

Notice of Meeting



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Dear Elected Member

The next Ordinary meeting of the Shire of Wandering will be held on Thursday 19 May 2022 in Council Chambers commencing at 3.30pm.

Schedule

3.30pm Ordinary Council Meeting

Ian Fitzgerald
A/Chief Executive Officer

13 May 2022

DISCLAIMER

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

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

AGENDA

Shire of Wandering
Ordinary Council Meeting
19 May 2022

OUR VISION

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

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

DISCLAIMER

INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

Please Note:

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

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

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

Meeting Procedures:

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

Council Meeting Information:

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

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

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

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

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

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

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

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

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

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

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

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

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

Public Inspection of Unconfirmed Minutes (Regulation 13).

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

Ian Fitzgerald
A/Chief Executive Officer



SHIRE OF WANDERING - QUESTIONS FROM THE PUBLIC

Name: _____

Residential Address: _____

Phone Number: _____ Meeting Date: _____

Signature: _____

Council Agenda Item Number: _____

*If applicable-see below**

Name of Organisation Representing: _____

If applicable

QUESTION

Each member of the public is entitled to ask up to 3 questions before other members of the public will be invited to ask their question. A total of 15 Minutes is allotted to Public Question Time at Council Meetings. If submitting questions to the Council, they are to relate to the Agenda Item tabled at that meeting.

Please Note: Members of the public must be in attendance at the Council Meeting to which they have submitted a question(s) for response. If this is not the case, the questions(s) will be treated as 'normal business correspondence' and the question / response will not appear in the Council Minutes.

Please see Notes on Public Question Time on Pages 4 and 5 above

* **Council Meetings:** Questions are to relate to a matter affecting the Shire of Wandering.



APPLICATION FOR LEAVE OF ABSENCE

(Pursuant to Section 2.25 of the *Local Government Act 1995* (as amended))

- (1) A council may, by resolution, grant leave of absence to a member.
- (2) Leave is not to be granted to a member in respect to more than 6 consecutive ordinary meetings of the Council without the approval of the Minister.
- (3) The granting of the leave is to be recorded in the minutes of the meeting.
- (4) A member who is absent without first obtaining leave of the Council throughout 3 consecutive ordinary meetings of the Council is disqualified from continuing his or her membership of the Council.
- (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the Council does not constitute absence from an ordinary meeting of Council –
 - (a) if no meeting of the Council at which a quorum is present is actually held on that day;
or
 - (b) if the non-attendance occurs while –
 - (i) the member has ceased to act as a member after which written notice has been given to the member under Section 2.27 (3) and before written notice has been given to the member under Section 2.27 (5);
 - (ii) while proceedings in connection with the disqualification of the member have been commenced and are pending;
or
 - (iii) while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending.

I, _____ hereby apply for Leave of Absence from the
Wandering Shire Council from _____ to _____ for the
purpose of _____

Signed: _____ Date: _____



WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL

NOTE: USE ONE FORM PER DECLARATION

- (1) I, _____ wish to
declare an interest in the following item to be considered by council at its meeting to be held on
- (2) _____
- (3) Agenda item _____
- (4) The type of interest I wish to declare is;
- Financial pursuant to Sections 5.60A of the *Local Government Act 1995*.
 - Proximity pursuant to Section 5.60B of the *Local Government Act 1995*.
 - Indirect Financial pursuant to Section 5.61 of the *Local Government Act 1995*.
 - Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007.

(5) The nature of my interest is

(6) The extent of my interest is

I understand that the above information will be recorded in the Minutes of the meeting and recorded by the Chief Executive Officer in an appropriate Register.

DECLARATION BY:

Signature

Date

RECEIVED BY:

Chief Executive Officer

Date

- (1) Insert you name.
- (2) Insert the date of the Council Meeting at which the item it to be considered.
- (3) Insert the Agenda Item Number and Title.
- (4) Tick the box to indicate the type of interest.
- (5) Describe the nature of your interest.
- (6) Describe the extent of your interest (if seeking to participate in the matter under the s.5.68 of the Act).

DISCLOSURE OF FINANCIAL INTEREST, PROXIMITY INTEREST AND/OR INTEREST AFFECTING IMPARTIALITY

Financial pursuant to Sections 5.60A of the Local Government Act 1995

5.60A – Financial Interest

For the purpose of this Subdivision, a person has a financial interest in a matter if it is reasonable to expect that the matter will if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

[Section 5.60A inserted by No. 64 of 1998 s. 30; amended by No. 49 of 2004 s. 50.]

Proximity pursuant to Section 5.60B of the Local government Act 1995

5.60B – Proximity Interest

- (1). For the purposes of this Subdivision, a person has a proximity interest in a matter if the matter concerns –
 - (a). a proposed change to a planning scheme affecting land that adjoins the person's land;
 - (b). a proposed change to zoning or use of land that adjoins that person's land; or
 - (c). a proposed development (as defined in section 5.63 (5)) of land that adjoins the person's land.

- (2). In this section, land ("**the proposal land**") adjoins a person's land if –
 - (a). the proposal land, not being a thoroughfare, has a common boundary with the person's land;
 - (b). the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or
 - (c). the proposal land is that part of a thoroughfare that has a common boundary with the person's land.

- (3). In this section a reference to a person's land is a reference to any land owned by the person or in which the person has any estate or interest.

[Section 5.60B inserted by No 64 of 1998 s. 30.]

Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995

5.61 – Indirect financial interest

A reference in this Subdivision to an indirect financial interest of a person in a matter includes a reference to a financial relationship between that person and another person who requires a local government decision in relation to the matter.

Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007

11 – Disclosure of interest

- (1). In this regulation –
Interest means an interest that could, or could reasonably be perceived to; adversely affect the impartiality of the person having the interest arising from kinship friendship or membership of an association.

- (2). A person who is a council member and who has an interest in any matter to be discussed at a council or committee meeting attended by the member must disclose nature of the interest –
 - (a). in a written notice given to the CEO before the meeting;
 - or
 - (b). at the meeting immediately before the matter is discussed.

- (3). Sub-regulation (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4). Sub-regulation (2) does not apply if –
 - (a). A person who is a council member fails to disclose an interest because the person did not know he or she has an interest in the matter; or
 - (b). A person who is a council member fails to disclose an interest because the person did not know the matter in which he or she had an interest would be discussed at the meeting and the person disclosed the interest as soon as possible after the discussion began.
- (5). If, under sub-regulation (2)(a), a person who is a council member discloses an interest in a written notice given to the CEO before a meeting then –
 - (a). Before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
 - (b). At the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before a matter to which the disclosure related is discussed.
- (6). If –
 - (a). Under sub-regulation (2)(b) or (4)(b) a person's interest in a matter is disclosed at a meeting; or
 - (b). Under sub-regulation (5) (b) notice of a person's interest in a matter is brought to the attention of the persons present at a meeting.

The nature of the interest is to be recorded in the minutes of the meeting.

Describe the extent of your interest (If seeking to participate in the matter under the s.5.68 of the act)

5.68 – Councils and committees may allow members disclosing interests to participate etc. in meetings

- (1). If a member has disclosed, under section 5.65, an interest in a matter, the members present at the meeting who are entitled to vote on the matter
 - (a). may allow the disclosing member to be present during any discussion or decision making procedure relating to the matter; and
 - (b). may allow , to the extent decided by those members, the disclosing member to preside at the meeting (if otherwise qualified to preside) or to participate in discussions and the decision making procedures relating to the matter if –
 - (i) the disclosing member also discloses the extent of the interest; and
 - (ii) those members decide that the interest –
 - (I) is so trivial or insignificant as to be unlikely to influence the disclosing member's conduct in relation to the matter; or
 - (II) is common to a significant number of electors or ratepayers.
- (2). A decision under this section is to be recorded in the minutes of the meeting relating to the matter together with the extent of any participation allowed by the council or committee.
- (3). This sections does not prevent the disclosing member from discussing, or participating in the decision making process on, the question on whether an application should be made to the Minister under section 5.69.



Shire of Wandering

Notice of Ordinary Council Meetings

In accordance with the *Local Government Act 1995* and *Local Government (Administration) Regulations 1996* Reg 12 (2) it, is hereby notified that as from January 2022 to December 2022, Ordinary Council meetings of the Shire of Wandering will be held as follows:

		COUNCIL MEETING	FORUM
January 2022	No Meeting		27/01/2022
February 2022	Third Thursday	17/02/2022	
March 2022	Third Thursday	17/03/2022	3/03/2022
April 2022	Third Thursday	21/04/2022	7/04/2022
May 2022	Third Thursday	19/05/2022	5/05/2022
June 2022	Third Thursday	16/06/2022	2/06/2022
July 2022	Third Thursday (Budget Adoption)	21/07/2022	7/07/2022
August 2022	Third Thursday	18/08/2022	4/08/2022
September 2022	Third Thursday	15/09/2022	1/09/2022
October 2022	Third Thursday	20/10/2022	6/10/2022
November 2022	Third Thursday	17/11/2022	3/11/2022
December 2022	Third Thursday	15/12/2022	1/12/2022

SHIRE OF WANDERING

Agenda for the Ordinary Meeting of Council to be held at/in Council Chambers on Thursday 19 May 2022 – commencing at 3.30pm.

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1. Declaration of Opening / Announcements of Visitors

The Presiding Member to declare the meeting open.

2. Attendance / Apologies / Approved Leave of Absence

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

STAFF: Ian Fitzgerald (A/Chief Executive Officer)
 Barry Gibbs (Executive Manager Technical Services)

APOLOGIES:

ON LEAVE OF ABSENCE:

ABSENT:

MEMBER OF THE PUBLIC:

3. Announcements by the Presiding Member

4. Response to Previous Public Questions Taken on Notice

5. Public Question Time

6. Petitions / Deputations / Presentations / Submissions

7. Applications for Leave of Absence

8. Disclosures of Interest

9. Confirmation of Minutes of Previous Meetings Held 21 April 2022

9.1 Ordinary Council Meeting Minutes 21 April 2022

Statutory Environment:

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

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Ordinary Meeting of Council held in Wandering on 21 April 2022 be confirmed as true and correct.

Moved: _____

Seconded: _____

10. Reports of Committees of Council

11. Reports from Councillors

Cr Ian Turton (President)

Cr Paul Treasure (Deputy President)

Cr Graeme Parsons

Cr Max Watts

Cr Gary Curtis

Cr Gillian Hansen

Cr Sheryl Little

12. Chief Executive Officer

12.1 – Councillor Sitting Fees 2022/23

File Reference: 04.041.04112
Location: N/A
Applicant: N/A
Author: Ian Fitzgerald – Acting Chief Executive Officer
Authorising Officer: Ian Fitzgerald - Acting Chief Executive Officer
Date: 13 May 2022
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: N/A

Summary:

Council to consider and set the meeting fees and allowances for Councillors for the 2022/23 financial year.

Background:

Section 7B (2) of the Salaries and Allowances Act 1975 requires the Salaries and Allowances Tribunal, at intervals of not more than 12 Months, to inquire into and determine: -

- The amount of fees, or the minimum and maximum amounts of fees, to be paid under the Local Government Act 1995 to elected council members for attendance at meetings;
- The amount of expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the Local Government Act 1995 to elected council members; and
- The amount of allowances or the minimum and maximum amounts of allowances, to be paid under the Local Government Act to elected council members.

The Tribunal continues to utilise the four band Local Government classification model adopted in 2012 with the Shire of Wandering falling under Band 4.

For the 2022/2023 financial year, the tribunal has determined that remuneration, fees, expenses and allowance ranges for Band 4 Councils will increase by an average of 2.5% from those determined for the 2021/22 financial year.

Comment:

The Salaries and Allowances Tribunal has determined that the fees for 2022/23 will be:

Council Meeting Attendance Fees per Annum

Where a Local Government decides, by Absolute Majority, to pay a Council Member a fee referred to in section 5.98(1)(b) of the Local Government Act for attendance at a Council Meeting, the following per meeting fee range will be applicable:

Band	For a council member other than mayor or president		For a council member who holds the office of mayor or president	
	Minimum	Maximum	Minimum	Maximum
4	\$3,679	\$9,742	\$3,679	\$20,022

The meeting fee set for 2021/22 was \$3,553 per annum for both Councillors and President.

Annual Allowance for a Mayor or President

Where a local government sets the amount of the annual local government allowance to which a mayor or president is entitled under section 5.98(5) of the LG Act the following allowance range will be applicable;

Band	Minimum	Maximum
4	\$526	\$20,565

Annual Allowance for Deputy President

For the purpose of section 5.98A(1) of the Local Government Act the annual allowance for a Deputy President is determined to be up to 25% of the Presidents Allowance.

The President allowance was set at \$5,939 and \$508 for the Deputy President (8.55% of President Allowance).

It is proposed the new fee structure for 2022/23 be set as:

Band	Annual Meeting Fee		Annual Allowance	
	President	Councillor	President	Deputy President
4	\$3,680	\$3,680	\$6,170	\$1,000

Consultation:

N/A

Statutory Environment:

Local Government Act 1995 –

5.98 Fees etc. for council members

(1A) In this section –

determined means determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B.

- (1) A council member who attends a council or committee meeting is entitled to be paid —
 - (a) the fee determined for attending a council or committee meeting; or
 - (b) where the local government has set a fee within the range determined for council or committee meeting attendance fees, that fee.
- (2A) A council member who attends a meeting of a prescribed type at the request of the council is entitled to be paid —**
 - (a) the fee determined for attending a meeting of that type; or
 - (b) where the local government has set a fee within the range determined for meetings of that type, that fee.
- (2) A council member who incurs an expense of a kind prescribed as being an expense —
 - (a) to be reimbursed by all local governments; or
 - (b) which may be approved by any local government for reimbursement by the local government and which has been approved by the local government for reimbursement, **is entitled to be reimbursed for the expense in accordance with subsection (3).**
- (3) A council member to whom subsection (2) applies is to be reimbursed for the expense —
 - (a) where the extent of reimbursement for the expense has been determined, to that extent; or
 - (b) where the local government has set the extent to which the expense can be reimbursed and that extent is within the range determined for reimbursement, to that extent.
- (4) If an expense is of a kind that may be approved by a local government for reimbursement, then the local government may approve reimbursement of the expense either generally or in a particular case but nothing in this subsection limits the application of subsection (3) where the local government has approved reimbursement of the expense in a particular case.
 - (5) The mayor or president of a local government is entitled, in addition to any entitlement that he or she has under subsection (1) or (2), to be paid —
 - (a) the annual local government allowance determined for mayors or presidents; or
 - (b) here the local government has set an annual local government allowance within the range determined for annual local government allowances for mayors or presidents, that allowance.

- (6) A local government cannot —
- (a) make any payment to; or
 - (b) reimburse an expense of,
a person who is a council member or a mayor or president in that person's capacity as council member, mayor or president unless the payment or reimbursement is in accordance with this Division.
- (7) A reference in this section to a **committee meeting** is a reference to a meeting of a committee comprising —
- (a) council members only; or
 - (b) council members and employees.
- [Section 5.98 amended by No. 64 of 1998 s. 36; No. 17 of 2009 s. 33; No. 2 of 2012 s. 14.]

5.98A. Allowance for deputy mayor or deputy president

- (1) A local government may decide* to pay the deputy mayor or deputy president of the local government an allowance of up to the percentage that is determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B of the annual local government allowance to which the mayor or president is entitled under section 5.98(5).

* Absolute majority required.

- (2) An allowance under subsection (1) is to be paid in addition to any amount to which the deputy mayor or deputy president is entitled under section 5.98.

[Section 5.98A inserted by No. 64 of 1998 s. 37; amended by No. 2 of 2012 s. 15.]

5.98 Annual fee for council members in lieu of fees for attending meetings

A local government may decide* that instead of paying council members a fee referred to in section 5.98(1), it will instead pay all council members who attend council or committee meetings —

- (a) the annual fee determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B; or
- (b) where the local government has set a fee within the range for annual fees determined by that Tribunal under that section, that fee.

* Absolute majority required.

[Section 5.99 amended by No. 2 of 2012 s. 16.]

5.98A. Allowances for council members in lieu of reimbursement of expenses

- (1) A local government may decide* that instead of reimbursing council members under section 5.98(2) for all of a particular type of expense it will instead pay all eligible council members —

- (a) the annual allowance determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B for that type of expense; or
- (b) where the local government has set an allowance within the range determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B for annual allowances for that type of expense, an allowance of that amount,

and only reimburse the member for expenses of that type in excess of the amount of the allowance.

* Absolute majority required.

- (2) For the purposes of subsection (1), a council member is eligible to be paid an annual allowance under subsection (1) for a type of expense only in the following cases —

- (a) in the case of an annual allowance that is paid in advance, if it is reasonably likely that the council member will incur expenses of that type during the period to which the allowance relates;
- (b) in the case of an annual allowance that is not paid in advance, if the council member has incurred expenses of that type during the period to which the allowance relates.

[Section 5.99A inserted by No. 64 of 1998 s. 38; amended by No. 2 of 2012 s. 17; No. 26 of 2016 s. 13.]

Local Government (Administration) Regulations 1996 –

30. Meeting attendance fees (Act s. 5.98)

(3A) Each of the following meetings is a meeting of a prescribed type for the purposes of section 5.98(2A) –

- (a) *meeting of a WALGA Zone, where the council member is representing a local government as a delegate elected or appointed by the local government;*
- (b) *meeting of a Regional Road Group established by Main Roads Western Australia, where the council member is representing a local government as a delegate elected or appointed by the local government;*
- (c) *council meeting of a regional local government where the council member is the deputy of a member of the regional local government and is attending in the place of the member of the regional local government;*
- (d) *meeting other than a council or committee meeting where the council member is attending at the request of a Minister of the Crown who is attending the meeting;*
- (e) *meeting other than a council meeting or committee meeting where the council member is representing a local government as a delegate elected or appointed by the local government.*

[(3B) deleted]

(3C) A council member is not entitled to be paid a fee for attending a meeting of a type referred to in subregulation (3A) if –

- (a) *the person who organises the meeting pays the council member a fee for attending the meeting; or*
- (b) *the council member is paid an annual fee in accordance with section 5.99; or*
- (c) *if the meeting is a meeting referred to in subregulation (3A)(c), the member of the regional local government is paid an annual fee in accordance with section 5.99.*

[(3)-(5) deleted]

[Regulation 30 amended in Gazette 23 Apr 1999 p. 1719; 31 Mar 2005 p. 1034; 3 May 2011 p. 1595-6; 13 Jul 2012 p. 3219.]

31. Expenses to be reimbursed (Act s. 5.98(2)(a) and (3))

- (1) *For the purposes of section 5.98(2)(a), the kinds of expenses that are to be reimbursed by all local governments are –*
 - (a) *rental charges incurred by a council member in relation to one telephone and one facsimile machine; and*
 - (b) *child care and travel costs incurred by a council member because of the member's attendance at a council meeting or a meeting of a committee of which he or she is also a member.*

[(2)-(5) deleted]

[Regulation 31 amended in Gazette 31 Mar 2005 p. 1034; 13 Jul 2012 p. 3219.]

32. Expenses that may be approved for reimbursement (Act s. 5.98(2)(b) and (3))

- (1) *For the purposes of section 5.98(2)(b), the kinds of expenses that may be approved by any local government for reimbursement by the local government are –*
 - (a) *an expense incurred by a council member in performing a function under the express authority of the local government; and*
 - (b) *an expense incurred by a council member to whom paragraph (a) applies by reason of the council member being accompanied by not more than one other person while performing the function if, having regard to the nature of the function, the local government considers that it is appropriate for the council member to be accompanied by that other person; and*
 - (c) *an expense incurred by a council member in performing a function in his or her capacity as a council member.*

Salaries and Allowance Act 1975

- 7B. Determinations as to fees and allowances of local government councillors
- (1) *In this section —*
electd council member means a person elected under the Local Government Act 1995 as a member of the council of a local government.
 - (2) *The Tribunal is to, from time to time as provided by this Act, inquire into and determine —*
 - (a) *the amount of fees, or the minimum and maximum amounts of fees, to be paid under the Local Government Act 1995 to elected council members for attendance at meetings; and*
 - (b) *the amount of expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the Local Government Act 1995 to elected council members; and*
 - (c) *the amount of allowances, or the minimum and maximum amounts of allowances, to be paid under the Local Government Act 1995 to elected council members.*
 - (3) *Section 6(2) and (3) apply to a determination under this section.*

Policy Implications:

There are no current policy implications.

Financial Implications:

The approved meeting fees and allowances will be accounted for in the 2022/23 budget.

Strategic Implications:

Our Goals	Our Strategies
9. A well informed Community	9.1 Foster Opportunities for connectivity between Council and the Community
10. We plan for the future and are strategically focused	10.1 Ensure accountable, ethical and best practice governance 10.3 Service Level Plans detail operational roles, responsibilities and resources.

Sustainability Implications:

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

Risk Implications:

Risk	Low (4)
Risk Likelihood (based on history and with existing controls)	Low (4)
Risk Impact / Consequence	Low (4)
Risk Rating (Prior to Treatment or Control)	Low (4)
Principal Risk Theme	Low (4)
Risk Action Plan (Controls or Treatment Proposed)	Low (4)

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Absolute majority

Officer Recommendation - Councillor Sitting Fees 2022/23

That Council set the councillor meeting fees and allowances for 2022/23 as:

1.

Band	Annual Meeting Fee		Annual Allowance	
	President	Councillor	President	Deputy President
4	\$3,680	\$3,680	\$6,170	\$1,000

2. Annual Communications / IT Allowance at \$1,090

3. Travel Allowance at 75cents per km

Moved: Cr

Seconded: Cr

CARRIED

13. Finance

13.1 - Financial Reports - April 2022

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Moore Australia
Authorising Officer	Ian Fitzgerald - Acting Chief Executive Officer
Date:	13 May 2022
Disclosure of Interest:	N/A
Attachments:	Financial Reports – April 2022
Previous Reference:	N/A

Summary:

Consideration of the financial reports for the period ending 30 April 2022.

Background:

The financial reports for the periods ending 30 April 2022 are included as attachments.

Comment:

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

Consultation:

Not applicable.

Statutory Environment:

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

Policy Implications:

Not applicable.

Financial Implications:

Not applicable.

Strategic Implications:

Not applicable.

Sustainability Implications:

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

Risk Implications:

Risk	Low (1)
Risk Likelihood (based on history and with existing controls)	Low (1)
Risk Impact / Consequence	Low (1)
Risk Rating (Prior to Treatment or Control)	Low (1)
Principal Risk Theme	Low (1)
Risk Action Plan (Controls or Treatment Proposed)	Low (1)

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Simple majority

Officer Recommendation:

That the financial report for the period ending 30 April 2022 as presented be accepted.

Moved: _____

Seconded: _____

12 May 2022

Mr Ian Fitzgerald
Acting Chief Executive Officer
Shire of Wandering
22 Watts Street
WANDERING WA 6308

Dear Ian,

ACCOUNTING SERVICE INFORMATION REPORT FOR THE PERIOD ENDED 30 APRIL 2022

We advise we have completed the compilation of your Statutory Monthly Statement of Financial Activity (by Statutory Reporting Program) for the month ended 30 April 2022 and enclose our Compilation Report and Statements.

We are required under APES 315 *Compilation of Financial Information* to report certain matters in our compilation report. Other matters which arise during the course of our compilation that we wish to bring to your attention are raised in this report.

It should be appreciated, our procedures are designed primarily to enable us to compile the monthly financial statements and therefore may not bring to light all weaknesses in systems and procedures, or all financial matters of interest to management and Council, which may exist. However, we aim to use our knowledge of the Shire's financial operations gained during our work to make comments and suggestions, which, we hope, will be useful to you.

Please note in order to meet legislative requirements, details and explanations of the material variances between the year to date actuals and year to date budget need to be completed by Shire staff, as required by *Local Government (Financial Management) Regulation 34(1) (d)*.

COMMENTS/SUGGESTIONS

Attached is a list of comments/suggestions derived from compiling the statement of financial activity and other end of month review services.

MATTERS FOR MANAGEMENT ATTENTION:

Please complete the Statutory Monthly Financial Statements by completing Note 15 – Explanation of Material Variances by providing a comment for each item where the Council's YTD Budget and YTD Actual are over the variance threshold. These items are indicated with a ▼ or ▲.

In the Management Information Report which follows, we have raised matters we wish to draw to management's attention.

Should you wish to discuss any matter relating to our service or any other matter, please do not hesitate to contact us.

Yours sincerely



Russell Barnes
Director
Moore Australia (WA) Pty Ltd

Shire of Wandering Management Information Report

Period Ending
30 April 2022

Topic	Item	First Identified	Explanation	Action Required	Priority
Funding statements	Net current assets	April 2022	We note the closing funding position of \$245,862 includes the early receipt of the 2022/2023 Financial Assistance Grant allocation of \$467,787. Without this early payment the closing funding position would be a deficit of \$221,925.	Continue to monitor expenditure and amend the budget if required to reduce the impact in the subsequent year.	High
Payroll	Reconciliations	April 2022	Payroll reconciliations have not been received.	As an essential control payroll reconciliations should be prepared routinely and be signed and dated by the preparer and a reviewer independent of the preparation process.	High
Asset Register	Depreciation	April 2022	Depreciation has not been processed since December 2021.	Depreciation needs to be processed on a monthly basis.	High
Operating expenditure	Allocations	April 2022	Plant Operating Costs have been over allocated by \$152,105. PWOH have been over allocated by \$405,921. Administration expenditure has been under allocated by \$336,439. Housing has been under allocated by \$21,954	We recommend the allocations be reviewed and adjusted (where appropriate) and ensure recoveries of public works overheads, plant operating costs, administration and housing.	Medium
Asset Register	Proceeds on disposal of asset	April 2022	Proceeds on disposal of assets has been included in other revenue for April's monthly statements as the treatment for disposal is recognised in May.	Nil.	Low

Approval:  Russell Barnes, Director

Date of Issue: 12 May 2022

12 May 2022

Mr Ian Fitzgerald
Acting Chief Executive Officer
Shire of Wandering
22 Watts Street
WANDERING WA 6308

Dear Ian,

COMPILATION REPORT TO THE SHIRE OF WANDERING

We have compiled the accompanying Local Government special purpose financial statements of the Shire of Wandering, which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 30 April 2022. The financial statements have been compiled to meet compliance with the *Local Government Act 1995* and associated Regulations.

THE RESPONSIBILITY OF THE SHIRE OF WANDERING

The Shire of Wandering are solely responsible for the information contained in the special purpose financial statements and are responsible for the maintenance of an appropriate accounting system in accordance with the relevant legislation.

OUR RESPONSIBILITY

On the basis of information provided by the Shire of Wandering we have compiled the accompanying special purpose financial statements in accordance with the requirements of the *Local Government Act 1995*, associated Regulations and APES 315 *Compilation of Financial Information*.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Shire of Wandering provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The Local Government special purpose financial statements were compiled exclusively for the benefit of the Shire of Wandering. We do not accept responsibility to any other person for the contents of the special purpose financial statements.



Russell Barnes
Director
Moore Australia (WA) Pty Ltd

SHIRE OF WANDERING
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 April 2022

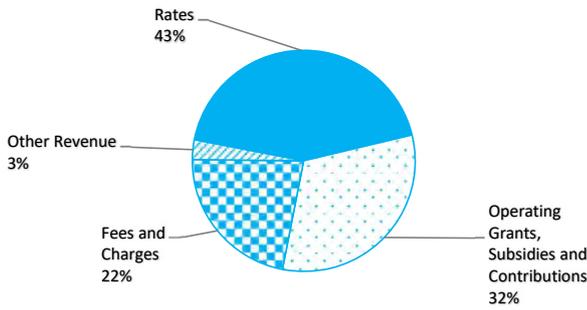
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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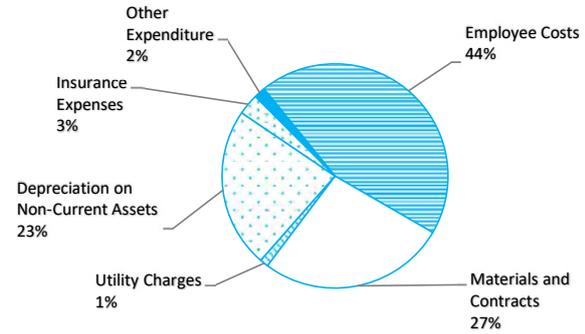
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OPERATING ACTIVITIES

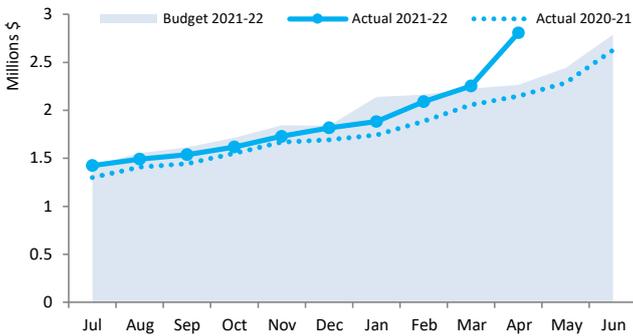
OPERATING REVENUE



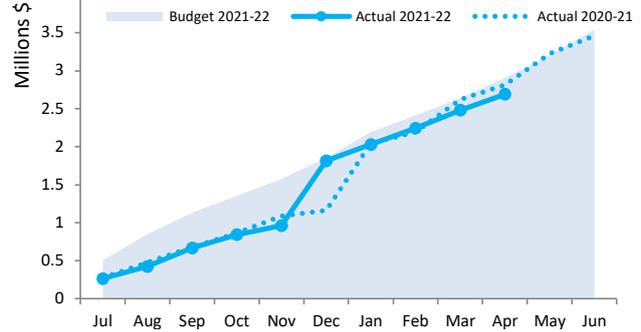
OPERATING EXPENSES



Budget Operating Revenues -v- Actual

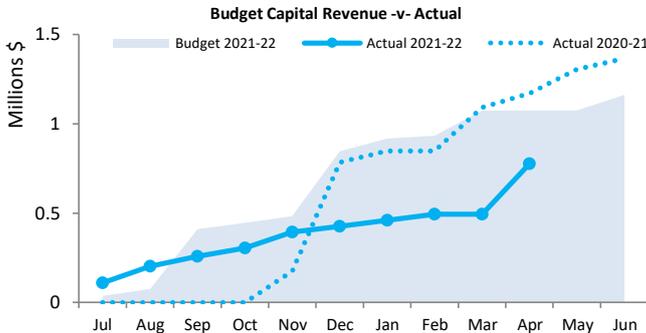


Budget Operating Expenses -v- YTD Actual

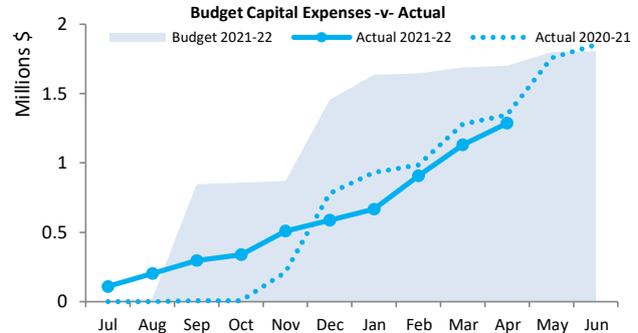


INVESTING ACTIVITIES

CAPITAL REVENUE

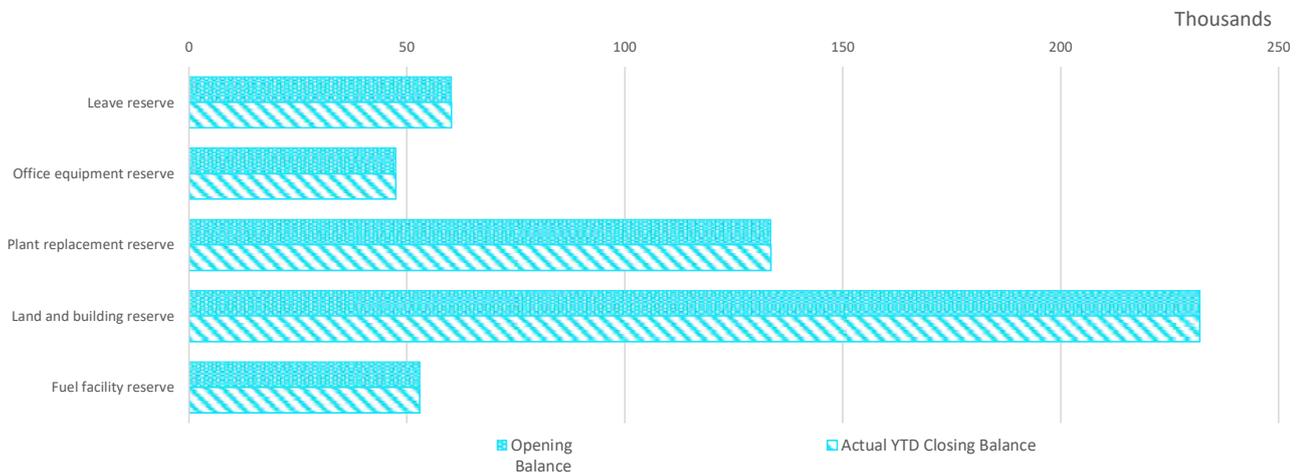


CAPITAL EXPENSES



FINANCING ACTIVITIES

RESERVES



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.02 M	\$0.02 M	\$0.02 M	\$0.00 M
Closing	\$0.00 M	(\$0.11 M)	\$0.25 M	\$0.35 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$0.57 M	52.0%
Restricted Cash	\$0.53 M	48.0%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.23 M	
0 to 30 Days		67.6%
30 to 90 Days		32.4%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.06 M	95%
Trade Receivable	\$0.08 M	% Outstanding
30 to 90 Days		1.4%
Over 90 Days		6.9%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.34 M	\$0.29 M	\$0.74 M	\$0.45 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$1.21 M	
YTD Budget	\$1.20 M	0.3%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.89 M	
YTD Budget	\$0.43 M	108.2%

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.62 M	
YTD Budget	\$0.59 M	5.2%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.55 M)	(\$0.61 M)	(\$0.51 M)	\$0.10 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.00 M	
Amended Budget	\$0.09 M	0.0%

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$1.29 M	
Amended Budget	\$1.81 M	71.3%

Refer to Note 8 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$0.78 M	
Amended Budget	\$1.16 M	66.9%

Refer to Note 8 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.19 M	\$0.20 M	(\$0.00 M)	(\$0.20 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Refer to Note 9 - Borrowings

Reserves	
Reserves balance	\$0.53 M
Interest earned	\$0.00 M

Refer to Note 10 - Cash Reserves

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 APRIL 2022

STATUTORY REPORTING PROGRAMS

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

PROGRAM NAME AND OBJECTIVES

ACTIVITIES

GOVERNANCE

To provide a decision making process for the efficient allocation of scarce resources.

Members expenses and other costs of the Shire that relate to the tasks of assisting Councillors and the public on matters which do not concern specific Council services.

To provide a decision making process for the efficient allocation of scarce resources.

Members expenses and other costs of the Shire that relate to the tasks of assisting Councillors and the public on matters which do not concern specific Council services.

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Collection of Rates revenue, financial assistance grants for general purpose and interest revenue.

HEALTH

To provide services for community and environmental health.

Health inspection and advisory services, analytical services, pest and weed control, and assistance to provide health initiatives.

EDUCATION AND WELFARE

To support services relating to youth, elderly and the disadvantaged.

Support school activities, aged care initiatives and disability inclusion plan.

HOUSING

Provision of shire housing and privately rented accommodation.

Management and maintenance for shire housing privately rented while not required by staff and provision of rental accommodation to the Housing Authority for teachers accommodation.

COMMUNITY AMENITIES

To provide amenities required by the community.

Rubbish collection services and operation of waste transfer station. Maintenance of cemeteries and public conveniences. Administration of town planning activities.

RECREATION AND CULTURE

To establish and maintain infrastructure and resources to meet the recreational and cultural needs of the community.

Maintenance of halls, playgrounds, recreation grounds and reserves. Operation of Library and maintenance of heritage and history inventory.

TRANSPORT

To provide safe and effective transport services to the community.

Construction and maintenance of streets, roads, bridges, signage and footpaths. Cleaning and lighting of town streets. Depot maintenance.

ECONOMIC SERVICES

To help promote Wandering and its economic wellbeing.

Tourism and area promotion including operation of caravan park. Implementation of building control and provision of a fuel facility, postal agency and Community Resource Centre.

OTHER PROPERTY AND SERVICES

To monitor and control operating accounts.

Provisions of private work operations, plant repairs, operation costs and all administration costs.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2022

STATUTORY REPORTING PROGRAMS

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	15,352	15,352	15,352	0	0.00%	
Operating Activities							
Revenue from operating activities							
Governance		1,500	2,910	0	(2,910)	(100.00%)	
General purpose funding - general rates	6	1,204,854	1,204,854	1,208,286	3,432	0.28%	
General purpose funding - other		596,417	229,130	693,953	464,823	202.86%	▲
Law, order and public safety		39,190	38,720	36,291	(2,429)	(6.27%)	
Health		3,500	2,910	2,838	(72)	(2.47%)	
Housing		46,800	38,990	32,182	(6,808)	(17.46%)	▼
Community amenities		51,680	48,810	48,987	177	0.36%	
Recreation and culture		1,820	1,500	8,199	6,699	446.60%	▲
Transport		110,930	70,840	115,762	44,922	63.41%	▲
Economic services		686,720	591,168	624,476	33,308	5.63%	▲
Other property and services		45,750	38,780	38,524	(256)	(0.66%)	
		2,789,161	2,268,612	2,809,498	540,886		
Expenditure from operating activities							
Governance		(188,390)	(167,324)	(91,613)	75,711	45.25%	▲
General purpose funding		(85,000)	(71,650)	(61,479)	10,171	14.20%	▲
Law, order and public safety		(137,340)	(116,880)	(86,488)	30,392	26.00%	▲
Health		(13,030)	(9,224)	(6,698)	2,526	27.39%	
Education and welfare		(4,340)	(1,090)	(3,950)	(2,860)	(262.39%)	
Housing		(43,940)	(25,240)	(29,190)	(3,950)	(15.65%)	
Community amenities		(222,620)	(192,150)	(151,233)	40,917	21.29%	▲
Recreation and culture		(231,460)	(203,340)	(163,980)	39,360	19.36%	▲
Transport		(1,700,773)	(1,330,687)	(1,492,052)	(161,365)	(12.13%)	▼
Economic services		(785,565)	(701,940)	(663,066)	38,874	5.54%	▲
Other property and services		(132,790)	(87,970)	58,564	146,534	166.57%	▲
		(3,545,248)	(2,907,495)	(2,691,185)	216,310		
Non-cash amounts excluded from operating activities	1(a)	1,099,880	926,670	622,075	(304,595)	(32.87%)	▼
Amount attributable to operating activities		343,793	287,787	740,388	452,601		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	13	1,161,778	1,088,860	776,993	(311,867)	(28.64%)	▼
Proceeds from disposal of assets	7	92,700	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(1,805,455)	(1,698,920)	(1,286,674)	412,246	24.27%	▲
Amount attributable to investing activities		(550,977)	(610,060)	(509,681)	100,379		
Financing Activities							
Proceeds from new debentures	9	200,000	200,000	0	(200,000)	(100.00%)	▼
Transfer from reserves	10	165,820	0	0	0	0.00%	
Transfer to reserves	10	(173,988)	(197)	(197)	0	0.00%	
Amount attributable to financing activities		191,832	199,803	(197)	(200,000)		
Closing funding surplus / (deficit)	1(c)	0	(107,118)	245,862			

KEY INFORMATION

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

Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021-22 year is \$5,000 or 5.00% whichever is the greater.

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

Note: General purpose funding - other revenue includes \$467,787 relating to the 2022/2023 Financial Assistance Grant allocation.

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 APRIL 2022

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2022**

BY NATURE OR TYPE

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	15,352	15,352	15,352	0	0.00%	
Operating Activities							
Revenue from operating activities							
Rates	6	1,204,854	1,204,854	1,208,286	3,432	0.28%	
Rates other than general rates		3,200	3,200	3,327	127	3.97%	
Operating grants, subsidies and contributions	12	789,867	428,228	891,600	463,372	108.21%	▲
Fees and charges		697,530	587,840	618,615	30,775	5.24%	▲
Interest earnings		12,700	10,570	7,408	(3,162)	(29.91%)	
Other revenue		71,810	24,720	80,262	55,542	224.68%	▲
Profit on disposal of assets	7	9,200	9,200	0	(9,200)	(100.00%)	▼
		2,789,161	2,268,612	2,809,498	540,886		
Expenditure from operating activities							
Employee costs		(1,302,545)	(1,073,751)	(1,190,576)	(116,825)	(10.88%)	▼
Materials and contracts		(945,983)	(737,966)	(721,771)	16,195	2.19%	
Utility charges		(50,120)	(41,710)	(32,218)	9,492	22.76%	▲
Depreciation on non-current assets		(1,123,080)	(935,870)	(622,075)	313,795	33.53%	▲
Insurance expenses		(84,120)	(84,118)	(80,661)	3,457	4.11%	
Other expenditure		(39,400)	(34,080)	(43,884)	(9,804)	(28.77%)	▼
		(3,545,248)	(2,907,495)	(2,691,185)	216,310		
Non-cash amounts excluded from operating activities	1(a)	1,099,880	926,670	622,075	(304,595)	(32.87%)	▼
Amount attributable to operating activities		343,793	287,787	740,388	452,601		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	1,161,778	1,088,860	776,993	(311,867)	(28.64%)	▼
Proceeds from disposal of assets	7	92,700	0	0	0	0.00%	
Payments for property, plant and equipment	8	(1,805,455)	(1,698,920)	(1,286,674)	412,246	24.27%	▲
Amount attributable to investing activities		(550,977)	(610,060)	(509,681)	100,379		
Financing Activities							
Proceeds from new debentures	9	200,000	200,000	0	(200,000)	(100.00%)	▼
Transfer from reserves	10	165,820	0	0	0	0.00%	
Transfer to reserves	10	(173,988)	(197)	(197)	0	0.00%	
Amount attributable to financing activities		191,832	199,803	(197)	(200,000)		
Closing funding surplus / (deficit)	1(c)	0	(107,118)	245,862			

KEY INFORMATION

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

Refer to Note 15 for an explanation of the reasons for the variance.

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

Note: Operating grants, subsidies and contributions include \$467,787 relating to the 2022/2023 Financial Assistance Grant allocation.

BASIS OF PREPARATION

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

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

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

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

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

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 11 May 2022

(a) Non-cash items excluded from operating activities

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

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(9,200)	(9,200)	0
Less: Movement in liabilities associated with restricted cash		(14,000)	0	0
Add: Depreciation on assets		1,123,080	935,870	622,075
Total non-cash items excluded from operating activities		1,099,880	926,670	622,075

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

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

		Last Year Closing 30 June 2021	This Time Last Year 30 April 2021	Year to Date 30 April 2022
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(525,967)	(742,414)	(526,164)
Add: Provisions - employee	11	60,244	60,244	60,244
Total adjustments to net current assets		(465,723)	(682,170)	(465,920)

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

Current assets				
Cash and cash equivalents	2	839,271	931,572	1,095,310
Rates receivables	3	39,167	58,738	62,239
Receivables	3	28,476	87,454	79,004
Other current assets	4	76,191	76,746	64,152
Less: Current liabilities				
Payables	5	(203,411)	(169,612)	(297,370)
Contract liabilities	11	(21,113)	(69,862)	(19,344)
Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity	11	(196,326)	0	(157,644)
Provisions	11	(81,180)	(71,242)	(114,565)
Less: Total adjustments to net current assets	1(b)	(465,723)	(682,170)	(465,920)
Closing funding surplus / (deficit)		15,352	161,624	245,862

CURRENT AND NON-CURRENT CLASSIFICATION

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

Description	Classification	Unrestricted	Restricted	Total Cash	Institution	Interest Rate	Maturity Date
		\$	\$	\$			
Cash on hand							
Municipal cash at bank	Cash and cash equivalents	568,046	0	568,046	BankWest	0.00%	n/a
Reserves Fund Bank	Cash and cash equivalents	0	526,164	526,164	Bankwest	0.00%	n/a
Petty cash/ cash on hand	Cash and cash equivalents	1,100	0	1,100	n/a	0.00%	n/a
Total		569,146	526,164	1,095,310			
Comprising							
Cash and cash equivalents		569,146	526,164	1,095,310			
		569,146	526,164	1,095,310			

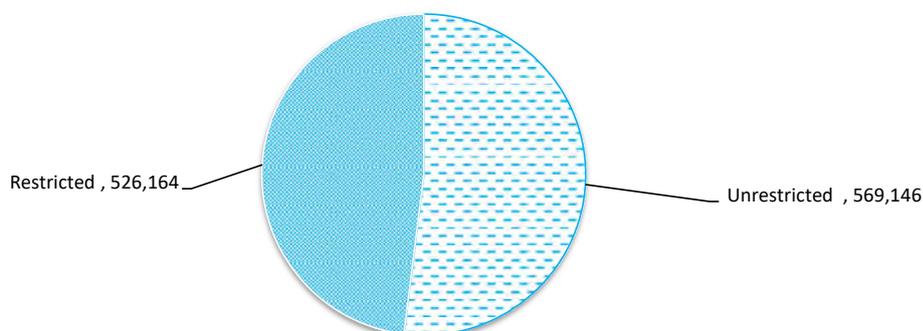
KEY INFORMATION

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

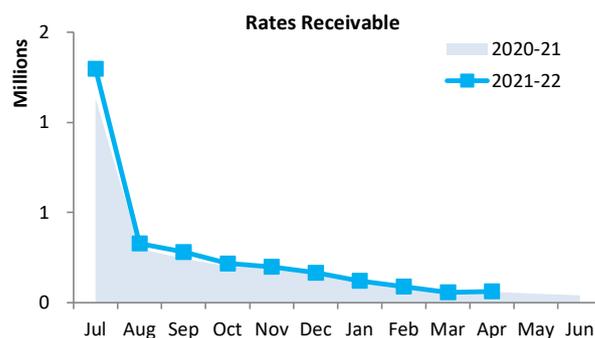
The local government classifies financial assets at amortised cost if both of the following criteria are met:

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

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



Rates receivable	30 June 2021	30 Apr 2022
	\$	\$
Gross rates in arrears previous year	23,174	39,167
Levied this year	1,101,109	1,211,613
Less - collections to date	(1,085,116)	(1,188,541)
Net rates collectable	39,167	62,239
% Collected	96.5%	95%

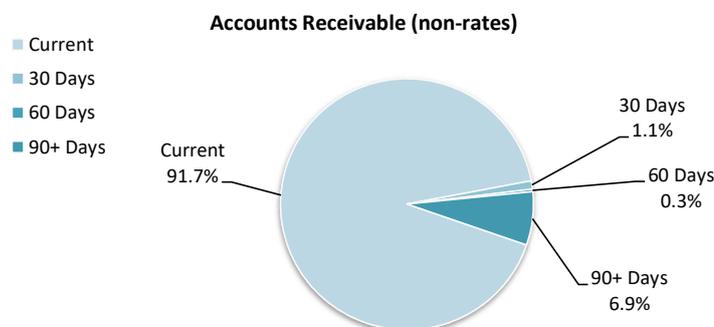


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(101)	58,561	693	204	4,386	63,743
Percentage		91.7%	1.1%	0.3%	6.9%	
Balance per trial balance						
Sundry receivable						63,743
GST receivable						15,261
Total receivables general outstanding						79,004

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



	Opening Balance 1 July 2021	Asset Increase	Asset Reduction	Closing Balance 30 April 2022
	\$	\$	\$	\$
Other current assets				
Inventory				
Fuel, oil and materials	74,270	406,764	(418,808)	62,226
Other current assets				
Prepayments	1,921	5	0	1,926
Total other current assets	76,191	406,769	(418,808)	64,152
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

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

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

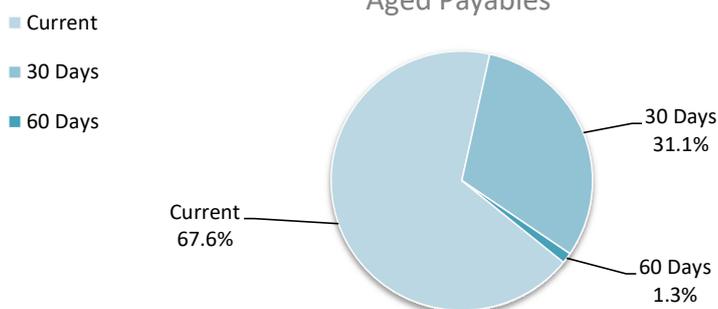
Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	157,490	72,397	3,085	0	232,972
Percentage		67.6%	31.1%	1.3%	0%	
Balance per trial balance						
Sundry creditors						232,972
ATO liabilities						12,268
Accrued expenses						3,171
Payroll creditors						20,687
Other payables						28,272
Total payables general outstanding						297,370

Amounts shown above include GST (where applicable)

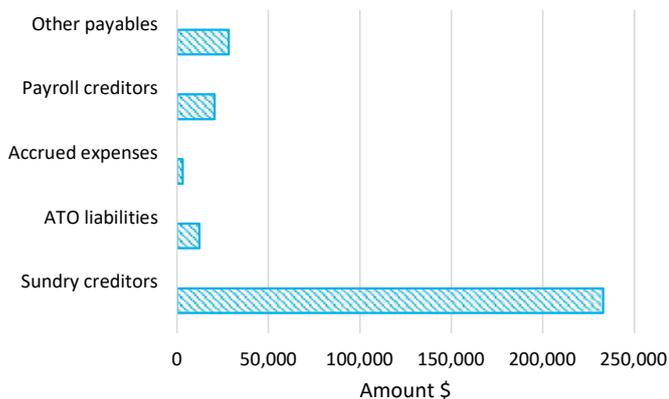
KEY INFORMATION

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

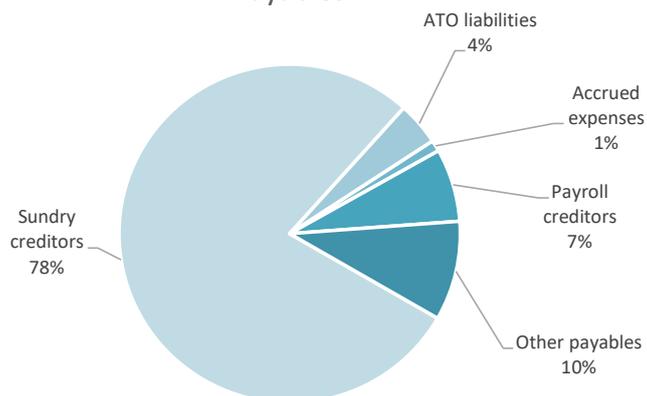
Aged Payables



Payables



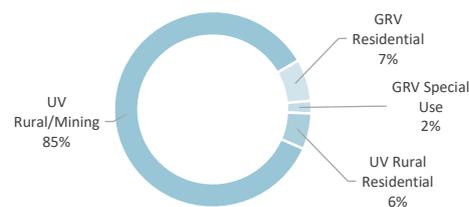
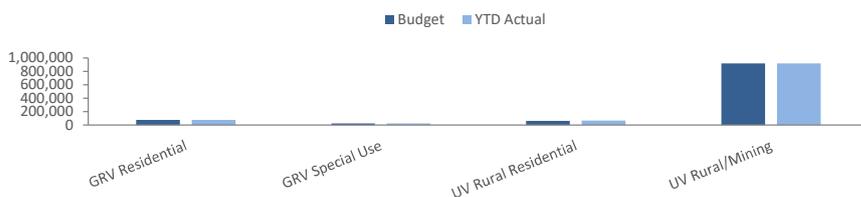
Payables



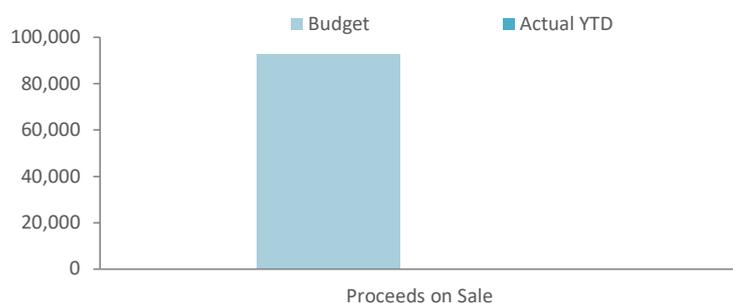
General rate revenue	Budget							YTD Actual			Total Revenue
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV Residential	0.125310	53	595,192	74,583	0	0	74,583	74,583	0	0	74,583
GRV Special Use	0.141920	3	157,820	22,398	0	0	22,398	22,398	0	0	22,398
Unimproved value											
UV Rural Residential	0.015970	53	3,871,000	61,820	0	0	61,820	61,820	1,307	920	64,047
UV Rural/Mining	0.006690	140	137,339,000	918,798	0	0	918,798	918,798	0	0	918,798
Sub-Total		249	141,963,012	1,077,599	0	0	1,077,599	1,077,599	1,307	920	1,079,826
Minimum payment											
Minimum \$											
Gross rental value											
GRV Residential	1,100	27	64,134	29,700	0	0	29,700	29,700	0	0	29,700
GRV Special Use	1,100	1	4,508	1,100	0	0	1,100	1,100	0	0	1,100
Unimproved value											
UV Rural Residential	1,100	51	3,051,500	56,100	0	0	56,100	56,100	0	0	56,100
UV Rural/Mining	1,100	81	8,662,483	89,100	0	0	89,100	89,100	0	0	89,100
Sub-total		160	11,782,625	176,000	0	0	176,000	176,000	0	0	176,000
Discount							(48,745)				(47,540)
Amount from general rates							1,204,854				1,208,286
Ex-gratia rates							3,200				3,327
Total general rates							1,208,054				1,211,613

KEY INFORMATION

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



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
	Isuzu Giga Prime Mover	60,000	65,700	5,700	0	0	0	0	0
	QE Pajero Sports GLX	23,500	27,000	3,500	0	0	0	0	0
		83,500	92,700	9,200	0	0	0	0	0



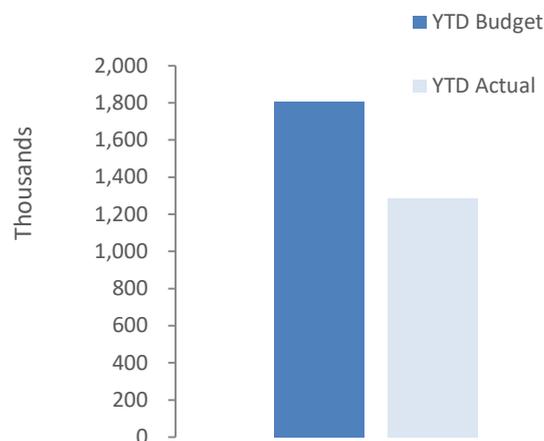
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2022**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land Held For Resale Non Current	206,000	206,000	7,234	(198,766)
Land & Buildings	322,245	300,085	263,335	(36,750)
Furniture & Equipment	14,500	14,500	10,548	(3,952)
Plant & Equipment	214,350	214,350	159,280	(55,070)
Roads & Bridges	1,048,360	963,985	846,277	(117,708)
Payments for Capital Acquisitions	1,805,455	1,698,920	1,286,674	(412,246)
Total Capital Acquisitions	1,805,455	1,698,920	1,286,674	(412,246)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,161,778	1,088,860	776,993	(311,867)
Borrowings	200,000	200,000	0	(200,000)
Other (disposals & C/Fwd)	92,700	0	0	0
Cash backed reserves				
Office equipment reserve	7,500	0	0	0
Land and building reserve	109,320	0	0	0
Contribution - operations	234,157	410,060	509,681	99,621
Capital funding total	1,805,455	1,698,920	1,286,674	(412,246)

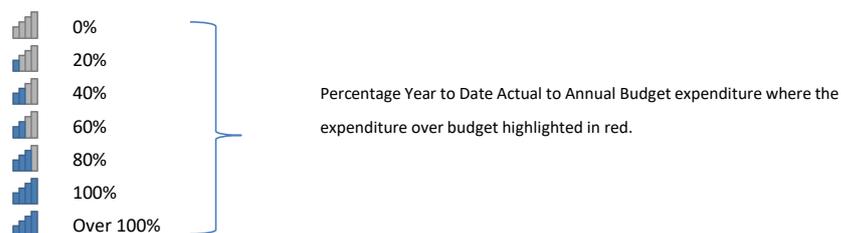
SIGNIFICANT ACCOUNTING POLICIES

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



Capital expenditure total

Level of completion indicators



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

Account Description		Amended			Variance (Under)/Over	
		Current Budget	Year to Date Budget	Year to Date Actual		
Capital Expenditure						
Land Held For Resale Non Current						
	E14761	Land Held for Resale - Industrial Estate & Lot 801	206,000	206,000	7,234	(198,766)
	Land Held For Resale Non Current Total		206,000	206,000	7,234	(198,766)
Land & Buildings						
	E05109	LGGS - Purchase Land & Buildings	189,305	189,305	0	(189,305)
	E13260	Purchase Land & Buildings	132,940	110,780	263,335	152,555
	Land & Buildings Total		322,245	300,085	263,335	(36,750)
Furniture & Equipment						
	E13450	CRC - Purchase Furniture & Equipment	5,000	5,000	1,507	(3,493)
	E14560	Purchase Furniture & Equipment	9,500	9,500	9,041	(459)
	Furniture & Equipment Total		14,500	14,500	10,548	(3,952)
Plant & Equipment						
	E12360	Purchase Plant & Equipment	214,350	214,350	159,280	(55,070)
	Plant & Equipment Total		214,350	214,350	159,280	(55,070)
Roads & Bridges						
	E12101	Road Construction - Other - Expenses	276,000	220,800	365,802	145,002
	E12102	Road Construction Regional Road Group Expenses	546,485	546,485	300,228	(246,257)
	E12103	Road Construction Roads to Recovery Expenses	145,875	116,700	157,969	41,269
	E12104	Road Construction Blackspot Expenses	80,000	80,000	22,278	(57,722)
	Roads & Bridges Total		1,048,360	963,985	846,277	(117,708)
	Grand Total		1,805,455	1,698,920	1,286,674	(412,246)

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2021	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities										
industrial Estate Development	1	0	0	200,000	0	0	0	200,000	0	0
Total		0	0	200,000	0	0	0	200,000	0	0

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave reserve	60,244	0	22	0	0	(49,000)	0	11,244	60,266
Office equipment reserve	47,482	0	18	0	0	(7,500)	0	39,982	47,500
Plant replacement reserve	133,449	0	50	29,725	0	0	0	163,174	133,499
Land and building reserve	231,859	0	87	128,438	0	(109,320)	0	250,977	231,946
Fuel facility reserve	52,933	0	20	15,825	0	0	0	68,758	52,953
	525,967	0	197	173,988	0	(165,820)	0	534,135	526,164

	Opening Balance	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance
Other current liabilities	1 July 2021				30 April 2022
	\$		\$	\$	\$
Other liabilities					
- Contract liabilities	21,113	0	31,154	(32,923)	19,344
- Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity	196,326	0	772,485	(811,167)	157,644
Total other liabilities	217,439	0	803,639	(844,090)	176,988
Provisions					
Provision for annual leave	65,168	0	0	0	65,168
Provision for long service leave	16,012	0	33,385	0	49,397
Total Provisions	81,180	0	33,385	0	114,565
Total other current liabilities	298,619	0	837,024	(844,090)	291,553
Amounts shown above include GST (where applicable)					

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12 and 13

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2021	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Apr 2022	Current Liability 30 Apr 2022	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
Governance								
Grants Commission - General	0	0	0	0	0	320,606	114,795	387,677
Grants Commission - Roads	0	0	0	0	0	254,711	94,575	293,196
Law, order, public safety								
LGGS Grant Income (ESL)	4,703	0	(4,703)	0	0	36,440	41,540	34,157
Transport								
Grant Income - MRWA Direct	0	0	0	0	0	61,230	61,230	61,230
Economic services								
CRC - Centrelink Income	0	0	0	0	0	8,640	8,640	7,200
CRC - Community Programs Grant Income	0	0	0	0	0	4,590	3,820	0
CRC - Operating Grants Income	16,410	31,154	(28,220)	19,344	19,344	99,550	99,548	102,865
	21,113	31,154	(32,923)	19,344	19,344	785,767	424,148	886,325
Operating contributions								
Recreation and culture								
Movie Screen Hire Income	0	0	0	0	0	100	80	0
Other property and services								
Admin - Other Income	0	0	0	0	0	4,000	4,000	5,275
	0	0	0	0	0	4,100	4,080	5,275
TOTALS	21,113	31,154	(32,923)	19,344	19,344	789,867	428,228	891,600

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Amended Budget	YTD	YTD
	1 July 2021		(As revenue)	30 Apr 2022	30 Apr 2022	Revenue	Budget	Revenue
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Law, order, public safety								
DFES Capital Grant Income	0	0	0	0	0	189,305	189,305	0
Transport								
Grant Income - Regional Road Group	0	468,279	(360,829)	107,450	107,450	364,325	364,325	298,544
Grant Income - Roads to Recovery	0	119,708	(119,708)	0	0	145,875	116,700	116,000
Grant Income - Blackspot	0	0	0	0	0	53,333	31,750	0
RRSP Project Income	0	117,091	(116,000)	1,091	1,091	276,000	276,000	116,000
Grant Income - Storm & Flood Damage	0	0	0	0	0	0	0	31,818
Grant Income - MRWA Direct	0	52,145	0	52,145	52,145	0	0	0
Economic services								
Caravan Park Grants Income	196,326	15,262	(214,630)	(3,042)	(3,042)	132,940	110,780	214,631
	196,326	772,485	(811,167)	157,644	157,644	1,161,778	1,088,860	776,993

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2022

NOTE 14
BUDGET AMENDMENTS

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption		Opening surplus			(158,357)	(158,357)
E11101	Wandering Community Centre		Operating Expenses		0	(10,500)	(168,857)
PW23	Ricks Road Maintenance partly funded by FPC		Operating Expenses		0	(12,000)	(180,857)
0010MNT	Ricks Road Maintenance		Operating Expenses		12,000	0	(168,857)
E14761	Lot 801 Watts Road - Disposal costs	16/09/2021 Item 10.4	Capital Expenses		0	(6,000)	(174,857)
E13590	Star Track Depot	16/09/2021 Item 10.5.1	Operating Expenses		0	(7,500)	(182,357)
R13590	Star Track Depot	16/09/2021 Item 10.5.1	Operating Revenue		2,000	0	(180,357)
E05109	Addition to BFB Building	16/09/2021 Item 11.6	Capital Expenses		0	(93,500)	(273,857)
R05105	Grant Funding - addition to BFB building	16/09/2021 Item 11.6	Capital Revenue		93,500	0	(180,357)
R12204	MRWA Direct Grant		Operating Revenue		4,230	0	(176,127)
E14515	Consultants Expenses		Operating Expenses		0	(20,000)	(196,127)
E14500	Admin - Salaries		Operating Expenses		10,000	0	(186,127)
E04106	Members Subscriptions		Operating Expenses		5,000	0	(181,127)
E05105	BFB Water Tanks	21/10/2021 Item 13.2	Capital Expenses		0	(95,805)	(276,932)
R05105	Grant Funding - 8 steel tanks BFB	21/10/2021 Item 13.2	Capital Revenue		95,805	0	(181,127)
R03202	FAGS - Roads - final Grant less	17/03/2022 Item 10.1	Operating Revenue			(7,999)	(189,126)
R03250	FAGS - General - final grant up	17/03/2022 Item 10.1	Operating Revenue		1,726		(187,400)
	Wages including Admin wages - CEO Termination & recruitment	17/03/2022 Item 10.1	Operating Expenses			(80,000)	(267,400)
E03101	Valuation Expenses	17/03/2022 Item 10.1	Operating Expenses		1,000		(266,400)
R03111	Legal Fees Rate Recovery Income	17/03/2022 Item 10.1	Operating Revenue			(2,000)	(268,400)
E04101	Members Conference Expenses	17/03/2022 Item 10.1	Operating Expenses		1,000		(267,400)
E04114	Public Relation Expenses	17/03/2022 Item 10.1	Operating Expenses			(2,000)	(269,400)
R04190	Members Other Income - less income	17/03/2022 Item 10.1	Operating Revenue			(2,000)	(271,400)
R05100	LGGS Grant - less after previous year adjustment	17/03/2022 Item 10.1	Operating Revenue			(5,100)	(276,500)
E07400	EHO Expense - additional expenses	17/03/2022 Item 10.1	Operating Expenses			(2,000)	(278,500)
E08290	Other education Other - additional expense	17/03/2022 Item 10.1	Operating Expenses			(3,000)	(281,500)
E09101	Maintenance Expense - 13 Dunmall - additional repairs	17/03/2022 Item 10.1	Operating Expenses			(15,000)	(296,500)
E10103	Refuse Site - Reduced expenses	17/03/2022 Item 10.1	Operating Expenses		4,000		(292,500)
E101900	Transfer station bin collection	17/03/2022 Item 10.1	Operating Expenses		5,000		(287,500)
E10601	Town Planning Expenses	17/03/2022 Item 10.1	Operating Expenses			(2,000)	(289,500)
E11300	Public Parks & Gardens	17/03/2022 Item 10.1	Operating Expenses		4,000		(285,500)
E11301	Community Centre Oval Expenses	17/03/2022 Item 10.1	Operating Expenses		2,000		(283,500)
E11302	Cheetaning Street Oval Expenses	17/03/2022 Item 10.1	Operating Expenses		1,500		(282,000)
E12204	Footpath Maintenance	17/03/2022 Item 10.1	Operating Expenses		2,657		(279,343)
R12290	Flood damage reimbursement	17/03/2022 Item 10.1	Operating Revenue		40,000		(239,343)
R13210	Cabin rental	17/03/2022 Item 10.1	Operating Revenue		21,000		(218,343)
E12104	Blackspot - extra expense	17/03/2022 Item 10.1	Capital Expenses			(3,790)	(222,133)
R12202	Blackspot - extra income	17/03/2022 Item 10.1	Capital Revenue		15,228		(206,905)
E12360	Purchase Plant & Equipment - net adjustment	17/03/2022 Item 10.1	Capital Expenses		98,300		(108,605)
R12395	Sale of Plant & Equipment - net adjustment	17/03/2022 Item 10.1	Capital Revenue			(31,300)	(139,905)
E12208	Road & Street Signs - less expenses	17/03/2022 Item 10.1	Operating Expenses		6,500		(133,405)
E13590	Startrack	17/03/2022 Item 10.1	Operating Expenses			(4,000)	(137,405)
E13601	ULP Purchase	17/03/2022 Item 10.1	Operating Expenses		20,000		(117,405)
E13602	Diesel Purchase	17/03/2022 Item 10.1	Operating Expenses		40,000		(77,405)
R13601	ULP Sales	17/03/2022 Item 10.1	Operating Revenue			(20,000)	(97,405)
R13602	Diesel Sales	17/03/2022 Item 10.1	Operating Revenue			(40,000)	(137,405)
E13610	Fuel Facility Expenses	17/03/2022 Item 10.1	Operating Expenses			(5,000)	(142,405)
E14304	Plant - Parts & Repairs	17/03/2022 Item 10.1	Operating Expenses		7,500		(134,905)
E14305	Plant - Internal Repairs	17/03/2022 Item 10.1	Operating Expenses		7,500		(127,405)
E14503	Admin staff training	17/03/2022 Item 10.1	Operating Expenses			(2,000)	(129,405)
E14515	Admin consultants	17/03/2022 Item 10.1	Operating Expenses			(10,000)	(139,405)
L72400	Transfer from Leave Reserve	17/03/2022 Item 10.1	Capital Revenue		35,000		(104,405)
L72200	Transfer from Building Reserve	17/03/2022 Item 10.1	Capital Revenue		82,770		(21,635)
	Loan capital repayment	17/03/2022 Item 10.1	Capital Expenses		18,665		(2,970)
E13590	Loan interest repayment	17/03/2022 Item 10.1	Operating Expenses		2,970		0
				0	640,851	(640,851)	0

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2022**

**NOTE 15
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2021-22 year is \$5,000 or 5.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
General purpose funding - other	464,823	202.86%	▲	Grant paid in advance		
Housing	(6,808)	(17.46%)	▼			Rent recorded separately
Recreation and culture	6,699	446.60%	▲	Insurance claim		
Transport	44,922	63.41%	▲	Storm damage claim		
Economic services	33,308	5.63%	▲	Chalet grant brought in		
Expenditure from operating activities						
Governance	75,711	45.25%	▲			Payment of member fees
General purpose funding	10,171	14.20%	▲			Timing of payments
Law, order and public safety	30,392	26.00%	▲			Invoices not received
Community amenities	40,917	21.29%	▲			Allocations to be made
Recreation and culture	39,360	19.36%	▲			Allocations to be made
Transport	(161,365)	(12.13%)	▼	Roadworks not finished		
Economic services	38,874	5.54%	▲			Cost of fuel purchased
Other property and services	146,534	166.57%	▲			Wages expense higher
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(311,867)	(28.64%)	▼	Grants not received		
Payments for property, plant and equipment and infrastructure	412,246	24.27%	▲	Works not completed		
Financing activities						
Proceeds from new debentures	(200,000)	(100.00%)	▼	Loan not raised		

Account Description		YTD Budget	YTD Actual	Variance (Under)/Over
Operating Income				
General purpose funding				
R03103	General Rates Levied	(1,253,599.00)	(1,254,954.54)	(1,356.00)
R03104	Ex-Gratia Rates	(3,200.00)	(3,327.20)	(127.00)
R03105	Penalty Interest - Rates	(5,410.00)	(4,367.27)	1,043.00
R03106	Rates Written-off	0.00	48.49	48.00
R03107	Back Rates Levied	0.00	(919.44)	(919.00)
R03108	Instalment Interest	(2,080.00)	(2,843.69)	(764.00)
R03109	Instalment Administration Fee	(1,410.00)	(790.00)	620.00
R03111	Legal Fees Rate Recovery Income	(3,330.00)	0.00	3,330.00
R03120	Less Discount on Rates	48,745.00	47,539.49	(1,206.00)
R03121	Property Settlement Fees (EAS)	(1,250.00)	(1,554.54)	(305.00)
R03201	Grants Commission - General	(114,795.00)	(387,677.00)	(272,882.00)
R03202	Grants Commission - Roads	(94,575.00)	(293,196.25)	(198,621.00)
R03250	Interest Income - Municipal	(1,000.00)	0.00	1,000.00
R03251	Interest Income - Reserve Funds	(2,080.00)	(197.46)	1,883.00
General purpose funding Total		(1,433,984.00)	(1,902,239.41)	(468,256.00)
Governance				
R04190	Member's Other Income	(2,910.00)	0.00	2,910.00
Governance Total		(2,910.00)	0.00	2,910.00
Law, order, public safety				
R05100	LGGG Grant Income (ESL)	(41,540.00)	(34,157.00)	7,383.00
R05101	LGGG Administration Fee Income	0.00	(363.64)	(364.00)
R05102	Fines & Penalties Income	(620.00)	(500.00)	120.00
R05105	DFES Capital Grant Income	(189,305.00)	0.00	189,305.00
R05202	Dog Registration Fees	(1,660.00)	(1,198.25)	462.00
R05203	Cat Registration Fees	0.00	(72.50)	(73.00)
Law, order, public safety Total		(233,125.00)	(36,291.39)	196,833.00
Health				
R07490	Other Income	(830.00)	0.00	830.00
R07701	Other Income	(830.00)	(2,240.15)	(1,410.00)
R07791	Medical/Treatment Room Income	(1,250.00)	(598.00)	652.00
Health Total		(2,910.00)	(2,838.15)	72.00
Housing				
R09122	Rental Income - 19 Humes Way	(3,250.00)	(3,300.00)	(50.00)
R09124	Rental Income - 1 Dowsett Street	(4,330.00)	(4,400.00)	(70.00)
R09127	Rental Income - 5 Dunmall Drive	(24,910.00)	(23,936.78)	973.00
R09128	Rental Income - 20 Down Street	(6,500.00)	(545.46)	5,955.00
Housing Total		(38,990.00)	(32,182.24)	6,808.00
Community amenities				
R10101	Domestic Refuse Rates	(34,600.00)	(35,490.61)	(891.00)
R10102	Domestic Refuse - Season Pass	(2,500.00)	(3,009.08)	(509.00)
R10190	Household waste Income	(410.00)	(86.36)	324.00
R10201	Commercial Refuse Collection Rates	(2,500.00)	(3,564.56)	(1,065.00)
R10204	Drum Muster Income	(1,300.00)	0.00	1,300.00
R10290	Commercial Waste Income	(2,080.00)	(1,487.32)	593.00
R10291	Recycling Waste Income	0.00	(476.35)	(476.00)
R10390	Other Income	(850.00)	0.00	850.00
R10601	Town Planning Fees Income	(2,910.00)	(1,952.37)	958.00
R10705	Cemetery Income	(1,660.00)	(2,919.99)	(1,260.00)
Community amenities Total		(48,810.00)	(48,986.64)	(176.00)
Recreation and culture				
R11101	Community Centre Income	(410.00)	(814.55)	(405.00)
R11102	Movie Screen Hire Income	(80.00)	0.00	80.00
R11390	Other Income	(760.00)	(750.00)	10.00
R11391	Insurance Reimbursement Income	0.00	(6,208.02)	(6,208.00)
R11690	Other Income	(250.00)	(426.85)	(177.00)
Recreation and culture Total		(1,500.00)	(8,199.42)	(6,700.00)
Transport				
R12200	Grant Income - Regional Road Group	(364,325.00)	(298,544.02)	65,781.00
R12201	Grant Income - Roads to Recovery	(116,700.00)	(116,000.00)	700.00
R12202	Grant Income - Blackspot	(31,750.00)	0.00	31,750.00
R12204	Grant Income - MRWA Direct	(61,230.00)	(61,230.00)	0.00
R12205	RRSP Project Income	(276,000.00)	(116,000.00)	160,000.00
R12210	Grant Income - Storm & Flood Damage	0.00	(31,818.00)	(31,818.00)
R12290	Other Income	(410.00)	(1,300.00)	(890.00)
Transport Total		(850,415.00)	(624,892.02)	225,523.00
Economic services				
R13200	Caravan Park Income	(15,160.00)	(46,119.64)	(30,960.00)
R13210	Caravan Park Grants Income	(110,780.00)	(214,630.58)	(103,851.00)
R13301	Building License Fees Income	(2,160.00)	(2,191.24)	(31.00)
R13302	BSL Commission Income	(120.00)	(45.50)	74.00
R13303	BCITF Commission Income	(10.00)	(7.50)	2.00
R13401	CRC - Centrelink Income	(8,640.00)	(7,200.00)	1,440.00
R13402	CRC - Copying & Other Income	(430.00)	(276.74)	153.00
R13403	CRC - Community Events & Programs Income	(6,250.00)	(27,487.10)	(21,237.00)
R13410	CRC - Community Programs Grant Income	(3,820.00)	0.00	3,820.00
R13412	CRC - Wandering Echo Income	(2,080.00)	(814.56)	1,265.00
R13414	CRC - DOT Licensing Commission Income	(7,080.00)	(4,594.39)	2,486.00
R13430	CRC - Operating Grants Income	(99,548.00)	(102,864.88)	(3,317.00)
R13450	CRC - Cafe Income	(5,500.00)	(4,190.49)	1,310.00
R13501	Post Office Commission Income	(45,000.00)	(22,778.86)	22,221.00

APPENDIX

FOR THE PERIOD ENDED 30 APRIL 2022

DETAILS OF VARIANCES

	Account Description	YTD Budget	YTD Actual	Variance (Under)/Over
R13502	Post Office Income	(2,910.00)	(2,469.08)	441.00
R13503	Telstra Exchange Lease Income	(2,160.00)	0.00	2,160.00
R13504	Sale of Newspapers Income	(200.00)	(1,433.77)	(1,234.00)
R13586	Sale of Water - Standpipes Income	(5,000.00)	(6,279.88)	(1,280.00)
R13590	Star Track Income	(1,600.00)	(51.55)	1,548.00
R13601	Fuel Sales - ULP Income	(162,500.00)	(140,480.87)	22,019.00
R13602	Fuel Sales - Diesel Income	(260,000.00)	(255,189.49)	4,811.00
Economic services Total		(740,948.00)	(839,106.12)	(98,160.00)
Other property and services				
R14100	Private Works Income	(12,500.00)	(10,908.29)	1,592.00
R14210	Workers Compensation Reimbursements Income	(3,750.00)	0.00	3,750.00
R14301	Diesel Fuel Rebate Income	(16,660.00)	(14,827.76)	1,832.00
R14302	Motor Vehicle Policy discount Income	(1,750.00)	(693.00)	1,057.00
R14303	Insurance Reimbursement Income	0.00	(4,411.19)	(4,411.00)
R14306	Sale of Surplus Equipment	0.00	(877.55)	(878.00)
R14500	Admin - Fees & Charges Income	0.00	(18.27)	(18.00)
R14590	Admin - Other Income	(4,120.00)	(6,787.44)	(2,667.00)
Other property and services Total		(38,780.00)	(38,523.50)	257.00
Operating Income Total		(3,392,372.00)	(3,533,258.89)	(140,889.00)
Operating Expenditure				
General purpose funding				
E03100	Other Expenses	22,500.00	22,035.62	(464.00)
E03101	Valuation Expenses & Title Searches Expenses	7,910.00	1,109.24	(6,801.00)
E03102	Legal Costs Rate Recovery Expenses	3,330.00	1,215.75	(2,114.00)
E03199	Administration Allocated	24,460.00	36,995.81	12,536.00
E03299	Administration Allocated	13,450.00	122.24	(13,328.00)
General purpose funding Total		71,650.00	61,478.66	(10,171.00)
Governance				
E04100	Member's Travelling Expenses	750.00	420.48	(330.00)
E04101	Member's Conference Expenses	3,330.00	2,846.40	(484.00)
E04102	Election Expenses	2,910.00	3,179.38	269.00
E04103	President's Allowance Expenses	5,000.00	2,979.60	(2,020.00)
E04104	Member's Refreshments & Receptions Expenses	5,410.00	7,005.57	1,595.00
E04105	Member's Insurance Expenses	5,754.00	4,374.98	(1,379.00)
E04106	Member's Subscriptions Expenses	11,970.00	10,844.51	(1,125.00)
E04109	Member's Sitting Fees Expenses	25,000.00	11,547.25	(13,453.00)
E04111	Member's Training & Professional Development Expenses	6,000.00	0.00	(6,000.00)
E04112	Maintenance Council Chambers Expenses	1,320.00	771.75	(547.00)
E04113	Other Expenses	4,330.00	5,768.78	1,438.00
E04114	Public Relations Expenses	18,500.00	22,847.08	4,348.00
E04199	Administration Allocated	77,050.00	19,027.57	(58,022.00)
Governance Total		167,324.00	91,613.35	(75,710.00)
Law, order, public safety				
E05100	LGGS - Purchase Plant & Equipment <\$1,200 per item	6,000.00	1,468.18	(4,532.00)
E05101	LGGS - Maintenance Plant & Equipment Expenses	860.00	2,008.14	1,148.00
E05102	LGGS - Maintenance Vehicles/Trailers/Boats Expenses	5,580.00	6,426.46	847.00
E05103	LGGS - Maintenance Land & Buildings Expenses	3,410.00	2,342.24	(1,068.00)
E05104	LGGS - PPE Expenses	2,580.00	2,055.00	(525.00)
E05105	LGGS - Utilities Expenses	1,040.00	1,434.28	395.00
E05106	LGGS - Other Goods & Services Expenses	2,580.00	1,580.37	(1,000.00)
E05107	LGGS - Insurances Expenses	15,020.00	7,328.84	(7,691.00)
E05190	Other Expenses	8,770.00	20,192.18	11,422.00
E05198	Depreciation	36,000.00	22,903.04	(13,097.00)
E05199	Administration Allocated	9,780.00	8,760.06	(1,020.00)
E05200	Ranger Service Expenses	4,580.00	4,230.00	(350.00)
E05299	Administration Allocated	8,560.00	963.31	(7,597.00)
E05300	CCTV Maintenance Expenses	2,080.00	1,600.00	(480.00)
E05398	Depreciation	7,900.00	2,055.03	(5,845.00)
E05399	Administration Allocated	2,140.00	1,140.85	(999.00)
Law, order, public safety Total		116,880.00	86,487.98	(30,392.00)
Health				
E07400	Environmental Health Officer Consultant Expenses	2,910.00	4,960.13	2,050.00
E07401	Analytical Expenses	370.00	360.00	(10.00)
E07490	Other Expenses	344.00	0.00	(344.00)
E07499	Administration Allocated	5,190.00	774.11	(4,416.00)
E07791	Consulting Room Expenses	410.00	604.16	194.00
Health Total		9,224.00	6,698.40	(2,526.00)
Education and welfare				
E08290	Other Expenses	480.00	3,583.02	3,104.00
E08699	Administration Allocated	610.00	366.75	(243.00)
Education and welfare Total		1,090.00	3,949.77	2,861.00
Housing				
E09101	Maintenance Expenses - 13 Dunmall Drive	15,490.00	18,224.55	2,736.00
E09102	Maintenance Expenses - 19 Humes Way	9,390.00	9,718.54	329.00
E09103	Maintenance Expenses - 14 Down Street	5,810.00	6,060.96	251.00
E09104	Maintenance Expenses - 1 Dowsett Street	3,010.00	4,216.73	1,207.00
E09108	Maintenance Expenses - 20 Down Street	14,650.00	3,485.62	(11,164.00)
E09196	LESS Housing Expenses Allocated	(43,470.00)	(26,515.99)	16,954.00
E09199	Administration Allocated	10,090.00	6,763.56	(3,326.00)
E09201	Maintenance Expenses - 5 Dunmall Drive	10,270.00	7,236.29	(3,033.00)
Housing Total		25,240.00	29,190.26	3,954.00

Account Description		YTD Budget	YTD Actual	Variance (Under)/Over
Community amenities				
E10101	Domestic Refuse Collection Expenses	10,620.00	11,356.29	736.00
E10102	Recycling Service Expenses	6,780.00	6,009.52	(770.00)
E10103	Refuse Site Maintenance Expenses	46,290.00	42,041.48	(4,248.00)
E10104	Bulk Recycling Expenses	3,330.00	3,246.40	(84.00)
E10190	Transfer Station Bin Collections Expenses	17,770.00	11,836.61	(5,933.00)
E10199	Administration Allocated	14,670.00	7,008.07	(7,662.00)
E10202	Commercial Recycling Expenses	200.00	381.25	181.00
E10203	Street Bin Collection Expenses	4,210.00	7,192.88	2,983.00
E10204	DrumMuster Expenses	830.00	0.00	(830.00)
E10298	Depreciation	6,550.00	3,916.41	(2,634.00)
E10299	Administration Allocated	6,420.00	1,181.59	(5,238.00)
E10490	Other Expenses	0.00	135.24	136.00
E10590	Other Expenses	2,160.00	2,500.00	340.00
E10599	Administration Allocated	2,740.00	651.92	(2,088.00)
E10601	Town Planning Consultant Expenses	10,000.00	14,887.50	4,888.00
E10699	Administration Allocated	8,860.00	1,263.07	(7,597.00)
E10701	Public Conveniences Expenses - Watts Street	22,830.00	16,691.12	(6,138.00)
E10702	Public Conveniences Expenses - Pumphreys Bridge & Codjatatine	11,540.00	10,842.29	(697.00)
E10705	Cemetery Maintenance	6,690.00	4,283.51	(2,408.00)
E10790	Other Expenses	430.00	248.26	(182.00)
E10798	Depreciation	2,600.00	1,769.93	(830.00)
E10799	Administration Allocated	3,660.00	3,789.17	129.00
Community amenities Total		189,180.00	151,232.51	(37,946.00)
Recreation and culture				
E11101	Wandering Community Centre	31,370.00	30,928.04	(442.00)
E11198	Depreciation	8,000.00	7,159.31	(841.00)
E11199	Administration Allocated	19,560.00	3,829.99	(15,730.00)
E11300	Public Parks, Gardens & Reserves Expenses	51,420.00	47,550.51	(3,868.00)
E11301	Community Centre Oval Expenses	31,240.00	25,139.08	(6,101.00)
E11302	Cheetaning Street Oval Expenses	3,760.00	1,195.56	(2,565.00)
E11303	Wandering Tennis Courts Expenses	7,190.00	6,950.68	(238.00)
E11304	Pumphreys Bridge Tennis Courts Expenses	330.00	0.00	(330.00)
E11305	Bowling Green Expenses	1,200.00	2,232.76	1,033.00
E11306	Playgrounds Expenses	9,190.00	4,833.17	(4,356.00)
E11307	Skate Park Expenses	300.00	304.26	4.00
E11398	Depreciation	29,050.00	18,314.57	(10,735.00)
E11399	Administration Allocated	4,270.00	13,445.60	9,176.00
E11498	Depreciation	600.00	0.00	(600.00)
E11590	Other Expenses	150.00	304.25	154.00
E11698	Depreciation	2,050.00	1,221.96	(828.00)
E11699	Administration Allocated	3,660.00	570.45	(3,090.00)
Recreation and culture Total		203,340.00	163,980.19	(39,357.00)
Transport				
E12200	Rural Road Expenses	450,352.00	852,030.15	401,679.00
E12201	Town Street Expenses	36,000.00	35,065.37	(936.00)
E12204	Footpath Expenses	6,960.00	1,704.10	(5,256.00)
E12207	Street Lighting Expenses	6,750.00	6,175.28	(575.00)
E12208	Road & Street Signs Expenses	6,240.00	165.54	(6,074.00)
E12211	RAMM Expenses	5,000.00	6,482.99	1,483.00
E12215	Bridge Maintenance Expenses	20,730.00	4,000.02	(16,730.00)
E12298	Depreciation	681,860.00	432,415.23	(249,445.00)
E12299	Administration Allocated	123,150.00	154,013.32	30,863.00
Transport Total		1,337,042.00	1,492,052.00	155,009.00
Economic services				
E13103	Vermin & Pest Control Expenses	430.00	300.00	(130.00)
E13200	Caravan Park Expenses	25,750.00	25,645.15	(104.00)
E13202	Area Promotion Expenses	5,830.00	262.73	(5,567.00)
E13203	Vintage Machinery Shed Expenses	1,000.00	1,217.00	217.00
E13298	Depreciation	8,450.00	6,336.47	(2,113.00)
E13299	Administration Allocated	20,790.00	5,989.46	(14,801.00)
E13300	Building Surveyor Consultant Expenses	2,080.00	2,011.27	(69.00)
E13390	Other Expenses	350.00	544.26	194.00
E13399	Administration Allocated	8,560.00	529.67	(8,030.00)
E13401	CRC - Salaries Expenses	65,380.00	63,975.25	(1,405.00)
E13402	CRC - Superannuation Expenses	7,040.00	5,979.02	(1,061.00)
E13403	CRC - Consultants Expenses	0.00	145.45	145.00
E13404	CRC - Insurance Expenses	3,100.00	2,129.74	(970.00)
E13405	CRC - Utilities Expenses	4,590.00	3,298.02	(1,292.00)
E13406	CRC - Community Events & Programs Expenses	15,560.00	40,409.63	24,850.00
E13407	CRC - Printing & Stationery Expenses	1,250.00	1,901.81	652.00
E13408	CRC - Postage & Freight Expenses	830.00	86.80	(743.00)
E13411	CRC - Building Expenses	14,440.00	19,307.60	4,868.00
E13412	CRC - Wandering Echo Expenses	1,250.00	1,215.26	(35.00)
E13413	CRC - Library Expenses	9,330.00	1,317.59	(8,012.00)
E13414	CRC - DOT Licensing Expenses	1,330.00	0.00	(1,330.00)
E13416	CRC - Furniture & Equipment Expenses	830.00	1,001.91	172.00
E13418	CRC - Staff Training & Professional Development Expenses	2,080.00	2,108.47	28.00
E13419	CRC - Computer Expenses	4,580.00	7,071.01	2,491.00
E13490	CRC - Cafe Expenses	4,580.00	3,222.17	(1,358.00)
E13491	CRC - Cafe Tasty Tuesday	0.00	350.24	350.00
E13498	CRC - Depreciation	1,500.00	1,628.48	128.00
E13499	CRC - Administration Allocated	15,890.00	22,205.66	6,316.00
E13501	Postal Agency Expenses	3,750.00	3,261.73	(489.00)
E13504	Purchase of Newspapers Expenses	160.00	153.00	(7.00)

APPENDIX

FOR THE PERIOD ENDED 30 APRIL 2022

DETAILS OF VARIANCES

	Account Description	YTD Budget	YTD Actual	Variance (Under)/Over
E13584	Standpipes - Operating Expenses	3,340.00	2,709.90	(630.00)
E13586	Industrial Estate Development	0.00	3,900.00	3,900.00
E13590	Star Track Expenses	10,470.00	15,454.23	4,984.00
E13599	Administration Allocated	48,090.00	1,466.81	(46,623.00)
E13601	Fuel Purchases - ULP	125,000.00	122,607.56	(2,392.00)
E13602	Fuel Purchases - Diesel	200,000.00	217,858.37	17,858.00
E13610	Fuel Facility Expenses	12,860.00	23,426.48	10,567.00
E13690	Other Expenses	4,580.00	1,793.50	(2,787.00)
E13698	Depreciation	8,400.00	4,570.30	(3,829.00)
E13699	Administration Allocated	61,460.00	45,674.34	(15,786.00)
Economic services Total		704,910.00	663,066.34	(41,843.00)
Other property and services				
E14100	Private Works Expenses	12,000.00	28,109.05	16,109.00
E14199	Administration Allocated	2,440.00	1,140.85	(1,299.00)
E14200	Works - Administration Expenses	152,540.00	149,405.52	(3,135.00)
E14201	Works - Superannuation Expenses	64,510.00	78,797.77	14,288.00
E14202	Works - Leave Expenses	56,220.00	85,661.68	29,442.00
E14203	Works - Health, Safety & Training Expenses	12,080.00	12,683.80	604.00
E14204	Works - PPE Expenses	5,410.00	3,838.40	(1,572.00)
E14205	Tools & Consumables Expenses	4,160.00	2,192.98	(1,967.00)
E14206	Works - Insurance Expenses	22,500.00	18,257.65	(4,242.00)
E14210	Workers Compensation Expenses	3,750.00	0.00	(3,750.00)
E14290	Other Expenses	1,660.00	72.40	(1,588.00)
E14294	LESS PWO Allocated	(417,600.00)	(678,766.68)	(261,167.00)
E14295	Housing Allocated	27,300.00	6,617.64	(20,682.00)
E14298	Depreciation	0.00	356.16	356.00
E14299	Administration Allocated	88,060.00	48,037.48	(40,023.00)
E14301	Plant - Insurance Expenses	14,000.00	13,401.69	(598.00)
E14302	Plant - Fuel & Oils Expenses	62,440.00	82,784.42	20,344.00
E14303	Plant - Tyres Expenses	6,250.00	593.15	(5,657.00)
E14304	Plant - Parts & Repairs Expenses	63,750.00	53,627.03	(10,123.00)
E14305	Plant - Internal Repair Wages Expenses	12,500.00	1,111.14	(11,388.00)
E14306	Plant - Licences Expenses	4,160.00	4,580.86	421.00
E14307	Depreciation	74,160.00	78,682.22	4,522.00
E14308	LESS Plant Operation Costs allocated	(181,100.00)	(182,308.49)	(1,208.00)
E14309	Depot Expenses	14,580.00	18,327.08	3,748.00
E14310	LESS Plant Depreciation Allocated	(91,660.00)	(256,127.22)	(164,467.00)
E14398	Depreciation	17,500.00	11,384.42	(6,116.00)
E14399	Administration Allocated	24,460.00	21,838.98	(2,621.00)
E14500	Admin - Salaries Expenses	343,460.00	443,903.92	100,444.00
E14501	Admin - Superannuation Expenses	43,760.00	56,213.10	12,453.00
E14502	Admin - FBT Expenses	10,410.00	11,055.00	645.00
E14503	Admin - Staff Training & Professional Development Expenses	4,580.00	6,095.89	1,516.00
E14504	Admin - Staff Uniforms Expenses	1,660.00	727.59	(932.00)
E14505	Admin - Conference Expenses	0.00	1,422.11	1,422.00
E14506	Admin - Building Expenses	14,580.00	11,802.31	(2,777.00)
E14507	Admin - Utilities Expenses	5,370.00	3,531.67	(1,839.00)
E14508	Admin - Insurance Expenses	29,000.00	37,119.92	8,120.00
E14510	Admin - Office Equipment Expenses	0.00	414.01	414.00
E14511	Admin - Computer Expenses	45,000.00	41,249.01	(3,751.00)
E14512	Admin - Audit Expenses	25,000.00	25,000.00	0.00
E14513	Admin - Bank Expenses	2,910.00	3,548.11	638.00
E14514	Admin - Legal Expenses	2,080.00	3,714.50	1,635.00
E14515	Admin - Consultants Expenses	42,000.00	49,983.50	7,984.00
E14516	Admin - Advertising Expenses	1,250.00	1,359.53	110.00
E14517	Admin - Printing, Stationery & Postage Expenses	3,330.00	6,923.58	3,594.00
E14590	Other Expenses	9,580.00	8,609.94	(970.00)
E14591	Housing Allocated	16,170.00	19,898.35	3,728.00
E14594	LESS Admin Costs allocated	(599,800.00)	(407,443.04)	192,357.00
E14598	Depreciation	31,560.00	11,310.21	(20,251.00)
E14600	Gross Salaries & Wages Expenses	1,022,220.00	1,156,740.48	134,520.00
E14601	LESS Salaries & Wages Allocated	(1,022,220.00)	(1,156,740.48)	(134,520.00)
E14690	Unallocated Salaries & Wages Expenses	0.00	697.30	698.00
Other property and services Total		87,970.00	(58,563.51)	(146,531.00)
Operating Expenditure Total		2,913,850.00	2,691,185.95	(222,662.00)
Capital Income				
Housing				
	Housing Total	0.00	0.00	0.00
Transport				
	R12395 Proceeds from Sale of Assets	(124,000.00)	(53,231.82)	70,768.00
	Transport Total	(124,000.00)	(53,231.82)	70,768.00
Capital Income Total		(124,000.00)	(53,231.82)	70,768.00
Grand Total		(602,522.00)	(895,304.76)	(292,773.00)

13.2 - Accounts for Payment – April 2022

File Reference: N/A
Location: N/A
Applicant: N/A
Author: Sophie Marinoni – Finance Officer
Authorising Officer Ian Fitzgerald - Acting Chief Executive Officer
Date: 13 May 2022
Disclosure of Interest: N/A
Attachments: Payment Listings
Previous Reference: N/A

Summary:

Council to note payments of accounts as presented.

Background:

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

Comment:

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

Consultation:

There has been no consultation.

Statutory Environment:

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

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

Policy Implications:

There are no policy implications.

Financial Implications:

Shire of Wandering

Certificate of Expenditure – 30 April 2022

This Schedule of Accounts to be passed for payment covering:

Payment Method	Cheque/EFT/DD Number	Amount
Municipal Fund:		
Electronic Funds Transfers	EFT7320 – EFT7368	\$149,938.32
Direct Debits	DD3908.1 – DD3938.1	\$28,500.82
	TOTAL	\$178,439.14

to the Municipal and Trust Accounts, totalling \$178,439.14 which were submitted to each member of the Council on 19th May 2022, have been checked and fully supported by vouchers and invoices which are submitted herewith, have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings.



Ian Fitzgerald
A/CHIEF EXECUTIVE OFFICER

**Strategic Implications:
 Improve Our Financial Position**

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

Sustainability Implications:

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

Risk Implications:

Risk	Low (1)
Risk Likelihood (based on history and with existing controls)	Low (1)
Risk Impact / Consequence	Low (1)
Risk Rating (Prior to Treatment or Control)	Low (1)
Principal Risk Theme	Low (1)
Risk Action Plan (Controls or Treatment Proposed)	Low (1)

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item.

Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Simple majority

Officer Recommendation:

That in accordance with section 13 of the Financial Management Regulations of the Local Government Act 1995 and in accordance with delegation, payment of Municipal Fund invoices, Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$178,439.14 listed (attached) be noted as approved for payment plus credit card payments as per attached schedules be noted.

Seconded:

Moved: _____

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT7320	07/04/2022	Best Office Systems			-\$ 758.15
	30/03/2022		Copier Contract - Shire <i>B&W copies, Colour copies</i>	\$ 513.12	
	31/03/2022		Copier Contract - CRC <i>B&W Copies, Colour Copies, Echo</i>	\$ 245.03	
EFT7321	07/04/2022	Boddington News			-\$ 9.00
	25/03/2022		Boddington News <i>Edition 684</i>	\$ 9.00	
EFT7322	07/04/2022	Brendan Whitely			-\$ 1,150.75
	20/12/2021		Councillor allowances <i>Meeting Allowance, IT Allowance</i>	\$ 1,150.75	
EFT7323	07/04/2022	CJD Equipment			-\$ 2,437.06
	09/03/2022		Repair water pump - WD.141 <i>Labour, Travel, Parts</i>	\$ 2,437.06	
EFT7324	07/04/2022	Child Support Agency			-\$ 129.44
	30/03/2022		Payroll deductions	\$ 129.44	
EFT7325	07/04/2022	Crossman Hot Water & Plumbing			-\$ 2,772.00
	13/03/2022		Repair toilet leak - 1 Dowsett St <i>Labour, Materials</i>	\$ 319.00	
	13/03/2022		Replace gas regulator - 20 Down St <i>Labour, Materials</i>	\$ 253.00	
	13/03/2022		Install hot water system - 14 Down St <i>Labour & parts</i>	\$ 2,200.00	
EFT7326	07/04/2022	Fuel Distributors of WA			-\$ 565.29
	09/03/2022		Fuels - Depot <i>Ad Blue</i>	\$ 565.29	
EFT7327	07/04/2022	Great Southern Fuel Supplies			-\$ 452.58
	23/03/2022		Fuel card purchases <i>Distributor card</i>	\$ 2.75	
	31/03/2022		Fuel card purchases <i>0.WD, WD.001, 0.WD</i>	\$ 449.83	
EFT7328	07/04/2022	Jozef Majko			-\$ 600.00
	30/03/2022		Rent	\$ 600.00	
EFT7329	07/04/2022	MJ & C Cornish			-\$ 629.20
	01/03/2022		Excavator hire <i>Ricks Rd</i>	\$ 629.20	
EFT7330	07/04/2022	Moore Australia			-\$ 3,410.00
	31/03/2022		Monthly Financial Preparation & Review <i>Feb 2022, Budget review</i>	\$ 3,410.00	
EFT7331	07/04/2022	Officeworks			-\$ 336.69
	11/03/2022		Office supplies <i>Hand towel, Paper, Milk, Sugar, Tea bags, Delivery Fee</i>	\$ 336.69	
EFT7332	07/04/2022	Perfect Computer Solutions			-\$ 2,012.50
	24/03/2022		IT Repairs - CRC <i>Labour & travel</i>	\$ 1,800.00	
	31/03/2022		Monthly IT maintenance <i>Admin, Monthly fee, CRC</i>	\$ 212.50	
EFT7333	07/04/2022	Shire of Narrogin			-\$ 657.00
	14/03/2022		Senior Health Officer <i>Labour, Travel</i>	\$ 657.00	
EFT7334	07/04/2022	Payroll deductions			-\$ 550.00
	30/03/2022		Payroll deductions	\$ 550.00	
EFT7335	07/04/2022	Payroll deductions			-\$ 65.00
	30/03/2022		Payroll deductions	\$ 65.00	
EFT7336	07/04/2022	Volt Air			-\$ 1,066.50
	23/03/2022		Replace light globes - CRC <i>Labour & materials</i>	\$ 840.00	
	25/03/2022		Repair retic controller - 13 Dunmall Dr <i>Labour, Sundries</i>	\$ 226.50	
EFT7337	07/04/2022	WA Contract Ranger Services			-\$ 594.00

	26/03/2022	Contract Ranger Service <i>Labour & travel</i>	\$ 594.00	
EFT7338	07/04/2022	Wandering Cricket Club		-\$ 350.00
	25/03/2022	Bond refund <i>Cleaning bond, Key bond</i>	\$ 350.00	
EFT7339	21/04/2022	Alana Karen Rosenthal		-\$ 264.55
	06/05/2022	Reimbursement <i>Supplies - CRC Cafe</i>	\$ 264.55	
EFT7340	21/04/2022	Altus Planning		-\$ 3,418.25
	04/04/2022	Town planning consultant <i>Mar 2022</i>	\$ 3,418.25	
EFT7341	21/04/2022	BOC		-\$ 85.24
	29/03/2022	Container Service <i>Oxygen, Acetylene, Argoshield, Medical Oxygen</i>	\$ 85.24	
EFT7342	21/04/2022	Barry John Gibbs		-\$ 459.95
	21/03/2022	Reimbursement <i>Washing machine, Key cutting</i>	\$ 459.95	
EFT7343	21/04/2022	Bert Gray Painting		-\$ 290.00
	05/04/2022	Painting - Admin Office <i>Paint door & frame</i>	\$ 290.00	
EFT7344	21/04/2022	Blackwoods		-\$ 198.55
	22/03/2022	PPE - Fire Shed <i>Hydration drink</i>	\$ 198.55	
EFT7345	21/04/2022	Child Support Agency		-\$ 129.44
	13/04/2022	Payroll deductions	\$ 129.44	
EFT7346	21/04/2022	City of Kalamunda		-\$ 1,244.40
	22/03/2022	Building services <i>Labour</i>	\$ 1,244.40	
EFT7347	21/04/2022	Conplant		-\$ 1,298.00
	28/02/2022	Dry hire - Vibe roller <i>28/02/2022 - 28/02/2022, Delivery</i>	\$ 1,298.00	
EFT7348	21/04/2022	Department of Mines, Industry Regulation & Safety		-\$ 56.65
	31/03/2022	BSL - Mar 2022 <i>Building permits, Collection fee</i>	\$ 56.65	
EFT7349	21/04/2022	Frontline Fire & Rescue		-\$ 498.94
	24/03/2022	Parts - Fire truck <i>Hose connection</i>	\$ 255.84	
	24/03/2022	Parts - Fire truck <i>Trickle charger cord</i>	\$ 243.10	
EFT7350	21/04/2022	Fuel Distributors of WA		-\$ 28,627.50
	18/03/2022	Fuels - Fuel facility <i>Diesel, ULP</i>	\$ 28,466.68	
	25/03/2022	Supplies - Depot <i>Grease</i>	\$ 160.82	
EFT7351	21/04/2022	Jozef Majko		-\$ 600.00
	13/04/2022	Rent	\$ 600.00	
EFT7352	21/04/2022	Office of the Auditor General		-\$ 27,500.00
	03/03/2022	Audit attest - 2020/21 <i>Audit fee</i>	\$ 27,500.00	
EFT7353	21/04/2022	Officeworks		-\$ 249.15
	22/03/2022	Office & caravan park supplies <i>Milk, Sugar, Laundry powder, Stain remover, Serviettes, Whiteboard markers, Highlighters, Notebooks, Keytags, Delivery fee</i>	\$ 197.37	
	05/04/2022	Office supplies <i>Coffee</i>	\$ 51.78	
EFT7354	21/04/2022	Orix Australia Corporation		-\$ 1,430.00
	31/01/2022	Vehicle hire - ACEO <i>16/12/2021 - 16/01/2022</i>	\$ 1,430.00	
EFT7355	21/04/2022	Pet Tags Australia		-\$ 51.15

	22/03/2022	Ranger supplies <i>Pet tags, Freight</i>	\$ 51.15	
EFT7356	21/04/2022	Quest Payment Systems		-\$ 836.00
	28/02/2022	Monthly maintenance fee <i>Feb 2022</i>	\$ 418.00	
	30/03/2022	Monthly maintenance fee <i>Mar 2022</i>	\$ 418.00	
EFT7357	21/04/2022	RK Roach		-\$ 3,014.00
	30/03/2022	Surveying <i>Survey set out - York Williams Rd, Survey pick up - York Williams Rd</i>	\$ 3,014.00	
EFT7358	21/04/2022	Resonline		-\$ 220.00
	31/03/2022	Online booking system fee - Caravan Park <i>Mar 2022</i>	\$ 220.00	
EFT7359	21/04/2022	Rhonie's Wandering Mop & Bucket		-\$ 6,248.00
	12/04/2022	Cleaning contract <i>Public conveniences - Watts St, Caravan Park, Administration Office, CRC, Depot, Public conveniences - Codjatonine, Public conveniences - Pumphreys Bridge, Community Centre, Travel, Caravan park cabins</i>	\$ 2,745.60	
	12/04/2022	Cleaning contract <i>Public conveniences - Watts St, Caravan Park, Administration Office, CRC, Depot, Public conveniences - Codjatonine, Public conveniences - Pumphreys Bridge, Community Centre, Travel, Caravan park cabins</i>	\$ 3,502.40	
EFT7360	21/04/2022	SJR Civil Consulting		-\$ 3,300.00
	18/03/2022	Design works <i>North Wandering Rd, Ferguson Wy</i>	\$ 3,300.00	
EFT7361	21/04/2022	Shire of Narrogin		-\$ 672.50
	22/03/2022	Senior Health Officer <i>Labour, Travel</i>	\$ 672.50	
EFT7362	21/04/2022	Payroll deductions		-\$ 550.00
	13/04/2022	Payroll deductions	\$ 550.00	
EFT7363	21/04/2022	Payroll deductions		-\$ 65.00
	13/04/2022	Payroll deductions	\$ 65.00	
EFT7364	21/04/2022	Stabilisation Technology		-\$ 1,148.40
	20/03/2022	Soil testing & analysis - North Wandering Rd <i>UCS testing, Soaked CBH, Engineering service s</i>	\$ 1,148.40	
EFT7365	21/04/2022	Startrack Express		-\$ 35.36
	06/04/2022	Freight <i>Corsign</i>	\$ 35.36	
EFT7366	21/04/2022	WA Fuel Supplies		-\$ 48,422.18
	28/03/2022	Fuels - Fuel Facility <i>Diesel, ULP</i>	\$ 48,422.18	
EFT7367	21/04/2022	Wandering Smash Repairs		-\$ 300.00
	06/04/2022	Windscreen excess <i>WD.480</i>	\$ 300.00	
EFT7368	21/04/2022	Yahava Kaffeeworks Wholesale		-\$ 179.95
	04/04/2022	Supplies - CRC Café <i>Coffee, Ice coffee syrup, Drump pump, Freight</i>	\$ 179.95	
DD3908.1	05/04/2022	Pivotel		-\$ 60.00
	15/03/2022	Satellite Sleeves <i>Bushfire radios</i>	\$ 60.00	
DD3918.1	13/04/2022	Aware Super		-\$ 5,600.69
	13/04/2022	Payroll deductions	\$ 4,489.32	

	13/04/2022	Payroll deductions	\$ 1,111.37	
DD3918.2	13/04/2022	ANZ OnePath Masterfund		-\$ 346.08
	13/04/2022	Payroll deductions	\$ 86.52	
	13/04/2022	Payroll deductions	\$ 259.56	
DD3918.3	13/04/2022	HostPlus Super Fund		-\$ 711.84
	13/04/2022	Payroll deductions	\$ 177.96	
	13/04/2022	Payroll deductions	\$ 533.88	
DD3918.4	13/04/2022	Australian Super		-\$ 578.08
	13/04/2022	Payroll deductions	\$ 144.52	
	13/04/2022	Payroll deductions	\$ 433.56	
DD3918.5	13/04/2022	SuperWrap Personal Super Plan		-\$ 129.68
	13/04/2022	Payroll deductions	\$ 129.68	
DD3918.6	13/04/2022	CBUS		-\$ 202.22
	13/04/2022	Payroll deductions	\$ 202.22	
DD3918.7	13/04/2022	Prime Super		-\$ 274.27
	13/04/2022	Payroll deductions	\$ 274.27	
DD3922.1	22/04/2022	Synergy		-\$ 694.03
	01/04/2022	Street lighting <i>Usage</i>	\$ 694.03	
DD3923.1	04/04/2022	Telstra		-\$ 3,714.41
	18/03/2022	Phone charges <i>Admin office, Harvest ban, Fuel facility, CRC, Consulting room, Admin iPad, Caravan Park, Supervisor, Remote Internet, CRC Internet Connection, Office Internet Connection, Phone plan, Rounding, CEO mobile, CEO phone</i>	\$ 3,714.41	
DD3923.2	20/04/2022	ClickSuper		-\$ 15.84
	31/03/2022	Transaction fee <i>Mar 2022</i>	\$ 15.84	
DD3928.1	27/04/2022	Aware Super		-\$ 12,202.47
	27/04/2022	Payroll deductions	\$ 11,112.78	
	27/04/2022	Payroll deductions	\$ 1,089.69	
DD3928.2	27/04/2022	ANZ OnePath Masterfund		-\$ 293.00
	27/04/2022	Payroll deductions	\$ 73.25	
	27/04/2022	Payroll deductions	\$ 219.75	
DD3928.3	27/04/2022	HostPlus Super Fund		-\$ 711.84
	27/04/2022	Payroll deductions	\$ 177.96	
	27/04/2022	Payroll deductions	\$ 533.88	
DD3928.4	27/04/2022	Australian Super		-\$ 578.08
	27/04/2022	Payroll deductions	\$ 144.52	
	27/04/2022	Payroll deductions	\$ 433.56	
DD3928.5	27/04/2022	SuperWrap Personal Super Plan		-\$ 116.42
	27/04/2022	Payroll deductions	\$ 116.42	
DD3928.6	27/04/2022	CBUS		-\$ 69.25
	27/04/2022	Payroll deductions	\$ 69.25	
DD3928.7	27/04/2022	Prime Super		-\$ 91.42
	27/04/2022	Payroll deductions	\$ 91.42	
DD3931.1	01/04/2022	St.George Bank		-\$ 880.58
	31/03/2022	Merchant Fees - Fuel Facility <i>Mar 2022</i>	\$ 880.58	
DD3931.3	01/04/2022	Bankwest		-\$ 1,135.48
	16/03/2022	Credit card purchases <i>Business cards, Council meeting catering, Council meeting catering, CRC Program - Tasty Tuesday, CRC cafe supplies, COVID packs, Stationery, CRC cafe supplies, CRC cafe supplies, Caravan park supplies, Council meeting catering, Caravan park supplies, Computer equipment, CRC cafe supplies, Admin Adobe, CRC Adobe, Caravan park supplies, Council meeting catering, Fee, CRC Program - Tasty Tuesday</i>	\$ 1,135.48	
DD3933.1	21/04/2022	Water Corporation		-\$ 3.72

	07/04/2022	5 Dunmall Dr Water use	\$	3.72	
DD3933.2	12/04/2022	Water Corporation			-\$ 20.45
	29/03/2022	5 Dunmall Dr Water use	\$	20.45	
DD3938.1	26/04/2022	Telstra			-\$ 70.97
	07/04/2022	Tims Messaging Councillors, Fire Control, Fuel facility	\$	70.97	
			Total		-\$ 178,439.14

**SHIRE OF WANDERING
CREDIT CARD PURCHASES
17 March 2022 - 13 April 2022**

DATE	PAYMENT TO	DESCRIPTION	AMOUNT
28/3/22	Coles	Caravan Park Chalet & council refreshments	39.40
29/3/22	Reject Shop	Caravan Park Chalets dishwasher tablets	36.95
5/4/22	Condellos Picton	Fuel - 0WD	117.52
6/4/22	Nespresso	Coffee Pods	177.80
7/4/22	Shire of Wandering	Change number plate WD0	36.60
7/4/22	Shire of Wandering	Retain Plate - WD0	30.50
7/4/22	Adobe	Monthly Licence Fee - Adobe DC	349.88
11/4/22	Dan Murphy's	Council Refreshments	109.80
11/4/22	Coles	Citizenship afternoon tea & council refreshments	62.42
11/4/22	SW Office National	Toilet Paper	62.40
11/4/22	Kmart	CRC - Kids activity day	166.00
12/4/22	Bunnings	CRC - Kids activity & 13 Dunmall maintenance	59.42
12/4/22	ACO Polycrete	Sump pit - bowling green	256.30
13/4/22	Coles Online	CRC - Kids activity day	127.82
13/4/22	Shire of Wandering	Licence fee - new WD0 Pajero	457.90
	Bankwest	Fee	0.80
		TOTAL \$	2,091.51

**SHIRE OF WANDERING
CREDIT CARD PURCHASES
16 February 2022 - 16 March 2022**

DATE	PAYMENT TO	DESCRIPTION	AMOUNT
16/2/22	Vistaprint	Business Cards - ACEO	40.58
17/2/22	Coles	Council meeting refreshments - dinner	20.10
17/2/22	Coles	Council meeting refreshments - dinner	33.57
21/2/22	Kmart	CRC - Tasty Tuesday Supplies	40.00
21/2/22	Woolworths	CRC - Tasty Tuesday Supplies	163.75
21/2/22	Woolworths	CRC - Café supplies	43.17
21/2/22	Officeworks	CRC - covid packs (bags)	39.96
21/2/22	Officeworks	CRC - stationery	23.86
21/2/22	Officeworks	CRC - Café supplies	7.98
25/2/22	Coles	CRC Café - cool drinks	41.00
27/2/22	Coles	Council meeting refreshments	27.10
27/2/22	Coles	Catering - Official Chalet opening event	27.10
27/2/22	Woolworths	Catering - Official Chalet opening event	19.00
1/3/22	Jaycar	Monitor cable - CRC	37.95
5/3/22	Chemist Waehouse	Thermometers - covid packs	103.38
6/3/22	Adobe	Licence fee	279.90
6/3/22	Adobe	Licence fee	69.98
6/3/22	Bunnings	Door stops and sink plugs - caravan park chalet	31.65
12/3/22	Woolworths	Council meeting refreshments	84.70
14/2/22	Bankwest	Fee	0.75
		TOTAL \$	1,135.48

13.3 – Fees and Charges – 2022/23 Budget

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Ian Fitzgerald - Acting Chief Executive Officer
Authorising Officer	Ian Fitzgerald - Acting Chief Executive Officer
Date:	
Disclosure of Interest:	N/A
Attachments:	Draft Schedule of Fees and Charges 2022/23
Previous Reference:	N/A

Summary:

Council to consider the proposed Schedule of Fees and Charges for 2022/23 which will help inform the budget for the year.

Background:

The Schedule of Fees and Charges is presented to Council each year prior to adoption of the annual budget with any suggested changes, additions or deletions. Any other changes that arise during the year are brought to Council for their consideration.

Comment:

There are a number of minor changes in the proposed fees and charges for 2022/23 and they are highlighted on the attached schedule.

The changes reflect the extra cost that Council will incur in providing the service or facility in 2022/23 as wage, service and materials costs increase as we continue to recover from the pandemic.

Consultation:

There has been consultation with staff and charges levied by other councils in the area have been reviewed in the setting of the proposed fee structure.

Statutory Environment:

Local Government Act 1995 (Part 6, Division 5, s.6.17 and s.6.19) states in part:

6.17 Setting the level of fees and charges

(1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors

(a) the cost to the local government of providing the service or goods;

(b) the importance of the service or goods to the community; and

(c) the price at which the service or goods could be provided by an alternative provider.

6.19 Local Government to give notice of fees and charges If a Local Government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees and charges, give local public notice of –

(a) its intention to do so; and

(b) the date from which it is proposed the fees and charges will be imposed.

Policy Implications:

There are no policy implications.

Financial Implications:

The schedule of fees and charges will help determine the income that will be derived by providing a service or facility to be included in the 2022/23 annual budget.

Strategic Implications:

Improve Our Financial Position

Our Goals	Our Strategies
1. The Wandering Shire is financially sustainable	1.1 Improve accountability and transparency 1.2 Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs 1.3 Prudently manage our financial resources to ensure value for money 1.4 Reduce reliance on operational grants

Sustainability Implications:

- Environmental: There are no known environmental implications
- Economic: The annual review of fees and charges allows for annual cost rises to be reflected within the setting of fees and charges.
- Social: The review of fees and charges seeks to recognise the socio-economic nature of the region and our visitors

Risk Implications:

Risk	Low (3)
Risk Likelihood (based on history and with existing controls)	Low (3)
Risk Impact / Consequence	Low (3)
Risk Rating (Prior to Treatment or Control)	Low (3)
Principal Risk Theme	Low (3)
Risk Action Plan (Controls or Treatment Proposed)	Low (3)

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Absolute majority

Officer Recommendation:

That Council:

1. Adopts the 2022/2023 Fees and Charges Schedule as per the attached schedule and
2. Endorse the statutory advertising of the 2022/2023 Fees and Charges for the Shire of Wandering effective 1 July 2022.

Moved: _____

Seconded: _____

SCHEDULE OF FEES & CHARGES 2022/2023
ALL FEES ARE QUOTED GST INCLUSIVE UNLESS OTHERWISE STATED

FACILITIES CHARGES		2022/2023
Treatment Room		
Treatment Room	Half Day	\$28.60
	Full Day	\$46.00
	Per Hour	\$8.00
	Hicaps Terminal Fees	at cost
Bond - Including key bond	Excl-GST	\$100.00
Community Centre - Maximum 150 persons		
Casual Hire - Foyer Only	Per hour or part thereof	\$10.00
Casual Hire - Foyer & Kitchen	Per hour or part thereof	\$15.00
Casual Hire - Community Centre	Per hour or part thereof	\$20.00
Casual Hire - Foyer Only	Per 24 hours or part thereof	\$180.00
Casual Hire - Foyer & Kitchen	Per 24 hours or part thereof	\$270.00
Casual Hire - Community Centre	Per 24 hours or part thereof	\$360.00
Community Centre:		
Education purposes	Children's education purposes	free
Not for Profit Organisations - no alcohol	Per 24 hours	\$40.00
Not for Profit Organisations - alcohol	Per 24 hours	\$80.00
Shire of Wandering Community Groups	Per hour up to 4 hours	Free
Shire of Wandering Community Groups	Per use 4 - 24 hours	\$10.00
Bond - including key bond	Excl-GST	\$300.00
Cricket, Bowls, Tennis & Netball Courts	Annual hire arrangement (all facilities) based on usage of 2 day or night per week	\$275.00
Bond - key bond	Per season per club (ex-GST)	\$50.00
Tennis Courts - Casual Hire	Per hour per court	\$10.00
	24 hour hire - all courts	\$25.00
Bowling Green - Casual Hire	Per hour per court	\$10.00
	24 hour hire - all courts	\$25.00
Golf Club	Annual Lease	\$1.00
Council Chambers (Maximum 20 persons)		
Meeting Room Hire - Chambers, kitchen & ablution	Per hour or part thereof	\$25.00
Meeting Room Hire	Per 24 hours or part thereof	\$450.00
Bond - including key bond	Excl-GST	\$250.00
ADMINISTRATION & OTHER COUNCIL PROPERTIES		2022/2023
Sale of Water		
Per Kilolitre from standpipe - residential and stock watering	Excl-GST	\$4.00
Per Kilolitre from standpipe - Non-residential	Excl-GST	\$10.00
Per Kilolitre from standpipe - Firefighting and other approved emergency	Excl-GST	free
Keycard - first card		\$23.00
Keycard - replacement card		\$35.00
Photocopying - Shire & CRC		
A3/A4 Black & White	per copy	\$0.30
A3/A4 Colour	per copy	\$0.60
A4 Photo	Per A4 page or part thereof	\$12.00
Laminating	Per page	\$1.50
Document Scanning	per page	\$0.30
<i>Shire of Wandering Community Groups receive \$50 sponsorship, then receive 50% discount.</i>		
Scan & Email		
Outgoing	per page	\$1.70
Council Documents		
Agendas and/or Minutes	Available on website	free
FOI Request	In addition to Statutory Fee	\$52.00
Binding		
Spiral binding of documents	per document	\$6.00
Electoral Roll		
Composite		free
Rate Enquiry		
Detailed – per assessment		\$90.00
Rate Book - Printed	per document	\$115.50
Rate Book - Electronic	per document	\$55.00

SCHEDULE OF FEES & CHARGES 2022/2023

ALL FEES ARE QUOTED GST INCLUSIVE UNLESS OTHERWISE STATED

Community Resource Centre		
Advertising - Echo - Per Advertisement	Quarter page	\$16.00
	Half Page	\$23.00
	Full Page	\$52.00
Advertising - Echo - Annual Subscription (11 Editions - Financial Year)	Quarter page	\$96.00
	Half Page	\$137.00
	Full Page	\$309.00
	Echo Postage Fees for year	at cost
Echo	Available on website	free
CRC - Programs and Training		at cost
CRC Café - Barista Coffee	per cup	\$4.50
CRC Café - food		Cost + 20%
CRC Kitchen Hire (during CRC opening hours only)	Per hour or part thereof	\$15.00
Projector Hire	Per 24 hours or part thereof	\$23.00
Projector screen only Hire	Per 24 hours or part thereof	\$11.00
Bond	Excl-GST	\$100.00
Casual Hire - Marquees (per marquee)	Per 24 hours or part thereof	\$55.00
Bond (per marquee)	Excl-GST	\$100.00
Movie Screen & Equipment Hire		
Casual Hire	Per 24 hours or part thereof	\$550.00
Shire of Wandering Community Groups	Per 24 hours or part thereof	free
Not for Profit Groups	Per 24 hours or part thereof	\$55.00
Slushy Machine & Popcorn Machine (must provide own consumables)	Per 24 hours or part thereof (each)	\$22.00
Slushy Machine & Popcorn Machine (must provide own consumables)	If hired with Movie Screen	FREE
Bond	Excl-GST	\$250.00
Other		
Special Series Number Plates	each	Cost + \$55.00
Fuel Facility	per litre	Cost + 25cents
Book "The Horses Came First"	Free to new residents	\$11.00
Book "History of the Pioneer School"	Free to new residents	\$5.50
District Maps		\$23.00
Newspapers, Newsletters, Magazines		at cost
Vehicle Removal	per vehicle	Private Works Rates
Vehicle Impound fee	per vehicle per day	\$5.50
CEMETERY FEES (Gazetted)		2022/2023
Digging a new grave	Internment - Adult	\$1,250.00
Digging a new grave	Internment - Child (under 7)	\$600.00
Plot (Right of Burial)	Land for grave site - Single	\$120.00
Plot (Right of Burial)	Land for grave site - Double	\$175.00
Reservation of grave site for future use		\$50.00
Re-opening of an ordinary grave		\$1,250.00
Re-opening of grave internment of ashes		\$250.00
Permission to Erect Headstone		\$50.00
Niche Wall	Single	\$130.00
Niche Wall	Double	\$175.00
Niche Wall Reservation		\$40.00
Niche Wall Plaque		at cost
Annual Funeral Directors Licence		\$75.00
Single Funeral Permit (Funeral Directors Only)		\$50.00
Single Funeral Permit (Non Funeral Directors)		\$2,000.00

SCHEDULE OF FEES & CHARGES 2022/2023

ALL FEES ARE QUOTED GST INCLUSIVE UNLESS OTHERWISE STATED

ANIMAL CONTROL (Legislated)		2022/2023
DOGS		
Working dog	Sterilised - 1 year	\$5.00
Working dog	Unsterilised - 1 year	\$12.50
Working dog	Sterilised - 3 years	\$10.62
Working dog	Unsterilised - 3 years	\$30.00
Working dog	Sterilised - Lifetime	\$25.00
Working dog	Unsterilised - Lifetime	\$62.50
Non Working dog	Sterilised - 1 year	\$30.00
Non Working dog	Sterilised - 1 year (after 31 May)	\$10.00
Non Working dog	Unsterilised - 1 year	\$50.00
Non Working dog	Unsterilised - 1 year (after 31 May)	\$25.00
Non Working dog	Sterilised - 3 years	\$42.50
Non Working dog	Unsterilised - 3 years	\$120.00
Replacement of dog tag	Per tag	\$5.50
Lifetime Registrations	Sterilised dog or bitch	\$100.00
Lifetime Registrations	Unsterilised dog or bitch	\$250.00
<i>NB- Pensioners entitled to discount of 50% of above charges.</i>		
CATS		
Cat	1 year - No concession for Sterilisation	\$20.00
Cat	1 year (after 31 May)	\$10.00
Cat	Three-Year registrations	\$42.50
Cat	Lifetime Registrations	\$100.00
Cat - Concessional Registration Fees	Pensioners (Three-year registrations)	\$21.25
Cat - Concessional Registration Fees	Pensioners (Lifetime registrations)	\$50.00
Misc Fees relating to Animal Control		
Cat Trap Hire Bond	Excl-GST	\$150.00
Surrender Fee		\$55.00
Daily sustenance fee (pound) cat or dog	per day or part thereof	\$33.00
REFUSE, RECYCLING & TRANSFER STATION		2022/2023
Rubbish and Recycling		
Rubbish & Recycling Rates:	GST NOT APPLICABLE	
Domestic/Commercial - combined charge for both refuse & recycling	1 st 240lt bin	\$455.00
Transfer Station Fees		
Call out Fee	Opening of Transfer Station out of Hours	\$126.00
Transfer Station Pass	Properties that do not have weekly collection service - includes 52 standard 240 Litre bin drop offs of household waste.	\$198.00
Transfer Station Pass	Properties that do not have a weekly collection service - includes 26 standard 240 Litre bin drop offs of household waste.	\$99.00
Asbestos	Do not accept Agreement with Shire of Boddington	DO NOT ACCEPT
Household Waste	per 240 litre bin	\$17.00
Household Waste	per cubic metre	\$46.00
Building rubble	per cubic metre	\$110.00
Commercial Refuse Disposal	per load	\$440.00
Vehicle Body Dumping	per vehicle	\$50.00
Animal Carcasses	DO NOT ACCEPT	DO NOT ACCEPT
Animal Carcasses	DO NOT ACCEPT	DO NOT ACCEPT
White goods - fridge, freezer, stoves, mashing machine etc...	per item - non-degassed	\$63.00
White goods - fridge, freezer, stoves, mashing machine etc...	per item - degassed only	Free
Mattresses	per item	\$45.00
Tyres	Passenger/Motor Cycle per tyre	\$5.20
Tyres	Light truck./4WD per tyre	\$10.40
Tyres	Truck per tyre	\$26.00
Tyres	Super single per tyre	\$40.00
Tyres	Contaminated tyres or tyres on rim	Plus 350% of fee
Tyres	All other	Fee on Application
Recycling - Free		
Green Waste	Must be separated or charges will apply	Free
Clean fill - sand, clay, rocks, bricks Concrete(no steel)	Must be separated or charges will apply	Free
Waste Oil	Per litre	\$0.44
Recycling	per 240 litre bin	Free
Separated Recyclables		Free
Sale of Mulch	Per cubic Metre	\$11.00

SCHEDULE OF FEES & CHARGES 2022/2023

ALL FEES ARE QUOTED GST INCLUSIVE UNLESS OTHERWISE STATED

PRIVATE WORKS		2022/2023
All items include operator unless otherwise stated - Minimum 1 hour fee		
Grader Hire	Per hour or part thereof	\$176.00
Loader Hire	Per hour or part thereof	\$176.00
Truck - Prime Mover + Trailer	Per hour or part thereof	\$192.50
Truck Tandem Axle Hire	Per hour or part thereof	\$155.00
Truck Tandem Axle Hire + Water Tank	Per hour or part thereof	\$170.50
Isuzu 4.5 Tonne Tipper	Per hour or part thereof	\$99.00
Isuzu 2.5 Tonne Tipper	Per hour or part thereof	\$99.00
Tractor Hire	Per hour or part thereof	\$132.00
Bobcat Hire	Per hour or part thereof	\$132.00
Excavator Hire	Per hour or part thereof	\$192.50
Self propelled multi tyred roller	Per hour or part thereof	\$176.00
Plate Compactor with operator	Per day	\$132.00
Small miscellaneous plant with operator (eg Ride-on mower, whippersnipper)	Per hour or part thereof	\$99.00
Other small plant not listed	Per hour or part thereof	\$60.50
Labour Hire	Per hour (overtime + 50% loading)	\$77.00
Used grader blades	per blade	\$11.00
Gravel Delivered (18 tonne) - Shire pit sourced only	Per load	\$258.50
Gravel Delivered (12 tonne) - Shire pit sourced only	Per load	\$187.00
Blue Metal Delivered (surplus - varying sizes)	Per cubic metre + truck hire	\$121.00
BUILDING - TOWN PLANNING - HEALTH (Legislated)		2022/2023
Building (excl-GST)		
<i>All fees & charges relating to Building, Town Planning and Health Fees are adopted pursuant to the Building Act 2011, Planning and Development Act 2005 and Health Act 1911, and the relevant Regulations.</i>		
Building License Application Fee - Certified applications	Class 1 & 10 buildings or incidental structure	0.19% construction value but not less than \$110.00
Building License Application Fee - Certified applications	Class 2 - 9 buildings or incidental structure	0.09% construction value but not less than \$110.00
Building License Application Fee - Certified applications	Minimum fee all classes	\$110.00
Building License Application Fee - Uncertified applications	Class 1 to 10 buildings or incidental structure	0.32% construction value but not less than \$110.00
Building License Application Fee - Uncertified applications	Minimum fee all classes	\$110.00
Building Permit Extension	Application to extend the time during which a building or demolition permit has effect	\$110.00
Demolition	Application for Demolition Permit - All classes	\$110.00
Occupancy Permits	Application for an occupancy permit for a completed building	\$110.00
Occupancy Permits	Application for an occupancy permit for an incomplete building	\$110.00
Occupancy Permits	Application for a replacement occupancy permit for permanent change of the building's use, classification	\$110.00
Occupancy Permits	Application for an occupancy permit for a building in respect of which unauthorised work has been done	0.18% of the estimated value of the building work but not less than \$110.00
Occupancy Permits	Application for a building approval certificate for a building in respect of which unauthorised work has been done	0.38% of the estimated value of the building but not less than \$110.00
Occupancy Permits	Application for building approval certificate for an existing building where unauthorised work has not been done	\$110.00
Occupancy Permits	Application to extend the time during which an occupancy permit or building approval certificate has affect	\$110.00
NB - In regards to construction value, the Building Surveyor is to estimate the value, if acceptable evidence is not provided by applicant.		
Building Site Refuse Disposal	#REF!	#REF!
Infrastructure Bond	To be charged with all building approvals to cover damage and reinstatement of drainage, curbs and crossovers etc...	\$1,000.00
Administration Inspection Fee	Fee for Council Official to inspect property and community infrastrucutre to finalise bond	\$104.50
Construction Training Fund Levy	Minimum building cost \$20,000	0.20% construction value

SCHEDULE OF FEES & CHARGES 2022/2023

ALL FEES ARE QUOTED GST INCLUSIVE UNLESS OTHERWISE STATED

Building Services Levy	Building permit - per application	0.137% of the estimated value of the building work but not less than \$61.65
Building Services Levy	Demolition Permit - per application	0.137% of the estimated value of the building work but not less than \$61.65
Building Services Levy	Occupancy permit for approved building work - per application	\$61.65
Building Services Levy	Occupancy permit for unauthorised building work	0.274% of the estimated value of the building work, but not less than \$123.30
Swimming Pool Inspection Fee - incl-GST	Mandatory Inspection - (max \$58.45 in total over 4 years)	\$58.45
Swimming pool additional inspection fee - incl-GST	upon request	\$63.00
Rural Road Number Application - incl-GST		\$110.00
Search and copy fee for buildings plans and other related documents		\$33.00
Health (excl-GST)		
Food Premises Annual Food Safety audit Charge	Low risk business (1 audit per annum)	\$118.15
Food Premises Annual Food Safety audit Charge	Medium risk business (2/3 audits per annum)	\$262.50
Food Premises Annual Food Safety audit Charge	High risk business (4 audits per annum)	\$472.50
Food Premises Annual Food Safety audit Charge	Community Groups / Clubs/ Not for Profit Organisations (per annum)	\$105.00
Inspection on request	per hour	\$162.75
Temporary Food Stall (Commercial)	Application Fee (Temporary Event)	\$52.50
	Application Fee - Not For Profit & Community Groups	\$0.00
Water Sampling	Non Statutory water Sampling fees (Per Water Sampling)	\$81.90
	Freight cost per sample	\$41.80
	milage per km	\$0.95
	Cost to apply if Food Business Inspector fees are applicable otherwise Non Statutory Water sampling fees are applicable - per water sampling	\$35.00
	Freight cost per sample	\$15.00
Food Business Registration Certificate Fee	Annual Charge - Food Proprietor Notification to conduct a food business under Section 107 (3) and notification for certain changes to a food business under Section 113	\$74.00
Food Proprietor Notification Fee	Registration requirements as per section 110	\$225.00
Septic Tank Application Fee	Application Fee	\$118.00
Septic Tank Inspection Fee	Inspection Fee - incl-GST	\$118.00
Local Government Report Fee	incl-GST	\$66.00

SCHEDULE OF FEES & CHARGES 2022/2023

ALL FEES ARE QUOTED GST INCLUSIVE UNLESS OTHERWISE STATED

Town Planning (excl-GST)		
Transportable Housing Bond	Payable to guarantee compliance with Town Planning Approval conditions.	\$5,000.00
Temporary Accommodation Bond	Payable to guarantee compliance with Town Planning Approval conditions.	\$5,000.00
Sea container Bond - New	Payable to guarantee compliance with Town Planning Approval conditions.	\$2,000.00
Sea container Bond - Second-hand	Payable to guarantee compliance with Town Planning Approval conditions.	\$5,000.00
Building Envelope Relocation Fee	Application for relocation of envelope	\$150.00
Subdivision Clearance Fee	Fee charged for clearance of condition	
Subdivision Clearance Fee	per lot - up to five (each lot)	\$73.00
Subdivision Clearance Fee	per lot - over five (each lot) \$365 plus \$35 per lot over five	\$35.00
Planning Development Fees	Determination of Development Applications (other than for an extractive industry) where the estimated cost of the development is:	
<i>(Refer to Planning Bulletin 84 - WAPC - set by amendment to Planning and development (Local Government Planning Fees) Regulations 2006</i>	a - not more than \$50,000	\$147.00
Planning Development Fees	b- more than \$50,000 but less than \$500,000	0.32% of estimated development cost
Planning Development Fees	c - more than \$500,000 but less than \$2,000,000	\$1,700 plus 0.257% for every \$1 in excess of \$500,000
Planning Development Fees (DAP Applies)	d - more than \$2,000,000	Refer DAP Regulations 2021
Extractive Industry	Determination of a Development Application for an Extractive Industry Fixed fee (*penalty of \$2,217.00 added if commenced*)	\$739.00
Home Occupation License	Application for approval	\$222.00
Home Occupation License	Penalty if commenced prior to approval	\$444.00
Home Occupation License	Annual Renewal Fee - per application	\$73.00
Non Conforming Use Application	Application for change of use or change or continuation of a non conforming use where development is not occurring. Fixed Fee - per application	\$295.00
Issue of Zoning Certificate - incl-GST	Certificate issued upon request to property owner	\$80.00
Issue of Written Planning Advice - incl-GST	Issued upon request to property owner - per query	\$80.00
(*If development has commenced then penalty that is twice the amount of maximum fee payable under paragraph a, b or c)		
Scheme Amendments & Structure Plans		
Initial application fee	Per Amendment	\$3,300.00
Hourly Rate for tasks associated with Scheme Amendments - incl-GST	Per hour	\$400.40
CARAVAN PARK		
Overnight Stay - per site - per night	Powered site - max 2 Adults & 2 Children	\$27.50
Overnight Stay - per site	Non Powered Site - max 2 Adults & 2 Children	\$13.50
Weekly Stay - per site	Powered Site - max 2 Adults & 2 Children - per week (7 nights)	\$166.00
Weekly Stay - per site	Non powered - max 2 Adults & 2 Children - per week	\$77.00
Whole Caravan Park booking (excluding cabins)	Per 24 hours or part thereof	\$522.50
Cabin - max 4 persons	Per overnight	\$143.00
Cabin - max 4 persons	Per week (7 nights)	\$852.50
Use of Laundry room when no overnight stay incurred	Per use	\$11.00
Use of Ablutions when no overnight stay incurred	Up to 2 Adults & 2 Children	\$11.00
Hire of Geoff Marsh Pavillion	Per 24 hours or part thereof	\$66.00
Pumphrey's Bridge - per site - per night	Non Powered Site - max 2 Adults & 2 Children	\$10.00

14. Planning and Technical Services

14.1 – Community Water Supplies Partnership Program

File Reference:	04.145.14590 & 08.084.08406
Location:	Wandering Community Centre
Applicant:	Department of Water and Environmental Regulations
Author:	Barry Gibbs – Executive Officer Technical Services
Authorising Officer	Barry Gibbs – Executive Officer Technical Services
Date:	11 May 2022
Disclosure of Interest:	Nil
Attachments:	Letter from the Minister for Water; Forestry; Youth and Grant Funding agreement
Previous Reference:	Nil

Summary:

Council to consider entering into a Grant Agreement with Department of Water and Environmental Regulations (DWER) to fund the installation of rainwater tanks at the Wandering Community Centre so to reduce the use of system water.

Background:

DWER has funding annually for water harvesting and other water wise projects. After considering other options like reducing water evaporation on the town dams which would cost in excess of \$140,000 which has very little in-kind contribution and mainly cash. The next project was to support the redevelopment of the Wandering Community Centre upgrade with installation of rainwater tanks for water harvesting and reuse.

Comment:

This project can be completed before December as per proposed milestone in the agreement. The only concern is if increasing price of steel will greatly increase the cost of the tanks since applying for the grant.

Consultation:

Ian Fitzgerald - ACEO

Statutory Environment:

Local Government Act 1997

Policy Implications:

Policy 23 – Risk Management.

Financial Implications:

The Total project cost is estimated at \$57,010

The grant will be \$39,907

Shire in-kind contribution will be \$12,706 and cash for material and contractors \$4,343

All these costing do not include GST.

Strategic Implications:

Improve Our Financial Position

Our Goals	Our Strategies	Our Measurement
1. The Wandering Shire is financially sustainable	1.1 Improve accountability and transparency 1.2 Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs 1.3 Prudently manage our financial resources to ensure value for money 1.4 Reduce reliance on operational grants	Rate review implemented over a staged process by 2020 Balanced budget delivered annually Annual external financial audit identifies no adverse issues Long Term Financial Plan updated annually Investment Strategy completed by 2020
Our Outcomes		
After 10yrs we will have achieved	› We remain a Strong independent local government › We have a fair and equitable rate structure › We have reserve funds for current and new capital projects	

Sustainability Implications:

- Environmental: Water harvesting and reuse will go a long way to improve environmental sustainability.
- Economic: By using g less system water for toilets and garden beds at the Community centre will help reduce ongoing costs..
- Social: The impact of reliable water supply on small communities well noticed and the long term social impact if community assets cannot be maintained.

Risk Implications:

Risk	Medium (8)
Risk Likelihood (based on history and with existing controls)	Low (4)
Risk Impact / Consequence	Low (4)
Risk Rating (Prior to Treatment or Control)	Medium (6)
Principal Risk Theme	Low (4)
Risk Action Plan (Controls or Treatment Proposed)	Low (4)

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 16 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Absolute majority

Officer Recommendation 14.1: Community Water Supplies Partnership Program

That Council:

1. Sign the attached funding agreement for the Community Water Supplies Partnership Program
2. include in the 2022/23 financial budget an allowance of \$17,049 ex GST for this project.

Moved: Cr

Seconded: Cr



Minister for Water; Forestry; Youth

Our ref: 75-17892

Ms Belinda Knight
Chief Executive Officer
Shire of Wandering
22 Watts Street
WANDERING WA 6308

Dear Ms Knight

COMMUNITY WATER SUPPLIES PARTNERSHIP PROGRAM WITH LOCAL GOVERNMENT

I am pleased to advise that I have approved a grant of \$39 907 from the McGowan Government's \$3.2 million Community Water Supplies Partnership Program with Local Government to contribute to the cost of completing the Shire of Wandering's Community Water Supply Project to capture and store rainwater runoff from the town's Community Centre roof catchment.

Please note that the grant is conditional on the Shire and local community meeting the balance of the project cost in cash or in-kind and is subject to a final "deed of agreement" with the Department of Water and Environmental Regulation.

The Community Water Supplies Partnership Program is part of the McGowan Government's continued support in assisting agricultural communities to manage the impacts of climate change. Since the mid-1970's, rainfall has declined in the south west of Western Australia by around 15 per cent, resulting in an 80 per cent reduction in streamflow to our drinking water dams and significantly impacting water security in both our towns and regional communities.

Since 2017, the McGowan Government has invested \$2.3 million in developing or upgrading 96 strategic community water supplies across the dryland agricultural area and \$1.5 million to improve 17 community water supplies in partnership with 16 local governments. This is in addition to the \$3.7 million spent carting water for emergency animal welfare purposes to the 12 areas with water deficiency declarations in place since 2019.

We have also recently committed to a new \$7.3 million program to upgrade a further 70 strategic community water supplies.

These projects will have significant benefits to rural communities by providing additional water sources for non-potable water needs to reduce demand on scheme water supplies,

for agricultural use when on-farm supplies are depleted, for emergency firefighting and to improve the liveability of our rural communities.

I congratulate you on your successful grant application and look forward to hearing how your project progresses.

Ms Renae Thorpe from the Department will contact you in the near future regarding the commencement of the project and disbursement of the approved grant.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Dave Kelly', written over a circular stamp or seal.

Hon Dave Kelly M.L.A.
MINISTER FOR WATER

05 APR 2022

GRANT FUNDING AGREEMENT

WANDERING COMMUNITY CENTRE RAINWATER REUSE

**NATIONAL WATER GRID CONNECTIONS PARTNERSHIP PROJECT WITH
DEPARTMENT OF WATER & ENVIRONMENTAL REGULATION**

AND

SHIRE OF WANDERING

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THIS Agreement is made on the 4th day April 2022

BETWEEN:

DEPARTMENT OF WATER & ENVIRONMENTAL REGULATION, Rural Water Planning 7 Ellam Street, Victoria Park Western Australia 100 (**Department**).

AND

SHIRE OF WANDERING 22 Watts Street WANDERING Western Australia 6308 (**Recipient**).

RECITALS

- (a) The Department is responsible for delivery of Community Water Supplies Partnership Program with Local Government.
- (b) The Recipient is a Local Government that manages the districts affairs to the extent permitted by the *Local Government Act 1995*.
- (c) The Recipient has applied to the Department of Water and Environmental Regulation for grant funding under the Community Water Supplies Partnership Program with Local Government to implement the project.
- (d) The Department has agreed to provide the Funding to the Recipient
- (e) This Agreement sets out the Project to be delivered and the terms and conditions on which the Department agrees to provide Funding to the Recipient.
- (f) The Department and the Recipient are entering into this Agreement to govern the terms and conditions in relation to the delivery of the Project.

OPERATIVE PART

THE PARTIES AGREE as follows:

1. DEFINITIONS AND INTERPRETATION

1.1 Definitions

Defined terms for use in this Agreement, in addition to those set out in this clause 1.1, may appear in the Schedules.

In this Agreement, unless the context otherwise requires:

Agreement means this Grant Funding Agreement, including its recitals, Schedules and annexures, and the information provided to the Recipient's Application.

Application means the Recipients submission for Funding including application form, project plan, attachments and any supporting information provided to the Department by the Recipient.

Associates means any officer, employee, agent, consultant, contractor, nominee, licensee or adviser of the State, including any governmental, semi-governmental or local government authority, minister, department, statutory corporation, instrumentality or government owned corporation.

Auditor general means the Auditor General for the State of Western Australia.

Authorisation means any consent, authorisation, registration, filing, agreement, notarisation, clearance, certificate, permission, licence, permit, waiver, approval, authority or exemption from, by or within a Government Agency required under any Laws, and includes any renewal of, or variation to, any of them.

Business day means a day which is not a Saturday, Sunday or public holiday in the State of Western Australia.

Claim means any claim, proceeding, cause of action, action, demand or suit (including by way of a claim for contribution or an indemnity).

Commencement date means the date of this Agreement – or, if this Agreement is undated, the date on which the last party to execute this Agreement does so.

Date for project completion means the date by which the Recipient must complete the Project set out in item 2.2 of Schedule 2.

Event of default has the meaning given in clause 6.2.

Funding means \$39 907 (excluding GST) which will be provided by the State to the Recipient in the manner and within the timeframes outlined in Schedule 2.

Intellectual property includes:

- (a) all copyright (including rights in relation to all documents, reports, charts, drawings, data bases, software, source codes, models, systems, slides, tapes and specifications);
- (b) all copyright and all rights in relation to inventions (including registered and registrable patents), registered and unregistered trademarks, registered and unregistered designs, circuit layouts, and know-how; and
- (c) all other rights resulting from intellectual activity in the industrial, scientific, literary or artistic fields.

Law means all applicable present and future laws including:

- (a) all acts, ordinances, regulations by-laws, orders, awards and proclamations of the State of Western Australia or the Commonwealth of Australia;
- (b) Authorisations;
- (c) principles of law or equity;
- (d) standards, codes, policies and guidelines; and
- (e) the Australian Securities Exchange listing rules.

Liability means any debt, obligation, cost (including legal costs), expense, Loss, damage, compensation, charge or liability of any kind (whether arising in negligence or otherwise), including those that are prospective or contingent and those the amount of which is not ascertained or ascertainable.

Loss includes any loss, cost, expense, damage or liability whether direct, indirect or consequential (including pure economic loss), present or future, ascertained, unascertained, actual, prospective or contingent or any fine or penalty.

Milestones means the milestones set out in item 2.2 of Schedule 2, with each milestone in relation to an Obligation of the Recipient being the date by which that Obligation must be completed, and includes the Date for Project Completion.

Obligation means an obligation in this Agreement.

Party means each of the Department or the Recipient as the context requires, and **parties** means both of them.

Pre-Existing intellectual property means the Intellectual Property of a Party which was either created before the Commencement Date, or independently of this Agreement, and all improvements to such Intellectual Property by the Party.

Project means the initiative or activities described in schedule 2.

Project intellectual property means all Intellectual Property (excluding Pre-Existing Intellectual Property) developed, created, discovered, brought into existence or otherwise acquired (other than from the Department) by or for or on behalf of the Recipient in the course of undertaking the Project or otherwise under or in connection with this Agreement. For the avoidance of doubt, Project Intellectual Property includes Intellectual Property developed, created, discovered, brought into existence or otherwise acquired by any person under or pursuant to a Third Party Agreement.

Provision means any term, condition, undertaking, promise, obligation or warranty of, made or given by the Recipient, or otherwise applicable to the Recipient, under this Agreement.

Related body corporate has the meaning given to it in the *Corporations Act 2001* (Cth).

Schedule means any schedule to, and forming part of, this Agreement.

Third party agreement has the meaning given to it in Clause 7.

1.2 Interpretation

In this Agreement unless the context otherwise requires:

- (a) words importing the singular include the plural and vice versa;
- (b) words importing any gender include the other genders;
- (c) references to a person include an individual, the estate of an individual and any type of entity or body of persons, including a corporation, an incorporated or unincorporated association or parties in a joint venture, a partnership or a trust and the legal personal representatives, successors and assigns of that person;
- (d) a reference to a statute, ordinance, code, or other law includes regulations, by-laws, rules and other statutory instruments under it for the time being in force and consolidations, amendments, re-enactments, or replacements of any of them (whether of the same or any other legislative authority having jurisdiction);
- (e) references to this Agreement or any other instrument include this Agreement or other instrument as varied or replaced, and notwithstanding any change in the identity of the Parties;
- (f) references to writing include any mode of representing or reproducing words in tangible and permanently visible form, and include e-mail and facsimile transmission;
- (g) an Obligation incurred in favour of two or more persons is enforceable by them jointly and severally;
- (h) if a word or a phrase is defined, other parts of speech and grammatical forms of that word or phrase have corresponding meanings;

- (i) references to this Agreement include its recitals, Schedules and annexures;
- (j) headings are inserted for ease of reference only and are to be ignored in construing this Agreement;
- (k) references to time are local time in Perth, Western Australia;
- (l) where time is to be reckoned from a day or event, that day or the day of that event is to be included;
- (m) references to currency are to Australian currency unless otherwise stated;
- (n) no rule of construction applies to the disadvantage of a Party on the basis that the Party put forward this Agreement or any part thereof;
- (o) a reference to any thing is a reference to the whole and each part of it, and a reference to a group of persons is a reference to all of them collectively, to any two or more of them collectively and to each of them individually;
- (p) when the day or last day for doing an act is not a Business Day, then the day or last day for doing the act will be the directly preceding Business Day;
- (q) if the word "including" or "includes" is used, the words "without limitation" are taken to immediately follow;
- (r) the phrases "described in", "set out" and "specified in" shall all read as if the words "expressly or impliedly" appeared immediately before them; and
- (s) reference to a contractor or sub-contractor means a contractor or sub-contractor at any tier.

2. OBLIGATIONS OF RECIPIENT

2.1 Use of funding

- (a) The Recipient must use the Funding (and any interest which accrues on the Funding) for the carrying out of the Project in accordance with this Agreement. All of this expenditure must be effected in a commercially prudent, sensible and reasonable manner.
- (b) In carrying out the Project, the Recipient must comply with and meet all Milestones including completing the Project by the Date for Project Completion.

2.2 Acknowledgement of the department

- (a) Any communications in relation to one or more of the Project and this Agreement including presentations, publications, signage, articles, newsletters, or other literary works relating to the Project must:

- (i) equally represent the Parties when Project logos are displayed, including containing the Department's and Recipient's logos and names in an equally prominent position; and
 - (ii) be consistent with the policies for marketing, communications and acknowledgements which the Department notifies to the Recipient from time to time.
- (b) The respective roles of the Department and the Recipient must be acknowledged at relevant fora, conferences, and project launches where the Project is promoted.

2.3 General undertakings of the recipient

The Recipient must:

- (a) at all times duly perform and observe its Obligations and must promptly inform the Department of any occurrence that might adversely affect its ability to do so in a material way;
- (b) without limiting clause 2.3(a), at all times (including if any part of its Obligations are sub-contracted) ensure that its Obligations are carried out by people with appropriate skills and expertise;
- (c) undertake its Obligations with integrity, good faith and probity in accordance with good corporate governance practices;
- (d) not, nor attempt to, sell, transfer, assign, mortgage, charge or otherwise dispose of or deal with any of its rights, entitlements and powers or Obligations under this Agreement;
- (e) comply with all Laws; and
- (f) cooperate fully with the Department in the administration of this Agreement.

2.4 Negation of employment, partnership and Agency

- (a) The Recipient must not represent itself, and must ensure that its employees, contractors, sub-contractors or agents do not represent themselves, as being an employee, partner or agent of the State or the Department or as otherwise able to bind or represent the State or Department.
- (b) The Recipient will not, by virtue of this Agreement, be or for any purpose be deemed to be, an employee, partner, or agent of the State or the Department, or have any power or authority to bind or represent the State or the Department.

3. LIMITATION OF LIABILITY

- (a) The Department is not responsible or liable in any way for the success or otherwise of the Project or for any losses suffered by the Recipient in undertaking the Project. The Recipient releases the

Department from all Liability in relation to the Project, this Agreement and any related matter and agrees that neither it nor any Related Body Corporate will make a Claim against the State or any of the State's Associates arising directly or indirectly in relation to one or more of the Project, this Agreement and any related matter. This clause 8 may be pleaded by the State or its Associates as a bar to any proceedings commenced by the Recipient against the State or its Associates in relation to one or more of the Project, this Agreement and any related matter.

- (b) If the Funding (and any interest which accrues on the Funding) is insufficient for the Recipient to properly fulfil all of its Obligations, then the Recipient must still fulfil its Obligations at its own cost.
- (c) The Recipient must indemnify the State and must keep it indemnified and hold it and its officers, employees and agents harmless from and against all Claims or Liability, suffered or incurred by or brought against the State or any of its respective officers, employees and agents whether before or after the date of this Agreement caused by, arising out of or relating directly or indirectly to any:
 - (i) breach of any Provision by the Recipient;
 - (ii) act or omission of the Recipient or its employees, contractors, officers or agents; or
 - (iii) breach of a Law by the Recipient or any of its employees, contractors, officers or agents.
- (d) This clause survives the termination of this Agreement.

4. FREEDOM OF INFORMATION ACT 1992, FINANCIAL MANAGEMENT ACT 2006 AND AUDITOR GENERAL ACT 2006

- (a) This Agreement and information regarding it is subject to the *Freedom of Information Act 1992*. The Department may publicly disclose information in relation to this Agreement, including its terms and the details of the Recipient.
- (b) Despite any express or implied provision of this Agreement to the contrary, nothing in this Agreement in any way alters, limits or affects the operation of the *Auditor General Act 2006*, the *Financial Management Act 2006* or the Recipient's obligations (if any) in relation to these Acts. To the extent permitted by law, the Recipient must allow the Auditor General, or an authorised representative, to have access to and audit (or otherwise review, examine or evaluate) the Recipient's records and information concerning either or both of this Agreement and the Project.

5. NOTICES

In order for any notice or other communication (including any request, approval or the like) that may or must be given under this Agreement to be effective, that notice or other communication:

- (a) must be in writing;
- (b) must be given by a staff member appointed as a contact officer in relation to the Project and this Agreement (**Contact Officer**) of the Party giving notice or by another authorised officer of that Party if the Contact Officer is unable to give a notice or communication in a particular instance.

6. DEFAULT AND TERMINATION

6.1 Event of Default by the Recipient

An Event of Default occurs if:

- (a) the Recipient breaches any Provision, which breach (if remediable) continues without remedy for five (5) Business Days after notice in writing has been served on the Recipient by the Department. This subclause does not limit any other part of this clause 6.1 in any way; or
- (b) the Recipient breaches any Provision and such breach cannot be remedied. This subclause does not limit any other part of this clause 6.1 in any way; or
- (c) the Recipient fails to comply with or meet a milestone, an additional/new milestone or any other milestone set by the Department in accordance with this Agreement; or
- (d) the Recipient suffers, or is or becomes subject to, an insolvency event; or
- (e) the Department believes, in its absolute discretion, that the Recipient is unwilling or unable to comply with any one or more of the Provisions; or
- (f) the Recipient repudiates the Agreement; or
- (g) a material warranty given by or representation made by the Recipient is or becomes untrue; or
- (h) the Recipient persistently, regularly, consistently or continually breaches the Provisions. This subclause does not limit any other part of this clause 6.1 in any way; or
- (i) where this Agreement provides for or contemplates the Parties reaching further agreement in relation to anything the subject of, or related to, either or both of this Agreement and the Project, this further agreement is not reached and recorded in writing within a reasonable time.

6.2 Effect of Event of Default

- (a) If an Event of Default occurs, the Department may terminate the Agreement by providing notice in writing to the Recipient and the Agreement is then terminated from the date specified in that notice.
- (b) Without limiting the Department's rights under clause 11.2(a), if the Recipient is in breach of this Agreement, the Department may suspend the performance of its Obligations until such time as it is satisfied in its absolute discretion that the Recipient has remedied that breach.
- (c) The Department may terminate the Agreement by providing notice in writing to the Recipient if, in the opinion of the Department exercisable in its absolute discretion, the Project is no longer necessary for any reason and the Agreement is then terminated from the date specified in that notice.

6.3 No Further Funding and Recovery of Funding

If the Agreement is terminated under clause 6.2, or terminated unlawfully by the Recipient:

- (a) the Department has no further obligation to pay the Recipient any part of the Funding which has not yet been paid to the Recipient; and
- (b) the Recipient must remit to the Department within twenty (20) Business Days from the termination date specified by the Department all Funding paid to the Recipient under the Agreement that has not been spent or committed in accordance with this Agreement by the termination date specified by the Department and any interest which has accrued on that Funding.

7. AGREEMENT BETWEEN THE RECIPIENT AND A THIRD PARTY

If the Recipient enters into an agreement with any other party relating in any way to either or both of this Agreement and the Funding (**Third Party Agreement**), including a Third Party Agreement with a party to deliver or fulfil any of the Recipient's Obligations or to provide services to the Recipient to assist or enable it to fulfil its Obligations, the Recipient must ensure that the other party has obligations in the Third Party Agreement which, if properly fulfilled, will ensure that the Recipient properly fulfils its corresponding Obligations and to the extent necessary to ensure that the other party has these obligations, the Recipient must ensure that the Third Party Agreement mirrors the terms of this Agreement.

8. WAIVER

- (a) No right under this Agreement shall be deemed to be waived except by notice in writing signed by the Party to be bound by or subject to the waiver.
- (b) A waiver by either Party will not prejudice that Party's rights in relation to any further breach of this Agreement by the other Party.

- (c) Any failure to enforce any part of this Agreement, or any forbearance, delay or indulgence granted by one Party to the other Party, will not be construed as a waiver of any rights under this Agreement or under any Law.

9. ENTIRE AGREEMENT

This Agreement constitutes the entire, full and complete understanding and agreement between the Parties in relation to its subject matter and supersedes all prior communications, negotiations, arrangements and agreements between the Parties with respect to the subject matter of this Agreement.

10. ASSIGNMENT

- (a) This Agreement is personal to the Recipient and may not be assigned by the Recipient without the Department's consent, which may be withheld in the Department's absolute discretion. The Department may at any time, in its absolute discretion, assign or transfer its rights and Obligations under this Agreement as it sees fit.
- (b) For the purposes of this clause 10, the Recipient shall be deemed to have assigned this Agreement if any act, matter or thing is done or occurs, the effect of which is, in the opinion of the Department, to transfer, directly or indirectly, the management or control of the Recipient.

11. INTELLECTUAL PROPERTY

- (a) The Pre-Existing Intellectual Property of each Party remains the property of that Party.
- (b) As between the Department and the Recipient, the Department will own all Project Intellectual Property.
- (c) The Department grants and must ensure that any other owner of Project Intellectual Property grants, and the Recipient accepts, a non-exclusive, world-wide, everlasting, irrevocable, royalty-free licence to exercise all rights in relation to the Intellectual Property.

12. VARIATION

Any modification, amendment or other variation to this Agreement must be made in writing, and must, unless the Department in its absolute discretion directs in writing otherwise, be duly executed by both Parties.

13. RIGHTS, POWERS AND REMEDIES

The rights, powers and remedies in this Agreement are in addition to, and not exclusive of, the rights, powers and remedies existing at law or in equity.

14. GOVERNING LAW

This Agreement is governed by the laws in force in the State of Western Australia. Each Party irrevocably submits unconditionally to the non-exclusive jurisdiction of the Courts of Western Australia and of all Courts competent to hear appeals therefrom in relation to any legal action, suit or proceeding arising out of or with respect to the Agreement.

15. REPRESENTATIONS AND WARRANTIES

The Recipient represents and warrants, for the benefit of the Department that:

- (a) it has been properly established under the *Corporations Act 2001* (Cth) it has authorised to enter into this Agreement;
- (b) all conditions and things required by applicable Law to be fulfilled or done (including the obtaining of any necessary authorisations) in order to enable it lawfully to enter into, exercise its rights and perform its obligations under this Agreement have been fulfilled or done; and
- (c) it knows of no impediment to it performing its obligations under this Agreement.

16. SCHEDULES

Any express or implied Provision of any Schedule to this Agreement is hereby deemed to be a provision of this Agreement and therefore must be complied with (by the relevant Party) in accordance with its terms.

SCHEDULE 1 – CONTACT OFFICERS

1. Notice addresses

1.1 Department

Registered Mail:	Department of Water and Environmental Regulation Rural Water Planning 7 Ellam Street VICTORIA PARK WA 6100
Facsimile:	(08) 6250 8050

1.2 Recipient

Registered Mail:	Shire of WANDERING 22 Watts Street WANDERING WA 6308
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2. Contact officers

2.1 Department

Name:	Bonny Dunlop-Heague
Job Title:	Senior Natural Resource Management Officer
Phone:	(08) 6250 8053
Facsimile:	(08) 6250 8050
Email:	Bonny.dunlop-heague@dwer.wa.gov.au
Postal Address:	7 Ellam Street VICTORIA PARK WA 6100
Street Address:	7 Ellam Street VICTORIA PARK WA 6100

2.2 Recipient

Name:	Ian Fitzgerald
Job Title:	Chief Executive Officer
Phone:	0447 046 955
Email:	aceo@wandering.wa.gov.au
Postal Address:	22 Watts Street WANDERING WA 6308
Street Address:	22 Watts Street WANDERING WA 6308

SCHEDULE 2 – COMMUNITY WATER SUPPLIES PARTNERSHIP PROGRAM WITH LOCAL GOVERNMENT

1. Manner in which funding is to be paid

1.1 Payment of funding

The following conditions apply to payment of the Funding:

- (a) Without limiting clause 8(b) in any way, the Recipient must use the Funding (and any interest which accrues on that Funding) to carry out the Project in accordance with this Grant Funding Agreement and for no other purpose.
- (b) Funding of **\$39 907.00** (excluding GST) will be provided by the State to the Recipient in the manner and within the timeframes outlined in Item 2.2 SCHEDULE 2.
- (c) The Recipient may request early payment in exceptional circumstances. Early payment requests must be agreed and requested in writing.
- (d) The Recipient must contribute a minimum of 30% total project value to this project in-kind and cash. The recipient must provide evidence of co-contribution and if the contribution is less than 30% total project costs the Department may reduce the amount that is paid to the Recipient under this agreement.
- (e) At the close of the project the recipient must return any unspent funding to the Department within 20 days.
- (f) The final milestone payment on project close will not be greater than the amount of acquitted funding.
- (g) The Recipient must permit a financial audit of the project prior to final acquittal of funds. Financial audits will be funded by the Department.

2. Detailed description of project

2.1 Project description

The Shire of Wandering has applied for funding to install three 109 kilolitre capacity steel water tanks and upgrade pipework and guttering to capture rainwater runoff off the town of Wandering's Community Centre's roof catchment.

The project will connect the tanks to the Community Centre's ablution facilities and replace expensive scheme water to the toilets and shower, as well as irrigate the established Community Centre gardens.

Funding of \$39 907 is recommended for the cost of three 109 kilolitre capacity steel tanks, a new pump and associated infrastructure. The Shire is contributing \$17 103 to the project.

2.2 Recipient's Obligations and Payment of the Community Water Supplies Partnership Program with Local Government

Deliverable Obligations	Recipient's	Performance Measure	Performance Measure Method (Payments will be based on these measures)	Milestone	Payment Amount \$
Signing of Deed of Agreement		Execution of Agreement	Agreement signed by the Recipient and Department	April 2022	\$3 991
Planning Obtain building approval Order tanks, pipes, pumps, raw materials and engage required contractors Earthworks to level site in preparation for tanks		Reports containing sufficient detail to demonstrate milestone progression and expenditure incurred/committed are consistent with project delivery Photographic evidence Proof of payment for materials Onsite visit by the Department.	Submission of milestone report to the satisfaction of the Department. Photographic evidence demonstrating works completed to the satisfaction of the Department Proof of payment to the satisfaction of the Department Department site inspection completed and working system demonstrated.	August 2022	\$7 981
Project Construction: Install tanks, piping and pump Trench and bury pipeline		Reports containing sufficient detail to demonstrate milestone progression and expenditure incurred/committed are consistent with project delivery Photographic evidence Proof of payment for materials Onsite visit by the Department.	Submission of milestone report to the satisfaction of the Department. Photographic evidence demonstrating works completed to the satisfaction of the Department Proof of payment to the satisfaction of the Department	October 2022	\$15 963

		Department site inspection completed and working system demonstrated.		
Completion; Final inspection, test, commission and reporting. Project Close	Work completed Final report containing sufficient detail to demonstrate milestone progression and expenditure incurred/committed are consistent with project delivery Acquittal of funds.	Final report submitted and associated invoices provided to the satisfaction of the Department Photographic evidence demonstrating works completed to the satisfaction of the Department.	November 2022	\$11 972
			Total amount	\$39 907

Project budget

Item description	Community Water Supplies Partnership Program with Local Government	Shire in-kind	Shire \$\$
Earthworks to level site including sand and stone rip rap for water storage tanks 300m2 (\$41.33/m2)		\$10 760.00	\$1 640.00
Supply 109KL steel water storage tanks (3 @ \$11 770 per unit)	\$35 310.00		
Purchase piping materials and pressure pump			\$2 300.00
Plumbing and brick paving contractor	\$4 597.00		\$403.00
Trench and bury pipeline using shire staff and equipment (in-kind contribution 200 @ \$10/m)		\$2 000.00	
Total	\$39 907.00	\$12 760.00	\$4 343.00
		TOTAL	\$57 010.00

EXECUTED by the Parties as an Agreement.

For and on behalf of the Department:

For and on behalf of the Recipient:



(signature)

(signature)

SIMON TAYLOR

(Print full name)

(Print full name)

EXECUTIVE DIRECTOR
REGIONAL DELIVERY

(Position)

(Position)

5/04/2022

(Date)

(Date)

14.2 – Planning Approval – Lot 107 Moramocking Road

File Reference:	PA275
Location:	Lot 107 Moramocking Road, Wandering
Applicant:	Steven MacDonald
Author:	Cody Meyer c/- Altus Planning (Shire Consultant Planner)
Authorising Officer:	Ian Fitzgerald - Acting Chief Executive Officer
Date:	18 March 2022
Disclosure of Interest:	Nil
Attachments:	Attachment 1 - Carport 1 Development Plans Attachment 2 - Carport 2 Development Plans Attachment 3 - Patio Development Plans
Previous Reference:	Council meeting 21 April 2022 – Item 14.3

Summary:

The Shire has received an application for development approval to construct two carports and a patio at Lot 107 (No. 608) Moramocking Road, Wandering ('subject site' or 'site'). The patio is to be constructed at the south-western portion of the existing dwelling onsite, with each of the proposed carports to be located east and west of the dwelling's location, respectively. The application requires development approval as the location of the proposed structures is located outside of the prescribed building envelope of the site. ***Due to Council requiring additional information the item was laid on the table until the May 2022 Council meeting so the EMTS could supply the information requested that is now included at the end of this report.***

Background:

The subject site is located approximately 5km to the south-west of the Wandering Town Site and measures 7.0275ha. The site is situated within a locality bound by O'Connell Road to the south, Moramocking Road to the east and Fuller Road to the north-west.

The site and surrounding lots within the locality are all zoned Rural-Residential and are of a similar lot size, with the exception of a square-shaped lot directly north of the subject site which is Reserved for Public Purposes. Existing development on nearby rural-residential lots typically comprises a single dwelling on each respective lot with an associated outbuilding and water tank. Aside from these features and an existing gravel driveway which provides access to the main portion of the property, the subject site is otherwise absent of any other development. Refer to Figure 1 below.

Comment:

Town Planning Scheme No. 3

The subject site is zoned 'Rural-Residential' under the Shire of Wandering's *Town Planning Scheme No. 3* ('TPS 3' or 'Scheme'). The objectives for the Rural-Residential zone are provided at Clause 4.2 of the *Scheme* and state as follows:

- a) *"to select areas wherein closer subdivision will be permitted to provide for such uses as hobby farms, horse breeding, rural-residential retreats, and rural-based commercial uses that are consistent with a rural residential zone.*
- b) *to generally select areas that are within approximately 8 kilometres of the town of Wandering to facilitate the provision of services to residents.*
- c) *to make provision for retention of the rural landscape and amenity in a manner consistent with the orderly and proper planning of such areas.*

d) *having regard for the size of the district, the fragile nature of the environment in many places, and the difficulties faced by the local government in providing services away from the town of Wandering, the local government will generally favour Rural-Residential zones be located close to the town of Wandering and then only where the environmental impacts are manageable.”*

With respect to the above, only Objective (c) is relevant and which is discussed further in this Report.

Clause 5.16 of TPS 3 prescribes various standards for development in the Rural-Residential zone. An assessment of the proposed carport against these standards is tabled below.

Scheme Requirement	Assessment Comments												
<p><u>Clause 5.16.1</u> Minimum building setback:</p> <ul style="list-style-type: none"> • Front - 30m • Rear - 10m • Side - 10m 	<p>Proposed building setbacks:</p> <table border="1" data-bbox="639 685 1385 831"> <thead> <tr> <th>Carport 1</th> <th>Carport 2</th> <th>Patio</th> </tr> </thead> <tbody> <tr> <td>• Front - >30m</td> <td>• Front - >30m</td> <td>• Front - >30m</td> </tr> <tr> <td>• Rear - 8.34m</td> <td>• Rear - >10m</td> <td>• Rear - 19.1m</td> </tr> <tr> <td>• Side - >10m</td> <td>• Side - >10m</td> <td>• Side - >10m</td> </tr> </tbody> </table> <p>In this regard, the setbacks are considered acceptable due to the following:</p> <ul style="list-style-type: none"> • All proposed development is located in close proximity to the existing dwelling which is located in the western (rear) portion of the lot. As such, the development is situated so as to not be visible from the street or abutting properties. • Carport 1 proposes a variation to the rear setback requirements where a setback distance of 8.34m is evident in lieu of the required 10m. Given the context of the locality and the distance of the proposed carport from habitable buildings on neighbouring properties (approx. 100m to closest neighbouring dwelling), it is maintained that the variation is unlikely to result in a detrimental impact upon visual amenity of the area. Further, as an unenclosed structure, any perceived impact of ‘building bulk’ is drastically reduced and there will be no impact upon breezeways to either the dwelling within the subject site nor any neighbouring properties. • No direct line of sight is available to any of the proposed structures from the street therefore maintaining the existing visual character of the area as a ‘Rural-Residential’ precinct. • The carport will be located within the main “development cluster” for the site which assists in minimising any visual impacts. 	Carport 1	Carport 2	Patio	• Front - >30m	• Front - >30m	• Front - >30m	• Rear - 8.34m	• Rear - >10m	• Rear - 19.1m	• Side - >10m	• Side - >10m	• Side - >10m
Carport 1	Carport 2	Patio											
• Front - >30m	• Front - >30m	• Front - >30m											
• Rear - 8.34m	• Rear - >10m	• Rear - 19.1m											
• Side - >10m	• Side - >10m	• Side - >10m											

Scheme Requirement	Assessment Comments
<p><u>Clause 5.16.2</u> Development to be in accordance with Schedule 11, No. 2 and the associated plan of subdivision</p>	<p>Only sub-provisions 4 and 5 are relevant to the proposal. These are as follows:</p> <p><u>Provision 4 (20m low fuel radius maintained around all buildings)</u></p> <ul style="list-style-type: none"> • The proposed carports are non-habitable structures and will be constructed of non-combustible materials (corrugated zincalume and steel). • The proposed patio effectively ‘hugs’ the perimeter of the existing dwelling to the south-west. As such, the existing 20m low fuel radius which was created for the existing dwelling is sufficient to accommodate for the proposed development without increased risk to bushfire. • Horizontal clearance from the carport to the nearest existing vegetation is approximately 10m. Whilst this represents a variation to this Provision, the proposal is exempt under planning legislation from requiring any accompanying Bushfire Management Plan (‘BMP’) or Bushfire Attack Level (‘BAL’) Assessment as the carports and patio are unenclosed and not considered habitable structures. <p><u>Provision 5 (Shire may require planting of 50 trees and maintenance for 2 year period)</u> All proposed structures will not require the removal of any site vegetation as the carports will be erected on existing cleared portions of the site that already contains graded gravel, and the patio to be located in pre-cleared areas around the existing dwelling. Therefore, there is no sufficient nexus to require replanting of the site with additional vegetation.</p>
<p><u>Clause 5.16.3</u></p> <p>a) Development approval required for all development in Rural-Residential zone.</p> <p>b) Maximum 1 dwelling per lot.</p> <p>c) All trees shall be retained unless otherwise approved by the Shire.</p> <p>d) If the land is considered deficient, the Shire may require replanting of the site as a condition of any approval.</p> <p>e) Appropriate measures must take place to prevent noise, odour or dust from the keeping of animals.</p>	<p>a) A development application has been submitted seeking approval for the two proposed carport structures and a patio.</p> <p>b) There is one existing dwelling on the subject site.</p> <p>c) The proposal will not result in the removal of any existing trees on the site.</p> <p>d) See above assessment comments for Clause 5.16.2, Provision 4.</p> <p>e) N/A</p> <p>f) N/A</p> <p>g) See above assessment comments for Clause 5.16.2, Provision 5. Notwithstanding, the Shire does not have a separate adopted local planning policy regarding bushfire.</p>

Scheme Requirement	Assessment Comments
<p>f) The Shire may take any action to prevent detrimental impacts such as overstocking or erosion due to the keeping of animals.</p> <p>g) The Shire may require provision for bush fire control measures in accordance with an adopted local planning policy.</p>	
<p><u>Clause 5.16.4</u> When considering an application, the Shire will also have regard to the following:</p> <p>a) the colour and texture of external building materials;</p> <p>b) building size, height, bulk, roof pitch;</p> <p>c) setback and location of the building on its lot;</p> <p>d) architectural style and design details of the building;</p> <p>e) relationship to surrounding development;</p> <p>f) other characteristics considered by the local government to be relevant.</p>	<p>a) Materials of construction are colorbond roof sheets with steel posts which are considered to be “rural-compatible”.</p> <p>b) In summary, the proposed structures are sympathetic to the rural-residential character of the area and are of an acceptable scale. It is noted that all proposed structures are considered largely unenclosed.</p> <p>a. The dimensions of carport 1 will be 12m long x 6m wide.</p> <p>i. This equates to 72m² which is less than 0.1% of the total lot area and is insignificant.</p> <p>ii. Its height will be 4.0m (at its highest point) to provide adequate clearance to park recreational or farming specific vehicles.</p> <p>b. The dimensions of carport 2 will be 16m long x 6m wide.</p> <p>i. This equates to 96m² which is less than 0.1% of the total lot area and is insignificant.</p> <p>ii. Its height will be 4.0m (at its highest point) to provide adequate clearance to park recreational or farming specific vehicles.</p> <p>c. The overall area of the patio measures approximately 75sqm and similarly to the commentary above, is considered insignificant in contrast to the overall lot size and is sympathetic to the existing character in terms of bulk and scale.</p> <p>c) As previously mentioned, the proposed location of all structures will minimise its visibility from the street due to the orientation at the rear of the site. The carports are also of a low-pitch skillion design which assists in minimising visibility of the structure.</p> <p>d) The patio will attach to the existing carport connected to the dwelling. Its overall height and roof pitch are less than the existing dwelling which assists in minimising the visibility of the structure. As above, the carports incorporate low-pitch skillion roof designs to minimise any perceived bulk.</p>

Scheme Requirement	Assessment Comments
	<p>e) Carport 1 and the Patio are to be located within the established development footprint of the site. Carport 2 is outside of the established development footprint, however is located in an area clear of native vegetation and is setback a significant distance from any lot boundary.</p> <p>The landowners have advised that the carport structures will provide shelter for vehicles and the patio will help to enhance the liveability of the existing dwelling. This is consistent with the Rural-Residential zoning of the site and its subsequent objectives.</p>

Having regard to the above Scheme development standards, the proposed carport structures and patio is considered acceptable and furthermore, it is considered that public consultation is not warranted in this instance.

State Planning Policy 3.7 - Planning in Bushfire Prone Areas

The majority of the subject site is located within a bushfire prone area. However, in accordance with Schedule 2, Clause 78B of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the proposal is exempt from the need to provide an accompanying BMP or BAL Assessment as the structures are not considered habitable buildings.

It is noted however that as the patio is within the bushfire prone area and will be attached to the house, Clause 3.2.3 of *Australian Standard 3959-2018 - Construction of buildings in bushfire-prone areas* requires that the patio is built to the relevant bushfire standard, which is to be demonstrated through a BAL assessment at the building permit stage.

Consultation:

Advertisement of the application is not required under the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Statutory Environment:

Planning and Development Act 2005
 Planning and Development (Local Planning Schemes) Regulations 2015
 Shire of Wandering Tocal Planning Scheme No. 3

Policy Implications:

Nil

Financial Implications:

Costs may be incurred by the Town if the landowner requests a review of the determination from the State Administrative Tribunal (SAT).

Strategic Implications:

The recommendations of this report are consistent with the Shire’s Strategic Community Plan 2018 - 2028.

Sustainability Implications:

- Environmental: Nil
- Economic: Nil
- Social: Nil

Risk Implications:

Risk	That an undesirable precedent will be set for the approval of structures located outside of prescribed building envelopes.
Risk Likelihood (based on history and with existing controls)	Unlikely (2)
Risk Impact / Consequence	Insignificant (1)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	A precedent for other similar applications
Risk Action Plan (Controls or Treatment Proposed)	Accept officer Recommendation

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 3 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Additional Information:

1. Adjoining land owner to the west of the property has been contacted for comment regarding the reduction in the set back from 10.00 m to 8.34 m. The land owner had no concern regarding this change to the setback at this point of his property
2. The existing outbuilding on the property had received Shire planning and building approval prior to the house being built
3. The application for carports complies to the state planning regulation and they are not classed as an out buildings. The reply from Town Planner below - Both definitions are per the Residential Design Codes Vol. 1. Generally, when referring to a 'Carport', this means a structure intended to accommodate vehicles that is **unenclosed** unless attached to an existing dwelling. On the contrary, when referring to an 'Outbuilding', this means a structure that is **enclosed**.

Definitions per the R-Codes are as follows:

Carport: “A roofed structure designed to accommodate one or more motor vehicles **unenclosed** except to the extent that it abuts a **dwelling** or a property boundary on one side, and being without a door unless that door is **visually permeable**.”

Outbuilding: “An **enclosed non-habitable structure that is detached from any dwelling**.”

Both the ‘Carport’ structures proposed are unenclosed and as such our interpretation is that they appropriately fall under this definition, as opposed to an outbuilding.

4. Building Envelope - There are mixed views between Local Governments in Western Australia as to whether a Development Application (DA) should account for relocating the Building Envelope (BE). It is the Town Planner view that the BE should remain in its existing location and any DA should be simply consider any works outside of that.
 -
 - This is how this application was assessed from our Town Planner point of view.
 -
 - They do not necessarily believe that the BE was meant to have been modified during the previous DA which saw the approval of the dwelling. In this scenario it is quite unclear, as all they have to go off is the approved plan of subdivision for the Blackboy Springs Estate showing the BA However, Clause 5.5 of the Wandering scheme details provisions that allows this to be varied:

5.5 VARIATIONS TO SITE AND DEVELOPMENT STANDARDS AND REQUIREMENTS

- 5.5.1 *Except for development in respect of which the Residential Design Codes apply, if a development is the subject of an application for planning approval and does not comply with a standard or requirement prescribed under the Scheme the local government may, notwithstanding that non-compliance, approve the application unconditionally or subject to such conditions as the local government thinks fit.*
- 5.5.2 *In considering an application for planning approval under this clause, where, in the opinion of the local government, the variation is likely to affect any owners or occupiers in the general locality or adjoining the site which is subject of consideration for the variation, the local government shall:*
 - (a) *consult the affected parties by following one or more of the provisions for advertising uses pursuant to clause 9.4; and*
 - (b) *have regard to any expressed views prior to making its decision to grant the variation.*
- 5.5.3 *The power conferred by this clause may only be exercised if the local government is satisfied that:*
 - (a) *approval of the proposed development would be appropriate having regard to the criteria set out in clause 10.2; and*
 - (b) *the non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality.*

Therefore this is essentially a scenario of whether Council considers that the proposed development outside the building envelope is justified or not. To this end, the Town Planner can prepare further information to supplement the Council item which appropriately justifies the proposed construction outside of the building envelope, if needed.

- **Voting Requirements:**
Simple Majority

Officer Recommendation:

That Council approves the application for development approval, submitted by Steven MacDonald to construct two (2) carports and a patio at Lot 107 (No. 608) Moramocking Road, Wandering, subject to the following conditions:

Conditions:

1. 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.
2. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Wandering.
3. Satisfactory buildings plans being approved by the Shire of Wandering.

Moved: Cr _____

Seconded: Cr _____



CARPORT 1 POSITION
AREA FOR CARPORT 1 IS 16M L X 6M W
TOTAL AREA OF CARPORT 1 IS 72 SQU METRES



SOUTHERLY VIEW CARPORT 1 POSITION

CARPORT 1 ADDITION

COTTAGE ENGINEERING SUVS
Licensed Surveyors

87-89 Guthrie Street, Osborne Park, Western Australia
Telephone: (08) 9446 7361 Facsimile: (08) 9445 2998
Email: perth@cottage.com.au Website: www.cottage.com.au
J/N: DATE: SCALE: DRAWN:
452950 13 May 19 1:200 B. Saliba

Builder: Plunkett Homes South West
CLIENT: MACDONALD
LOT 107 Moramocking Road, Wandering

SSA AREA
LEGEND
[TP 10.00] Top of Retaining
[TW 10.00] Top Wall
[TR 10.00] Top Retaining
[TF 10.00] Top Fence

SEC Dome
Power Pole
Phone Pts
Water Conn
Top Pkts/Post
Top Wall
Top Retaining
Top Fence

NOTE/BEWARE ADVISE TRADES
O/Head power lines
DISCLAIMER:
HIGH TENSION POWER LINES. CHECK TITLE FOR EASEMENTS AND WESTERN POWER FOR SET-BACKS.

DISCLAIMER:
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NOTE:
MUTUALISATION
REFER TO SECTION 4.1.1.4
SEE DOCUMENT K 40326
FIRE MANAGEMENT PLAN

LOT MISCLOSE
0.001 m

SOIL DESCRIPTION
Sand / Gravel / Clay(Poss) /
Rock(Poss)
Refer to Survey

NOTE:
TELSTRA COMMS. PIT NOT LOCATED
ADJACENT TO LOT AT TIME OF SURVEY.
VERIFY AVAILABILITY WITH TELSTRA

Scale 1:800
0 2 4 6 8

SPECIAL E & OE

TYPE: 2x RWK SPECIFICATION LUXE
MODEL N°
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Fx 08 9780 9399.
www.plunkethomes.com.au

REV	VO #	DRN	DATE	CHK
01	DOC#01	NH	20/09/19	SG

WORKING DRAWINGS
THIS IS ONE OF THE DRAWINGS
REFERRED TO IN THE CONTRACT.

DATED: 20/09/19

OWNER WITNESS
OWNER WITNESS
BUILDER WITNESS

SHEET N° 2 OF 10
JOB N° 180269
REVISION DATE 01 20/09/19

BUSHFIRE PRONE AREA - (BAL-12.5)
min requirements
DWELLING COMPLIES TO BCA 3.7.4 AND
AS 3959.

NOTE:
STORMWATER DISPOSAL TO BE PIPED TO 5m
CLEAR OFF FROM SANDPAD BY BUILDER.
LOCATION OF DOWNPIPES IS INDICATIVE ONLY &
MAY BE CHANGED AT BUILDERS DISCRETION.
DO NOT SCALE FROM DRAWINGS.

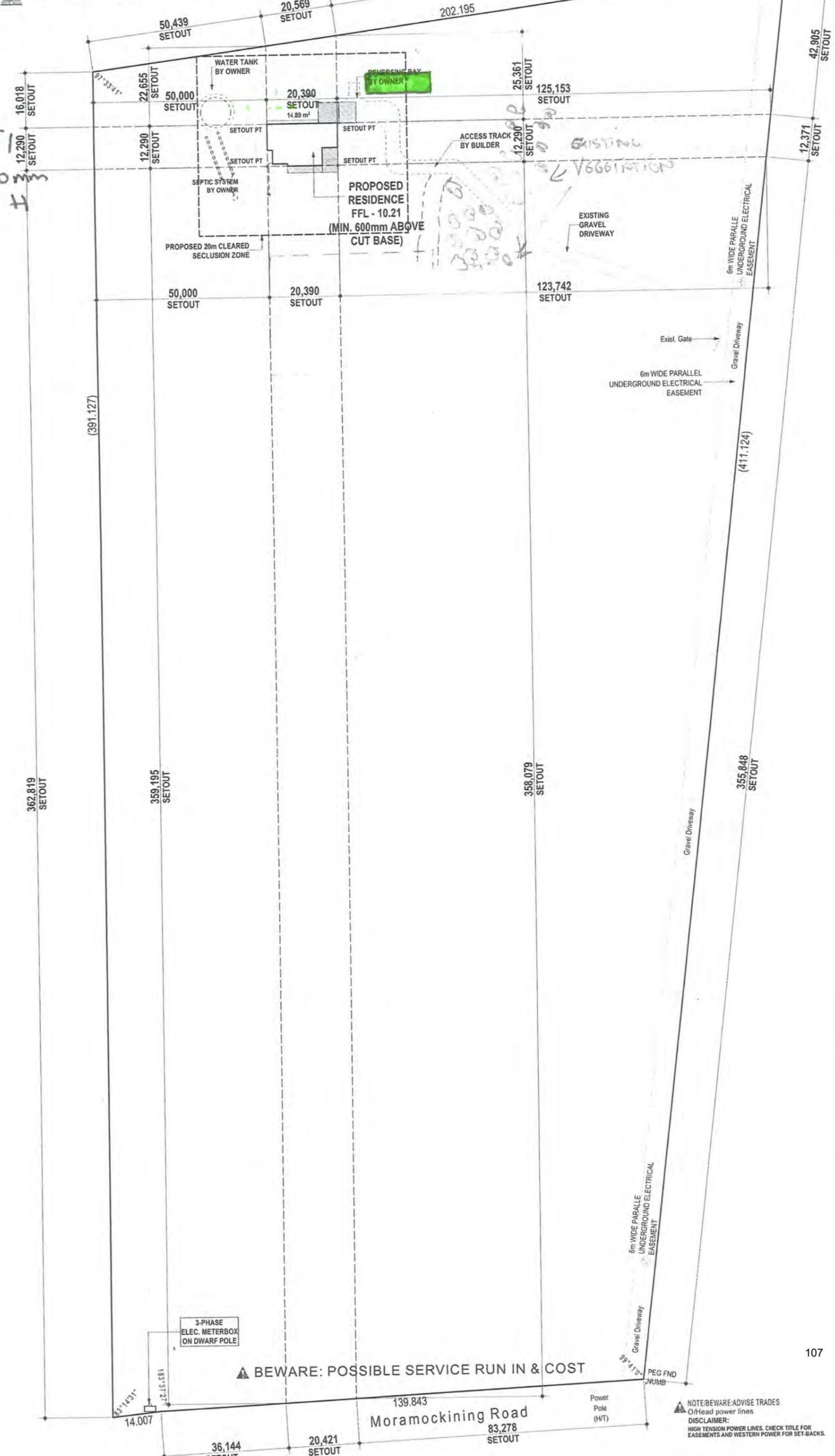
SITE COVERAGE
ZONED R-RURAL
SITE AREA: 70,275m²
HOUSE AREA: 217.13m² (EXCLUDES AREA OPEN ON
TWO OR MORE SIDES)

WIND CLASSIFICATION AS PER A.S. 4055:
N2 - FOR GROUND STOREY OF RESIDENCE

WIND CLASSIFICATION AS PER A.S. 4055:
N2 - FOR GROUND STOREY OF RESIDENCE

SITE SETOUT PLAN
1:800

Latitude: 32°43'37"S Longitude 116°38'55"E
BEWARE: POSSIBLE SERVICE RUN IN & COST



BEWARE: POSSIBLE SERVICE RUN IN & COST

NOTE/BEWARE ADVISE TRADES
O/Head power lines
DISCLAIMER:
HIGH TENSION POWER LINES. CHECK TITLE FOR EASEMENTS AND WESTERN POWER FOR SET-BACKS.



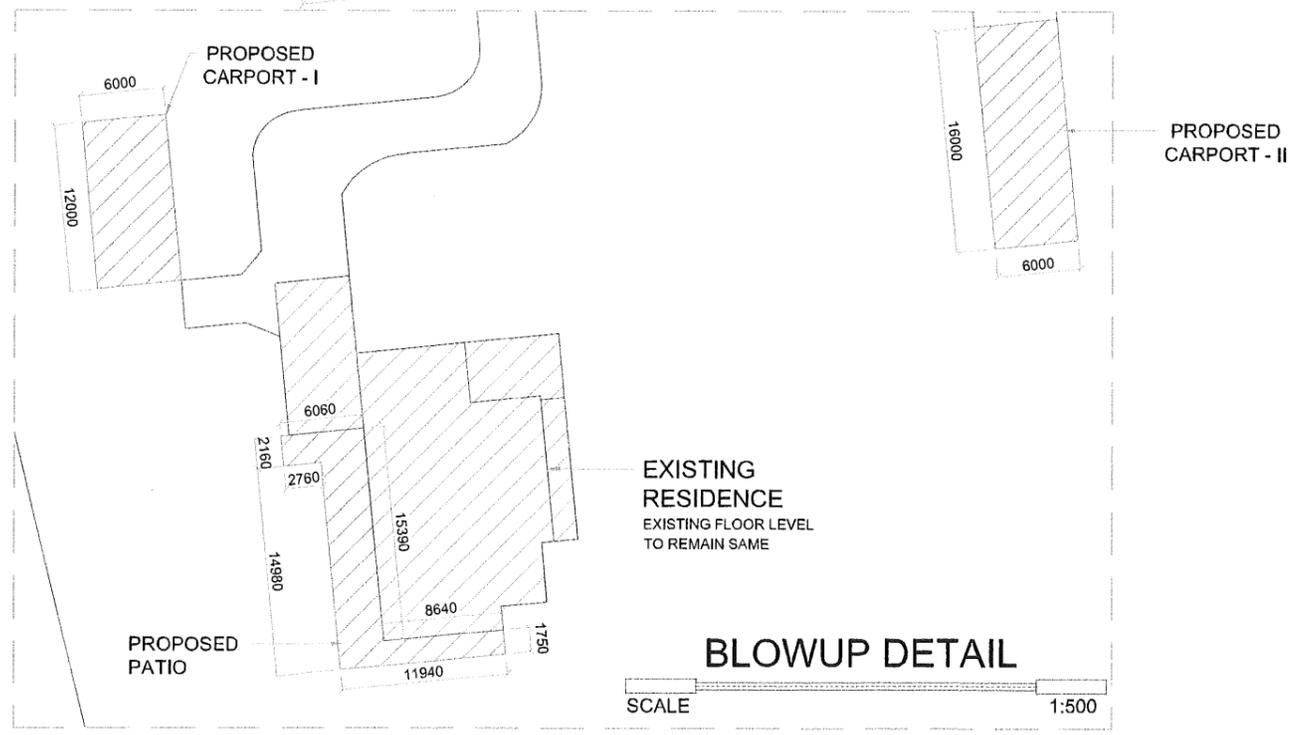
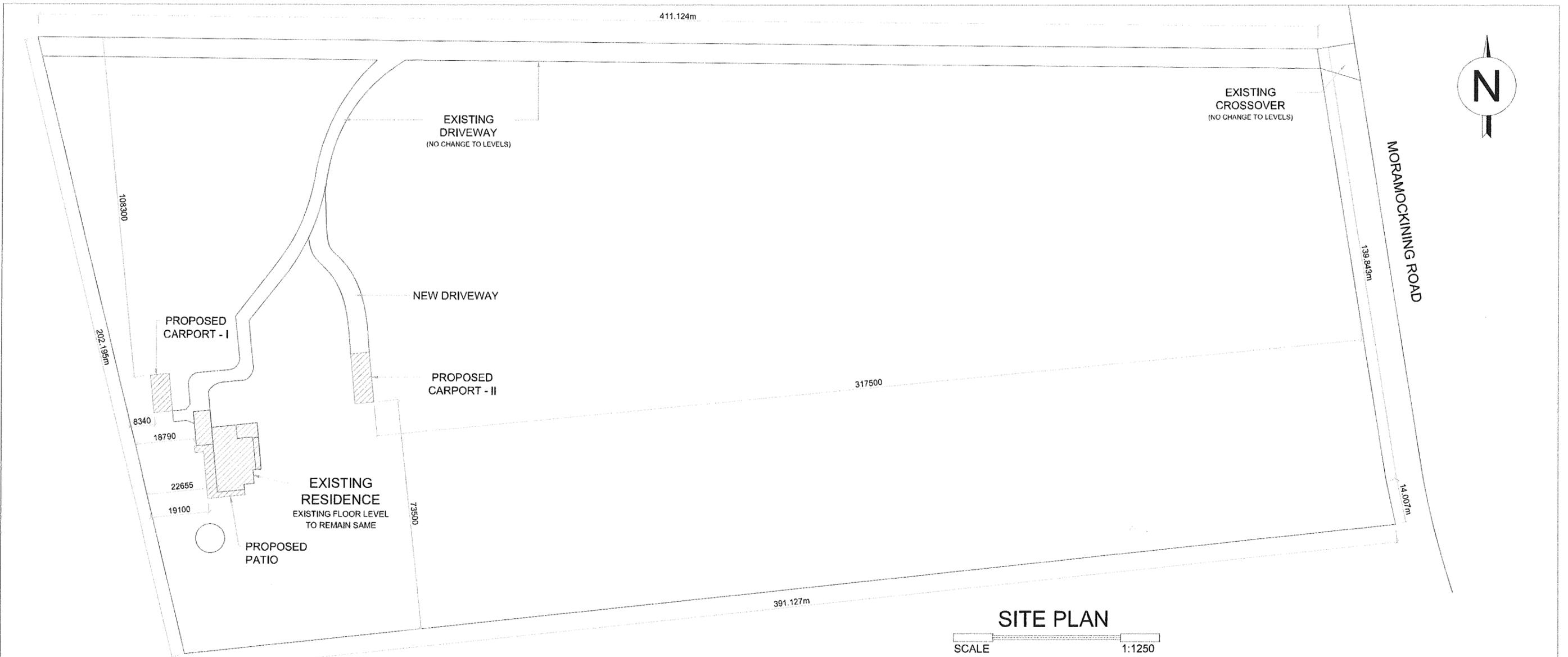
CARPORT 2 POSITION ON LEVELLED BLOCK 50ML X 40M
W
CARPORT AREA IS 16M X 16M
TOTAAL AREA OF CARPORT 2 IS 96 SQU METRES
SIZE IS 16M L X 6M W X 4 M HIGH
DRAWING DOES NOT REPRESENT ACTUAL CARPORT



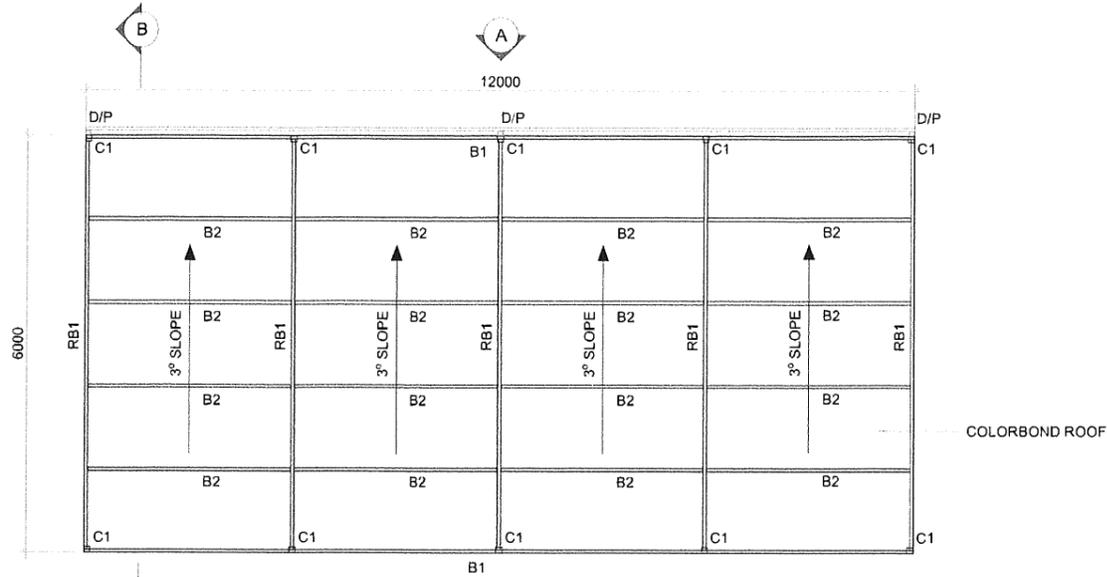
SHOWS CARPORT 2 POSITION ON LEVEL GROUND
50ML X 40MW
AREA OF CARPORT2 TO BE PLACED IS 16M X 16M
AREA TOTAL AREA OF CARPORT IS 96 SQU METRES
916M L X 6M W X 4 M H
THIS IS SHOWING CARPORT 2 FROM NORTHERN
SIDE OF PROPERTY



CARPORT2 SHOW POSITION FROM SOUTHERN
RND OF PROPERTY ON LEVELLED GROUND
SIZES OF AREA REFERE CARPORT 2 NORTHERN
END MEASUREMENTS

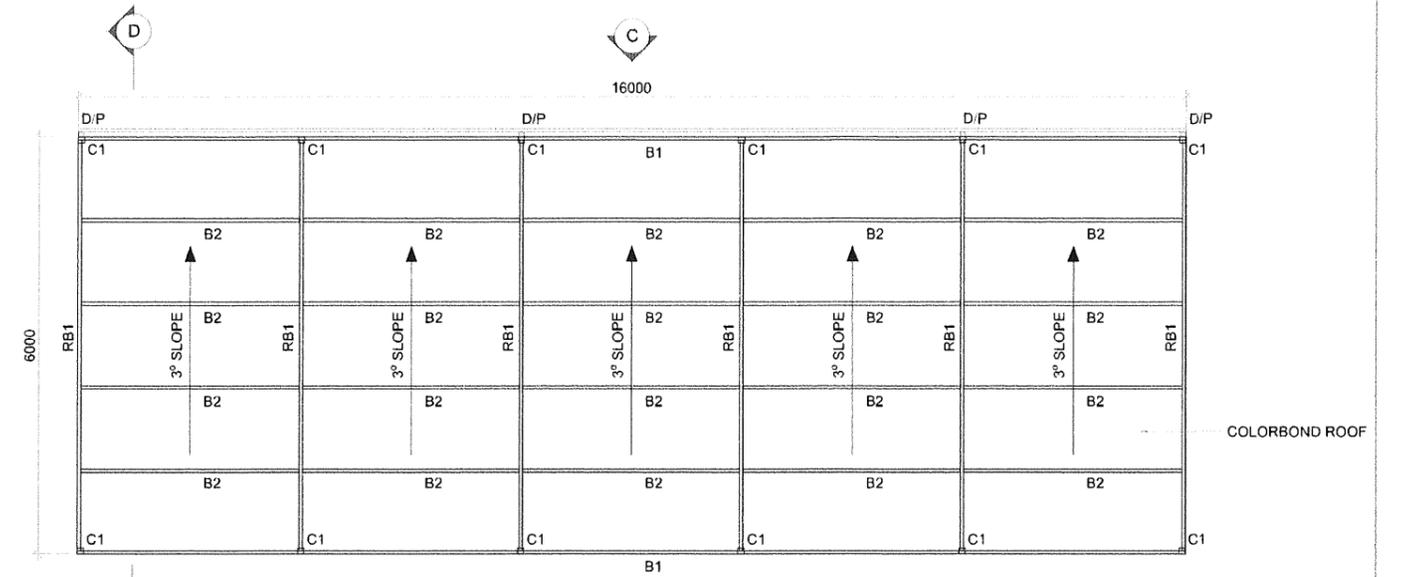


PROJECT NAME: CARPORTS & PATIO ADDITION	JOB NO: 211
PROJECT TITLE:	DRAWN BY : JK
	SCALE: AS SHOWN



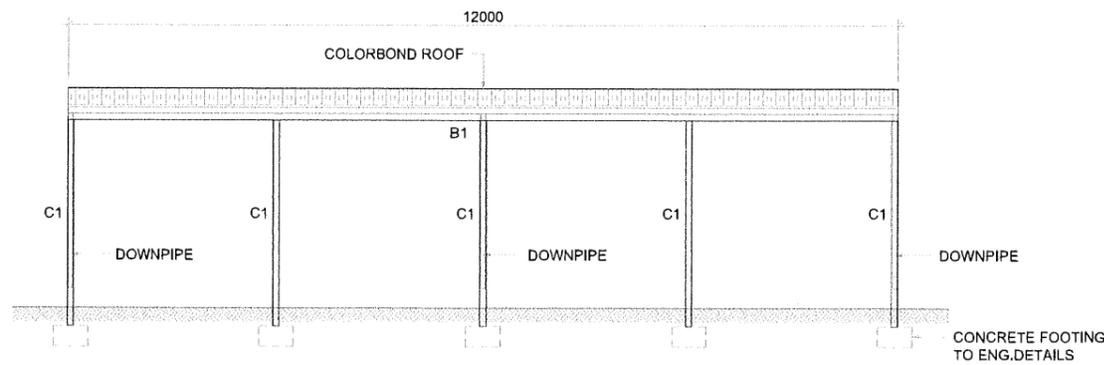
PROPOSED CARPORT - I PLAN

SCALE 1:100



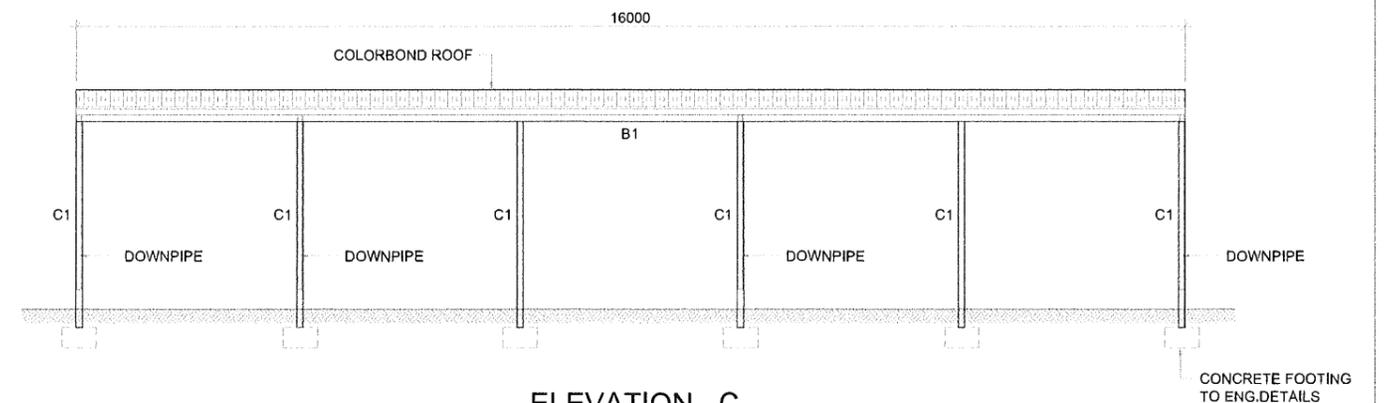
PROPOSED CARPORT - II PLAN

SCALE 1:100



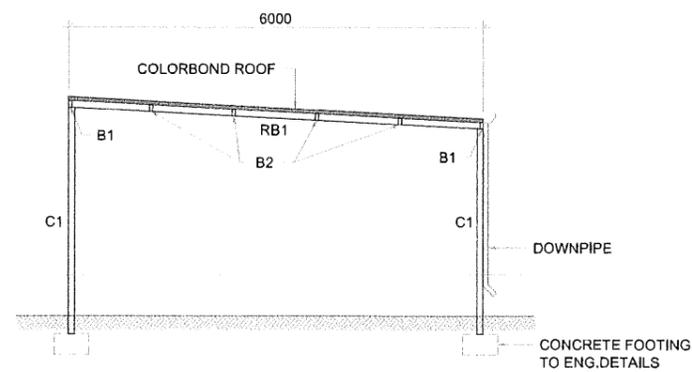
ELEVATION - A

SCALE 1:100



ELEVATION - C

SCALE 1:100



SECTION - B/D

SCALE 1:100

SCHEDULE OF STRUCTURAL FRAMING	
BEAM/ COLUMN TAG NO	SIZE
C1	TO ENG. DETAIL
B1	
B2	
RB1	

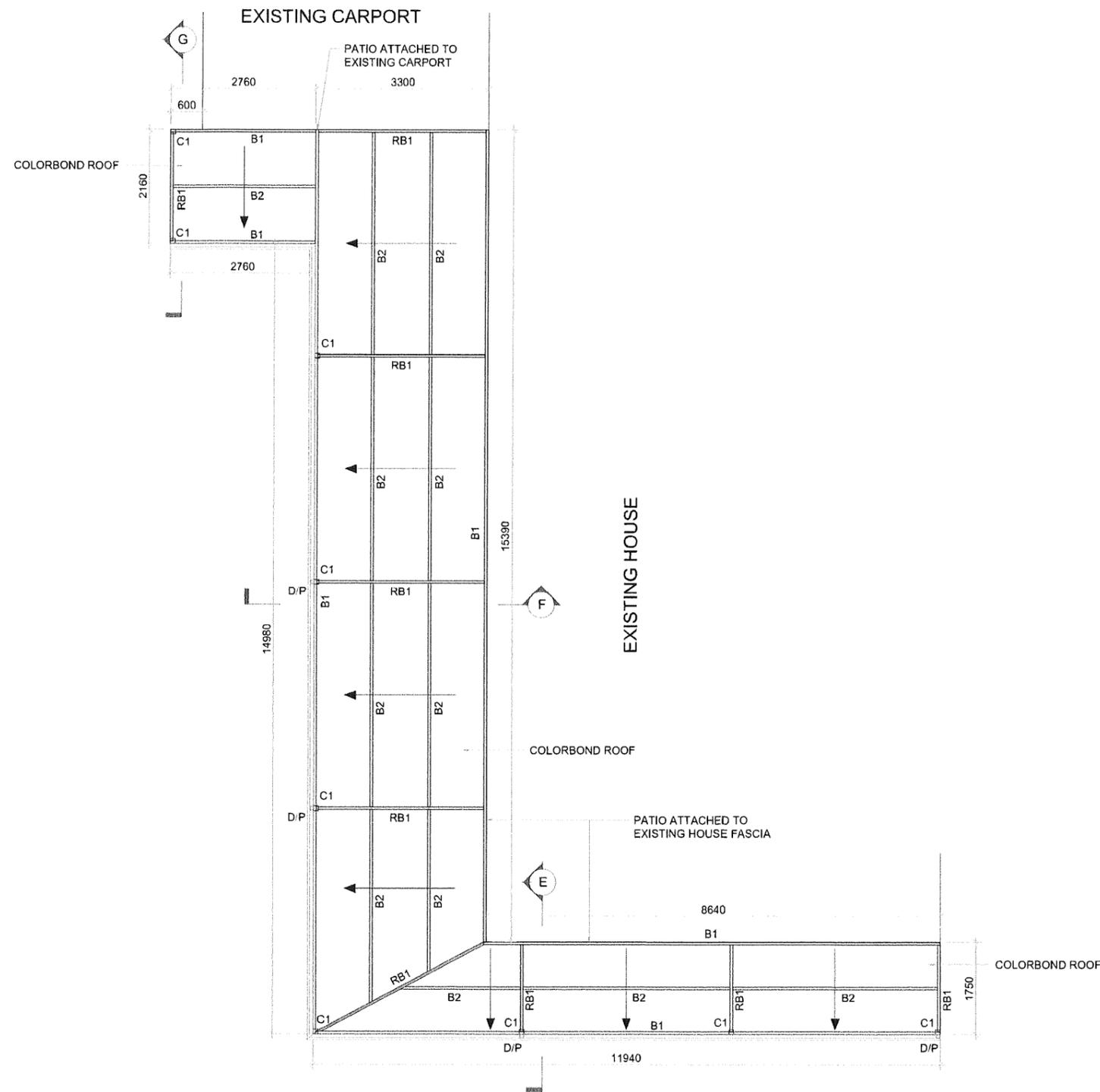
PROJECT NAME:
CARPORTS &
PATIO ADDITION

JOB NO: 211

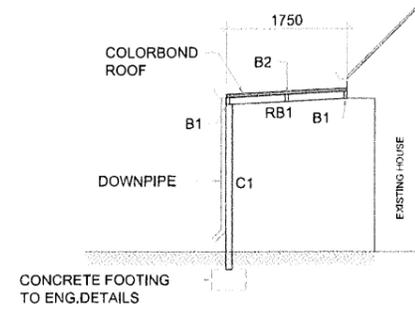
DRAWN BY : JK

PROJECT TITLE:

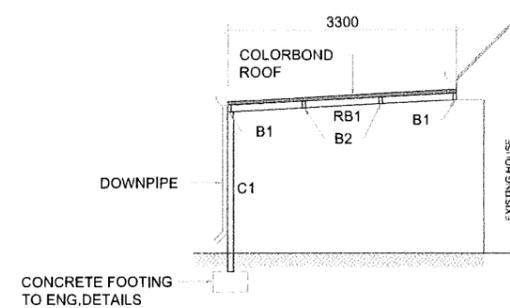
SCALE: AS SHOWN



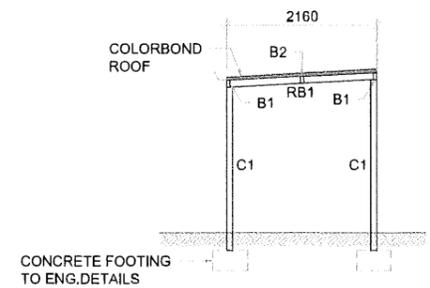
PROPOSED PATIO PLAN
SCALE 1:100



SECTION - E
SCALE 1:100



SECTION - F
SCALE 1:100



SECTION - G
SCALE 1:100

SCHEDULE OF STRUCTURAL FRAMING	
BEAM/ COLUMN TAG NO	SIZE
C1	TO ENG. DETAIL
B1	
B2	
RB1	

PROJECT NAME: CARPORTS & PATIO ADDITION	JOB NO: 211
	DRAWN BY : JK
PROJECT TITLE:	SCALE: AS SHOWN

CARPOR 2 ADDITION

COTTAGE ENGINEERING SURVEYS
Licensed Surveyors

87-89 Guthrie Street, Osborne Park, Western Australia
Telephone: (08) 9446 7361 Facsimile: (08) 9445 2998
Email: perth@cottage.com.au Website: www.cottage.com.au
J/N: DATE: SCALE: DRAWN:
452950 13 May 19 1:200 B. Saliba

Builder: Plunkett Homes South West
CLIENT: MACDONALD
LOT 107 Moramocking Road, Wandering

SSA AREA
LEGEND
TP 10.00 | Top Pillar/Post
TW 10.00 | Top Wall
TR 10.00 | Top Retaining
TF 10.00 | Top Fence

SEC Dome
Power Pole
Phone Pole
Water Conn
Top Wall
Top Retaining
Top Fence

NOTE: BEWARE ADVISE TRADES O/Head power lines
DISCLAIMER: HIGH TENSION POWER LINES. CHECK TITLE FOR EASEMENTS AND WESTERN POWER FOR SET-BACKS.

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NOTE:
SURVEYOR REFER TO S/C 2/1 L.A. SEE DOCUMENT K 49376 (P/R MANAGEMENT PLAN)

LOT MISCLOSE
0.001 m

SOIL DESCRIPTION
Sand / Gravel / Clay(Poss) / Rock(Poss)
Refer to Survey

NOTE:
TELSTRA COMBIS PIT NOT LOCATED ADJACENT TO LOT AT TIME OF SURVEY. VERIFY AVAILABILITY WITH TELSTRA

Scale 1:800
0 2 4 6 8

SPECIAL E & OE
TYPE: 2c/BMK SPECIFICATION: LUXE
MODEL N°
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REV	VO #	DRN	DATE	CHK
D1	DOC#01	NH	20/09/19	SG

Sub-contractors to verify all dimensions on site.

WORKING DRAWINGS
THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT.

DATED:
OWNER WITNESS
OWNER WITNESS
BUILDER WITNESS

SHEET N° 2 OF 10
JOB N° 180269
REVISION DATE 01 20/09/19

BUSHFIRE PRONE AREA - (BAL-12.5)
min requirements
DWELLING COMPLIES TO BCA 3.7.4 AND AS 3959.

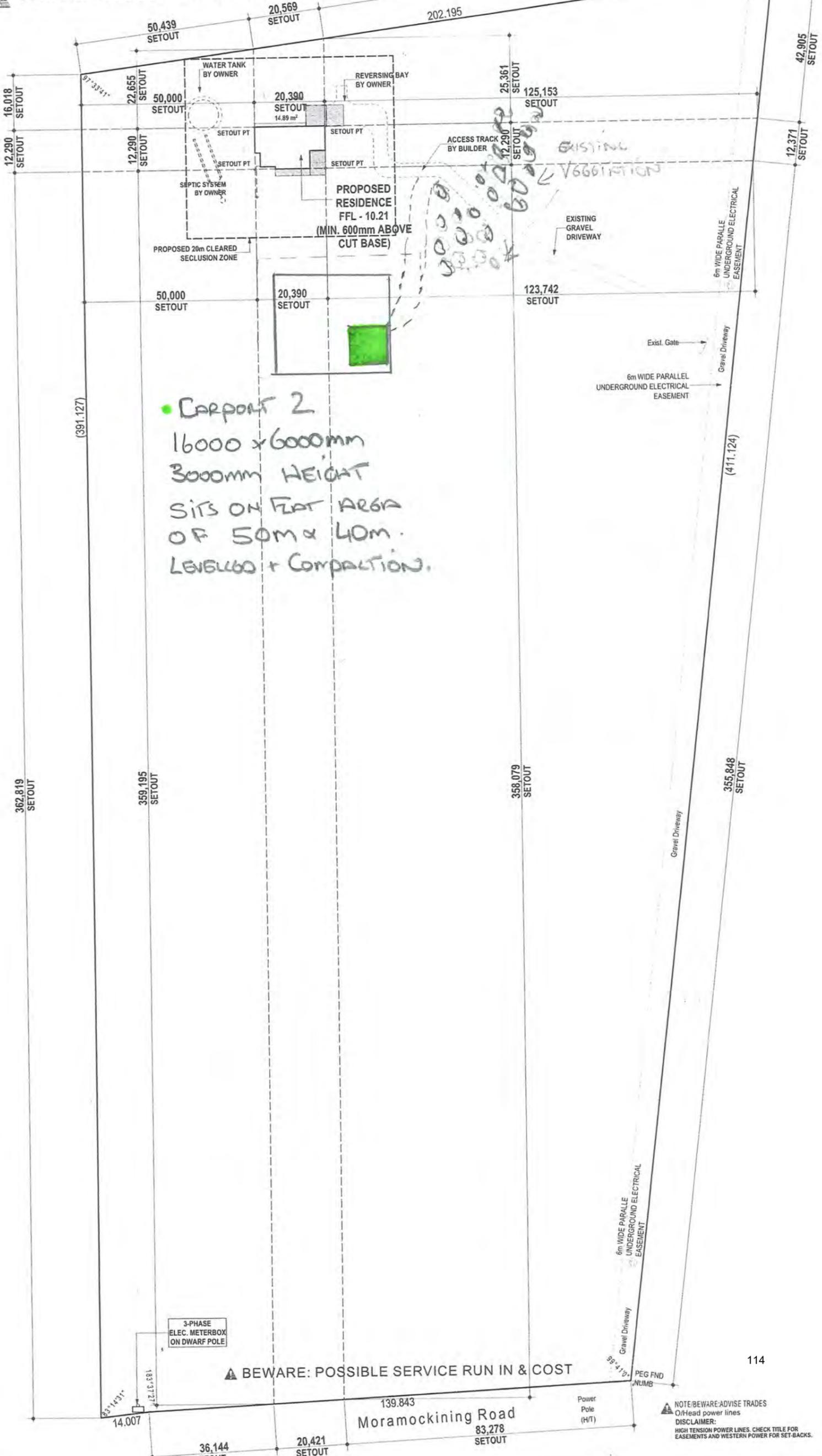
NOTE:
STORMWATER DISPOSAL TO BE PIPED TO 5m CLEAR OFF FROM SANDPAD BY BUILDER.
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DO NOT SCALE FROM DRAWINGS.

SITE COVERAGE
ZONED R-RURAL
SITE AREA: 70,275m²
HOUSE AREA: 217.13m² (EXCLUDES AREA OPEN ON TWO OR MORE SIDES)

WIND CLASSIFICATION AS PER A.S. 4055:
N2 - FOR GROUND STOREY OF RESIDENCE

SITE SETOUT PLAN
1:800

Latitude: 32°43'37"S Longitude 116°38'55"E
BEWARE: POSSIBLE SERVICE RUN IN & COST



BEWARE: POSSIBLE SERVICE RUN IN & COST

NOTE: BEWARE ADVISE TRADES O/Head power lines
DISCLAIMER: HIGH TENSION POWER LINES. CHECK TITLE FOR EASEMENTS AND WESTERN POWER FOR SET-BACKS.





CARPORT 1
POSITION IN
RELATION TO
PATIO

PATIO POSITION
MEASUREMENTS AS
PER DRAWINGS
PROVIDE
HEIGHT OF PATIO
FROM GROUND
VARIES FROM 3M
TO 2.65M
VIEW SHOWN
FROM SW OF
PROPERTY

PATIO ADDITION DRAWING

COTTAGE ENGINEERING SURVEYS
Licensed Surveyors

87-89 Guthrie Street, Osborne Park, Western Australia
Telephone: (08) 9446 7361 Facsimile: (08) 9445 2998
Email: perth@cottage.com.au Website: www.cottage.com.au
J/N: 452950 DATE: 13 May 19 SCALE: 1:200 DRAWN: B. Saliba

Builder: Plunkett Homes South West
CLIENT: MACDONALD
LOT 107 Moramocking Road, Wandering

SSA AREA
LEGEND
[TP 10.00] Top Pillar/Post
[TW 10.00] Top Wall
[TR 10.00] Top Retaining
[TF 10.00] Top Fence

SEC Dome
Power Pole
Phone Pts
Water Conn
Top Pillar/Post
Top Wall
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Top Fence

NOTE/BEWARE-ADVISE TRADES
O/Head power lines
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NOTE:
WATER TANK BY OWNER
SEPTIC SYSTEM BY OWNER
REVERSING BAY BY OWNER
ACCESS TRACK BY BUILDER

LOT MISCLOSE
0.001 m

SOIL DESCRIPTION
Sand / Gravel / Clay(Poss) /
Rock(Poss)
Refer to Survey

NOTE:
TELSTRA COMMMS. PIT NOT LOCATED ADJACENT TO LOT AT TIME OF SURVEY. VERIFY AVAILABILITY WITH TELSTRA.

Scale 1:800
0 2 4 6 8

SPECIAL E & OE
TYPE: 2: BULK SPECIFICATION LINE
MODEL N°
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REV	VO #	DRN	DATE	CHK
01	DOC#01	NH	20/09/19	SG

Sub-contractors to verify all dimensions on site.

WORKING DRAWINGS
THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT.

DATED: 20/09/19

OWNER: _____ WITNESS: _____
OWNER: _____ WITNESS: _____
BUILDER: _____ WITNESS: _____

SHEET N° 2 OF 10
JOB N° 180269
REVISION 01 DATE 20/09/19

BUSHFIRE PRONE AREA - (BAL-12.5)
Dwelling complies to BCA 3.7.4 AND AS 3959.

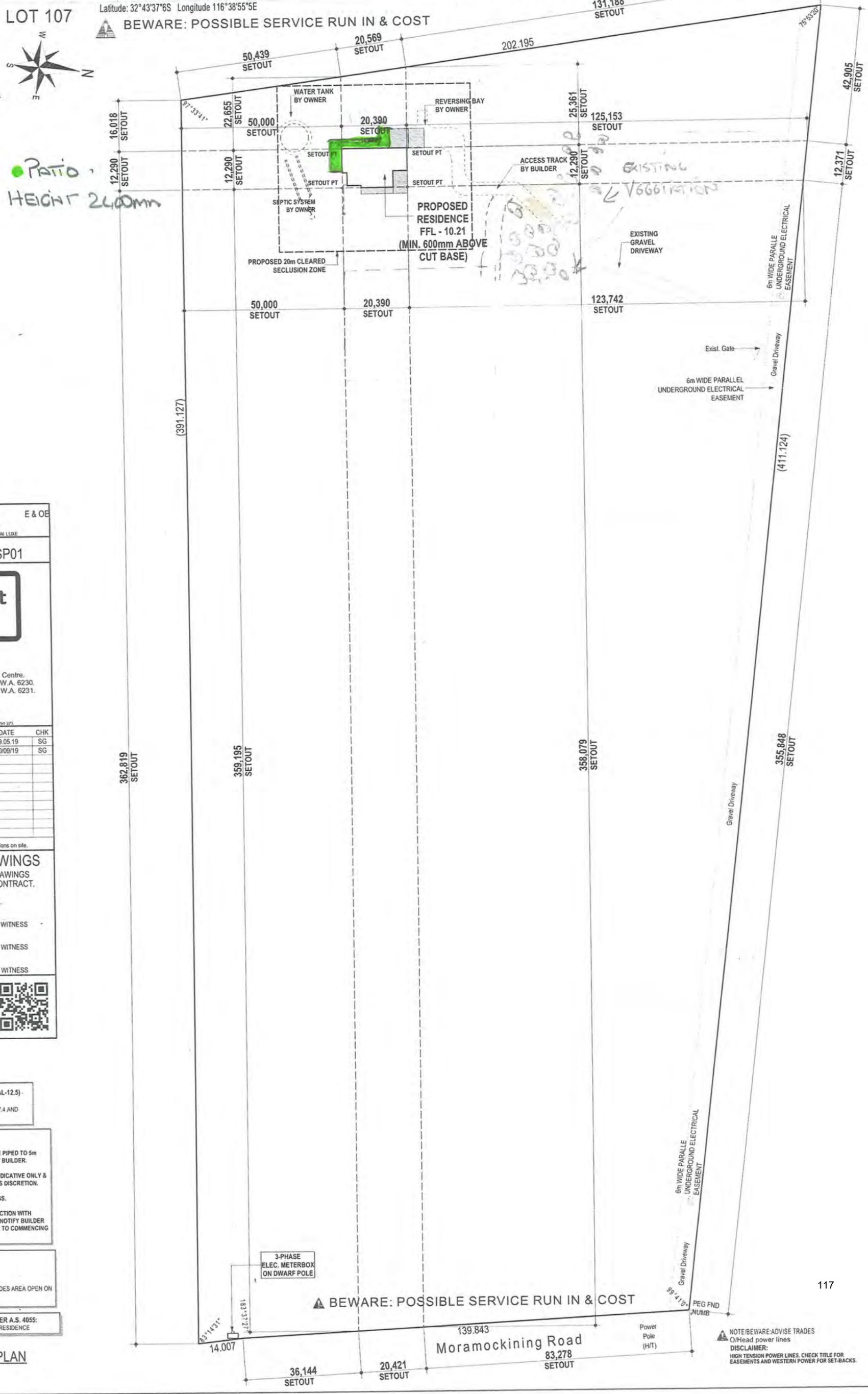
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DO NOT SCALE FROM DRAWINGS.
PLANS TO BE READ IN CONJUNCTION WITH ADDENDA AND WORK ORDER. NOTIFY BUILDER OF ANY DISCREPANCIES PRIOR TO COMMENCING WORK.

SITE COVERAGE
ZONED R- RURAL
SITE AREA: 70,275m²
HOUSE AREA: 217.13m² (EXCLUDES AREA OPEN ON TWO OR MORE SIDES)

WIND CLASSIFICATION AS PER A.S. 4065:
N2 - FOR GROUND STOREY OF RESIDENCE

SITE SETOUT PLAN
1:800

Latitude: 32°43'37"S Longitude 116°38'55"E
BEWARE: POSSIBLE SERVICE RUN IN & COST



BEWARE: POSSIBLE SERVICE RUN IN & COST

NOTE/BEWARE-ADVISE TRADES
O/Head power lines
DISCLAIMER:
HIGH TENSION POWER LINES. CHECK TITLE FOR
EASEMENTS AND WESTERN POWER FOR SET-BACKS.

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

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

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

16.1 Elected Members

16.2 Officers

17. Matters Behind Closed Doors

18. Closure of Meeting

The Presiding Member to declare the meeting closed.