATION | SERVICE |

QUOTE No. **Q39204**

13 May 2022

Kim Harris
MBL: 0417 935 414
Email: kimharris@inet.net.au

Hi Kim,

As requested, following is our proposal on the recommended equipment for your upcoming project for your review.

We are pleased to provide the following proposal;

Item No	QTY	Description	Make	Model	Line Price
Equipment					
EQ01	1	300 litre chest freezer with stainless steel top	Bromic	CFO300FTSS	\$1,473
EQ02	1	Electric 4 x 1/1 GN tray convection oven on stand	Turbofan	E31D4 SK2731N	\$6,179
EQ03	1	Gas 2 burner+600mm griddle over static oven range	Cobra	CR9B	\$4,539
EQ04	1	Gas 2 basket deep fryer	Cobra	CF2	\$2,617
EQ05	1	3 module hot food display with straight glass	Roband	E23	\$1,690
EQ06	2	2 x glass door upright display fridge - bottom mounted motor	Skope	BME1200N-A	\$8,436
EQ07	1	Pass through dishwasher	Washtech	XP	\$5,281
EQ08	1	6 slice contact toaster	Roband	GSA610S	\$917
EQ09	1	2 x glass door upright fridge	Skope	TCE1000	\$2,685
Stainless steel					
SS01	1	Custom stainless steel exhaust canopy cw filters, internal LED filters, duct and fan Dimensions: 3000W x 1150D x 930H Note: Excludes installation of canopy, duct and fan - by others	Arcus	Custom	\$8,993
SS02	2	Modular stainless steel chef's infill bench - 300 x 800	Cobra	C300	\$1,116
SS03	2	Modular stainless steel mobile island workbench with solid shelf under - 18000 x 700 x 900	Simply stainless	SS03.7.1800	\$3,206

SHOWROOM - 14 TRUGANINA ROAD, MALAGA, WA, 6090

p 08 9241 8818 **e** ADAM@ARCUS.COM.AU **f** 08 9241 8800 **w** WWW.ARCUS.COM.AU **a** P.O. BOX 1815, MALAGA, WA, 6944

Arcus Australia Pty. Ltd. | A.B.N 69 008 718 974 | R.T.A No. AU00688
We refer to our Terms and Conditions of Sale which are available on request.





SS04	1	Custom stainless steel servery bench 1 x 400 x 400 fully welded sink Side & Rear upstand Single solid shelf under 6000W x 700D x 900H	Arcus	Custom	\$7,993
SS05	1	Custom stainless steel servery bench Side & Rear upstand Single solid shelf under 3550W x 700D x 900H	Arcus	Custom	\$3,513
SS06	1	Custom stainless steel dishwash exit bench Piped rail shelf under Dimensions: 1550W x 700D x 900H	Arcus	Custom	\$2,662
SS07	1	Custom stainless steel dishwash entry bench 1 x 600 x 450 fully welded sink Piped rail shelf under Dimensions: 1600W x 700D x 900H	Arcus	Custom	\$3,400
SS08	1	Custom stainless steel workbench 2 x 450 x 450 sinks Piped rail shelf under Dimensions: 2600W x 700D x 900H	Arcus	Custom	\$4,745
SS09	1	Stainless steel hands free hand basin with faucet and tempering valve	Stoddart	WB.K01.300.TV	\$0
SS10	1	Modular stainless steel piped wall shelf and brackets - 1200 x 300	Simply stainless	SS11.1200	\$257
SS11	1	Modular stainless steel piped wall shelf and brackets - 900 x 300	Simply stainless	SS11.0900	\$223
SS12	2	Modular stainless steel solid wall shelf and brackets - 2400 x 300 (2 tier)	Simply stainless	SS10.2400	\$906
				Sub Total	\$70,831
		Delivery and loose positioning of listed equipment. Position, level and pin all custom stainless steel items Assemble and position all shelving units Hang exhaust canopy Install all duct and fans for exhaust canopy Note: Excludes all electrical connections and switching for exhaust canopy - By others Excludes connection and commissioning of all listed items - by others Exhaust canopy and stainless steel bench installation pricing subject to site inspection.			\$7,317
				Total Price (ex GST)	\$78,148

Points of Clarification.

- Arcus quotes are valid for 7 days.
- Individual pricing in this quote does not show GST. GST is payable at the standard rate.
- This quote is submitted as a complete proposal, should you choose to only place a partial order, please be aware that individual pricing for items may change.
- Assume all installations of any external equipment are installed to Wind Region A classification.



- E&OE, Errors and Omissions Excepted. Whilst Arcus make every effort to provide you with correct information. All equipment descriptions in this quote should be used as a guide only. If not already supplied, full manufacturers specification sheets are available in most situations.

Drawings

Covering only the areas in our contract or order and included in the price above, Arcus offer:

- 2D layout / plan drawings.
- Services drawings for equipment and items being supplied as part of our contract / order.
- Manufacturing drawings including plans, elevations and sections of the individual items Arcus will be manufacturing.

As standard, we do not do elevation drawings, 3D drawings or anything other than the above. Anything over and above our standard drawings will be chargeable and this can be discussed if required.

In addition, we offer one round of revisions on our approval drawings, further and continued revisions will be chargeable.

Inclusions

- Delivery of all items inside your premises, assuming clear and suitable access with no pinch points, stairs or obstacles etc.
- Final positioning of all equipment and stainless steel items. This includes fixing down benches and hanging shelves where relevant.
- Hanging of exhaust canopies.
- Removal of all laser film from hard to access and awkward parts of all your equipment and stainless items. For protection, laser film to the front and tops of items is left for you to remove.
- Maintenance manuals and commissioning sheets.

Exclusions

- More than one delivery to site.
- Working outside of normal working hours.
- Plumbing, gas and electrical fittings and connections thereof.
- Sink taps and waste sets.
- Duct and duct spigots, and exhaust fans to canopies.
- Any building modifications.
- Demolition and removal of existing benches and repairs to walls and floors.
- Disposal of rubbish from site.
- Removal of existing refrigeration equipment.
- Removal of existing benching from position and site.
- Removal of existing equipment from position and site.
- Provision of power to switchboards.
- Upgrading the power supply currently to the existing switchboard (if required).
- Provision of correct services adjacent to the units.
- Site allowances and induction courses.

Warranty

- On Arcus manufactured and installed equipment outside the Perth Metro Area, twelve (12) months parts and labour warranty excluding freight, travel and standby time, and travel costs from date of delivery or installation.



- During this period we recommend the equipment be properly maintained and serviced every six (6) months to ensure low cost running and guarantee your warranty.
- On brand name equipment purchased by Arcus we offer (Metro and Country) the warranty provided by the original manufacturer of said equipment.
- After hours calls during the warranty period attract a surcharge.
- Costs and time incurred due to security clearances, inductions, on site delays, work permits or delays to obtain one, or any additional time or men required by your rules. This time and these costs are chargeable.
- Amongst other things warranty does not cover:
 - Fair wear and tear.
 - Accidental damage, misuse, improper care, alterations or acts of nature.
 - Any consequential, indirect or incidental losses.
 - Any product that has been altered by a company other than Arcus.
 - Damage caused by corrosive substances, chlorides or acids that are used on the product.
 - Material defects as a result of a corrosive environment.
 - Consumables such as lamps, lights, door seals or other items where it is expected that will need to be replaced periodically.
- If you place a warranty call and it turns out to be user error or lack of care and maintenance, our service department or the service agent for the item of equipment may charge your venue for the call out and any time on site.

Proceeding with an order

- In order to proceed with your order, we need clear instructions in writing, referencing the number on the top of your quote you are proceeding with along with your deposit payment (see below)

Payment Terms.

- 30% deposit with balance payable as below.
 - Full payment to the value of any item(s) leaving our warehouse and full payment for delivery is due prior to delivery to site. Should you wish, you are able to inspect your goods before they leave.
 - 75% of site works including positioning and installation costs are payable up front with the
- Cancellation of Items.
 - In nearly all situations where an item is cancelled or amended a supplier levied restocking fee and an Arcus administration fee will be applicable. Where a deposit or full payment has been received, any re-stocking fees and freight due will be applied against the received amount prior to any refund.
- Upfront Settlement
 - On occasion where Arcus is required to settle with our suppliers in advance of goods being supplied, Arcus may in those instances ask for upfront settlement from our clients.
- Special / Custom Orders
 - For special order / custom items, cancellations will not be possible once manufacturing has commenced. Modifications will be reviewed on an ad hoc basis. There may also be fees associated with drawings and administration even if manufacturing has not commenced.
- Goods Storage
 - Arcus aims to have your items in our warehouse for the delivery date nominated at your time of order. Should you have a need to delay delivery by more than 10 days, Arcus will



require payment in full without delay to enable us to store your items free of charge until required.

- Payment Methods
 - We accept EFT, cash, business cheque, debit and credit cards (Mastercard & Visa only). Please be aware that a 1.5% surcharge is paid on all credit card transactions.

We thank you once again for allowing us to provide the above quotation, I will call you in the coming days to answer any questions you may have, but if you need anything in the meantime, please feel free to give me a call.

A handwritten signature in black ink, appearing to read 'Adam Bennetts', written over a horizontal line.

Kind regards.

Adam Bennetts
Sales Manager

Arcus Australia PTY LTD

m. 0413 156 903 | dl. 08 9241 8818 | e. adam@arcus.com.au

12. Chief Executive Officer

12.1 Shire of Wandering Policy Manual Review

File Reference:	11.111.11101
Author:	Lisa Boddy, Customer Service Coordinator
Authorising Officer	Alan Hart, Chief Executive Officer
Date:	
Disclosure of Interest:	Nil
Attachments:	Policy 4 – Access and Inclusion Policy 5 – Council Member Entitlements Policy 79 – Acting & Temporary CEO Appointment Policy 31 – Amending Policies (for reference)
Previous Reference:	Item 12.3 Ordinary Council Meeting 15 December 2023

Summary:

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

Background:

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

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

As there are currently 83 policies of the Shire it is proposed that each month two to three policies are reviewed by Council, this will ensure that all policies are reviewed in the stated three year period.

Comment:

Three policies are to be reviewed this month:

Policy 4 – Access and Inclusion

Policy 5 – Council Member Entitlements

Policy 79 – Acting & Temporary CEO Appointment

These policies were presented to the General Planning Forum on 2 February 2023. No amendments to Policy 4.

Policy 5 changes are as follows:

- Telecommunications allowance changed from 30% to 35%
- Mention of superannuation entitlements if changes come into effect.
- Deletion of paragraph "IPAD/TABLET"

Policy 79 changes are as follows:

- Item 3 heading changed to delete planned and unplanned
- Current items 4 and 5 to be deleted.
- Remove the administrative clauses to the policy and change Executive Manager Technical Services to employee.
- Item 6 100% to be changed to 80% for Acting CEO's remuneration

Policy 31 'Amending Policies' has been included as a reference to guide the review process.

Consultation:

Chief Executive Officer
Elected Members

Statutory Environment:

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

Policy Implications:

As reviewed.

Financial Implications:

Nil.

Strategic Implications:

Provide Strong Leadership

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

Sustainability Implications:

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

Risk Implications:

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

Voting Requirements:

Simple Majority

Officer Recommendation:

That Council adopts the following policies with any amendments made.

- **Policy 4 – Access and Inclusion**
- **Policy 5 – Council Member Entitlements**
- **Policy 79 – Acting & Temporary CEO Appointment**

Moved: _____

Seconded: _____

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

POLICY NO:	4
DATE LAST REVIEWED:	17/09/2020 16/09/2021

LEGAL (PARENT):	<i>Disability Discrimination Act 1992</i> <i>Disability Services Act 1993</i> <i>WA Equal Opportunity Act 1984</i> <i>Commonwealth Disability Discrimination Act 1992</i>
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LEGAL (SUBSIDIARY):	
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DELEGATION OF AUTHORITY APPLICABLE:	
--	--

DELEGATION NO.	
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ADOPTED POLICY	
TITLE:	Access and Inclusion
OBJECTIVE:	<ul style="list-style-type: none"> To meet the requirements of the Disability Discrimination Act 1992 and Disability Services Act 1993 and to state the Shire of Wandering’s position regarding providing an accessible, inclusive community for everyone

POLICY STATEMENT

PRINCIPLES

The Shire of Wandering is committed to ensuring that the community is accessible for all community member, their families and carers.

The Shire of Wandering interprets an accessible and inclusive community as one in which all Council functions, facilities and services (both in-house and contracted) are open, available and accessible to everyone.

The Shire of Wandering:

- (a) Recognises that all residents are valued members of the community who make a variety of contributions to local social, economic and cultural life;
- (b) Believes that a community that recognises its diversity and supports the participation and inclusion of all its members makes for a richer community life;
- (c) Believes that all residents, , their families and carers should be supported to remain in the community;
- (d) Is committed to consulting with all residents, their families and carers and relevant organisations and service providers in addressing barriers to access and inclusion;
- (e) Will ensure its agents and contractors work towards the desired outcomes in the Access and Inclusion Plan (AIP);
- (f) Is committed to supporting local community groups and businesses to provide access and inclusion for everyone; and
- (g) Is committed to achieving the eight desired outcomes of its AIP.

OUTCOMES

All residents:

- (a) Have the same opportunities to access the services of, and any events organised by, the Shire of Wandering.
- (b) Have the same opportunities to access the buildings and other facilities of the Shire of Wandering.
- (c) Receive information from the Shire of Wandering in a format that will enable them to access the information
- (d) Receive the same level and quality of service from the employees of the Shire of Wandering.
- (e) Have the same opportunities to make complaints to the Shire of Wandering.
- (f) Have the same opportunities to participate in any public consultation by the Shire of Wandering.
- (g) Have the same opportunities regarding employment practices (recruitment and retention) with the Shire of Wandering.

ASSOCIATED DOCUMENTS

Disability Discrimination Act 1992

Disability Services Act 1993

Equal Opportunity Act 1984.

Shire of Wandering Access and Inclusion Plan

Commonwealth Disability Discrimination Act 1992

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

POLICY NO:	5
DATE LAST REVIEWED:	17/09/2020 16/09/2021

LEGAL (PARENT):	<i>Local Government Act 1995</i>
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LEGAL (SUBSIDIARY):	S7A and 7B Salaries and Allowances Act 1975 (determination April 2018)
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DELEGATION OF AUTHORITY APPLICABLE:	Yes
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DELEGATION NO.	20
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ADOPTED POLICY	
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TITLE:	Council Member Entitlements
OBJECTIVE:	<ul style="list-style-type: none"> To outline the support that will be provided to council members through the payment of allowances, reimbursement of expenses incurred, insurance cover and supplies provided in accordance with the Local Government Act 1995 while performing the official duties of office.

POLICY STATEMENT

The Shire of Wandering has determined the following principles in relation to allowances and support of council members.

ALLOWANCES (as described in Legislation)

PRESIDENT'S ALLOWANCE [Local Government Act 1995 s.5.98(5) and Local Government (Administration) Regulations 1996 Reg. 33(5) and 33(1)(b)]

The President shall be entitled to an annual local government allowance equivalent to 30% of the maximum amount permitted to be paid to the President as determined by the Salaries and Allowances Tribunal.

DEPUTY PRESIDENT'S ALLOWANCE [Local Government Act 1995 s.5.98A and Local Government (Administration) Regulations 1996 Reg.33A]

The Deputy President shall be entitled to an annual local government allowance equivalent to the minimum President's Allowance.

MEETING ATTENDANCE ALLOWANCE [Local Government Act 1995 s.5.98(1)(b) and Local Government (Administration) Regulations 1996 Reg.33(3) and 34(1)(b) and 34. (2)(b)]

The President and Council members shall be entitled to an annual meeting attendance allowance equal to the minimum amount permitted to be paid as determined by the Salaries and Allowances Tribunal.

TELECOMMUNICATIONS ALLOWANCE [Local Government Act 1995 s.5.99A and Local Government (Administration) Regulations 1996 Reg.34A]

Council members shall be entitled to an annual telecommunications allowance equal to 35% of the maximum amount permitted to be paid as determined by the Salaries and Allowances Tribunal to cover all information and communications technology costs that are a kind of expense for which Council members may be reimbursed as prescribed by Regulations 31(1)(a) and 32(1) of the Local Government (Administration) Regulations 1996.

SUPERANNUATION ENTITLEMENTS

Superannuation entitlements will be a Council Decision if these changes come into effect (Absolute Majority)

EXPENSES

REIMBURSABLE EXPENSES Local Government Act 1995 s.5.98(2), (3) and (4) and Local Government (Administration) Regulations 1996 Regs 31 and 32

TRAVELLING EXPENSES

Council members shall be entitled to reimbursement of travelling expenses incurred while using their own private motor vehicle in the performance of the official duties of their office, subject to claims being related to travel to a destination from their normal place of residence or work and return in respect to the following:

- (a) Council Meetings, Civic functions, Citizenship Ceremonies or briefings called by either Council, the President or the Chief Executive Officer;
- (b) Committees to which the Council member is appointed a delegate or deputy by Council.
- (c) Any other occasion in the performance of an act under the express authority of Council. All claims for reimbursement should be lodged with the Shire, on the appropriate claim form by no later than 60 days from the end of the month to which the claim relates. In submitting claims for reimbursement Council members shall detail the:
 - Date of the claim
 - Particulars of travel
 - Nature of business
 - Distance travelled
 - Vehicle displacement and the total kilometres travelled.

Council members are required to certify the accuracy of the information they provide with their claim forms and all claims must be accompanied by supporting documentation such as invitations or approvals where applicable. The rate of reimbursement being as prescribed by the *Local Government Officers' (Western Australia) Interim Award 2011*.

PARKING FEES

Parking fees incurred as a result of travel to any occasion referred to in "Travelling Expenses" of this policy shall be reimbursed upon lodgement of receipts accompanying the associated travel claim form. The cost of "valet" parking, however, will not be reimbursed.

CHILD CARE COSTS [Local Government Act 1995 s.5.98(2) and (3) and Local Government (Administration)

Regulations 1996 Reg.31(1), (2) and (3) and 32]

Council members shall be entitled to reimbursement of the lesser amount of actual child care costs or the amount prescribed by the Salaries and Allowances Tribunal for care of children, of which they are parent or legal guardian, whilst attending a Council meeting or a meeting of a committee of which he or she is a member.

OTHER

OTHER SUPPORT / SUPPLIES

Council members are entitled to be supplied with the following items to be used only in fulfilling the role of the office of Council member:

- (a) Annual Diary - will be supplied to each Council member at the commencement of each calendar year. Note: Council members should note that any diary used by a Council member to record the scheduling or occurrence of activities related to the fulfilment of the office of Council member are subject to the State Records Act 2000 and the Freedom of Information Act 1992.
 - Name badges:
 - Council member's partner name badge.
 - The Shire will, within reason, replace on request any name badge which is lost or irreparably damaged

INSURANCE

The Shire will insure or provide insurance cover for Council members for:

- (a) Personal accident whilst engaged in the performance of the official duties of their office, however, the cover does not include medical expenses that are covered by Medicare, workers compensation, transport accident legislation or private health insurance.
- (b) Professional indemnity for matters arising out of the performance of the official duties of their office provided the performance or exercise of the official duty is in the opinion of Council, not illegal, dishonest, against the interests of the Shire or otherwise in bad faith.
- (c) Public liability for matters arising out of the performance of the official duties of their office but subject to any limitations set out in the policy of insurance.

POLICY TYPE:	GOVERNANCE
DATE ADOPTED:	15/07/2021

POLICY NO:	79
DATE LAST REVIEWED:	16/09/2021

LEGAL (PARENT):	<i>Local Government Act 1995: s.5.39 Contracts for CEO and senior employees s.5.39C Policy for temporary employment or appointment of CEO s.5.40 Principles affecting employment by Local Governments</i>
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LEGAL (SUBSIDIARY):	
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DELEGATION OF AUTHORITY APPLICABLE:	
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DELEGATION NO.	
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ADOPTED POLICY	
TITLE:	Acting and Temporary CEO Appointment
OBJECTIVE:	<ul style="list-style-type: none"> To establish policy, in accordance with s5.39C of the <i>Local Government Act 1995</i> ('the Act'), that details the Shire of Wandering's processes for appointing an Acting or Temporary Chief Executive Officer (CEO) for periods of less than 12 months of planned or unplanned leave or an interim vacancy in the substantive office.

1. DEFINITIONS

- Acting CEO means a person employed or appointed to fulfil the statutory position of CEO during a period where the substantive CEO remains employed, but is on planned or unplanned leave.
- Temporary CEO means a person employed or appointed to fulfil the statutory position of CEO for the period of time between the end of the substantive CEO's employment and the appointment and commencement of a newly appointed substantive CEO.

POLICY SCOPE

This policy applies to the statutory position of Chief Executive Officer (CEO) of the Shire of Wandering.

POLICY STATEMENT

2. ACTING AND TEMPORARY CEO REQUIREMENTS AND QUALIFICATION

- When the CEO is on planned or unplanned leave, or the CEO's employment with the Local Government has ended, an Acting or Temporary CEO is to be appointed in accordance with this Policy to fulfil the functions of CEO as detailed in s5.41 of the *Local Government Act 1995*, and other duties as set out in the Act and associated *Regulations*.
- Through this policy and in accordance with section 5.36(2)(a) of the Act, the Council determines that persons appointed to the substantive position of Executive Manager Technical Services are considered suitably qualified to perform the role of Acting or Temporary CEO.
- A person appointed to act in the position of Executive Manager Technical Services is not included in the determination set out in Clause 3 (2).

3. APPOINT ACTING CEO – UNPLANNED LEAVE FOR PERIODS UP TO FIVE (5) WEEKS

- The CEO is authorised to appoint a suitably qualified person, in writing as Acting CEO, where the CEO is on planned or unplanned leave for periods not exceeding five (5) weeks, subject to the CEO's consideration of the suitably qualified person's performance, availability, operational requirements and where appropriate, the equitable access to the professional development opportunity.
- The CEO must appoint an Acting CEO for any leave periods greater than 48 hours and less than five (5) weeks.
- The CEO is to immediately advise all Council Members when and for what period of time the suitably qualified person is appointed as Acting CEO.

4. APPOINT ACTING CEO FOR EXTENDED LEAVE PERIODS GREATER THAN FIVE (5) WEEKS BUT LESS THAN 12 MONTHS.

1. This clause applies to the following periods of extended leave:
 - Substantive CEO's Extended Planned Leave which may include accumulated annual leave, long service leave or personal leave; and
 - Substantive CEO's Extended Unplanned Leave which may include any disruption to the substantive CEO's ability to continuously perform their functions and duties.
2. The Council will, by resolution, appoint an Acting CEO for periods greater than five (5) weeks but less than 12 months, as follows:
 - (a) Appoint one employee, or multiple employees for separate defined periods, as Acting CEO to ensure the CEO position is filled continuously for the period of extended leave; or
 - (b) Conduct an external recruitment process in accordance with clause 5(1)(c).
3. The President will liaise with the CEO, or in their unplanned absence the Executive Manager Technical Services to coordinate Council reports and resolutions necessary to facilitate an Acting CEO appointment.
4. Subject to Council's resolution, the President will execute in writing the Acting CEO appointment with administrative assistance from the Executive Manager Technical Services.

5. APPOINT TEMPORARY CEO – SUBSTANTIVE VACANCY

1. In the event that the substantive CEO's employment with the Shire of Wandering is ending, the Council when determining to appoint a Temporary CEO may either:
 - (a) by resolution, appoint Executive Manager Technical Services as the Temporary CEO for the period of time until the substantive CEO has been recruited and commences their employment with the Local Government; or
 - (b) by resolution, appoint Executive Manager Technical Services as the Temporary CEO for the period of time until an external recruitment process for a Temporary CEO can be completed; or
 - (c) following an external recruitment process in accordance with the principles of merit and equity prescribed in s5.40 of the Act, appoint a Temporary CEO for the period of time until the substantive CEO has been recruited and commences employment with the Local Government.
2. The President will liaise with the Executive Manager Technical Services to coordinate Council reports and resolutions necessary to facilitate a Temporary CEO appointment.
3. The President is authorised to execute in writing the appointment of a Temporary CEO in accordance with Councils resolution/s, with administrative assistance from the Executive Manager Technical Services.

6. REMUNERATION AND CONDITIONS OF ACTING OR TEMPORARY CEO

1. Unless Council otherwise resolves, an employee appointed as Acting CEO shall be remunerated at 80% of the cash component only of the substantive CEO's total reward package.
2. Council will determine by resolution, the remuneration and benefits to be offered to a Temporary CEO when entering into a contract in accordance with the requirements of s5.39(1) and (2)(a) of the Act.
3. Subject to relevant advice, the Council retains the right to terminate or change, by resolution, any Acting or Temporary CEO appointment.

7. DELEGATION

Delegation O2 – has been deleted, and replaced by this Policy.

POLICY TYPE:	GOVERNANCE AND COUNCIL MEMBERS
DATE ADOPTED:	18/07/2019

POLICY NO:	31
DATE LAST REVIEWED:	17/09/2020 16/09/2021

LEGAL (PARENT):	<i>Local Government Act 1995</i>
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LEGAL (SUBSIDIARY):	
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DELEGATION OF AUTHORITY APPLICABLE:	
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DELEGATION NO.	
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ADOPTED POLICY	
TITLE:	Policies – process for adopting, amending or repealing
OBJECTIVE:	<ul style="list-style-type: none"> To establish a process for the introduction, amendment or repealing of a council policy

POLICY STATEMENT

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

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

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

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

12.2 2023 Council Elections

File Reference:	04.041.04102- Members Elections
Location:	N/A
Applicant:	N/A
Author:	Alan Hart – Chief Executive Officer
Authorising Officer	Alan Hart – Chief Executive Officer
Date:	9 February 2023
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	N/A

Summary:

For Council to resolve to appoint the Western Australian Electoral Commission to carry out the 2023 Ordinary Election as a Postal Election.

Background:

Many Local Governments utilise the services of the Electoral Office in managing the election process as it streamlines the process and allows staff to progress other priority areas within the organisation. The Shire of Wandering has traditionally held in-person elections.

Comment:

This election, which will be held on the 23rd October 2023, three Councillors will be up for re-election and one vacancy.

The State Government's Local Government reforms which will be legislated prior to this year's elections will require changes to the way that Local Government Elections will be held. The State Government will be abolishing Wards and introducing optional preferential voting. Whilst the Shire of Wandering does not have Wards, this will be the first year that optional preferential voting will be in place.

With the introduction of optional preferential voting, elections are becoming more complex and need specialists to undertake them to ensure they comply with the Local Government Act and Regulations; therefore, Council may deem it prudent to engage the Electoral Commissioner to carry out the Shire of Wandering Local Government election as a postal election.

Postal voting generally receives a greater return of votes than an in-person vote, also the votes can be returned by the elector at their convenience rather than having to come into town on Election Day.

There is no issue with finding staff to work that day as this is the responsibility of the electoral commissioner.

With the Electoral commissioner running the Elections it is also perceived to be a greater level of independence by Councillors and Community in the running of the election as the administration is removed from the election process.

The estimated cost to run the election by the Western Australian Electoral Commission is \$12,200.

Consultation:

Elected Members

Statutory Environment:

Local Government Act 1995

Policy Implications:

There are no known Policy Requirements in relation to this item

Financial Implications:

A quote has been received from the Western Australian Electoral Commission to undertake the election as a postal vote and the cost is estimated to be \$12,200 excluding GST. This expense will be budgeted for in the 2023/24 budget.

Strategic Implications:

Provide Strong Leadership- Foster Opportunities for connectivity between Council and the Community.

Sustainability Implications:

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

Risk Implications:

Nil.

Voting Requirements:

Absolute Majority

Officer Recommendation:

That the Council utilise the services of the Western Australian Electoral Commissioner to undertake the 2023 Shire of Wandering Local Government Elections as a postal vote election.

Moved: _____

Seconded: _____

12.3 Committees of Council

File Reference: 04.041.04112
Location: N/A
Applicant: N/A
Author: Lisa Boddy, Customer Service Coordinator
Authorising Officer: Alan Hart, Chief Executive Officer
Date: 6 February 2023
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Item 12.1 Ordinary Council Meeting 15 September 2022

Summary:

At the Ordinary Meeting of Council held on 15 September 2022 the external committees of Council members were updated. On review there was an omission in the listing of names for the Wandering Community Centre Upgrade Committee.

Background:

At the Ordinary Meeting of Council held on 15 September 2022 the following appointments were made to the external committees of Council:

030922 Moved: Cr M Watts Seconded: Cr P Treasure

Recommendation and Council Decision:

That Council endorses the appointments listed below:

OTHER COMMITTEES

Committee	Meeting Schedule	Delegate 1	Delegate 2	Proxy
Bush Fire Advisory Committee	Twice yearly	Cr Parsons	Cr Hansen	
LEMC	Bi Monthly	Cr Treasure	Cr Turton	
Wandering Community Centre Upgrade Committee	As Required	Cr Hansen	N/A	
Peel Harvey Catchment Council	Bi-monthly	Cr Hansen	Cr Watts	

Carried 6/0

Comment:

The Wandering Community Centre Upgrade Committee has three Shire representatives being Crs Max Watts, Gillian Hansen and Sheryl Little. The above table details only Cr Hansen’s appointment.

Consultation:

Nil.

Statutory Environment:

Local Government Act 1995

Policy Implications:

There are no current policy implications.

Financial Implications:

There are no financial implications.

Strategic Implications:

Provide Strong Leadership

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

Sustainability Implications:

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

Risk Implications:

Nil.

Voting Requirements:

Simple majority

Officer Recommendation:

That Council endorses the update of appointments listed below:

OTHER COMMITTEES

Committee	Meeting Schedule	Member	Member	Member
Wandering Community Centre Upgrade Committee	As Required	Cr Watts	Cr Hansen	Cr Little

Moved: _____

Seconded: _____

13. Finance

13.1 Financial Reports – December 2022

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Bob Waddell-Finance Consultant
Authorising Officer	Alan Hart– Chief Executive Officer
Date:	6 February 2023
Disclosure of Interest:	N/A
Attachments:	December 2022 Financial Statements
Previous Reference:	Nil

Summary:

Consideration of the financial reports for the period ending 31 December 2022.

Background:

The financial reports for the periods ending 31 December 2022 are included as attachments.

Comment:

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

Consultation:

Not applicable.

Statutory Environment:

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

Policy Implications:

Not applicable.

Financial Implications:

Not applicable.

Strategic Implications:

Not applicable.

Sustainability Implications:

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

Risk Implications:

Nil

Voting Requirements:
Simple Majority

Officer Recommendation:
That the financial report for the period ending 31 December 2022 as presented be accepted.

Moved: _____ Seconded: _____



SHIRE OF WANDERING

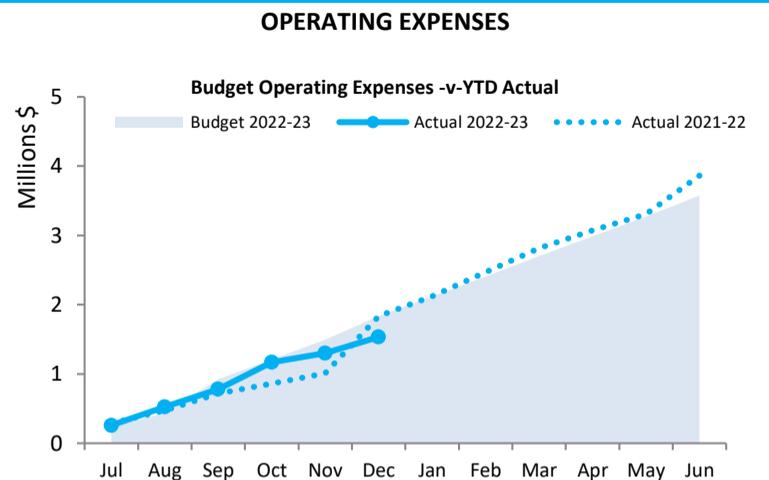
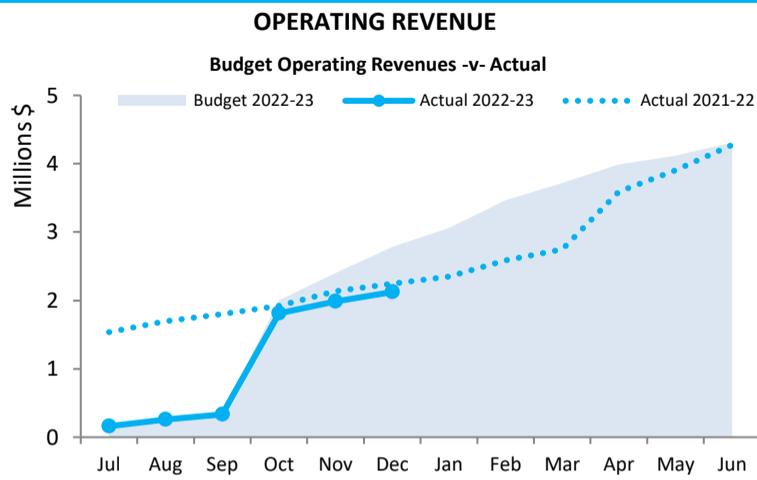
MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) FOR THE PERIOD ENDED 31 DECEMBER 2022

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

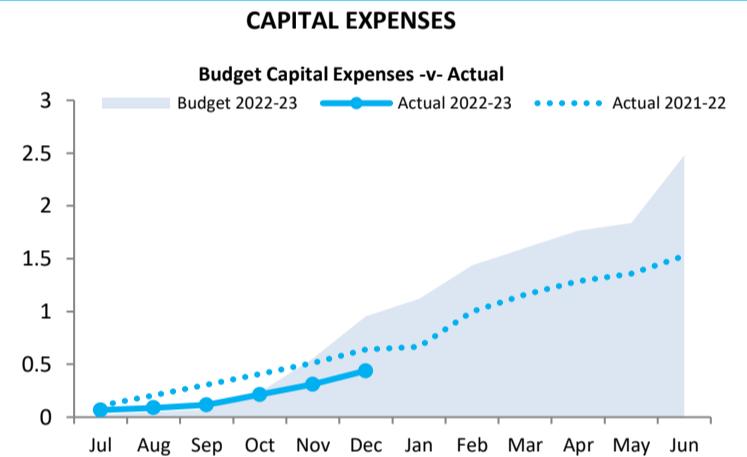
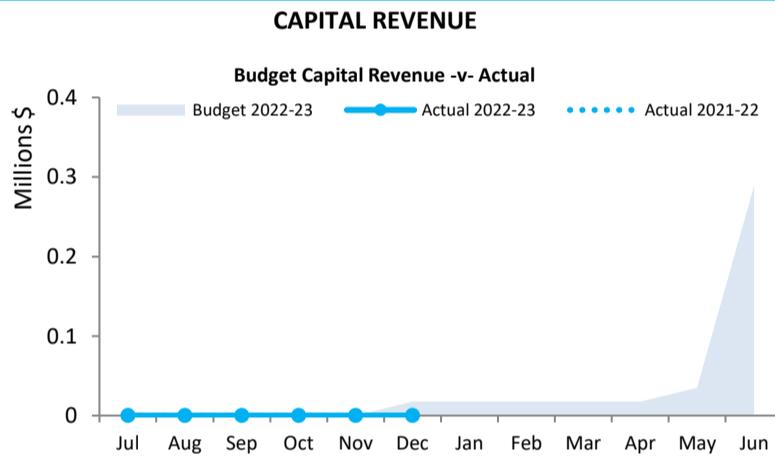
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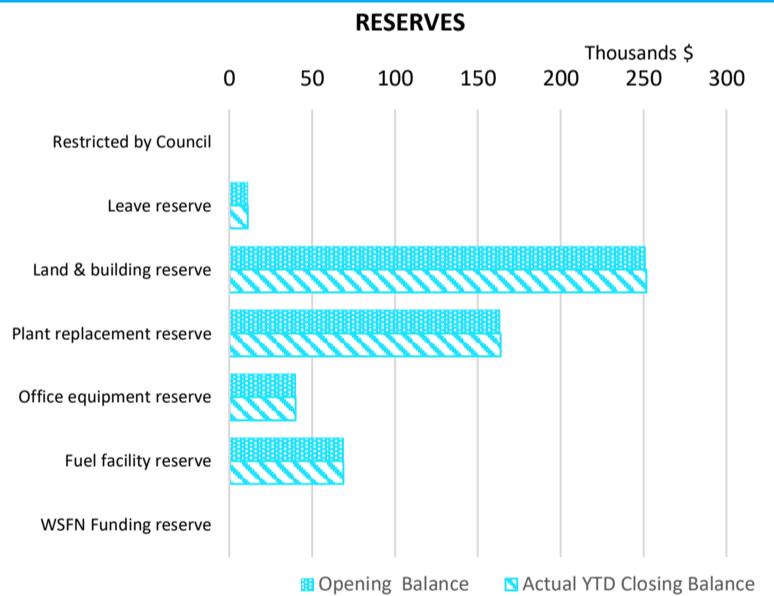
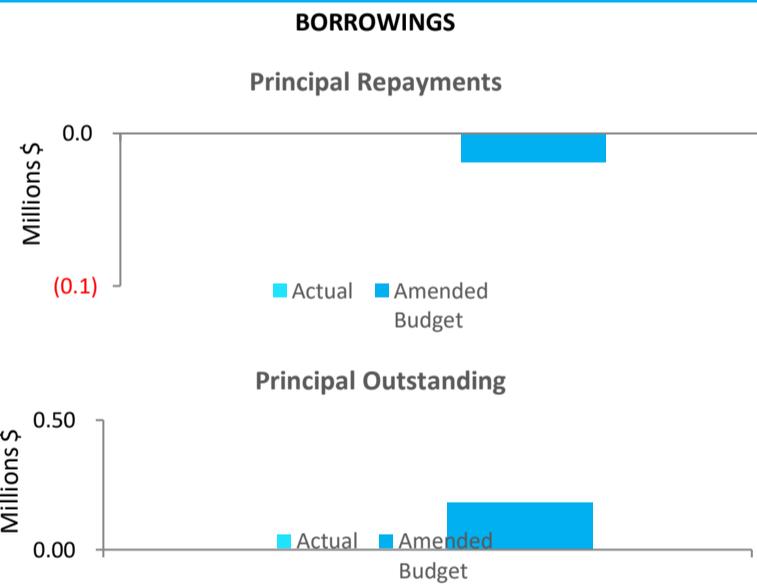
OPERATING ACTIVITIES



INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022

BY NATURE OR TYPE

	Ref	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	270,870	179,336	179,336	179,336	0	0.00%	
Revenue from operating activities								
Rates		1,327,866	1,327,866	1,327,866	1,335,494	7,628	0.57%	
Rates (excluding general rate)		3,639	3,639	3,639	3,639	0	0.00%	
Operating grants, subsidies and contributions	10	397,300	397,300	157,062	296,468	139,406	88.76%	▲
Fees and charges		822,489	822,489	414,132	408,386	(5,746)	(1.39%)	
Interest earnings		13,200	13,200	6,594	5,116	(1,478)	(22.41%)	
Other revenue		42,593	42,593	21,270	13,760	(7,510)	(35.31%)	
Profit on disposal of assets	5	2,333	2,333	1,164	0	(1,164)	(100.00%)	
		2,609,420	2,609,420	1,931,727	2,062,863	131,136	6.79%	
Expenditure from operating activities								
Employee costs		(1,095,977)	(1,095,977)	(547,704)	(655,766)	(108,062)	(19.73%)	▼
Materials and contracts		(1,120,211)	(1,120,211)	(562,982)	(726,207)	(163,225)	(28.99%)	▼
Utility charges		(31,700)	(31,700)	(15,804)	(22,325)	(6,521)	(41.26%)	
Depreciation on non-current assets		(1,182,279)	(1,182,279)	(589,976)	0	589,976	100.00%	▲
Interest expenses		(2,970)	(2,970)	(1,482)	0	1,482	100.00%	
Insurance expenses		(100,634)	(100,634)	(93,338)	(100,165)	(6,827)	(7.31%)	
Other expenditure		(41,500)	(41,500)	(23,250)	(29,288)	(6,038)	(25.97%)	
Loss on disposal of assets	5	0	0	0	0	0	0.00%	
		(3,575,271)	(3,575,271)	(1,834,536)	(1,533,750)	300,786	(16.40%)	
Non-cash amounts excluded from operating activities	1(a)	1,184,999	1,184,999	593,865	28	(593,837)	(100.00%)	▼
Amount attributable to operating activities		219,148	219,148	691,056	529,141	(161,915)	(23.43%)	
Investing activities								
Proceeds from non-operating grants, subsidies and contributions	11	1,699,791	1,699,791	849,874	60,490	(789,384)	(92.88%)	▼
Proceeds from disposal of assets	5	35,000	35,000	17,500	0	(17,500)	(100.00%)	▼
Payments for inventories, property, plant and equipment and infrastructure	6	(2,371,644)	(2,371,644)	(953,557)	(437,919)	515,638	54.08%	▲
Amount attributable to investing activities		(636,853)	(636,853)	(86,183)	(377,429)	(291,246)	337.94%	
Financing Activities								
Proceeds from new debentures	7	200,000	200,000	0	0	0	0.00%	
Transfer from reserves	8	54,000	54,000	0	0	0	0.00%	
Repayment of debentures	7	(18,665)	(18,665)	0	0	0	0.00%	
Transfer to reserves	8	(88,500)	(88,500)	0	(1,346)	(1,346)	0.00%	
Amount attributable to financing activities		146,835	146,835	0	(1,346)	(1,346)	0.00%	
Closing funding surplus / (deficit)	1(c)	0	(91,534)	784,209	329,703	(454,506)	57.96%	▼

KEY INFORMATION

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

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022

BY STATUTORY REPORTING PROGRAMS

	Note	Adopted Annual Budget	Amended Annual Budget (d)	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
Opening Funding Surplus(Deficit)	1	\$ 270,870	\$ 179,336	\$ 179,336	\$ 179,336	\$ 0	0.00%		
Revenue from operating activities									
Governance		3,500	3,500	1,746	0	(1,746)	(100.00%)	▼	
General Purpose Funding - Rates	6	1,327,866	1,327,866	1,327,866	1,335,494	7,628	0.57%	▲	
General Purpose Funding - Other		184,538	184,538	52,479	86,546	34,067	64.92%	▲	\$
Law, Order and Public Safety		46,250	46,250	25,112	26,566	1,454	5.79%	▲	
Health		4,500	4,500	3,242	833	(2,409)	(74.30%)	▼	
Education and Welfare		0	0	0	0	0			
Housing		47,900	47,900	23,946	18,371	(5,575)	(23.28%)	▼	
Community Amenities		57,500	57,500	28,722	46,071	17,349	60.40%	▲	\$
Recreation and Culture		2,620	2,620	1,296	3,691	2,395	184.76%	▲	
Transport		65,333	65,333	32,664	91,779	59,115	180.98%	▲	\$
Economic Services		816,720	816,720	408,326	434,153	25,827	6.33%	▲	
Other Property and Services		52,693	52,693	26,328	19,360	(6,969)	(26.47%)	▼	
		2,609,420	2,609,420	1,931,727	2,062,863				
Expenditure from operating activities									
Governance		(199,272)	(199,272)	(109,284)	(125,976)	(16,692)	(15.27%)	▼	\$
General Purpose Funding		(115,854)	(115,854)	(57,918)	(70,059)	(12,141)	(20.96%)	▼	\$
Law, Order and Public Safety		(135,613)	(135,613)	(73,512)	(46,710)	26,802	36.46%	▲	\$
Health		(18,184)	(18,184)	(9,072)	(9,141)	(69)	(0.76%)	▼	
Education and Welfare		(6,043)	(6,043)	(3,006)	(3,534)	(528)	(17.57%)	▼	
Housing		(56,490)	(56,490)	(28,164)	(18,301)	9,863	35.02%	▲	
Community Amenities		(224,149)	(224,149)	(112,986)	(120,380)	(7,394)	(6.54%)	▼	
Recreation and Culture		(274,197)	(274,197)	(142,661)	(93,843)	48,818	34.22%	▲	\$
Transport		(1,564,297)	(1,564,297)	(782,326)	(383,580)	398,746	50.97%	▲	\$
Economic Services		(962,373)	(962,373)	(481,819)	(607,214)	(125,395)	(26.03%)	▼	\$
Other Property and Services		(18,799)	(18,799)	(33,788)	(55,012)	(21,224)	(62.82%)	▼	\$
		(3,575,271)	(3,575,271)	(1,834,536)	(1,533,750)				
Non-cash amounts excluded from operating activities	1(a)	1,184,999	1,184,999	593,865	28	(593,837)	(100.00%)	▼	
Amount attributable to operating activities		219,148	219,148	691,056	529,141	(161,915)	(23.43%)		
Investing Activities									
Proceeds from non-operating grants, subsidies and contributions	11	1,699,791	1,699,791	849,874	60,490	(789,384)	(92.88%)	▼	\$
Proceeds from Disposal of Assets	5	35,000	35,000	17,500	0	(17,500)	(100.00%)	▼	\$
Proceeds from financial assets at amortised cost - self supporting loans	7	0	0	0	0	0			
Payments for financial assets at amortised cost - self supporting loans	7	0	0	0	0	0			
Payments for inventories, property, plant and equipment and infrastructure	6	(2,371,644)	(2,371,644)	(953,557)	(437,919)	515,638	54.08%	▲	\$
Amount attributable to investing activities		(636,853)	(636,853)	(86,183)	(377,429)				
Financing Activities									
Proceeds from New Debentures	7	200,000	200,000	0	0	0			
Transfer from Reserves	8	54,000	54,000	0	0	0			
Payments for principal portion of lease liabilities	7	0	0	0	0	0			
Repayment of Debentures	7	(18,665)	(18,665)	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Transfer to Reserves	8	(88,500)	(88,500)	0	(1,346)	(1,346)		▼	
Amount attributable to financing activities		146,835	146,835	0	(1,346)				
Closing Funding Surplus(Deficit)	1	0	(91,534)	784,209	329,703				

KEY INFORMATION

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

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

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$	\$
Non-cash items excluded from operating activities					
Adjustments to operating activities					
Less: Profit on asset disposals	5	(2,333)	(2,333)	(1,164)	0
Less: Movement in liabilities associated with restricted cash		5,053	5,053	5,053	28
Add: Depreciation on assets		1,182,279	1,182,279	589,976	0
Total non-cash items excluded from operating activities		1,184,999	1,184,999	593,865	28

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

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation*

32 to agree to the surplus/(deficit) after imposition of general rates.

	Adopted Budget Opening	Amended Budget Opening	Last Year Closing	Year to Date
	30 June 2022	30 June 2022	30 June 2022	31 December 2022
Adjustments to net current assets				
Less: Reserves - restricted cash	8	(534,355)	(534,377)	(535,723)
Add: Current portion of employee benefit provisions held in reserve		11,268	11,271	11,300
Total adjustments to net current assets		(523,087)	(523,105)	(524,423)

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

Current assets

Cash and cash equivalents	3	1,045,312	1,045,333	1,045,333	1,677,579
Rates receivables	4	60,351	58,028	58,028	253,359
Receivables	4	80,669	72,367	72,367	67,623
Other current assets	5	71,108	64,202	64,202	(15,940)
Less: Current liabilities					
Payables	6	(143,812)	(175,953)	(175,953)	(331,574)
Contract liabilities	9	(254,503)	(274,035)	(274,035)	(709,421)
Provisions	9	(65,168)	(87,501)	(87,501)	(87,501)
Less: Total adjustments to net current assets	1(b)	(523,087)	(523,105)	(523,105)	(524,423)
Closing funding surplus / (deficit)		270,870	179,336	179,336	329,703

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 DECEMBER 2022

NOTE 1

STATEMENT OF FINANCIAL ACTIVITY INFORMATION (ALTERNATE PRESENTATION)

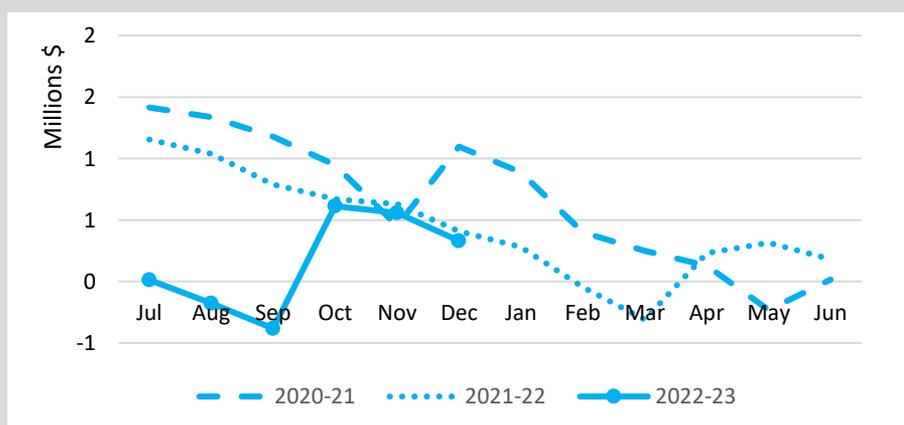
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2022	This Time Last Year 31/12/2021	Year to Date Actual 31/12/2022
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	510,957	536,253	1,141,857
Cash Restricted - Reserves	3	534,377	526,077	535,723
Cash Restricted - Bonds & Deposits	3	0	0	0
Receivables - Rates	4	58,028	164,948	253,359
Receivables - Other	4	72,367	45,830	67,623
Other Assets Other Than Inventories	5	0	4,001	0
Inventories	5	64,202	85,489	(15,940)
		1,239,930	1,362,599	1,982,622
Less: Current Liabilities				
Payables	6	(159,332)	(205,168)	(321,429)
Contract Liabilities	9	(274,035)	(176,356)	(709,421)
Bonds & Deposits	6	(16,621)	(24,656)	(10,145)
Loan and Lease Liability	7	0	0	0
Provisions	9	(87,501)	(81,181)	(87,501)
		(537,489)	(487,361)	(1,128,496)
Less: Cash Reserves	8	(534,377)	(526,077)	(535,723)
Add Back: Component of Leave Liability not Required to be funded		11,271	60,256	11,300
Add Back: Loan and Lease Liability		0	0	0
Less : Loan Receivable - clubs/institutions		0	0	0
Less : Trust Transactions Within Muni		0	0	0
Net Current Funding Position		179,336	409,417	329,703

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



This Year YTD
Surplus(Deficit)
\$.33 M

Last Year YTD
Surplus(Deficit)
\$.41 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**NOTE 2
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2022-23 year is \$10,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Operating grants, subsidies and contributions	139,406	88.76%	▲	Some grant funding has been received in advance for budget phasing. The main grant being the Shire's MRWA Direct Grant.		
Expenditure from operating activities						
Employee costs	(108,062)	(19.73%)	▼		Various employee costs have been incurred in advance of budget phasing. Works on the Shire's rural roads being of note.	
Materials and contracts	(163,225)	(28.99%)	▼		Various material and contract expenses have been incurred in advance of budget phasing.	
Depreciation on non-current assets	589,976	100.00%	▲	Depreciation has not been run for 2022/23.		
Non-cash amounts excluded from operating activities	(593,837)	(100.00%)	▼		Depreciation expense has not been run for 2022/23. This is a non-cash expense which is added back in the finance statement.	
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(789,384)	(92.88%)	▼		LRCI program and road program funding has been budgeted to be received ahead of actual funding being received.	
Proceeds from disposal of assets	(17,500)	(100.00%)	▼		No Asset disposals processed to date.	
Payments for inventories, property, plant and equipment	515,638	54.08%	▲	Expenditure on the Shire's road capital program is a little bit behind scheduled budget phasing.		
Closing funding surplus / (deficit)	(454,506)	57.96%	▼			

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Petty Cash	Cash and cash equivalents	500		500		N/A	NIL	On hand
CRC Cash on Hand	Cash and cash equivalents	100		100		N/A	NIL	On hand
Transfer Station Cash on Hand	Cash and cash equivalents	300		300		N/A	NIL	On hand
Administration Cash on Hand	Cash and cash equivalents	200		200		N/A	NIL	On hand
At Call Deposits								
Municipal Cash at Bank	Cash and cash equivalents	1,140,757		1,140,757		Bankwest	0.00%	N/A
Reserves Fund Bank	Cash and cash equivalents	0	535,723	535,723		Bankwest	0.05%	N/A
Total		1,141,857	535,723	1,677,579	0			
Comprising								
Cash and cash equivalents		1,141,857	535,723	1,677,579	0			
		1,141,857	535,723	1,677,579	0			

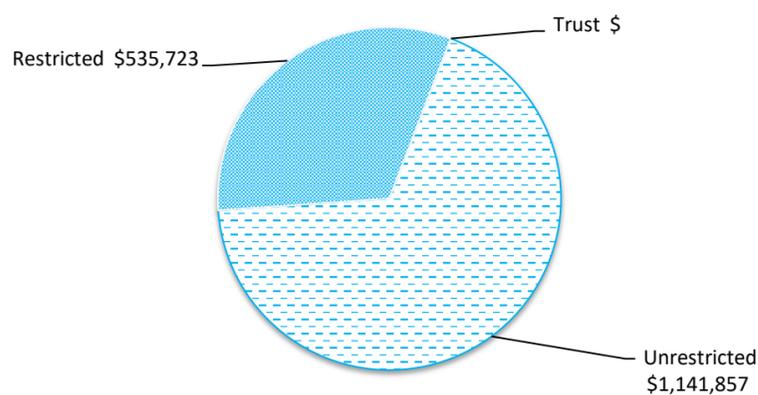
KEY INFORMATION

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

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

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

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022

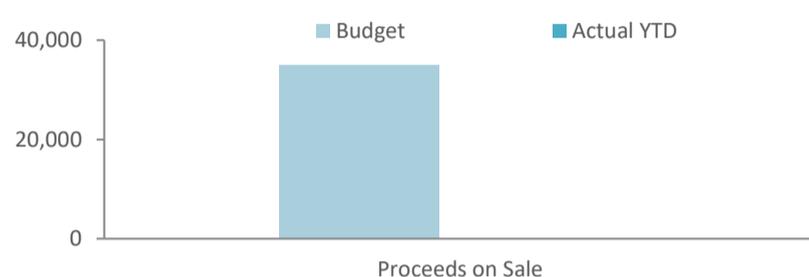
OPERATING ACTIVITIES
NOTE 4
RATE REVENUE

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				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
Residential	0.137841	54	604,864	83,375	0	0	83,375	83,375.11	0	0	83,375
Special Use	0.156112	3	137,893	21,527	0	0	21,527	21,526.76	0	0	21,527
Rural Residential	0.092758	41	585,000	55,614	0	0	55,614	54,263.45	0	0	54,263
Industrial	0.078200	1	20,800	1,627	0	0	1,627	1,626.56	0	0	1,627
Unimproved value											
Rural/Mining	0.061600	133	16,220,900	999,207	0	0	999,207	999,207.44	0	0	999,207
Sub-Total		232	17,569,457	1,161,350	0	0	1,161,350	1,159,999.32	0	0	1,159,999
Minimum payment	Minimum \$										
Gross rental value											
Residential	1,204	26	49,544	31,304	0	0	31,304	31,304.00	0	0	31,304
Special Use	1,204	1	4,160	1,204	0	0	1,204	1,204.00	0	0	1,204
Rural Residential	1,204	64	416,680	78,260	0	0	78,260	77,056.00	0	0	77,056
Industrial	1,204	4	29,760	2,408	0	0	2,408	4,816.00	0	0	4,816
Unimproved value											
Rural Residential	1,204	79	9,582,000	95,116	0	0	95,116	95,116.00	1,862	0	96,978
Rural/Mining	1,204	6	165,037	7,224	0	0	7,224	7,224.00	0	0	7,224
Sub-total		180	10,247,181	215,516	0	0	215,516	216,720.00	1,862	0	218,582
		412	27,816,638	1,376,866	0	0	1,376,866	1,376,719.32	1,862	0	1,378,582
Discount							(49,000)				(43,082)
Amount from general rates							1,327,866				1,335,500
Rates Written Off							0				(5)
Ex-gratia rates	0.10224	1	35,600	3,639	0	0	3,639	3,639	0	0	3,639
Total general rates							1,331,505				1,339,133

KEY INFORMATION

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

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Transport								
103	2019 Holden Trailblazer 4x4 LTZ2.8L (CEO) - 0.WD	32,667	33,000	333	0	0	0	0	0
407	Hustler Ride-on Mower	0	2,000	2,000	0	0	0	0	0
		32,667	35,000	2,333	0	0	0	0	0



Capital acquisitions	Adopted	Amended		YTD Actual	YTD Actual Variance
	Budget	Budget	YTD Budget		
	\$	\$	\$	\$	\$
Land held for resale - cost	200,000	200,000	0	0	0
Buildings	543,390	543,390	128,996	102,081	(26,915)
Furniture and equipment	21,000	21,000	21,000	6,523	(14,477)
Plant and equipment	127,800	127,800	63,896	0	(63,896)
Infrastructure - roads	1,479,454	1,479,454	739,665	329,314	(410,351)
Payments for Capital Acquisitions	2,371,644	2,371,644	953,557	437,919	(515,638)
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	1,699,791	1,699,791	849,874	60,490	(789,384)
Borrowings	200,000	200,000	0	0	0
Other (disposals & C/Fwd)	35,000	35,000	17,500	0	(17,500)
Cash backed reserves					
Plant replacement reserve	54,000	54,000	0	0	0
Contribution - operations	382,853	382,853	86,183	377,429	291,246
Capital funding total	2,371,644	2,371,644	953,557	437,919	(515,638)

SIGNIFICANT ACCOUNTING POLICIES

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

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

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

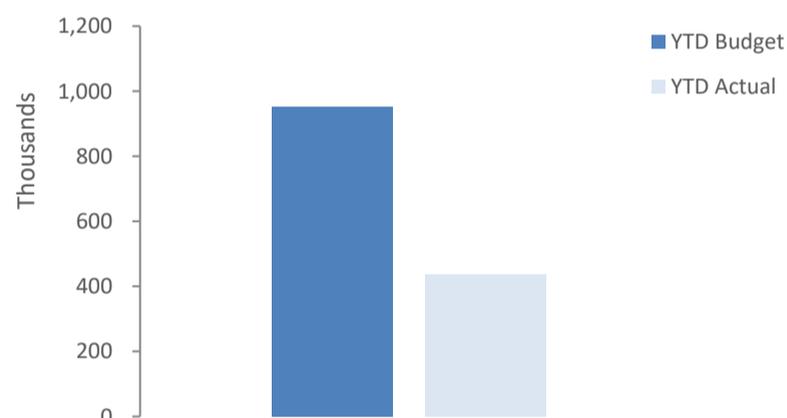
Initial recognition and measurement for assets held at cost

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

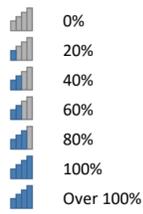
Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

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

Payments for Capital Acquisitions



Capital expenditure total
Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

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

Account Number	Job Number	Balance Sheet Category	Account/Job Description	Adopted	Amended		YTD Actual	Variance (Under)/Over
				Budget	Budget	YTD Budget		
				\$	\$	\$	\$	\$
Land Held for Resale								
Other Property & Services								
E14761		511	Land Held for Resale - Industrial Estate & Lot 801	(200,000)	(200,000)	0	0	0
Total - Other Property & Services				(200,000)	(200,000)	0	0	0
Total - Land Held for Resale				(200,000)	(200,000)	0	0	0
Buildings								
Law, Order & Public Safety								
E05109		521	LGGS - Purchase Buildings	0	0	0	(30,167)	(30,167)
E05111		521	Fire Station - New Toilet and Change Room	(121,000)	(121,000)	(60,498)	(35,535)	24,963
Total - Law, Order & Public Safety				(121,000)	(121,000)	(60,498)	(65,702)	(5,204)
Recreation And Culture								
E11383	WCC231	521	Wandering Community Centre Construction - Water Tanks DWER	(57,010)	(57,010)	(28,501)	0	28,501
E11383	WCC232	521	Wandering Community Centre Construction - Access Ramp to Ov.	(40,000)	(40,000)	(39,997)	(33,904)	6,093
E11383	WCC233	521	Wandering Community Centre Construction - New Veranda Gran	(140,000)	(140,000)	0	0	0
E11383	WCC234	521	Wandering Community Centre Upgrade - Ktichen Upgrade Grant	(185,380)	(185,380)	0	(2,475)	(2,475)
Total - Recreation And Culture				(422,390)	(422,390)	(68,498)	(36,379)	32,119
Total - Buildings				(543,390)	(543,390)	(128,996)	(102,081)	26,915
Plant & Equipment								
Law, Order & Public Safety								
E05350		525	Purchase Plant & Equipment	(8,000)	(8,000)	(3,996)	0	3,996
Total - Law, Order & Public Safety				(8,000)	(8,000)	(3,996)	0	3,996
Transport								
E12360		525	Purchase Plant & Equipment	(119,800)	(119,800)	(59,900)	0	59,900
Total - Transport				(119,800)	(119,800)	(59,900)	0	59,900
Total - Plant & Equipment				(127,800)	(127,800)	(63,896)	0	63,896
Furniture & Equipment								
Governance								
E04116		523	Purchase Furniture & Equipment	(17,000)	(17,000)	(17,000)	(6,523)	10,477
Total - Governance				(17,000)	(17,000)	(17,000)	(6,523)	10,477
Other Property & Services								
E14560		523	Purchase Furniture & Equipment	(4,000)	(4,000)	(4,000)	0	4,000
Total - Other Property & Services				(4,000)	(4,000)	(4,000)	0	4,000
Total - Furniture & Equipment				(21,000)	(21,000)	(21,000)	(6,523)	14,477
Infrastructure - Roads								
Transport								
E12102	RRG221	541	York Williams Rd - Sealing - SLK18.43 - 19.43	0	0	0	(1,918)	(1,918)
E12102	RRG222	541	RRG - York Williams Rd - Gravel Resheeting - SLK 19.43 - 26.71	(152,472)	(152,472)	(76,232)	(21,283)	54,949
E12102	RRG223	541	RRG - Nth Bannister Wandering Rd - Culverts - SLK 7.53 - 8.2	0	0	0	(7,081)	(7,081)
E12102	RRG224	541	RRG - Nth Wandering Rd - Failures & Reseal - SLK 8.2 - 7.53	(136,274)	(136,274)	(68,134)	(12,511)	55,623
E12102	RRG231	541	RRG - York Williams Road- Bitumen Sealing - SLK 19.43 to 21.01	(331,578)	(331,578)	(165,784)	(237,046)	(71,262)
E12102	RRG233	541	RRG - Kubbine Road - Gravel Resheeting - SLK 0.0 -6.16	(172,001)	(172,001)	(85,996)	0	85,996
E12103	R2R231	541	R2R - Ferguson Way - two coat seal 10/7mm aggregate	(144,721)	(144,721)	(72,353)	0	72,353
E12103	R2R232	541	R2R - Wandering Pingelly Road , Bridge 0424A over Biberkine Bro	(273,163)	(273,163)	(136,576)	(33,852)	102,724
E12103	R2R233	541	R2R - Bannister Road - Selection culver widening	(23,315)	(23,315)	(11,651)	0	11,651
E12104	BS221	541	York Williams - Carabin Rd intersection	0	0	0	(12,540)	(12,540)
E12104	BS231	541	State Black Spot - Moramocking Rd - Fuller Rd Intersection	(79,500)	(79,500)	(39,744)	(2,828)	36,916
E12104	BS232	541	State Black Spot - Wandering Pingelly Rd SLK 9.54 - SLK 11.90 - St	(16,430)	(16,430)	(8,211)	0	8,211
E12105	WSFN231	541	North Bannister Wandering - Rd SLK 9.1 -22.0 - project developm	(40,000)	(40,000)	(19,996)	0	19,996
E12105	WSFN232	541	Wandering Narrogin Rd SLK 2.35 - 6.15 - project development fun	(10,000)	(10,000)	(4,994)	0	4,994
E12105	WSFN233	541	Wandering Pingelly Rd SLK 3.90 - 19.10 - project development fur	(100,000)	(100,000)	(49,994)	0	49,994
E12209	0015FD	541	Humes Way	0	0	0	(256)	(256)
Total - Transport				(1,479,454)	(1,479,454)	(739,665)	(329,314)	410,351
Total - Infrastructure - Roads				(1,479,454)	(1,479,454)	(739,665)	(329,314)	410,351
Grand Total				(2,371,644)	(2,371,644)	(953,557)	(437,919)	515,638

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022

FINANCING ACTIVITIES
NOTE 7
BORROWINGS

Repayments - borrowings

Information on borrowings	Particulars	Loan No.	1 July 2022	New Loans		Principal Repayments			Principal Outstanding			Interest Repayments			
				Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Community amenities															
Industrial Estate Development	1		0	0	200,000	200,000	0	(18,665)	(18,665)	0	181,335	181,335	0	(2,970)	(2,970)
Total			0	0	200,000	200,000	0	(18,665)	(18,665)	0	181,335	181,335	0	(2,970)	(2,970)

All debenture repayments were financed by general purpose revenue.

New borrowings 2022-23

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Industrial Estate Development	0	200,000	WATC	Debenture	10	0	1.50	0	0	0
	0	200,000				0		0	0	0

The Shire has no unspent debenture funds as at 30th June 2021, nor is it expected to have unspent funds as at 30th June 2022.

KEY INFORMATION

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022

OPERATING ACTIVITIES
NOTE 8
RESERVE ACCOUNTS

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council									
Leave reserve	11,271	53	28	5,000	0	0	0	16,324	11,300
Land & building reserve	251,084	1,174	632	0	0	0	0	252,258	251,716
Plant replacement reserve	163,235	764	411	25,000	0	(54,000)	0	134,999	163,646
Office equipment reserve	40,004	187	101	0	0	0	0	40,191	40,105
Fuel facility reserve	68,782	322	173	16,000	0	0	0	85,104	68,956
WSFN Funding reserve	0	0	0	40,000	0	0	0	40,000	0
	534,377	2,500	1,346	86,000	0	(54,000)	0	568,877	535,723

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**NOTE 9
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption						0
			Opening Surplus(Deficit)			(91,534)	(91,534)
				0	0	(91,534)	(91,534)

13.2 Financial Reports – January 2023

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Bob Waddell- Finance Consultant
Authorising Officer	Alan Hart– Chief Executive Officer
Date:	6 February 2023
Disclosure of Interest:	N/A
Attachments:	January 2023 Financial Statements
Previous Reference:	Nil

Summary:

Consideration of the financial reports for the period ending 31 January 2023.

Background:

The financial reports for the periods ending 31 January 2023 are included as attachments.

Comment:

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

Consultation:

Not applicable.

Statutory Environment:

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

Policy Implications:

Not applicable.

Financial Implications:

Not applicable.

Strategic Implications:

Not applicable.

Sustainability Implications:

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

Risk Implications:

Nil

Voting Requirements:
Simple Majority

Officer Recommendation:
That the financial report for the period ending 31 January 2023 as presented be accepted.

Moved: _____ Seconded: _____



SHIRE OF WANDERING

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) FOR THE PERIOD ENDED 31 JANUARY 2023

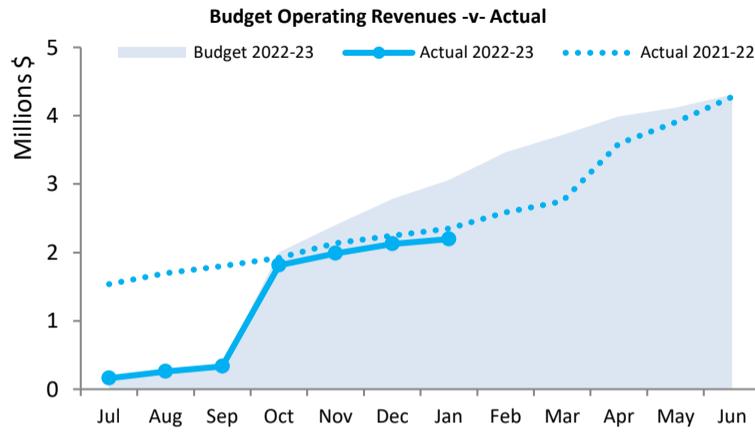
***LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996***

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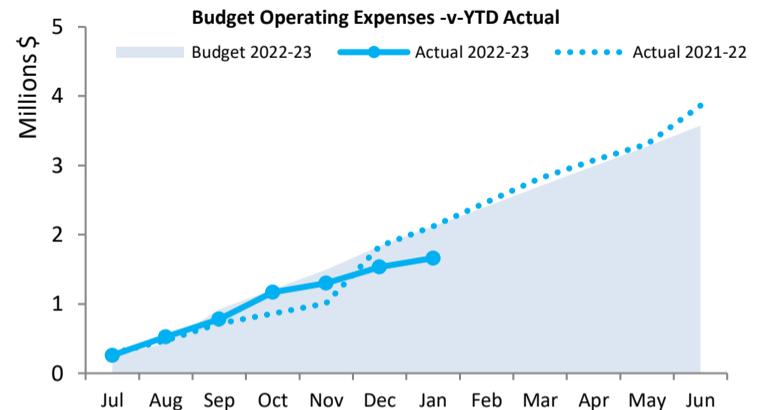
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OPERATING ACTIVITIES

OPERATING REVENUE

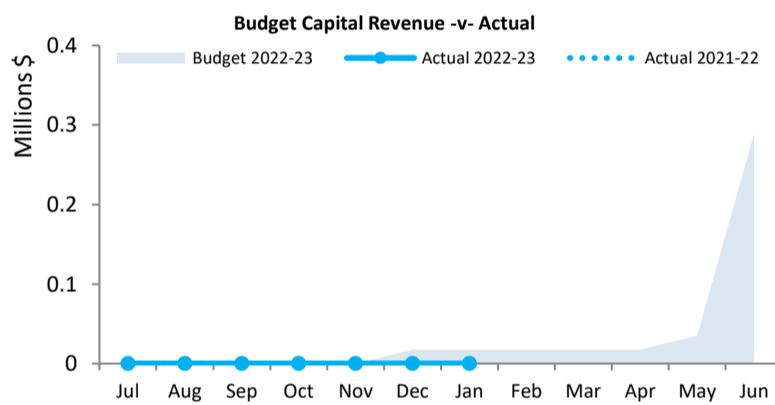


OPERATING EXPENSES

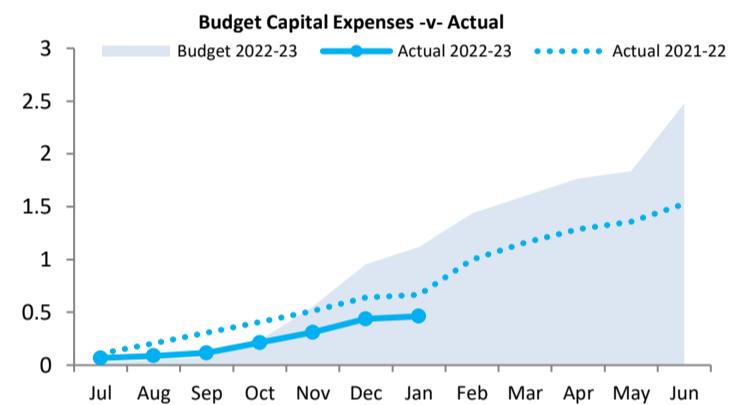


INVESTING ACTIVITIES

CAPITAL REVENUE

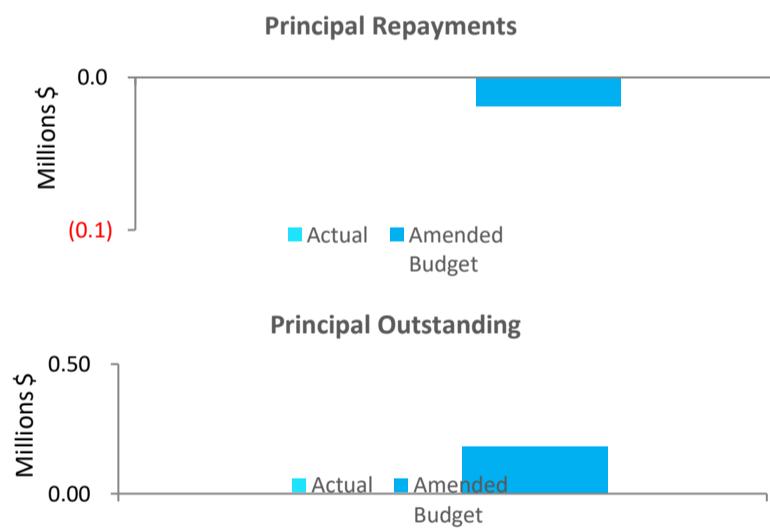


CAPITAL EXPENSES

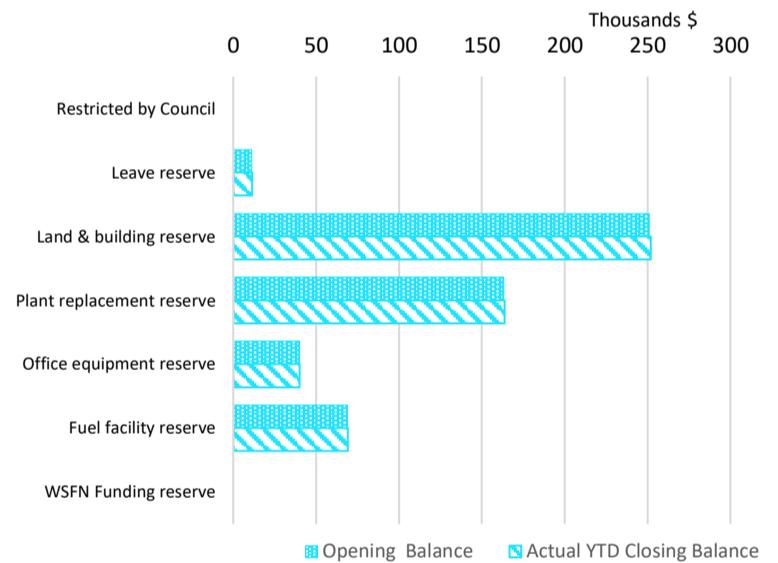


FINANCING ACTIVITIES

BORROWINGS



RESERVES



Closing funding surplus / (deficit)



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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2023**

BY NATURE OR TYPE

	Ref	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	270,870	179,336	179,336	179,336	0	0.00%	
Revenue from operating activities								
Rates		1,327,866	1,327,866	1,327,866	1,335,493	7,627	0.57%	
Rates (excluding general rate)		3,639	3,639	3,639	3,639	0	0.00%	
Operating grants, subsidies and contributions	10	397,300	397,300	202,114	297,188	95,074	47.04%	▲
Fees and charges		822,489	822,489	482,179	460,338	(21,841)	(4.53%)	
Interest earnings		13,200	13,200	7,693	6,215	(1,478)	(19.21%)	
Other revenue		42,593	42,593	24,815	14,090	(10,725)	(43.22%)	▼
Profit on disposal of assets	5	2,333	2,333	1,358	0	(1,358)	(100.00%)	
		2,609,420	2,609,420	2,049,664	2,116,963	67,299	3.28%	
Expenditure from operating activities								
Employee costs		(1,095,977)	(1,095,977)	(638,988)	(737,041)	(98,053)	(15.35%)	▼
Materials and contracts		(1,120,211)	(1,120,211)	(655,729)	(772,888)	(117,159)	(17.87%)	▼
Utility charges		(31,700)	(31,700)	(18,438)	(22,325)	(3,887)	(21.08%)	
Depreciation on non-current assets		(1,182,279)	(1,182,279)	(688,115)	0	688,115	100.00%	▲
Interest expenses		(2,970)	(2,970)	(1,729)	0	1,729	100.00%	
Insurance expenses		(100,634)	(100,634)	(94,540)	(100,165)	(5,625)	(5.95%)	
Other expenditure		(41,500)	(41,500)	(23,500)	(29,656)	(6,156)	(26.19%)	
Loss on disposal of assets	5	0	0	0	0	0	0.00%	
		(3,575,271)	(3,575,271)	(2,121,039)	(1,662,075)	458,964	(21.64%)	
Non-cash amounts excluded from operating activities	1(a)	1,184,999	1,184,999	691,810	39	(691,771)	(99.99%)	▼
Amount attributable to operating activities		219,148	219,148	620,435	454,927	(165,508)	(26.68%)	
Investing activities								
Proceeds from non-operating grants, subsidies and contributions	11	1,699,791	1,699,791	1,013,093	78,862	(934,231)	(92.22%)	▼
Proceeds from disposal of assets	5	35,000	35,000	17,500	0	(17,500)	(100.00%)	▼
Payments for inventories, property, plant and equipment and infrastructure	6	(2,371,644)	(2,371,644)	(1,117,926)	(460,472)	657,454	58.81%	▲
Amount attributable to investing activities		(636,853)	(636,853)	(87,333)	(381,610)	(294,277)	336.96%	
Financing Activities								
Proceeds from new debentures	7	200,000	200,000	0	0	0	0.00%	
Transfer from reserves	8	54,000	54,000	0	0	0	0.00%	
Repayment of debentures	7	(18,665)	(18,665)	0	0	0	0.00%	
Transfer to reserves	8	(88,500)	(88,500)	0	(1,833)	(1,833)	0.00%	
Amount attributable to financing activities		146,835	146,835	0	(1,833)	(1,833)	0.00%	
Closing funding surplus / (deficit)	1(c)	0	(91,534)	712,438	250,820	(461,618)	64.79%	▼

KEY INFORMATION

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

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2023

BY STATUTORY REPORTING PROGRAMS

	Note	Adopted Annual Budget	Amended Annual Budget (d)	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
Opening Funding Surplus(Deficit)	1	\$ 270,870	\$ 179,336	\$ 179,336	\$ 179,336	\$ 0	0.00%		
Revenue from operating activities									
Governance		3,500	3,500	2,037	0	(2,037)	(100.00%)	▼	
General Purpose Funding - Rates	6	1,327,866	1,327,866	1,327,866	1,335,493	7,627	0.57%	▲	
General Purpose Funding - Other		184,538	184,538	54,219	87,760	33,541	61.86%	▲	\$
Law, Order and Public Safety		46,250	46,250	35,214	30,866	(4,348)	(12.35%)	▼	
Health		4,500	4,500	3,449	833	(2,616)	(75.84%)	▼	
Education and Welfare		0	0	0	0	0			
Housing		47,900	47,900	27,937	20,371	(7,566)	(27.08%)	▼	
Community Amenities		57,500	57,500	33,509	46,598	13,089	39.06%	▲	\$
Recreation and Culture		2,620	2,620	1,512	3,966	2,454	162.27%	▲	
Transport		65,333	65,333	39,158	91,779	52,621	134.38%	▲	\$
Economic Services		816,720	816,720	494,047	479,606	(14,441)	(2.92%)	▼	
Other Property and Services		52,693	52,693	30,716	19,691	(11,025)	(35.89%)	▼	\$
		2,609,420	2,609,420	2,049,664	2,116,963				
Expenditure from operating activities									
Governance		(199,272)	(199,272)	(121,486)	(132,439)	(10,953)	(9.02%)	▼	
General Purpose Funding		(115,854)	(115,854)	(67,571)	(74,303)	(6,732)	(9.96%)	▼	
Law, Order and Public Safety		(135,613)	(135,613)	(83,817)	(52,180)	31,637	37.74%	▲	\$
Health		(18,184)	(18,184)	(10,584)	(9,898)	686	6.48%	▲	
Education and Welfare		(6,043)	(6,043)	(3,507)	(3,845)	(338)	(9.63%)	▼	
Housing		(56,490)	(56,490)	(32,858)	(19,544)	13,314	40.52%	▲	\$
Community Amenities		(224,149)	(224,149)	(131,468)	(127,530)	3,938	3.00%	▲	
Recreation and Culture		(274,197)	(274,197)	(164,516)	(105,326)	59,190	35.98%	▲	\$
Transport		(1,564,297)	(1,564,297)	(912,223)	(429,268)	482,955	52.94%	▲	\$
Economic Services		(962,373)	(962,373)	(561,866)	(658,404)	(96,538)	(17.18%)	▼	\$
Other Property and Services		(18,799)	(18,799)	(31,143)	(49,338)	(18,195)	(58.42%)	▼	\$
		(3,575,271)	(3,575,271)	(2,121,039)	(1,662,075)				
Non-cash amounts excluded from operating activities	1(a)	1,184,999	1,184,999	691,810	39	(691,771)	(99.99%)	▼	
Amount attributable to operating activities		219,148	219,148	620,435	454,927	(165,508)	(26.68%)		
Investing Activities									
Proceeds from non-operating grants, subsidies and contributions	11	1,699,791	1,699,791	1,013,093	78,862	(934,231)	(92.22%)	▼	\$
Proceeds from Disposal of Assets	5	35,000	35,000	17,500	0	(17,500)	(100.00%)	▼	\$
Proceeds from financial assets at amortised cost - self supporting loans	7	0	0	0	0	0			
Payments for financial assets at amortised cost - self supporting loans	7	0	0	0	0	0			
Payments for inventories, property, plant and equipment and infrastructure	6	(2,371,644)	(2,371,644)	(1,117,926)	(460,472)	657,454	58.81%	▲	\$
Amount attributable to investing activities		(636,853)	(636,853)	(87,333)	(381,610)				
Financing Activities									
Proceeds from New Debentures	7	200,000	200,000	0	0	0			
Transfer from Reserves	8	54,000	54,000	0	0	0			
Payments for principal portion of lease liabilities	7	0	0	0	0	0			
Repayment of Debentures	7	(18,665)	(18,665)	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Transfer to Reserves	8	(88,500)	(88,500)	0	(1,833)	(1,833)		▼	
Amount attributable to financing activities		146,835	146,835	0	(1,833)				
Closing Funding Surplus(Deficit)	1	0	(91,534)	712,438	250,820				

KEY INFORMATION

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

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

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$	\$
Non-cash items excluded from operating activities					
Adjustments to operating activities					
Less: Profit on asset disposals	5	(2,333)	(2,333)	(1,358)	0
Less: Movement in liabilities associated with restricted cash		5,053	5,053	5,053	39
Add: Depreciation on assets		1,182,279	1,182,279	688,115	0
Total non-cash items excluded from operating activities		1,184,999	1,184,999	691,810	39

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

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation*

32 to agree to the surplus/(deficit) after imposition of general rates.

		Adopted Budget Opening	Amended Budget Opening	Last Year Closing	Year to Date
		30 June 2022	30 June 2022	30 June 2022	31 January 2023
Adjustments to net current assets					
Less: Reserves - restricted cash	8	(534,355)	(534,377)	(534,377)	(536,209)
Add: Current portion of employee benefit provisions held in reserve		11,268	11,271	11,271	11,310
Total adjustments to net current assets		(523,087)	(523,105)	(523,105)	(524,899)

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

Current assets

Cash and cash equivalents	3	1,045,312	1,045,333	1,045,333	1,447,580
Rates receivables	4	60,351	58,028	58,028	185,365
Receivables	4	80,669	72,367	72,367	72,830
Other current assets	5	71,108	64,202	64,202	(54,157)
Less: Current liabilities					
Payables	6	(143,812)	(175,953)	(175,953)	(89,790)
Contract liabilities	9	(254,503)	(274,035)	(274,035)	(698,607)
Provisions	9	(65,168)	(87,501)	(87,501)	(87,501)
Less: Total adjustments to net current assets	1(b)	(523,087)	(523,105)	(523,105)	(524,899)
Closing funding surplus / (deficit)		270,870	179,336	179,336	250,820

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 JANUARY 2023

NOTE 1

STATEMENT OF FINANCIAL ACTIVITY INFORMATION (ALTERNATE PRESENTATION)

Adjusted Net Current Assets	Note	Last Years Closing 30/06/2022	This Time Last Year 31/01/2022	Year to Date Actual 31/01/2023
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	510,957	361,084	911,371
Cash Restricted - Reserves	3	534,377	526,102	536,209
Cash Restricted - Bonds & Deposits	3	0	0	0
Receivables - Rates	4	58,028	120,959	185,365
Receivables - Other	4	72,367	238,320	72,830
Other Assets Other Than Inventories	5	0	4,001	0
Inventories	5	64,202	81,412	(54,157)
		1,239,930	1,331,877	1,651,617
Less: Current Liabilities				
Payables	6	(159,332)	(133,125)	(79,765)
Contract Liabilities	9	(274,035)	(315,408)	(698,607)
Bonds & Deposits	6	(16,621)	(23,656)	(10,025)
Loan and Lease Liability	7	0	0	0
Provisions	9	(87,501)	(114,565)	(87,501)
		(537,489)	(586,754)	(875,898)
Less: Cash Reserves	8	(534,377)	(526,102)	(536,209)
Add Back: Component of Leave Liability not Required to be funded		11,271	60,259	11,310
Add Back: Loan and Lease Liability		0	0	0
Less : Loan Receivable - clubs/institutions		0	0	0
Less : Trust Transactions Within Muni		0	0	0
Net Current Funding Position		179,336	279,280	250,820

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



**This Year YTD
Surplus(Deficit)
\$.25 M**

**Last Year YTD
Surplus(Deficit)
\$.28 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2023**

**NOTE 2
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2022-23 year is \$10,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Operating grants, subsidies and contributions	95,074	47.04%	▲	Some grant funding has been received in advance for budget phasing. The main grant being the Shire's MRWA Direct Grant.		
Other revenue	(10,725)	(43.22%)	▼		Various other revenue budget phasing is in advance of actual other revenue received.	
Expenditure from operating activities						
Employee costs	(98,053)	(15.35%)	▼		Various employee costs have been incurred in advance of budget phasing. Works on the Shire's rural roads being of note.	
Materials and contracts	(117,159)	(17.87%)	▼		Various material and contract expenses have been incurred in advance of budget phasing.	
Depreciation on non-current assets	688,115	100.00%	▲	Depreciation has not been run for 2022/23.		
Non-cash amounts excluded from operating activities	(691,771)	(99.99%)	▼		Depreciation expense has not been run for 2022/23. This is a non-cash expense which is added back in the finance statement.	
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(934,231)	(92.22%)	▼		LRCI program and road program funding has been budgeted to be received ahead of actual funding being received.	
Proceeds from disposal of assets	(17,500)	(100.00%)	▼		No Asset disposals processed to date.	
Payments for inventories, property, plant and equipment	657,454	58.81%	▲	Expenditure on the Shire's road capital program is a little bit behind scheduled budget phasing.		
Closing funding surplus / (deficit)	(461,618)	64.79%	▼			

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Petty Cash	Cash and cash equivalents	500		500		N/A	NIL	On hand
CRC Cash on Hand	Cash and cash equivalents	100		100		N/A	NIL	On hand
Transfer Station Cash on Hand	Cash and cash equivalents	300		300		N/A	NIL	On hand
Administration Cash on Hand	Cash and cash equivalents	200		200		N/A	NIL	On hand
At Call Deposits								
Municipal Cash at Bank	Cash and cash equivalents	910,271		910,271		Bankwest	0.00%	N/A
Reserves Fund Bank	Cash and cash equivalents	0	536,209	536,209		Bankwest	0.05%	N/A
Total		911,371	536,209	1,447,580	0			
Comprising								
Cash and cash equivalents		911,371	536,209	1,447,580	0			
		911,371	536,209	1,447,580	0			

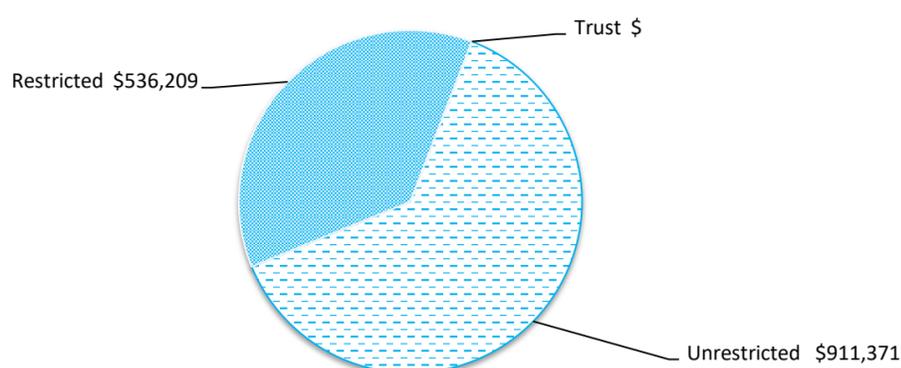
KEY INFORMATION

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

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

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

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2023

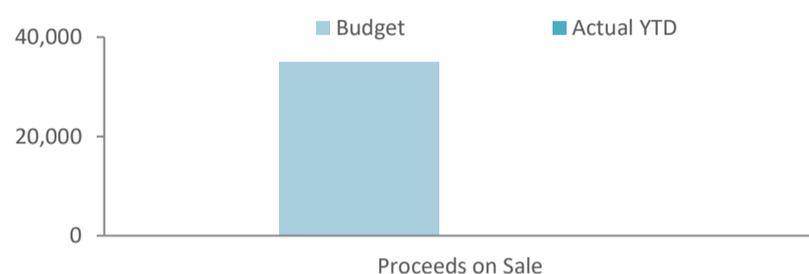
OPERATING ACTIVITIES
NOTE 4
RATE REVENUE

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				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
Residential	0.137841	54	604,864	83,375	0	0	83,375	83,375.11	0	0	83,375
Special Use	0.156112	3	137,893	21,527	0	0	21,527	21,526.76	0	0	21,527
Rural Residential	0.092758	41	585,000	55,614	0	0	55,614	54,263.45	0	0	54,263
Industrial	0.078200	1	20,800	1,627	0	0	1,627	1,626.56	0	0	1,627
Unimproved value											
Rural/Mining	0.061600	133	16,220,900	999,207	0	0	999,207	999,207.44	0	0	999,207
Sub-Total		232	17,569,457	1,161,350	0	0	1,161,350	1,159,999.32	0	0	1,159,999
Minimum payment	Minimum \$										
Gross rental value											
Residential	1,204	26	49,544	31,304	0	0	31,304	31,304.00	0	0	31,304
Special Use	1,204	1	4,160	1,204	0	0	1,204	1,204.00	0	0	1,204
Rural Residential	1,204	64	416,680	78,260	0	0	78,260	77,056.00	0	0	77,056
Industrial	1,204	4	29,760	2,408	0	0	2,408	4,816.00	0	0	4,816
Unimproved value											
Rural Residential	1,204	79	9,582,000	95,116	0	0	95,116	95,116.00	1,862	0	96,978
Rural/Mining	1,204	6	165,037	7,224	0	0	7,224	7,224.00	0	0	7,224
Sub-total		180	10,247,181	215,516	0	0	215,516	216,720.00	1,862	0	218,582
		412	27,816,638	1,376,866	0	0	1,376,866	1,376,719.32	1,862	0	1,378,582
Discount							(49,000)				(43,082)
Amount from general rates							1,327,866				1,335,500
Rates Written Off							0				(7)
Ex-gratia rates	0.10224	1	35,600	3,639	0	0	3,639	3,639	0	0	3,639
Total general rates							1,331,505				1,339,132

KEY INFORMATION

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

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Transport								
103	2019 Holden Trailblazer 4x4 LTZ2.8L (CEO) - 0.WD	32,667	33,000	333	0	0	0	0	0
407	Hustler Ride-on Mower	0	2,000	2,000	0	0	0	0	0
		32,667	35,000	2,333	0	0	0	0	0



Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$	\$
Land held for resale - cost	200,000	200,000	0	0	0
Buildings	543,390	543,390	144,778	102,844	(41,934)
Furniture and equipment	21,000	21,000	21,000	6,523	(14,477)
Plant and equipment	127,800	127,800	64,562	0	(64,562)
Infrastructure - roads	1,479,454	1,479,454	887,586	351,105	(536,481)
Payments for Capital Acquisitions	2,371,644	2,371,644	1,117,926	460,472	(657,454)
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	1,699,791	1,699,791	1,013,093	78,862	(934,231)
Borrowings	200,000	200,000	0	0	0
Other (disposals & C/Fwd)	35,000	35,000	17,500	0	(17,500)
Cash backed reserves					
Plant replacement reserve	54,000	54,000	0	0	0
Contribution - operations	382,853	382,853	87,333	381,610	294,277
Capital funding total	2,371,644	2,371,644	1,117,926	460,472	(657,454)

SIGNIFICANT ACCOUNTING POLICIES

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

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

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

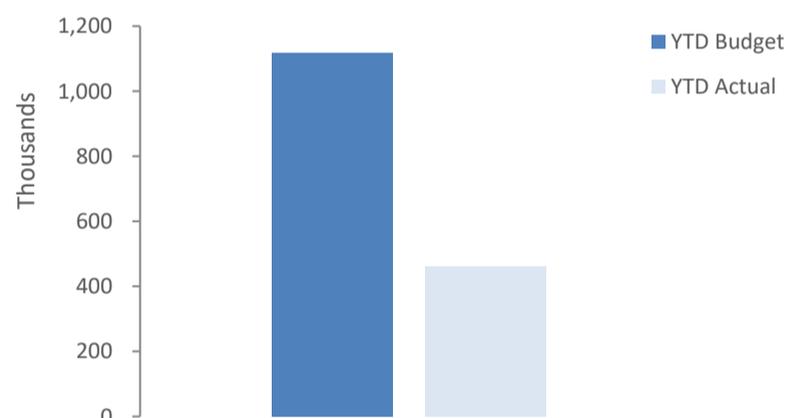
Initial recognition and measurement for assets held at cost

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

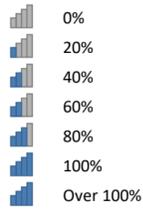
Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

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

Payments for Capital Acquisitions



Capital expenditure total
Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

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

Account Number	Job Number	Balance Sheet Category	Account/Job Description	Adopted	Amended		YTD Actual	Variance (Under)/Over
				Budget	Budget	YTD Budget		
				\$	\$	\$	\$	\$
Land Held for Resale								
Other Property & Services								
E14761		511	Land Held for Resale - Industrial Estate & Lot 801	(200,000)	(200,000)	0	0	0
Total - Other Property & Services				(200,000)	(200,000)	0	0	0
Total - Land Held for Resale				(200,000)	(200,000)	0	0	0
Buildings								
Law, Order & Public Safety								
E05109		521	LGGS - Purchase Buildings	0	0	0	(30,167)	(30,167)
E05111		521	Fire Station - New Toilet and Change Room	(121,000)	(121,000)	(70,581)	(35,535)	35,046
Total - Law, Order & Public Safety				(121,000)	(121,000)	(70,581)	(65,702)	4,879
Recreation And Culture								
E11383	WCC231	521	Wandering Community Centre Construction - Water Tanks DWER	(57,010)	(57,010)	(34,200)	(763)	33,437
E11383	WCC232	521	Wandering Community Centre Construction - Access Ramp to Ov.	(40,000)	(40,000)	(39,997)	(33,904)	6,093
E11383	WCC233	521	Wandering Community Centre Construction - New Veranda Gran	(140,000)	(140,000)	0	0	0
E11383	WCC234	521	Wandering Community Centre Upgrade - Ktichen Upgrade Grant	(185,380)	(185,380)	0	(2,475)	(2,475)
Total - Recreation And Culture				(422,390)	(422,390)	(74,197)	(37,142)	37,055
Total - Buildings				(543,390)	(543,390)	(144,778)	(102,844)	41,934
Plant & Equipment								
Law, Order & Public Safety								
E05350		525	Purchase Plant & Equipment	(8,000)	(8,000)	(4,662)	0	4,662
Total - Law, Order & Public Safety				(8,000)	(8,000)	(4,662)	0	4,662
Transport								
E12360		525	Purchase Plant & Equipment	(119,800)	(119,800)	(59,900)	0	59,900
Total - Transport				(119,800)	(119,800)	(59,900)	0	59,900
Total - Plant & Equipment				(127,800)	(127,800)	(64,562)	0	64,562
Furniture & Equipment								
Governance								
E04116		523	Purchase Furniture & Equipment	(17,000)	(17,000)	(17,000)	(6,523)	10,477
Total - Governance				(17,000)	(17,000)	(17,000)	(6,523)	10,477
Other Property & Services								
E14560		523	Purchase Furniture & Equipment	(4,000)	(4,000)	(4,000)	0	4,000
Total - Other Property & Services				(4,000)	(4,000)	(4,000)	0	4,000
Total - Furniture & Equipment				(21,000)	(21,000)	(21,000)	(6,523)	14,477
Infrastructure - Roads								
Transport								
E12102	RRG221	541	York Williams Rd - Sealing - SLK18.43 - 19.43	0	0	0	(1,918)	(1,918)
E12102	RRG222	541	RRG - York Williams Rd - Gravel Resheeting - SLK 19.43 - 26.71	(152,472)	(152,472)	(91,478)	(21,283)	70,195
E12102	RRG223	541	RRG - Nth Bannister Wandering Rd - Culverts - SLK 7.53 - 8.2	0	0	0	(7,081)	(7,081)
E12102	RRG224	541	RRG - Nth Wandering Rd - Failures & Reseal - SLK 8.2 - 7.53	(136,274)	(136,274)	(81,760)	(12,511)	69,249
E12102	RRG231	541	RRG - York Williams Road- Bitumen Sealing - SLK 19.43 to 21.01	(331,578)	(331,578)	(198,940)	(237,046)	(38,106)
E12102	RRG233	541	RRG - Kubbine Road - Gravel Resheeting - SLK 0.0 -6.16	(172,001)	(172,001)	(103,194)	0	103,194
E12103	R2R231	541	R2R - Ferguson Way - two coat seal 10/7mm aggregate	(144,721)	(144,721)	(86,822)	0	86,822
E12103	R2R232	541	R2R - Wandering Pingelly Road , Bridge 0424A over Biberkine Bro	(273,163)	(273,163)	(163,890)	(34,230)	129,660
E12103	R2R233	541	R2R - Bannister Road - Selection culver widening	(23,315)	(23,315)	(13,980)	0	13,980
E12104	BS221	541	York Williams - Carabin Rd intersection	0	0	0	(12,540)	(12,540)
E12104	BS231	541	State Black Spot - Moramocking Rd - Fuller Rd Intersection	(79,500)	(79,500)	(47,692)	(24,241)	23,451
E12104	BS232	541	State Black Spot - Wandering Pingelly Rd SLK 9.54 - SLK 11.90 - St	(16,430)	(16,430)	(9,852)	0	9,852
E12105	WSFN231	541	North Bannister Wandering - Rd SLK 9.1 -22.0 - project developm	(40,000)	(40,000)	(23,994)	0	23,994
E12105	WSFN232	541	Wandering Narrogin Rd SLK 2.35 - 6.15 - project development fun	(10,000)	(10,000)	(5,992)	0	5,992
E12105	WSFN233	541	Wandering Pingelly Rd SLK 3.90 - 19.10 - project development fur	(100,000)	(100,000)	(59,992)	0	59,992
E12209	0015FD	541	Humes Way	0	0	0	(256)	(256)
Total - Transport				(1,479,454)	(1,479,454)	(887,586)	(351,105)	536,481
Total - Infrastructure - Roads				(1,479,454)	(1,479,454)	(887,586)	(351,105)	536,481
Grand Total				(2,371,644)	(2,371,644)	(1,117,926)	(460,472)	657,454

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2023

FINANCING ACTIVITIES
NOTE 7
BORROWINGS

Repayments - borrowings

Information on borrowings	Particulars	Loan No.	1 July 2022	New Loans		Principal Repayments			Principal Outstanding			Interest Repayments			
				Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Community amenities															
Industrial Estate Development	1		0	0	200,000	200,000	0	(18,665)	(18,665)	0	181,335	181,335	0	(2,970)	(2,970)
Total			0	0	200,000	200,000	0	(18,665)	(18,665)	0	181,335	181,335	0	(2,970)	(2,970)

All debenture repayments were financed by general purpose revenue.

New borrowings 2022-23

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Industrial Estate Development	0	200,000	WATC	Debenture	10	0	1.50	0	0	0
	0	200,000				0		0	0	0

The Shire has no unspent debenture funds as at 30th June 2022, nor is it expected to have unspent funds as at 30th June 2023.

KEY INFORMATION

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2023

OPERATING ACTIVITIES
NOTE 8
RESERVE ACCOUNTS

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council									
Leave reserve	11,271	53	39	5,000	0	0	0	16,324	11,310
Land & building reserve	251,084	1,174	861	0	0	0	0	252,258	251,945
Plant replacement reserve	163,235	764	560	25,000	0	(54,000)	0	134,999	163,795
Office equipment reserve	40,004	187	137	0	0	0	0	40,191	40,141
Fuel facility reserve	68,782	322	236	16,000	0	0	0	85,104	69,018
WSFN Funding reserve	0	0	0	40,000	0	0	0	40,000	0
	534,377	2,500	1,833	86,000	0	(54,000)	0	568,877	536,209

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2023**

**NOTE 9
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption						0
			Opening Surplus(Deficit)			(91,534)	(91,534)
				0	0	(91,534)	(91,534)

13.3 Accounts for Payment December 2022

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Alan Hart – Chief Executive Officer
Authorising Officer	Alan Hart – Chief Executive Officer
Date:	6 February 2023
Disclosure of Interest:	N/A
Attachments:	Payment Listing and Credit Card Statement December 2022
Previous Reference:	Nil

Summary:

Council to note payments of accounts as presented.

Background:

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

Comment:

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

Consultation:

There has been no consultation.

Statutory Environment:

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

- 12 (1) A list of creditors is to be compiled for each month showing –
- (a) The payee's name;
 - (b) The amount of the payment;
 - (c) Sufficient information to identify to transaction; and
 - (d) The date of the meeting of the council to which the list is to be resented.

Policy Implications:

There are no policy implications.

Financial Implications:

There are no financial implications.

Strategic Implications:

There are no strategic implications.

Sustainability Implications:

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

Risk Implications:

Nil.

Voting Requirements:

Simple Majority

**Shire of Wandering
Certificate of Expenditure – 31 December 2022**

This Schedule of Accounts to be passed for payment covering:

Payment Method	Cheque/EFT/DD Number	Amount
Municipal Fund:		
Electronic Funds Transfers		\$258,311.32
Cheque		\$0
Direct Debits		\$ 40,846.72
	TOTAL	\$299,158.04

to the Municipal and Trust Accounts, totalling \$299,158.04 which were submitted to each member of the Council on 16 February 2023, have been checked and fully supported by vouchers and invoices which are submitted herewith, have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings.

Alan Hart
Chief Executive Officer

Officer Recommendation:

That in accordance with section 13 of the Financial Management Regulations of the *Local Government Act 1995* and in accordance with delegation, payment of Municipal Fund vouchers, Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$299,158.04 (attached) be noted as approved for payment and credit card statement be noted.

Moved: _____ Seconded: _____

Shire of Wandering
List of Accounts for Payments for December 2022

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT7785	07/12/2022	Adrienne Yzerman Photography	Photography - Councillors		(250.00)
102	24/09/2022	Adrienne Yzerman Photography	Photography - Councillors	250.00	
EFT7786	07/12/2022	Air Response	Evaporative Airconditioning Service		(507.50)
155654A	08/11/2022	Air Response	Evaporative Airconditioning servicing	507.50	
EFT7787	07/12/2022	Arrow Bronze	Plaque Una Graham		(211.26)
729731	24/10/2022	Arrow Bronze	Plaque - Una Graham	211.26	
EFT7788	07/12/2022	Arteil (WA) Pty Ltd	Stirling High Back Executive Chair- Black Leather		(7,175.30)
83610	24/10/2022	Arteil (WA) Pty Ltd	Stirling High Back Executive Chair- Black Leather	7175.30	
EFT7789	07/12/2022	Australian Communications & Media Authority	Licence renewal 503105516		(114.00)
503105516	11/10/2022	Australian Communications & Media Authority	Licence renewal 503105516	114.00	
EFT7790	07/12/2022	Avon Waste	Waste Service October 2022		(3,944.54)
52982	31/10/2022	Avon Waste	Domestic & commercial general waste services October 2022	3944.54	
EFT7791	07/12/2022	BOC		Oct-22	(34.42)
5005895414	29/10/2022	BOC	Container Service, Oxygen, Acetylene, Argoshield, Medical Oxygen	34.42	
EFT7792	07/12/2022	Best Office Systems	Period 20/9 - 20/10/2022		(1,127.16)
609036	27/10/2022	Best Office Systems	Copier contract - CRC	1127.16	
EFT7793	07/12/2022	Bob Waddell & Associates	Preparation of Monthly Financial Statements		(618.75)
3049	17/10/2022	Bob Waddell & Associates	Prepare monthly financial statements-September 2022	618.75	
EFT7794	07/12/2022	Boddington News	Edition 696 Boddington News		(9.00)
5/85	09/09/2022	Boddington News	Boddington News, Edition 696	9.00	
EFT7795	07/12/2022	Brookton Plumbing	Dump point pumpout / Septic tank pumpout		(1,590.00)
6667	24/10/2022	Brookton Plumbing	Dump point pumpout, Septic tank pumpout	1590.00	
EFT7796	07/12/2022	Business Base WA	Shelving and partitioning as per quote		(1,688.00)
22170	01/11/2022	Business Base WA	Shelving and partitioning as per quote for Admin Building	1688.00	
EFT7797	07/12/2022	Cemeteries & Crematoria Association f WA	Yearly Subscription 2022 - 23		(125.00)
1400	12/10/2022	Cemeteries & Crematoria Association f WA	Yearly Subscription 2022 - 23	125.00	

Shire of Wandering
List of Accounts for Payments for December 2022

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT7798	07/12/2022	Central Country Zone of WALGA	Subscription yearly 1 July 2022 - to 30 June 2023		(2,200.00)
169	01/10/2022	Central Country Zone of WALGA	Subscription yearly 1 July 2022 - to 30 June 2023	2200.00	
EFT7799	07/12/2022	Child Support Agency	Payroll deductions		(129.44)
DEDUCTION	23/11/2022	Child Support Agency	Payroll Deduction	129.44	
EFT7800	07/12/2022	Corsign WA	Multiple Event Signs		(839.85)
68883	12/09/2022	Corsign WA	Non-potable water sign	15.40	
69736	13/10/2022	Corsign WA	1 x 900 x 600 A Frame Sign D/Sided, Black on White Non Reflective - Cash Out Available, , Accessible Bay Parking Only sign	180.95	
69833	17/10/2022	Corsign WA	Multiple Event Signs	643.50	
EFT7801	07/12/2022	Crossman Hot Water & Plumbing	Supply & Install pump Caravan Park 22.8.2022		(4,502.30)
8931	01/09/2022	Crossman Hot Water & Plumbing	Supply & install pump 22.8.2022	3611.30	
8929	01/09/2022	Crossman Hot Water & Plumbing	Backflow testing - Caravan Park	187.00	
8961	12/09/2022	Crossman Hot Water & Plumbing	plumbing maintenance 12.9.2022	704.00	
EFT7802	07/12/2022	Great Southern Fuel Supplies	Fuel Card purchases Oct 2022		(238.13)
101794	31/10/2022	Great Southern Fuel Supplies	Fuel card purchases, 0.WD, WD.001, Distributor card	238.13	
EFT7803	07/12/2022	IT Vision	Monthly rates processing service Aug 2022		(9,170.15)
37486	01/10/2022	IT Vision	Rates Service 2021-2022, Aug 2022	2329.25	
37617	01/10/2022	IT Vision	Rates Service 2021-2022, Sept 2022	2329.25	
37736	31/10/2022	IT Vision	Rates Service 2021-2022, Oct 2022	2329.25	
37769	31/10/2022	IT Vision	Rates Service 2021-2022, Nov 2022	2182.40	
EFT7804	07/12/2022	ITR Pacific	20 Grader Blades		(2,640.00)
549539	25/10/2022	ITR Pacific	20 Grader blades	2640.00	
EFT7805	07/12/2022	LG Best Practices	Payroll & Creditors Sept 2022		(9,776.25)
22016	31/08/2022	LG Best Practices	Creditors / Payroll Temporary Coverage Creditors Cover Aug 2022	4702.50	
22039	30/09/2022	LG Best Practices	Creditors / Payroll Temporary Coverage Payroll & Creditors Sept 2022	5073.75	

Shire of Wandering
List of Accounts for Payments for December 2022

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT7806	07/12/2022	Landgate	Rural UV interim Valuation Shared - 25.8.2022		(327.48)
376960	01/09/2022	Landgate	Valuation rolls - 25.7.2022, Mining tenements - 25.7.2022, Minimum charge - 25.7.2022	71.80	
375877	01/09/2022	Landgate	Valuation rolls 23.6.2022, Mining tenements 23.6.2022, Minimum charge 23.6.2022	81.80	
377834	01/09/2022	Landgate	Valuation rolls 25.8.2022, Mining tenements 25.8.2022, Minimum charge 25.8.2022	86.94	
378587	23/09/2022	Landgate	Valuation rolls - 23.9.2022, Mining tenements - 23.9.2022, Minimum charge - 23.9.2022	86.94	
EFT7807	07/12/2022	MJ & C Cornish	Hire Excavator for digging grave		(752.40)
251	09/11/2022	MJ & C Cornish	Hire Excavator for digging grave	752.40	
EFT7808	07/12/2022	Mandurah Hip Pocket Workwear & Safety	EMB Wandering CRC Logo 14 Sept 2022		(15.00)
346322	01/10/2022	Mandurah Hip Pocket Workwear & Safety	Logo Embroidery 14 Sept 2022	15.00	
EFT7809	07/12/2022	Maradong Contracting Pty Ltd	Hire of road train side tippers		(9,517.75)
1080	20/11/2022	Maradong Contracting Pty Ltd	Hire of road train side tippers	9517.75	
EFT7810	07/12/2022	Mcleods	Fire break Easement		(422.92)
126702	31/10/2022	Mcleods	Fire break Easement - lot 97 echidna wandering	422.92	
EFT7811	07/12/2022	Narrogin Electrical Appliance Testing	Electrical test and tag		(1,188.00)
782	26/10/2022	Narrogin Electrical Appliance Testing	Electrical test and tag - Various Locations 24 & 25 Oct 2022	1188.00	
EFT7812	07/12/2022	Officeworks	Office Supplies Various		(1,305.36)
603346784	14/10/2022	Officeworks	Toilet paper and hand towels	383.80	
603719052	04/11/2022	Officeworks	2 A4 Cartons Paper, 4A4 Cartons Paper, A4 100Micron laminating pouches, A3 Laminating Pouch gloss, Avery Tubeclip, Punch, Bic Pens, AA Batteries, Clear Tape, Toilet Paper 2 Ply, Kleenex Optimum Hand Towel, Coffee, Sugar white, Sugar Brown, Tissues, Bin liners, Sticky Notes, Delivery Fee, Tape Measure	921.56	

Shire of Wandering
List of Accounts for Payments for December 2022

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT7813	07/12/2022	Pacer Legal Pty Ltd	Rates refund for assessment A226		(1,953.32)
A226	29/11/2022	Pacer Legal Pty Ltd	Rates refund for assessment A226	1953.32	
EFT7814	07/12/2022	Perfect Computer Solutions	IT Support		(552.50)
27570	20/10/2022	Perfect Computer Solutions	Monthly IT maintenance, Labour Support service 14/10 , 18/10 & 19/10/2022, Monthly fee	212.50	
27579	27/10/2022	Perfect Computer Solutions	Monthly IT maintenance, Labour, Monthly fee	340.00	
EFT7815	07/12/2022	Quest Payment Systems	Monthly maintenance fee		(418.00)
16487	21/10/2022	Quest Payment Systems	Monthly maintenance fee - Fuel Facility, Oct 2022	418.00	
EFT7816	07/12/2022	Resonline	Online booking system fee		(484.00)
148651	01/10/2022	Resonline	Online booking system fee - Caravan Park, Sept 2022	242.00	
149540	31/10/2022	Resonline	Online booking system fee - Caravan Park , Oct 2022	242.00	
EFT7817	07/12/2022	Rhonie's Wandering Mop & Bucket	Various Cleaning Oct 2022		(11,382.80)
AUG2022	01/09/2022	Rhonie's Wandering Mop & Bucket	Cleaning contract, Public conveniences - Watts St Aug 2022, Caravan Park Aug 2022, Administration Office Aug 2022, CRC Aug 2022, Depot Aug 2022, Public conveniences - Codjatotine Aug 2022, Public conveniences - Pumphreys Bridge Aug 2022, Community Centre Aug 2022, Travel Aug 2022, Caravan Park Unit Aug 2022	3638.80	
SEPT 2022	01/09/2022	Rhonie's Wandering Mop & Bucket	Cleaning contract, Public conveniences - Watts St Sept 2022, Caravan Park Sept 2022, Administration Office Sept 2022, CRC Sept 2022, Depot Sept 2022, Public conveniences - Codjatotine Sept 2022, Public conveniences - Pumphreys Bridge Sept 2022, Community Centre Sept 2022, Travel Sept 2022, New Units Caravan Park Sept 2022	3484.80	

Shire of Wandering
List of Accounts for Payments for December 2022

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
Oct-22	01/10/2022	Rhonie's Wandering Mop & Bucket	Cleaning contract, Public conveniences - Watts St Oct 2022, Caravan Park Oct 2022, Administration Office Oct 2022, CRC Oct 2022, Depot Oct 2022, Public conveniences - Codjatotine Oct 2022, Public conveniences - Pumphreys Bridge Oct 2022, Community Centre Oct 2022, Travel Oct 2022, Unit Caravan Park Oct 2022, HUmEs Way Oct 2022	4259.20	
EFT7818	07/12/2022	Rynat Industries Australia	Caravan Park Expenses - Oct 2022		(489.24)
52652	04/10/2022	Rynat Industries Australia	soap dispenser, soap dispenser, shelf, freight	489.24	
EFT7819	07/12/2022	Shire of Kulin	LSL payment		(1,548.29)
18816	22/08/2022	Shire of Kulin	LSL payment J Hobson	1548.29	
EFT7820	07/12/2022	Shire of Wandering Christmas Club	Payroll Deductions		(260.00)
DEDUCTION	23/11/2022	Shire of Wandering Christmas Club	Payroll Deductions	260.00	
EFT7821	07/12/2022	Shire of Wandering Staff Lotto	Payroll Deductions		(75.00)
DEDUCTION	23/11/2022	Shire of Wandering Staff Lotto	Payroll Deductions	75.00	
EFT7822	07/12/2022	Startrack Express	Late Fees		(5.21)
6230528023018	26/10/2022	Startrack Express	Late Fees Oct 2022	5.21	
EFT7823	07/12/2022	Traffic Force	Road traffic management Plan		(1,938.20)
30688	09/10/2022	Traffic Force	Traffic Management Plan & Site Inspection for Wandering Campout and Wandering Fair	1938.20	
EFT7824	07/12/2022	WA Reticulation Supplies	Oval Reticulation		(502.00)
9700	26/10/2022	WA Reticulation Supplies	Oval Reticulation Supplies	502.00	
EFT7825	07/12/2022	WALGA	Conference Registration and Staff Training		(2,917.00)
1831	01/10/2022	WALGA	Introduction to Local Government Training - new staff 30 Sept 2022	242.00	
2420	12/10/2022	WALGA	WALGA State Conference Registration for CEO and Shire President	1295.00	
2421	12/10/2022	WALGA	Registration -Local Government Convention 2022	1295.00	
2419	12/10/2022	WALGA	Registration -Local Government Convention 2022	85.00	

Shire of Wandering
List of Accounts for Payments for December 2022

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT7826	07/12/2022	WD Auto Repairs	Vehicle Servicing		(2,378.50)
851	03/11/2022	WD Auto Repairs	WD 0 service	1952.89	
853	03/11/2022	WD Auto Repairs	WD 011 service	425.61	
EFT7827	07/12/2022	Wandering Primary School	Donation		(44.00)
793	11/10/2022	Wandering Primary School	Donation- End of Year Book Award	44.00	
EFT7828	07/12/2022	Wandering Smash Repairs	Stickers fire water tanks		(413.05)
5227	01/09/2022	Wandering Smash Repairs	Stickers - fire water tanks	413.05	
EFT7829	07/12/2022	Wandering Tavern	Milk and Catering		(293.00)
22	31/10/2022	Wandering Tavern	Milk Order for Shire of Wandering Oct 2022	81.00	
23	31/10/2022	Wandering Tavern	Council Meeting October 2022-Catering	212.00	
EFT7830	07/12/2022	Westrac	Hydraulic fitting		(67.94)
7507719	12/10/2022	Westrac	Hydraulic fitting	67.94	
EFT7831	07/12/2022	Woodlands Distributors	1 box - 10 rolls dog waste bags		(187.00)
WDG1-002	20/10/2022	Woodlands Distributors	1 box - 10 rolls dog waste bags	187.00	
EFT7832	07/12/2022	Yahava Koffeeworks Wholesale	CRC Kitchen Supplies		(813.90)
1-00014860	03/10/2022	Yahava Koffeeworks Wholesale	Coffee, syrup, sugar, cups, machine cleaner, freight	813.90	
EFT7833	16/12/2022	Altus Planning	Planning Services		(1,097.25)
3001	01/12/2022	Altus Planning	Planning Services - Nov 2022	1097.25	
EFT7834	16/12/2022	Avon Waste	Waste Service		(4,087.95)
52266	01/10/2022	Avon Waste	Domestic & commercial general waste services October 2022	4087.95	
EFT7835	16/12/2022	Boddington News	Boddington News Edition		(9.00)
6/23	04/11/2022	Boddington News	Boddington News, Edition #600	9.00	
EFT7836	16/12/2022	Child Support Agency	Payroll deductions		(129.44)
DEDUCTION	07/12/2022	Child Support Agency	Payroll Deduction	129.44	
EFT7837	16/12/2022	Department of Fire & Emergency Services	ESL		(38,781.00)
154379	01/10/2022	Department of Fire & Emergency Services	ESL Option B - 19/8/2022	37758.00	
154610	01/10/2022	Department of Fire & Emergency Services	ESL Levy Council Owned Properties 31/10/2022	1023.00	
EFT7838	16/12/2022	Ecowater Services	Aquarius Quarterly Service - 19 Humes Wy		(868.85)
4022	01/11/2022	Ecowater Services	Aquarius Quarterly Service - 19 Humes Wy, Chlorine	868.85	

Shire of Wandering
List of Accounts for Payments for December 2022

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT7839	16/12/2022	Federation Tuckpointing	Crack repairs to CRC as per quote		(31,042.00)
10588	28/11/2022	Federation Tuckpointing	Crack repairs to CRC as per quote	31042.00	
EFT7840	16/12/2022	Gilbarco Veeder-Root Australia	Inspect and repair fault on pump 1		(1,501.46)
161062	15/11/2022	Gilbarco Veeder-Root Australia	Inspect and repair fault on pump 1	1501.46	
EFT7841	16/12/2022	LGISWA	Insurance Premium		(72,019.85)
100-150925	03/10/2022	LGISWA	Insurance Premium-Second Instalment 2022/23 year	72019.85	
EFT7842	16/12/2022	Linda Barge	Collective Sales		(77.60)
001	05/10/2022	Linda Barge	Collective Sales	77.60	
EFT7843	16/12/2022	Perfect Computer Solutions	IT Support		(807.50)
27604	03/11/2022	Perfect Computer Solutions	Monthly IT maintenance, Labour 26 /10 - 27/10 - 28/10 - 31/10 & 2/11/2022, Monthly fee	340.00	
27616	10/11/2022	Perfect Computer Solutions	Monthly IT maintenance, Labour 2/11 - 4/11 & 9/11, Monthly fee	467.50	
EFT7844	16/12/2022	Quality Press	Printing		(1,201.20)
63294	23/11/2022	Quality Press	BFS Permit to set fire to bush, BFS Bush Fire Infringement Notice	1201.20	
EFT7845	16/12/2022	RK Roach	Survey setout - road construction		(3,955.60)
221002	31/10/2022	RK Roach	Survey setout - road construction York-Williams Road	3955.60	
EFT7846	16/12/2022	Resonline	Online booking system fee - Caravan Park Nov 2022		(242.00)
150392	30/11/2022	Resonline	Online booking system fee - Caravan Park, Nov 2022	242.00	
EFT7847	16/12/2022	SM Freight	Freight		(165.00)
1190	18/11/2022	SM Freight	Freight for pick up of shelves and dividers for Shire Office from Mclernons	165.00	
EFT7848	16/12/2022	Sherrin Rentals	Hire 12 Fees		(4,554.00)
5180672	30/11/2022	Sherrin Rentals	Hire 12 tonne vibe roller	4554.00	
EFT7849	16/12/2022	Shire of Wandering Christmas Club	Payroll deductions		(260.00)
DEDUCTION	07/12/2022	Shire of Wandering Christmas Club	Payroll Deduction	260.00	
EFT7850	16/12/2022	Shire of Wandering Staff Lotto	Payroll deductions		(80.00)
DEDUCTION	07/12/2022	Shire of Wandering Staff Lotto	Payroll Deduction	80.00	

Shire of Wandering
List of Accounts for Payments for December 2022

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT7851	16/12/2022	Startrack Express	Freight - library books		(5.71)
6230528023019	02/11/2022	Startrack Express	Freight - library books	5.71	
EFT7852	16/12/2022	Today's Building Services	Assessment & certification - fire shed extension		(990.00)
1721	21/11/2022	Today's Building Services	Assessment & certification - fire shed extension	990.00	
EFT7853	16/12/2022	WA Contract Ranger Services	Contract Ranger Service		(52.25)
4297CR	24/10/2022	WA Contract Ranger Services	Invoice entered & paid twice (credit to amend invoice 4297)	-1306.25	
4317	29/10/2022	WA Contract Ranger Services	Contract Ranger Service, Labour & travel 25/10 & 27/10/2022	783.75	
4371	27/11/2022	WA Contract Ranger Services	Contract Ranger Service, Labour & travel 9/11 & 23/11/22	574.75	
EFT7854	16/12/2022	WD Auto Repairs	Mechanical Servicing		(2,128.27)
590	01/10/2022	WD Auto Repairs	Tyre repair	55.00	
693	01/10/2022	WD Auto Repairs	Tyre repair	57.75	
606	01/10/2022	WD Auto Repairs	Tube Supplies from PO 2554	97.06	
524	10/10/2022	WD Auto Repairs	Ute service	463.46	
890	21/11/2022	WD Auto Repairs	Side tipper tyres x 3 fitted	1455.00	
EFT7855	16/12/2022	Wandering Lions Club	Lions Mini Cakes		(75.00)
01122022	01/12/2022	Wandering Lions Club	Lions Mini Cakes	75.00	
EFT7856	16/12/2022	Wandering Tavern	Milk Order		(139.50)
25	30/11/2022	Wandering Tavern	Milk Order for Shire of Wandering November 2022	139.50	
EFT7857	16/12/2022	Wandering Tennis Club	Catering		(300.00)
2022/01	07/12/2022	Wandering Tennis Club	Supply Meal for Volunteers at Bushfire Awareness Course held on 25/11/22	300.00	
EFT7862	22/12/2022	Australian Taxation Office	BAS NOV 2022		(974.10)
BAS NOV2022	30/11/2022	Australian Taxation Office	BAS NOV 2022	974.10	
EFT7863	22/12/2022	Bob Waddell & Associates	Monthly Financial Reporting		(2,475.00)
2938	01/10/2022	Bob Waddell & Associates	Preparation of 2022-23 Annual Budget and July financial statements	1361.25	
3135	11/12/2022	Bob Waddell & Associates	Prepare monthly financial statements-November 2022	1113.75	

Shire of Wandering
List of Accounts for Payments for December 2022

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT7864	22/12/2022	Child Support Agency	Payroll deductions		(129.44)
DEDUCTION	21/12/2022	Child Support Agency	Payroll Deduction	129.44	
EFT7865	22/12/2022	Jozef Majko	Payroll deductions		(1,800.00)
DEDUCTION	23/11/2022	Jozef Majko	Payroll Deduction	600.00	
DEDUCTION	07/12/2022	Jozef Majko	Payroll Deduction	600.00	
DEDUCTION	21/12/2022	Jozef Majko	Payroll Deduction	600.00	
EFT7866	22/12/2022	Quest Payment Systems	Monthly Maintenance Fee		(418.00)
18160	21/11/2022	Quest Payment Systems	Monthly maintenance fee - Fuel Facility, November 2022	418.00	
EFT7867	22/12/2022	Shire of Wandering Christmas Club	Payroll deductions		(260.00)
DEDUCTION	21/12/2022	Shire of Wandering Christmas Club	Payroll Deductions	260.00	
EFT7868	22/12/2022	Shire of Wandering Staff Lotto	Payroll deductions		(80.00)
DEDUCTION	21/12/2022	Shire of Wandering Staff Lotto	Payroll Deductions	80.00	
EFT7869	22/12/2022	WD Auto Repairs	Mechanical Servicing		(461.44)
905	05/12/2022	WD Auto Repairs	WD 001 service	461.44	
DD4125.1	07/12/2022	Aware Super	Superannuation contributions		(4,450.57)
SUPER	07/12/2022	Aware Super	Payroll Deductions	3626.99	
DEDUCTION	07/12/2022	Aware Super	Payroll Deductions	823.58	
DD4125.2	07/12/2022	HESTA	Superannuation contributions		(108.96)
SUPER	07/12/2022	HESTA	Payroll Deductions	108.96	
DD4125.3	07/12/2022	ANZ OnePath Masterfund	Superannuation contributions		(318.37)
DEDUCTION	07/12/2022	ANZ OnePath Masterfund	Payroll Deductions	77.65	
SUPER	07/12/2022	ANZ OnePath Masterfund	Payroll Deductions	240.72	
DD4125.4	07/12/2022	Australian Super	Superannuation contributions		(618.19)
DEDUCTION	07/12/2022	Australian Super	Payroll Deductions	150.78	
SUPER	07/12/2022	Australian Super	Payroll Deductions	467.41	
DD4125.5	07/12/2022	HostPlus Super Fund	Superannuation contributions		(333.13)
DEDUCTION	07/12/2022	HostPlus Super Fund	Payroll Deductions	81.25	
SUPER	07/12/2022	HostPlus Super Fund	Payroll Deductions	251.88	

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List of Accounts for Payments for December 2022

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
DD4125.6	07/12/2022	MLC Masterkey	Superannuation contributions		(181.13)
DEDUCTION	07/12/2022	MLC Masterkey	Payroll Deductions	44.18	
SUPER	07/12/2022	MLC Masterkey	Payroll Deductions	136.95	
DD4125.7	07/12/2022	Macquarie Super	Superannuation contributions		(107.78)
SUPER	07/12/2022	Macquarie Super	Payroll Deductions	107.78	
DD4125.8	07/12/2022	CBUS	Superannuation contributions		(211.58)
SUPER	07/12/2022	CBUS	Payroll Deductions	211.58	
DD4125.9	07/12/2022	Prime Super	Superannuation contributions		(298.24)
SUPER	07/12/2022	Prime Super	Payroll Deductions	298.24	
DD4146.1	21/12/2022	Aware Super	Superannuation contributions		(5,967.16)
SUPER	21/12/2022	Aware Super	Payroll Deductions	4780.07	
DEDUCTION	21/12/2022	Aware Super	Payroll Deductions	1187.09	
DD4146.2	21/12/2022	HESTA	Superannuation contributions		(108.96)
SUPER	21/12/2022	HESTA	Payroll Deductions	108.96	
DD4146.3	21/12/2022	ANZ OnePath Masterfund	Superannuation contributions		(248.33)
DEDUCTION	21/12/2022	ANZ OnePath Masterfund	Payroll Deductions	60.57	
SUPER	21/12/2022	ANZ OnePath Masterfund	Payroll Deductions	187.76	
DD4146.4	21/12/2022	Australian Super	Superannuation contributions		(618.19)
DEDUCTION	21/12/2022	Australian Super	Payroll Deductions	150.78	
SUPER	21/12/2022	Australian Super	Payroll Deductions	467.41	
DD4146.5	21/12/2022	HostPlus Super Fund	Superannuation contributions		(249.36)
DEDUCTION	21/12/2022	HostPlus Super Fund	Payroll Deductions	60.82	
SUPER	21/12/2022	HostPlus Super Fund	Payroll Deductions	188.54	
DD4146.6	21/12/2022	MLC Masterkey	Superannuation contributions		(181.13)
DEDUCTION	21/12/2022	MLC Masterkey	Payroll Deductions	44.18	
SUPER	21/12/2022	MLC Masterkey	Payroll Deductions	136.95	
DD4146.7	21/12/2022	Macquarie Super	Superannuation contributions		(107.78)
SUPER	21/12/2022	Macquarie Super	Payroll Deductions	107.78	
DD4146.8	21/12/2022	CBUS	Superannuation contributions		(94.37)
SUPER	21/12/2022	CBUS	Payroll Deductions	94.37	
DD4146.9	21/12/2022	Prime Super	Superannuation contributions		(213.62)
SUPER	21/12/2022	Prime Super	Payroll Deductions	213.62	

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Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
DD4157.1	09/12/2022	DOT Licencing	DOT Payments		(6,238.05)
WADO09122022	09/12/2022	DOT Licencing	Transport WADO 09.12.2022	6238.05	
DD4157.2	09/12/2022	Telstra	Ac 430 7005 000 Dec 2022 - 11 NOv - 10 Dec 2022		(1,534.41)
K891170601-2	05/12/2022	Telstra	Admin office, Harvest ban, Admin office, Fuel facility, CRC, Admin office, Admin office, CRC, CRC, Admin office, Consulting room, Admin iPad, Caravan Park, Supervisor, Remote Internet, Fuel Facility, Fuel Facility, Fuel Facility, CRC Internet Connection, Office Internet Connection, Phone plan, Rounding, CEO MOBILE, Administration Office, Internet - 13 Dunmall Dr	1534.41	
DD4157.3	09/12/2022	Pivotel	Bushfire radios Nov 22 charges		(60.00)
3477927	15/11/2022	Pivotel	Satellite Sleeves, Bushfire radios Nov 22 charges	60.00	
DD4157.4	09/12/2022	Synergy	Electricity Charges		(2,394.19)
209670995	07/12/2022	Synergy	19 Humes Wy, Usage - 14 Sept 2022 - 11 Nov 2022	180.21	
2057677617	07/12/2022	Synergy	13 Dunmall Dr, Usage - 14 Sept 2022 - 11 Nov 2022	604.07	
2013698443	07/12/2022	Synergy	Community Centre, Usage - 14 Sept 2022 - 11 Nov 2022	406.62	
2061672156	08/12/2022	Synergy	Caravan Park & Fire Station, Caravan Park 14 Sept 2022 - 11 Nov 2022, 14 Sept 2022 - 11 Nov 2022	1203.29	
DD4160.1	02/12/2022	Synergy	Electricity Charges		(1,754.42)
2049679086	02/12/2022	Synergy	Fuel facility, Usage 14 Sept - 11 Nov 2022	267.37	
2013694444	02/12/2022	Synergy	Depot, Usage 14 Sept - 11 Nov 2022	520.14	
2073665014	02/12/2022	Synergy	Administration Office, Usage 14 Sept - 11 Nov 2022	548.65	
2081668551	02/12/2022	Synergy	CRC & public conveniences, CRC 14 Sept - 11 Nov 2022, Public conveniences	418.26	
DD4160.2	02/12/2022	DOT Licencing	DOT Payments		(404.80)
WADO02122022	02/12/2022	DOT Licencing	Transport WADO02122022	404.80	
DD4161.1	16/12/2022	DOT Licencing	DOT Payments		(2,590.30)
WADO16122022	16/12/2022	DOT Licencing	Transport WADO 16.12.2022	2590.30	
DD4161.2	16/12/2022	Water Corporation	Standpipe Water use		(368.83)
135	15/12/2022	Water Corporation	Standpipe, Water use Down St / lot RES29674 to 14 Dec 2022	368.83	

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Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
1000115	21/12/2022	Bankwest	Credit Card		-3008.19
16NOV-14DEC22	21/12/2022	Bankwest	Credit Card Payments 15 November 2022 to 15 December 2022	3008.19	
DD4168.1	23/12/2022	DOT Licencing	DOT Payments		(5,039.05)
WADO23122002	23/12/2022	DOT Licencing	Transport WADO WADO23122022	5039.05	
DD4168.2	23/12/2022	Synergy	Street lighting Usage 25 Oct - 24 Nov 22		(790.03)
736847310	02/12/2022	Synergy	Street lighting Usage 25 Oct - 24 Nov 22	790.03	
DD4168.3	22/12/2022	ClickSuper	Transaction fee		(11.00)
DD22101335	23/11/2022	ClickSuper	Transaction fee Nov 2022	11.00	
DD4183.1	30/12/2022	DOT Licencing	DOT Payments		(1,662.30)
WADO30122022	30/12/2022	DOT Licencing	Transport WADO30122022	1662.30	
DD4183.2	21/12/2022	Telstra	Tims Messaging Service		(177.98)
311.07122022	07/12/2022	Telstra	Tims Messaging to 06 Dec 2022, Fire Control, Fuel facility	177.98	
DD4125.10	07/12/2022	AMP Superannuation Savings Trust	Superannuation contributions		(198.16)
SUPER	07/12/2022	AMP Superannuation Savings Trust	Payroll Deductions	198.16	
DD4146.10	21/12/2022	AMP Superannuation Savings Trust	Superannuation contributions		(198.16)
SUPER	21/12/2022	AMP Superannuation Savings Trust	Payroll Deductions	198.16	
Total					(299,158.04)

Credit Card Breakdown -November-December 2022			
Date	Supplier	Description	Amount
15/11/2022	Mister Magnet	Caravan Park Signage	\$ 72.00
16/11/2022	Stamp Store	Stamps	\$ 346.75
17/11/2022	Coles online	Councillor Refreshments OCM	\$ 81.40
17/11/2022	Wandering Taven	Councillor Refreshments OCM	\$ 272.17
26/11/2022	Remakable	Minor Equipment/ Tablet	\$ 837.00
28/11/2022	Shire of Wandering	Stamps	\$ 19.40
29/11/2022	Coles online	Councillor Refreshments OCM	\$ 55.04
30/11/2022	Aust Post	Padded Post Bag	\$ 11.10
30/11/2022	Bod Hardware	Batteries / catch roller	\$ 20.05
30/11/2022	Aussie Broadband	Broadband Administration	\$ 79.00
30/11/2022	Nespresso	Coffee for Office	\$ 174.20
02/12/2022	Swan Pools	Pool Supplies-13 Dunmall Drive	\$ 29.50
07/12/2022	Adobe	Abobe Pro & inDesign Licencing	\$ 426.87
08/12/2022	Landgate	Title Search	\$ 28.20
08/12/2022	Landgate	Payment of Account - Valuation Fees and Title Search	\$ 327.48
10/12/2022	Swan Pools	Pool Supplies - 13 Dunmall Drive	\$ 21.50
12/12/2022	Big W	Photocopier Paper for Administration	\$ 75.00
12/12/2022	7 - Eleven	Fuel OWD	\$ 105.85
		Foreign Transaction Fee	\$ 25.68
		TOTAL	\$ 3,008.19

13.4 Accounts for Payment January 2023

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Alan Hart – Chief Executive Officer
Authorising Officer	Alan Hart – Chief Executive Officer
Date:	6 February 2023
Disclosure of Interest:	N/A
Attachments:	Payment Listing and Credit Card Statement January 2023
Previous Reference:	Nil

Summary:

Council to note payments of accounts as presented.

Background:

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

Comment:

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

Consultation:

There has been no consultation.

Statutory Environment:

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

- 12 (1) A list of creditors is to be compiled for each month showing –
- (a) The payee's name;
 - (b) The amount of the payment;
 - (c) Sufficient information to identify to transaction; and
 - (d) The date of the meeting of the council to which the list is to be resented.

Policy Implications:

There are no policy implications.

Financial Implications:

There are no financial implications.

Strategic Implications:

There are no strategic implications.

Sustainability Implications:

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

Risk Implications:

Nil.

Voting Requirements:

Simple Majority

**Shire of Wandering
Certificate of Expenditure – 31 January 2023**

This Schedule of Accounts to be passed for payment covering:

Payment Method	Cheque/EFT/DD Number	Amount
Municipal Fund:		
Electronic Funds Transfers		\$293,075.60
Cheque		\$0
Direct Debits		\$ 19,865.30
	TOTAL	\$312,940.90

to the Municipal and Trust Accounts, totalling \$312,940.90 which were submitted to each member of the Council on 16 February 2023, have been checked and fully supported by vouchers and invoices which are submitted herewith, have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings.

Alan Hart
Chief Executive Officer

Officer Recommendation:

That in accordance with section 13 of the Financial Management Regulations of the *Local Government Act 1995* and in accordance with delegation, payment of Municipal Fund vouchers, Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$312,940.90 (attached) be noted as approved for payment and credit card statement be noted.

Moved: _____ Seconded: _____

Shire of Wandering
List of Accounts for Payments for November 2022

Chq/EFT	Date	Name	Description	Amount	Amount
EFT7870	10/01/2023	Avon Waste	Domestic & commercial general waste services		(5,397.25)
53333	30/11/2022	Avon Waste	Domestic & commercial general waste services November 2022	5397.25	
EFT7871	10/01/2023	Bob Rado Trapping Services	Feral Pig Trapping		(6,499.49)
8	01/12/2022	Bob Rado Trapping Services	Bob Rado Feral Pig Trapping-PHCC grant funded	6499.49	
EFT7872	10/01/2023	Boddington News	Boddington News		(9.00)
6/42	02/12/2022	Boddington News	Boddington News, Edition # 702,	9.00	
EFT7873	10/01/2023	Boral Construction Materials	2 x 1 tonne bags pre-mix		(1,056.00)
17167046	30/11/2022	Boral Construction Materials	2 x 1 tonne bags pre-mix	1056.00	
EFT7874	10/01/2023	Borrell Rafferty Associates Pty Ltd ATF Muzcar Unit Trust	Community Centre Upgrade		(2,145.00)
22266	20/12/2022	Borrell Rafferty Associates Pty Ltd ATF Muzcar Unit Trust	Quantity Surveyor Costings for Community Centre Upgrade	2145.00	
EFT7875	10/01/2023	Child Support Agency	Payroll deductions		(129.44)
DEDUCTION	04/01/2023	Child Support Agency	Payroll Deduction	129.44	
EFT7876	10/01/2023	Corsign WA	Pumphrey's bridge sign		(130.35)
71158	30/11/2022	Corsign WA	Mobile Phone Number overlay sticker for Pumphrey's bridge sign, Fire Signs overlay stickers	130.35	
EFT7877	10/01/2023	Focus Networks	Managed IT Services November 2022		(2,314.68)
12940	06/12/2022	Focus Networks	Managed Firewall Service Sonicwall TZ270, SSL VPN Five Licences Monthly, Managed Proactive Service-Managed Computer, Managed Proactive Service - Server, Managed Proactive Service - Network Devices, Email Protection Service-Monthly Fee, Hosted Anti-Virus Corporate-Pre Computer Monthly Fee, DUO Multi-Factor Authentication Licence-Monthly Fee	1822.70	
12934	06/12/2022	Focus Networks	Managed Firewall Service Sonicwall TZ270, SSL VPN Five Licences Monthly, Email Protection Service- Monthly Fee, Hosted Anti-Virus Corporate-Pre Computer Monthly Fee, DUO Multi-Factor Authentication Licence-Monthly Fee	491.98	

Shire of Wandering
List of Accounts for Payments for November 2022

Chq/EFT	Date	Name	Description	Amount	Amount
EFT7878	10/01/2023	Harris Design	Community Centre Upgrade		(525.00)
221220	21/12/2022	Harris Design	Liase with Quantity Surveryor and 3d Illistrator	525.00	
EFT7879	10/01/2023	Heather Armitage	Wandering Collective Sales		(40.00)
1	20/12/2022	Heather Armitage	Wandering Collective Sales	40.00	
EFT7880	10/01/2023	IT Vision	IT Support and Rates Service		(2,606.45)
37882	30/11/2022	IT Vision	Modification of 2022/23 Rates Notice Template to Accomodate 4th Payment Option	277.20	
37883	30/11/2022	IT Vision	Rates Service 2021-2022 - Nov 2022 JOB- 28006	2329.25	
EFT7881	10/01/2023	LG Best Practices	Contract Creditors/Payroll Services		(1,980.00)
22055	31/10/2022	LG Best Practices	Creditors / Payroll Temporary Coverage and Training and handover	1980.00	
EFT7882	10/01/2023	Marketforce	Advertising		(1,471.67)
46096	24/11/2022	Marketforce	Advertising changes to fees and charges	1017.40	
46097	24/11/2022	Marketforce	Advertising - Manager Operations	454.27	
EFT7883	10/01/2023	Shire of Wandering Christmas Club	Payroll deductions		(260.00)
DEDUCTION	04/01/2023	Shire of Wandering Christmas Club	Payroll Deduction	260.00	
EFT7884	10/01/2023	Shire of Wandering Staff Lotto	Payroll deductions		(80.00)
DEDUCTION	04/01/2023	Shire of Wandering Staff Lotto	Payroll Deduction	80.00	
EFT7885	10/01/2023	Steve Davis Builder	Deposit - Construction of wandering fire station extensions		(17,767.75)
21122022	21/12/2022	Steve Davis Builder	Construction of wandering fire station extensions based on design drawing and quotation	17767.75	
EFT7886	10/01/2023	Tanglefoot Winery	Catering		(3,036.00)
221202	02/12/2022	Tanglefoot Winery	Staff and Councillor Christmas Function 2022	3036.00	
EFT7887	10/01/2023	Tourism Council WA	2023 Tourism Business Membership		(319.00)
1223-247	21/11/2022	Tourism Council WA	2023 Tourism Business Membership	319.00	
EFT7888	10/01/2023	Western Australian Hemp Seed Oil Company	The Wandering Collective Sales The Wandering Collective Sales		(194.40)
311	19/12/2022	Western Australian Hemp Seed Oil Company	The Wandering Collective Sales	194.40	
EFT7889	17/01/2023	Air & Power	Depot air compressor servicing		(1,669.67)
72044	09/11/2022	Air & Power	air compressor servicing	1006.31	
72045	09/11/2022	Air & Power	air compressor servicing	663.36	

Shire of Wandering
List of Accounts for Payments for November 2022

Chq/EFT	Date	Name	Description	Amount	Amount
EFT7890	17/01/2023	Allwest Plant Hire	Hire of Multi Tyre roller		(1,441.50)
27596	05/10/2022	Allwest Plant Hire	Hire of Multi Tyre roller	594.00	
27595	25/10/2022	Allwest Plant Hire	Hire of Multi Tyre roller	847.50	
EFT7891	17/01/2023	Armadale Lock & Key Service	Padlock for Watertanks		(811.00)
6848	24/11/2022	Armadale Lock & Key Service	Padlock for Watertanks, Keys, Postage	811.00	
EFT7892	17/01/2023	Armadale Mower World & Service Co	Throttle cable		(106.95)
59411.2	14/12/2022	Armadale Mower World & Service Co	Throttle cable for mower	106.95	
EFT7893	17/01/2023	Best Office Systems	CRC Printing		(379.87)
609619	16/11/2022	Best Office Systems	Ricoh Type W Staples refill (x4)	119.00	
610426	28/11/2022	Best Office Systems	Copier contract - CRC, Usage	260.87	
EFT7894	17/01/2023	Bitumen Surfacing	Bitumen sealing		(59,895.99)
7335	09/12/2022	Bitumen Surfacing	York-Williams Bitumen sealing	59895.99	
EFT7895	17/01/2023	Brandy's Hire	Construct pad for Fire Station extensions		(3,872.00)
995	31/12/2022	Brandy's Hire	Construct pad for Fire Station extensions	3872.00	
EFT7896	17/01/2023	CSSTECH	Phone System Setup and configuration		(4,252.60)
2373	01/12/2022	CSSTECH	Cisco Switch 24 Port POE, TP Link 28 Port POE Swich, Freight on Switches, Setup, configuration and installation of Switches and VOIP Phone system	4252.60	
EFT7897	17/01/2023	Cr Gillian Hansen	QTR 311222		(1,192.50)
QTR 311222	04/12/2022	Cr Gillian Hansen	Councillor allowances Meeting allowance QTR 311222, IT allowance QTR 311222	1192.50	
EFT7898	17/01/2023	Focus Networks	Server Maintenance and extended Warranty		(3,971.94)
9842	02/11/2022	Focus Networks	HPE DL380 Support Maintenance Renewal to 09/10/23	3971.94	
EFT7899	17/01/2023	Graeme Robert Parsons	QTR 311222		(1,444.50)
QTR311222	31/12/2022	Graeme Robert Parsons	Councillor allowances travel Deputy President's allowance QTR 311222, Meeting allowance QTR 311222, Telecommunication QTR 311222	1444.50	
EFT7900	17/01/2023	Hersey Safety	Tools & Consumables Expenses GEN		(620.19)
47868	25/11/2022	Hersey Safety	Bushman Spray, Stinga Gloves, Frill neck hats, Spray mark box, Glass Cleaner 5ltr, Cable ties, Delivery	620.19	

Shire of Wandering
List of Accounts for Payments for November 2022

Chq/EFT	Date	Name	Description	Amount	Amount
EFT7901	17/01/2023	Ian Bruce Turton	QTR 311222		(2,735.00)
QTR 11222	22/12/2022	Ian Bruce Turton	Councillor allowances President's allowance QTR 311222, Meeting allowance QTR 311222, Telecommunication QTR 311222	2735.00	
EFT7902	17/01/2023	Jozef Majko	Payroll deductions		(702.87)
100	08/11/2022	Jozef Majko	20 Down St Water Use 7 Sept 2022 - 7 Nov 2022	45.72	
DEDUCTION	04/01/2023	Jozef Majko	Payroll Deduction	600.00	
101	05/01/2023	Jozef Majko	20 Down St 7 NOV 2022 - 4 Jan 2023 Water use	57.15	
EFT7903	17/01/2023	Liberty Rural	Fuel Station Purchases		(70,444.30)
106138	21/11/2022	Liberty Rural	Diesel, ULP	70444.30	
EFT7904	17/01/2023	Maxwell John Ernest Watts	QTR 311222		(1,192.50)
QTR311222	29/12/2022	Maxwell John Ernest Watts	Councillor allowances Meeting allowance QTR 311222, Councillor allowances Meeting allowance QTR 311222	1192.50	
EFT7905	17/01/2023	Narrogin Whitford Fertilisers	1 tonne bulk bag of fertiliser		(1,179.53)
10063	09/11/2022	Narrogin Whitford Fertilisers	1 tonne bulk bag of fertiliser	1179.53	
EFT7906	17/01/2023	None of your Beeswax	The Wandering Collective Sales		(152.00)
50	15/12/2022	None of your Beeswax	The Wandering Collective Sales	152.00	
EFT7907	17/01/2023	Officeworks	Stationary order		(53.58)
52534035	22/11/2022	Officeworks	Toilet paper and hand towels	-222.00	
604558112	13/12/2022	Officeworks	Kleenex optimum towels, Toilet Tissue 48 pack, Artline pernamet marker, C4 Envelopes, Stick-it-notes, Laptop bag, Delivery Fee	275.58	
EFT7908	17/01/2023	Paul Matthew Treasure	QTR 311222		(1,442.50)
QTR311222	31/12/2022	Paul Matthew Treasure	Councillor allowances Meeting allowance QTR 311222, Telecommunication QTR 311222, Deputy President QTR 311222	1442.50	
EFT7909	17/01/2023	Raelene Warburton	Catering		(270.00)
82	01/12/2022	Raelene Warburton	Catering- CRC event Work Safety on Farms	270.00	

Shire of Wandering
List of Accounts for Payments for November 2022

Chq/EFT	Date	Name	Description	Amount	Amount
EFT7910	17/01/2023	RingCentral	Monthly Communications-Administration Dec 2022		(1,140.03)
490806	15/11/2022	RingCentral	Monthly Communications-Administration, Monthly Communications- Works, Monthly Communications- CRC, Harvest Ban Line-November 2022	393.25	
5035034	06/12/2022	RingCentral	Monthly Communications-Administration, Monthly Communications- Works, Monthly Communications- CRC, Harvest Ban Line-December 2022	746.78	
EFT7911	17/01/2023	SM Freight	Freight		(44.00)
1222	02/12/2022	SM Freight	pick up throttle cable and fertiliser spreader from Armadale Mower World	44.00	
EFT7912	17/01/2023	Scavenger Fire Safety	PPE for Bushfire Volunteers		(2,706.00)
16914	19/12/2022	Scavenger Fire Safety	Assortment of fire PPE gear	2706.00	
EFT7913	17/01/2023	Sherrin Rentals	Equipment Hire		(3,795.00)
5181739	31/12/2022	Sherrin Rentals	Hire 12 tonne vibe roller, Hire 12 tonne vibe roller	3795.00	
EFT7914	17/01/2023	Sheryl Gaye Little	QTR 311222		(1,489.50)
QTR311222	21/12/2022	Sheryl Gaye Little	Councillor allowances Meeting allowance QTR 311222, Telecommunication QTR 311222, Travel QTR 311222	1489.50	
EFT7915	17/01/2023	WD Auto Repairs	Mechanical Services		(850.18)
5301	26/09/2022	WD Auto Repairs	Window for roller	492.26	
938	16/12/2022	WD Auto Repairs	0 WD Service	357.92	
EFT7916	17/01/2023	Wandering Dreams	Wandering Collective Sales		(44.00)
002	06/01/2023	Wandering Dreams	Wandering Collective Sales	44.00	
EFT7917	17/01/2023	Wandering Tavern	Large gas bottle & 2x BBQ Bottle		(420.00)
26	19/12/2022	Wandering Tavern	Large gas bottle, BBQ gas bottle, BBQ gas bottle	262.50	
27	30/12/2022	Wandering Tavern	Milk Order for Shire of Wandering	157.50	
EFT7918	18/01/2023	Jozef Majko	Payroll deductions		(1,862.73)
99	08/09/2022	Jozef Majko	Water Usage, 20 Down St 5 July - 7 Sept 2022	57.15	
DEDUCTION	12/10/2022	Jozef Majko	Payroll Deduction	600.00	
134	21/10/2022	Jozef Majko	Water Usage, 20 Down St 21 Sept - 19 Oct 2022	5.58	
DEDUCTION	26/10/2022	Jozef Majko	Payroll Deduction	600.00	
DEDUCTION	09/11/2022	Jozef Majko	Payroll Deduction	600.00	

Shire of Wandering
List of Accounts for Payments for November 2022

Chq/EFT	Date	Name	Description	Amount	Amount
EFT7919	27/01/2023	Altus Planning	Dec 2022		(1,795.75)
2980	02/11/2022	Altus Planning	Planning Services October 2022	264.00	
3017	03/01/2023	Altus Planning	Planning Services Dec 2022	1531.75	
EFT7920	27/01/2023	Australian Taxation Office	BAS Dec 2022		(38,388.24)
BASDEC2022	01/12/2022	Australian Taxation Office	BAS Dec 2022	38388.24	
EFT7921	27/01/2023	BOC	28/11 - 28/12/2022		(64.41)
5005923978	28/11/2022	BOC	Container Services November 2022	31.67	
5005948862	29/12/2022	BOC	Container Services December 2022	32.74	
EFT7922	27/01/2023	Best Office Systems	Copier Contract		(796.49)
610249	25/11/2022	Best Office Systems	Copier Contract - Shire November 2022	640.35	
611103	16/12/2022	Best Office Systems	Copier contract - CRC December 2022	156.14	
EFT7923	27/01/2023	Bob Waddell & Associates	Prepare monthly financial statements October 2022		(1,237.50)
3100	13/11/2022	Bob Waddell & Associates	Prepare monthly financial statements October 2022	742.50	
3156	02/01/2023	Bob Waddell & Associates	Prepare 2021-22 WALocal Government Grants Commission return	495.00	
EFT7924	27/01/2023	Boddington Medical Centre	Pre-employment Medical		(176.00)
137247	12/01/2023	Boddington Medical Centre	Pre-employment Medical for CRC Assistant	176.00	
EFT7925	27/01/2023	Boddington News	Boddington News		(9.00)
6/49	16/12/2022	Boddington News	Boddington News, Edition #703	9.00	
EFT7926	27/01/2023	Child Support Agency	Payroll deductions		(129.44)
DEDUCTION	18/01/2023	Child Support Agency	Payroll Deduction	129.44	
EFT7927	27/01/2023	Crossman Hot Water & Plumbing	Plumbing Services		(924.00)
9180	09/01/2023	Crossman Hot Water & Plumbing	Fix Cistern-Wandering CRC	165.00	
9181	09/01/2023	Crossman Hot Water & Plumbing	Clear blocked drains 1 Dowsett	594.00	
9182	11/01/2023	Crossman Hot Water & Plumbing	Wandering Public Toilets Replace Pan Cone Rubber Seal	165.00	
EFT7928	27/01/2023	Ecowater Services	Aquarius Quarterly Service - Admin Building		(973.15)
4021	01/11/2022	Ecowater Services	Aquarius Quarterly Service - 5 Dunmall Dr, Chlorine	200.40	
4020	01/11/2022	Ecowater Services	Aquarius Quarterly Service - Admin Building, Chlorine	772.75	

Shire of Wandering
List of Accounts for Payments for November 2022

Chq/EFT	Date	Name	Description	Amount	Amount
EFT7929	27/01/2023	Focus Networks	Managed IT Services		(9,820.80)
9836	22/12/2022	Focus Networks	Managed Firewall Service Setup Fee, Managed Support Setup Fee, Email Protection Setup Fee, Hosted AntiVirus Setup Fee, Multifactor Authentication Setup Fee	5557.20	
9897	22/12/2022	Focus Networks	Supply and install additional Hard Drive Storage in HPE server and clean up equipment rack as quoted	4263.60	
EFT7930	27/01/2023	Great Southern Fuel Supplies	Fuel card purchases 0.WD Dec 2022		(1,116.26)
30092022	30/09/2022	Great Southern Fuel Supplies	Fuel card purchases Sept 2022	224.72	
30112022	30/11/2022	Great Southern Fuel Supplies	Fuel card purchases Nov 2022	434.25	
31122022	31/12/2022	Great Southern Fuel Supplies	Fuel card purchases Dec 2022	457.29	
EFT7931	27/01/2023	Jozef Majko	Payroll deductions		(600.00)
DEDUCTION	18/01/2023	Jozef Majko	Payroll Deduction	600.00	
EFT7932	27/01/2023	LG Best Practices	Creditors / Payroll training/support		(300.00)
22077	05/01/2023	LG Best Practices	Creditors / Payroll assistance December 2022	300.00	
EFT7933	27/01/2023	Landgate	Gross rental valuations schedule no G2022/5		(71.80)
380608	20/12/2022	Landgate	Minimum charge Gross rental valuations schedule no G2022/5	71.80	
EFT7934	27/01/2023	Lee-ann Muller	The Wandering Collective Sales		(84.80)
50	21/01/2023	Lee-ann Muller	The Wandering Collective Sales	84.80	
EFT7936	27/01/2023	Peel-Harvey Catchment Council	PHCC Contribution		(3,300.00)
999	19/12/2022	Peel-Harvey Catchment Council	PHCC Contribution 2022/23 Financial Year	3300.00	
EFT7937	27/01/2023	Perfect Computer Solutions	IT Support		(637.50)
27667	30/11/2022	Perfect Computer Solutions	Monthly IT maintenance, Labour Nov 2022, Monthly fee NOV 2022	637.50	
EFT7938	27/01/2023	Quest Payment Systems	Monthly maintenance fee - Fuel Facility		(418.00)
19987	09/01/2023	Quest Payment Systems	Monthly maintenance fee - Fuel Facility 1/12 - 31/12.2022	418.00	

Shire of Wandering
List of Accounts for Payments for November 2022

Chq/EFT	Date	Name	Description	Amount	Amount
EFT7939	27/01/2023	RK Roach	Road Construction		(1,716.00)
221202	05/12/2022	RK Roach	Survey out - road construction moramocking- fuller rd intersection	1716.00	
EFT7940	27/01/2023	Rhonie's Wandering Mop & Bucket	Nov-Dec 2022		(6,855.20)
815 NOV-DEC 2022	30/11/2022	Rhonie's Wandering Mop & Bucket	Cleaning contract, Public conveniences - Watts St Nov-Dec 2022, Caravan Park Nov-Dec 2022, Administration Office Nov-Dec 2022, CRC Nov-Dec 2022, Depot Nov-Dec 2022, Public conveniences - Codjatotine Nov-Dec 2022, Public conveniences - Pumphreys Bridge Nov-Dec 2022, Community Centre Nov-Dec 2022, Travel Nov-Dec 2022, New Unit Caravan park Nov-Dec 2022, Humes Way Nov-Dec 2022	3493.60	
815 DEC20222	31/12/2022	Rhonie's Wandering Mop & Bucket	Cleaning contract, Public conveniences - Watts St Dec Cleaning 2022, Caravan Park Dec Cleaning 2022, Administration Office Dec Cleaning 2022, CRC Dec Cleaning 2022, Depot Dec Cleaning 2022, Public conveniences - Codjatotine Dec Cleaning 2022, Public conveniences - Pumphreys Bridge Dec Cleaning 2022, Community Centre Dec Cleaning 2022, Travel Dec Cleaning 2022, New Units Caravan Park, Travel Dec Cleaning 2022	3361.60	
EFT7941	27/01/2023	Scavenger Fire Safety	Bushfire Volunteer PPE		(3,819.20)
16699	04/01/2023	Scavenger Fire Safety	Assortment of fire PPE gear	3819.20	
EFT7942	27/01/2023	Shire of Wandering Christmas Club	Payroll deductions		(260.00)
DEDUCTION	18/01/2023	Shire of Wandering Christmas Club	Payroll Deductions	260.00	
EFT7943	27/01/2023	Shire of Wandering Staff Lotto	Payroll deductions		(80.00)
DEDUCTION	18/01/2023	Shire of Wandering Staff Lotto	Payroll Deductions	80.00	

Shire of Wandering
List of Accounts for Payments for November 2022

Chq/EFT	Date	Name	Description	Amount	Amount
EFT7944	27/01/2023	Startrack Express	Freight		(751.90)
6230528023020	16/11/2022	Startrack Express	Late Fees Nov 2022	6.23	
6230528023022	23/11/2022	Startrack Express	Perth - Wand road express Nov 2022	155.66	
6230528023023	30/11/2022	Startrack Express	1.Dec 2022 Ex COsign Gngara	67.99	
6230528023024	07/12/2022	Startrack Express	Ex Corsign Perth - Wand road express 13 Dec 2022	75.74	
6230528023025	14/12/2022	Startrack Express	Late Fee Dec 21.2022	5.39	
62305280	21/12/2022	Startrack Express	Late Fee Dec 2022	5.69	
6230528023027	28/12/2022	Startrack Express	Ex Scavenger Perth - Wand 28 Dec 2022	429.20	
6230528023030	18/01/2023	Startrack Express	Late Fee Jan 2023	6.00	
EFT7945	27/01/2023	Time Critical CPR & First Aid	First Aid Training		(800.00)
20164165	21/11/2022	Time Critical CPR & First Aid	First Aid Training x2, First Aid Training x1, First Aid Training x2	800.00	
EFT7946	27/01/2023	Truckline	Mechanical Services		(124.30)
8158202	25/11/2022	Truckline	2 x Brake boosters for side tipper	124.30	
EFT7947	27/01/2023	WA Contract Ranger Services	Contract Ranger Service		(992.75)
4325	04/11/2022	WA Contract Ranger Services	Contract Ranger Service, Labour & travel 2.11.22	522.50	
4416	19/12/2022	WA Contract Ranger Services	Contract Ranger Service, Labour & travel 7.12.22 & 19.12.22	470.25	
EFT7948	27/01/2023	Wandering CWA	Refund of cleaning bond		(300.00)
65309	05 JAN 0203	Wandering CWA	Refund of cleaning bond	300.00	
EFT7949	27/01/2023	Wandering Dreams	The Wandering Collective Sales		(31.20)
002A	24/12/2022	Wandering Dreams	The Wandering Collective Sales	31.20	
EFT7950	27/01/2023	Wandering Smash Repairs	Pick up of Abandoned vehicle from Wandering-Pingelly Rd		(358.00)
5434	13/12/2022	Wandering Smash Repairs	Pick up of Abandoned vehicle from Wandering-Pingelly Rd	358.00	
DD4151.1	04/01/2023	Macquarie Super	Superannuation contributions		(129.48)
SUPER	04/01/2023	Macquarie Super	Payroll Deductions	129.48	
DD4151.2	04/01/2023	HESTA	Superannuation contributions		(108.96)
SUPER	04/01/2023	HESTA	Payroll Deductions	108.96	
DD4151.3	04/01/2023	Aware Super	Superannuation contributions		(4,130.00)
DEDUCTION	04/01/2023	Aware Super	Payroll Deductions	740.28	
SUPER	04/01/2023	Aware Super	Payroll Deductions	3389.72	

Shire of Wandering
List of Accounts for Payments for November 2022

Chq/EFT	Date	Name	Description	Amount	Amount
DD4151.4	04/01/2023	ANZ OnePath Masterfund	Superannuation contributions		(287.62)
DEDUCTION	04/01/2023	ANZ OnePath Masterfund	Payroll Deductions	70.15	
SUPER	04/01/2023	ANZ OnePath Masterfund	Payroll Deductions	217.47	
DD4151.5	04/01/2023	Australian Super	Superannuation contributions		(618.19)
DEDUCTION	04/01/2023	Australian Super	Payroll Deductions	150.78	
SUPER	04/01/2023	Australian Super	Payroll Deductions	467.41	
DD4151.6	04/01/2023	HostPlus Super Fund	Superannuation contributions		(171.22)
DEDUCTION	04/01/2023	HostPlus Super Fund	Payroll Deductions	41.76	
SUPER	04/01/2023	HostPlus Super Fund	Payroll Deductions	129.46	
DD4151.7	04/01/2023	MLC Masterkey	Superannuation contributions		(181.13)
DEDUCTION	04/01/2023	MLC Masterkey	Payroll Deductions	44.18	
SUPER	04/01/2023	MLC Masterkey	Payroll Deductions	136.95	
DD4151.8	04/01/2023	CBUS	Superannuation contributions		(51.75)
SUPER	04/01/2023	CBUS	Payroll Deductions	51.75	
DD4151.9	04/01/2023	Prime Super	Superannuation contributions		(208.55)
SUPER	04/01/2023	Prime Super	Payroll Deductions	208.55	
DD4174.1	18/01/2023	Macquarie Super	Superannuation contributions		(115.37)
SUPER	18/01/2023	Macquarie Super	Payroll Deductions	115.37	
DD4174.2	18/01/2023	HESTA	Superannuation contributions		(108.96)
SUPER	18/01/2023	HESTA	Payroll Deductions	108.96	
DD4174.3	18/01/2023	Aware Super	Superannuation contributions		(4,039.60)
DEDUCTION	18/01/2023	Aware Super	Payroll Deductions	730.67	
SUPER	18/01/2023	Aware Super	Payroll Deductions	3308.93	
DD4174.4	18/01/2023	ANZ OnePath Masterfund	Superannuation contributions		(319.51)
DEDUCTION	18/01/2023	ANZ OnePath Masterfund	Payroll Deductions	77.93	
SUPER	18/01/2023	ANZ OnePath Masterfund	Payroll Deductions	241.58	
DD4174.5	18/01/2023	Australian Super	Superannuation contributions		(618.19)
DEDUCTION	18/01/2023	Australian Super	Payroll Deductions	150.78	
SUPER	18/01/2023	Australian Super	Payroll Deductions	467.41	
DD4174.6	18/01/2023	HostPlus Super Fund	Superannuation contributions		(249.36)
DEDUCTION	18/01/2023	HostPlus Super Fund	Payroll Deductions	60.82	
SUPER	18/01/2023	HostPlus Super Fund	Payroll Deductions	188.54	

Shire of Wandering
List of Accounts for Payments for November 2022

Chq/EFT	Date	Name	Description	Amount	Amount
DD4174.7	18/01/2023	MLC Masterkey	Superannuation contributions		(181.13)
DEDUCTION	18/01/2023	MLC Masterkey	Payroll Deductions	44.18	
SUPER	18/01/2023	MLC Masterkey	Payroll Deductions	136.95	
DD4174.8	18/01/2023	CBUS	Superannuation contributions		(191.79)
SUPER	18/01/2023	CBUS	Payroll Deductions	191.79	
DD4174.9	18/01/2023	Prime Super	Superannuation contributions		(237.47)
SUPER	18/01/2023	Prime Super	Payroll Deductions	237.47	
DD4190.1	05/01/2023	Pivotel	Satellite Sleeves Bushfire radios		(60.00)
3477927	15/12/2022	Pivotel	Satellite Sleeves Bushfire radios 15 Dec 22 - 14 Jan 23	60.00	
DD4190.3	13/01/2023	DOT Licencing	Department of Transport Payments		(2,530.05)
WADO13012023	13/01/2023	DOT Licencing	Transport WADO13012023	2530.05	
DD4197.1	20/01/2023	DOT Licencing	Transport WADO200123		(2,427.70)
WADO200123	20/01/2023	DOT Licencing	Transport WADO200123	2427.70	
DD4197.2	19/01/2023	Water Corporation	Standpipe Water use 16 Nov - 21 Dec 2022		(549.89)
136	22/12/2022	Water Corporation	Standpipe Water use 16 Nov - 21 Dec 2022	549.89	
DD4200.1	23/01/2023	Bankwest	Credit Card		(1,924.57)
13012023	23/01/2023	Bankwest	Credit Card Payment 15 Dec 22 - 13 Jan 2023	1924.57	
DD4201.1	23/01/2023	ClickSuper	Transaction fee DEC 2022		(28.49)
DD4151.10	04/01/2023	AMP Superannuation Savings Trust	Superannuation contributions		(198.16)
SUPER	04/01/2023	AMP Superannuation Savings Trust	Payroll Deductions	198.16	
DD4174.10	18/01/2023	AMP Superannuation Savings Trust	Superannuation contributions		(198.16)
SUPER	18/01/2023	AMP Superannuation Savings Trust	Payroll Deductions	198.16	
Total					(312,940.90)

Credit Card Breakdown -December 2022-January 2023			
Date	Supplier	Description	Amount
15/12/2023	Shire of Wandering	Stamps-Rates Instalment Notices	\$ 126.70
03/01/2023	Boddington Hardware	Reticulation Repairs - 13 Dunmall Drive	\$ 133.45
04/01/2023	Shire of Wandering	Bulk Mail	\$ 436.40
04/01/2023	Smartsheet Inc	Annual Software Licence Fee	\$ 108.00
04/01/2023	Aussie Broadband	Broadband Administration Building	\$ 79.00
07/01/2023	Adobe	Adobe Pro & InDesign Licencing	\$ 426.87
07/01/2023	Bunnings	Reticulation Repairs - 13 Dunmall Drive	\$ 210.46
10/01/2023	Dwer Water	Clearing Permit -WSFN Capital Works	\$ 400.00
13/01/2023	Bank Fees	Foreign Transaction Fee	\$ 3.69
		TOTAL	\$ 1,924.57

13.5 Community Financial Assistance Grants Program Applications

File Reference:	08.084.08406
Location:	
Applicant:	Various
Author:	Lisa Boddy, Customer Service Coordinator
Authorising Officer	Alan Hart, Chief Executive Officer
Date:	6 February 2023
Disclosure of Interest:	Nil
Attachments:	Grant Application and Confidential Budget Attachment
Previous Reference:	N/A

Summary:

Council is requested to consider a funding application for the second round of the 2022/23 Community Financial Grants Program.

Background:

The Shire’s Community Grant Scheme provides financial assistance to community groups to build an engaged and vibrant community that delivers benefits to the local community and the local economy. Funds are available for projects or events which benefit the local community. Applications have been invited from eligible organisations and fall into two categories – Major Community Grants (Over \$2,000) and Minor Community Grants (up to \$2,000). In-kind services and volunteer labour are eligible components of the total project costs. Successful projects will have clearly identified and evidenced the need for the project. Funding is for undertaking projects and programs within the Shire of Wandering or that provide benefit to residents and visitors of the Shire of Wandering.

Comment:

The Community Grants Scheme began on 1 January 2023 and closed on 31 January 2023. This was advertised in the Wandering Echo in December 2022, on the Shire Website and Shire Facebook page. One application was received. A summary of the application is as follows.

Applicant	Project	Requested Funding Amount	In Kind Support Requested?
Wandering Autumn Graze	Assistance required for setting up and packing up the event which is a lunch for 180 people.	No monetary amount requested.	Yes, estimated value \$

Consultation:

Chief Executive Officer

Statutory Environment:

Local Government Act 1995 – Part 6 Financial Management

Policy Implications:

Policy 48 – Community Funding, Grants and Donations

Financial Implications:

Council budgeted \$11,500 in the 2022/23 budget. The first round allocated \$5,500 to the Wandering Fair and WCOW.

Strategic Implications:

Retain and Grow our Population

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

Sustainability Implications:

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

Risk Implications:

Nil.

Voting Requirements:

Simple Majority

Officer Recommendation:

That Council endorse the in kind support to the Wandering Autumn Graze to assist with set up and pack up for their event on Saturday 25 March 2023 at an estimated cost of \$3150.

Moved: _____

Seconded: _____



Address: 22 Watts St Wandering WA 6308
Telephone: 08 9884 1056
Email: csc@wandering.wa.gov.au

ABN 27 552 059 809

GRANT APPLICATION FORM
– Minor Grants (Up to \$2000)

Name of Organisation:	Wandering Autumn Graze
Type of Organisation: (eg sport and recreation, community based, <u>general interest</u> , health and welfare, religious etc)	
Organisation Membership:	Committee of 9 people
Nature of service / facility provided:	Annual long table lunch to promote and advertise local produce
Contact Person:	Lucie Tota
Position:	Secretary of the Wandering Autumn Graze Committee
Phone Number:	0419 011 108
Email Address:	WanderingAutumnGraze@gmail.com
Postal Address:	NA
ABN:	23 968 737 422
Are you registered for GST:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are you incorporated:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Date of event or activity:	Saturday 25 March 2023
Project / Event Title:	Wandering Autumn Graze
Amount requested:	\$0
Do you require in-kind support:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If so please provide details:	We would appreciate help in setting up for the event and packing down afterwards. The event is a sit down meal for 180 people. This activity will be overseen by Ian Price and Stephen Bullock who are both committee members and Shire employees. Required dates are 24, 25 and 26 March 2023.
What is the purpose of your project:	To promote and advertise local produce and attract tourism to the area.
How will it benefit the Wandering community?	The event will provide a lovely afternoon catered for by celebrity chef Sophie Budd from Taste Budds for the Wandering and surrounding community and will promote and advertise local produce and attract tourism to the area.
Applicants financial position:	We are a not-for profit organisation and this event is being financed by sponsors, suppliers, grants and ticket sales.

Please include a detailed project budget including GST breakdown (on separate sheet if necessary).
Please see Attachment #1 which refers to the proposed and actuals for the 2022 event. We project that the outcome for 2023 will be along similar lines.

Details of applications to other possible funding sources: Please see Attachment #2 refers to sponsors who have been contacted. Suppliers generally donate part of their produce in return for advertising.

Ongoing management: The committee currently has monthly meetings which will turn into fortnightly meeting and then weekly meetings as we get closer to the event. Meeting minutes are taken at every meeting and incoming and outgoing monies are closely monitored by the Treasurer.

How will you acknowledge support from the Shire of Wandering?: We will advertise your logo on our various Facebook pages. Your banner can be displayed on the day if you so wish. We will acknowledge all sponsor and supplier logos in various newspapers and newsletters after the event.

Declaration

I acknowledge that:

- I am authorised to make this application on behalf of the organisation.
- The information provided is true and correct.
- I may be required to supply further information to enable consideration of this application.
- Licensed clubs, under the Liquor Act, must disclose the amount of income generated from the sale of alcohol

I give my permission for the Shire of Wandering to promote this grant as part of any communications or public relations activity.

Name: Lucie Tofa Signed: [Signature] Date: 9/12/2022

Office Use Only

Central Records Ref: N&A Updated

Name: _____ Date: _____

13.6 Update Bank Signatories – Westpac Bank

File Reference:	14.145.14513
Location:	N/A
Applicant:	N/A
Author:	Lisa Boddy, Customer Service Coordinator
Authorising Officer	Alan Hart, Chief Executive Officer
Date:	25 January 2023
Disclosure of Interest:	N/A
Attachments:	Nil
Previous Reference:	OCM 17 November 2022 – Item 13.3

Summary:

Council is requested to authorise the removal of the signatories and on-line banking approval for previous staff members Ian Fitzgerald and Barry Gibbs and the addition of Karl Mickle as a signatory.

Background:

The Shire’s Westpac Banking accounts require updating due to the departure of Acting CEO Ian Fitzgerald and Executive Manager Technical Services Barry Gibbs and the commencement of Operations Manager Karl Mickle.

Comment:

This report recommends that Council approve the addition of Karl Mickle, as a signatory to the Shire of Wandering Westpac Accounts and the removal of Ian Fitzgerald and Barry Gibbs.

Consultation:

Westpac Bank

Statutory Environment:

Local Government Act 1995

Local Government Financial Management Regulations 1996

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Improve our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> • Improve accountability and transparency • Prudently manage our financial resources to ensure value for money

Sustainability Implications:

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

Risk Implications:

With Barry Gibbs having departed the Shire in December 2022, the signatories require updating as there is a risk involved with not having enough signatories to undertake Council banking requirements.

Voting Requirements:

Absolute Majority.

Officer Recommendation:

That Council authorise the addition of Karl Mickle, Operations Manager, as a signatory and the removal of Ian Fitzgerald and Barry Gibbs as signatories to the Westpac Shire of Wandering bank accounts as follows:

- **BSB 036-167 Account 265339**
- **BSB 036-167 Account 265347**
- **BSB 036-170 Account 000091**

Moved: _____

Seconded: _____

13.7 Update Bank Signatories - Bankwest

File Reference:	14.145.14513
Location:	N/A
Applicant:	N/A
Author:	Lisa Boddy, Customer Service Coordinator
Authorising Officer	Alan Hart, Chief Executive Officer
Date:	25 January 2023
Disclosure of Interest:	N/A
Attachments:	Nil
Previous Reference:	OCM 17 November 2022 – Item 13.3

Summary:

Council is requested to authorise the removal of the signatories and on-line banking approval for previous staff members Ian Fitzgerald and Barry Gibbs and the addition of Karl Mickle and Lisa Boddy as signatories.

Background:

The Shire's Bankwest Banking accounts require updating due to the departure of Acting CEO Ian Fitzgerald and Executive Manager Technical Services Barry Gibbs and the commencement of Operations Manager Karl Mickle. It is also requested that Lisa Boddy, Customer Services Coordinator be added as a signatory to the Bankwest accounts.

Comment:

This report recommends that Council approve the addition of Karl Mickle and Lisa Boddy, as signatories to the Shire of Wandering Bankwest Accounts and the removal of Ian Fitzgerald and Barry Gibbs.

Consultation:

Bankwest

Statutory Environment:

Local Government Act 1995

Local Government Financial Management Regulations 1996

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Improve our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> • Improve accountability and transparency • Prudently manage our financial resources to ensure value for money

Sustainability Implications:

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

Risk Implications:

With Barry Gibbs having departed the Shire in December 2022, the signatories require updating as there is a risk involved with not having enough signatories to undertake Council banking requirements.

Voting Requirements:

Absolute Majority.

Officer Recommendation:

That Council authorise the addition of Karl Mickle, Operations Manager and Lisa Boddy, Customer Services Coordinator, as signatories and the removal of Ian Fitzgerald and Barry Gibbs as signatories to the Bankwest Shire of Wandering bank accounts as follows:

- **BSB 306027 Account No 028913-3**
- **BSB 302162 Account No 1583659**
-

Moved: _____

Seconded: _____

13.8 Update to Fees and Charges – Yearly Hire of the Wandering Community Centre by the Wandering Primary School

File Reference:	14.145.14512
Applicant:	Shire of Wandering
Author:	Lisa Boddy, Customer Service Coordinator
Authorising Officer	Alan Hart, Chief Executive Officer
Date:	2 February 2023
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Ordinary Council Meeting 20 October 2022 – Item 12.2

Summary:

To update the fees and charges document to include the waiver of the fee to hire the Wandering Community Centre for the Wandering Primary School's annual end of year presentation night.

Background:

The Wandering Primary School holds its presentation night at the Wandering Primary School yearly in December. Each year the School writes to the Shire requesting permission for the fee to be waived for this hire. The current fees and charges document details hire as follows:

Education Purposes	Children's education purposes	Free
Not for Profit Organisations – no alcohol	Per 24 hours	\$40
Not for Profit Organisations – alcohol	Per 24 hours	\$80
Shire of Wandering Community Groups	Per hour up to 4 hours	Free
Shire of Wandering Community Groups	Per use 4 – 24 hours	\$10
Bond	Excl GST	\$300

No mention is made of the use of the Centre for the annual presentation night.

Comment:

The Shire grants the School permission to hire the Wandering Community Centre at no charge for their yearly presentation night so to streamline the process it is proposed that this be included in the fees and charges document from 2023/24 onwards.

Consultation:

Chief Executive Officer

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil

Financial Implications:

The Shire waive the fee for the hire of the community centre each year so there will be no new financial implications to the Shire.

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

Our Goals	Our Strategies
Our permanent and transient population grows	We assist with retaining the Wandering Primary School
People feel safe, connected and actively involved in the community	Facilitate and support activities that optimise use of our facilities

Sustainability Implications:

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

Risk Implications:

Nil.

Voting Requirements:

Absolute Majority

Officer Recommendation:

That Council agree to the CEO adjusting the Fees and Charges document from the 2023/24 financial year onwards to include free hire of the Wandering Community Centre to the Wandering Primary School for:

- The day of the yearly presentation night for set up of the event
- The evening of the yearly presentation night
- Up to two days hire for rehearsals prior to the event

Note: The Wandering Primary School will be required to pay a bond and ensure the centre is left tidy after each use.

Moved: _____

Seconded: _____

14. Planning and Technical Services

Nil.

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

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

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

16.1 Elected Members

16.2 Officers

17. Matters Behind Closed Doors

18. Closure of Meeting

The Presiding Member to declare the meeting closed.