Our Vision:

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

ORDINARY MEETING OF COUNCIL

Agenda

19 September 2019

Dear Elected Member
The next Ordinary Meeting of Council of the Shire of Wandering will be held on 19/09/2019 in the Council Chambers, 22 Watts Street, Wandering, commencing at 3:30pm.

BELINDA KNIGHT
CHIEF EXECUTIVE OFFICER

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ORDINARY MEETING OF COUNCIL AGENDA

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

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

Present:			
Cr B Whitely	Shire President	Cr I Turton	
Cr C Ferguson	Deputy Shire President	Cr M Watts	
Cr G Parsons		Belinda Knight	Chief Executive Officer
Cr J Price		Barry Gibbs	EMTS
Apologies:			
Nil			

3. DISCLOSURE OF INTERESTS

3.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

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

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

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

DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

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

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

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

3.2. DISCLOSURE OF FINANCIAL/PROXIMITY INTERESTS

4. PUBLIC QUESTION TIME

5. APPLICATIONS FOR LEAVE OF ABSENCE

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1. ORDINARY MEETING OF COUNCIL HELD – 15/08/2019

COUNCIL DECISION

That the Minutes of the Ordinary Meeting of Council held 15/08/2019 be confirmed as a true and correct record of proceedings without amendment.

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

8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

9. REPORTS OF COMMITTEES AND/OR WORKING GROUPS

Nil

10. OFFICER'S REPORTS

10.1.REVIEW OF POLICY 9 – MATERIALITY THRESHOLD

Proponent	Shire of Wandering
Owner	
Location/Address	
Author of Report	Belinda Knight, CEO
Date of Meeting	19/09/2019
Previous Reports	18/07/2019
Disclosure of any Interest	Nil
File Reference	1.1.27
Attachments	Policy 9

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

BRIEF SUMMARY

To adopt Policy 9 – Materiality Threshold

BACKGROUND

18/07/2019: Council considered the Policy Manual in its entirety with a few exclusions. Policy 9 was one of those. This policy included all matters that are duplicated within statutory financial reports, and as these policies change on a regular basis it was deemed redundant to include all of these in Policy 9. The only policy Council needs to determine is the material value for the purposes of reporting the variances in the Monthly Financial Report and Annual Budget Review.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995 & Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

As attached

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

IMPROVE OUR FINANCIAL POSITION

Our Goals	Our Strategies	Our Measurement
The Wandering Shire is financially sustainable	Improve accountability and transparency Develop an investment strategy that plans for the future and provides cash backed reserves to meet operational needs	Rate review implemented over a staged process by 2020 Balanced budget delivered annually Annual external financial audit identifies no adverse issues

	Prudently manage our financial resources to ensure value for money	Long Term Financial Plan updated annually Investment Strategy

CONSULTATION/COMMUNICATION

Nil

COMMENT

No further comment

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION – ITEM 10.1 REVIEW OF POLICY 9 – MATERIALITY THRESHOLD

That Council adopts the attached Policy 9 – Materiality Threshold

AUTHOR'S SIGNATURE:

POLICY TYPE: LEGISLATIVE	POLICY NO: 9
DATE ADOPTED:	**DATE LAST REVIEWED:**
LEGAL (PARENT): *Local Government Act 1995*	**LEGAL (SUBSIDIARY):**
DELEGATION OF AUTHORITY APPLICABLE:	**DELEGATION NO.**

ADOPTED POLICY	
TITLE:	Materiality Threshold
OBJECTIVE:	• To confirm the amount required for reporting material variances in financial reports.

POLICY STATEMENT

MATERIALITY THRESHOLD

The material variance for the purposes of reporting the variances in the Monthly Financial Report and Annual Budget Review, the value shall be $5,000 or 10% whichever is the greater.

ASSOCIATED DOCUMENTS

Local Government (Financial Management) Regulations 1996

Australian Accounting Standards

Local Government Act 1995

10.2.NEW POLICY 66 – SOCIAL MEDIA

Proponent	Shire of Wandering
Owner	
Location/Address	
Author of Report	Belinda Knight, CEO
Date of Meeting	19/09/2019
Previous Reports	
Disclosure of any Interest	Nil
File Reference	1.1.27
Attachments	Policy 66

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

BRIEF SUMMARY

To adopt Policy 66 – Social Media

BACKGROUND

When reviewing the social media outlets for the Shire and CRC, it was brought to the CEO's attention that such a policy did not exist. The CRC Coordinator has developed the attached Draft Policy from the CRC network source.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

As attached

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

PROVIDE STRONG LEADERSHIP

Our Goals	Our Strategies	Our Measurement
A well-informed Community	Foster Opportunities for connectivity between Council and the Community	Our Community is informed and engaged

CONSULTATION/COMMUNICATION

Nil

COMMENT

No further comment

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION – ITEM 10.2 REVIEW OF POLICY 66– SOCIAL MEDIA

That Council adopts the attached Policy 66 – Social Media

AUTHOR'S SIGNATURE:

POLICY TYPE: COMMUNITY	POLICY NO: 66
DATE ADOPTED:	DATE LAST REVIEWED:
LEGAL (PARENT): *Local Government Act 1995*	LEGAL (SUBSIDIARY): *Privacy Act 1988*
DELEGATION OF AUTHORITY APPLICABLE:	DELEGATION NO.

ADOPTED POLICY	
TITLE:	Social Media
OBJECTIVE:	• To provide guidance for the management committee and staff, including volunteers, on their professional and personal use of social media.

DEFINITIONS

The Shire of Wandering recognises that social media platforms can enhance promotion, communication, collaboration and information exchange. The Shire supports the appropriate use of social media by the Elected Members and staff, as a way to publish, share and discuss information, and explore diverse perspectives for the benefit of the Shire's business.

For the purposes of this policy, social media is content created by individuals using highly accessible and large-scale publishing technologies. It may include, but not limited to:

- Social networking sites (e.g. Facebook);
- Video and photo sharing websites (e.g. YouTube);
- Blogs, including corporate blogs and personal blogs;
- Blogs hosted by media outlets (e.g. 'Comments' under local newspaper feature);
- Micro-blogging (e.g. Twitter);
- Forums, discussion boards and groups (e.g. Google groups); and
- Instant messaging, including SMS.

The Shire of Wandering elected members and staff should recognise the potential for damage to be caused (either directly or indirectly) to the Shire in certain circumstances via their use of social media when they can be identified as an elected member, Shire employee or volunteer.

POLICY STATEMENT

5.1 Guidelines of Use

- The Shire of Wandering will ensure all posts on social media platforms are consistent with the Shire's image and the core values of the Community Resource Shires sector.
- As all social media activity is part of the public domain, users should have no expectations of privacy when using social media.
- All users of social media must follow the same ethical standards that the Shire of Wandering management committee and staff must otherwise follow.
- The Social Media Procedures set a list of rules for the professional use of social media on behalf of the Shire and personal use of social media when referencing the Shire.

5.2 Engagement of External Users

- The Shire of Wandering encourages all users, members, staff, the community and other stakeholders to engage with the Shire's social media posts.
- The Shire of Wandering expects that users, elected members, the community and other stakeholders will adhere to the Terms of Use of the relevant social media platform/website, as well as copyright, privacy, defamation, contempt of court, discrimination, harassment and other applicable laws.
- The views, opinions and experiences expressed by those who engage are solely those of the author and do not necessarily reflect the views of, or endorsement by, the Shire of Wandering.

- The Shire will not edit comments or posts, however, to ensure a continually positive experience for the community, the Shire may remove content or commentary containing spam, profanity or otherwise objectionable or prohibited material.

5.3 Professional Use of Social Media

- Before engaging in social media as a representative of the Shire, the individual must first be authorised to do so.
- Only the Shire of Wandering elected members and staff can be authorised to use the Shire's social media platforms, either on the Shire's premises or mobile devices.
- The Shire of Wandering will moderate and remove any posts or comments that do not comply with the relevant principles stipulated above.

5.4 Personal Use of Social Media

- The Shire of Wandering is not responsible for any content published in a personal capacity on any form of social media platform.

5.5 Breaching of the Policy

- All elected members and staff are expected to comply with this policy at all times to protect the privacy, confidentiality and interests of the Shire, elected members, staff, volunteers, users, partners and the community.
- Responsibility for breaching the proper use of social media as per this policy lies with Shire staff.
- Staff found breaching this policy will be responsible for any loss suffered by the Shire of Wandering as a result.
- Any alleged breach of this policy will be dealt with according to the Code of Conduct Policy.

10.3.FEES & CHARGES – FOOD ACT 2008

Proponent	Shire of Wandering
Owner	
Location/Address	
Author of Report	Belinda Knight, CEO
Date of Meeting	19/09/2019
Previous Reports	
Disclosure of any Interest	Nil
File Reference	
Attachments	

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

BRIEF SUMMARY

To put in place a fee for the purposed of food premises inspections.

BACKGROUND

Research into the ability to charge fees pursuant to *s110* of the *Food Act 2008* has revealed that:

S110. Registration of food businesses

(1) The appropriate enforcement agency may register a food business in respect of any premises for the purposes of this Part. (the Shire is the "enforcement agency" in this instance).

(4) If the appropriate enforcement agency is a local government —

a) any fee prescribed by the regulations for the purposes of subsection (3)(c) does not apply to an application to the agency under this section; and

b) the fee for an application to the agency under this section may be imposed and recovered by the agency under the Local Government Act 1995 Part 6 Division 5 Subdivision 2.

As such, any of the fees charged need to be raised pursuant to the *Local Government Act 1995.*

It is therefore proposed to set two new fees as follows:

Purpose	Description	Fee
Annual Charge – Food Business Registration	Included four (4) premises inspections per annum. Additional inspections, if required to be charged at the inspection fee rate.	$325
Notification Fee	New Food Business Registration	$50

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995 s6.16 – s6.19

Food Act 2008

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Currently the Shire's adopted Fees and Charges states:

Health		
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

STRATEGIC IMPLICATIONS

IMPROVE OUR FINANCIAL POSITION

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

CONSULTATION/COMMUNICATION

Via Shire of Narrogin's Senior Environmental Health Officer

COMMENT

It should be noted that Council has an obligation under the *Local Government Act 1995* to determine the amount of a fee or charge taking into consideration the cost to the local government of providing the service or goods, the importance of the service and goods to the community, and the price at which the service or goods could be provided by an alternative provider.

In this instance, the EHO from Narrogin has recommended the fee based on the cost of providing the service.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION – ITEM 10.3 FEES & CHARGES – FOOD ACT 2008

That Council, pursuant to s6.16 of the *Local Government Act 1995*, imposes the following fees and charges, and authorises the CEO to give local public notice of same:

- Annual Charge – Food Business Registration (Food Act 2008 Section 110(4) **$325.00** (Note: Includes 4 food premises inspections per annum. Additional inspections, if required, to be charged at the inspection fee rate which is currently $162.50 per annum.)

Notification Fee – new food business registration – (Food Act 2008 Section 107(4) **$50.00.**

AUTHOR'S SIGNATURE:

10.4.INDUSTRIAL ESTATE – STAGE 2

Proponent	Shire of Wandering
Owner	
Location/Address	Lot 9001 - Wandering
Author of Report	Belinda Knight, CEO
Date of Meeting	19/09/2019
Previous Reports	15/08/2019
Disclosure of any Interest	Nil
File Reference	2.1.10
Attachments	

	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government, body or agency.
	Executive	The substantial direction and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and/or amending budgets.
	Legislative	Includes adopting local laws, local planning schemes and/or policies
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BRIEF SUMMARY

To progress the redevelopment of Stage 2 of the Industrial Estate

BACKGROUND

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

15/08/2019 – Council Resolved:

OFFICER'S RECOMMENDATION & COUNCIL DECISION – ITEM 10.3 INDUSTRIAL ESTATE – STAGE 2
Moved Cr Turton
Seconded Cr Parsons
That Council, pending further advice from the Shire's Consultant Town Planner, reserve any decision on the future development of Stage 2 of the Industrial Estate until the following matters are addressed to the satisfaction of Council:

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

CARRIED 6/0

Requests for quotes were requested from two private Planning Consultancies, and the Shire of Kalamunda. To date the Shire of Kalamunda have not responded.

The scope of works for a project like this would typically include the following key steps and tasks:

- Various background research to identify any key issues that need to be addressed including preliminary discussion with a number of government agencies with a potential interest in the proposal;

- Review of the key elements of the State and local planning frameworks that would apply and require consideration;
- Preparation of an initial report to Council regarding formal initiation of the scheme amendment including a suitably worded recommendation containing the formal resolution required by Council pursuant to the Planning Act and associated regulations;
- Preparation of the scheme amendment documents and plans reflecting Council's resolution to initiate the amendment;
- Referral of the scheme amendment documentation to the EPA for environmental clearance under the EP Act 1986;
- Following EPA clearance, preparation of public advertising notices and correspondence to government agencies with a potential interest in the proposal inviting feedback and comment;
- Review and summarisation of all submissions received following completion of public advertising including a follow up agenda report to Council regarding the outcomes from advertising and a recommendation regarding final adoption of the scheme amendment proposal;
- Preparation of a detailed follow up submission to the WAPC requesting the Hon. Minister for Planning's formal consideration and approval including a copy of the EPA's advice and schedule of submissions received during public advertising;
- Discussion and negotiation with the Department of Planning, Lands & Heritage as required during processing of the scheme amendment proposal;
- Any amendments to the scheme amendment document required following the Minister's formal consideration of the scheme amendment proposal and resubmission to the WAPC for final sign off/approval; and
- Preparation of the required advertising notice/s and correspondence to all who made a submission on the proposal during public advertising advising of the Minister's final decision.

The proposal is essentially an extension to the current Industrial zoning of the existing industrial area at the southern end of the Wandering townsite which is pretty logical and straight forward and consistent with the Shire's current Local Planning Strategy. Bushfire doesn't appear to be an issue as the land isn't designated as being bushfire prone. Road access and essential servicing all appear to be okay however we may need to demonstrate to both the EPA and Department of Health the suitability of the soils on the land for both building construction works and on-site effluent disposal. I've seen projects like this stopped in their tracks until a suitable investigation and report are provided demonstrating the land's suitability / capability in this regard. It may therefore be wise to engage a geotechnical consultant to undertake an investigation and report upfront to cover this base so their report can be included in the scheme amendment document to help justify and demonstrate its suitability, the cost of which will be over and above the cost of completing the various steps above. It is recommended to allow up to $6,000 excluding GST for that work.

Fee estimates to undertake this project which would include all document production and printing disbursements, but do not make any allowance for attending any meetings in Wandering, however this is not essential as the consultants who quoted know the area well.

STATUTORY/LEGAL IMPLICATIONS

Planning and Development Act 2005

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Preparation of Town Planning Scheme Amendment – approximately $6,000

Preparation of Geotech report – approximately $6,000

Funds to be sourced from Operations and if required – Land & Building Reserve.

STRATEGIC IMPLICATIONS

IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY

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

CONSULTATION/COMMUNICATION

Via Edge Planning & Property, Exurban Rural & Regional Planning, and Shire of Kalamunda.

COMMENT

The author recommends that Council proceed with the re-zoning at this stage, that way any further development requirements, eg roads, fencing, drainage, water, landscaping, etc can be dealt with in due course.

It is also recommended that the Council form a Working Group comprising Councillors and owners/occupiers of land in Stage 1 of the Industrial Estate, to ensure the new development meets the requirements of all concerned.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION – ITEM 10.4.1 INDUSTRIAL ESTATE – STAGE 2

That Council authorise the Chief Executive Officer to engage the services of an external Consultant to undertake the Amendment to the Shire of Wandering Town Planning Scheme No. 3 in accordance with the scope of work outlined above.

AND

OFFICER'S RECOMMENDATION – ITEM 10.4.2 INDUSTRIAL ESTATE – STAGE 2

That Council

- Forms an "Industrial Estate Development Working Group", comprising (insert number) Councillors and current operating business owners of the Industrial Estate.
- The purpose of this Group is to assist Council with the future development of the estate, together with enhancement options for the existing estate.

AUTHOR'S SIGNATURE:

10.5. PARTNERING AGREEMENT FOR THE PROVISION OF MUTUAL AID FOR RECOVERY DURING EMERGENCIES – MEMORANDUM OF UNDERSTANDING (MOU)

Proponent	WALGA Central Country Zone
Owner	Shire of Wandering
Location/Address	
Author of Report	Belinda Knight, CEO
Date of Meeting	19/09/2019
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	4.1.10
Attachments	Draft MOU

	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government, body or agency.
	Executive	The substantial direction and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and/or amending budgets.
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BRIEF SUMMARY

To facilitate the provision of mutual aid between partnering Local Governments during emergencies and post incident recovery.

To enhance the capacity of our communities to cope in times of difficulty.

To demonstrate the capacity and willingness of participating Local Governments to work co-operatively and share resources within the region.

BACKGROUND

At the WALGA Central Country Zone meeting on 15th March 2019 discussion was held on the potential for a Partnering Agreement for the Provision of Mutual Aid for Recovery during Emergencies.

The meeting agreed to refer the concept of a Memorandum of Understanding for the Provision of Mutual Aid during Emergencies and Post Incident Recovery (MOU), to Member Councils for comment and the matter be listed for consideration at the in-person Zone meeting on Friday 30 August 2019.To assist in the consideration of this issue is the draft of an MOU prepared for the South West Country Zone.

Councillors considered the matter at its August 2019 Information Session where the MOU received support.

The WALGA Central Country Zone meeting on 30th August 2019 in Beverley considered the draft MOU where it resolved:

'That, subject to any amendment, the Memorandum of Understanding for the Provision of Mutual Aid during Emergencies and Post Incident Recovery be adopted for a period of three years from the date of signing, subject to it being considered and endorsed by each local government'

STATUTORY/LEGAL IMPLICATIONS

There are no statutory provisions relevant to this matter.

POLICY IMPLICATIONS

There are no current policies relevant to this matter.

FINANCIAL IMPLICATIONS

Should Council respond to a request from a local government in the Central Country Zone the Shire costs would relate to staff salary/wages whilst assisting in the emergency and any loss, damage or cost associated with the provision of support (i.e. plant, equipment, Protective clothing etc.), unless otherwise agreed in writing.

In many instances the loss of plant and equipment would be covered under Council's insurance, however there may be an insurance excess on particular plant or equipment that the Shire may have to meet.

The local government requesting the assistance will be responsible for all incidental cost associated with the provider's personnel and equipment such as catering, accommodation, OHS, transport, fuel and storage.

STRATEGIC IMPLICATIONS

RETAIN AND GROW OUR POPULATION

Our Goals	Our Strategies	Our Measurement
People feel safe, connected and actively involved in the community	Facilitate and support activities that optimise use of our facilities Assist Community and sporting organisations to remain sustainable and active Engage and celebrate local culture, both indigenous and non-indigenous Facilitate and support Emergency Services Planning Preserve our history	Our residents are engaged and actively participate in events and activities Preservation of our history and culture, and our cemetery Our facilities and services can be accessed by everyone We can respond to emergencies in a coordinated and resourced approach

CONSULTATION/COMMUNICATION

No community consultation or engagement as undertaken or is considered necessary.

COMMENT

A similar MOU has operated in the South West of WA by twelve (12) local governments without any issues arising, so its recommended that Council agree to be part of the cooperative approach of assisting other local governments in the Central Country Zone in emergency events by endorsing the attached MOU.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION – ITEM 10.5 PARTNERING AGREEMENT FOR THE PROVISION OF MUTUAL AID FOR RECOVERY DURING EMERGENCIES – MEMORANDUM OF UNDERSTANDING (MOU)

That Council endorses the Local Government MOU, as detailed in the attachment, that will promote cooperation between the Central Country Zone local governments in emergency events.

AUTHOR'S SIGNATURE:

Local Government MoU

This Memorandum of Understanding is made on the [date] day of [month] [year].

Parties to the Agreement

Shire of Beverley,
Shire of Brookton
Shire of Corrigin
Shire of Cuballing,
Shire of Dumbleyung,
Shire of Kulin,
Shire of Lake Grace,
Shire of Narrogin,
Shire of Pingelly,
Shire of Quairading,
Shire of Wagin,
Shire of Wandering,
Shire of West Arthur,
Shire of Wickepin,
Shire of Williams

Hereinafter called the 'partnering LGs' 'parties' or 'partners'

Aim

This Memorandum of Understanding (MOU) sets out a basic framework for cooperation between the Local Governments named, to promote cooperation in a disaster event which affects one or more of the partnering LGs.

The guiding principle of this MOU is that any support given to a partnering LG in a particular emergency event shall be voluntary and of a level that will not unduly compromise the operability of the partnering LG providing the support.

Purpose

To facilitate the provision of mutual aid between partnering LGs during emergencies and post incident recovery.

To enhance the capacity of our communities to cope in times of difficulty.

To demonstrate the capacity and willingness of participating LGs to work co-operatively and share resources within the region.

Partnering Objectives

Partners to this MOU, in times of community distress due to an emergency incident, agree where possible to:

1. Provide whatever resources may reasonably be available within the capacity of that LG to respond to the emergency incident if requested;

2. Provide at its absolute discretion, whatever resources may be available within the means of that LG to assist with post incident recovery in the community.

Allocation of Resources

1. This MOU acknowledges that the allocation of a partnering LG's personnel and plant resources is an operational issue, and as such is the responsibility of the CEO of the LG seeking to offer aid.

2. This MOU seeks to demonstrate that the CEO's commitment to supporting other LGs in need is supported by the Elected Members of each participating Council.

Responsibilities

The partners to this MOU recognise their responsibilities to have adequate arrangements in place in order to be in a position to respond to non-natural and natural disasters.

This MOU recognises that each LG will have its own LEMPs in place in accordance with the *Emergency Management Act 2005*. However, the intention of this MOU is to improve the efficiency of joint response to a disaster, share experiences, enhance cooperation between partnering LGs and improve regional resilience to disaster events.

The parties acknowledge that the provisions of this document are not intended to create binding legal obligations between them.

The parties acknowledge that:

1. nothing in this document authorises a party to incur costs or expenses on behalf of the other party; and

2. a party has no authority to act for, or to create or assume any responsibility obligation or liability on behalf of, the other party.

Partnering Expectations

1. To provide where possible both physical and human resources to assist with the immediate response and recovery. Ongoing protracted assistance may be needed,

this may be subject to further negotiation and agreement in writing between the partners concerned.

2. Where possible, and if appropriate, the affected LG must utilise internal resources and local contractors before requesting assistance from another LG. This will ensure LGs are not seen to be competing with local businesses or offers of assistance.

3. All requests for support will be made through the Incident Controller (IC) of the designated Hazard Management Agency (HMA) for the incident, in consultation with the designated Local Recovery Coordinator (LRC) and the Local Emergency Coordinator (LEC).

4. All equipment provided must be covered by the partners own insurance, each LG is responsible for ensuring insurance policies allow for the provision of mutual aid.

5. Each individual Council will be responsible for continued salary and any workers compensation insurance for their own staff regardless of where they are operating during the disaster event.

6. Each LG will be responsible for any loss, damage or cost associated with the provision of support unless otherwise agreed in writing.

7. The LG requesting support will be responsible for all incidental costs associated with the provider's personnel and equipment such as catering, accommodation, OHS issues, transport, fuel and storage.

Cost Recovery

The West Australian National Disaster Relief and Recovery Arrangement (WANDRRA) guidelines provide for the reimbursement of expenditure incurred by partnering LGs during a disaster event. Each partnering LG is responsible for maintaining an accurate record of its expenditure during an event.

In the event the emergency is declared a Disaster, State and Commonwealth funding assistance will be sought in compliance with relevant State and Commonwealth Policies.
The affected partnering LG area will claim these costs accordingly under the WANDRRA guidelines.

In the event a partnering LG's resources and/or equipment are required to assist another partnering LG, these costs would not be claimable via WANDRRA. Therefore, any intended claim for reimbursement is a matter between partnering LGs.

Duration and Amendment

The MOU will come into effect at the date which all parties have signed the agreement.

This MOU can be reviewed at any time but cannot be amended except with the written consent of all partners.

Term

Unless mutually extended, terminated or parties withdraw, this MOU will expire on [date to be inserted].

Withdrawal

Any partner may withdraw from this MOU by giving 90 days written notice to the partnering LG's and the State Emergency Management Committee.

Notices

Communications in relation to this MOU should be addressed to:

The Executive Officer, Central Country Zone of WALGA,

10.6.PROPOSED CHANGE OF DATE – OCTOBER COUNCIL MEETING

Proponent	Shire of Wandering
Owner	
Location/Address	
Author of Report	Belinda Knight, CEO
Date of Meeting	19/09/2019
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	1.1.38
Attachments	Nil

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

BRIEF SUMMARY

As the Council Election is to be held on 19 October 2019 which is two days after the scheduled October Council meeting, it is proposed to defer the October Council meeting from the 17 October, until the 24 October.

BACKGROUND

Should the meeting not be deferred, or a special meeting be held, the swearing in of Councillors will not occur until the November Council meeting, leaving the Shire in caretaker mode.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995 s5.3 & S5.4

POLICY IMPLICATIONS

Policy 29 – Local Public Notice - Media

Policy 39 – Caretaker Policy in Lead to Elections

FINANCIAL IMPLICATIONS

By deferring the October Council meeting, the Shire will not incur any expense associated with holding a Special Council meeting.

STRATEGIC IMPLICATIONS

PROVIDE STRONG LEADERSHIP

Our Goals	Our Strategies	Our Measurement
A well-informed Community	Foster Opportunities for connectivity between Council and the Community	Our Community is informed and engaged

CONSULTATION/COMMUNICATION

Nil

COMMENT

Nothing further

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION – ITEM 10.6 CHANGE OF DATE – OCTOBER COUNCIL MEETING

That Council approves the deferral of the October Ordinary Council meeting from 17/10/2019 until 24/10/2019, and instructs the CEO to give local public notice accordingly.

AUTHOR'S SIGNATURE:

11. OTHER OFFICER'S REPORTS

11.1.10 YEAR PLANT REPLACEMENT PROGRAM

Proponent	10 Year Plant Replacement Program
Owner	Executive Manager Technical Services – Mr Barry Gibbs
Location/Address	Shire Depot – Watts Street, Wandering
Author of Report	Executive Manager Technical Services – Mr Barry Gibbs
Date of Meeting	19 September 2019
Previous Reports	Various
Disclosure of any Interest	Nil
File Reference	22.0 – Plant, Equipment and Tool
Attachments	Draft Plant Replacement Program

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

BRIEF SUMMARY

Council to consider the requirements for capital expenditure on major plant and equipment for the next 10 years

BACKGROUND

Shire staff have been reviewing its current Plant and Equipment Replacement Program (see attachment) as part of our strategic review of Councils Long Term Financial Plan. The Shire currently has a number of trucks and earthmoving equipment close to or overdue for replacement, which will could result in a increase in breakdowns and major replacement or renewal of machinery parts over the coming years.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

Work Health and Safety Act 2011

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The current plant reserve is approximately $233,862. To allow for deprecation and CPI increases for the renewal of current plant and equipment to meet community expectations to maintain and improve existing assets, Council will need to allocate approximately $240,000 a year to the Plant Reserve Account.

STRATEGIC IMPLICATIONS

IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY

Our Goals	Our Strategies	Our Measurement
The agricultural industry continues to be a main economic driver	Maintain our road network to a high standard Encourage new and existing complimentary business to grow	5 yearly road plan adopted annually Business growth and development increases
Roads are a critical driver for our Shire	Develop a Road Management Plan, which incorporates a Road Hierarchy, minimum Service levels, Maintenance Policy, Contractor Policy and Asset Management Plan Lobby and build enduring partnerships with key Government Departments to better manage Heavy Vehicles and their impact on local roads Develop a Roadside Reserve Management Plan Develop a strategic Gravel Reserve Policy	Road infrastructure is maintained to satisfactory levels Plant & Road Asset Plan developed by 2021 Roadside Reserve Management Plan developed by 2021 Gravel Reserve Policy developed by 2022

CONSULTATION/COMMUNICATION

Belinda Knight – Chief Executive Officer

Brad Hunt – Works Supervisor

Various Truck and Heavy Equipment Suppliers

COMMENT

Council needs to consider the long-term benefit of having a well-equipped workforce that has capacity to undertake maintenance and construction work and not be reliant on the availability of plant and equipment from hire companies in a uncertain economic environment that could continue for a number of years.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION – ITEM 11.1 - 10 YEAR PLANT REPLACEMENT PROGRAM

That Council:

- Approves the proposed 10 Year Plant and Equipment Replacement Program as attached; and
- Allocates $240,000 per year for the next 4 years, plus an annual CPI of 1% from 2020/21 to the Plant Reserve Account subject to financial constraints; and
- Instructs the CEO to reviews the 10 Year Plant and Equipment Replacement Program every three years based on the future Capital Works Program; and
- Encourages local contractors to supplement the Shire plant and equipment requirements, so to achieve the best utilisation of Council equipment for improved efficiencies during construction and maintenance work.

AUTHOR'S SIGNATURE:

PLANT REPLACEMENT PROGRAM 2019-2034

Plant No.	Rego No.	Plant Description	Date Manufacture	Replacement Interval	Years owned	Changeover due	Hours/Kms Jun 2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034
GRADERS																						
G1	WD 920	CAT 12M Grader	2012	10 years	7	2022	5,141hrs				$250,000										$325,000	
G2	WD 300	CAT 120M Grader	2008	10 years	11	**2018**	9,154hrs		$250,000										$315,000			
TRUCKS																						
T1	WD 458	Isuzu Giga Prime Mover	2010	8 years	9	**2018**	192,809km			$140,000								$200,000				
T2	WD 422	Isuzu Tandem Axle Truck	2007	8 years	12	**2015**	125,258km		*$140,000*								*$200,000*					
DC	WD 6	Isuzu Crew Cab truck	2016	10 years	3	2026	63,495km								$70,000							
	WD1142	Howard Porter Side Tipper	2010		9							$100,000										
	WD1169	Low Loader										$40,000										
LOADS and TRACTORS																						
L1	WD 1827	CAT 924G Loader	2007	10 years	12	2017	7,264hrs	$190,000										$225,000				
TC1	WD 229	John Deere 6515 Tractor	2009	15 years	10	2024	2,012hrs							$170,000								
SS1	WD 908	Toyota Husky Skid Steer	2011	10 years	8	2021	1,677hrs			$85,000										$75,000		
EXC		Volvo 210C Excavator	2012	10 years	7	2022	4,704kms						$180,000								$195,000	
ROLLER																						
PR5	WD 182	Multipac 524H Multi Tyre Roller	2019	15 years	10	2034																
UTILITIES and SEDANS																						
U1	WD 011	Holden Colorado Utility - Single Cab	2010	150,000km Approx 8 years	9	**2018**	234,655km		$26,000								$20,000					
DC2	WD 001	Toyota Hilux Crew Cab 4x4	2017	100,000km Approx 2 years	2	2019	96,817km	$15,000		$15,300		$15,606		$15,918		$16,236		$16,561		$16,892		$17,230
		Orix Hire Crew Cab purchase 4x4	2017	100,000km Approx 7 years	2	2022	35,000km	$40,000					$23,000								$23,000	
DC3	WD 440	Toyota Hilux - Dual Cab 4x4	2003	150,000km Approx 8 years	16	**2011**	250,025km		$26,500								$20,000					
	0 WD	Holden Trailblazer LTZ ($1,500 changeover per 15,000km)	2019	60,000km Approx 2 years	2	2019	55,482km	$13,000	$3,000	$3,000	$4,000	$4,000	$4,500	$4,500	$5,000	$5,000	$5,500	$5,500	$6,000	$6,000	$6,500	$6,500
MISCELLANEOUS PLANT																						
F1	WD270	Fire Tender					7,629 kms															
F2	WD 821	Fire Tender					6,805 kms															
		Hustler Mower	2012	10 years	7	2022	780hrs					$26,000										$30,000
		Toro Reel Mower	2012	10 years	7	2022	2,931hrs				$26,000										$30,000	
	WD548	Trailer Dual Axle - Box Top												$3,000								
	WD3018	Car Trailer with ramps												$5,000								
	1TUE 993	Mobile Service Trailer - Dual Axle	2019	15 years	1																	
	1TRH 694	Water Trailer Single Axle												$7,000								
	WD 1151	Traffic Light Trailer	2011	15 years	8									$10,000								
	WD1152	Traffic Light Trailer	2011	15 years	8									$10,000								
		Small Plant (Chainsaws, Pumps etc)			3				$2,500	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500
								$258,000	**$448,000**	**$245,800**	**$282,500**	**$188,106**	**$210,000**	**$227,918**	**$77,500**	**$23,736**	**$248,000**	**$449,561**	**$323,500**	**$100,392**	**$582,000**	**$56,230**

Annual Expenditure Allowance Indexed (Deposit)	$238,755	$241,143	$243,554	$245,990	$248,449	$250,934	$253,443	$255,978	$258,537	$261,123	$263,734	$266,371	$269,035	$271,725	$274,443
Transfer to/From Reserve	-$200,000	-$206,857	-$2,246	-$36,510	$60,343	$40,934	$25,525	$178,478	$234,801	$13,123	-$185,827	-$57,129	$168,643	-$310,275	$218,212
Reserve Interest	$1,245	$2,738	$697	$681	$323	$930	$1,349	$1,617	$3,418	$5,800	$5,990	$4,191	$3,662	$5,385	$2,336
Reserve Balance @ 30 June	$273,817	$69,698	$68,149	$32,320	$92,986	$134,850	$161,724	$341,819	$580,038	$598,961	$419,123	$366,186	$538,491	$233,601	$454,149

11.2.SECONDARY FREIGHT ROUTES

Proponent	Wheatbelt Secondary Freight Network
Owner	Chief Executive Officer – Belinda Knight
Location/Address	Shire of Wandering
Author of Report	Executive Manager Technical Services – Barry Gibbs
Date of Meeting	19 September 2019
Previous Reports	16 May 2019
Disclosure of any Interest	Nil
File Reference	33.1.34 – Secondary Freight Route
Attachments	Program Governance Plan, Program Delivery Plan and the Multi-criteria Analysis (MCA) Methodology documents

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

BRIEF SUMMARY

It is requested by the Wheatbelt Secondary Freight Network Steering Committee that the associated 42 Local Governments formalise their commitment to WSFN Program, to be eligible for future funding and project consideration, via a formal resolution of Council.

BACKGROUND

42 Local Governments of the Wheatbelt region have worked collaboratively for over 4 years to secure funding to improve secondary freight network routes on Local Government Roads in the Wheatbelt. The Wheatbelt Secondary Freight Network (WSFN) Program has successfully been allocated $70 million of Federal funding (ROSI) and this has been matched with State funding of $17.5 million (reflecting the 80/20 funding agreement). The State funding will be sourced two thirds from the State and one third from the Local Governments whose assets are being upgraded. The available $87.5M will not be sufficient to upgrade all the identified 80 routes and good governance of this program, and ongoing collaboration between all parties, will be critical in securing additional funding.

Attached is Program Governance Plan (PGP) which identifies how key governance and administrative aspects will be undertaken to ensure successful delivery of the program. It will assist to outline the structure and processes for decision making and consultation within the Wheatbelt Region Regional Road Groups (WR RRG) and Local Governments. The PGP will provide a framework and guidelines for all members of the WSFN Program to operate within. The PGP will be used to communicate to all stakeholders how the program will be governed. This PGP should be read in conjunction with the attached Program Delivery Plan and the Multi-criteria Analysis (MCA) Methodology documents that provide operational details about how on-ground capital works will be delivered for Stage 1 and beyond.

Now that the initial funding for the delivery of on-ground capital works for Stage 1 has been confirmed, it is proposed that all 42 Local Governments formalise their commitment to WSFN Program, to be eligible for future funding and project consideration. It is requested by the WSFN Steering committee that this formal commitment from all 42 Councils be via a formal resolution of Council, which will entail the presentation and acknowledgement of the following WSFN program documents:

- Project Governance Plan

- Program Delivery Plan
- Multi Criteria Analysis Methodology.

The 42 Council resolutions will be collated as addendums to a formal agreement that the Regional Road Group will sign with the Federal and State Governments on behalf of all 42 LGs associated with the WSFN program formalising the ongoing commitment to the program.

In order to demonstrate best outcomes and value for money it is necessary to develop a transparent process to identify which routes have the highest priority for the limited available funding. A prioritisation of the Wheatbelt Secondary Freight Network routes will via a multi-criteria analysis (MCA) will be developed to score each route based on the available data submitted by Local Governments and the Revitalising Agricultural Region Freight (RARF) strategy being coordinated by the WA State Government. The criteria upon which each route will be assessed in the MCA includes:

Data Set	Description
ROSMA KSI Rate	ROSMA data will be supplied by Main Roads WA. It captures the rate of 'Killed or Serious Injury' (KSI) incidents on a route.
Seal Width	The seal width of the road described as a percentage of the route length, allowing an average seal width will be applied across the route. Seal width will be compared to a minimum seal width of 7m as per a Type 5 road.
Road Condition	Shire's have assessed road condition on a one to five scale, which has been applied as a direct metric. Five indicating very poor condition
ADT Counts	Average Daily Traffic counts provide data on the average number of total vehicles traveling on a road per day over the measurement period, capturing both heavy and light vehicle use.
ESA Counts	An Equivalent Standard Axle is defined as a dual tyred single axle transmitting 8.2 tonne to the pavement. ESA counts are therefore reflective of the total number and load of heavy vehicles that impact a road.

On-ground works for the WSFN program are expected to commence in financial year 2020/21 and be staged over a 3 to 5 year period depending upon Federal Government stipulations.

For the year 2019/20 the WSFN have identified 2 x pilot projects to begin on-ground works and refine project delivery methodologies and processes. These will be $1 million dollars each and have been identified for the following Shires:

Wheatbelt North

- Shire of Victoria Plains
- Lancelin to Meckering Route
- Mogumber - Yarawindah Road
- Project value $1M

Wheatbelt South

- Shire of Quairading
- Cunderdin to Kweda Route
- Cunderdin - Quairading Road
- Project Value $1M

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Local Governments with projects approved over the course of the WSFN program will be required to contribute approximately 7% of each individual project's total cost. The remaining funding will be provided by Federal Government 80% and State Government 13%.

STRATEGIC IMPLICATIONS

IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY

Our Goals	Our Strategies	Our Measurement
The agricultural industry continues to be a main economic driver	Maintain our road network to a high standard Encourage new and existing complimentary business to grow	5 yearly road plan adopted annually Business growth and development increases
Roads are a critical driver for our Shire	Develop a Road Management Plan, which incorporates a Road Hierarchy, minimum Service levels, Maintenance Policy, Contractor Policy and Asset Management Plan Lobby and build enduring partnerships with key Government Departments to better manage Heavy Vehicles and their impact on local roads Develop a Roadside Reserve Management Plan Develop a strategic Gravel Reserve Policy	Road infrastructure is maintained to satisfactory levels Plant & Road Asset Plan developed by 2021 Roadside Reserve Management Plan developed by 2021 Gravel Reserve Policy developed by 2022

CONSULTATION/COMMUNICATION

Belinda Knight – Chief Executive Officer

Hotham Region Road Sub Group

COMMENT

Officers from LGs with prioritised projects will be essential to ensure successful delivery of individual projects. This will provide a great opportunity for knowledge sharing and collaboration across the region. It will allow members of the PTT to undertake both informal and formal training of LGA staff to upskill and improve their technical capacity. Where possible neighbouring LGs will be encouraged to share technical, workforce and plant resources to assist in the efficient on-ground delivery of individual projects.

- Individual Shires will provide the following to the Steering Committee for approval before any funding will be released
    - Scope
    - Budget
    - Methodology
    - Delivery
- WSFN 5 Year Plan incorporated in their LTFP.
- Individual Shires incorporate into Council Budgets Annually.
- Funding will be distributed to LGs via MRWA in accordance with Governance Plan.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION – ITEM 11.2 WHEATBELT SECONDARY FREIGHT NETWORK PROGRAM

That Council:

1. Commits to the Wheatbelt Secondary Freight Network Program enabling them to be eligible for future funding and project consideration;
2. Endorses the following WSFN program documents:
   2.1. Program Governance Plan
   2.2. Program Delivery Plan
   2.3. Multi Criteria Analysis Methodology
3. Endorses the processes and procedures outlined in the program governance plan which enables the Wheatbelt North and Wheatbelt South Regional Road Groups and the WSFN Steering Committee to make decisions in accordance with in the Program Governance Plan.

AUTHOR'S SIGNATURE:

WSFN

WHEATBELT SECONDARY FREIGHT NETWORK

PROGRAM GOVERNANCE PLAN

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1 Program Governance Outline

1.1 Program Overview

The Wheatbelt Secondary Freight Network (WSFN) in the Main Roads WA Wheatbelt region comprises some 4,400km of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks safe and cost-effective access to business. The WSFN project is developing a submission, with the supporting evidence and documentation required, to seek the addition of a program of road improvements across the network be added to the Infrastructure Australia (IA) Priority List.

The efficiency of supply chains serving industries in the Wheatbelt region is determined by the performance of the weakest link. Failure to maintain and improve productivity of the secondary freight network will reduce the international competitiveness of the Wheatbelt agricultural sector, which underpins employment and economic activity in the region. Transport links need to be addressed if the production of this sector is to be supported.

1.2 Goals

The 42 Local Governments (LGs) that collectively manage roads that comprise the Wheatbelt Secondary Freight Network are seeking to:

1. Efficiently deliver Stage 1 pilot projects funded through the Federal Government Roads of Strategic Importance (ROSI) program with State and Local Government co-contributions;
2. Develop a prioritised program of works for Stage 1 based on available funding (approximately $87.5 million in funding for on-ground works), priority and deliverability.
3. Complete an “IA Stage 4 Business Case” submission covering the unfunded work needed to develop the WSFN to meet to industry requirements and submit this to Infrastructure Australia for inclusion on the Infrastructure Priority List (IPL).

1.3 Background

The 42 LGs of the Wheatbelt region have worked collaboratively for over 4 years to identify and now secure funding to improve secondary freight network routes on Local Government Roads in the Wheatbelt.

The 42 LGs have worked collaboratively with a number of State Government Departments to develop this plan and secure the Federal funding and this level of collaboration is unprecedented. In order to ensure ongoing success it is imperative that governance to deliver this program be established to administer the available funds and deliver the agreed outcomes in a transparent, reportable manner to the satisfaction of all parties; Local Governments, States Government and the Commonwealth.

$70 million of Federal funding (ROSI) has been allocated and this has been matched with State funding of $17.5 million (reflecting the 80/20 funding agreement). The State funding will be sourced two thirds from the State and one third from the Local Governments whose assets are being upgraded.

The available $87.5M will not be sufficient to upgrade all the identified 80 routes and good governance of this program, and ongoing collaboration between all parties, will be critical in securing additional funding.

In addition to this the Shire of Koorda has received a REDS grant of $100k for 2019/20 to engage a project manager for this project.

1.4 Purpose of the Program Governance Plan

The purpose of this Program Governance Plan (PGP) is to identify how key governance and administrative aspects will be undertaken to ensure successful delivery of the program. It will assist to outline the structure and processes for decision making and consultation within the Wheatbelt Region Regional Road Groups (WR RRG), their respective Sub-Groups and Local Governments. It will address who has responsibility for decision making on specific components. The PGP will provide a framework and guidelines for all members of the WSFN program to operate within. It also outlines how key administrative roles associated with program management such as stakeholder engagement, funding acquittal, project development and delivery and general correspondence will be undertaken. The PGP links all administrative tasks into a single concise document that members of the program governance team can regularly refer to.

The PGP will be used to communicate to all stakeholders how the program will be governed. It also provides a reference from which the governance of the program can be evaluated at any point in time and modified or improved as required.

The process and procedures outlined in this PGP will enable Wheatbelt North and Wheatbelt South RRGs and the WSFN Steering Committee to make decisions in accordance with in the PGP. This approach would mitigate the need for every decision to be considered by all 42 Shires and would therefore enable swifter decision making.

1.5 Governance and Delivery

Given this funding is for Local Governments and all improvements are on Local Government assets it is appropriate that Local Government representatives determine program prioritisation, project selection, and appropriate standards and are responsible for design and delivery of the works.

It is proposed to split the Local Government responsibilities for this program delivery into three areas;

- Governance
    - Provide sound governance
    - Overall program management
    - Administration
- Management
    - Design and scoping of projects.
    - Delivery of individual identified projects
- Administration
    - Funding breakdown.
    - Funding acquittal.
    - Program agreements.

1.6 Formal Agreement

This PGP should be read in conjunction with the Program Delivery Plan and the Multi-criteria Analysis (MCA) Methodology documents that provide operational details about how the work will be delivered.

As outlined later in the PGP it is proposed that all 42 Local Governments are to formalise their commitment to WSFN Program, to be eligible for future funding and project consideration, via a formal resolution of Council, which will entail the presentation and acknowledgement of the following WSFN program documents:

- Project Governance Plan
- Program Delivery Plan
- MCA Methodology.

The 42 Council resolutions will be collated as addendums to a formal agreement (either a Deed of Agreement / Memorandum of Understanding, with exact terminology to be confirmed) that the Regional Road Group will sign with the Federal and State Governments on behalf of all 42 LGs associated with the WSFN program formalising the ongoing commitment to the program.

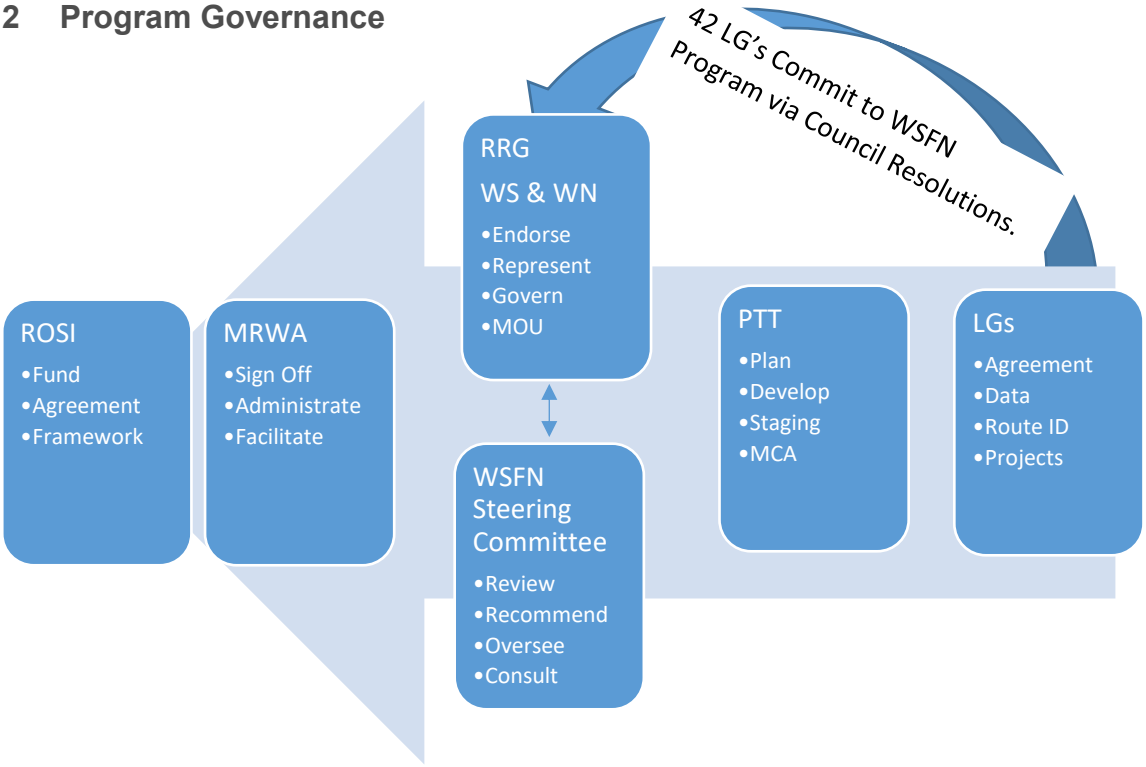
The following provides an overview of the delegations and approval processes for each relevant stakeholder group associated with WSFN program governance and delivery.

Document	WSFN Steering Committee	LG	RRG
Formal Agreement	Prepare & Submit	Commit	Approve
Governance Plan	Prepare & Submit	Receive	Approve
Program Delivery Plan	Prepare & Submit	Receive	Endorse
Preliminary MCA	Prepare & Submit	Receive	Approve
Annual Report	Prepare & Submit	Receive	Receive
Staging Plan	Prepare & Submit	Receive	Endorse
Annual Program Budget	Prepare & Submit	Receive	Endorse
Specific Projects	Approve	Commit	Receive

The Program Delivery Plan will be a “live” document that will evolve as the program and its various projects are delivered. It is envisaged that this document incorporate various learnings undertaken over the course of the program.

In submitting Program Proposal Reports to the Commonwealth Department of Infrastructure, Transport, Cities and Regional Development, that are required to enable payments from the Commonwealth to be made, Main Roads WA will confirm that the Program Delivery Plan and Annual Program Budget have been developed in accordance with the approved Governance Plan and that the projects have been delivered in accordance with the plans and budgets as amendment from time to time.

2 Program Governance



2.1 Federal Government

The Australian Federal Government intends to invest $4.5 billion over ten years to the Roads of Strategic Importance (ROSI) initiative to help connect regional businesses to local and international markets, and better connect regional communities.

The WSFN Stage 1 prioritised program and on-ground capital works, up to a value of $87.5 million, will be completed through the provision of Federal Government ROSI funds ($70 million) along with matching State Government funds ($11.7 million) and Local Government ($5.8 million) co-contributions. The envisaged timeframe for this is 3 – 5 years subject to funding arrangements outlined by the Federal Government.

The Federal Government will:

- Provide guidance regarding program delivery and funding arrangements for WSFN program in-line with the ROSI requirements.
- Note Agreement between the 42 Local Governments of Wheatbelt North & Wheatbelt South Regional Road Groups (RRGs) regarding on-going support for investment in the WSFN and governance arrangements.
- Note a 5 year Staging Plan.
- Approve annual program plan through the Program Proposal Report (PPR).
- Provide funding to WA State Government via Main Roads WA in alignment with agreed milestones.

2.2 State Government (Main Roads WA)

Main Roads WA (MRWA) will represent the State Government in financial arrangements with the Commonwealth Department of Infrastructure, Transport, Cities and Regional Development and provide the link between the Federal Government and the WSFN. MRWA

will review the processes undertaken by RRGs, WSFN and associated LGs and approve when satisfied that these process have been complied with.

Federal and State Government funding will be managed through Main Roads WA. Main Roads WA will fulfil the public financial administration role as it does with the Regional Road Groups.

- MRWA Wheatbelt Regional Manager to sign off on individual projects.
- MRWA Wheatbelt Regional Manager to ensure the various projects are delivered in accordance with the project plan
- MRWA to administer funds.
- Reporting implementation of the WSFN Program will be an additional funding stream within the Wheatbelt North and Wheatbelt South Regional Road Groups.

2.3 Wheatbelt North and Wheatbelt South Regional Road Groups

The WSFN Program will use existing governance structures and decision-making processes within the Wheatbelt North (WN) and South (WS) Regional Road Groups.

The RRGs will make decisions in accordance with agreed processes and procedures based upon advice from WSFN Steering Committee and the PGP. Its specific roles and responsibilities will entail:

- WS & WN RRGs to enter into a formal agreement representing all 42 LGs confirming their inclusion in WSFN program.
- Receive and acknowledge Steering Committee decisions.
- Endorse Governance Plan under which the Steering Committee will operate.
- Approve Multi Criteria Assessment as recommended by Steering Committee
- Receive and Note the Annual Report as presented by Steering Committee
- Endorse the Program Staging Plan.
- Endorse the Annual Program Budget

Should WN & WS when approving programs not come to an agreed position it will be referred to mediation group compromising of RDA-W, WALGA and MRWA.

2.4 WSFN Steering Committee

The purpose of the Steering Committee is to provide oversight and governance to the program.

The Steering Committee is made up of the following members:

Voting Delegates

- 2 x Wheatbelt North Regional Road Group (WN RRG) Elected Members
    - Chairperson plus 1 other delegate
- 2 x Wheatbelt South Regional Road Group (WS RRG) Elected Members
    - Chairperson plus 1 other delegate

Non-Voting Delegates

- WSFN Program Technical Director (ex-officio from LG)
- WA Local Government Association (WALGA)
- Regional Development Australia - Wheatbelt (RDA-W)
- Main Roads WA - Wheatbelt Region (MRWA-WR)

- Wheatbelt Development Commission (WDC)

The Elected members are nominated to the Steering Committee for a two year term at the first RRG meeting following the LG elections. The Chairperson shall be elected at the first WSFN Steering Committee meeting following the LG elections.

Should the Steering Committee be unable to reach an agreed position it will be referred to mediation group compromising senior officers appointed by RDA-W, WALGA and MRWA.

The Steering Committee would work to set the goals and outcomes for the program in order for the Program Technical Team (refer Section 2.5) to develop a program brief and manage the consultant engagement process. Key roles would include:

- Set the goals and outcomes for the program.
- Provide political representation with State and Federal governments as well as their relevant authorities and departments.
- Identify funding opportunities and sources.
- Provide communication and consultation back to the WN and WS RRGs.
- Provide a collaborative approach to program delivery across multiple organisations.

The Steering Committee will recommend decisions to RRGs and approve the commitment of funds to individual LGs in accordance with agreed processes and procedures outlined in WSFN Governance Plan.

Specific roles and responsibilities of the Steering Committee will be to:

- Review and recommended to RRGs
  - proposed routes within each sub-group.
  - approved Multiple Criteria Analysis process.
  - prioritisation of the 80 routes in accordance with the agreed Multi Criteria Assessment
  - work programs for future years and project prioritisation plans.
- Approve projects and allocation of project funding on an annual basis against agreed scope and budget with individual Shires.
- Consult and communicate with their respective sub-groups and member LGs.
- Ensure relevant information is presented to each RRG meeting for consideration.
- Prepare annual reports of achievements in the previous year
- Report on decisions made and program progress to Regional Road Groups and Main Roads

2.5 Program Technical Team

The PTT would be a technical working group consisting of the WSFN Program Technical Director and Project Manager as well as a Technical Advisor from each RRG.

The PTT will also have the ability to co-op specific technical resources as and when is required.

The role of the PTT will be to undertake a multi-organisational approach to deliver all the components of the program. Key responsibilities will entail.

- Engage consultants as required to deliver the program outcomes.
- Prioritise the 80 routes in accordance with the agreed Multi Criteria Assessment.
- Prepare work programs for future years.
- Prepare annual reports of achievements in the previous year.
- Prepare scope for future works to ensure consistency along identified routes.
- Allocate budgets against agreed scopes with individual Shires.
- Report on decisions made and program progress to Steering Committee and Working Group.

2.5.1 Program Technical Director

It is proposed that this role is undertaken by a representative of a Local Government within the Wheatbelt Regional Road Groups. Their roles and responsibilities will entail:

- Technical Member of the Steering Committee.
- Chairperson and coordination of PTT.
- Review of Project Brief and Budget as prepared by the Project Manager and present to Steering Committee.
- Oversee Project Manager in conjunction with employing LG.

The Steering Committee will make a recommendation to the RRGs to approve the appointment of Program Technical Director for an initial period of 3 years commencing October 2019, and every 2 years thereafter, outside of an election cycle.

2.5.2 Project Manager

The Project Manager will form part of the Program Technical Team and will be an integral key to successful program delivery. The complexity and scale of this program is significant and well beyond the technical and financial capabilities of the Wheatbelt Local Government staff on an individual basis. Engaging an external Project Manager with the skills and expertise required to work with the PTT, relevant LG officers as well as technical consultants will ensure a cohesive and collaborative environment is established for optimum outputs.

The Project Manager will direct the work of the external technical consultants and will be the main contact for communication between the PTT and external consultants.

Key roles of the Project Manager will be to undertake streamlined planning and coordination of activities associated with finalising the assessment, prioritisation and delivery of Stage 1 priority projects with relevant LGs. The activities include:

- Refine design criteria and develop preliminary standards and designs
- Consolidate existing data to gain an understanding of road user requirements, the physical site, and environmental context and constraints
- Undertake a study of quantified issues and opportunities, for input into route prioritisation.
- Collation and review of existing road condition and traffic data and program scopes.
- Identify priority projects and the proposed scope and timing for staged implementation of planned network
- Refine a route prioritisation MCA tool and conduct analysis of selected routes.
- Develop a route staging plan.
- Collection of additional, more detailed road condition and traffic data and project scope refinement.

- Site visits including cursory visual inspections would be undertaken to support desktop activities and to inform gap assessment.
- Development of detailed investigation and survey of Stage 1 priority projects. Supporting investigations that may be required which would include feature survey, environmental surveys, traffic surveys, utility services investigations (such as potholing), geotechnical and hydrological investigation.
- Development of “approved” and funded shovel ready projects
- Allocation for specific design or engineering investigations for immediate priority works (environmental, geotechnical, survey, detailed design).

The Shire of Koorda will be the auspice of the funding of the Project Manager for a nominal period of 3 years commencing 2019 (nominally October) as per the REDS Funding agreement.

2.6 LGs

- 42 Local Governments are to formalise their commitment to WSFN Program, to be eligible for future funding and project consideration, via a formal resolution of Council, which will entail the presentation and acknowledgement of the follow WSFN Program documents:
    - Program Governance Plan
    - Program Delivery Plan
    - MCA Methodology.
- Provide necessary data to PTT to be utilised as part of MCA process and Staging Plan.
- Assist PTT with development of Staging Plan by identifying routes and assessing deliverability within the timeframes and parameters of the WSFN Program.

WSFN

WHEATBELT SECONDARY FREIGHT NETWORK

MULTI-CRITERIA ANALYSIS METHODOLGY

In order to demonstrate best outcomes and value for money it is necessary to develop a transparent process to identify which routes have the highest priority for the limited available funding. A preliminary prioritisation of the Wheatbelt Secondary Freight Network routes was performed to provide an initial example of the future process and assist in identifying high-value routes. A simple multi-criteria analysis (MCA) was developed to score each route on the available data. This was undertaken as part of the Business Case development and funding submission process.

The objective of the MCA is therefore to accurately reflect the relative need for upgrade works for each route across the network. To achieve this, the MCA must be based on clear and justifiable scoring system that uses good-quality and verifiable data.

Following the Preliminary MCA development the WSFN team have been able to obtain additional more detailed data from the Revitalising Agricultural Region Freight (RARF) strategy being coordinated by the WA State Government. This data will be distributed to the WSFN Steering Committee via Main Roads WA. The additional data will be incorporated as part of the development of a Revised MCA.

This document summarises the Revised MCA methodology of prioritising the 80 Secondary Freight Routes of the WSFN program.

The criteria upon which each route will be assessed in the MCA includes:

- Average Daily Traffic
  - as submitted by LGAs
  - which would actually be “peak season” traffic
- Equivalent Standard Axles / per day
  - as submitted by LGAs
  - which would actually be “peak season” traffic
- Seal Width
  - Linearly relates to percentage of road below minimum 7M requirement for seal width.
- Road Safety
  - ROSMA as per RARF data
  - KSI
- Road Condition Data
  - as submitted by LGAs
  - Simple Condition Grading Model - IPWEA, 2015, IIMM, Sec 2.5.4

Input Data

Data will be collated from a range of sources as summarised below. These data sources fall under two general categories, relating either to the condition or utilisation of each route (see further explanation below):

Category	Data Set	Description
Condition	ROSMA KSI Rate	ROSMA data will be supplied by Main Roads WA. It captures the rate of 'Killed or Serious Injury' (KSI) incidents on a route.
Condition	Seal Width	The seal width of the road described as a percentage of the route length, allowing an average seal width will be applied across the route. Seal width will be compared to a minimum seal width of 7m as per a Type 5 road.
Condition	Road Condition	Shire's have assessed road condition on a one to five scale, which has been applied as a direct metric. Five indicating very poor condition
Utilisation	ADT Counts	Average Daily Traffic counts provide data on the average number of total vehicles traveling on a road per day over the measurement period, capturing both heavy and light vehicle use.
Utilisation	ESA Counts	An Equivalent Standard Axle is defined as a dual tyred single axle transmitting 8.2 tonne to the pavement. ESA counts are therefore reflective of the total number and load of heavy vehicles that impact a road.

MCA Process

The MCA will use a three-step process to incorporate all routes into a final ranking system:

1. Each set of data is scored on a consistent scale (e.g. 1 to 5) based the range of results in the data set. For example, if average daily traffic counts (ADT) range from a minimum of 100 to a maximum of 600 then the following scores could be applied (**example only**):

ADT Range	ESA Range	Seal Width (m)	ROSMA (KSI)	Road Condition	Score
100 – 199	0 - 25	> 8	0	Excellent: only planned maintenance required	1
200 – 299	25 – 50	7 - 8	0.2	Good: minor maintenance required plus planned maintenance	2
300 – 399	50 - 75	6 - 7	1	Fair: significant maintenance required	3
400 – 499	75 – 100	5 - 6	1.5	Poor: significant renewal/rehabilitation required	4
500 - 600	> 100	< 5	2	Very Poor: physically unsound and/or beyond rehabilitation	5

2. The scores for each set of data are then combined using weightings (%) to reflect the importance of each set of results in establishing the need for works (example below). This system will be supported by a descriptive justification for the weighting applied to each set of data:

Data Set	Example Score	Weighting	Final Score
A	2	10%	0.2
B	3	20%	0.6
C	4	30%	1.2
D	1	40%	0.4
Total		**100%**	**2.4 out of 5**

3. The final score for all routes are then compared to rank the routes according to a simple priority system e.g. high, medium and low.

Application of Weightings

The weightings applied to each set of data must be reflective of the actual need for upgrade/repair works. At a high level, the need for the works stems from:

1. The current condition of the route and how far this is from an ideal standard
2. How much the route will be utilised, primarily by heavy vehicles

Anecdotal feedback to-date has been that heavy vehicles generally choose routes based on travel time, irrespective of road condition. The result being that particular routes will quickly deteriorate if they are not maintained to a high standard – at significant cost to the affected Local Government. As an initial base it is therefore proposed that Condition and Utilisation categories collectively each receive equal weightings of 50%. This initial system is illustrated below:

Category	Suggested Category Weighting	Data Sets	Individual Weighting
Condition	50%	KSI Rate Seal Width Road Condition	To be developed (sum to 50%)
Utilisation	50%	ADT ESA	To be developed (sum to 50%)

It is noted that a higher weighting has been applied to ESA counts as this is reflective of the number of freight vehicles. Freight vehicles account for the majority of road costs and potential benefits through reduced VOC and repairs/reconstruction costs, these costs are generally proportional to total ESA numbers.

Under this system a highly utilised route in moderate condition may be prioritised over a route that is in poor condition but is seldom used. In refining and finalising the MCA weightings, agreement will need to be reached on what weightings approach will achieve the best value-for-money considering the root causes of costs and the expected future utilisation of each route.

The criteria will be weighted according to relevance to the overall investment decision and these totals to produce the upgrade priorities for each route. The route prioritisation will be produced and presented using a high-level four stage project implementation schedule.

Project Funding

Funding will be considered for the highest priority projects and will proceed provided the relevant Local Governments commit to providing the necessary match funding (one third of the States 20%).

Some routes will have more challenges than others (environmental, land, heritage, utilities etc.) but this does not change the prioritisation. It may, however, impact on the year of delivery as more time may be required to get to delivery stage. In this case appropriate development funding will be provided to these high priority projects.

Once a route is funded a route specific project plan will be developed in accordance with the project management plan and each Local Government involved in development and delivery will sign up to a detailed scope of what is to be delivered and an associated agreed fixed budget will be allocated.

Additional Pavement Condition Data

It is proposed that TSD or FWD data is used to determine pavement condition. These data sets can be obtained through undertaking tests on all 80 of the identified routes. This data provides an indication of the nature and status of the existing road pavement including an indication of the relative residual life of the pavement in terms of equivalent standard axles (ESAs). The life of a pavement is always measured in ESAs and it is possible to determine the relative residual life of a pavement in terms of ESAs. When combined with ADT predictions a residual pavement life in terms of years can be ascertained. These surveys can be commissioned by the project through existing Main Roads contracts and data provided to Shires for all 80 routes.

Condition	TSD Pavement Condition	The collection of Traffic Speed Deflectometer data provides information on the pavement condition and remaining residual life of a road and is therefore reflective of future maintenance and/or reconstruction costs.

Undertaking the TSD investigation and analysing the data is likely to take between 6-9 months and would unlikely be available until after April 2020.

This will be used to:

- To refine and update Prioritisation List for Priority 2-5 projects and subsequent Staging Plans.
- Provide further clarity on Priority 1 projects if require.

WSFN

WHEATBELT SECONDARY FREIGHT NETWORK

PROGRAM DELIVERY PLAN

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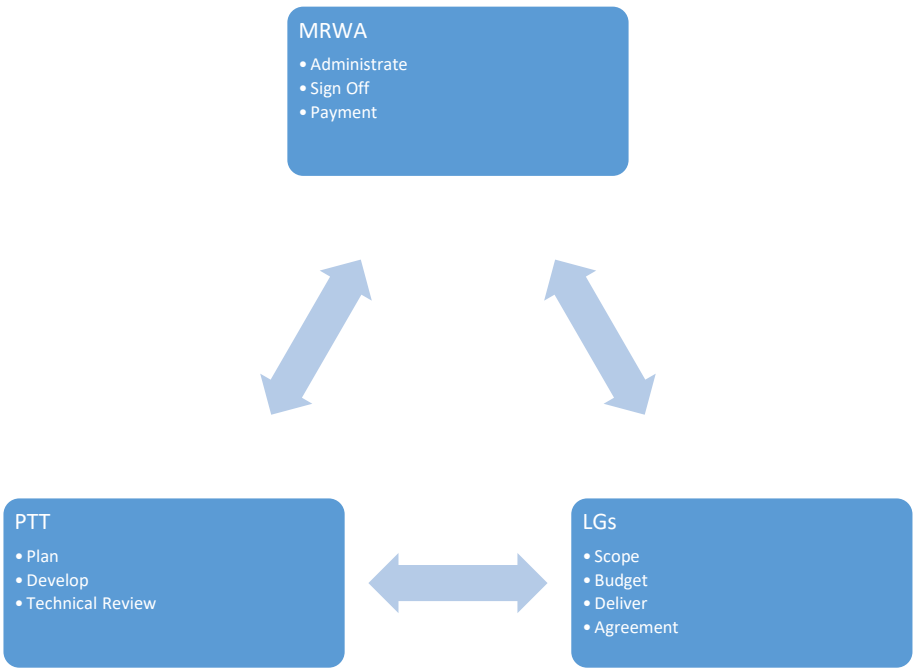
1 Program Delivery

The program delivery structure aims to utilise existing resources across the LGs of the Wheatbelt RRG with input from other key program Working Group member organisation representatives. It also outlines the engagement of a Lead Consultant to undertake project management of the external technical consultancy components of the project.

The WSFN has a strong project management and governance experience, which has been working on this project since 2017. The program has thus far been coordinated by the Working Group, with Garrick Yandle, CEO Shire of Kulin, (previously Executive Manager of Infrastructure with the Shire of Dandaragan) undertaking the role of Program Manager. The Working Group has been in close consultation with all member organisations, key stakeholders, as well as the design consultant and various state government regulatory authorities and potential funding bodies.

As part of the on-going delivery of the program the Working Group consists of the following:



1.1 MRWA

Funding is to be channelled through Main Roads WA to each LG undertaking works. Main Roads will therefore process payments that are demonstrated to be in line with the agreed program management procedures.

- MRWA WR Manager to sign off on individual LGA Projects.
- MRWA to administer funds through the RRG Local Government Interface Manager (LGIM).
- MRWA WR Manager to ensures the various plans are being implemented

- Acquittal and review process for Certificates of Completion and Progress Payments is proposed to be.
  - Progress Payment Certificate - First 50% (once project is approved)
  - Completion Certificate - Final 50% (once project is completed)

1.2 Program Technical Team

The PTT would be a technical working group consisting of the WSFN Program Technical Director and Project Manager as well as a Technical Advisor from each RRG.

The PTT will also have the ability to co-op specific technical resources as and when is required.

The role of the PTT will be to undertake a multi-organisational approach to deliver all the components of the program. Key responsibilities will entail.

- Engage consultants as required to deliver the program outcomes.
- Prioritise the 80 routes in accordance with the agreed Multi Criteria Assessment.
- Prepare work programs for future years.
- Prepare annual reports of achievements in the previous year.
- Prepare scope for future works to ensure consistency along identified routes.
- Allocate budgets against agreed scopes with individual Shires.
- Report on decisions made and program progress to Steering Committee and Working Group.

1.2.1 Program Technical Director

It is proposed that this role is undertaken by a representative of a Local Government within the Wheatbelt Regional Road Groups. Their roles and responsibilities will entail:

- Technical Member of the Steering Committee.
- Chairperson and coordination of PTT.
- Review of Project Brief and Budget as prepared by the Project Manager and present to Steering Committee.
- Oversee Project Manager in conjunction with employing LG.

The Steering Committee will make a recommendation to the RRGs to approve the appointment of Program Technical Director for an initial period of 3 years commencing October 2019, and every 2 years thereafter, outside of an election cycle.

1.2.2 Project Manager

The Project Manager will form part of the Program Technical Team and will be an integral key to successful program delivery. The complexity and scale of this program is significant and well beyond the technical and financial capabilities of the Wheatbelt Local Government staff on an individual basis. Engaging an external Project Manager with the skills and expertise required to work with the PTT, relevant LG officers as well as technical consultants will ensure a cohesive and collaborative environment is established for optimum outputs.

The Project Manager will direct the work of the external technical consultants and will be the main contact for communication between the PTT and external consultants.

Key roles of the Project Manager will be to undertake streamlined planning and coordination of activities associated with finalising the assessment, prioritisation and delivery of Stage 1 priority projects with relevant LGs. The activities include:

- Refine design criteria and develop preliminary standards and designs
- Consolidate existing data to gain an understanding of road user requirements, the physical site, and environmental context and constraints
- Undertake a study of quantified issues and opportunities, for input into route prioritisation.
- Collation and review of existing road condition and traffic data and program scopes.
- Identify priority projects and the proposed scope and timing for staged implementation of planned network
- Refine a route prioritisation MCA tool and conduct analysis of selected routes.
- Develop a route staging plan.
- Collection of additional, more detailed road condition and traffic data and project scope refinement.
- Site visits including cursory visual inspections would be undertaken to support desktop activities and to inform gap assessment.
- Development of detailed investigation and survey of Stage 1 priority projects. Supporting investigations that may be required which would include feature survey, environmental surveys, traffic surveys, utility services investigations (such as potholing), geotechnical and hydrological investigation.
- Development of “approved” and funded shovel ready projects
- Allocation for specific design or engineering investigations for immediate priority works (environmental, geotechnical, survey, detailed design).

The Shire of Koorda will be the auspice of the funding of the Project Manager for a nominal period of 3 years commencing 2019 (nominally October) as per the REDS Funding agreement.

1.3 LGs

Officers from LGs with prioritised projects will be essential to ensure successful delivery of individual projects. This will provide a great opportunity for knowledge sharing and collaboration across the region. It will allow members of the PTT to undertake both informal and formal training of LGA staff to upskill and improve their technical capacity. Where possible neighbouring LGs will be encouraged to share technical, workforce and plant resources to assist in the efficient on-ground delivery of individual projects.

- Individual Shires will provide the following to the Steering Committee for approval before any funding will be released
  - Scope
  - Budget
  - Methodology
  - Delivery
- WSFN 5 Year Plan incorporated in their LTFP.
- Individual Shires incorporate Project Budgets into Council Budgets Annually.
- Funding will be distributed to LGs via MRWA in accordance with Governance Plan.

2 Project Administration

As the WSFN Program and each individual LG project will be funded from three funding sources (Federal, State and Local Governments) it is important to clarify specific aspects with regards to the funding administration and delivery processes.

The Steering Committee put in separate funding submissions for a range of funding sources for both Management (administration, planning and design) Stage, as well as Capital Works Stage of the program. The program has been successful in obtaining funding from the following sources, as well as the required co-contribution from local governments:

Funding Source	Funding Amount	Stage
Regional Economic Development Grant	$100K	Management
Local Government Co-contribution	$252K 42 LGs x $6K each	Management
Federal Government	$70M	Capital Works
WA State Government	$11.7M	Capital Works
Local Government	$5.8M Individual LGs on project by project basis	Capital Works

2.1 Project Management Funding

The Project Manager is funded by the successful Regional Economic Development (RED) Grant through the WDC and acquitted by the Shire of Koorda. This specifically entails $100K for a Project Manager to undertake project management.

The Project Manager will be initially contracted by the Shire of Koorda for a period of 3 years commencing 2019 (nominally October) as per the REDS Funding agreement.

Previously 42 local governments were asked to financially contribute to the WSFN project via a budget allocation of $6,000 which was proposed to be part of a co-contribution towards BBRF. With the unsuccessful BBRF bid, it is proposed that the $6,000 in financial contributions from each of the 42 local governments totalling $252,000 be allocated to combine with the RED funding of $100,000 to become project management pool of approximately $350,000.

Funding Source	Funding Amount
RED Grant	$100,000
Local Government Co-contribution	$252,000
In Kind Contribution (approximately)	$100,000
Project Management Total	$452,000

This would contribute towards the overall project management requirements associated with the delivery of Stage 1 Priority Works over the course of an estimated 3 year delivery timeframe. Funding would contribute towards the following nominal requirements:

Role	Annual Funds	Comments
Project Manager	Nominal $100,000 per annum of wages, plus superannuation and vehicle allowance and potentially accommodation	$300,000 across 3 years
Project Administration and Communications Officer	Nominal $20,000 per annum of wages only	$60,000 across 3 years

Given the delivery of Stage 1 is likely to go over 5 years, then additional funding will be required for the Project Manager position. It is proposed that this additional funding be sourced via LGs contributing towards the PM as part of the LGs individual project budgets. A nominal figure for each project will be determined via the Steering Committee. As an example, a figure of 0.5% of total program funding ($87.5M) would contribute approximately $430K towards funding the Project Manager position. For each $1M project approximately $5,000 would be required to funding the Project Manager position. Individual LGs would still need to fund their own design, project management and project delivery of their individual projects.

Additional costs of vehicle and housing also likely to be required for the project manager position over the course the 5 years of delivery. The additional funding from each project would also contribute towards these additional costs.

Total project manager costs over 5 years are likely to be around $750,000.

It is envisaged that a LG will advertise and employ the Project Manager over a 3 year period to work on the project on a part time basis. LGs with a desire to fulfil this role will be invited to make a submission to the WSFN Steering Committee for consideration. As indicated this contract will initially be managed by the Shire of Koorda for a period of 3 years commencing 2019 (nominally October) as per the REDS Funding agreement.

2.2 Capital Works Funding Administration

2.2.1 Funding Breakdown

The Australian Government will invest $4.5 billion, including $1 billion of additional funding committed in the 2019-20 Budget, to the Roads of Strategic Importance (ROSI) initiative to help connect regional businesses to local and international markets, and better connect regional communities.

Stage 1 priority program prioritisation and on-ground works, up to a capital value of $90M, will be completed through the provision of Federal Government ROSI funds ($70 million) along with matching State Government funds ($11.7M) and Local Government ($5.8M) co-contributions. The envisaged timeframe for this is 3 – 5 years.

Funding Source	Funding Ratio	Funding Amount
Federal (ROSI)	80%	$70M
State	13.3%	$11.7M
LGA (Own Source)	6.7%	$5.8M
Total	100%	$87.5M

The Federal Government's role will:

- Provide framework and guidelines for funding WSFN program via ROSI.
- Note Agreement with 42 LGs of WR RRG regarding WSFN.
- Note 5 year Staging Plan.
- Approve annual project plan.
- Provide funding to LG via WA State Government.

2.2.2 Funding Acquittal

Main Roads WA (MRWA) will represent the State Government in financial arrangements with the Commonwealth Department of Infrastructure, Transport, Cities and Regional Development and provide the link between the Federal Government and the WSFN. MRWA will review the processes undertaken by RRGs, WSFN and associated LGs and approve when satisfied that these process have been complied with.

Federal and State Government funding will be managed through Main Roads WA. Main Roads WA will fulfil the public financial administration role as it does with the Regional Road Groups.

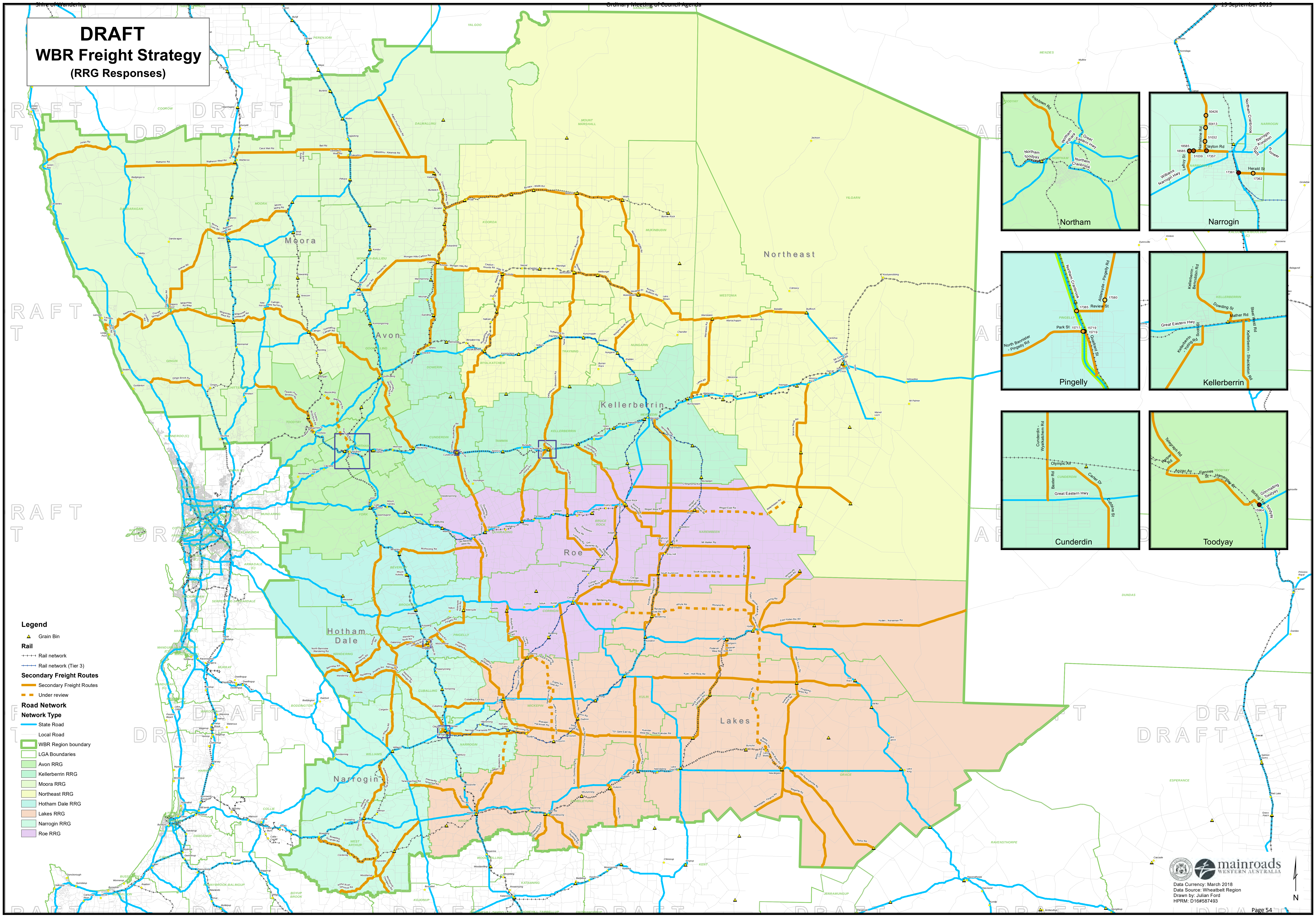
- MRWA Wheatbelt Regional Manager to sign off on individual projects.
- MRWA Wheatbelt Regional Manager to ensure the various projects are delivered in accordance with the project plan
- MRWA to administer funds.
- Reporting implementation of the WSFN Program will be an additional funding stream within the Wheatbelt North and Wheatbelt South Regional Road Groups.
- Acquittal and review process for Certificates of Completion and Progress Payments is proposed to be.
  - Progress Payment Certificate - First 40% (once project is approved).
  - Progress Payment Certificate - First 40% (once project is commenced).
  - Completion Certificate - Final 20% (once project is completed).

2.3 Project Delivery

The following provides an overview of the key components associated with planning, development, scoping, prioritisation and delivery of on-ground works. It outlines how the Working Group, Steering Committee, PTT and LGs will work together towards successful project delivery.

Stage	Details
1. Program Staging Plan	▪ PTT will develop a staging plan for program delivery. ▪ Relevant LGs will be informed of their proposed project and indicative budget, scope and year of delivery. ▪ Identification of Funds required for a 4 year program set in advance by project priority lists. ▪ Funding to be limited according to individual LG ability to deliver works.
2. Project Scoping and Approval	▪ Stage 1 priority projects will be determined via the MCA process. ▪ Projects will be scoped and a preliminary budget developed by the PTT in-conjunction with individual LGs.

	▪ Projects prioritisation will be undertaken via an MCA process by the PTT with input from relevant consultants as required. ▪ PTT will make recommendations to the Steering Committee for endorsement. ▪ The Steering Committee will then forward endorsed recommendations through to the relevant WN or WS RRG.
3. Detailed Scoping, Design and Budget Development	▪ LGs will develop detailed budgets and designs (if necessary) for nominated Stage 1 priority projects. ▪ LGs are to include projects in their annual budget for the proposed year. ▪ LGs to be responsible for all relevant approvals. ▪ PTT to work with LGs to verify budgets.
4. Delivery	▪ LGs will be responsible for tendering, project management and delivery of each project in the proposed year. ▪ PTT to work with LGs to provide technical assistance and advice during delivery. ▪ Incorporate into annual capital works program. ▪ Works already funded from other sources are not eligible for funding under this program. ▪ Cannot use existing funding sources, other than own sources funds, as co-contribution (ie not RRG or Roads to Recovery or Blackspot or Commodity Route funding sources)


DRAFT
WBR Freight Strategy
(RRG Responses)
Moora
Avon
Northeast
Kellerberrin
Roe
Hotham Dale
Narrogin
Lakes
Northam
Narrogin
Pingelly
Kellerberrin
Cunderdin
Toodyay
Legend
Grain Bin
Rail
Rail network
Rail network (Tier 3)
Secondary Freight Routes
Secondary Freight Routes
Under review
Road Network
Network Type
State Road
Local Road
WBR Region boundary
LGA Boundaries
Avon RRG
Kellerberrin RRG
Moora RRG
Northeast RRG
Hotham Dale RRG
Lakes RRG
Narrogin RRG
Roe RRG
mainroads
WESTERN AUSTRALIA
Data Currency: March 2018
Data Source: Wheatbelt Region
Drawn by: Julian Ford
HPRM: D16#587493
N

11.3.TOWN PLANNING APPLICATION – PATIO – LOT 98 ECHNICA CLOSE

PROPERTY DETAILS				
Assessment No:		**Owner:**	Kirwan Mcnamara	
Corresp. No:		**Date Received:**	21 August 2019	
Lot/Location No:	98			
Street Name:	29 Echidna Close		**Suburb:**	Wandering

PURPOSE:	
Description of Proposed Use:	Patio
Nature of any existing buildings and or/use:	Dwelling, outbuilding, water tank
Zoning:	Rural Residential
Zoning Use Code:	N/A
Heritage Listed:	N
Setback variation required:	N
Policy Applicable:	N

BRIEF SUMMARY

To consider a Town Planning Application for a proposed patio at Lot 98 (29) Echidna Close, Wandering.

BACKGROUND:

The applicant is seeking Council's planning approval to construct a flat roof patio to be attached to the existing single house at Lot 98 (29) Echidna Close, Wandering. The site currently contains a single house, outbuilding and water tank.

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

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

1. The proposed height of the patio is 2.7m; and
2. the proposed patio is fully compliant against the requirements of the Shire of Wandering's Town Planning Scheme No.3 (the scheme). The closest setback to the property boundary being 54.641m.

LEGISLATIVE REQUIREMENTS:

Town Planning Scheme No. 3

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

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

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

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

The minimum building setbacks shall be: Front : 30.0m Rear : 10.0m Side : 10.0m

Compliance with Development Standards

Assessment of the proposal against the development standards prescribed in the scheme found the application to be fully compliant. The patio will be attached to the existing residence on site, which is located well within the property boundaries. All setback requirements have been met. The patio is also proposed to be of a height below the existing dwelling. The proposed patio will cause no adverse visual impact to the amenity of neighbouring properties.

Community Consultation

The application is fully compliant against the Shire of Wandering's TPS No. 3. Public notification has not been deemed necessary in this instance.

POLICY:

Statutory & Town Planning

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Scheme) Regulations 2015*
- *Shire of Wandering Town Planning Scheme No.3*

OFFICER'S RECOMMENDATION – ITEM 11.3 TOWN PLANNING APPLICATION – PATIO – LOT 98 ECHNICA CLOSE

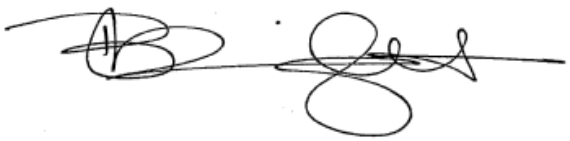
That Council approves the town planning application submitted by The Patio Guys, the applicants, to construct a patio at Lot 98 (29) Echidna Close, Wandering, subject to the following conditions:

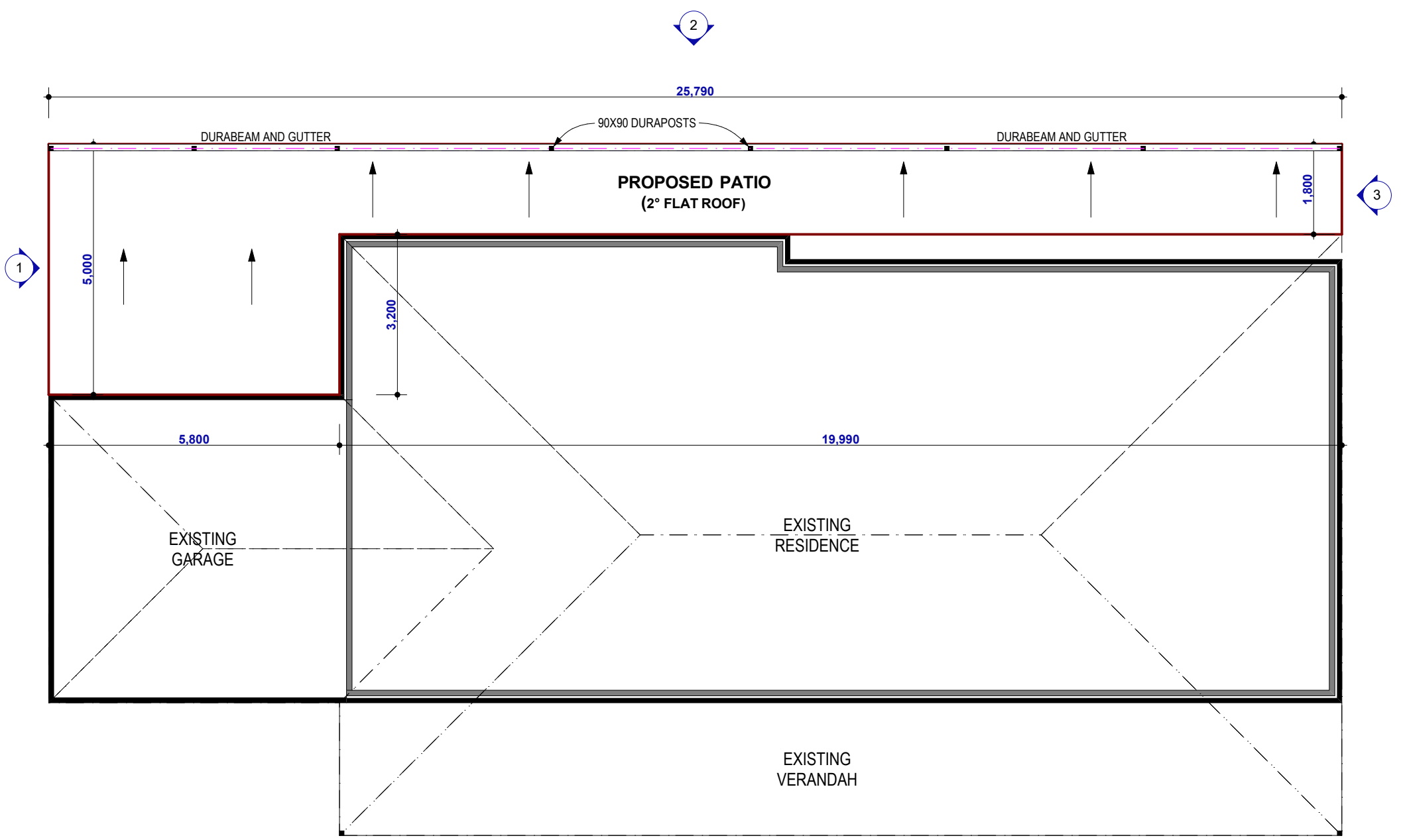
1. The development is to be undertaken in a manner consistent with the terms of the application as approved herein, and any approved plan.
2. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Wandering.
3. The proposed finished floor level of the new patio shall remain the same as the natural ground level unless otherwise approved by council.
4. The patio shall be complementary in materials, colours and design with the existing building(s) to the satisfaction of the Shire of Wandering.

VOTING REQUIREMENTS:

Simple Majority.

AUTHORS SIGNATURE





FLOOR PLAN 1:100

COMPLIANCE NOTES:

All storm water to be contained on site.

Ground levels to remain unaltered.

CONSTRUCTION NOTES:

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

FRAME: RHS STEEL WELDED TRUSSES POWDERCOATED. COLOUR AS PER SPEC.

POSTS: SHS STEEL POWDERCOATED. COLOUR AS PER SPEC.

SHEETING: COLORBOND. COLOUR AS PER SPEC.

FLASHINGS: 0.4 FLASHINGS FITTED TO COMPY WITH AS 1562 & AS 1684.

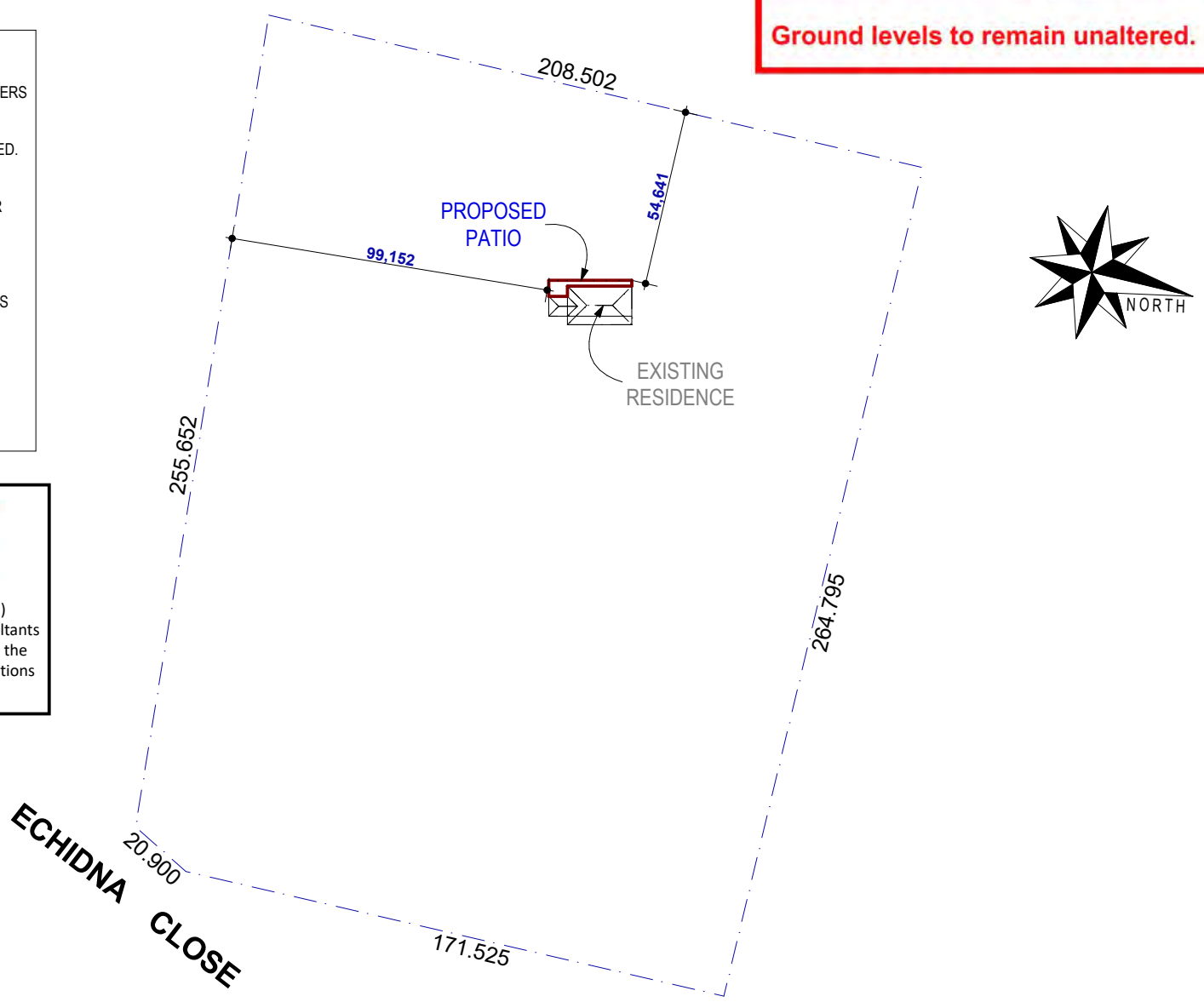
FIXINGS: AS PER AUSTRALIAN STANDARDS & NCC.

FOOTINGS: REFER ENGINEER'S DETAILS.

ROOF PITCH: 2º COLORBOND (FLAT).

CONSTRUCTIVE BUILDING CONSULTANTS

This document corresponds with a Certificate of Design Compliance (BA3) issued by Constructive Building Consultants (Australia) Pty Ltd, in accordance with the Building Act 2011 and Building Regulations 2012



LOCATION PLAN 1:2000

THE PATIO GUYS

The Patio Group Pty Ltd T/A The Patio Guys ACN 611872201 ABN 23611872201

OFFICE/DISPLAY

Address: 6A Rothschild Place, Midvale 6056
Postal: PO Box 4100, Swan View, WA 6056
Phone: 9250 8101 **Fax:** 9250 8169
Email: sales@thepatioguys.com.au

www.thepatioguys.com.au

CLIENT: **MICHELA**

SITE ADDRESS: **LOT 98 ECHIDNA CLOSE WANDERING WA 6308**

SALES: SEAN

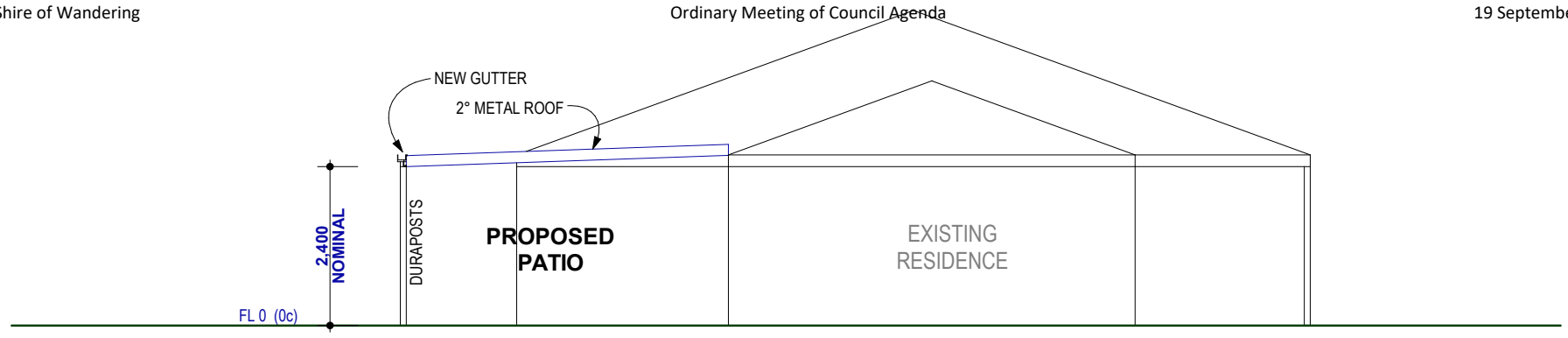
DRAWN: MODERN CULTURE

DATE: 02/08/2019
SCALE: 1:100, 1:2000

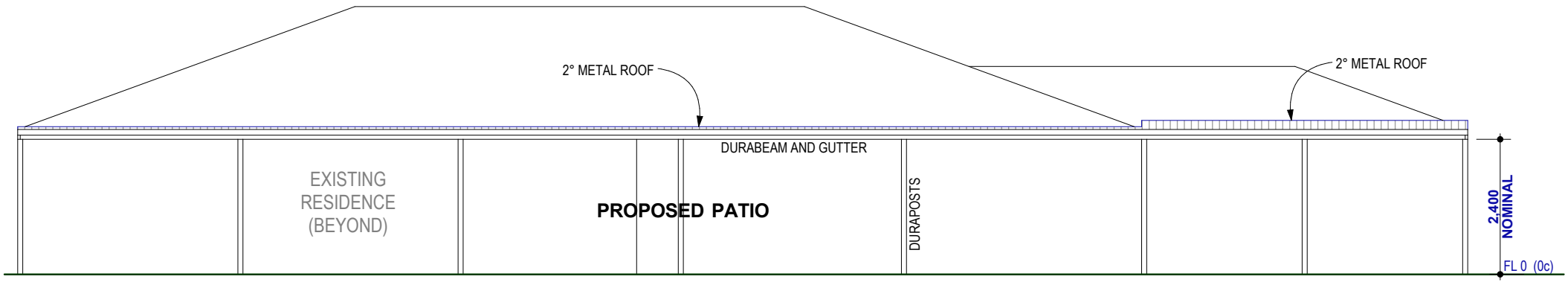
SHEET N°: 01 of 2

FLOOR & LOCATION PLAN

MODERN CULTURE DRAFTING | ESTIMATING
T: 0411 770 753
E: info@modernculture.com.au
I: www.modernculture.com.au

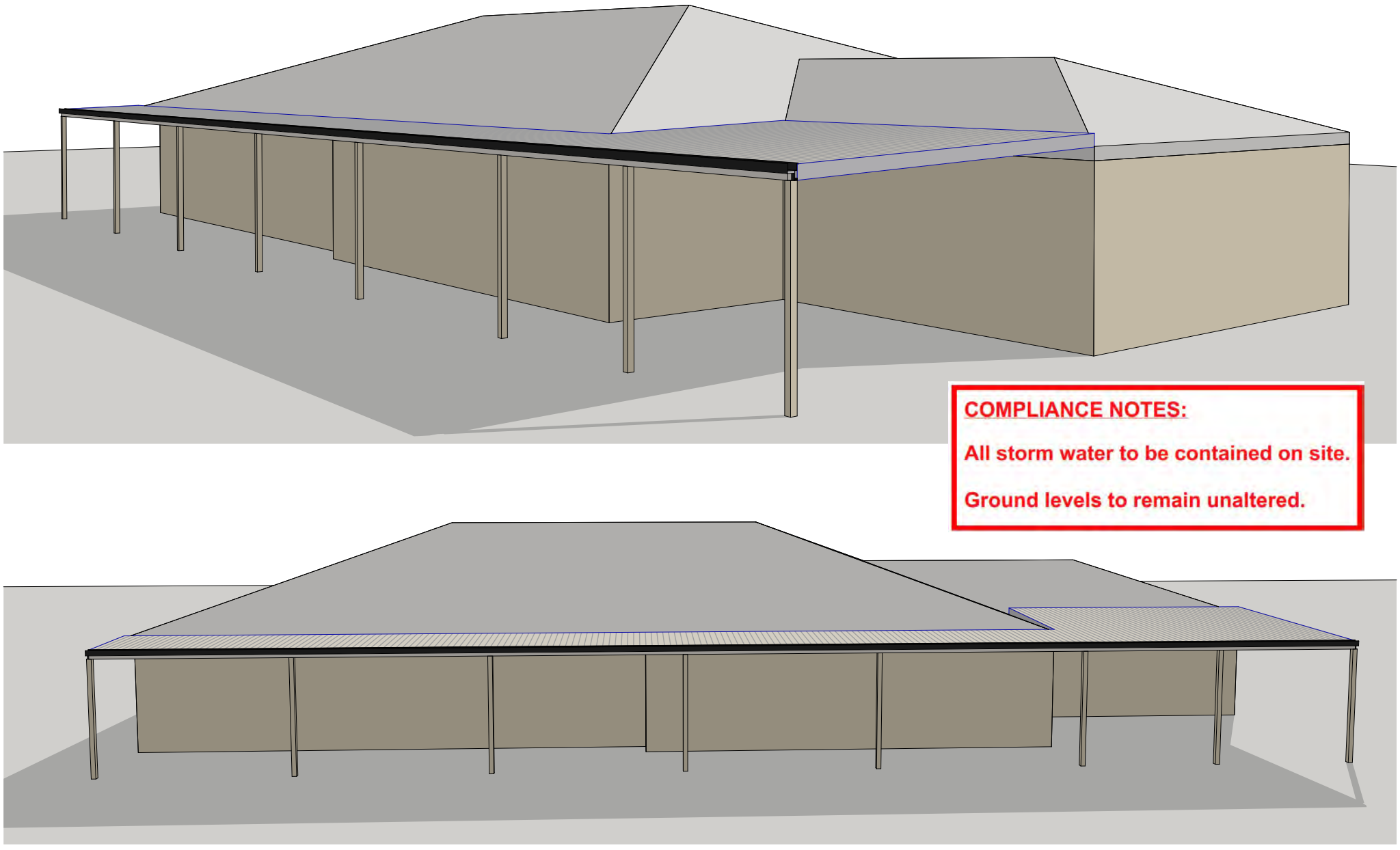


1 ELEVATION
1:100



2 ELEVATION
1:100

3 ELEVATION
1:100



THE PATIO GUYS
The Patio Group Pty Ltd T/A The Patio Guys ACN 611872201 ABN 23611872201

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Postal: PO Box 4100, Swan View, WA 6056
Phone: 9250 8101 **Fax:** 9250 8169
Email: sales@thepatioguys.com.au

www.thepatioguys.com.au

CLIENT: **MICHELA**

SITE ADDRESS: **LOT 98 ECHIDNA CLOSE WANDERING WA 6308**

SALES: SEAN DRAWN: MODERN CULTURE

DATE: 02/08/2019
SCALE: 1:100, 1:1

SHEET N°: 02 of 2

ELEVS/PERSPECTIVES

MODERN CULTURE
DRAFTING | ESTIMATING
T: 0411 770 753
E: info@modernculture.com.au
I: www.modernculture.com.au

11.4. WANDERING HERITAGE & NATURE WALK STORY

Proponent	Wandering Lions Club
Owner	
Location/Address	
Author of Report	Adrianne Yzerman, Contract Project Officer
Date of Meeting	19/06/2019
Previous Reports	16/05/2019
Disclosure of any Interest	Nil
File Reference	18.1.1
Attachments	Nil

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

BRIEF SUMMARY

To approve the publishing of storyboards for the Wandering Heritage and Nature Walk, alongside the Wandering Caravan Park.

BACKGROUND

The Wandering Lion's Club with the support of the Wandering CRC and Shire have revegetated and developed a nature and heritage walk alongside the Wandering Caravan Park. The Flora and Fauna boards have been funded through a Community Action grant from Natural Resource Management. The next part of the project is to erect signage in the form of storyboards of local heritage information which is to be fully funded by the Wandering Lion's Club. The Wandering Lion's Club has worked closely with community members, community service organisations and Shire administration staff as well as consulted "The Horses Came First" book to obtain correct information for the boards

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

IMPROVE THE ECONOMIC GROWTH OF OUR COMMUNITY

Our Goals	Our Strategies	Our Measurement
Capture tourism opportunities locally	Encourage tourists, longer stays and repeat visitation Provide for and maintain infrastructure that grows tourism	Increased visitation Access external funding to support tourism growth and return
Our Outcomes		

After 10 years we will have achieved	We have grown our commercial and industrial areas Our permanent population increases whilst maintaining our rural lifestyle and environment We support the Hotham Williams Economic Development Alliance to enhance regional opportunities for Wandering We have harnessed the prospects of the Dryandra National Park

CONSULTATION/COMMUNICATION

Wandering Lion's Club

Alistair Humes

Wandering CWA

COMMENT

Tourism is a key outcome in Council's Community Strategic Plan and the proposal will provide a further asset to tourism within Wandering. Attached are the draft heritage story boards from the Wandering Lion's Club with the proposed Council changes which the Lion's Club are requesting to be published with the approval from Council.

The heritage storyboards are to be the same size, design, colour and font as the Council approved native plants and animals storyboards soon to be placed at the Wandering Caravan Park.

CEO Comment: Adrianne Yzerman, Mal Wilkins and the CEO met on Friday 6th September to resolve outstanding issues. Consensus was obtained on all the proposed wording, and some modifications were made to the photographs.

This project can now proceed, and the recommendation is just a formality.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION – ITEM 11.4 WANDERING HERITAGE & NATURE WALK STORY

That Council approves the publishing of A3 heritage storyboards to be located along the Wandering Heritage and Nature Walk.

AUTHOR'S SIGNATURE:

12. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED

12.1.COUNCILLOR'S MEETINGS ATTENDED FOR THE PERIOD – 16/08/2019 – 06/09/2019

Cr Watts attended the Newmont Goldcorp Boddington Community Reference Group on 28/08/2019 with the CEO.

Cr Whitely attended the WALGA Central Country Zone meeting on 30/08/2019 with the CEO.

The CEO attended the HWEDA Working Group meeting on 06/09/2019.

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

Nil

14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

14.1.COUNCILLORS AND /OR OFFICERS

15. CONFIDENTIAL ITEMS

15.1. CEO REVIEW

Under separate attachment.

15.2.CEO LEAVE & ACEO

Under separate attachment.

15.3.BANKING REVIEW

Under separate attachment.

16. INFORMATION ITEMS

16.1.MONTHLY INFORMATION REPORTS

RECOMMENDATION – INFORMATION REPORT19/09/2019

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

16.2.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD 01/08/2019 – 31/08/2019

Proponent	Internal Report
Location/Address	
Author of Report	Sophie Marinoni, Finance Officer
Date of Meeting	19/09/2019
Disclosure of any Interest	Nil
File Reference	10.1.6
Attachments	List of Accounts Due & Submitted to Council

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

BRIEF SUMMARY

To ratify payments made during the month of 19/09/2019

BACKGROUND

The listing of payments for the month of August 2019 through the Municipal and Trust accounts are attached.

STATUTORY/LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

Policy 12 – Purchasing and Tenders

Policy 40 – Payment of Creditors

FINANCIAL IMPLICATIONS

Shire of Wandering

CERTIFICATE OF EXPENDITURE
31 August 2019

This Schedule of Accounts to be passed for payment, covering

Payment Method	Cheque/EFT/DD Number	Amount
Trust Account	EFT5035	$1,000.00
Municipal Fund:		
Electronic Funds Transfers	EFT4998 – EFT5075	$178,717.28
Municipal Cheques	14034 - 14035	$11,854.61
Direct Debits	DD3105.1 – DD3129.1	$16,836.32
	TOTAL	**$208,408.21**

to the Municipal and Trust Accounts, totalling $208,408.21 which were submitted to each member of the Council on 19/09/2019 have been checked and fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing's and the amounts shown are due for payment.

Belinda Knight
CHIEF EXECUTIVE OFFICER

STRATEGIC IMPLICATIONS

Provide Strong Leadership

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

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT4998	**02/08/19**	**Armadale Mower World & Service Co**			**-$ 540.70**
	03/07/19		Various Chainsaw parts	$ 540.70	
EFT4999	**02/08/19**	**Clubs WA**			**-$ 88.00**
	01/07/19		Clubs WA Membership 19/20	$ 88.00	
EFT5000	**02/08/19**	**Fuji Xerox**			**-$ 265.63**
	30/06/19		Copier contract - CRC	$ 265.63	
EFT5001	**02/08/19**	**Hotham Mechanical**			**-$ 1,230.90**
	17/07/19		Service Cat Grader 120M - WD300	$ 801.90	
	17/07/19		Service Husky Skid Steer - WD 908	$ 429.00	
EFT5002	**02/08/19**	**It Vision**			**-$ 23,667.38**
	01/07/19		Synergysoft & universe annual license fees	$ 23,667.38	
EFT5003	**02/08/19**	**Orix Australia Corporation Limited**			**-$ 1,716.00**
	30/06/19		Hire Toyota Hilux Ute - June 2019	$ 1,716.00	
EFT5004	**02/08/19**	**Perfect Computer Solutions**			**-$ 340.00**
	25/07/19		Monthly IT Maintenance Costs	$ 340.00	
EFT5005	**02/08/19**	**Pingelly Iga X-press (newsagency)**			**-$ 223.20**
	30/06/19		Purchase of West Australian June	$ 223.20	
EFT5006	**02/08/19**	**Ramm Software Pty Ltd**			**-$ 6,263.76**

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	01/07/19		RAMM Annual Support & Maint Fee 2019/20	$ 6,263.76	
EFT5007	**02/08/19**	**Resumes WA**			**-$ 2,212.50**
	25/07/19		A/CRC Coordinator	$ 2,212.50	
EFT5008	**02/08/19**	**Shire Of Williams**			**-$ 4,283.89**
	30/06/19		Financial Management Services June 2019	$ 4,283.89	
EFT5009	**02/08/19**	**The Workwear Group**			**-$ 248.06**
	04/06/19		Purchase of uniform for J Curtis	$ 248.06	
EFT5010	**14/08/19**	**Belinda Kaye Knight**			**-$ 181.91**
	07/08/19		Travel expenses - LG Convention 2019	$ 45.11	
	12/08/19		95% - CEO Mobile Phone	$ 136.80	
EFT5011	**14/08/19**	**Benara Nurseries**			**-$ 358.60**
	08/07/19		Replacement Plants	$ 358.60	
EFT5012	**14/08/19**	**Best Office Systems**			**-$ 304.71**
	30/07/19		Copier Contract - Shire	$ 304.71	
EFT5013	**14/08/19**	**Boddington News**			**-$ 27.00**
	19/07/19		Boddington News Edition # 628	$ 13.50	
	02/08/19		Boddington News Edition # 629	$ 13.50	
EFT5014	**14/08/19**	**Central Country Zone of WALGA**			**-$ 4,158.00**
	05/07/19		Annual Subscription	$ 4,158.00	
EFT5015	**14/08/19**	**Central Regional Tafe**			**-$ 747.50**
	27/06/19		Course Fees - Trainee	$ 97.50	
	04/07/19		Enrolment fees Cert III in Accounts Administration	$ 650.00	
EFT5016	**14/08/19**	**Fowler Surveys**			**-$ 325.43**
	23/07/19		Replace faulty HWS element - 1 Dowsett	$ 325.43	
EFT5017	**14/08/19**	**Department Of Mines, Ir & Safety - Building Commission**			**-$ 471.05**
	31/07/19		BL201 & BL202 Building Service Levy Fees	$ 471.05	
EFT5018	**14/08/19**	**Edwards Motors Pty Ltd**			**-$ 9,000.00**
	29/07/19		Purchase Holden Trailblazer LTZ, Trade - Holden Caprice	$ 9,000.00	
EFT5019	**14/08/19**	**G & D Lyster**			**-$ 1,633.50**
	17/07/19		Mob & Demob Excavator North Wandering Road, Remove contaminated soil & damaged headwall-vehicle accident creek 1km east of Sheoak Road intersection North Wandering Road	$ 1,633.50	
EFT5020	**14/08/19**	**Hotham Mechanical**			**-$ 301.13**
	23/07/19		100,000km service - WD 001	$ 301.13	
EFT5021	**14/08/19**	**Jezamyn Douglas**			**-$ 300.00**
	13/08/19		Uniform/Clothing Allowance	$ 300.00	
EFT5022	**14/08/19**	**Leaf Bean Machine**			**-$ 102.05**
	22/07/19		Coffee for resale, Freight on Coffee beans	$ 102.05	
EFT5023	**14/08/19**	**Local Government Professionals Australia WA**			**-$ 531.00**
	08/07/19		LG Professionals Membership - EMTS	$ 531.00	
EFT5024	**14/08/19**	**Mandurah Safety & Training Services**			**-$ 2,953.68**
	15/07/19		Dogging Training - 2 Staff	$ 2,953.68	
EFT5025	**14/08/19**	**Narrogin Carpet Court**			**-$ 726.00**
	02/07/19		Roller blinds to master b/room - 13 Dunmall	$ 726.00	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT5026	**14/08/19**	**Perfect Computer Solutions**			**-$ 11,547.50**
	30/07/19		Windows Server Installation - Labour	$ 11,462.50	
	30/07/19		Monthly IT Maintenance Costs	$ 85.00	
EFT5027	**14/08/19**	**Pingelly Iga X-press (newsagency)**			**-$ 376.20**
	31/07/19		Purchase of West Australian July	$ 376.20	
EFT5028	**14/08/19**	**Resumes WA**			**-$ 1,822.50**
	08/08/19		A/CRC Coordinator w/ending 08/082019	$ 1,822.50	
EFT5029	**14/08/19**	**Rhonie's Wandering Mop & Bucket**			**-$ 1,518.00**
	20/07/19		Clean carpets - Office	$ 330.00	
	31/07/19		Cleaning	$ 1,188.00	
EFT5030	**14/08/19**	**Rob Curtis**			**-$ 782.00**
	05/08/19		Operating Waste Transfer Station & clearing roadside bins	$ 782.00	
EFT5031	**14/08/19**	**Sheridan's for Badges**			**-$ 98.34**
	24/07/19		Name badges Barry Gibbs & Belinda Knight	$ 98.34	
EFT5032	**14/08/19**	**State Library of Western Australia**			**-$ 16.50**
	08/07/19		Better beginnings 2019/20	$ 16.50	
EFT5033	**14/08/19**	**WA Contract Ranger Services**			**-$ 420.75**
	25/07/19		Contract Ranger Service	$ 420.75	
EFT5034	**14/08/19**	**WALGA**			**-$ 15,651.87**
	17/07/19		Association Membership, Subscriptions	$ 15,651.87	
EFT5035	**22/08/19**	**David Cornish**			**-$ 1,000.00**
	22/08/19	Trust Account	Refund Bond for Dwelling at 531 North Wandering Road, Wandering	$ 1,000.00	
EFT5036	**23/08/19**	**89's Enterprises**			**-$ 2,310.00**
	12/08/19		Replacement Roller Door Motor - Fire Shed	$ 2,310.00	
EFT5037	**23/08/19**	**Allwest Plant Hire Australia**			**-$ 958.02**
	31/07/19		Hire of Multi Tyre Roller for 23/07/2019 to 31/07/2019	$ 958.02	
EFT5038	**23/08/19**	**Armadale Mower World & Service Co**			**-$ 1,339.00**
	30/07/19		BT 131 Auger	$ 1,339.00	
EFT5039	**23/08/19**	**Australia Post**			**-$ 134.34**
	03/08/19		Purchase of Stamps for resale	$ 134.34	
EFT5040	**23/08/19**	**Avon Waste**			**-$ 4,644.48**
	31/07/19		Domestic Rubbish Collection	$ 4,644.48	
EFT5041	**23/08/19**	**BOC**			**-$ 67.91**
	29/07/19		Gases	$ 67.91	
EFT5042	**23/08/19**	**Boddington Hardware & Newsagency**			**-$ 751.60**
	16/07/19		Various materials	$ 128.70	
	16/07/19		Various materials	$ 39.40	
	24/07/19		Materials, Materials, Materials, Materials	$ 72.90	
	25/07/19		20L Glysophate 450, 20L Wetter BS1000	$ 510.60	
EFT5043	**23/08/19**	**Boddington News**			**-$ 13.50**
	16/08/19		Boddington News Edition 630	$ 13.50	
EFT5044	**23/08/19**	**Central Regional Tafe**			**-$ 48.75**
	11/07/19		Course Fees - J Curtis	$ 48.75	
EFT5045	**23/08/19**	**Civic Legal**			**-$ 1,375.00**
	31/07/19		AWARE Project July 2019 (final)	$ 1,375.00	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT5046	**23/08/19**	**Crossman Hot Water & Plumbing**			**-$ 203.50**
	03/08/19		Clear blocked septic system - Watts St	$ 203.50	
EFT5047	**23/08/19**	**Fuji Xerox**			**-$ 179.05**
	31/07/19		Colour copying - CRC	$ 179.05	
EFT5048	**23/08/19**	**Great Southern Fuel Supplies**			**-$ 2.75**
	13/08/19		Fuel Card purchases - CEO 0.WD	$ 2.75	
EFT5049	**23/08/19**	**Hotham Mechanical**			**-$ 38.50**
	12/08/19		Tyre Repair	$ 38.50	
EFT5050	**23/08/19**	**Linkwest**			**-$ 243.00**
	08/07/19		Linkwest Membership 19/20	$ 243.00	
EFT5051	**23/08/19**	**Mercure Hotel Perth**			**-$ 1,785.00**
	09/08/19		Accommodation LG Convention - Cr Watts	$ 397.50	
	09/08/19		Accommodation LG Convention - CEO	$ 638.00	
	09/08/19		Accommodation LG Convention - Cr Whitely	$ 749.50	
EFT5052	**23/08/19**	**Narrogin Carpet Court**			**-$ 2,728.00**
	03/07/19		Supply & install 9 roller blinds & 2 vertical blind 1 Dowsett	$ 2,728.00	
EFT5053	**23/08/19**	**Narrogin Observer**			**-$ 192.00**
	31/07/19		Advertise Differential Rates	$ 192.00	
EFT5054	**23/08/19**	**Orix Australia Corporation Limited**			**-$ 1,773.20**
	31/07/19		Hire Toyota Hilux	$ 1,773.20	
EFT5055	**23/08/19**	**Perfect Computer Solutions**			**-$ 297.50**
	15/08/19		Monthly IT Maintenance Costs	$ 297.50	
EFT5056	**23/08/19**	**Quick Corporate Australia**			**-$ 112.68**
	17/07/19		Stationery	$ 112.68	
EFT5057	**23/08/19**	**Resumes WA**			**-$ 1,250.00**
	22/08/19		ACRC Coordinator	$ 1,250.00	
EFT5058	**23/08/19**	**Rob Curtis**			**-$ 782.00**
	19/08/19		Operating Waste Transfer Station, Clearing roadside bins	$ 782.00	
EFT5059	**23/08/19**	**Shire Of Williams**			**-$ 2,850.67**
	31/07/19		Financial Management Services	$ 2,850.67	
EFT5060	**23/08/19**	**Spiffy Lawns & Gardens**			**-$ 1,637.50**
	06/08/19		Garden Maintenance Various	$ 402.50	
	06/08/19		Garden Maintenance Various	$ 500.00	
	20/08/19		Garden Maintenance Various	$ 735.00	
EFT5061	**23/08/19**	**Steven Tweedie**			**-$ 1,650.00**
	11/08/19		Assist CEO Register of Delegations	$ 1,650.00	
EFT5062	**23/08/19**	**Suez Recycling & Recovery Pty Ltd**			**-$ 772.76**
	31/07/19		Domestic waste disposal for the month	$ 772.76	
EFT5063	**23/08/19**	**WA Contract Ranger Services**			**-$ 374.00**
	07/08/19		Contract Ranger Service	$ 374.00	
EFT5064	**23/08/19**	**Wa Fuel Supplies**			**-$ 13,674.30**
	22/07/19		Suppy of 10,009 Litres of ULP	$ 13,674.30	
EFT5065	**29/08/19**	**Armadale Mower World & Service Co**			**-$ 400.00**
	06/08/19		Replacement Starter Motor Hustler	$ 400.00	
EFT5066	**29/08/19**	**Australian Taxation Office**			**-$ 6,791.00**
	30/07/19		BAS - Jul 19	$ 6,791.00	
EFT5067	**29/08/19**	**Boral Construction Materials**			**-$ 495.00**
	17/07/19		1 Tonne bulk bag of cold mix	$ 495.00	
EFT5068	**29/08/19**	**Enzed Fremantle**			**-$ 431.46**
	02/08/19		Hydraulic hose repairs Isuzu Giga	$ 431.46	

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT5069	**29/08/19**	**Jr & A Hersey Pty Ltd**			**-$ 881.18**
	07/08/19		PPE	$ 727.84	
	07/08/19		PPE	$ 153.34	
EFT5070	**29/08/19**	**Liberty Rural**			**-$ 30,928.71**
	02/08/19		Delivery of 23,021 Litres Diesel	$ 30,928.71	
EFT5071	**29/08/19**	**SLF Lawyers**			**-$ 323.40**
	29/07/19		Legal fees debt collection	$ 323.40	
EFT5072	**29/08/19**	**Shire Of Brookton**			**-$ 100.00**
	02/08/19		RRG Chairperson Honorarium	$ 100.00	
EFT5073	**29/08/19**	**Shire of Boddington**			**-$ 260.28**
	13/08/19		Dinner - LG Convention	$ 260.28	
EFT5074	**29/08/19**	**WA Contract Ranger Services**			**-$ 374.00**
	23/08/19		Contract Ranger Service	$ 374.00	
EFT5075	**29/08/19**	**Work Clobber Kelmscott**			**-$ 108.00**
	05/08/19		Day/night lime yellow fluro vests	$ 108.00	
14034	**02/08/19**	**Synergy**			**-$ 4,422.30**
	30/06/19		Street lighting	$ 747.30	
	10/07/19		Shire Admin Building	$ 1,068.85	
	10/07/19		13 Dunmall Drive	$ 348.00	
	10/07/19		Wandering Community Centre	$ 228.95	
	10/07/19		CRC	$ 722.79	
	10/07/19		Watts St	$ 35.96	
	10/07/19		Depot	$ 281.35	
	10/07/19		Caravan Park	$ 317.72	
	10/07/19		Utilities	$ 79.43	
	10/07/19		Fuel Facility	$ 190.25	
	10/07/19		19 Humes Way	$ 401.70	
14035	**02/08/19**	**Telstra**			**-$ 1,340.84**
	18/07/19		Office	$ 274.83	
	18/07/19		Works Manager Mobile	$ 101.65	
	18/07/19		Internet	$ 209.99	
	18/07/19		Harvest Ban Line	$ 46.00	
	18/07/19		Medical Room	$ 46.49	
	18/07/19		CRC	$ 150.91	
	18/07/19		Fuel Facility	$ 34.95	
	18/07/19		Caravan Park Mobile	$ 35.00	
	18/07/19		Cleaner Mobile	$ 35.00	
	18/07/19		Phone System Repayment	$ 406.02	
14036	**02/08/19**	**Water Corporation**			**-$ 977.52**
	11/07/19		Water usage - Watts St	$ 240.73	
	11/07/19		Water usage - Community Centre	$ 25.34	
	11/07/19		Water usage - 14 Down St	$ 61.42	
	11/07/19		Water usage - 1 Dowsett St	$ 66.16	
	11/07/19		Water usage - 1 Gnowing St	$ 50.13	
	11/07/19		Water usage - 13 Dunmall Dr	$ 76.40	
	11/07/19		Water usage - 19 Humes Wy	$ 89.91	
	11/07/19		Water usage - Caravan Park	$ 73.49	
	11/07/19		Water usage - Depot	$ 255.93	
	11/07/19		Water usage - Office	$ 38.01	
14037	**06/08/19**	**Shire of Wandering Petty Cash**			**-$ 450.65**
	31/07/19		Petty cash reconciliation	$ 450.65	
14038	**14/08/19**	**Synergy**			**-$ 722.50**
	01/08/19		Street lighting	$ 722.50	
14039	**29/08/19**	**Department Of Transport**			**-$ 3,707.40**
	23/07/19		Vehicle registrations	$ 3,707.40	
14040	**29/08/19**	**Shire of Wandering Petty Cash**			**-$ 233.40**

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
	28/08/19		Petty cash reconciliation	$ 233.40	
DD3105.1	**07/08/19**	**Wa Super Plan**			**-$ 4,079.88**
	07/08/19		Superannuation	$ 3,337.02	
	07/08/19		Superannuation	$ 742.86	
DD3105.2	**07/08/19**	**Superwrap Personal Super Plan**			**-$ 78.34**
	07/08/19		Superannuation	$ 78.34	
DD3105.3	**07/08/19**	**I & T Brown Family Super Fund**			**-$ 696.38**
	07/08/19		Superannuation	$ 517.82	
	07/08/19		Superannuation	$ 178.56	
DD3105.4	**07/08/19**	**Prime Super**			**-$ 129.74**
	07/08/19		Superannuation	$ 129.74	
DD3105.5	**07/08/19**	**Anz Onepath Masterfund**			**-$ 832.53**
	07/08/19		Superannuation	$ 200.23	
	07/08/19		Superannuation	$ 632.30	
DD3105.6	**07/08/19**	**Retail Employees Superannuation**			**-$ 58.13**
	07/08/19		Superannuation	$ 58.13	
DD3114.1	**21/08/19**	**Wa Super Plan**			**-$ 7,596.70**
	21/08/19		Superannuation	$ 5,948.16	
	21/08/19		Superannuation	$ 1,648.54	
DD3114.2	**21/08/19**	**Colonial First State FirstChoice Super**			**-$ 16.35**
	21/08/19		Superannuation	$ 16.35	
DD3114.3	**21/08/19**	**Superwrap Personal Super Plan**			**-$ 82.56**
	21/08/19		Superannuation	$ 82.56	
DD3114.4	**21/08/19**	**I & T Brown Family Super Fund**			**-$ 663.50**
	21/08/19		Superannuation	$ 493.37	
	21/08/19		Superannuation	$ 170.13	
DD3114.5	**21/08/19**	**Prime Super**			**-$ 216.81**
	21/08/19		Superannuation	$ 216.81	
DD3114.6	**21/08/19**	**Anz Onepath Masterfund**			**-$ 748.05**
	21/08/19		Superannuation	$ 179.91	
	21/08/19		Superannuation	$ 568.14	
DD3114.7	**21/08/19**	**Retail Employees Superannuation**			**-$ 66.45**
	21/08/19		Superannuation	$ 66.45	
DD3129.1	**27/08/19**	**Westpac Credit Card**			**-$ 1,570.90**
	19/08/19		Groceries - Meet & Greet	$ 52.66	
	18/08/19		ULT Diesel 0.WD	$ 88.89	
	12/08/19		Catering - Council Meeting	$ 69.40	
	07/08/19		Adobe Licences & Monthly Subscription	$ 154.44	
	07/08/19		LG Convention - Lunch Cr Watts & CEO	$ 14.50	
	03/08/19		Diesel, 0.WD	$ 75.08	
	02/08/19		Groceries - Council Meeting & Meet & Greet	$ 197.63	
	01/08/19		Computer Monitors & USB Adaptor	$ 575.94	
	01/08/19		Items for Father's Day activities CRC	$ 86.86	
	30/07/19		Filing tabs	$ 60.17	
	30/07/19		Vehicle registration - 0.WD	$ 110.10	
	21/07/19		Unleaded fuel 0.WD	$ 50.28	
	20/07/19		Multi-slot card reader	$ 34.95	
				Total	**-$208,408.21**

16.3.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD 01/07/2016 – 31/07/2019

Proponent	Shire of Wandering
Owner	
Location/Address	
Author of Report	Tricia Brown, Finance Coordinator
Date of Meeting	19/09/2019
Previous Reports	Monthly
Disclosure of any Interest	Nil
File Reference	
Attachments	Monthly Financial Reports for the period ending 31/07/2019

BRIEF SUMMARY

To review the month ending date for the preparation of the Monthly Financial Reports.

BACKGROUND

Up until this month, all financial reports have been for the period ending the preceding month, for example the August Council meeting contains the Monthly Financial Report for the period ending 31/07/2109.

The problem with preparing reports so soon after the end of the month is not all information is contained within the report. In particular creditors, debtors, GST reporting, depreciation, assets, etc. Each month remains "open" (that is financial transactions can occur) up until the BAS cut-off date of the 21st of each month. This is when all financial information is up to date, but generally well after the agenda preparation has been finalised.

To ensure the accuracy of the financial reports, from September 2019 onwards the reports will be presented to Council for the period two months prior to the Council meeting.

This month's reports are for the period ending 31/07/2019 – and have been updated to include all information.

STATUTORY/LEGAL IMPLICATIONS

Local Government (Financial Management) Regulations 1996 r34(4)

A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —

a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and

b) recorded in the minutes of the meeting at which it is presented

SHIRE OF WANDERING

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

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JULY 2019

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 10 September 2019
Prepared by: Tricia Brown
Reviewed by: Belinda Knight

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

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

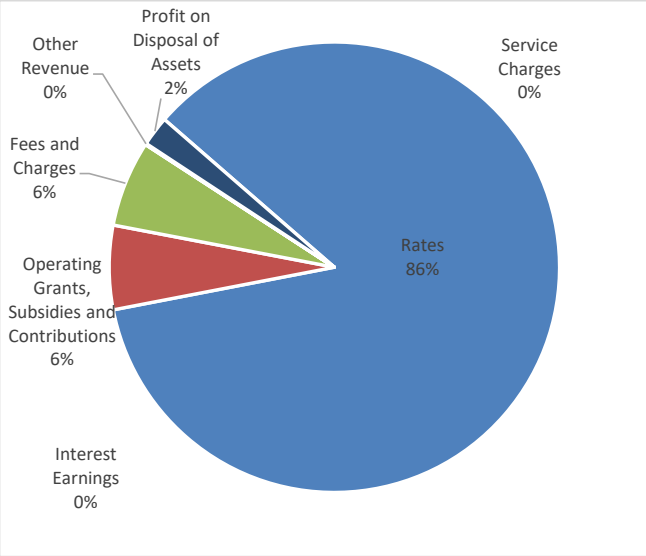
ROUNDING OFF FIGURES

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

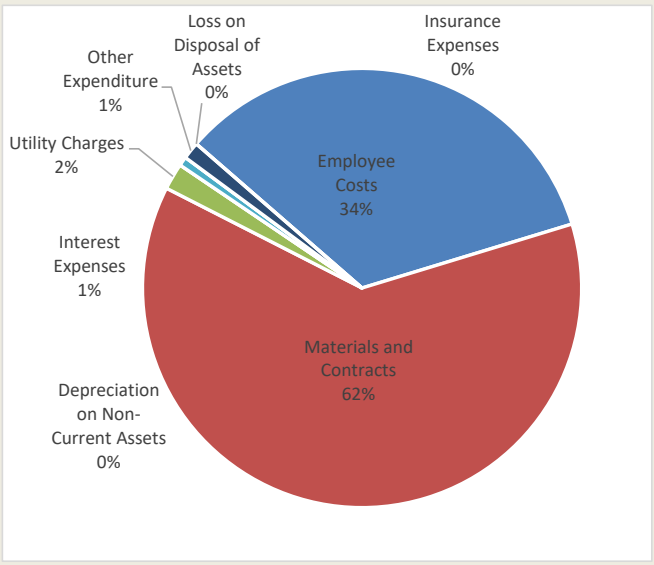
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JULY 2019

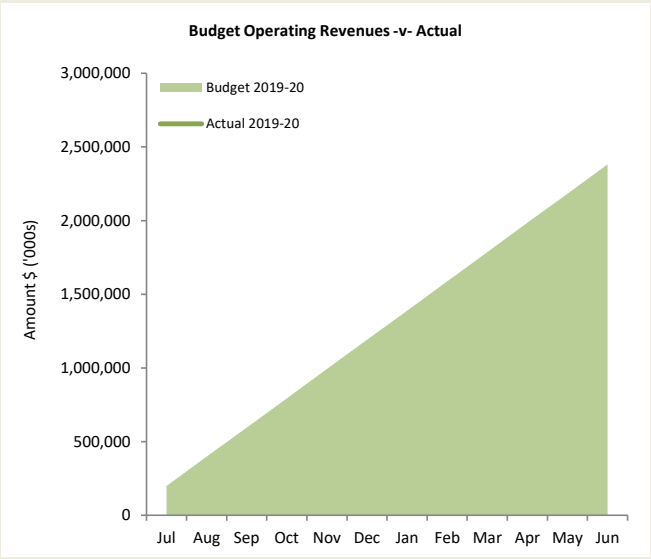
SUMMARY GRAPHS

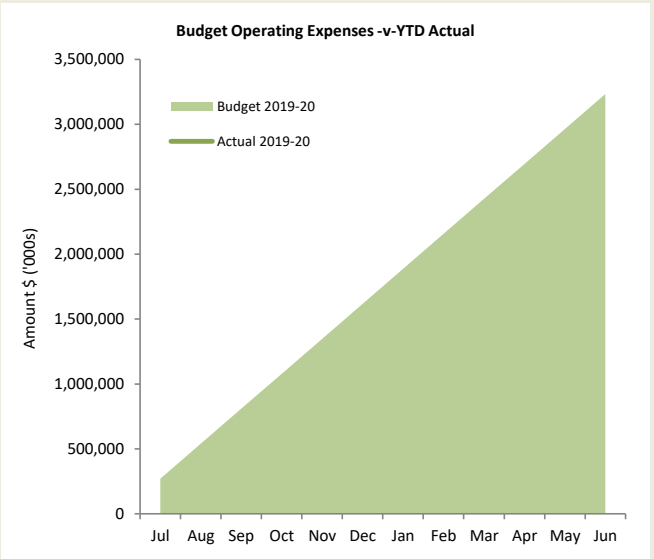
OPERATING REVENUE



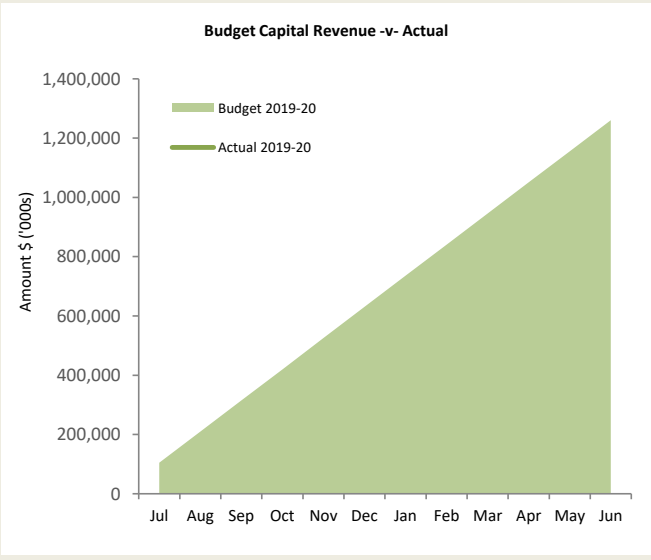
OPERATING EXPENSES



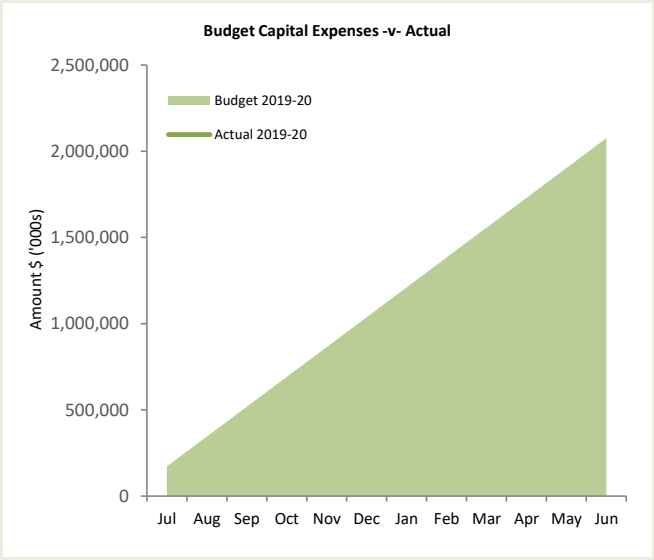




CAPITAL REVENUE



CAPITAL EXPENSES



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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 JULY 2019

STATUTORY REPORTING PROGRAMS

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		$	$	$	$	%	
Opening Funding Surplus / (Deficit)	1(c)	1,158,383	1,158,383	**1,176,583**	18,200	1.57%	
Revenue from operating activities							
Governance		0	0	**800**	800	0.00%	
General Purpose Funding - Rates	6	1,097,342	91,706	**1,141,636**	1,049,930	1144.89%	▲
General Purpose Funding - Other		292,650	24,128	**628**	(23,500)	(97.40%)	▼
Law, Order and Public Safety		39,260	3,271	**5**	(3,266)	(99.85%)	
Health		2,800	233	**0**	(233)	(100.00%)	
Housing		59,950	4,996	**3,807**	(1,189)	(23.80%)	
Community Amenities		47,100	4,091	**34,136**	30,045	734.42%	▲
Recreation and Culture		1,300	109	**24**	(85)	(77.98%)	
Transport		58,120	4,841	**55,512**	50,671	1046.71%	▲
Economic Services		751,795	62,648	**69,021**	6,373	10.17%	▲
Other Property and Services		31,150	2,596	**28,435**	25,839	995.34%	▲
		2,381,467	**198,619**	**1,334,004**	1,135,385		
Expenditure from operating activities							
Governance		(196,742)	(16,395)	**(25,710)**	(9,315)	(56.82%)	▼
General Purpose Funding		(125,201)	(10,433)	**(11,557)**	(1,124)	(10.77%)	
Law, Order and Public Safety		(147,515)	(12,292)	**(6,892)**	5,400	43.93%	▲
Health		(23,432)	(1,953)	**(1,476)**	477	24.42%	
Education and Welfare		(1,455)	(121)	**(66)**	55	45.45%	
Housing		(36,914)	(3,076)	**(1,411)**	1,665	54.13%	
Community Amenities		(209,631)	(17,472)	**(19,070)**	(1,598)	(9.15%)	
Recreation and Culture		(213,091)	(17,760)	**(4,658)**	13,102	73.77%	▲
Transport		(1,368,918)	(114,077)	**(70,833)**	43,244	37.91%	▲
Economic Services		(876,500)	(73,046)	**(65,483)**	7,563	10.35%	▲
Other Property and Services		(34,147)	(2,840)	**(21,131)**	(18,291)	(644.05%)	▼
		(3,233,546)	**(269,465)**	**(228,287)**	41,178		
Non-cash amounts excluded from operating activities	1(a)	976,919	81,322	**(28,399)**	(109,721)	(134.92%)	▼
Amount attributable to operating activities		**124,840**	**10,476**	**1,077,318**	1,066,842		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12(b)	1,260,439	105,036	**0**	(105,036)	(100.00%)	▼
Proceeds from disposal of assets	7	120,000	28,407	**28,407**	0	0.00%	
Purchase of property, plant and equipment	8	(2,075,767)	(57,000)	**(47,009)**	9,991	17.53%	▲
Amount attributable to investing activities		**(695,328)**	**76,443**	**(18,602)**	(95,045)		
Financing Activities							
Transfer from Reserves	10	200,000	0	**0**	0	0.00%	
Repayment of Debentures	9	(473,507)	(400,000)	**(400,000)**	0	0.00%	
Transfer to Reserves	10	(297,187)	(66)	**(66)**	0	0.00%	
Amount attributable to financing activities		**(570,694)**	**(400,066)**	**(400,066)**	0		
Closing Funding Surplus / (Deficit)	1(c)	**17,201**	**845,236**	**1,835,232**			

KEY INFORMATION
▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 14 for an explanation of the reasons for the variance.
The material variance adopted by Council for the 2019-20 year is $5,000 or 10.00% whichever is the greater.
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 JULY 2019

NATURE OR TYPE DESCRIPTIONS

REVENUE

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS
Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

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

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

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

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

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

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

EXPENSES

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

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)
Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

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

LOSS ON ASSET DISPOSAL
Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS
Depreciation expense raised on all classes of assets.

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		$	$	$	$	%	
Opening Funding Surplus / (Deficit)	1(c)	1,158,383	1,158,383	**1,176,583**	18,200	1.57%	▲
Revenue from operating activities							
Rates	6	1,100,481	91,706	**1,141,636**	1,049,930	1144.89%	▲
Operating grants, subsidies and contributions	12(a)	506,593	42,216	**80,481**	38,265	90.64%	▲
Fees and charges		739,285	61,772	**82,237**	20,465	33.13%	▲
Interest earnings		9,500	793	**443**	(350)	(44.14%)	
Other revenue		25,500	2,126	**801**	(1,325)	(62.32%)	
Profit on disposal of assets	7	108	6	**28,407**	28,401	473350.00%	▲
		2,381,467	**198,619**	**1,334,005**	1,135,386		▲
Expenditure from operating activities							
Employee costs		(938,003)	(78,175)	**(77,404)**	771	0.99%	
Materials and contracts		(1,165,573)	(97,129)	**(142,022)**	(44,893)	(46.22%)	
Utility charges		(40,100)	(3,340)	**(4,452)**	(1,112)	(33.29%)	
Depreciation on non-current assets		(969,400)	(80,782)	**0**	80,782	100.00%	▲
Interest expenses		(2,976)	(248)	**(1,532)**	(1,284)	(517.74%)	
Insurance expenses		(89,013)	(7,421)	**0**	7,421	100.00%	▲
Other expenditure		(22,025)	(1,832)	**(2,878)**	(1,046)	(57.10%)	
Loss on disposal of assets	7	(6,456)	(538)	**0**	538	100.00%	
		(3,233,546)	**(269,465)**	**(228,288)**	41,177		▲
Non-cash amounts excluded from operating activities	1(a)	976,919	81,322	**(28,399)**	(109,721)	(134.92%)	
Amount attributable to operating activities		**124,840**	**10,476**	**1,077,318**	1,066,842		▲
Investing activities							
Non-operating grants, subsidies and contributions	12(b)	1,260,439	105,036	**0**	(105,036)	(100.00%)	
Proceeds from disposal of assets	7	120,000	28,407	**28,407**	0	0.00%	
Payments for property, plant and equipment	8	(2,075,767)	(57,000)	**(47,009)**	9,991	(17.53%)	▲
Amount attributable to investing activities		**(695,328)**	**76,443**	**(18,602)**	(95,045)		
Financing Activities							
Transfer from reserves	10	200,000	0	**0**	0	0.00%	
Repayment of debentures	9	(473,507)	(400,000)	**(400,000)**	0	0.00%	
Transfer to reserves	10	(297,187)	(66)	**(66)**	0	0.00%	
Amount attributable to financing activities		**(570,694)**	**(400,066)**	**(400,066)**	0		
Closing Funding Surplus / (Deficit)	1(c)	**17,201**	**845,236**	**1,835,232**			

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.
Refer to Note 14 for an explanation of the reasons for the variance.
This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

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

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

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

Non-cash items excluded from operating activities	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
		$	$	$
Adjustments to operating activities				
Less: Profit on asset disposals		(108)	(6)	(28,407)
Less: Movement in liabilities associated with restricted cash		1,171	8	8
Add: Loss on asset disposals		6,456	538	0
Add: Depreciation on assets		969,400	80,782	0
Total non-cash items excluded from operating activities		**976,919**	**81,322**	**(28,399)**

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

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

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

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

Current assets					
Cash and cash equivalents	2	802,553	802,553	498,657	676,615
Rates receivables	3	22,124	22,124	1,167,735	1,199,843
Receivables	3	154,680	154,680	27,869	6,226
Other current assets	4	807,814	807,814	71,726	607,775
Less: Current liabilities					
Payables	5	(187,834)	(187,834)	(259,734)	(232,414)
Borrowings	9	(473,507)	(473,507)	(621,710)	(73,507)
Contract liabilities	11	0	(45,796)	0	(45,796)
Provisions	11	(74,735)	(74,735)	(109,563)	(74,735)
Less: Total adjustments to net current assets	1(c)	171,284	171,284	375,896	(228,775)
Closing Funding Surplus / (Deficit)		1,222,379	1,176,583	1,150,876	1,835,232

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 expe
Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operati

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

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

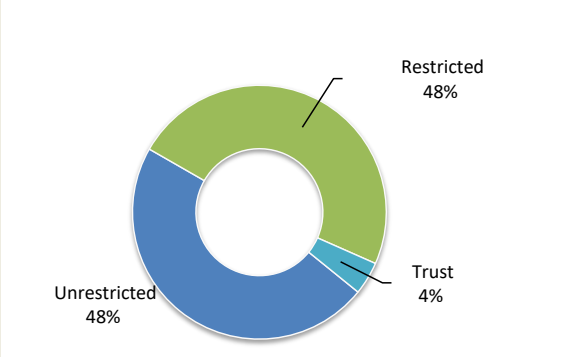
Description	Classification	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
		$	$	$	$			
Cash on hand								
Petty Cash and Floats	Cash and cash equivalents	1,100	0	0	1,100		0.00%	On Hand
Municipal Bank Account	Cash and cash equivalents	334,054	0	0	334,054	WBC	0.10%	At Call
Reserve Funds	Cash and cash equivalents	0	341,461	0	341,461	WBC	0.15%	At Call
Trust	Cash and cash equivalents	0	0	29,718	29,718	WBC	0.15%	At Call
Total		**335,154**	**341,461**	**29,718**	**706,333**			
Comprising								
Cash and cash equivalents		335,154	341,461	29,718	706,333			
Financial assets at amortised cost		0	0	0	0			
		335,154	**341,461**	**29,718**	**706,333**			

KEY INFORMATION

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

The local government classifies financial assets at amortised cost if both of the following criteria are met:
- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

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



Total Cash
$.71 M

Unrestricted
$.34 M

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

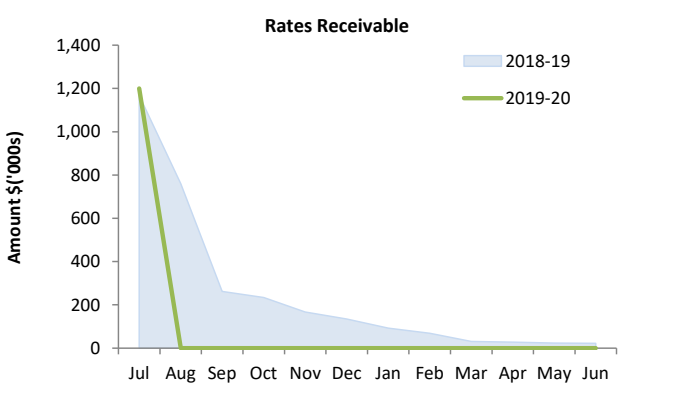
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

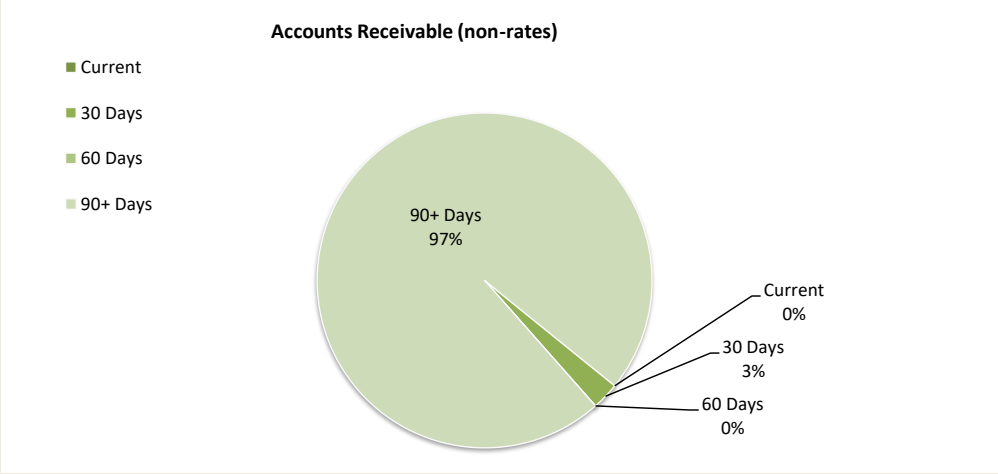
Rates Receivable	30 Jun 2019	31 Jul 19
	$	$
Opening Arrears Previous Years	28,773	22,124
RATES - levied this year	1,076,237	1,141,636
RUBBISH - levied this year	32,908	33,352
ESL - levied this year	32,882	34,104
TOTAL - RATES/RUBBISH/ESL	1,142,027	1,209,092
Discounts Given	(38,202)	(1,428)
Less - Collections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

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

Amounts shown above include GST (where applicable)

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





Collected	Rates Due
2.4%	$1,199,843

Debtors Due
$6,226

Over 30 Days
100%

Over 90 Days
97.3%

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

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

Other Current Assets	Opening Balance 1 July 2019	Movement Increase/ (Decrease)	Closing Balance 31 July 2019
	$	$	$
Inventory			
Stock on Hand - Depot Fuel	5,165	280	5,445
Stock on Hand - Fuel Facility ULP	6,684	4,743	11,427
Stock on Hand - Fuel Facility Diesel	21,290	(4,143)	17,147
Stock on Hand - Materials	3,533	0	3,533
Stock on Hand - Gravel	29,900	0	29,900
Accrued Revenue			
Accrued Revenue - WANDRAA	741,242	(200,919)	540,323
Total Other Current assets			**607,775**
Amounts shown above include GST (where applicable)			

KEY INFORMATION

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:
- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Inventory

Inventories are measured at the lower of cost and net realisable value.
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Borrowing costs and holding charges incurred after development is completed are expensed.

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

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

CONTRACT ASSETS

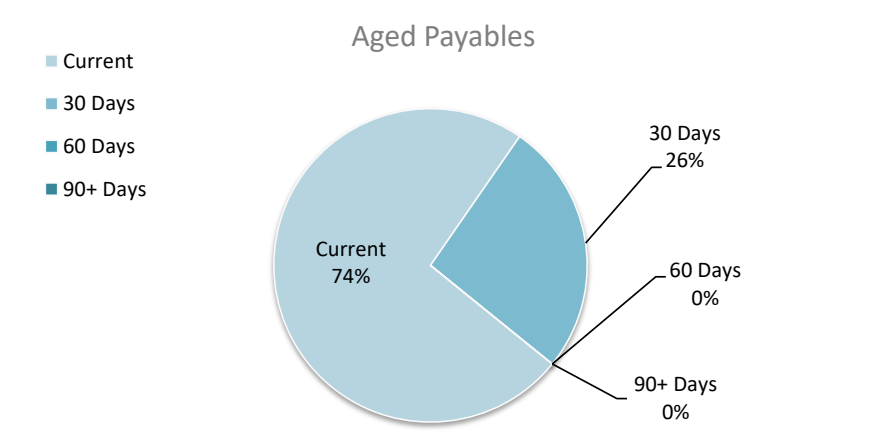
A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

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

OPERATING ACTIVITIES
NOTE 5
Payables

Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Payables - General	0	105,936	37,601	0	0	143,537
Percentage	*0%*	*73.8%*	*26.2%*	*0%*	*0%*	
Balance per Trial Balance						
Sundry creditors						143,537
Other Liabilities/Payables						86,089
Accrued Wages						0
Accrued Interest On Loans						2,788
Total Payables General Outstanding						**232,414**
Amounts shown above include GST (where applicable)						

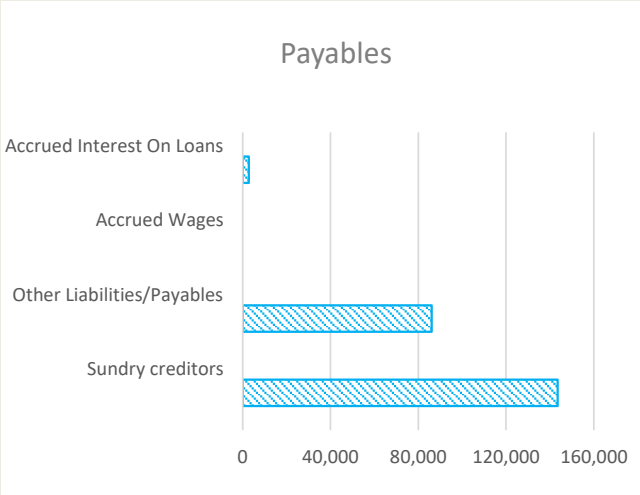
KEY INFORMATION
Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability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

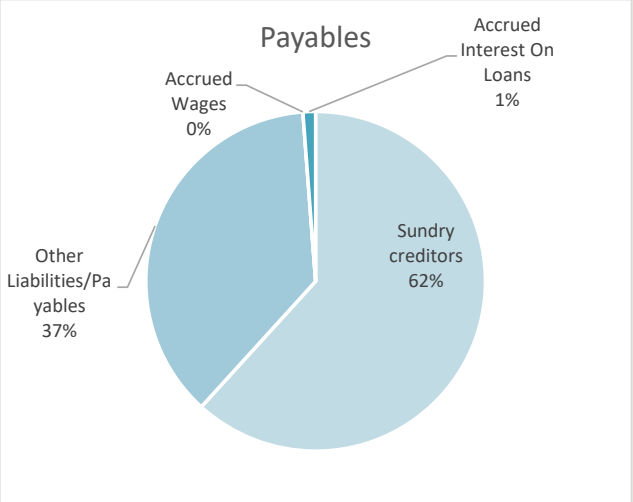


Creditors Due
$232,414

Over 30 Days
26%

Over 90 Days
0%



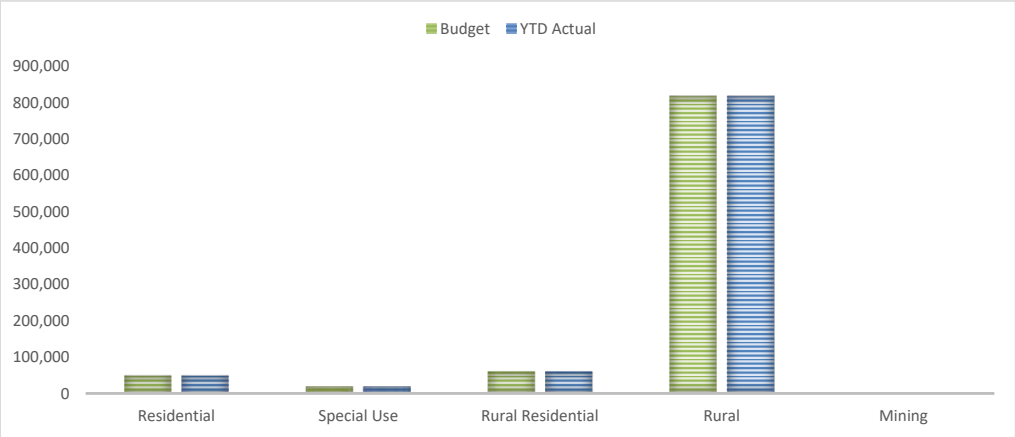


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019

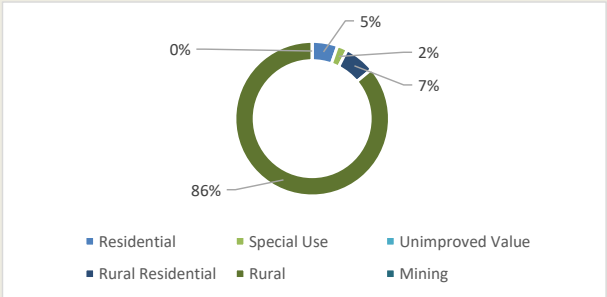
OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

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

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



General Rates		
Budget	**YTD Actual**	**%**
$1.1 M	**$1.14 M**	**1.04**

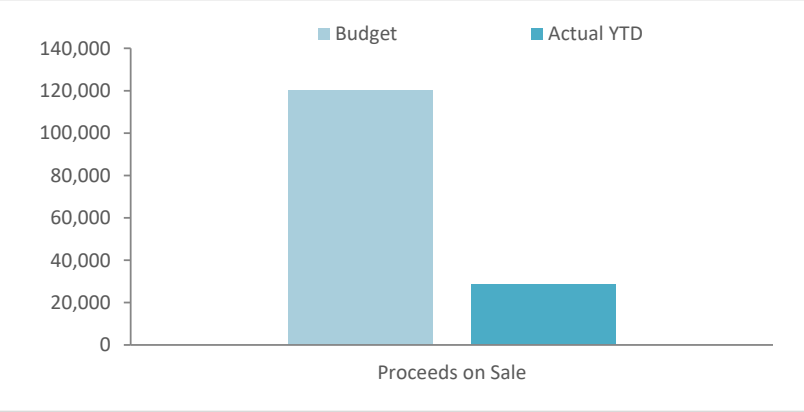


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

		Budget				YTD Actual			
Asset Ref.	Asset Description	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		$	$	$	$	$	$	$	$
	Plant and equipment								
	Governance								
	0WD - Replacement	37,868	32,000	0	(5,868)	37,718	28,407	0	(9,311)
	Transport								
	WD001 - Toyota Hilux	21,946	22,000	54	0	0	0	0	0
	Loader	66,588	66,000	0	(588)	0	0	0	0
		126,402	**120,000**	**54**	**(6,456)**	**37,718**	**28,407**	**0**	**(9,311)**

KEY INFORMATION



Proceeds on Sale		
Annual Budget	YTD Actual	%
$120,000	$28,407	24%

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

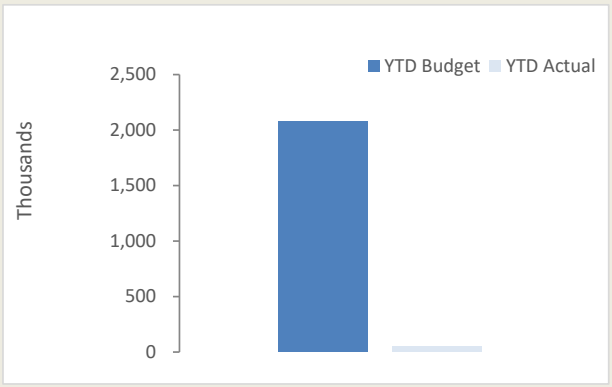
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital Acquisitions	Adopted Budget	YTD Budget	YTD Actual	YTD Actual Variance
	$	$	$	$
Buildings - specialised	**20,500**	**0**	**0**	0
Furniture and equipment	**40,000**	**12,000**	**10,420**	1,580
Plant and equipment	**415,000**	**45,000**	**36,589**	8,411
Infrastructure - Roads	**850,267**	**0**	**0**	0
Infrastructure - Bridges	**750,000**	**0**	**0**	0
Capital Expenditure Totals	**2,075,767**	**57,000**	**47,009**	**9,991**
Capital Acquisitions Funded By:				
	$	$	$	$
Capital grants and contributions	**1,260,439**	**105,036**	**0**	(105,036)
Other (Disposals & C/Fwd)	**120,000**	**28,407**	**28,407**	0
Cash Backed Reserves				
Plant Replacement Reserve	**200,000**	**0**	**0**	0
Contribution - operations	**495,328**	**82,555**	**18,602**	(63,952)
Capital Funding Total	**2,075,767**	**215,998**	**47,009**	**(168,988)**

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	$2.08 M	$.05 M	2%

Capital Grant	Annual Budget	YTD Actual	% Received
	$1.26 M	$. M	0%

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

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure Total
Level of Completion Indicators

0%
20%
40%
60%
80%
100%
Over 100%

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

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

	Account Description	Adopted Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Land & Buildings					
E14570	Solarpower (CRC Building, Office, Dunmall Drive)	20,500	0	0	0
Plant & Equipment					
E14550	0WD - Replacement	45,000	45,000	36,589	8,411
E12360	WD001 - Toyota Crew Cab Ute	37,000	0	0	0
E12360	Loader	280,000	0	0	0
E12360	Utility	40,000	0	0	0
E13585	Fixed Standpipe Water Controller	13,000	0	0	0
Furniture & Equipment					
E14560	Office IT Server	40,000	12,000	10,420	1,580
Roads					
RRG201	RRG - York Williams Rd - Reconstruct & Seal - Slk15.62 To Slk 20.62	352,677	0	0	0
RRG202	RRG - 14 Mile Brook Road - Reconstruction - Slk11.75 To Slk13.79	182,598	0	0	0
R2R201	Roads To Recovery 2019-2020	146,917	0	0	0
MUN201	Municipal Roads Construction 2019/2020	168,075	0	0	0
Bridge					
E12120	Fourteen Mile Brook Rd	750,000	0	0	0
Grand Total		**2,075,767**	**57,000**	**47,009**	**9,991**

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

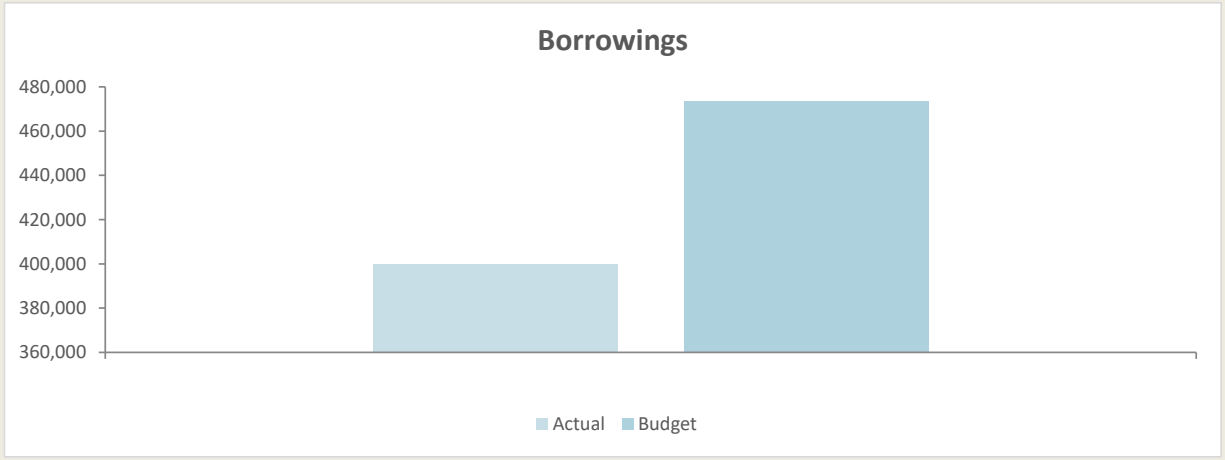
FINANCING ACTIVITIES
NOTE 9
BORROWINGS

Repayments - Borrowings

Information on Borrowings		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	1 July 2019	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	$	$	$	$	$	$	$	$	$
General purpose funding									
Short Term Lending Facility	400,000	0	0	400,000	400,000	0	0	1,171	1,600
Housing									
5 Dunmall Drive	73,507	0	0	0	73,507	73,507	0	361	1,376
	473,507	0	0	400,000	473,507	73,507	0	1,532	2,976
Total	473,507	0	0	400,000	473,507	73,507	0	1,532	2,976
Current borrowings	473,507					73,507			
	473,507					73,507			

All debenture repayments were financed by general purpose revenue.

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



Principal Repayments
$400,000

Interest Earned	Interest Expense
$443	$1,532

Reserves Bal	Loans Due
$.34 M	$.07 M

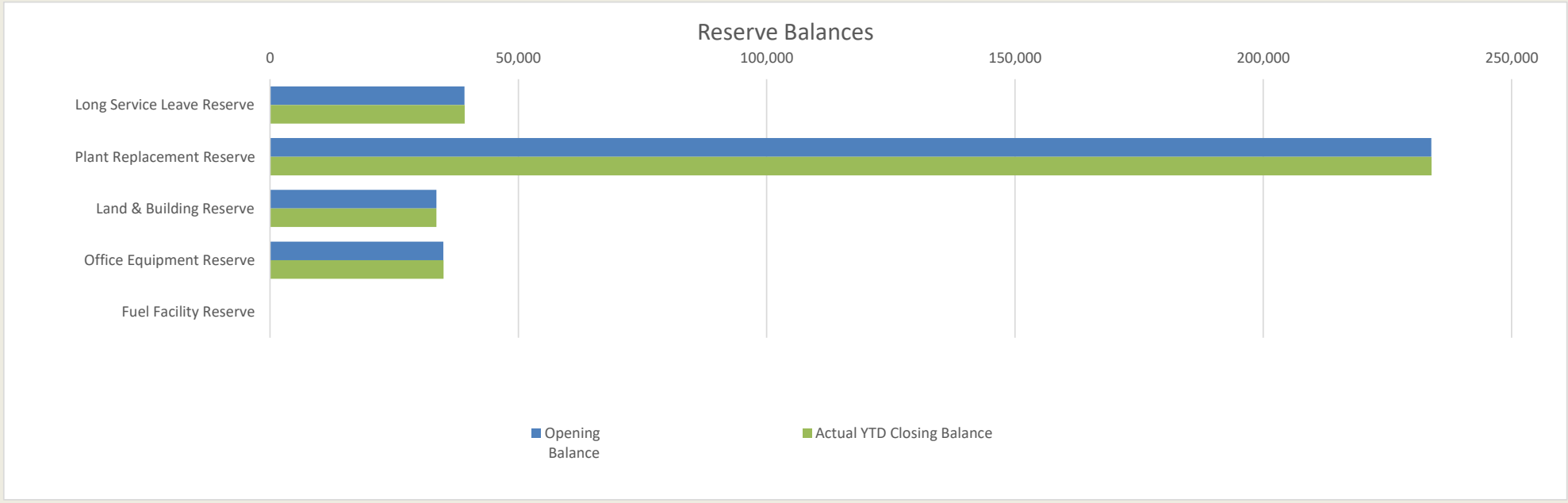
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2019

OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

Cash Backed Reserve

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

KEY INFORMATION



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

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

Other Current Liabilities	Note	Opening Balance 1 July 2019	Liability Increase	Liability Reduction	Closing Balance 31 July 2019
		$	$	$	$
Provisions					
Annual leave		55,707	0	0	55,707
Long service leave		19,028	0	0	19,028
Contract Liabilities					
Unspent grants, contributions and reimbursements		45,796	0	0	45,796
Lease liability		0	0	0	0
Total Other Current assets					**120,531**

Amounts shown above include GST (where applicable)

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

KEY INFORMATION

PROVISIONS

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

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

EMPLOYEE BENEFITS

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

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

NOTE 12(a)
OPERATING GRANTS AND CONTRIBUTIONS

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

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

NOTE 12(b)
NON-OPERATING GRANTS AND CONTRIBUTIONS

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

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

NOTE 13
TRUST FUND

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

Description	Opening Balance 1 July 2019	Amount Received	Amount Paid	Closing Balance 31 Jul 2019
	$	$	$	$
Town Planning Bonds	17,000	0	0	**17,000**
Fire Brigade Donations	3,340	0	0	**3,340**
Cleaning Bonds	1,070	0	0	**1,070**
Key Deposit Bonds	250	0	0	**250**
Cat Trap Bonds	150	0	0	**150**
Unallocated Funds	703	834	0	**1,537**
Declared Species Group	5,770	0	0	**5,770**
Housing Rental Bond	600	0	0	**600**
	28,883	**834**	**0**	**29,717**

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

NOTE 14
EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.
The material variance adopted by Council for the 2019-20 year is $5,000 or 10.00% whichever is the greater.

Reporting Program	Var. $	Var. %		Timing/ Permanent	Explanation of Variance
	$	%			
Revenue from operating activities					
Governance	800	0.00%			
General Purpose Funding - Rates	1,049,930	1144.89%	▲	Timing	
General Purpose Funding - Other	(23,500)	(97.40%)	▼	Timing	
Law, Order and Public Safety	(3,266)	(99.85%)			
Health	(233)	(100.00%)			
Education and Welfare	0	0.00%			
Housing	(1,189)	(23.80%)			
Community Amenities	30,045	734.42%	▲	Timing	
Recreation and Culture	(85)	(77.98%)			
Transport	50,671	1046.71%	▲	Timing	
Economic Services	6,373	10.17%	▲	Timing	
Other Property and Services	25,839	995.34%	▲	Timing	
Expenditure from operating activities					
Governance	(9,315)	(56.82%)	▼	Timing	
General Purpose Funding	(1,124)	(10.77%)			
Law, Order and Public Safety	5,400	43.93%	▲	Timing	
Health	477	24.42%			
Education and Welfare	55	45.45%			
Housing	1,665	54.13%			
Community Amenities	(1,598)	(9.15%)			
Recreation and Culture	13,102	73.77%	▲	Timing	
Transport	43,244	37.91%	▲	Timing	
Economic Services	7,563	10.35%	▲	Timing	
Other Property and Services	(18,291)	(644.05%)	▼	Timing	
Investing Activities					
Non-operating Grants, Subsidies and Contributions	(105,036)	(100.00%)	▼	Timing	
Proceeds from Disposal of Assets	0	0.00%			
Capital Acquisitions	9,991	17.53%	▲	Timing	
Financing Actvities					
Transfer from Reserves	0	0.00%			
Repayment of Debentures	0	0.00%			
Transfer to Reserves	0	0.00%			

16.4.MATTERS DEALT WITH UNDER DELEGATION FOR THE PERIOD 01/08/2019 – 31/08/2019

Issue #	Issue Date	Officer	Position	Delegation Number	Delegation Subject	Parties Concerned	Property Address	Suburb	Delegation Particulars	File Reference
1920-02	21/08/2019	Belinda Knight	CEO	Delegation 30	Building Permit - Shed	L & L Coonz	70 Wandoo Crescent	Wandering	Issue building permit	A237

16.5.COUNCIL/COMMITTEES - STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
20/06/2019	11.1	18.1.1	Wandering Heritage & Nature Walk Story	Defers any decision on this matter until such time as it has met with the Wandering Lions Club to resolve any outstanding issues.	Lions Club unable to attend until August. Meeting held 06/09/2019 – all matters resolved.	06/09/2019
18/07/2019	10.1		Policy Manual Review	Adopts the attached Policy Manual, with the exception of: Policy 9 – to be reviewed by the CEO and represented Policy 34 (not required) Policy 49 – to be reviewed by the CEO and represented Policy 59 – to be reviewed by the CEO and represented Policies 61 & 62 to be referred to the BFAC for advice	Policy Manual Adopted, awaiting Delegation Register to be adopted to cross reference both documents. Policies withdrawn for review will be presented by October 2019 Policy 9 – resubmitted 19/09/2019	
18/07/2019	10.3		Wandering Town Dams 1 and 2	Authorise the CEO to commence proceedings to secure part of Reserve 29674, as delineated in pink on the attached map, to be vested in the Shire for the purposes of "Community Water Supply".	Email 19/07/2019 – Correspondence 31/07/2019 Water Corp undertaking due diligence. Awaiting Draft Licence	
18/07/2019	15.1		Confidential – Orix Utilty – Option to Purchase	Authorises the CEO to purchase the 2017 Toyota Hilux SR 2.8l turbo diesel from Orix Australia for a price not exceeding $43,565 including GST.	EMTS – email to Orix awaiting confirmation of purchase price.	
18/07/2019	15.3		Confidential – Waste Collection Quote – RFQ2019/03 – Joint with Shire of Williams	Authorise the CEO to advise the Shire of Williams that its preferred option is to enter into a joint five (5) year contract with the Shire of Williams with Avon Waste as the preferred supplier, and as per the scope of services outlined in the Request for Quote documentation, noting that the SUEZ North Bannister Landfill is the Shire of Wandering's preferred disposal site.	Advised Shire of Williams 19/07/2019 Meeting with Avon Waste scheduled 06/08/2019 Contract in place	06/08/2019
15/08/2019	10.3		Industrial Estate – Stage 2	Pending further advice from the Shire's Consultant Town Planner, reserve any decision on the future development of Stage 2 of the	See further report 19/09/2019	

				Industrial Estate until the following matters are addressed to the satisfaction of Council: • Whether the Local Planning Strategy needs to be modified; • Preparation of a Scheme Amendment; •What site-specific investigations from other consultants would be needed; • Potential costs and timeframe.		
15/08/2019	10.4		Style Guide – Logo & Stationary	That Council establishes a "Style Guide Working Group" comprising three Councillors and two staff to work with the Shire's Graphic Designers to develop a new style guide for the Shire's stationery. The Councillors on this working group are: Cr Whitely, Cr Price and Cr Watts.	Pending	
15/08/2019	10.5		Cemetery Fees	• Pursuant to s53(1) of the Cemeteries Act 1986, sets the following fees and charges; and • Authorises the CEO to publish the adopted fees and charges in the next available Government Gazette.	Pending	
15/08/2019	10.6.1		Request to Waive Building Site Refuse Disposal Fees	Do not 'Authorise the CEO to refund Mr D Cornish the amount of $580 paid for the "Building Site – Refuse Disposal" fee.'	Advised Mr Cornish via email.	20/08/2019
15/08/2019	10.6.2		Policy & Delegation – Building Site Refuse Bonds	Requests the CEO to provide further information on the following: • Draft Policy 66 – Building Site – Refuse Disposal; and • Draft Delegation 53 – Building Site Refuse Disposal Bond.	Pending	
15/08/2019	10.7		Policy 12 – Amendment to Purchasing Thresholds	Amend the Purchasing Thresholds table replacing "Up to $1,000" with "Up to $3,000" and "$1,001 - $9,999" with "$3,001 - $5,000"	Policy Amended	19/08/2019
15/08/2019	11.1		Write Off Rates – A408 & A409	Authorises the CEO to write off the following unrecoverable debts totalling $56.98: • A408 - $49.26 • A409 - $ 7.72	Rates written off processed	19/08/2019
15/08/2019	11.2		Application for Planning Approval – Outbuilding – Lot 17 Wandoo Crescent	Approves the application for planning approval to construct an outbuilding at Lot 17 (70) Wandoo Crescent, Wandering, subject to conditions and advice notes: Conditions	Town Planning Approval issued	19/08/2019

17. CLOSURE OF MEETING