

# SHIRE OF WANDERING

22 Watts Street, Wandering WA 6308  
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## *Our Vision:*

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

# ORDINARY MEETING OF COUNCIL

## Minutes 18 June 2020

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# ORDINARY MEETING OF COUNCIL MINUTES

## 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Meeting declared open at 3:53pm

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

**Present:**

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

**Apologies:**

Nil

## 3. DISCLOSURE OF INTERESTS

### 3.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

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

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

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

#### DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

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

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

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

### 3.2. DISCLOSURE OF FINANCIAL/PROXIMITY INTERESTS

Nil

## 4. PUBLIC QUESTION TIME

No members of the public present.

## 5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

### 6.1. ORDINARY MEETING OF COUNCIL HELD – 21/05/2020

#### **COUNCIL DECISION**

Moved Cr Whitely

Seconded Cr Parsons

That the Minutes of the Ordinary Meeting of Council held 21/05/2020 be confirmed as a true and correct record of proceedings with the following amendments:

- Page 21 – amend “to consider Item 10.4” to read “to consider Item 10.5”;
- Page 21 – that “Cr Whitely requested that his vote against the motion be recorded” be added to the vote count, as this was omitted; and
- Page 24 – amend “That Council move behind closed doors to consider Item 10.4” to read “That Council come out from behind closed doors”.

**CARRIED 7/0**

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

Cr Turton announced that he and the Deputy President met with WALGA representatives, which culminated in a presentation to Council this morning by Mr Tony Brown and James McGovern.

## 8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

## 9. REPORTS OF COMMITTEES AND/OR WORKING GROUPS

Nil

## 10. CHIEF EXECUTIVE OFFICER'S REPORTS

### 10.1.DRAFT POLICY – 72 – ROADSIDE BURNING

<b>Proponent</b>	Shire of Wandering
<b>Associated Group</b>	Bushfire Brigades
<b>Location/Address</b>	Shire of Wandering
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	18/06/2020
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	05.051.05108
<b>Attachments</b>	Draft Policy 78

#### BRIEF SUMMARY

To consider creation of a policy relating to roadside burning.

#### BACKGROUND

This matter was raised in discussions at the May 2020 Council meeting, and Cr Parsons presented the following information:

From discussions I have had with our Chief Fire Control Officer, some Fire Control Officers and many land owners, there is great concern with the state of many of the roadsides within the the Shire of Wandering. This problem is not new, it has been around for many years and has never been addressed.

Now is the time for Council to formulate a Roadside Strip Burning Policy to help reduce some of the danger from an uncontrolled fire. At the moment many of the roadsides are potential death traps, not having been burnt for many years. Road side tree pruning has created extra fuel load, which adds to the problem.

If implemented there would need to be strict guidelines to be adhered to :-

Some suggestions

- (1) Trial period of 2 years
- (2) Permit required at all times
- (3) Burning restricted to the 1<sup>st</sup> June until the 15<sup>th</sup> Sept.
- (4) Roadside burning signs to be in place
- (5) Signs to be purchased and let out by the Shire with a deposit
- (6) A limit to the length of the roadside to be burnt at one time 750 Meters
- (7) Burning can only be carried out by the adjoining land holder
- (8) A fire unit with minimum of 600 Itrs be present at all times
- (9) The adjoining land holder is responsible to remove any trees and debris that falls on the road.

I trust that the Shire Council will give serious consideration to these recommendations.

Graeme Parsons Fire Control Officer Hastings Brigade.

From this information, and sourcing policies from other local governments, and the Victorian CFA, the attached draft policy was formulated, and is presented for discussion.

#### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

#### POLICY IMPLICATIONS

To be created

#### FINANCIAL IMPLICATIONS

None known.

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

Our Goals	Our Strategies
<b>Roads are a critical driver for our Shire</b>	Develop a Road Management Plan, which incorporates a Road Hierarchy, minimum Service levels, Maintenance Policy, Contractor Policy and Asset Management Plan Lobby and build enduring partnerships with key Government Departments to better manage Heavy Vehicles and their impact on local roads Develop a Roadside Reserve Management Plan Develop a strategic Gravel Reserve Policy

**CONSULTATION/COMMUNICATION**

Via Chief Bush Fire Control Officer & EMTS

**COMMENT**

Nothing further

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION – ITEM 10.1 DRAFT POLICY – 72 – ROADSIDE BURNING**

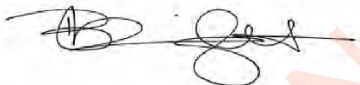
That Council refers the attached Draft Policy – 72 – Roadside Burning to the Bush Fire Advisory Committee for comment.

**COUNCIL DECISION – ITEM 10.1 DRAFT POLICY – 72 – ROADSIDE BURNING**

Moved Cr Whitely  
 Seconded Cr Curtis  
 That Council defers this matter pending further investigation.

**CARRIED 7/0**

**REASON: TO GIVE MORE TIME TO CONSIDER THE IMPACTS AND IMPLICATIONS OF THE POLICY**

**AUTHOR'S SIGNATURE:**


<b>POLICY TYPE:</b>	<b>COMMUNITY</b>
<b>DATE ADOPTED:</b>	

<b>POLICY NO:</b>	<b>72</b>
<b>DATE LAST REVIEWED:</b>	

<b>LEGAL (PARENT):</b>	<i>Local Government Act 1995</i>
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<b>LEGAL (SUBSIDIARY):</b>	
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<b>DELEGATION OF AUTHORITY APPLICABLE:</b>	
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<b>DELEGATION NO.</b>	
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<b>ADOPTED POLICY</b>	
<b>TITLE:</b>	Roadside Burning
<b>OBJECTIVE:</b>	<ul style="list-style-type: none"> <li>To provide guidance for the burning of road reserves</li> <li>This policy only applies to constructed gravel road verges, and unconstructed road reserves within the Shire of Wandering.</li> </ul>

### **PREAMBLE**

Although road user safety is always a priority, there are a number of objectives of roadside fire management:

#### **1. Prevent Fires on Roadsides**

The causes of ignitions may be natural, accidental or deliberate. In many cases, burning roadsides can increase fire risk because fast growing exotic species will be expected to invade the area and can create a higher fuel load.

#### **2. Contain Roadside Fires**

To prevent roadside fires becoming large and uncontrollable, there is a need to manage the factors that affect fire spread. Few treatments will be successful unless fire suppression is also undertaken. Changing the nature, quantity and arrangement of the fuel are treatments that may reduce the rate of fire spread and/or ensure the earliest possible suppression.

#### **3. Manage Safety of Road Users**

Roads are unsafe during the passage of a fire front. People can tolerate only low levels of radiant heat without some protection. While cars offer some protection from low intensity fires, they will not protect people in moderate to intense grass fires or in any location where scrub or forest abuts the road.

#### **4. Provide Control Lines**

Roads, combined with fuel modification, may provide an opportunity to limit the spread of large fires. They provide good access for suppression activities and an existing fuel modified, continuous break.

#### **5 Fuel Reduction Burning**

Fuel reduction burning in the road reserve may reduce surface fuels to a minimum and deprive an ignition source of fuel. In areas where there is a history of successful fuel reduction burning and where there is no dispute over the application of this treatment, it is suggested that the practice continue where it clearly addresses this objective.

Fuel reduction burning may follow the application of herbicides to prematurely kill exotic grasses prior to the Fire Danger Period and permit safe burning. Herbicides must not be used on native vegetation, including grasses, prior to burning. The use of herbicides should follow all safety and environmental standards.

Fuel reduction burning should be carried out along ecological principles. In very general terms, burning vegetation in patches, or mosaics, roughly every five years is desirable. If the impacts of the burn on the local flora and fauna are not understood, then advice should be sought from the local Department of Parks & Wildlife office. Some burns may result in prolific weed species, producing an annual management problem. In the case where burning is suggested as a new treatment, a number of factors must first be considered.

- Can the burn be safely conducted?
- Is the area populated? If so, are there plans to notify all affected people? Will there be a risk to road users or the community?
- Are there people available who are skilled in the use of fire for prescribed burning?

- Are there resources available to assist with the suppression requirements of the burn? Burns must be patrolled to prevent escapes.

### **POLICY STATEMENT**

1. Authority to allow road-side fuel reduction burning on Council controlled road reserves shall rest with the Council;
2. Initially, all requests for road-side fuel reduction burning should be directed to the Shire;
3. Shire staff will consult with the area Fire Control Officer, and make a recommendation to Council;
4. Council may grant a permit subject to all or any of the following conditions:
  - Demonstration that all necessary safety precautions will be taken,
  - Compliance with the *Environmental Protection (Clearing of Native Vegetation) Regs 2004*
  - Landowner accepting in writing the responsibility for all community assets or infrastructure located on the road verge during the fuel reduction burn including, but not limited to telephone, electricity, water, signs, and flora, and
  - Adjoining landholders, and the Department of Parks and Wildlife being notified of the proposed burn,
  - Demonstration of Dial before you Dig identifying infrastructure located on the road reserve,
  - Protect roadside trees to avoid them burning out and falling over the road,
  - The local Bush Fire Brigade assisting with the burn.
  - Remnant vegetation is to be protected during the burn, and any damage to remnant vegetation is the responsibility of the landholder.
5. The Council may apply other conditions as it sees fit; and
6. The Shire is responsible for traffic management during the fuel reduction burn, and will provide the landowner with a copy of any traffic management plan for road side work (burning) and signage.

Other important points to consider are:

- Smoke over roads which can create an extremely hazardous environment for road users,
- requesting resource support from council which may be possible on occasions dependant on availability.



## 10.2.AMENDMENT TO POLICY 58 – ROAD MAKING MATERIALS

<b>Proponent</b>	Shire of Wandering
<b>Associated Group</b>	Nil
<b>Location/Address</b>	Shire of Wandering
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	18/06/2020
<b>Previous Reports</b>	18/07/2019
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	12.122. 12200
<b>Attachments</b>	Amended Policy 58

### BRIEF SUMMARY

To review Policy 58.

### BACKGROUND

Council expressed concern regarding Policy 58 – Road Making Materials, and as such this policy has been re-worked, utilising policies from other local governments. It is presented for discussion and adoption.

### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

### POLICY IMPLICATIONS

As per Policy 58

### FINANCIAL IMPLICATIONS

All costs associated with the implementation of this policy are included within the road maintenance and construction programs.

### STRATEGIC IMPLICATIONS

#### IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY

<b>Our Goals</b>	<b>Our Strategies</b>
<b>Roads are a critical driver for our Shire</b>	Develop a Road Management Plan, which incorporates a Road Hierarchy, minimum Service levels, Maintenance Policy, Contractor Policy and Asset Management Plan Lobby and build enduring partnerships with key Government Departments to better manage Heavy Vehicles and their impact on local roads Develop a Roadside Reserve Management Plan Develop a strategic Gravel Reserve Policy

### CONSULTATION/COMMUNICATION

Via EMTS.

### COMMENT

Council has expressed its desire to ensure that road making materials are paid for in all circumstances, however this is not always the desire of the landholder. This policy has been designed to be flexible in dealing with compensation, and makes it clear:

- How much Council is prepared to pay for the materials; and
- How the payment will be handled.

The policy is designed to be clear in its accountability for the landholder and the staff member administering the policy, particularly in the area of how compensation will be managed.

**VOTING REQUIREMENTS**

Absolute Majority required

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.2 AMENDED POLICY 58 – ROAD MAKING MATERIALS**


Moved Cr Curtis

Seconded Cr Whitely

That Council adopts the attached amended Policy 58 – Road Making Materials.

**CARRIED BY AN ABSOLUTE MAJORITY 6/1**

**AUTHOR'S SIGNATURE:**

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

UNCONFIRMED

<b>POLICY TYPE:</b>	<b>COMMUNITY</b>
<b>DATE ADOPTED:</b>	18/07/2019

<b>POLICY NO:</b>	<b>58</b>
<b>DATE LAST REVIEWED:</b>	18/06/2020

<b>LEGAL (PARENT):</b>	<i>Local Government Act 1995</i>
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<b>LEGAL (SUBSIDIARY):</b>	
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<b>DELEGATION OF AUTHORITY APPLICABLE:</b>	
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<b>DELEGATION NO.</b>	
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<b>ADOPTED POLICY</b>	
<b>TITLE:</b>	Road Making Materials
<b>OBJECTIVE:</b>	<ul style="list-style-type: none"> <li>To provide guidance for the provision of sand/gravel supplies for road works</li> </ul>

## **POLICY STATEMENT**

### **1. IDENTIFYING GRAVEL/SAND**

Areas of suitable materials shall be clearly identified and recorded in a register containing title details, landholder details, approximate quantities and life of the pit, details of when the material was accessed including quantities, details of any compensation (see below), and a map of the location.

### **2. NEGOTIATING WITH LANDHOLDER**

Negotiations with the landholder shall be carried out with both the interests of the landholder and Council in mind. Attempts shall be made to satisfy the concerns of the landholder in order to obtain materials, but it should be noted that Council may invoke the powers of the Land Administration Act 1997 to take land where negotiations have failed. A written, signed and witnessed agreement be put in place prior to any gravel being taken from the site.

### **3. ACCESSING**

Access to pits shall be on a mutually agreeable basis, and it will be agreed with the landowner the access route to and from the pit.

### **4. COMPENSATION**

Values for materials are to be determined by the Chief Executive Officer in negotiation with the Landholder, on a case by case basis as follows:

- Gravel is to be valued within a range of \$1.00 per m3 (ex GST) for moderate quality material to \$2.00 per m3 (ex GST) for gravel that does, or has the ability through crushing or screening to conform to Main Roads WA Specification 501.08.01 for Naturally Occurring Basecourse material.
- Sand is to be a maximum of \$1.50 per m3 (ex GST). The sand must be clean, free of deleterious materials such as clay, roots or other organic matter and contain no particles greater than 5mm in any dimension.
- Clay and lesser quality materials to be used for landfill cover or embankment materials is to be a maximum of \$1.00 per m3 (ex GST).

Landowners have an option to:

- Claim full payment for the materials extracted; or
- Claim part payment and part private works up to the value of the materials extracted; or
- Receive no payment and have private works carried out to the value of the materials extracted; or
- Provide the gravel/sand free of charge with no expectation of any quid pro quo arrangement.

The valuation of private works will be determined by the Executive Manager Technical Services, based on the Council's adopted fees and charges rates at the time the works are carried out.

The private works in part (b) and (c) above may only be carried out on the property from which materials have been extracted, subject to plant availability, and only available for two (2) years from the date the material was supplied.

Where compensation is paid by cash, the landholder shall be recompensed when the material is quarried and heaped.

#### **5. REHABILITATION**

The Shire will rehabilitate the pit and access tracks once the gravel supply is exhausted at no charge to the landholder. Any additional requirements of the landholder must be approved by Council prior to any works being carried out. For the purposes of this policy "rehabilitate" means levelling of the quarry floor and the replacement of the topsoil.

#### **6. EFFECT OF THIS POLICY**

Council agrees to maintain the pit in a reasonable condition, and any associated fencing and gates in the same condition as when first accessed. Any damage to fences, gates or property will be remedied by the Shire.

#### **ASSOCIATED DOCUMENTS**

*Land Administration Act 1997*

UNCONFIRMED

### 10.3.APPLICATION FOR PLANNING APPROVAL – RURAL HOME BUSINESS – 3 MELLOWS RD, WANDERING

PROPERTY DETAILS			
Assessment No:	387	Owner:	M O'Hara & A Mouithys
Corresp. No:	PA79	Date Received:	
Lot/Location No:	Lot 12		
Street Name:	Mellows Road	Suburb:	Wandering

PURPOSE:	
Description of Proposed Use:	Rural Home Business – On-selling (delivery) farm produce & honey. Seacontainer
Nature of any existing buildings and or/use:	House & Sheds
Zoning:	Regional Rural
Zoning Use Code:	D
Heritage Listed:	No
Setback variation required:	N/A
Policy Applicable:	No
Author of Report:	Belinda Knight, CEO
Date of Meeting:	18/06/2020

#### BACKGROUND:

To consider an application for a “Rural Home Business”, being the on-selling delivery of farm produce (vegetables) and honey.

#### COMMENT:

Definition of Rural Home Business:

*rural home business: means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation -*

- a) *does not involve employing more than 2 people who are not members of the occupier's household; and*
- b) *will not cause injury to or adversely affect the amenity of the neighbourhood; and*
- c) *does not occupy an area greater than 200m<sup>2</sup>; and*
- d) *does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and*
- e) *does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and*
- f) *does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight.*

The following information has been supplied by the owner:

- If you are producing vegetables and honey etc, for sale, where are you creating the product and how are you selling?
  - i. *We do not process vegetables and honey, honey we get fully packaged from a WA supplier and on-sell to customers and vegetables we get from WA farms and suppliers and sell to customers.*
- Are you growing the vegetables on your own property or processing goods grown elsewhere?
  - i. *Vegetables are grown elsewhere (not by us)*
- Will you have honey bee hives, and how many? Or will honey be produced elsewhere and sold from your home business?

- i. Honey is from a supplier who packages it and we collect the ready product to pass onto our customers.*
- Are you delivering your produce or are customers coming to you to purchase?
  - i. We purely deliver produce – no on-site sales.*
- Do you plan to employ anyone else other than family members?
  - i. At this stage no.*
- How much area do you plan to use to create your product, for example – goods will be packaged in a shed 10m x 10m, with an office 3m x 3m?
  - i. Currently things are very small, however we may consider a 20ft shipping container on the property to be able to pack our deliveries. In the future a shed is a possibility but things are really small at the moment.*

**POLICY:**

No policy applies.

UNCONFIRMED

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.3.1 APPLICATION FOR PLANNING APPROVAL – RURAL HOME BUSINESS – 3 MELLOWS RD, WANDERING**

Moved Cr Parsons

Seconded Cr Watts

That Council approve the development of Lot 12, corner Mellows and Charlton Roads for the purposes of a "Rural Home Business", subject to the following conditions:

- a) Any use, additions to and further intensification of any part of the building or land (not the subject of this consent) shall be subject to a further development application and consent for that use.
- b) Compliance with the relevant Health Regulations to the satisfaction of the Environmental Health Officer
- c) The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.
- d) The use hereby permitted shall comply with the following definition of "Rural Home Business" as contained in Town Planning Scheme No.3

***Rural home business:*** means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation -

- a) does not involve employing more than 2 people who are not members of the occupier's household; and
- b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- c) does not occupy an area greater than 200m<sup>2</sup>; and
- d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
- e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
- f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight.

**CARRIED 7/0**

**AND**

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.3.2 APPLICATION FOR PLANNING APPROVAL – SEA CONTAINER – 3 MELLOWS RD, WANDERING**

Moved Cr Curtis

Seconded Cr Parsons

That Council approve the development of Lot 12, corner Mellows and Charlton Roads for the purposes of a seacontainer, subject to the following conditions:

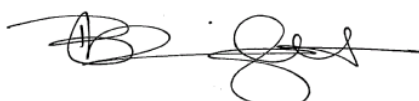
- a) The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Council.
- b) Any use, additions to and further intensification of any part of the building or land (not the subject of this consent) shall be subject to a further development application and consent for that use.
- c) Satisfactory buildings plans being approved by the Shire.
- d) The container is to be painted, in good condition and to be suitably screened from public view from Charlton Road.
- e) The use of container shall relate directly to, and be ancillary to, the predominant use of the property as approved by Council.
- f) The container is not to be located over septic tanks and/or leach drains or utilities.

**CARRIED 7/0**

**VOTING REQUIREMENTS:**

Simple Majority.

**AUTHORS SIGNATURE**



Shire of Wandering  
22 Watts St  
Wandering WA 6308

9/6/20

**RE : PLANNING APPROVAL - 3 MELLOWS ROAD WANDERING (Business / Sea Container)**

To Whom It May Concern

Please find attached an Application For Planning Approval lodged through the Shire of Wandering for our home business.

Point to Point Transport & Logistics (ABN 35 603 150 590)  
T/A Point To Point Transport  
T/A The Veggie Van  
T/A The Snack Monster

We are a small family owned Transport Company that have been operating since 2015. We provide transport services as well as food / produce deliveries throughout Rural towns.

Our food items are considered Low Risk and we have lodged a Food Act Notification Form to the Shire in April.

We are seeking approval to operate our small business from our home address at 3 Mellows Road Wandering as well as have a 20ft sea container placed behind the current shed on the property for storage purposes (please see diagram attached)

Thank you for your consideration



Melissa O'Hara & Anael Mouithys



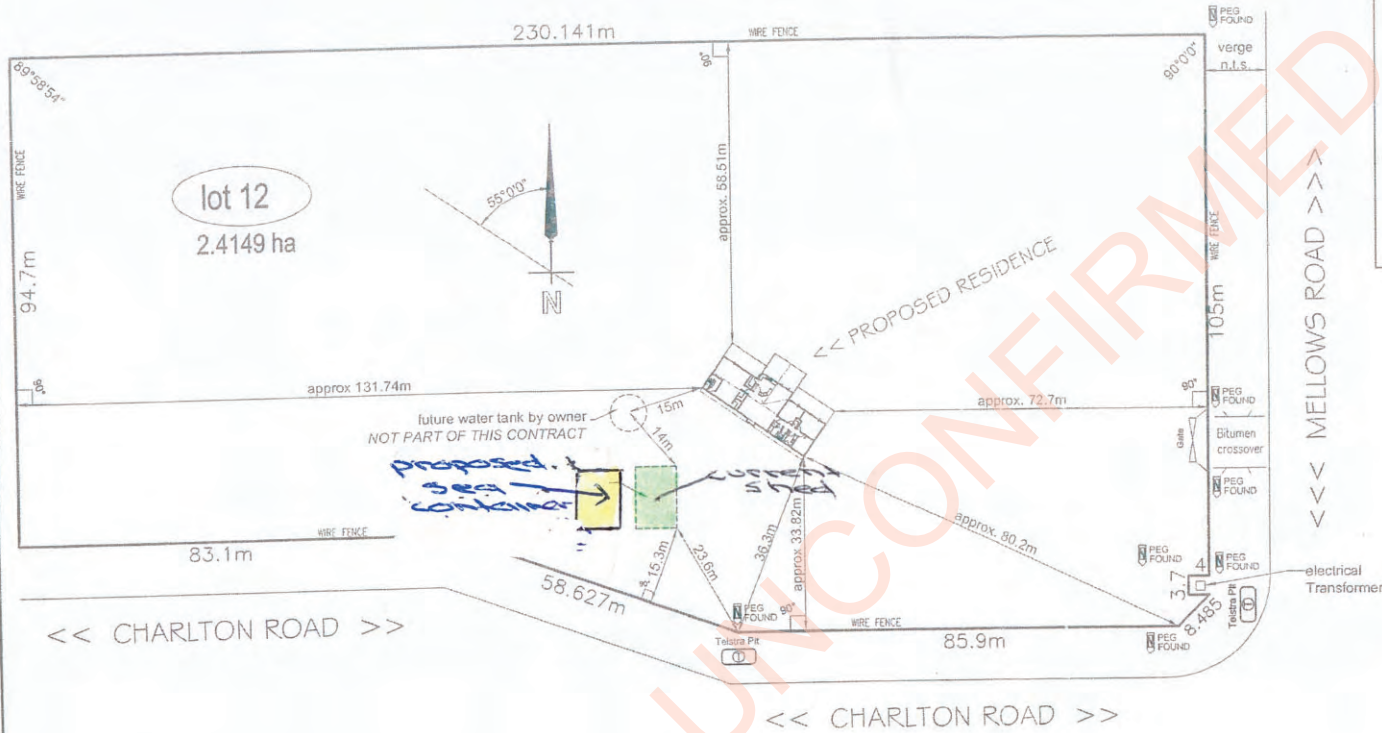
NOTE  
ALL SETBACKS  
TO BE CHECKED  
BY OWNER !!!

NOTE  
ALL DIMENSIONS  
TO BE CHECKED  
ON SITE !!!

SHIRE OF WANDERING  
APPROVED subject to building consent being  
obtained and subject to all set back bylaws.  
*P. New* 3.3.2.10 30  
Surveyor Permit  
Do not commence work until plans  
are approved and conditions are met.  
conditions




LOCALITY PLAN  
NOT TO SCALE



BLOCK PLAN  
SCALE 1:1000

NOTE:  
POWER DOME  
LOCATION T.B.A.

DATE	AMENDMENTS	HOUSE TYPE:	CUSTOM	PAGE No	SCALES	AS SHOWN	PROPOSED RESIDENCE FOR:	 <b>ROSS SQUIRE HOMES</b> 36 MELIADOR WAY MIDVALE 6056 W.A. PH: (08) 9278 3400 FAX: (08) 9250 2181	OWNER	WITNESS
				1.	DATE DRAWN	10-12-09	MR GRAY & MS POPE		OWNER	WITNESS
				No. IN SET	JOB NUMBER	32061			TO BE CONSTRUCTED ON: Lot 12 MELLOWS ROAD WANDERING	BUILDER
					DRAWN BY	ZK				COPYRIGHT
					CHECKED BY					
						32061S				

CAUTION - DO NOT SCALE FROM DRAWING AS DISTORTION CAN OCCUR DURING COPYING

**10.4.APPLICATION FOR PLANNING APPROVAL – SHED – LOT 93 O’CONNELL ROAD, WANDERING**

PROPERTY DETAILS			
Assessment No:	A452	Owner:	S Brand & H Herbert
Corresp. No:	PA106	Date Received:	09/06/2020
Lot/Location No:	93		
Street Name:	O’Connell Road	Suburb:	Wandering

PURPOSE:	
Description of Proposed Use:	Shed
Nature of any existing buildings and or/use:	Residential house & sheds
Zoning:	Rural Residential
Zoning Use Code:	D
Heritage Listed:	No
Setback variation required:	No
Policy Applicable:	Y – Sheds & Outbuildings
Author of Report:	Belinda Knight, CEO
Date of Meeting:	18/06/2020

**BACKGROUND:**

To consider an application to construct a 140sqm shed on Lot 93 O’Connell Road, Blackboy Springs.

**COMMENT:**

The property has a residential dwelling, tank, and one other shed already constructed on the property. This application falls outside the criteria for automatic approval under Local Planning Policy 1 – Sheds and Outbuildings.

Attached is correspondence from the owners in support of the application.

**POLICY:**

1. Outbuildings will not require Planning Approval from Council

(d) In the Rural Residential Zone provided that:

- a dwelling already exists on the lot subject to the application;
- The aggregate of all outbuildings does not exceed 120m<sup>2</sup>, or 10 per cent in aggregate of the site area, whichever is the lesser;
- The outbuilding does not exceed 4.2m in wall height;
- The outbuilding does not exceed 5.4m in ridge height;
- The outbuildings shall only be used for purposes incidental to the residential or rural use of the property; and
- The use of non-reflective natural colours which blend with the natural landscape to the satisfaction of the local government being used on all external surfaces of the outbuilding noting that unpainted zincalume cladding does not apply.

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.4 APPLICATION FOR PLANNING APPROVAL – SHED – LOT 93 O'CONNELL ROAD, WANDERING**

Moved Cr Parsons

Seconded Cr Treasure

That Council approve the development of Lot 93 O'Connell Road, Wandering, for the purposes of a 140sqm shed, subject to the following conditions:

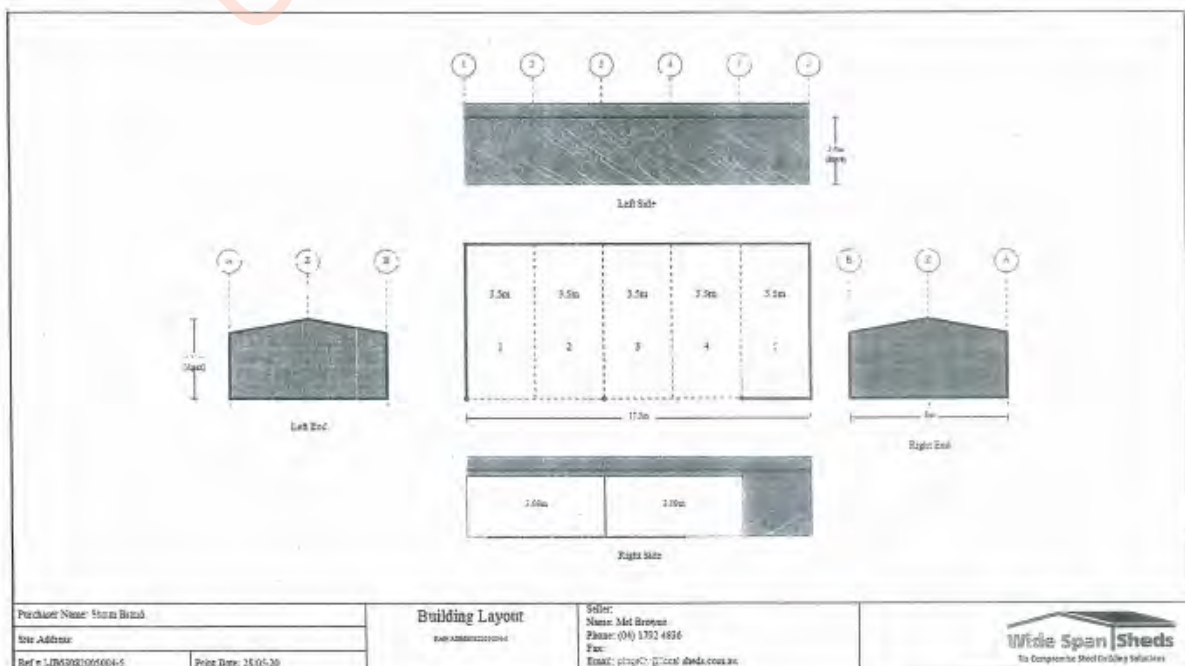
- a) The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Council.
- b) The shed/garage is not to be used for industrial or commercial purposes and is not to be used for human habitation.
- c) Any use, additions to and further intensification of any part of the building or land (not the subject of this consent) shall be subject to a further development application and consent for that use.
- d) Satisfactory buildings plans being approved by the Shire.

**CARRIED 7/0**

**VOTING REQUIREMENTS:**

Simple Majority.

**AUTHORS SIGNATURE**



Shaun Brand and Helen Herbert  
93 O'Connell Road  
Wandering  
WA 6308  
0429 433 452

workshop@wanderingasmashrepairs.com.au

04/06/2020

Shire of Wandering  
22 Watts Street  
Wandering  
WA 6308

Dear Shire CEO and Councillors,

**Application for planning approval – steel shed**  
**93 O'Connell Road, Wandering, WA 6308**

Helen and I would like to submit a new application for planning approval to build a new shed at our rural residential property in Blackboy Springs.

The structure will be free standing and will be used to store our hobby farm tractor, machinery and caravan. We are aware that we will be adding another shed to our property but it is unecomical to change the existing shed to store our personal property and belongings. The shed that we would like to build will be strictly for storage and will be positioned so that there is no visual impact to any of our neighbours.

Another reason for building this structure is that our business, Wandering Smash Repairs, will soon be taking over as freight depot from Hotham Mechanical and we will require the use of the existing shed at our business block, Lot 6 Ferguson Way. Our private vehicles and machines that are currently stored there will need to be removed. We require enough room to not only store the freight but to also safely use the forklift as and when required.

We at Wandering Smash Repairs understand the importance and necessity of a freight depot within Wandering and we are happy to take on this new venture once we are able to safely and competently do so.

The new shed will comply with the necessary size restrictions and a registered, local builder will be undertaking the project. The shed will be built using Colorbond in the colour Jasper to match our existing shed; house- roof and carport which will help it blend with the natural surrounding landscape.

As well as this cover letter, we will be submitting the completed application form along with the detailed site plans and all other required information as stipulated in the Application for Planning Approval to the Shire office.

Thank you for considering our application to construct the new shed at 93 O'Connell Road and consequently enable the growth of a local small business and the supply of an essential service to the local area and its people.

Kind Regards

Shaun Brand and Helen Herbert

## 10.5. CARAVAN PARK – OPTIONS FOR MANAGEMENT

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	
<b>Location/Address</b>	Cheetanning Street, Wandering
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	18/06/2020
<b>Previous Reports</b>	20/02/2020
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	13.132.13200
<b>Attachments</b>	Sample Caretaker Agreement

### BRIEF SUMMARY

To consider options for the future management of the Wandering Caravan Park.

### BACKGROUND

20/02/2020 – Council resolved:

*Moved Cr Curtis*

*Seconded Cr Parsons*

*That Council instructs the CEO to provide a detailed cost benefit analysis for the future management of the Wandering Caravan Park.*

*CARRIED 7/0*

Running a caravan park in house is not generally a core function of Council. That is there are other ways Council can manage its caravan park.

For example:

- Council can call for expressions of interest for a third party to run the caravan park; or
- Council can employ a dedicated caravan park manager.

At present, it is run by various staff within the organisation, which creates a very disjointed way of running such an important facility, and does very little to promote the Caravan Park, or provide an added benefit to another business in the town.

### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

### POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

An analysis of the costs of running the Caravan Park over the past two financial years, is as follows:

<b><i>Caretaker Responsibilities (currently Council cost)</i></b>				
Year	Cleaning	Maintenance	Bookings	Total
2018/2019	\$3,516.24	\$3,691.09	\$383.93	\$7,591.26
2019/2020	\$1,011.78	\$9,835.07	\$3,599.98	\$14,446.83
<b>Average</b>	<b>\$2,264.01</b>	<b>\$6,763.08</b>	<b>\$1,991.96</b>	<b>\$11,019.05</b>

<b><i>Council Responsibilities (will remain)</i></b>				
Year	Power	Water	Major Maintenance	Total
2018/2019	\$1,704.62	\$556.73	\$11,866.62	\$14,127.97
2019/2020	\$1,831.49	\$1,029.18	\$3,817.55	\$6,678.22
<b>Average</b>	<b>\$1,768.06</b>	<b>\$792.96</b>	<b>\$7,842.09</b>	<b>\$10,403.10</b>

Year	Income	Shire	Caretaker
2018/2019	\$10,763.46	\$5,381.73	\$5,381.73
2019/2020	\$8,595.42	\$4,297.71	\$4,297.71
<b>Average</b>	<b>\$9,679.44</b>	<b>\$4,839.72</b>	<b>\$4,839.72</b>

## STRATEGIC IMPLICATIONS

### IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY

<b>Our Goals</b>	<b>Our Strategies</b>
<b>Facilitate increased business opportunities</b>	Support Business Development and facilitate opportunities for startup and growth. Ensure our planning framework & environment supports nimble decision making and gives confidence to developers Ensure our procurement policies support local business and help generate local employment Develop the remainder of the industrial area by 2020
<b>Capture tourism opportunities locally</b>	Encourage tourists, longer stays and repeat visitation Provide for and maintain infrastructure that grows tourism

## CONSULTATION/COMMUNICATION

Nil

## COMMENT

Council now has a choice of:

- Calling for expressions of interest for the provision of a Caretaker; or
- Enter into discussions with a local business to ascertain if they would be willing to take over the caretaker function as outlined in the proposed draft contract (attached).

## VOTING REQUIREMENTS

Simple majority

### **OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.5 CARAVAN PARK – OPTIONS FOR MANAGEMENT**

Moved Cr Watts

Seconded Cr Price

That Council advertises for expressions of interest for the management of the Wandering Caravan Park, based on the attached DRAFT Agreement

**CARRIED 7/0**

**AUTHOR'S SIGNATURE:**



# DRAFT AGREEMENT

## AGREEMENT DATED

BETWEEN SHIRE OF WANDERING of 22 Watts Street, Wandering, Western Australia, 6308 ('the Shire') AND (INSERT NAME)

## RECITALS

The Shire has appointed the Caretaker to provide caretaking services for the Wandering Caravan Park.

## DEFINITIONS AND INTERPRETATION

### 1.1 DEFINITIONS

"Agreement" means this Agreement, and includes the Schedule;

"Shire" means the Chief Executive Officer of the Shire of Wandering or authorised person; -

"Caretaker" means (insert name)

"Park" means the Wandering Caravan Park located on Cheetanning Street, Wandering Western Australia 6308 and includes all buildings, transportable accommodation, facilities and grounds within the park boundary;

"Party" means a party to this Agreement and "Parties" has a corresponding meaning; and

"Term" means the term of this Agreement as specified in Item 1 of the Schedule.

### 1.2 INTERPRETATION

- a. A reference to legislation includes that legislation as amended, re-enacted or replaced and any subordinate legislation issued under it.
- b. Headings of parts and clauses of this Agreement are for reference only and do not affect the interpretation of this Agreement.
- c. Any agreement, representation, warranty or indemnity by two or more persons (including where two or more persons are included in the same defined term) binds them jointly and severally.
- d. Any agreement, representation, warranty or indemnity in favour of two or more persons (including where two or more persons are included in the same defined term) is for the benefit of them jointly and severally.
- e. A singular word includes the plural and vice versa.
- f. If an example is given of anything (including a right, obligation or concept) and includes something else, the example does not limit the scope of that thing.

## MANAGER'S OBLIGATIONS

### 2.1 ENGAGEMENT AND TERM

The Shire HEREBY ENGAGES the Caretaker to care-take the Park and perform the obligations contained in this Agreement for the Term.

### 2.2 PARK AMENITIES BLOCK

The Caretaker shall ensure:

- a. Male and female toilet and shower areas are inspected daily, and cleaned as required;
- b. Park laundry, BBQ area, and camp kitchen are inspected daily, and cleaned as required;
- c. Gardens and lawn areas are maintained in a clean and tidy condition at all times;
- d. Any mechanical, electrical, structural faults, and /or major maintenance items are reported to the Shire as soon as possible;

- e. Park washing machine is in good working order at all times; and
- f. Ensure gas bottles are useable at all times.

### **3. GENERAL PARK AMENITY**

The Caretaker shall ensure:

- a. no dogs wander unattended around the Park grounds at any time;
- b. no large animals are kept on the Park without the approval of the Council; and
- c. noise within the Park is kept to a minimum after 9.00pm.

### **4. ADMINISTRATION**

The Caretaker shall:

- a. ensure bookings for the caravan park are taken and recorded in accordance with the Shire's Record Keeping practices;
- b. Collect and safeguard all monies from fees and charges with respect to the Park – note the Shire will provide an EFTPOS machine for all credit/debit card purchases;
- c. Deliver all cash/cheques collected from the Park, along with fully reconciled statements, monthly to the offices of the Shire in accordance with the procedure specified from time to time by the Shire; and
- d. Deliver to the Shire a written record of the number and details of persons accommodated at the Park on a monthly basis.

### **5. INSTRUCTIONS OF SHIRE**

The Manager shall comply with any reasonable directions given by the Shire from time to time that the Shire considers necessary or convenient for the proper management, administration or operation of the Park.

### **6. NO ASSIGNMENT, SUBCONTRACTING OR DELEGATION**

- a. The Caretaker is not the agent of the Shire and shall not enter into any contract or do any act that is binding upon the Shire.
- b. The Caretaker must not assign, sub-contract, transfer or delegate any of its rights or the performance of any duty or obligation in this Agreement to any person without the prior written consent of the Shire.
- c. Any consent given by the Shire to any assignment, sub-contract, transfer or delegation of this Agreement does not relieve the Caretaker from the obligations in or liabilities arising from this Agreement and in all respects the Caretaker shall remain obliged and liable for:
  - i. the performance of this Agreement; and
  - ii. the acts and/or omissions of any assignee, sub-contractor, transferee or delegate.

### **7. INDEMNITY**

The Caretaker indemnifies and agrees to keep indemnified the Shire from and against all actions, claims, proceedings or demands which may be brought against the Shire in respect of any loss, death, injury, illness or damage (whether personal or property, and whether special, direct, indirect or consequential, including consequential financial loss) which arises by reason of any breach of warranty, default, act or omission or any negligence by the Caretaker or by any assignee, sub-contractor, transferee or delegate of the Caretaker.

#### **REMUNERATION**

The Shire shall provide remuneration to the Caretaker as specified in Item 2 of the Schedule.

#### **THE SHIRE'S OBLIGATIONS**

### **9.1 MAINTENANCE COSTS OF THE PARK**

The Shire shall carry out all major and/or preventative maintenance at its own cost.



## 9.2 WATER, ELECTRICITY AND GAS

The Shire shall pay for all water, electricity and gas expenses incurred by the Park.

## 9.3 THE SHIRE'S INSURANCE

The Shire shall effect and keep in force throughout the Term property, contents and public liability insurance policies for the Park and all equipment at the Park that is owned by the Shire.

## TERMINATION AND DISPUTE RESOLUTION

### 10.1 TERMINATION BY AGREEMENT

Either Party may terminate this Agreement for any reason by giving three (3) months written notice to the other Party or, in that event, the Agreement terminates upon expiration of that period.

### 10.2 AUTOMATIC TERMINATION

Upon:

- a. death of the Manager;
- b. the inability of the Manager to perform the obligations under this Agreement for any reason for a continuous period of 21 days or more, unless otherwise agreed to in writing by the Shire; or
- c. the Park being destroyed or substantially damaged so as to require rebuilding or reconstruction of the Park,

then the Agreement is terminated.

### 10.3 TRANSFER AFTER TERMINATION

Upon termination of this Agreement, the Manager shall transfer the management and caretaking of the Park promptly, peacefully and in an orderly and timely manner to the Shire or to its successor.

### 10.4 NO COMPENSATION AFTER TERMINATION

Unless the Shire resolves in writing otherwise, no damages or compensation are payable to the Manager upon termination of this Agreement.

## GENERAL

### 11. NOTICES

- a. Any notice to be given or served by one Party upon the other pursuant to this Agreement must be in writing and shall be sufficiently given:
  - i. if delivered personally to or left at the address of the Party appearing in this Agreement;
  - ii. in the case of the Manager, if delivered to or left at the Park during normal business hours (8.30am to 5.00pm); or
  - iii. if sent by prepaid post addressed to that Party at the address appearing in this Agreement.
- b. Any notice, demand or document sent by prepaid post shall be deemed to have been received forty eight (48) hours after posting.

### 12. RELATIONSHIP OF PARTIES

The Parties acknowledge that the relationship between them is not that of employer and employee, nor principal and agent, nor any other relationship whatsoever.

## SCHEDULE

### ITEM 1 – TERM

Three (3) years - Date from – Date to

### ITEM 2 - REMUNERATION

The Shire shall remit 50% of all Caravan Park takings to the Caretaker monthly.

UNCONFIRMED

## 10.6. NATIONAL REDRESS SCHEME – PARTICIPATION OF WA LOCAL GOVERNMENTS

<b>Proponent</b>	Department of Local Government, Sport & Cultural Industries
<b>Owner</b>	
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	18/06/2020
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	08.084.08409:EM191
<b>Attachments</b>	Nil

### BRIEF SUMMARY

The Department is seeking for each WA Local Government to make a Council decision regarding participation in the National Redress Scheme.

### BACKGROUND

The Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission) was established in 2013 to investigate failures of public and private institutions to protect children from sexual abuse. The Royal Commission released three reports throughout the inquiry:

- Working with Children Checks (August 2015);
- Redress and Civil Litigation (September 2015); and
- Criminal Justice (August 2017).

The Royal Commission's Final Report (15 December 2017) incorporated findings and recommendations of the three previous reports and contained a total of 409 recommendations, of which 310 are applicable to the Western Australian Government and the broader WA community.

The implications of the Royal Commission's recommendations are twofold: the first is accountability for historical breaches in the duty of care that occurred before 1 July 2018 within any institution; the second is future-facing, ensuring better child safe approaches are implemented holistically moving forward.

The scope of this report addresses only the historical element of institutional child sexual abuse through the National Redress Scheme.

All levels of Australian society (including the WA local government sector and the [Insert specific local government]) will be required to consider leading practice approaches to child safeguarding separately in the future.

### NATIONAL REDRESS SCHEME

The Royal Commission's Redress and Civil Litigation (September 2015) Report recommended the establishment of a single National Redress Scheme (the Scheme) to recognise the harm suffered by survivors of institutional child sexual abuse.

The Scheme acknowledges that children were sexually abused, recognises the suffering endured, holds institutions accountable and helps those who have been abused access counselling, psychological services, an apology and a redress payment.

The Scheme commenced on 1 July 2018, will run for 10 years and offers eligible applicants three elements of Redress:

- A direct personal response (apology) from the responsible institution, if requested;
- Funds to access counselling and psychological care; and
- A monetary payment of up to \$150,000.

All State and Territory Governments and many major non-government organisations and church groups have joined the Scheme.

The WA Parliament has passed the legislation for the Government and WA based non-government organisations to participate in the National Redress Scheme.

The Western Australian Government (the State) started participating in the Scheme from 1 January 2019.

Under the National Redress Scheme for Institutional Child Sexual Abuse Act 2018 (Cth), local governments may be considered a State Government institution.

A decision was made at the time of joining the Scheme to exclude WA local governments from the State Government's participation declaration. This was to allow consultation to occur with the sector about the Scheme, and for fuller consideration of how the WA local government sector could best participate.

#### **DETAILS**

Following extensive consultation, the State Government (December 2019):

- Noted the consultations undertaken to date with the WA local government sector about the National Redress Scheme;
- Noted the options for WA local government participation in the Scheme;
- Agreed to local governments participating in the Scheme as State Government institutions, with the State Government covering payments to the survivor; and
- Agrees to the Department of Local Government, Sport and Cultural Industries (DLGSC) leading further negotiations with the WA local government sector regarding local government funding costs, other than payments to the survivor including counselling, legal and administrative costs.

The following will be covered for local governments participating in the Scheme as a State Government institution and part of the State's declaration:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination of requests for information and record keeping in accordance with the State Records Act 2000); and
- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below for further explanation).

State Government financial support for local government participation in the Scheme, as set out, will ensure that Redress is available to as many WA survivors of institutional child sexual abuse as possible.

Individual local governments participating in the Scheme as a State Government institution, with the State will be responsible for:

- Providing the State with the necessary (facilities and services) information to participate in the Scheme;
- Resources and costs associated with gathering their own (internal) information and providing that information (Request for Information) to the State (if they receive a Redress application); and
- Costs associated with the delivery of a DPR (apology), if requested (based on a standard service fee, plus travel and accommodation depending on the survivor's circumstance). The State's decision includes that all requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice, on every occasion.

The WALGA State Council meeting of 4 March 2020:

1. Acknowledged the State Government's decision to include the participation of Local Governments in the National Redress Scheme as part of the State's declaration;
2. Endorsed the negotiation of a Memorandum of Understanding and Template Service Agreement with the State Government, and
3. Endorsed by Flying Minute the Memorandum of Understanding prior to execution, in order to uphold requirements to respond within legislative timeframes.

The State and WALGA will sign a Memorandum of Understanding to reflect the principles of WA local governments participating in the Scheme as State Government institutions and being part of the State's declaration.

State agencies (led by DLGSC), WALGA and Local Government Professionals WA will support all local governments to prepare to participate in the Scheme from 1 July 2020 (or earlier, subject to completing the necessary arrangements).

The State's decision allows for the WA Government's Scheme participation declaration to be amended to include local governments and this report seeks endorsement of the Shire of Wandering's participation in the Scheme.

As an independent entity and for absolute clarity, it is essential that the Shire of Wandering formally indicates via a decision of Council, the intention to be considered a State Government institution (for the purposes on the National Redress Scheme) and be included in the WA Government's amended participation declaration.

The Shire of Wandering will not be included in the State's amended declaration, unless it formally decides to be included.

The financial and administrative coverage offered by the State will only be afforded to WA local governments that join the Scheme as a State Government institution, as part of the State's amended declaration.

The option also exists for the Shire of Wandering to formally decide not to participate in the Scheme (either individually or as part of the State's declaration).

Should the Shire of Wandering formally decide (via a resolution of Council) not to participate with the State or in the Scheme altogether, considerations for the Shire of Wandering include:

- Divergence from the Commonwealth, State, WALGA and the broader local government sector's position on the Scheme (noting the Commonwealth's preparedness to name-and-shame non-participating organisations).
- Potential reputational damage at a State, sector and community level.
- Complete removal of the State's coverage of costs and administrative support, with the Shire of Wandering having full responsibility and liability for any potential claim.
- Acknowledgement that the only remaining method of redress for a victim and survivor would be through civil litigation, with no upper limit, posing a significant financial risk to the Shire of Wandering.

### **CONSIDERATIONS FOR THE SHIRE OF WANDERING**

Detailed below is a list of considerations for the Shire of Wandering to participate in the Scheme:

#### **1. Executing a Service Agreement**

All Royal Commission information is confidential, and it is not known if the Shire of Wandering will receive a Redress application. A Service Agreement will only be executed if the Shire of Wandering receives a Redress application.

The Shire of Wandering needs to give authority to an appropriate position / officer to execute a service agreement with the State, if a Redress application is received. Timeframes for responding to a Request for Information are 3 weeks for priority applications and 7 weeks for non-priority applications. A priority application timeframe (3 weeks) will be outside most Council meeting cycles and therefore it is necessary to provide the authorisation to execute an agreement in advance.

#### **2. Reporting to Council if / when an application is received**

Council will receive a confidential report, notifying when a Redress application has been received. All information in the report will be de-identified but will make Council aware that an application has been received.

#### **3. Application Processing / Staffing and Confidentiality**

Administratively the Shire of Wandering will determine:

- Which position(s) will be responsible for receiving applications and responding to Requests for Information;
- Support mechanisms for staff members processing Requests for Information.

The appointed person(s) will have a level of seniority in order to understand the magnitude of the undertaking and to manage the potential conflicts of interest and confidentiality requirements

#### 4. Record Keeping

The State Records Office advised (April 2019) all relevant agencies, including Local Governments, of a 'disposal freeze' initiated under the State Records Act 2000 (the Act) to protect past and current records that may be relevant to actual and alleged incidents of child sexual abuse. The Shire of Wandering's record keeping practices as a result, have been modified to ensure the secure protection and retention of relevant records. These records (or part thereof) may be required to be provided to the State's Redress Coordination Unit in relation to a Redress application.

The Redress Coordination Unit (Department of Justice) is the state record holder for Redress and will keep copies of all documentation and RFI responses. Local Governments will be required to keep their own records regarding a Redress application in a confidential and secure manner, and in line with all requirements in The Act.

#### 5. Redress Decisions

The Shire of Wandering should note that decisions regarding Redress applicant eligibility and the responsible institution(s), are made by Independent Decision Makers, based on the information received by the applicant and any RFI responses. The State Government and the Shire of Wandering do not have any influence on the decision made and there is no right of appeal.

### **CONSULTATION**

The State, through the Department of Local Government, Sport and Cultural Industries (DLGSC), consulted with the WA local government sector and other key stakeholders on the Royal Commission into Institutional Responses to Child Sexual Abuse (in 2018) and the National Redress Scheme (in 2019).

The consultation throughout 2019 has focused on the National Redress Scheme with the aim of:

- raising awareness about the Scheme;
- identifying whether WA local governments are considering participating in the Scheme;
- identifying how participation may be facilitated; and
- enabling advice to be provided to Government on the longer-term participation of WA local governments.

Between March and May 2019, DLGSC completed consultations that reached 115 out of 137 WA local governments via:

- Webinars to local governments, predominately in regional and remote areas;
- Presentations at 12 WALGA Zone and Local Government Professional WA meetings;
- Responses to email and telephone enquiries from individual local governments.

It was apparent from the consultations local governments were most commonly concerned about the:

- potential cost of Redress payments;
- availability of historical information;
- capacity of local governments to provide a Direct Personal Response (apology) if requested by Redress recipients;
- process and obligations relating to maintaining confidentiality if Redress applications are received, particularly in small local governments;
- lack of insurance coverage of Redress payments by LGIS, meaning local governments would need to self-fund participation and Redress payments.

LGIS published and distributed an update (April 2019) regarding the considerations and (potential) liability position of the WA local government sector in relation to the National Redress Scheme.

The WALGA State Council meeting on 3 July 2019 recommended that:

1. WA local government participation in the State's National Redress Scheme declaration with full financial coverage by the State Government, be endorsed in principle, noting that further engagement with the sector will occur in the second half of 2019.

2. WALGA continue to promote awareness of the National Redress Scheme and note that local governments may wish to join the Scheme in the future to demonstrate a commitment to the victims of institutional child sexual abuse.

DLGSC representatives presented at a WALGA hosted webinar on 18 February 2020 and presented at all WALGA Zone meetings in late February 2020.

The State's decision, in particular to cover the costs / payments to the survivor, has taken into account the feedback provided by local governments during the consultation detailed above.

#### **STRATEGIC IMPLICATIONS**

Nil

#### **STATUTORY IMPLICATIONS**

The Shire of Wandering in agreeing to join the Scheme, is required to adhere to legislative requirements set out in the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth).

Authorisation of an appropriately appointed person to execute a service agreement with the State, if a Redress application is received, will be in accordance with s.9.49A(4) of the Local Government Act 1995.

#### **FINANCIAL IMPLICATIONS**

The State's decision will cover the following financial costs for local governments:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination or requests for information and record keeping); and
- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below).

The only financial cost the local government may incur will be the payment of the DPR's, which is on an 'as requested' basis by the survivor. This will be based on the standard service fee of \$3,000 plus travel and accommodation depending on the survivor's circumstances. All requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice.

The State's decision also mitigates a significant financial risk to the local government in terms of waiving rights to future claims. Accepting an offer of redress has the effect of releasing the responsible participating organisation and their officials (other than the abuser/s) from civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme. This means that the person who receives redress through the Scheme, agrees to not bring or continue any civil claims against the responsible participating organisation in relation to any abuse within the scope of the Scheme.

**VOTING REQUIREMENTS**

Simple Majority

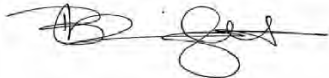
**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.6. NATIONAL REDRESS SCHEME – PARTICIPATION OF WA LOCAL GOVERNMENTS**

Moved Cr Parsons

Seconded Cr Treasure

That Council:

- 1) Notes the consultation undertaken and information provided by the Department of Local Government, Sport and Cultural Industries in regarding the National Redress Scheme and the participation of WA local governments;
- 2) Notes that the Shire of Wandering will not be included in the WA Government's amended participation declaration (and afforded the associated financial and administrative coverage), unless the Shire of Wandering makes a specific and formal decision to be included;
- 3) Endorses the participation of the Shire of Wandering in the National Redress Scheme as a State Government institution and included as part of the State Government's declaration;
- 4) Grants authority to the Chief Executive Officer to execute a service agreement with the State, if a Redress application is received;
- 5) Notes that a confidential report will be provided if a Redress application is received by the Shire of Wandering.

**CARRIED 7/0****AUTHOR'S SIGNATURE:**

UNCONFIRMED



## 11. OTHER OFFICER'S REPORTS

### 11.1. CAPITAL WORKS – FIVE YEAR ROAD PROGRAM

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	Executive Manager Technical Services – Barry Gibbs
<b>Location/Address</b>	22 Watts Street, Wandering
<b>Author of Report</b>	Barry Gibbs, EMTS
<b>Date of Meeting</b>	18/06/2020
<b>Previous Reports</b>	19/04/2018
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	12.122. 12.102 & 12.112.12103
<b>Attachments</b>	Four Proposed Road Program Spreadsheets (under separate cover)

#### BRIEF SUMMARY

Council to consider the adoption of a five (5) year road construction and renewal program to align with Council's Strategic, Asset Management and Long-Term Financial Plans. The plan directs the Senior Shire Staff in regards to road applications, road counts, maintenance planning and associated budget allocation. The 2020 – 2025 plan is presented for Council's consideration and endorsement.

#### BACKGROUND

The Five (5) Year Road Construction and Renewal Program has been prepared to provide detailed information about the Shires Proposed Road Projects that are planned over the next five years for the following program areas:

- Major Road Construction Program
- Road Preservation and Resurfacing Program
- Bridges Program

The Road Construction and Renewal Program has been developed to meet anticipated community infrastructure needs and the future development of the Shire, with the strategic direction for the Program provided by the Long-Term Financial Plan and the Shire of Wandering Strategic Community Plan.

Regional Road Group (RRG) have already endorsed projects listed for RRG funding in the first year (2020/21) of this five-year program. All projects under RRG Funding detailed in the consecutive years 2021/22 to 2024/25 will be submitted to the RRG if approved by Council.

The other major road funding program included in this this Five-Year Road Program is Roads to Recovery (RTR).

Blackspot Funding, Commodity Freight Route Funding, Wheatbelt Secondary Freight Network (WSFN) and other possible funding sources will be considered on a yearly basis as they become available for submission.

It is essential for Council to reconfirm its ongoing road replacement priorities prior to the annual budget, this enables the administration to plan the annual budget and complete the preceding year's road applications and environmental clearances for the Regional Road Group and Roads to Recovery Programs.

The Executive Manager of Technical Services had undertaken a full road inspection of the Shire road network during the past 10 months and has consulted widely with staff and management to develop this program.

#### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

*Local Government (Functions and General) Regulations 1996*

#### POLICY IMPLICATIONS

Policy 26 - Asset Management

#### FINANCIAL IMPLICATIONS

The road program will align with the long-term finance plan so financial implication are understood and accounted for over the life of this program.

### STRATEGIC IMPLICATIONS

#### COMMUNITY STRATEGIC PLAN 2018-2028

#### PROVIDE STRONG LEADERSHIP

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

### CONSULTATION/COMMUNICATION

Belinda Knight – CEO

Brad Hunt - Manager of Works

### COMMENT

There are four (4) spreadsheets attached. The first two are options to progress the RRG over the next ten years. Of these council will only be endorsing the next five (5) years with a planned review to be undertaken during the fourth year of the program, or sooner if changes are required.

The third spreadsheet is an RTR Five (5) year Program which commenced in 2019. The Shire has already completed the first year of roadworks. This includes possible special Federal Government funding for 2020/21.

The fourth spreadsheet is for a major bridge replacement program using box or pipe culverts, that would be funded 100% by RTR. Currently RTR has approved one project - to replace Bridge (0424A) on the Wandering Pingelly Road just west of the Shire boundary. This funding is based on the fact that the Shire undertake bridge maintenance work on the current 13 bridges within the Shire and supply details to MRWA.

### VOTING REQUIREMENTS

Simple Majority

*Cr Curtis left the meeting at 5:26pm and returned at 5:28pm*

### OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 11.1 – CAPITAL WORKS – FIVE YEAR ROAD PROGRAM

Moved Cr Treasure

Seconded Cr Whitely

That Council endorse the following Road and Bridge Programs to be included in the Shire's Capital Works Program as shown on the attached documents:

- Regional Road Group Program for the next Five (5) years of Road Construction and Renewal work from 2020/21 – 2024/25;
- Roads to Recovery Program for the next four years from 2020/21 – 2023/24; and
- Roads to Recovery Funding for a Bridge Replacement Program.

**CARRIED 7/0**

### AUTHOR'S SIGNATURE:



2020 - 2024

# Shire of Wandering 5 year Major Road Works Program

## Regional Road Group

**Legend**

Completed	Under construction	Waiting RRG Endorsement	Future Projects

Name of Road	Description	Completed	SLK	SLK	Total	1	2	3	4	5	Total
						2020/21	2021/22	2022/23	2023/24	2024/25	
Wandering Narrogin Road	Edge breaks and pothole repairs and 10mm Reseal		0.00	2.53	2.53	\$ 86,000.00					
Wandering Narrogin Road	Edge breaks and pothole repairs and 10mm Reseal		2.53	4.53	2.00		\$ 69,500.00				
Wandering Narrogin Road	Edge breaks and pothole repairs and 10mm Reseal		4.53	6.47	1.94			\$ 67,500.00			
					<b>4.53</b>	<b>\$ 86,000.00</b>	<b>\$ 69,500.00</b>	<b>\$ 67,500.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 223,000.00</b>
North Wandering Road	Gravel shoulder maintenance, Widen inside of bend to 7.2 m, repair edge breaks, pothole repairs and 14mm Reseal		0.00	1.26	1.26	\$ 50,473.00					
North Wandering Road	Single Coat 10mm reseal		9.23	11.93	2.70		\$ 56,500.00				
North Wandering Road	Single Coat 10mm reseal		10.58	11.93	1.35		\$ 56,500.00				
North Wandering Road	Single Coat 10mm reseal		1.26	3.26	2.00				\$ 79,000.00		
North Wandering Road	Single Coat 10mm reseal		3.26	4.81	1.55				\$ 63,000.00		
					<b>8.86</b>	<b>\$ 50,473.00</b>	<b>\$ 113,000.00</b>	<b>\$ -</b>	<b>\$ 142,000.00</b>	<b>\$ -</b>	<b>\$ 305,473.00</b>
North Bannister Wandering Rd	Reconstruct to 7.2 metres bitumen seal with 14/10 aggregate - widen culverts		21.25	22.00	0.75		\$ 140,000.00				
North Bannister Wandering Rd	Road surface cracking road should failure - need to repair road shoulder and reseal with asphalt		0.00	0.20	0.20			\$ 140,000.00			
North Bannister Wandering Rd	Reconstruct to 7.2 metres single coat bitumen seal with 10 aggregate - widen culverts		18.52	20.27	1.75				192,000.00		
North Bannister Wandering Rd	Second seal only- 7.2 metres with 14 aggregate		18.52	20.27	1.75				138,500.00		
					<b>3.12</b>	<b>\$ -</b>	<b>\$ 140,000.00</b>	<b>\$ 140,000.00</b>	<b>\$ 330,500.00</b>	<b>\$ -</b>	<b>\$ 610,500.00</b>
Wandering Pingelly Rd	Reconstruction, widen & two coat seal - various Spends, etc.... **higher cost as very challenged works - Pennington Farm	Blackspot	9.28	11.48	2.20						
Wandering Pingelly Rd	Vegetation clearing and seal 600 mm inside road shoulders on bends		4.30	9.19	4.89	\$ 96,027.00					
Wandering Pingelly Rd	Single Coat 10mm reseal		17.71	20.43	2.72		\$ 120,000.00				
Wandering Pingelly Rd	Single Coat 10mm reseal		14.77	17.71	2.94			125,000.00			
Wandering Pingelly Rd	Single Coat 10mm reseal		13.31	14.77	1.46				60,000.00		
Wandering Pingelly Rd	Single Coat 10mm reseal		11.48	13.31	1.83					\$ 80,000.00	
Wandering Pingelly Rd	Single Coat 10mm reseal		4.28	9.19	4.91					\$ 202,500.00	
Wandering Pingelly Rd	Single Coat 10mm reseal		0.00	4.28	4.28						
Wandering Pingelly Rd	Vegetation clearing, shoulder maintenance and reseal		20.44	24.00	3.56						

2020 - 2024

# Shire of Wandering 5 year Major Road Works Program Regional Road Group

**Legend**

Completed	Under construction	Waiting RRG Endorsement	Future Projects

Name of Road	Description	Completed	SLK	SLK	Total	1	2	3	4	5	Total
						2020/21	2021/22	2022/23	2023/24	2024/25	
Wandering Pingelly Rd	Vegetation clearing, shoulder maintenance and reseal		24.00	27.80	3.80						
					<b>25.23</b>	\$ 96,027.00	\$ 120,000.00	\$ 125,000.00	\$ 60,000.00	\$ 282,500.00	\$ 683,527.00
York Williams Rd	Construct and 2 coat bitumen seal with 14/10 aggregate	2019/20	15.49	17.95	2.46						
York Williams Rd 0.0 SLK to 9.71 SLK	vegetation clearing, Culvert widening gravel resheeting including widening various sections		0.00	9.71	9.71	\$ 300,000.00					
York Williams Rd	Construct and 2 coat bitumen seal with 14/10 aggregate		17.95	18.95	1.00		\$ 90,000.00				
York Williams Rd	Construct and 2 coat bitumen seal with 14/10 aggregate		19.05	20.05	1.00			\$ 100,000.00			
York Williams Rd	Construct and 2 coat bitumen seal with 14/10 aggregate		20.05	21.34	1.29			\$ 100,000.00			
York Williams Rd	Gravel Resheeting to minimum depth of 200mm extend culvert, new headwalls		21.34	26.71	5.37					\$ 250,000.00	
York Williams Rd	Construct and 2 coat bitumen seal with 14/10 aggregate		21.34	24.00	2.66						
York Williams Rd	Construct and 2 coat bitumen seal with 14/10 aggregate		24.00	26.71	2.71						
York Williams Rd	Construct and 2 coat bitumen seal with 14/10 aggregate		0.00	2.05	2.05						
York Williams Rd	Construct and 2 coat bitumen seal with 14/10 aggregate		2.05	4.00	1.95						
					<b>18.37</b>	\$ 300,000.00	\$ 90,000.00	\$ 200,000.00	\$ -	\$ 250,000.00	\$ 840,000.00
<b>Total Yearly Budget</b>						\$ 532,500.00	\$ 532,500.00	\$ 532,500.00	\$ 532,500.00	\$ 532,500.00	\$ 2,662,500.00
<b>Program Cost</b>						\$ 532,500.00	\$ 532,500.00	\$ 532,500.00	\$ 532,500.00	\$ 532,500.00	\$ 2,662,500.00
<b>Balance</b>						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

2018/19 - 2023/24

**Shire of Wandering - 5 year Major Road Works Program**

Presented to Council - 18 June 2020

**Roads to Recovery**

Name of Road	Description	SLK	SLK	Total	1	2	Special Funding	3	4	5	Total
					2019/20	2020/21	2020/21	2021/22	2022/23	2023/24	
Carabine Road East	Resheet, clear(heavy vegetation), improve drainage - include bridges maintenance with funding to come from (Councils own Budget) - <b>3km is optimistic given the funding</b>			3.00							
Wandering Narrogin Road	Road failures to be stabilized and two coat seal 14/10	0.00	5.15	2 100m2	\$ 57,879.00						\$ 57,879.00
Wandering Narrogin Road	Road failures to be stabilized and two coat seal 14/10	4.04	6.49	1 000m2		\$ 32,000.00					\$ 32,000.00
Pennington Road	Cutback trees, install drainage headwall gravel resheet 150mm and Seal	0.16	1.08	9 200m2	\$ 99,524.00	\$ 34,000.00					\$ 133,524.00
Wandering Pingelly Rd	Road failures to be stabilized and two coat seal 14/10	15.59	19.70	2 300m3		\$ 71,000.00					\$ 71,000.00
<b>Bannister Road</b>	Stabilization of soft gravel surface	9.23	8.70	0.53			\$ 49,600.00				\$ 49,600.00
<b>Young Road</b>	Gravel Resheeting	7.30	3.48	3.82			\$ 116,000.00				\$ 116,000.00
<b>Bannister Road</b>	Road Stabilization and two coat bitumen Seal	0.72	0.00	0.72			\$ 104,000.00				\$ 104,000.00
Fourteen Mile Brook Road	SLK 11.64 - SLK 13.76 = 2.12km - Finish Bitument Sealing work	11.64	13.76	14 840m2				\$ 77,000.00			\$ 77,000.00
Wandering Pingelly Rd	Road failures to be stabilized and two coat seal 14/10	13.71	15.59	800m2				\$ 36,000.00			\$ 36,000.00
Wandering Pingelly Rd	Road failures to be stabilized and two coat seal 14/11	1.38	3.37	1000m2					\$ 40,000.00		
Carabine Road East	Upgrade culvert with extensions and headwalls		4.70	4.70					\$ 55,000.00		\$ 55,000.00
Codji Hastings Road	Resheet 2 kms from North Wandering Road	0.00	2.00	2.00					\$ 42,000.00		\$ 42,000.00
Ricks Road	Drainage, culvert work and gravel resheeting	1.78	2.15	0.37				\$ 24,000.00			\$ 24,000.00
Shoek Road	Heavy Vegetation needs clearing on one side and resheeting			0.00						\$ 100,357.00	\$ 100,357.00
Ricks Road	Various resheet 1.2km Herdigan to O'leary			0.00							\$ -
York Williams Road	SLK 18.110 - SLK 18.460 = 0.350 km - Finish Bitument Sealing work				\$ 16,240.00						
											\$ -
<b>Total Project Costs</b>					\$ 173,643.00	\$ 137,000.00	\$ 269,600.00	\$ 137,000.00	\$ 137,000.00	\$ 100,357.00	\$ 685,000.00
<b>Total Yearly allocations</b>					\$ 137,000.00	\$ 137,000.00		\$ 137,000.00	\$ 137,000.00	\$ 137,000.00	\$ 685,000.00
<b>Roads to be considered if funding changes or increases</b>											
Turton St/ Mill Road School Drop off											

2019 - 2024

**Shire of Wandering  
5 year Major Works  
Program - Capital  
Works Bridges - No  
Funding Confirmed**

**Legend**

Completed	Under construction	MRWA approved	Future Projects

Name of Bridge	Description	Bridge Number	SLK	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	Total
Fourteen Mile Brook	Bridge abutment upgrade by MRWA Contractor	4251	7.97	\$ 750,000.00										
Wandering Pingelly Rd	Bridge Removal and replacement with culverts - 7 weeks work	0424A	27.37				\$ 273,000.00							
Wandering Narrogin Rd	Bridge Removal and replacement with culverts - 10 weeks work - Significant program	0425	2.61					\$ 403,452.18						
Carabin Road Bridge	Bridge Removal and replacement with culverts	3066A	1.91						\$ 226,000.00					
Dwarda East Road Bridge	Reinforced Concrete Overlay	3067A	4.56											
<b>Project Totals</b>				<b>\$750,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$273,000.00</b>	<b>\$403,452.18</b>	<b>\$226,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,652,452.18</b>

UNCONFIRMED

## 11.2.AUTHORISATION OF DUAL FIRE CONTROL OFFICERS

<b>Proponent</b>	Shire of Wandering
<b>Associated Group</b>	Bushfire Brigades
<b>Location/Address</b>	Shire of Wandering
<b>Author of Report</b>	Jezamyn Douglas, TS
<b>Date of Meeting</b>	18/06/2020
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	05.051.05108
<b>Attachments</b>	Nil

### BRIEF SUMMARY

This report seeks Council's consideration to appointing Dual Fire Control Officers from the Shire of Pingelly.

### BACKGROUND

In accordance with legislative requirements the Council is required to formally appoint its Bushfire Control Officers. This is done to ensure compliance, and lawfully legitimise the officer's authorisation under Bush Fires Act, 1954 in fulfilling their duty.

### STATUTORY/LEGAL IMPLICATIONS

The appointment of a Dual Fire Control Officer for the 2020/21 Bush Fire season is under taken in accordance Section 40 of the Bush Fire Act, 1954 which provides that two or more local governments may by agreement join in the appointment of bush fire control officers and that officers so appointed may exercise their power and authorities in each of the districts so appointed.

### POLICY IMPLICATIONS

There are no plans or policies applicable to this proposal.

### FINANCIAL IMPLICATIONS

There is no impost on the Shire's finances in relation to this matter.

### STRATEGIC IMPLICATIONS

#### RETAIN AND GROW OUR POPULATION

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

### CONSULTATION/COMMUNICATION

Via BFAC

### COMMENT

Council has been requested by the Shire of Pingelly to appoint Dual Fire Control Officers under the Bush Fires Act, 1954 to empower these volunteers to act in their appointed roles across the municipal boundary.

This includes the appointment of the following people in the capacity of Dual Fire Control Officer:

- **Shire of Pingelly**
  - Rodney Leonard Shaddick
  - Robert Alexander Kirk
  - Malcolm Leslie Cunningham
  - Simon Parsons
  - Anthony Turton
  - Adam Lindsay Watts

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 11.2 AUTHORISATION OF DUAL FIRE CONTROL OFFICERS**

Moved Cr Parsons

Seconded Cr Watts

That Council appoints, pursuant to S40 of the *Bush Fires Act 1954*, the following people from the Shire of Pingelly as authorised officers in the capacity of Dual Fire Control Officer for 2020/21 Bush Fire Season:

- Rodney Leonard Shaddick
- Robert Alexander Kirk
- Malcolm Leslie Cunningham
- Simon Parsons
- Anthony Turton
- Adam Lindsay Watts

**CARRIED 7/0****AUTHOR'S SIGNATURE:**

**DUAL FIRE CONTROL OFFICERS**

Dual Fire Control Officers have the necessary authority of the Shire to fight and give directions for fighting activities within the Shire, but do not issue burning permits. Nomination is not automatic appointment, as this must be done by the authorising Shire, and an appropriate certificate of authority issued.

Nominated by Shire of Wandering –

- Endorsed by Council – 16 April 2020

TO	Fire Control Officers	Contact
Shire of Pingelly	Peter Monk Richard Bostock	0429 887 725 0428 280 068
Shire of Boddington	Peter Monk Tim Hardie	0429 887 725 0427 841 091
Shire of Williams	Peter Monk Tim Hardie	0429 887 725 0427 841 091
Shire of Brookton	Peter Monk Graeme Parsons	0429 887 725 0428 876 631
Shire of Cuballing	Peter Monk	0429 887 725

Appointed by Shire of Wandering –

- Resolved by Council 18 June 2020
- Operational only, not to be contacted for burning permits

TO	Fire Control Officers	Contact
Shire of Pingelly	Rodney Leonard Shaddick Robert Alexander Kirk Malcolm Leslie Cunningham Simon Parsons Anthony Turton Adam Lindsay Watts	0427 871 328 0428 871 580 0448 871 159 0428 351 355 0428 876 042 0419 949 223



**12. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED****12.1. COUNCILLOR'S MEETINGS ATTENDED FOR THE PERIOD -22/05/2020 – 11/06/2020**

Cr Whitely attended the HWEDA meeting in Williams on 09/06/2020 and provided a verbal report to the meeting.

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

Nil

**14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING****14.1. COUNCILLORS AND /OR OFFICERS**

Nil

**15. CONFIDENTIAL ITEMS****15.1. ITEM FOR DISCUSSION - NIL**

Nil

UNCONFIRMED

## 16. FINANCIAL REPORTS

### 16.1. SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD – 01/05/2020 – 31/05/2020

<b>Proponent</b>	Internal Report
<b>Location/Address</b>	
<b>Author of Report</b>	Sophie Marinoni, Finance Officer
<b>Date of Meeting</b>	18 <sup>th</sup> May 2020
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	10.1.6
<b>Attachments</b>	List of Accounts Due & Submitted to Council

#### BRIEF SUMMARY

To ratify payments made during the month of May 2020.

#### BACKGROUND

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

#### STATUTORY/LEGAL IMPLICATIONS

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

#### POLICY IMPLICATIONS

Policy 12 – Purchasing and Tenders

Policy 40 – Payment of Creditors

#### FINANCIAL IMPLICATIONS

Shire of Wandering

**CERTIFICATE OF EXPENDITURE**  
May 2020



This Schedule of Accounts to be passed for payment, covering

Payment Method	Cheque/EFT/DD Number	Amount
Trust Account		
<b>Municipal Fund:</b>		
Electronic Funds Transfers	EFT5645 – EFT5724	\$204,739.65
Municipal Account	1000002 - 1000002	\$550.00
Direct Debits	DD3376.2 – DD3403.1	\$20,499.70
	<b>TOTAL</b>	<b>\$225,789.35</b>

to the Municipal and Trust Accounts, totalling \$225,789.35 which were submitted to each member of the Council on 18<sup>th</sup> May 2020, have been checked and fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing's and the amounts shown are due for payment.

Belinda Knight

**CHIEF EXECUTIVE OFFICER**

#### STRATEGIC IMPLICATIONS

*Provide Strong Leadership*

Our Goals	Our Strategies
<b>We plan for the future and are strategically focused</b>	<p>Ensure accountable, ethical and best practice governance</p> <p>Develop and maintain our Strategic Plan, Corporate Business Plan, Asset Management Plan, Workforce Plan and Long Term Financial Plan</p> <p>Service Level Plans detail operational roles, responsibilities and resources</p> <p>Engage with local, regional, state and federal stakeholders to grow mutually beneficial relationships</p>

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 16.1 – SCHEDULE OF ACCOUNTS FOR 01/05/2020 – 31/05/2020**

Moved Cr Watts

Seconded Cr Price

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

**CARRIED 7/0**

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT5645	01/05/20	AMPAC			-\$ 66.00
	23/04/20		Debt collections costs <i>Property search</i>	\$ 66.00	
EFT5646	01/05/20	Australia Post			-\$ 148.77
	03/04/20		Post Office supplies <i>10c Stamps, \$1.10 Stamps</i>	\$ 195.46	
	03/03/20		Credit adjustment	-\$ 46.69	
EFT5647	01/05/20	Best Office Systems			-\$ 456.48
	24/04/20		Copier Contract - Shire <i>B&amp;W copies, Colour copies</i>	\$ 456.48	
EFT5648	01/05/20	Busselton Advanced Driver Training			-\$14,215.00
	30/03/20		Truck Driver Training - 09/03/20-13/03/20 <i>Tom Martin, Warren Kealley, Andrew Watts, Stephen Watts, Daniel Cornish, Tony Slann, Tony Slann, Billie Schorer, Billie Schorer, Jacob Schorer, Jacob Schorer, Mark McDonnell, Mark McDonnell</i>	\$ 14,215.00	
EFT5649	01/05/20	Great Southern Fuel Supplies			-\$ 139.12
	29/02/20		Fuel card purchases <i>0.WD - Diesel, WD.001</i>	\$ 139.12	
EFT5650	01/05/20	Hotham Williams Economic Development Alliance			-\$ 5,000.00
	26/11/19		HWEDA Membership <i>2019/20</i>	\$ 5,000.00	
EFT5651	01/05/20	Major Motors			-\$51,174.75
	20/04/20		Isuzu tipper <i>Isuzu Tipper, Vehicle inspection, Weighbridge</i>	\$ 51,174.75	
EFT5652	01/05/20	Perth McIntosh & Son WA			-\$ 488.42
	07/04/20		Air Filters <i>WD.1827</i>	\$ 488.42	
EFT5653	01/05/20	Payroll deductions			-\$ 290.00
	29/04/20		Payroll deductions	\$ 290.00	
EFT5654	01/05/20	Payroll deductions			-\$ 50.00
	29/04/20		Payroll deductions	\$ 50.00	
EFT5655	01/05/20	Startrack Express			-\$ 65.75
	22/04/20		Freight <i>Roshers</i>	\$ 65.75	
EFT5656	08/05/20	AMPAC			-\$ 616.00

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	30/04/20		Debt collections costs <i>General professional costs</i>	\$ 616.00	
<b>EFT5657</b>	<b>08/05/20</b>	<b>BOC</b>			<b>-\$ 78.92</b>
	28/04/20		Container Service <i>Container Service Oxygen, Acetylene, Argoshield, Medical Oxygen</i>	\$ 78.92	
<b>EFT5658</b>	<b>08/05/20</b>	<b>Boddington Hardware &amp; Newsagency</b>			<b>-\$ 78.00</b>
	24/03/20		Cement	\$ 78.00	
<b>EFT5659</b>	<b>08/05/20</b>	<b>Department of Mines, Industry Regulation &amp; Safety</b>			<b>-\$ 543.00</b>
	31/03/20		BSL <i>Mar 2020</i>	\$ 543.00	
<b>EFT5660</b>	<b>08/05/20</b>	<b>Hotham Mechanical</b>			<b>-\$ 158.40</b>
	19/04/20		Adjust Brakes - WD.1142 <i>Labour</i>	\$ 105.60	
	19/04/20		Repair spare wheel carrier - WD.458 <i>Labour</i>	\$ 52.80	
<b>EFT5661</b>	<b>08/05/20</b>	<b>IT Vision</b>			<b>-\$ 3,987.50</b>
	30/04/20		Rates service - Apr 2020 <i>Labour</i>	\$ 1,650.00	
	30/04/20		BPMS rates service - Apr 2020 <i>Labour</i>	\$ 2,337.50	
<b>EFT5662</b>	<b>08/05/20</b>	<b>Industrial Automation Group</b>			<b>-\$12,182.50</b>
	23/04/20		Standpipe control system <i>50% Deposit, Installation</i>	\$ 10,432.40	
	23/04/20		Standpipe control system <i>Variation</i>	\$ 870.10	
	24/04/20		Swipe cards	\$ 880.00	
<b>EFT5663</b>	<b>08/05/20</b>	<b>JR &amp; A Hersey</b>			<b>-\$ 506.11</b>
	17/04/20		PPE <i>Lens wipes, Glove clips, Gloves, Gloves, Reacher, Freight</i>	\$ 506.11	
<b>EFT5664</b>	<b>08/05/20</b>	<b>Major Motors</b>			<b>-\$ 588.92</b>
	29/04/20		Parts - WD.422 <i>Exhaust pipe</i>	\$ 588.92	
<b>EFT5665</b>	<b>08/05/20</b>	<b>Perfect Computer Solutions</b>			<b>-\$ 340.00</b>
	30/04/20		Monthly IT maintenance <i>Labour, Monthly fee</i>	\$ 340.00	
<b>EFT5666</b>	<b>08/05/20</b>	<b>Quick Corporate Australia</b>			<b>-\$ 32.58</b>
	28/04/20		Stationery <i>Liquid Hand Wash, Garbage Bags</i>	\$ 32.58	
<b>EFT5667</b>	<b>08/05/20</b>	<b>Reinforced Concrete Pipes Australia</b>			<b>-\$ 292.60</b>
	23/04/20		Manhole cover <i>Bowling Green</i>	\$ 292.60	
<b>EFT5668</b>	<b>08/05/20</b>	<b>Resumes WA</b>			<b>-\$ 325.00</b>
	01/05/20		OSH Project Officer <i>Labour, Field allowance</i>	\$ 325.00	
<b>EFT5669</b>	<b>08/05/20</b>	<b>Robert George Curtis</b>			<b>-\$ 819.50</b>
	27/04/20		Operating Waste Transfer Station <i>19/04/20 - 27/04/20, Clearing roadside bins</i>	\$ 819.50	
<b>EFT5670</b>	<b>08/05/20</b>	<b>Rosher</b>			<b>-\$ 367.13</b>
	24/04/20		Gearbox repairs - Road Broom <i>Labour, Parts</i>	\$ 367.13	
<b>EFT5671</b>	<b>08/05/20</b>	<b>Synergy</b>			<b>-\$ 739.61</b>

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	04/05/20		Power & supply charge - Street lighting Usage	\$ 739.61	
<b>EFT5672</b>	<b>08/05/20</b>	<b>Volt Air</b>			<b>-\$ 4,699.00</b>
	24/04/20		Electrical repairs - Bowling Green Labour, Materials	\$ 784.00	
	28/04/20		Electrical repairs - 5 Dunmall Dr Call out fee	\$ 165.00	
	05/05/20		Supply & install HWS - 19 Humes Wy 60% deposit	\$ 3,750.00	
<b>EFT5673</b>	<b>08/05/20</b>	<b>Wandering Smash Repairs</b>			<b>-\$ 795.30</b>
	24/04/20		Snorkel - WD.480 Supply & fit	\$ 795.30	
<b>EFT5674</b>	<b>18/05/20</b>	<b>89's Enterprises</b>			<b>-\$ 60.00</b>
	06/05/20		Garage door remote controller 5 Dunmall Dr	\$ 60.00	
<b>EFT5675</b>	<b>18/05/20</b>	<b>AMPAC</b>			<b>-\$ 55.00</b>
	14/05/20		Debt collections costs Judgement professional fee	\$ 55.00	
<b>EFT5676</b>	<b>18/05/20</b>	<b>Air Response</b>			<b>-\$ 359.72</b>
	06/05/20		Aircon repairs 5 Dunmall Dr, 7 Gnawing St	\$ 359.72	
<b>EFT5677</b>	<b>18/05/20</b>	<b>Avon Waste</b>			<b>-\$ 3,176.96</b>
	30/04/20		General waste services Domestic & commercial, General waste to landfill gate fee, Recycling Services, Recycle processing fee, Transfer Station general waste bins, General waste to landfill gate fee, Transfer Station recycle bins, Recycle processing fee, Fuel facility bin	\$ 3,176.96	
<b>EFT5678</b>	<b>18/05/20</b>	<b>Belinda Kaye Knight</b>			<b>-\$ 136.80</b>
	12/05/20		Reimbursement 95% - CEO Mobile Phone	\$ 136.80	
<b>EFT5679</b>	<b>18/05/20</b>	<b>Boddington Hardware &amp; Newsagency</b>			<b>-\$ 34.20</b>
	01/05/20		Bowling Green - Materials PVC Reducer	\$ 34.20	
<b>EFT5680</b>	<b>18/05/20</b>	<b>Bunnings Trade</b>			<b>-\$ 2,134.30</b>
	09/04/20		Bowling Green materials PVC pipe, PVC elbow, PVC junction, Draincoil	\$ 2,134.30	
<b>EFT5681</b>	<b>18/05/20</b>	<b>Department of Mines, Industry Regulation &amp; Safety</b>			<b>-\$ 56.65</b>
	30/04/20		BSL - Apr 2020 Fees	\$ 56.65	
<b>EFT5682</b>	<b>18/05/20</b>	<b>MJ &amp; C Cornish</b>			<b>-\$ 4,785.00</b>
	14/04/20		Clear blocked drain - York Williams Rd Labour	\$ 605.00	
	05/05/20		Sub soil drainage work - Bowling Green Labour	\$ 4,180.00	
<b>EFT5683</b>	<b>18/05/20</b>	<b>Metrocount</b>			<b>-\$ 770.00</b>
	05/05/20		Traffic counter - Parts Battery packs, Rubber Tubing	\$ 770.00	
<b>EFT5684</b>	<b>18/05/20</b>	<b>Narrogin Auto Electrics</b>			<b>-\$ 918.20</b>
	07/04/20		Repair UHF WD.920, WD.6	\$ 918.20	
<b>EFT5685</b>	<b>18/05/20</b>	<b>Narrogin Electrical Appliance Testing</b>			<b>-\$ 231.00</b>
	03/05/20		Testing & tagging - Workshop equipment Labour	\$ 231.00	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT5686	18/05/20	Perfect Computer Solutions			-\$ 170.00
	08/05/20		Monthly IT maintenance <i>Labour</i>	\$ 170.00	
EFT5687	18/05/20	Quick Corporate Australia			-\$ 10.52
	05/05/20		Stationery <i>Cleaning wipes</i>	\$ 10.52	
EFT5688	18/05/20	Redfish Technologies			-\$ 2,465.12
	20/04/20		Repair CCTV - Admin Office <i>Installation, Parts</i>	\$ 2,465.12	
EFT5689	18/05/20	Robert George Curtis			-\$ 1,639.00
	02/02/20		Operating Waste Transfer Station <i>26/01/20 - 03/02/20, Clearing roadside bins</i>	\$ 819.50	
	12/05/20		Operating Waste Transfer Station <i>03/05/20 - 11/05/20, Clearing roadside bins</i>	\$ 819.50	
EFT5691	18/05/20	Shire of Cuballing			-\$ 2,025.29
	12/05/20		Bulk sanitiser <i>COVID-19</i>	\$ 2,025.29	
EFT5692	18/05/20	Payroll deductions	Payroll deductions		-\$ 290.00
	13/05/20		Payroll deductions	\$ 290.00	
EFT5693	18/05/20	Payroll deductions	Payroll deductions		-\$ 45.00
	13/05/20		Payroll deductions	\$ 45.00	
EFT5694	18/05/20	StrataGreen			-\$ 429.00
	29/04/20		Road maintenance - Materials <i>Geotextile</i>	\$ 429.00	
EFT5695	18/05/20	Volt Air			-\$ 1,494.00
	11/05/20		RCD testing <i>Admin Building, CRC Building, Depot, Fire Brigade, Community Centre, Fuel Facility, 5 Dunmall Dr, 13 Dunmall Dr, 19 Humes Wy, 14 Down St, 1 Dowsett St, 7 Gnowing St, Caravan Park, Watt St Toilets</i>	\$ 1,289.00	
	11/05/20		Repair exhaust fan - 13 Dunmall Dr <i>Labour, Apprentice, Exhaust fan</i>	\$ 205.00	
EFT5696	18/05/20	WA Contract Ranger Services			-\$ 374.00
	08/05/20		Contract Ranger Service <i>21/04/20 - 05/05/20</i>	\$ 374.00	
EFT5697	18/05/20	WA Fuel Supplies			-\$23,700.22
	07/05/20		Fuels <i>Diesel, ULP</i>	\$ 23,700.22	
EFT5698	22/05/20	AMPAC			-\$ 55.00
	21/05/20		Debt collections costs <i>Notice of Discontinuance</i>	\$ 55.00	
EFT5699	22/05/20	Australia Post			-\$ 608.03
	03/05/20		Aus. Post supplies <i>Epos tally roll, Padded post bags size 1, Padded bag medium, DL envelopes - Postage paid, Prepaid small satchel, Prepaid medium satchel, Prepaid large satchel, Prepaid small express satchel, Parcel Post Sign on delivery Labels</i>	\$ 608.03	
EFT5700	22/05/20	Australian Taxation Office			-\$22,250.00
	30/04/20		BAS - Apr 20 <i>GST on Sales, Group Tax Clearing, GST on Purchases, Fuel Credits, Rounding</i>	\$ 22,250.00	
EFT5701	22/05/20	Boddington News			-\$ 13.50
	15/05/20		Boddington News <i>Edition 643</i>	\$ 13.50	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
<b>EFT5702</b>	<b>22/05/20</b>	<b>Exurban Rural &amp; Regional Planning</b>			<b>-\$ 298.81</b>
	15/05/20		Town Planning Consultant <i>Stage 2 - Industrial Estate</i>	\$ 298.81	
<b>EFT5703</b>	<b>22/05/20</b>	<b>IT Vision</b>			<b>-\$ 2,337.50</b>
	15/05/20		Rates processing service <i>May 20</i>	\$ 2,337.50	
<b>EFT5704</b>	<b>22/05/20</b>	<b>Landgate</b>			<b>-\$ 198.25</b>
	18/05/20		Mining Tenement Valuations <i>Copy of valuation roll, Mining tenements</i>	\$ 198.25	
<b>EFT5705</b>	<b>22/05/20</b>	<b>Quick Corporate Australia</b>			<b>-\$ 96.32</b>
	15/05/20		Office supplies <i>Toilet Rolls - Admin Office, Toilet Rolls - Depot, Toilet Rolls - Watts Street Public Toilets</i>	\$ 45.95	
	21/05/20		Office supplies <i>Staples</i>	\$ 50.37	
<b>EFT5706</b>	<b>22/05/20</b>	<b>Rynat Industries Australia</b>			<b>-\$ 133.01</b>
	12/05/20		Public conveniences supplies <i>Paper towel dispenser, Towel Mate</i>	\$ 133.01	
<b>EFT5707</b>	<b>22/05/20</b>	<b>Synergy</b>	<b>Administration Office</b>		<b>-\$ 3,893.37</b>
	18/05/20		Depot <i>Usage, Supply charge</i>	\$ 398.86	
	18/05/20		Administration Office <i>Power &amp; supply charge - Administration Office, Usage, Supply charge</i>	\$ 1,008.43	
	18/05/20		Fuel facility <i>Usage, Supply charge</i>	\$ 219.47	
	18/05/20		19 Humes Wy <i>Usage, Supply charge</i>	\$ 454.22	
	18/05/20		13 Dunmall Dr <i>Usage, Supply charge</i>	\$ 550.76	
	18/05/20		Caravan Park & Fire Station <i>Usage - Caravan Park, Supply charge - Caravan Park, Usage - Fire Station, Supply charge - Fire Station</i>	\$ 333.81	
	18/05/20		Community Centre <i>Usage, Supply charge</i>	\$ 359.82	
	18/05/20		CRC & Public conveniences <i>Usage - CRC, Supply charge - CRC, Usage - Public conveniences, Supply charge - Public conveniences</i>	\$ 568.00	
<b>EFT5708</b>	<b>22/05/20</b>	<b>The Lock Man Security</b>			<b>-\$ 100.00</b>
	12/05/20		Lock repairs - Admin Office <i>Labour</i>	\$ 100.00	
<b>EFT5709</b>	<b>22/05/20</b>	<b>The Workwear Group</b>			<b>-\$ 399.00</b>
	01/05/20		Uniforms - PPE <i>EMP99 &amp; EMP152</i>	\$ 399.00	
<b>EFT5710</b>	<b>22/05/20</b>	<b>Volt Air</b>			<b>-\$ 247.25</b>
	18/05/20		Electrical repairs - Consulting Room <i>Labour</i>	\$ 247.25	
<b>EFT5711</b>	<b>29/05/20</b>	<b>Dumbitt Hills Pastoral Co</b>			<b>-\$ 5,904.80</b>
	25/05/20		Gravel Agreement - GR121 <i>Supply gravel</i>	\$ 5,904.80	
<b>EFT5712</b>	<b>29/05/20</b>	<b>Ecowater Services</b>			<b>-\$ 503.80</b>
	22/05/20		Quarterly Service - 19 Humes Wy <i>Labour, Chlorine, Diaphragm assembly</i>	\$ 323.40	
	22/05/20		Quarterly Service - 5 Dunmall Dr <i>Labour, Chlorine</i>	\$ 180.40	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
<b>EFT5713</b>	<b>29/05/20</b>	<b>Hotham Mechanical</b>			<b>-\$ 3,358.85</b>
	20/05/20		Clutch & exhaust replacement - WD.422 <i>Labour, Parts, Clutch kit, Consumables</i>	\$ 3,358.85	
<b>EFT5714</b>	<b>29/05/20</b>	<b>Narrogin Auto Centre</b>			<b>-\$ 1,526.62</b>
	12/05/20		Radiator repairs - WD.001 <i>Labour, Coolant, Radiator assembly</i>	\$ 1,526.62	
<b>EFT5715</b>	<b>29/05/20</b>	<b>Narrogin Edwards Motors</b>			<b>-\$ 308.70</b>
	28/05/20		Vehicle service - 0.WD <i>Parts, Labour</i>	\$ 308.70	
<b>EFT5716</b>	<b>29/05/20</b>	<b>Officeworks</b>			<b>-\$ 668.90</b>
	21/05/20		Grant - Seniors Be Connected <i>iPad, Delivery</i>	\$ 523.95	
	26/05/20		Post Office materials <i>Keyboard drawer, Delivery</i>	\$ 144.95	
<b>EFT5717</b>	<b>29/05/20</b>	<b>Perfect Computer Solutions</b>			<b>-\$ 722.50</b>
	21/05/20		IT maintenance Labour	\$ 552.50	
	28/05/20		IT maintenance Labour, Monthly fee	\$ 170.00	
<b>EFT5718</b>	<b>29/05/20</b>	<b>Robert George Curtis</b>			<b>-\$ 819.50</b>
	25/05/20		Operating Waste Transfer Station <i>17/05/20 - 25/05/20, Clearing roadside bins</i>	\$ 819.50	
<b>EFT5719</b>	<b>29/05/20</b>	<b>Sherrin Rentals</b>			<b>-\$ 7,309.50</b>
	30/04/20		Dry hire - Roller <i>Apr 2020, Standdown credit</i>	\$ 4,702.50	
	15/05/20		Dry hire - Roller <i>01/05/20 - 14/05/20</i>	\$ 2,607.00	
<b>EFT5720</b>	<b>29/05/20</b>	<b>Payroll deductions</b>			<b>-\$ 290.00</b>
	27/05/20		Payroll deductions	\$ 290.00	
<b>EFT5721</b>	<b>29/05/20</b>	<b>Payroll deductions</b>			<b>-\$ 50.00</b>
	27/05/20		Payroll deductions	\$ 50.00	
<b>EFT5722</b>	<b>29/05/20</b>	<b>Volt Air</b>			<b>-\$ 5,656.00</b>
	13/05/20		Bowling Club repairs <i>Labour, Apprentice, Materials</i>	\$ 5,656.00	
<b>EFT5723</b>	<b>29/05/20</b>	<b>Wandering Tavern</b>			<b>-\$ 197.10</b>
	12/05/20		CRC cafe supplies & catering <i>Milk, Catering - Pingelly SES</i>	\$ 197.10	
<b>EFT5724</b>	<b>29/05/20</b>	<b>Whitney Consulting</b>			<b>-\$ 2,189.00</b>
	25/05/20		Prepare RED Grant <i>50% commencement, 50% commencement</i>	\$ 2,189.00	
<b>DD3376.2</b>	<b>13/05/20</b>	<b>ANZ OnePath Masterfund</b>			<b>-\$ 22.91</b>
	13/05/20		Payroll deductions	\$ 22.91	
<b>DD3383.2</b>	<b>04/05/20</b>	<b>Telstra</b>			<b>-\$ 1,260.79</b>
	18/04/20		Phone charges <i>Administration Office, Harvest Ban line, Fuel Facility, CRC, Treatment Room, Caravan Park, Cleaner, Supervisor, Remote Internet, Fuel Facility, CRC Internet Connection, Office Internet Connection, New Phone System, Rounding</i>	\$ 1,260.79	
<b>DD3387.1</b>	<b>13/05/20</b>	<b>WA Super</b>			<b>-\$ 4,302.47</b>
	13/05/20		Payroll deductions	\$ 3,428.58	
	13/05/20		Payroll deductions	\$ 873.89	
<b>DD3387.2</b>	<b>13/05/20</b>	<b>I &amp; T Brown Family Super Fund</b>			<b>-\$ 772.79</b>
	13/05/20		Payroll deductions	\$ 198.15	
	13/05/20		Payroll deductions	\$ 574.64	
<b>DD3387.3</b>	<b>13/05/20</b>	<b>ANZ OnePath Masterfund</b>			<b>-\$ 729.36</b>
	13/05/20		Payroll deductions	\$ 486.81	



Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	13/05/20		Payroll deductions	\$ 242.55	
<b>DD3387.4</b>	<b>13/05/20</b>	<b>Colonial First State</b>			<b>-\$ 450.15</b>
	13/05/20		Payroll deductions	\$ 115.42	
	13/05/20		Payroll deductions	\$ 334.73	
<b>DD3387.5</b>	<b>13/05/20</b>	<b>SuperWrap Personal Super Plan</b>			<b>-\$ 106.83</b>
	13/05/20		Payroll deductions	\$ 106.83	
<b>DD3387.6</b>	<b>13/05/20</b>	<b>Prime Super</b>			<b>-\$ 259.49</b>
	13/05/20		Payroll deductions	\$ 259.49	
<b>DD3387.7</b>	<b>13/05/20</b>	<b>Australian Super</b>			<b>-\$ 118.30</b>
	13/05/20		Payroll deductions	\$ 118.30	
<b>DD3392.1</b>	<b>06/05/20</b>	<b>Bankwest</b>	<b>Materials</b>		<b>-\$ 1,701.86</b>
	14/03/20		Councillor gift <i>Cr Ferguson Mar 2020</i>	\$ 67.99	
	07/04/20		Adobe licences <i>Monthly Subscription</i>	\$ 249.92	
	06/05/20		Interest	\$ 8.17	
	18/03/20		Groceries <i>Council Meeting</i>	\$ 27.59	
	18/03/20		Flowers <i>Council Meeting</i>	\$ 30.00	
	23/03/20		Admin IT Supplies <i>24 Monitor, Cables, Delivery &amp; insurance</i>	\$ 445.08	
	29/03/20		DoT Licencing <i>Licence prior to sale, Retain Plates, Remake Plates, Registration, Carwash</i>	\$ 142.70	
	04/04/20		Materials <i>1 Dowsett St</i>	\$ 718.46	
	04/04/20		Refund - Materials <i>1 Dowsett St</i>	-\$ 82.90	
	07/04/20		CRC Supplies <i>A4 paper</i>	\$ 24.95	
	04/04/20		Materials <i>1 Dowsett St</i>	\$ 69.90	
<b>DD3395.1</b>	<b>01/05/20</b>	<b>First Data Merchant Solutions</b>			<b>-\$ 147.53</b>
	30/04/20		Merchant Fee <i>Fuel facility</i>	\$ 147.53	
<b>DD3395.2</b>	<b>14/05/20</b>	<b>Bankwest</b>			<b>-\$ 657.42</b>
	17/04/20		Credit Card purchases <i>Adobe monthly subscription - Admin Office, PO Box rental fee, Groceries - May Council, CRC Cafe drinks, CRC Cafe drinks, CRC Cafe drinks, Groceries - May Council, Vehicle registration insurance, Vehicle registration recording, Foreign transaction fee, Spray bottles, Adobe monthly subscription - CRC</i>	\$ 657.42	
<b>DD3397.1</b>	<b>29/05/20</b>	<b>Water Corporation</b>			<b>-\$ 1,960.73</b>
	08/05/20		Caravan Park <i>Water Use</i>	\$ 171.40	
	08/05/20		Depot <i>Water use</i>	\$ 1,054.38	
	08/05/20		Administration Office <i>Water use</i>	\$ 158.42	
	08/05/20		CRC & Public Conveniences <i>Water use - Public Conveniences, Water use - CRC</i>	\$ 415.52	
	08/05/20		Community Centre <i>Water usage</i>	\$ 161.01	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
<b>DD3397.2</b>	<b>25/05/20</b>	<b>Water Corporation</b>			<b>-\$ 1,782.78</b>
	08/05/20		19 Humes Way <i>Water use, Service charge</i>	\$ 628.37	
	08/05/20		5 Dunmall Dr <i>Water use, Service charge</i>	\$ 62.33	
	08/05/20		14 Down St <i>Water use, Service charge</i>	\$ 73.29	
	08/05/20		1 Dowsett St <i>Water use, Service charge</i>	\$ 246.69	
	08/05/20		7 Gnowing St <i>Water use, Service charge</i>	\$ 112.21	
	08/05/20		13 Dunmall Dr <i>Water use, Service charge</i>	\$ 659.89	
<b>DD3401.1</b>	<b>27/05/20</b>	<b>WA Super</b>			<b>-\$ 4,354.35</b>
	27/05/20		Payroll deductions	\$ 3,469.76	
	27/05/20		Payroll deductions	\$ 884.59	
<b>DD3401.2</b>	<b>27/05/20</b>	<b>I &amp; T Brown Family Super Fund</b>			<b>-\$ 553.87</b>
	27/05/20		Payroll deductions	\$ 142.02	
	27/05/20		Payroll deductions	\$ 411.85	
<b>DD3401.3</b>	<b>27/05/20</b>	<b>ANZ OnePath Masterfund</b>			<b>-\$ 378.46</b>
	27/05/20		Payroll deductions	\$ 97.04	
	27/05/20		Payroll deductions	\$ 281.42	
<b>DD3401.4</b>	<b>27/05/20</b>	<b>Colonial First State</b>			<b>-\$ 450.15</b>
	27/05/20		Payroll deductions	\$ 115.42	
	27/05/20		Payroll deductions	\$ 334.73	
<b>DD3401.5</b>	<b>27/05/20</b>	<b>SuperWrap Personal Super Plan</b>			<b>-\$ 106.83</b>
	27/05/20		Payroll deductions	\$ 106.83	
<b>DD3401.6</b>	<b>27/05/20</b>	<b>Prime Super</b>			<b>-\$ 259.49</b>
	27/05/20		Payroll deductions	\$ 259.49	
<b>DD3401.7</b>	<b>27/05/20</b>	<b>Australian Super</b>			<b>-\$ 118.30</b>
	27/05/20		Payroll deductions	\$ 118.30	
<b>DD3403.1</b>	<b>29/05/20</b>	<b>ClickSuper</b>			<b>-\$ 4.84</b>
	30/04/20		Transaction fee <i>Apr 20</i>	\$ 4.84	
<b>1000002</b>	<b>29/05/20</b>	<b>Water Corporation</b>			<b>-\$ 550.00</b>
	19/05/20		R29674 Property Rental <i>Rent Dam Site</i>	\$ 550.00	
			<b>Total</b>		<b>\$225,789.35</b>

**16.2.BUDGET REVIEW – FOR THE PERIOD - 01/07/2019 – 31/05/2020**

<b>Proponent</b>	Shire of Wandering
<b>Owner</b>	
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	20/02/2020
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	14.145.14512
<b>Attachments</b>	May Budget Review (under separate cover)

**BRIEF SUMMARY**

To review Council's budget in accordance with statutory requirements.

**BACKGROUND**

Council adopted its Budget in July 2019, and this was reviewed in December 2019. This is the final review for the year and only includes items of material value.

**STATUTORY/LEGAL IMPLICATIONS**

*Reg 33A Local Government (Financial Management) Regulations 1996*

*Section 6.34 of the Act states that -*

*"Unless the Minister otherwise approves, the amount shown in the annual budget as being the amount it is estimated will be yielded by the general rate is not to -*  
*(a) be more than 110% of the amount of the budget deficiency; or*  
*(b) be less than 90% of the amount of the budget deficiency".*

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

As per the attached report.

**STRATEGIC IMPLICATIONS****IMPROVE OUR FINANCIAL POSITION**

<b>Our Goals</b>	<b>Our Strategies</b>
<b>The Wandering Shire is financially sustainable</b>	<ul style="list-style-type: none"> <li>• Improve accountability and transparency</li> <li>• Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs</li> <li>• Prudently manage our financial resources to ensure value for money</li> </ul>

**COMMENT**

As per the attached report

**VOTING REQUIREMENTS**

Absolute Majority.

**OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 16.2 MAY 2020 BUDGET REVIEW**

Moved Cr Curtis

Seconded Cr Price

That Council adopts the attached May 2019 Financial Review, resulting in an estimated surplus of \$349,138 at the conclusion of the 2019/2020 financial year.

**CARRIED BY AN ABSOLUTE MAJORITY OF 7/0**

**AUTHOR'S SIGNATURE:**



**17. CLOSURE OF MEETING**

There being no further business the meeting was declared closed at 6:11pm

UNCONFIRMED