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MINUTES

Shire of Wandering Council Meeting 19 September 2024

OUR VISION

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

These Minutes of the Council meeting held 19 September 2024 are confirmed as a true and correct record of proceedings without amendment. Confirmed on 17 October 2024 by the Presiding Member, Cr I Turton.

.....
Cr Turton Presiding Member

DISCLAIMER

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The purpose of this council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

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

Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision.

The Shire of Wandering expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the Council meeting.

Alan Hart
Chief Executive Officer

SHIRE OF WANDERING

Minutes of the Ordinary Meeting of Council held in the Council Chambers on Thursday 19 September 2024.

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1. Declaration of Opening / Announcements of Visitors

The Presiding member opened the meeting at 3.35pm.

2. Attendance / Apologies / Approved Leave of Absence

Councillors

Cr Ian Turton (Shire President)
Cr Sheryl Little (Deputy Shire President)
Cr Lou Cowan
Cr Dennis Jennings
Cr Alan Price
Cr Max Watts (from 3.37pm)
Cr Gillian Hansen

Staff

Alan Hart (Chief Executive Officer)

Apologies

Karl Mickle (Operations Manager)

Members of the Public

Nil.

Cr Max Watts arrived at 3.37pm.

3. Announcements by the Presiding Member

4. Response to Previous Public Questions Taken on Notice

Nil.

5. Public Question Time

Nil.

6. Petitions / Deputations / Presentations / Submissions

Nil.

7. Applications for Leave of Absence

Cr Ian Turton will be an apology for the November Ordinary Council Meeting.

8. Disclosures of Interest

Nil.

9. Confirmation of Minutes of Previous Meetings Held

9.1 Ordinary Council Meeting Minutes – 15 August 2024

Statutory Environment:

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

Voting Requirements:

Simple Majority

010924 Moved: Cr R Cowan Seconded: Cr G Hansen

Recommendation and Council Decision:

That the Minutes of the Ordinary Meeting of Council held on 15 August 2024 be confirmed as true and correct.

Carried 7/0

For: Cr Turton, Cr Little, Cr Cowan, Cr Jennings, Cr Price, Cr Watts. Cr Hansen

Against: Nil

10. Reports of Committees of Council

Community Centre kitchen and storeroom upgrade awarded to Stallion Homes. Construction to commence next week.

11. Reports from Councillors

Cr Ian Turton (President)

Thanks to Council for everything they have done for the 150th Celebrations. CEO had round table meeting after WALGA annual conference. CEO, Shire President and Deputy President met with Shelly Payne.

Cr Sheryl Little (Deputy President)

Cr Lou Cowan

Cr Gillian Hansen

Cr Dennis Jennings

Cr Alan Price

Attended Newmont Community Reference Group Meeting.

Cr Max Watts

12. Chief Executive Officer

12.1 Shire of Wandering Policy Manual Review

File Reference:	11.111.11101
Author:	Lisa Boddy, Executive Assistant
Authorising Officer	Alan Hart, Chief Executive Officer
Date:	2 August 2024
Disclosure of Interest:	Nil
Attachments:	Policy 45 Community Engagement
Previous Reference:	Item 12.1 Ordinary Council Meeting 15 August 2024

Summary:

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

Background:

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

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

As there are currently 91 policies of the Shire it is proposed that each month one to three policies are reviewed by Council, this will ensure that all policies are reviewed in the stated three year period.

Comment:

One policy is to be reviewed this month:

- Policy 45 Community Engagement

This policy was presented to the General Planning Forum on 5 September 2024. Changes were made as indicated in the attachment.

Consultation:

Chief Executive Officer
Elected Members

Statutory Environment:

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

Policy Implications:

As reviewed.

Financial Implications:

Nil.

**Strategic Implications:
Provide Strong Leadership**

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

Sustainability Implications:

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

Risk Implications:

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

Voting Requirements:

Simple Majority

020924 Moved: Cr S Little Seconded: Cr G Hansen

Recommendation and Council Decision:

That Council adopts the following policy with any amendments made.

- **Policy 45 – Community Engagement**

Carried 7/0

For: Cr Turton, Cr Little, Cr Cowan, Cr Jennings, Cr Price, Cr Watts. Cr Hansen

Against: Nil

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

POLICY NO:	45
DATE LAST REVIEWED:	17/09/2020 16/09/2021 19/09/2024

LEGAL (PARENT):	<i>S5.56 Local Government Act 1995</i>
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LEGAL (SUBSIDIARY):	
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DELEGATION OF AUTHORITY APPLICABLE:	
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DELEGATION NO.	
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ADOPTED POLICY	
TITLE:	Community Engagement and Consultation
OBJECTIVE:	To provide guidance to the Council and community on when community engagement activities should be undertaken and the level of engagement to be carried out, other than notification and consultation conducted in accordance with statutory requirements

POLICY STATEMENT

The Shire of Wandering recognises that community engagement and the opportunity for the community to participate in planning for the future are vital in ensuring we meet our strategic objective "Community Engagement" in Wandering's Community Strategic Plan: 2018 – 2028 and "Community Consultation Process" in Disability Access and Inclusion Plan.

Community Engagement is about involving the community in decisions which affect them, and to be responsive to the needs of the community. Community is defined in the broadest possible sense to include Shire of Wandering residents, ratepayers (owners and occupiers), business proprietors, community groups, and visitors. Community engagement does not mean achieving consensus. However, it does involve seeking broad, informed agreement and the best possible solution for Council and the community.

At times it may also include other tiers of government, neighbouring Councils and other stakeholders with an interest in the Shire of Wandering. In effectively engaging the community, many diverse and different views and opinions may be conveyed to Council. Council may not always be able to reconcile these differences, nor make decisions or take actions that align with everyone's viewpoint.

1. FRAMEWORK

The Shire's approach to community engagement is based on the spectrum of engagement activities as advocated by the International Association for Public Participation. The four levels of participation are:

INFORM	CONSULT	INVOLVE	COLLABORATE	
PUBLIC PARTICIPATION GOAL				
To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/ or solutions	To obtain public feedback on analysis, alternatives and/ or decisions	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	

ASSURANCE TO THE PUBLIC				
We endeavour to keep you informed	We endeavour to keep you informed, listen to and acknowledge concerns and aspirations.	We endeavour to work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed.	We endeavour to look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible	

2. WHEN ENGAGEMENT IS TO BE UNDERTAKEN

The Shire of Wandering endeavours to undertake community engagement when:

- (a) A decision is likely to have significant impact on an individual or group in the community
- (b) There is, or likely to be, strong community concern or interest in the issue;
- (c) The proposal before the Council is anticipated to have significant impact on the economy, lifestyle and/or environment of the Shire and/or its residents;
- (d) Significant changes to the current or future use of land or infrastructure within the Shire is being considered;
- (e) Information is needed by Council about community needs, priorities or values to ensure planning is appropriate and responsive;
- (f) The Council wishes to ensure all groups, including minority or disadvantaged groups have information about an opportunity to contribute to the operations and/or the planning for the Council's services, facilities and programmes.

There are 4 impact levels to measure the need for Community Engagement, where impact relates to the 'effect of an action or change on the Community.' The impact levels are as follows:

LEVEL OF IMPACT	BRIEF DESCRIPTION
Level 1	High level of impact overall or a large part of Wandering.
Level 2	High level impact of a local nature, eg a local area, specific community or user group
Level 3	Lower level of impact overall or a large part of Wandering.
Level 4	Lower level of impact of a nature, eg a local area, specific community or user group

The level of community engagement undertaken relates directly to the level of community involvement required, and should always be appropriate to the nature, complexity and impact of the issue, plan or strategy. In some cases, it may not be practicable when:

- (a) The Council is to decide quickly in the interest of the Shire (e.g. Public Safety);
- (b) The advice or decision is to another tier of Government about matters of broad interest (in common) to constituents of the State;
- (c) The decision concerns day to day administrative matters

3. ROLES AND RESPONSIBILITIES

3.1 COUNCIL

The Council is elected to make decisions on behalf of the people of the Shire of Wandering. To do so effectively, the Council may have a need to inform themselves of current community attitudes and opinions on the issue(s).

All community engagement is undertaken in a manner that is consistent with legal obligations under;

- (a) The Commonwealth Disability Discrimination Act 1992 (that is, open and accessible to all members of the community);
- (b) The Information Privacy Act 2000 (regarding the handling of all personal information); and
- (c) Any other relevant legislation which may relate to an issue

3.2 COMMUNITY

The Community is expected to:

- (a) Inform themselves about Council functions, initiatives, activities and objectives and participate in civic affairs;
- (b) Acknowledge that the Council is made up of duly elected representatives of the community and it is their role to make decisions on behalf of the community;
- (c) Acknowledge that submissions addressing matters that are objective are generally considered more highly than those that demonstrate bias, or are subjective, or hypothetical; and

ASSOCIATED DOCUMENTS

Shire of Wandering Community Strategic Plan: 2018-2028

Shire of Wandering Disability Access and Inclusion Plan:

12.2 New Policy – Fraud, Corruption and Misconduct	
File Reference:	11.111.11101
Author:	Lisa Boddy, Executive Assistant
Authorising Officer	Alan Hart, Chief Executive Officer
Date:	9 September 2024
Disclosure of Interest:	Nil
Attachments:	Proposed Policy 92 Fraud, Corruption and Misconduct
Previous Reference:	N/A

Summary:

The purpose of this report is to present a Fraud, Corruption and Misconduct Policy for Council consideration.

Background:

The development of a Fraud, Corruption and Misconduct policy is a recommendation from the Local Government (Audit) regulation 17 review that was undertaken in June 2024

Comment:

It is recommended that Council adopt the Fraud, Corruption and Misconduct Policy in order to clearly outline the Council process of identification and implementation of strategies to prevent, detect and respond to fraud and corruption.

Draft Policy is attached.

Consultation:

Chief Executive Officer
 A/Chief Executive Officer
 Elected Members

Statutory Environment:

Fraud and Corruption Control Standards (AS 8001-2008)
Public Interest Disclosure Act 2003
Corruption, Crime and Misconduct Act 2000

Policy Implications:

Nil.

Financial Implications:

Nil.

Strategic Implications:

Provide Strong Leadership

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

Sustainability Implications:

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

Risk Implications:

Without a clear Fraud, Corruption and Misconduct Policy the Shire is more vulnerable to fraudulent activities which can lead to substantial financial losses. Instances of fraud and misconduct can severely damage the Shire's reputation and could lead to increased costs for remediation efforts.

Voting Requirements:

Simple Majority

Recommendation:

That Council adopts the following policy with any amendments made.

- **Policy 92 – Fraud, Corruption and Misconduct**

030924 Moved: Cr M Watts Seconded: Cr S Little

Council Decision:

That Council defer to discuss at the next General Planning Forum in order to obtain further information about the Public Interest Disclosure.

Carried 7/0

For: Cr Turton, Cr Little, Cr Cowan, Cr Jennings, Cr Price, Cr Watts, Cr Hansen

Against: Nil

POLICY TYPE:
DATE ADOPTED:

POLICY NO:	92
DATE LAST REVIEWED:	

LEGAL (PARENT):	<i>Local Government Act 1995</i>
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LEGAL (SUBSIDIARY):	
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DELEGATION OF AUTHORITY APPLICABLE:
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DELEGATION NO.

ADOPTED POLICY	
TITLE:	Fraud, Corruption and Misconduct
OBJECTIVE:	To articulate the Shire’s commitment to a zero-tolerance approach to fraud, misconduct, bribery and corruption through the identification and implementation of strategies to prevent, detect and respond to fraud and corruption.

DEFINITIONS

Fraud is defined by Australian Standard AS8001 – 2008 as: “Dishonest activity causing actual or potential financial loss to any person or entity including theft of monies or other property by employees or persons external to the entity and where deception is used at the time, immediately before or immediately following the activity.”

Fraud can take many forms including:

- The misappropriation of assets;
- The manipulation of financial reporting (either internal or external to the Shire); and
- Corruption involving abuse of position for personal gain.

Corruption is defined by Australian Standard AS8001 – 2008 as:

“Corruption is dishonest activity in which an employee or contractor of the entity acts contrary to the interests of the entity and abuses their position of trust in order to achieve some personal gain or advantage for themselves or for another person or organisation. The concept of corruption’ can also involve corrupt conduct by the entity, or a person purporting to act on behalf of and in the interests of the entity, in order to secure some form of improper advantage for the entity.”

Corruption is any deliberate or intentional wrongdoing that is improper, dishonest or fraudulent and may include:

- Conflict of interest;
- Failure to disclose acceptance of gifts or hospitality;
- Acceptance of a bribe;
- Misuse of internet or email; or
- Release of confidential or private information or intellectual property.

Corrupt conduct tends to show a deliberate intent or an improper purpose and motivation and may involve conduct such as the deliberate failure to perform the functions of office properly; the exercise of a power or duty for an improper purpose; or dishonesty.

POLICY STATEMENT

The Shire of Wandering has adopted a zero-tolerance approach to Fraud and Corruption and will appropriately deal with all allegations and suspected instances of Fraud and Corruption. This includes notifying, reporting or referring any such instances to the appropriate authority for investigation and possible prosecution.

In accordance with the best practice guidance as set out in the Fraud and Corruption Control Standards (AS 8001-2008) the Shire will —

- provide a complainant with access to an open and responsive complaints process;
- enhance an organization's ability to manage complaints in a consistent, systematic and responsive manner;
- enhance an organization's ability to identify trends and eliminate causes of complaints and
- improve the organization's operational effectiveness;
- encourage and support staff to improve their skills in complaint management;
- provide a basis for the ongoing review and analysis of the complaint management system, resolution of complaints, and process improvements made; and
- reduce the likelihood of complaints developing into ongoing disputes.

Policy Scope

This policy applies to:

- Elected Members;
- Committee Members;
- All employees whether by way of appointment, secondment, contract, temporary arrangement or volunteering, work experience, trainees and interns;
- Any external party involved in providing goods or services to the Shire, such as contractors, consultants, outsourced service providers and suppliers.

Fraud and Corruption Management

This Policy along with the Code of Conduct, the Shire's values and culture and its governance and risk management policies all operate in synergy to prevent, detect and respond to potential or actual fraud and misconduct. The Shire's organisational structure provides clearly defined responsibilities and appropriate segregation of duties and controls within systems, particularly financial and procurement, that inhibits opportunities for fraud to occur. The zero-tolerance tone is set by the Chief Executive Officer and the Senior Leadership Team. The structure also includes an independent external audit function that receives reports from the Chief Executive Officer on the appropriateness and effectiveness of internal control, legislative compliance and risk management.

To provide guidance to Council members, committee members, contractors, employees, and volunteers, rules and requirements will be enforced as prescribed in relevant legislation as per the Code of Conduct. When any of the above are acting on behalf of the Shire, they must hold our values and code in the highest esteem.

The strategies relating to planning and resourcing, prevention, detection and response of fraud and corruption control includes but is not limited to:

- Training and awareness;
- Pre-employment screening;
- Risk assessment;
- Internal and external audit;
- Whistleblowing; and
- Investigation procedures

Reporting Serious or Minor Misconduct

A Public Officer or any other person may report to the Corruption and Crime Commission (CCC) or the Public Sector Commission (PSC) on any matter which that person suspects on reasonable grounds concerns or may concern serious or minor misconduct. Information on reporting to the appropriate authority is available on respective websites:

Public Sector Commission (PSC) : <https://publicsector.wa.gov.au/conduct-integrity/minor-misconduct>

Corruption and Crime Commission (CCC) : <https://www.ccc.wa.gov.au/reporting-corruption>

Public Interest Disclosure

Any person may make an appropriate disclosure of public interest information to a proper authority (includes a local government). The legislation which governs such disclosures is the *Public Interest Disclosure Act 2003*. A disclosure can be made by anyone and may be made anonymously. If disclosures are made in accordance with the Act, the person making them is protected from reprisal. This means that the person enjoys immunity from civil or criminal liability and is protected from any disciplinary action or dismissal. The Act requires local governments to appoint a person, known as the Public Interest Disclosure Officer (PID Officer), to whom disclosures may properly be made. The PID Officer should be consulted when considering whether to make a disclosure. The CEO has been appointed as the PID officer for the Shire of Wandering.

Disciplinary and Recovery Action

The Shire will respond to all instances of Fraud, Corruption and Misconduct in accordance with its complaints and grievances handling process which may lead to termination. The Shire will also seek to recover any losses it may have suffered through Fraud, Corruption and Misconduct.

Roles and Responsibilities

Council

Council has the responsibility to adopt the Fraud and Corruption policy and to adhere to the policy.

Audit Committee

In relation to fraud control, the Audit Committee's responsibilities include:

- overseeing development and implementation of policies and procedures, to provide assurance that the entity has appropriate processes and systems in place to prevent, detect and effectively respond to fraud and corruption; and
- providing leadership in preventing fraud and corruption.

Chief Executive Officer

The Chief Executive Officer:

- applies the Shire's resources to fraud prevention and ensures the implementation of adequate controls for managing fraud and corruption risks within the Shire.
- under the *Corruption, Crime and Misconduct Act 2003* must notify the Corruption and Crime Commission or the Public Sector Commission if misconduct is suspected.

Employees

All employees have a responsibility to contribute to preventing fraud and corruption by following the Code of Conduct, complying with controls, policies, processes, resisting opportunities to engage in fraudulent or corrupt behaviour and reporting suspected fraudulent or corrupt incidents or behaviour.

Procedure for handling complaints relating to PID Officer:

If the complaint relates to the PID officer who is the CEO, the complaining officer may report the allegation to the Corruption & Crime Commission (CCC). or Public Sector Commission (PSC) provided there are reasonable grounds or concerns over the misconduct.

Alternatively, the complaining officer can report the allegation to the Shire President who will make necessary arrangements to investigate the matter independently in compliance with the local government act and regulations.

ASSOCIATED DOCUMENTS

Nil.

12.3 New Policy – Whistleblower (Public Interest Disclosure)

File Reference:	11.111.11101
Author:	Lisa Boddy, Executive Assistant
Authorising Officer	Alan Hart, Chief Executive Officer
Date:	9 September 2024
Disclosure of Interest:	Nil
Attachments:	Proposed Policy 93 Whistleblower (Public Interest Disclosure)
Previous Reference:	N/A

Summary:

The purpose of this report is to present a Whistleblower (Public Interest Disclosure) Policy for Council consideration.

Background:

The development of a Fraud, Corruption and Misconduct policy is a recommendation from the Local Government (Audit) regulation 17 review that was undertaken in June 2024

Comment:

It is recommended that Council adopt the Whistleblower (Public Interest Disclosure) Policy in order to encourage Employees, Elected Members, contractors, consultants and members of the public, to report unlawful unethical, or undesirable conduct (Misconduct) that they genuinely believe has been committed by a person or persons in breach of the Shire of Wandering’s Code of Conduct, policies or the law.

Draft Policy is attached.

Consultation:

Chief Executive Officer
A/Chief Executive Officer
Elected Members

Statutory Environment:

- AS 8004–2003 (Whistle blower Protection Programs for Entities) AS 8001–2008 (Fraud and Corruption Control).
- *Public Interest Disclosure Act 2003 of Western Australia*
- *Public interest Disclosure regulations 2003*

Policy Implications:

Nil.

Financial Implications:

Nil.

Strategic Implications:

Provide Strong Leadership

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

Sustainability Implications:

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

Risk Implications:

Not having a whistleblower policy can lead to several risks for an organisation, including a lack of transparency and accountability, decreased employee morale and productivity, and potential financial losses and regulatory fines. It can also damage the organisation's reputation, erode public trust, and create a hostile work environment due to increased retaliation against those who report misconduct. Implementing a whistleblower policy helps mitigate these risks by providing a safe and structured way for employees to report concerns, ensuring issues are addressed promptly and appropriately.

Voting Requirements:

Simple Majority

Recommendation:

That Council adopts the following policy with any amendments made.

- **Policy 93 – Whistleblower (Public Interest Disclosure)**

040924 Moved: Cr M Watts Seconded: Cr R Cowan

Council Decision:

That the Policy be deferred to the next General Planning Forum for discussion to allow time for Council to consider how to better protect the whistleblower in the policy.

Carried 7/0

For: Cr Turton, Cr Little, Cr Cowan, Cr Jennings, Cr Price, Cr Watts. Cr Hansen

Against: Nil

POLICY TYPE:
DATE ADOPTED:

POLICY NO:	93
DATE LAST REVIEWED:	

LEGAL (PARENT):	<i>Local Government Act 1995</i>
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LEGAL (SUBSIDIARY):	
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DELEGATION OF AUTHORITY APPLICABLE:
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DELEGATION NO.

ADOPTED POLICY	
TITLE:	Whistleblower (Public Interest Disclosure)
OBJECTIVE:	To encourage Employees, Elected Members, contractors, consultants and members of the public, to report unlawful unethical, or undesirable conduct (Misconduct) that they genuinely believe has been committed by a person or persons in breach of the Shire of Wandering's Code of Conduct, policies or the law.

DEFINITIONS

N/A

POLICY STATEMENT

- The Shire of Wandering (Shire) is committed to the aims and objectives of the Public Interest Disclosure Act 2003. It recognises the value and importance of Employees and others to enhance administrative and management practices, and strongly supports disclosures being made as to alleged Misconduct.
- The Shire will not tolerate Misconduct and has developed this policy to assist Elected Members, Employees, contractors, consultants, and members of the public to raise concerns through a constructive and safe process.

Detail

The Policy has been developed to:

- Demonstrate the Shire's commitment to a fair workplace and outline the process for managing matters of Misconduct.
- Protect individuals who in good faith report conduct which they reasonably believe to be Misconduct, on a confidential basis, without fear of reprisal, dismissal or discriminatory treatment.
- Assist in ensuring that matters of Misconduct and / or unethical behaviour are identified and dealt with appropriately.
- State the Shire of Wandering's commitment to the aims and objectives of the Public Interest Disclosure Act 2003, the purpose of which is to facilitate the disclosure of information in the public interest, and to provide protection to those who make a disclosure or who are the subject of a disclosure.

Community Consultation

Policy does not require community consultation it is a statutory requirement

Governance

This Policy is required under legislation and is governed by the Public Sector Commissioner for issues relating to officers and contractors of the Shire or the Corruption and Crime Commission of Western Australia for matters relating to Elected Members.

Measures of Success

The success of this Policy will be measured in terms of the number of complaints being lodged through effective governance of the Shire's business.

Notes and Conditions

The Whistleblower Policy and Procedures will be reviewed periodically by the Audit Committee. A report will be made to the Council on the outcome of each review and all recommended changes to the Policy.

All information, documents, records and reports relating to the investigation of reported misconduct will be confidentially stored and retained in an appropriate and secure manner, in accordance with the Public Disclosure Act 2003.

ASSOCIATED DOCUMENTS

Policy 32 – Public Interest Disclosures

This policy has been drafted to comply with the:

- AS 8004–2003 (Whistle blower Protection Programs for Entities) AS 8001–2008 (Fraud and Corruption Control).
- *Public Interest Disclosure Act 2003 of Western Australia*
- Public interest Disclosure regulations 2003

12.4 Request for Memorial at Pumphreys Bridge

File Reference: 11.116.11602
Location: Pumphreys Bridge
Applicant: Ross Bishop
Author: Lisa Boddy, Executive Assistant
Authorising Officer: Alan Hart, Chief Executive Officer
Date: 9 September 2024
Disclosure of Interest: Nil
Attachments: Email from applicant
 Photo of Proposed Bench
 Policy 42 - Memorials on Land Under Control of Council
Previous Reference: N/A

Summary:

A request has been received to erect a memorial at Pumphreys Bridge in the way of a plaque and a tree or bench.

Background:

The request for memorial is for Edna Bishop who was born on her family farm in West Popanyinning with the Pumphreys Bridge area being well frequented by Mrs Bishop and her family. Her son, Ross Bishop, has advised that the family will cover the costs for the memorials.

Comment:

Policy 42 - Memorials on Land Under Control of Council has been included for Council's reference.

Consultation:

Nil.

Statutory Environment:

Shire of Wandering Policy 42 – Memorials on Land under Control of Council.

Policy Implications:

Nil.

Financial Implications:

No cost to the Shire as the family have offered to pay for the plaque. There may be a cost to the Shire in the way of labour to install the items if Council requires this.

Strategic Implications:

Retain and Grow out Population

Our Goals	Our Strategies
People feel safe, connected and actively involved in the community	Preserve our history

Sustainability Implications:

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

Risk Implications:

There are no known risk implications.

Voting Requirements:

Simple Majority.

050924 Moved: Cr G Hansen Seconded: Cr A Price

Recommendation and Council Decision:

That:

- Council approve the request for Ross Bishop to pay for a memorial plaque in the name of Edna Maude Bishop (nee Stevens).
- A final location to be agreed between Council and the Applicant.
- Installation of the memorial shall be at no cost to the Shire.
- the wording of the plaque, as requested, shall read:

*In memory of Edna Maude 'Steve' Bishop,
nee Stevens, 14/1/1914 to 4/10/2011*

*The Stevens family owned a farm in
West Popanyinning from 1903 to the early 1950s.
Pumphreys Bridge was an important recreation and social centre for the local community*

- Council approve the placement of a bench in line with the guidelines of Policy 42 - Memorials on Land under Control of Council.

Carried 7/0

For: Cr Turton, Cr Little, Cr Cowan, Cr Jennings, Cr Price, Cr Watts. Cr Hansen

Against: Nil

Subject:

FW: EM1326 - Request for tree or bench at Old Pumphreys Bridge

Dear Reception,

I am the son of Edna Maude Bishop, nee Stevens, who was born on 14 January 1921 on her family farm called "Allenbrae" in Stevens Road, West Popanyinning.

Edna was the youngest of 6 children born to Grace Robins (nee Daddow) and Charles Herbert Stevens. Charles and Grace purchased, developed and worked the farm from 1903 until they retired in the early 1950s. I understand that Stevens Road, where the farm is situated, is named after the Stevens family.

Edna was known as 'Steve' and went to primary school in Popanyinning, high school in Northam and moved to Perth in about 1938 to complete a secretarial course and then found office work there. She married Phillip Thomas Bishop at Pingelly on 9 May 1942. They had 4 children, Jan in 1943, Gail (now deceased) in 1946, me in 1951 and Ian in 1955. Edna passed away on 4 October 2011 at the age of 90.

We believe that Old Pumphreys Bridge was a significant recreation and social centre for the community, and it certainly was for Steve and her family. My siblings and I would like to request that we pay for a memorial to Steve and her family at Old Pumphreys Bridge in the form of small plaque (which we could arrange to council requirements if approved) and an approved tree or bench, whichever the Council prefers. (Our preference is for a bench with a plaque affixed. I have attached a photo of the type of bench we are hoping for.).

The plaque could read something like:

***In memory of Edna Maude 'Steve' Bishop,
nee Stevens, 14/1/1914 to 4/10/2011***

***The Stevens family owned a farm in
West Popanyinning from 1903 to the early 1950s
Pumphreys Bridge was an important recreation
and social centre for the local community***

Please do not hesitate to contact me if you have any questions about this request.

Kind regards,
Ross Bishop -
<Memorial bench - Collier Reserve Como.jpg>



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

POLICY NO:	42
DATE LAST REVIEWED:	17/09/2020 16/09/2021 14/02/2024

LEGAL (PARENT):	<i>Local Government Act 1995</i>
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LEGAL (SUBSIDIARY):	<i>Land Administration Act 1997</i>
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DELEGATION OF AUTHORITY APPLICABLE:
--

DELEGATION NO.

ADOPTED POLICY	
TITLE:	Memorials on Land under Control of Council
OBJECTIVE:	<ul style="list-style-type: none"> To preserve the amenity of public reserves by managing the placement of private monuments and memorials; and To provide guidelines on what memorials may be placed in public places and the process that needs to be followed to gain consent for the placement of a memorial. The application of this policy is to be in conjunction with the Shire of Wandering Council members, employees and community members.

DEFINITIONS

Memorials means structures made of concrete, natural stone, marble or timber or the like which have words inscribed onto them and make take on a variety of sizes and shapes including monuments.

Plinths means structures onto which plaques are attached. They may be made of concrete, natural stone, marble or timber or the like.

Public Land – means freehold land, road verges or Reserves under the care and control of the Shire.

POLICY STATEMENT

1. MEMORIALS LOCATED ON PUBLIC LAND

The creation or placement of memorials or monuments on public land is not permitted unless the consent of the Shire of Wandering is provided.

1.1 SEATS

Council approval is required for the placement of seats with plaques, including any proposed wording on the plaque on public land. Applications must be made in writing describing the proposed location and wording of the plaque.

The purchase and placement of the seat will be at the expense of the applicant and the seat must meet the specifications set by the Shire, depending upon the location.

If installation of the proposed seat is required, the cost will be charged in accordance with the Council's Adopted Fees and Charges.

1.2 PLINTHS AND ROCKS WITH PLAQUES

Council approval is required for the placement of plinths and/or rocks with plaques on public land. As a guide, Council expects the person, event or location is of historical significance.

The purchase and placement of the plinth and/or rock will be at the expense of the applicant and the plinth and/or must meet the specifications set by the Shire, depending upon the location.

If installation of the proposed plinth and/or rock is required, the cost will be charged in accordance with the Council's Adopted Fees and Charges.

1.3 TREES

Council approval is required for the planting of trees on public land. Council will generally not approve plaques to be placed on any tree.

The purchase and placement of the trees will be at the expense of the applicant and the location must meet the specifications set by the Shire, depending upon the location.

If installation of the proposed trees are required, the cost will be charged in accordance with the Council's Adopted Fees and Charges.

1.4 SCATTERING OF ASHES

The Chief Executive Officer may determine applications for the scattering of ashes on public land.

2. GENERAL

- (a) This policy does not apply to the erection of memorials and plaques to be placed in a cemetery or memorial gardens.
- (b) All plaques may be no larger than 150mm x 150mm, with the surrounding plinth or support / surround no larger than 200mm x 200mm.
- (c) No responsibility is to be taken by the Shire of Wandering for the ongoing maintenance of the memorials or plaques.
- (d) No responsibility is to be taken by the Shire of Wandering for any damage to any memorial or for their unauthorised removal.
- (e) The Shire of Wandering reserves the right to remove any memorials at any time.
- (f) In any cases not expressly covered by this Policy, Council adopts the Main Roads WA Roadside Memorial Policy and Guidelines.

12.5 Removal of Mortgage on Lot 9000 Dunmall Drive, Wandering

File Reference: A303
Location: Lot 9000 Dunmall Drive, Wandering
Applicant: N/A
Author: Alan Hart-Chief Executive Officer
Authorising Officer: Alan Hart-Chief Executive Officer
Date: 9 September 2024
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Nil

Summary:

For Council to approve the removal of a Mortgage from the Certificate of Title of Lot 9000 Dunmall Drive, Wandering.

Background:

At some point in the past, a mortgage was lodged against the title of Lot 9000, Dunmall Drive, Wandering by Westpac Bank. This mortgage is no longer required and needs to be removed from the title of this property and discharged by the Westpac Bank.

Comment:

This report and recommendation is for Council to resolve to remove the mortgage from the Title to Lot 9000, Dunmall Drive, Wandering and to request Westpac Bank to discharge the mortgage.

Consultation:

Nil

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Improve Our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> • Improve accountability and transparency • 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 • Reduce reliance on operational grants

Sustainability Implications:

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

Risk Implications:

Nil

Voting Requirements:

Simple Majority

060924 Moved: Cr S Little Seconded: Cr A Price

Recommendation and Council Decision:

That Council authorise the CEO to request that the Westpac Banking Corporation remove the Mortgage on Lot 9000 Dunmall Drive, Wandering and ensure that the appropriate documents are lodged with Landgate to remove the Mortgage on the Certificate of Title.

Carried 7/0

For: Cr Turton, Cr Little, Cr Cowan, Cr Jennings, Cr Price, Cr Watts. Cr Hansen

Against: Nil

13. Finance

13.1 Financial Report August 2024	
File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Bob Waddell
Authorising Officer	Alan Hart – Chief Executive Officer
Date:	13 September 2024
Disclosure of Interest:	N/A
Attachments:	August 2024 Financial Statements
Previous Reference:	Nil

Summary:

Consideration of the financial report for the period ending 31 August 2024.

Background:

The financial report for the period ending 31 August 2024 is included as an attachment.

Comment:

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

Consultation:

Not applicable.

Statutory Environment:

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

Policy Implications:

Not applicable.

Financial Implications:

Not applicable.

Strategic Implications:

Improve Our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> • 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 • Reduce reliance on operational grants

Improve Our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> • 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 • Reduce reliance on operational grants

Sustainability Implications:

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

Risk Implications:

Nil

Voting Requirements:

Simple Majority

070924 Moved: Cr G Hansen Seconded: Cr S Little

Recommendation and Council Decision:

That the financial report for the period ending 31 August 2024 as presented be accepted.

Carried 7/0

For: Cr Turton, Cr Little, Cr Cowan, Cr Jennings, Cr Price, Cr Watts, Cr Hansen

Against: Nil



SHIRE OF WANDERING

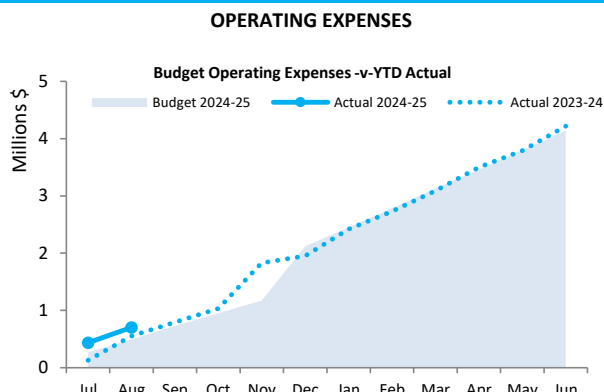
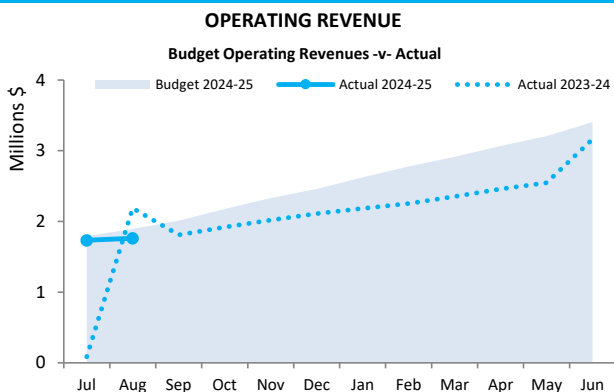
MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) FOR THE PERIOD ENDED 31 AUGUST 2024

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

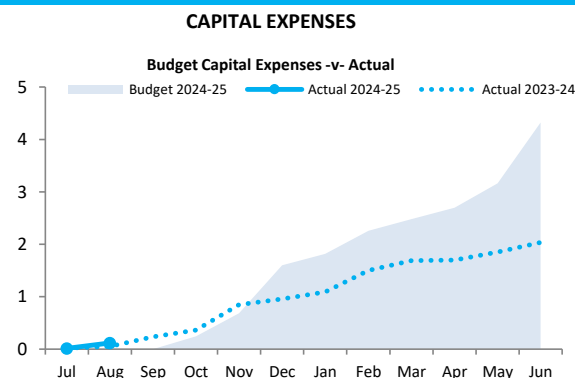
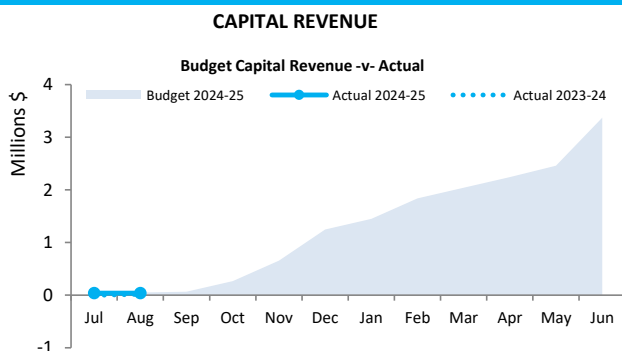
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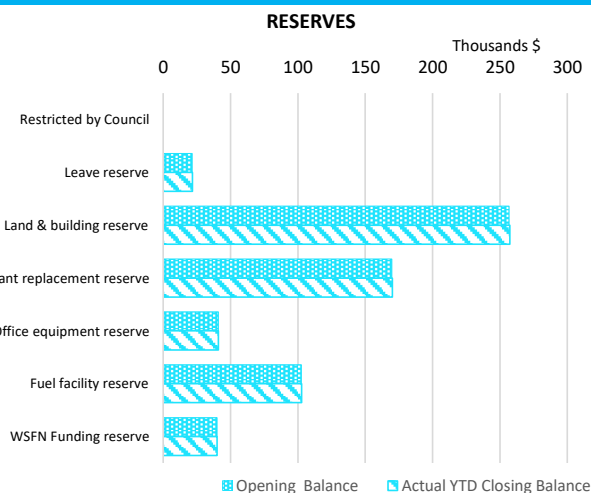
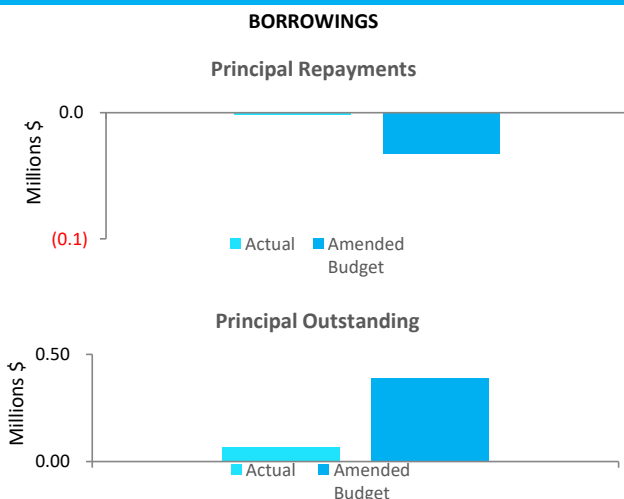
OPERATING ACTIVITIES



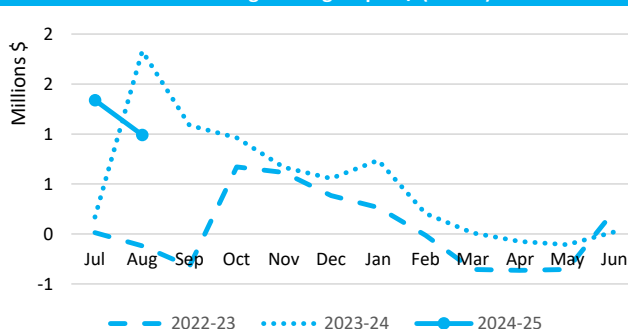
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2024

BY NATURE

	Ref	Adopted Annual Budget	Amended Annual Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
Note	(a)	(d)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	▲▼	
	\$	\$	\$	\$	\$	%		
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates		1,551,072	1,551,072	1,551,072	1,541,936	(9,136)	(0.59%)	
Operating grants, subsidies and contributions	11	529,100	529,100	81,922	71,215	(10,707)	(13.07%)	▼
Fees and charges		707,096	707,096	159,059	139,776	(19,283)	(12.12%)	▼
Interest revenue		19,000	19,000	3,164	3,798	634	20.05%	
Other revenue		507,798	507,798	84,630	5,153	(79,477)	(93.91%)	▼
Profit on disposal of assets	5	92,216	92,216	15,368	0	(15,368)	(100.00%)	▼
		3,406,282	3,406,282	1,895,215	1,761,879	(133,336)	(7.04%)	
Expenditure from operating activities								
Employee costs		(1,335,562)	(1,335,562)	(222,476)	(358,436)	(135,960)	(61.11%)	▼
Materials and contracts		(1,198,153)	(1,198,153)	(203,760)	(249,013)	(45,253)	(22.21%)	▼
Utility charges		(41,200)	(41,200)	(6,848)	(10,552)	(3,704)	(54.09%)	
Depreciation on non-current assets		(1,389,860)	(1,389,860)	(8,424)	0	8,424	100.00%	
Finance costs		(28,295)	(28,295)	(4,714)	(2,689)	2,025	42.96%	
Insurance expenses		(104,214)	(104,214)	(47,333)	(66,772)	(19,439)	(41.07%)	▼
Other expenditure		(43,658)	(43,658)	(1,284)	(16,146)	(14,862)	(1157.50%)	▼
Loss on disposal of assets	5	(7)	(7)	0	0	0	0.00%	
		(4,140,949)	(4,140,949)	(494,839)	(703,608)	(208,769)	42.19%	
Non-cash amounts excluded from operating activities	1(a)	1,302,771	1,302,772	(1,824)	49	1,873	(102.66%)	
Amount attributable to operating activities		568,104	568,105	1,398,552	1,058,320	(340,232)	(24.33%)	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	12	2,067,614	2,067,614	50,332	38,611	(11,721)	(23.29%)	▼
Proceeds from disposal of assets	5	406,500	406,500	0	0	0	0.00%	
		2,474,114	2,474,114	50,332	38,611	(11,721)	(23.29%)	▼
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure	6	(3,784,617)	(3,784,617)	0	(116,575)	(116,575)	0.00%	▼
		(3,784,617)	(3,784,617)	0	(116,575)	(116,575)	0.00%	
Amount attributable to investing activities		(1,310,503)	(1,310,503)	50,332	(77,963)	(128,295)	(254.90%)	
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from new debentures	7	350,000	350,000	0	0	0	0.00%	
Transfer from reserves	9	547,500	547,500	0	0	0	0.00%	
		897,500	897,500	0	0	0	0.00%	
Outflows from financing activities								
Repayment of borrowings	7	(32,945)	(32,945)	0	(1,557)	(1,557)	0.00%	
Payments for principal portion of lease liabilities	8	(41,456)	(41,456)	(6,908)	(7,431)	(523)	(7.57%)	
Transfer to reserves	9	(504,700)	(504,700)	0	(1,330)	(1,330)	0.00%	
		(579,101)	(579,101)	(6,908)	(10,319)	(3,411)	49.37%	
Amount attributable to financing activities		318,399	318,399	(6,908)	(10,319)	(3,411)	49.37%	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1(c)	424,000	20,980	20,980	20,980	0	0.00%	
Amount attributable to operating activities		568,104	568,105	1,398,552	1,058,320	(340,232)	(24.33%)	▼
Amount attributable to investing activities		(1,310,503)	(1,310,503)	50,332	(77,963)	(128,295)	(254.90%)	▼
Amount attributable to financing activities		318,399	318,399	(6,908)	(10,319)	(3,411)	49.37%	
Surplus or deficit at the end of the financial year	1(c)	(0)	(403,019)	1,462,956	991,018	(471,938)	(32.26%)	▼

KEY INFORMATION

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

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

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2024

BY PROGRAM

	Note	Adopted Annual Budget	Amended Annual Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	▲▼
OPERATING ACTIVITIES								
Revenue from operating activities								
Governance		0	0	0	0	0	0.00%	
General Purpose Funding - Rates	6	1,551,072	1,551,072	1,551,072	1,541,936	(9,136)	(0.59%)	
General Purpose Funding - Other		189,700	189,700	23,936	23,104	(832)	(3.48%)	
Law, Order and Public Safety		49,150	49,150	15,138	2,430	(12,708)	(83.95%)	▼
Health		1,000	1,000	582	0	(582)	(100.00%)	
Education and Welfare		0	0	0	0	0	0.00%	
Housing		33,480	33,480	5,578	5,577	(1)	(0.02%)	
Community Amenities		57,289	57,289	47,281	46,467	(814)	(1.72%)	
Recreation and Culture		3,000	3,000	498	95	(403)	(80.92%)	
Transport		165,416	165,416	15,368	0	(15,368)	(100.00%)	▼
Economic Services		744,877	744,877	133,882	119,487	(14,395)	(10.75%)	▼
Other Property and Services		611,298	611,298	101,880	22,783	(79,097)	(77.64%)	▼
		3,406,282	3,406,282	1,895,215	1,761,879	(133,336)	(7.04%)	
Expenditure from operating activities								
Governance		(241,083)	(241,083)	(41,113)	(72,608)	(31,495)	(76.61%)	▼
General Purpose Funding		(97,807)	(97,807)	(16,296)	(22,117)	(5,821)	(35.72%)	
Law, Order and Public Safety		(150,110)	(150,110)	(18,073)	(13,203)	4,870	26.94%	
Health		(17,172)	(17,172)	(2,856)	(4,401)	(1,545)	(54.09%)	
Education and Welfare		(6,861)	(6,861)	(1,140)	(1,649)	(509)	(44.66%)	
Housing		(48,883)	(48,883)	(8,114)	(7,555)	559	6.89%	
Community Amenities		(247,972)	(247,972)	(42,003)	(43,122)	(1,119)	(2.66%)	
Recreation and Culture		(278,966)	(278,966)	(38,051)	(62,699)	(24,648)	(64.78%)	▼
Transport		(2,055,350)	(2,055,350)	(176,376)	(267,012)	(90,636)	(51.39%)	▼
Economic Services		(993,697)	(993,697)	(163,810)	(193,186)	(29,376)	(17.93%)	▼
Other Property and Services		(3,048)	(3,048)	12,993	(16,054)	(29,047)	223.56%	▼
		(4,140,949)	(4,140,949)	(494,839)	(703,608)	(208,769)	(42.19%)	▼
Non-cash amounts excluded from operating activities	1(a)	1,302,771	1,302,772	(1,824)	49	1,873	(102.66%)	
Amount attributable to operating activities		568,104	568,105	1,398,552	1,058,320	(340,232)	(24.33%)	▼
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	12	2,067,614	2,067,614	50,332	38,611	(11,721)	(23.29%)	▼
Proceeds from Disposal of Assets	5	406,500	406,500	0	0	0	0.00%	
		2,474,114	2,474,114	50,332	38,611	(11,721)	(23.29%)	▼
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure	6	(3,784,617)	(3,784,617)	0	(116,575)	(116,575)	0.00%	▼
		(3,784,617)	(3,784,617)	0	(116,575)	(116,575)	0.00%	▼
Amount attributable to investing activities		(1,310,503)	(1,310,503)	50,332	(77,963)	(128,295)	(254.90%)	▼
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from New Debentures	7	350,000	350,000	0	0	0	0.00%	
Transfer from Reserves	9	547,500	547,500	0	0	0	0.00%	
		897,500	897,500	0	0	0	0.00%	
Outflows from financing activities								
Payments for principal portion of lease liabilities	8	(41,456)	(41,456)	(6,908)	(7,431)	(523)	(7.57%)	
Repayment of Debentures	7	(32,945)	(32,945)	0	(1,557)	(1,557)	0.00%	
Transfer to Reserves	9	(504,700)	(504,700)	0	(1,330)	(1,330)	0.00%	
		(579,101)	(579,101)	(6,908)	(10,319)	(3,411)	(49.37%)	
Amount attributable to financing activities		318,399	318,399	(6,908)	(10,319)	(3,411)	49.37%	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1	424,000	20,980	20,980	20,980	0	0.00%	
Amount attributable to operating activities		568,104	568,105	1,398,552	1,058,320	(340,232)	(24.33%)	▼
Amount attributable to investing activities		(1,310,503)	(1,310,503)	50,332	(77,963)	(128,295)	(254.90%)	▼
Amount attributable to financing activities		318,399	318,399	(6,908)	(10,319)	(3,411)	49.37%	
Surplus or deficit at the end of the financial year	1	(0)	(403,019)	1,462,956	991,018	(471,938)	(32.26%)	▼

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 15 for an explanation of the reasons for the variance. The material variance adopted by Council for the 2022/23 year is \$10,000 and 10%.

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

SHIRE OF WANDERING
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 AUGUST 2024

	30 June 2024	31 August 2024
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	1,499,075	2,169,047
Trade and other receivables	107,760	616,235
Inventories	48,158	68,891
Other assets	36,063	0
TOTAL CURRENT ASSETS	1,691,055	2,854,173
NON-CURRENT ASSETS		
Trade and other receivables	9,321	9,321
Other financial assets	20,793	20,793
Inventories	166,300	241,527
Property, plant and equipment	7,539,204	7,557,189
Infrastructure	87,994,573	88,017,937
Right-of-use assets	189,104	189,104
TOTAL NON-CURRENT ASSETS	95,919,295	96,035,870
TOTAL ASSETS	97,610,351	98,890,043
CURRENT LIABILITIES		
Trade and other payables	118,625	172,754
Other liabilities	799,592	937,261
Lease liabilities	25,277	(7,431)
Borrowings	24	(1,534)
Employee related provisions	141,662	141,662
TOTAL CURRENT LIABILITIES	1,085,181	1,242,713
NON-CURRENT LIABILITIES		
Lease liabilities	167,432	192,708
Borrowings	70,972	70,972
Employee related provisions	34,659	34,659
TOTAL NON-CURRENT LIABILITIES	273,063	298,340
TOTAL LIABILITIES	1,358,243	1,541,053
NET ASSETS	96,252,107	97,348,990
EQUITY		
Retained surplus	21,536,883	22,632,435
Reserve accounts	631,800	633,130
Revaluation surplus	74,083,424	74,083,424
TOTAL EQUITY	96,252,107	97,348,990

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

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	5	(92,215)	(15,368)	0
Less: Movement in liabilities associated with restricted cash		5,119	5,120	49
Add: Loss on asset disposals	5	7	0	0
Add: Depreciation on assets		1,389,860	8,424	0
Total non-cash items excluded from operating activities		1,302,771	(1,824)	49

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

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

	Adopted Budget	Last Year	Year to Date	
	Opening	Closing	Date	
Adjustments to net current assets				
		30 June 2024	31 August 2024	
Less: Reserves - restricted cash	9	(52,703)	(631,800)	(633,130)
Add: Borrowings	7	0	24	(1,534)
Add: Lease liabilities	8	0	25,277	(7,431)
Add: Current portion of employee benefit provisions held in reserve		16,583	21,604	21,653
Total adjustments to net current assets		(36,120)	(584,895)	(620,441)

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

Current assets				
Cash and cash equivalents	3	1,653,757	1,499,075	2,169,047
Rates receivables	4	45,453	40,745	517,380
Receivables	4	186,810	67,016	98,855
Other current assets	5	106,987	84,220	68,891
Less: Current liabilities				
Payables	6	(165,240)	(118,625)	(172,754)
Borrowings	7	(32,945)	(24)	1,534
Contract and Capital Grant/Contribution liabilities	10	(655,810)	(799,592)	(937,261)
Lease liabilities	8	(41,456)	(25,277)	7,431
Provisions	10	(141,662)	(141,662)	(141,662)
Less: Total adjustments to net current assets	1(b)	(531,894)	(584,895)	(620,441)
Closing funding surplus / (deficit)		424,000	20,980	991,018

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 AUGUST 2024

NOTE 1

STATEMENT OF FINANCIAL ACTIVITY INFORMATION (ALTERNATE PRESENTATION)

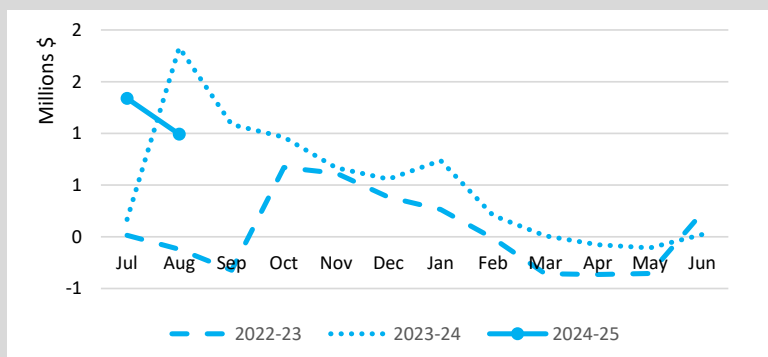
Adjusted Net Current Assets	Note	Last Years Closing	This Time Last Year	Year to Date
		30/06/2024	31/08/2023	Actual 31/08/2024
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	867,275	794,708	1,535,917
Cash Restricted - Reserves	3	631,800	572,063	633,130
Cash Restricted - Bonds & Deposits	3	0	0	0
Receivables - Rates	4	40,745	1,548,288	517,380
Receivables - Other	4	67,016	143,247	98,855
Other Assets Other Than Inventories	5	36,063	5,307	0
Inventories	5	48,158	7,693	68,891
		1,691,055	3,071,307	2,854,173
Less: Current Liabilities				
Payables	6	(110,708)	(120,441)	(144,015)
Contract and Capital Grant/Contribution Liabilities	10	(799,592)	(414,446)	(937,261)
Bonds & Deposits	6	(7,917)	(9,095)	(28,740)
Loan Liability	7	(24)	(4,570)	1,534
Lease Liability	8	(25,277)	0	7,431
Provisions	10	(141,662)	(141,662)	(141,662)
		(1,085,181)	(690,214)	(1,242,713)
Less: Cash Reserves	9	(631,800)	(572,063)	(633,130)
Add Back: Component of Leave Liability not Required to be funded		21,604	16,403	21,653
Add Back: Loan Liability		24	4,570	(1,534)
Add Back: Lease Liability		25,277	0	(7,431)
Less : Loan Receivable - clubs/institutions		0	0	0
Less : Trust Transactions Within Muni		0	0	0
Net Current Funding Position		20,980	1,830,003	991,018

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



This Year YTD
Surplus(Deficit)
\$.99 M
Last Year YTD
Surplus(Deficit)
\$1.83 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2024**

**NOTE 2
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.
The material variance adopted by Council for the 2024-25 year is \$10,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Operating grants, subsidies and contributions	(10,707)	(13.07%)	▼	Positive variance due in part to the receipt of the MRWA Grant prior to budget phasing.	Positive variance due in part to the receipt of the Financial Assistance Grants in excess of budget.	
Fees and charges	(19,283)	(12.12%)	▼			
Other revenue	(79,477)	(93.91%)	▼			Negative variance due to no income for expected Operating Profit on Plant Hire not being received to date - budget phased over 12 months.
Profit on disposal of assets	(15,368)	(100.00%)	▼		No Asset have been disposed to date	
Expenditure from operating activities						
Employee costs	(135,960)	(61.11%)	▼			Employee costs tracking higher than budget due to phasing.
Materials and contracts	(45,253)	(22.21%)	▼			Employee costs tracking higher than budget due to phasing.
Insurance expenses	(19,439)	(41.07%)	▼			Negative variance is due to phasing of Admin - Insurance expenditure.
Other expenditure	(14,862)	(1157.50%)	▼			Negative variance due to a majority of Other Expenditure phasing allocated to budget quarterly .
Investing activities						
Proceeds from capital grants, subsidies and contributions	(11,721)	(23.29%)	▼			Budget phasing behind actuals, due to phasing of Grants receivable.
Surplus or deficit at the end of the financial year	(471,938)	(32.26%)	▼			

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2024

OPERATING ACTIVITIES
NOTE 4
RATE REVENUE

General rate revenue	Budget						YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$
Gross rental value										
GRV Residential	0.133250	34	406,640	54185	0	54,185.00	54,185	0	0	54,185
GRV Special Use	0.133250	2	127,920	17045	0	17,045.00	17,045	0	0	17,045
GRV Rural Residential	0.133250	56	759,210	101165	0	101,165.00	101,165	203	0	101,368
GRV Industrial	0.133250	2	35,360	4712	0	4,712.00	4,712	0	0	4,712
UV Rural, Rural Residential and Mining Tenements Non Rateable					0	0	0	0	0	0
					0	0	0	0	0	0
Unimproved value										
UV Rural, Rural Residential and Mining Tenements Non Rateable	0.004484	131	256,128,000	1,148,478	0	1,148,478	1,148,478	0	0	1,148,478
Non Rateable	0.00000	32	14,765	0	0	0	0	0	0	0
Sub-Total		257	257,471,895	1,325,585	0	1,325,585	1,325,585	203	0	1,325,787
Minimum payment	Minimum \$									
Gross rental value										
GRV Residential	1,391	46	247,768	63,986	0	63,986	63,986	0	0	63,986
GRV Special Use	1,391	2	14,133	2,782	0	2,782	2,782	0	0	2,782
GRV Rural Residential	1,391	46	204,464	63,986	0	63,986	63,986	0	0	63,986
Unimproved value										
UV Rural, Rural Residential and Mining Tenements	1,391	96	16,286,520	133,536		133,536	133,536	902	121	134,559
Sub-total		190	16,752,885	264,290	0	264,290	264,290	902	121	265,313
		447	274,224,780	1,589,875	0	1,589,875	1,589,875	1,105	121	1,591,101
Discount						(43,556)				(53,370)
Concession						0				0
Amount from general rates						1,546,319				1,537,731
Rates Written Off		0	0	0	0	0	0	0	0	0
Ex-gratia rates		0	0	0	0	4,753	4,205	0	0	4,205
Total		447				1,551,072				1,541,936

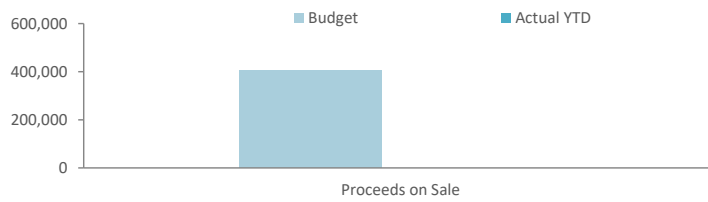
KEY INFORMATION

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2024**

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
374	Grader - 12M (G1) - WD.920	81,649	120,000	38,351	0	0	0	0	0
647	2016 Isuzu Crew Cab Truck - WD.6	25,856	55,000	29,144	0	0	0	0	0
649	QF Pajero Sport GLX 4x4 2.4DSL - WD.001	28,007	28,000	0	(7)	0	0	0	0
107	2023 ISUZU MU-X 4x4 LST3.0L (CEO) - 0.WD	44,688	51,500	6,813	0	0	0	0	0
	Isuzu MU-X - WD 001	43,293	48,500	5,207	0	0	0	0	0
688	Isuzu D-Max 4x4 Crew Cab Chassis SX 3.0L Auto	50,750	54,000	3,250	0	0	0	0	0
	Isuzu D-Max 4x4 Crew Cab Chassis SX 3.0L Auto	40,049	49,500	9,451	0	0	0	0	0
		314,292	406,500	92,216	(7)	0	0	0	0

The Shire has no assets budgeted for disposal in 2023/24.



Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$	\$
Land held for resale - cost	440,000	440,000	0	75,227	75,227
Buildings	202,000	202,000	0	12,428	12,428
Furniture and equipment	32,000	32,000	0	0	0
Plant and equipment	929,000	929,000	0	5,557	5,557
Infrastructure - roads	2,148,453	2,148,453	0	23,364	23,364
Infrastructure - footpaths	33,164	33,164	0	0	0
Payments for Capital Acquisitions	3,784,617	3,784,617	0	116,575	116,575
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	2,067,614	2,067,614	50,332	38,611	(11,721)
Lease liabilities	0		0	0	0
Cash backed reserves					
Plant replacement reserve	54,000	522,500	0	0	0
Contribution - operations	906,503	413,003	(50,332)	77,963	128,295
Capital funding total	3,784,617	3,784,617	0	116,575	116,575

SIGNIFICANT ACCOUNTING POLICIES

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

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

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

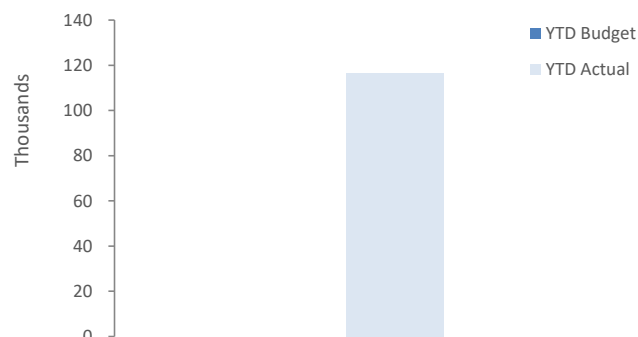
Initial recognition and measurement for assets held at cost

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

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

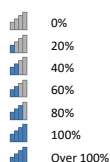
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The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

Payments for Capital Acquisitions



Capital expenditure total

Level of completion indicators



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

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

Account Number	Job Number	Balance Sheet Category	Account/Job Description	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over
				\$	\$	\$	\$	\$
Land Held for Resale								
Other Property & Services								
E14761		511	Land Held for Resale - Industrial Estate & Lot 801	(440,000)	(440,000)	0	(75,227)	(75,227)
Total - Other Property & Services				(440,000)	(440,000)	0	(75,227)	(75,227)
Total - Land Held for Resale				(440,000)	(440,000)	0	(75,227)	(75,227)
Buildings								
Law, Order & Public Safety								
E05109		521	LGGS - Purchase Buildings	(20,000)	(20,000)	0	0	0
Total - Law, Order & Public Safety				(20,000)	(20,000)	0	0	0
Total - Community Amenities				0	0	0	0	0
Recreation And Culture								
E11383	WCC233	521	Wandering Community Centre Construction - New Veranda Gr	0	0	0	(10,526)	(10,526)
E11383	WCC234	521	Wandering Community Centre Upgrade - Ktichen Upgrade Gr	(182,000)	(182,000)	0	0	0
E11383	WCC235	521	LRCIP-Solar and Battery System	0	0	0	(1,902)	(1,902)
E11383	WCC236	521	LRCIP-Outdoor BBQ	0	0	0	0	0
E11383	WCC237	521	LRCIP-Chairs for Community Centre	0	0	0	0	0
Total - Recreation And Culture				(182,000)	(182,000)	0	(12,428)	(12,428)
Total - Buildings				(202,000)	(202,000)	0	(12,428)	(12,428)
Plant & Equipment								
Transport								
E12360		525	Purchase Plant & Equipment	(929,000)	(929,000)	0	(5,557)	(5,557)
Total - Transport				(929,000)	(929,000)	0	(5,557)	(5,557)
Total - Plant & Equipment				(929,000)	(929,000)	0	(5,557)	(5,557)
Furniture & Equipment								
Governance								
E04116		523	Purchase Furniture & Equipment	(7,000)	(7,000)	0	0	0
Total - Governance				(7,000)	(7,000)	0	0	0
Other Property & Services								
E14560		523	Purchase Furniture & Equipment	(25,000)	(25,000)	0	0	0
Total - Other Property & Services				(25,000)	(25,000)	0	0	0
Total - Furniture & Equipment				(32,000)	(32,000)	0	0	0
Infrastructure - Roads								
Transport								
E12102	RRG241	541	York Williams Road- SLK21.75-26.71 Bitumen Seal	(159,500)	(159,500)	0	(1,743)	(1,743)
E12102	RRG251	541	RRG - UPGRADE GRAVEL ROAD 7M SEAL SLK0.00-3.00 24/25 YI	(557,960)	(557,960)	0	0	0
E12103	R2R002	541	Bannister Road-Seal 200m from SLK14.37 - 14.57	(41,332)	(41,332)	0	0	0
E12103	R2R003	541	R2R CROSSMAN DWARDA ROAD -REPAIR SUB-BASE SLK7.74-7	(34,767)	(34,767)	0	0	0
E12103	R2R011	541	R2R KUBBINE ROAD GRAVEL RESHEET SLK 0.00-6.16 24/25 YEA	(90,109)	(90,109)	0	0	0
E12103	R2R015	541	R2R HERDIGAN ROAD- GRAVEL RESHEET SLK 0.24-1.75 & 1.24,	(112,928)	(112,928)	0	(18,845)	(18,845)
E12103	R2R019	541	R2R JOE KELLY ROAD-GRAVEL RESHEET 24/25 YEAR	(29,096)	(29,096)	0	0	0
E12103	R2R040	541	R2R GNOWING STREET RESEAL SLK 0.00-0.20 24/25 YEAR	(20,665)	(20,665)	0	0	0
E12103	R2R042	541	R2R CHEETANING STREET-RESEAL SLK 0.00-0.46 24/25 YEAR	(41,165)	(41,165)	0	0	0
E12103	R2R054	541	R2R-DEANS ROAD-GRAVEL RESHEET-24/25 YEAR	(29,096)	(29,096)	0	0	0
E12103	R2R056	541	Bridge 0425 Profile Surface and tie into existing Road surface	(37,587)	(37,587)	0	0	0
E12103	R2R13200	541	Caravan Park- Kerbing and Seal Main Entrance	(86,802)	(86,802)	0	0	0
E12104	BS241	541	York Williams Road -Intersection Seal on north Approach SLK 8	0	0	0	(2,776)	(2,776)
E12105	WSFN241	541	North Bannister Wandering Road-Upgrade and Overlay Pavem	(907,446)	(907,446)	0	0	0
Total - Transport				(2,148,453)	(2,148,453)	0	(23,364)	(23,364)
Total - Infrastructure - Roads				(2,148,453)	(2,148,453)	0	(23,364)	(23,364)
Infrastructure - Footpaths								
Transport								
E12140	BN02	543	PATH REPLACEMENT GNOWING STREET 97M OF NEW PATH 24/25 YEAR	(33,164)	(33,164)	0	0	0
Total - Transport				(33,164)	(33,164)	0	0	0
Total - Infrastructure - Footpaths				(33,164)	(33,164)	0	0	0
Grand Total				(3,784,617)	(3,784,617)	0	(116,575)	(116,575)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2024**

**FINANCING ACTIVITIES
NOTE 7
BORROWINGS**

Repayments - borrowings

Information on borrowings	Loan No.	1 July 2024	New Loans		Principal Repayments			Principal Outstanding			Interest Repayments			
			Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
Particulars		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities														
Industrial Estate Development	1	70,996	0	350,000	350,000	(1,557)	(32,945)	(32,945)	69,439	388,052	388,052	(798)	(18,904)	(18,904)
Total		<u>70,996</u>	<u>0</u>	<u>350,000</u>	<u>350,000</u>	<u>(1,557)</u>	<u>(32,945)</u>	<u>(32,945)</u>	<u>69,439</u>	<u>388,052</u>	<u>388,052</u>	<u>(798)</u>	<u>(18,904)</u>	<u>(18,904)</u>
Current borrowings		24							(1,534)					
Non-current borrowings		<u>70,972</u>							<u>70,972</u>					
		70,996							69,439					

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2024, nor is it expected to have unspent funds as at 30th June 2025.

KEY INFORMATION

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2024**

**FINANCING ACTIVITIES
NOTE 8
LEASE LIABILITIES**

Movement in carrying amounts

Information on leases			New Leases			Principal Repayments			Principal Outstanding			Interest Repayments		
			Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
Particulars	Lease No.	1 July 2024												
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Transport														
JCB Excavator	1	192,708	0	0	0	(7,431)	(41,456)	(41,456)	185,278	151,252	151,252	(1,891)	(9,390)	(9,390)
Total		192,708	0	0	0	(7,431)	(41,456)	(41,456)	185,278	151,252	151,252	(1,891)	(9,390)	(9,390)
Current lease liabilities		25,277							(7,431)					
Non-current lease liabilities		167,432							192,708					
		192,708							185,278					

All lease repayments were financed by general purpose revenue.

The Shire does not have any lease liabilities to report.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2024**

**OPERATING ACTIVITIES
NOTE 9
RESERVE ACCOUNTS**

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council									
Leave reserve	21,604.47	120.00	48.60	5,000.00	0.00	0.00	0.00	26,724.47	21,653.07
Land & building reserve	256,873.74	1,853.00	577.50	5,000.00	0.00	0.00	0.00	263,726.74	257,451.24
Plant replacement reserve	169,791.81	1,318.00	381.73	469,200.00	0.00	(522,500.00)	0.00	117,809.81	170,173.54
Office equipment reserve	40,926.62	295.00	92.01	5,000.00	0.00	(25,000.00)	0.00	21,221.62	41,018.63
Fuel facility reserve	102,603.13	625.00	230.65	16,000.00	0.00	0.00	0.00	119,228.13	102,833.78
WSFN Funding reserve	40,000.00	289.00	0.00	0.00	0.00	0.00	0.00	40,289.00	40,000.00
	631,799.77	4,500.00	1,330.49	500,200.00	0.00	(547,500.00)	0.00	588,999.77	633,130.26

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2024**

**NOTE 10
BUDGET AMENDMENTS**

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

GL/JOB Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget adoption			\$	\$	\$	\$
			Opening Surplus(Deficit)			(403,020)	0
							(403,020)
							(403,020)
							(403,020)
				0	0	(403,020)	(403,020)

13.2 Accounts for Payment August 2024

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Alan Hart – Chief Executive Officer
Authorising Officer	Alan Hart – Chief Executive Officer
Date:	13 September 2024
Disclosure of Interest:	N/A
Attachments:	Payment Listing and Credit Card Statement August 2024
Previous Reference:	Nil

Summary:

Council to note payments of accounts as presented.

Background:

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

Comment:

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

Consultation:

There has been no consultation.

Statutory Environment:

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

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

Policy Implications:

There are no policy implications.

Financial Implications:

There are no financial implications.

Strategic Implications:

Improve Our Financial Position

Our Goals	Our Strategies
The Wandering Shire is financially sustainable	<ul style="list-style-type: none"> • Improve accountability and transparency • 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 • Reduce reliance on operational grants

Sustainability Implications:

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

Risk Implications:

Nil.

Voting Requirements:

Simple Majority

Shire of Wandering

Certificate of Expenditure – 31 August 2024

This Schedule of Accounts to be passed for payment covering:

Payment Method	Cheque/EFT/DD Number	Amount
Municipal Fund:		
Electronic Funds Transfers	EFT9477 - EFT9543	\$320,896.69
Direct Debits	DD4965.1 - DD4979.10	\$ 21,044.90
Cheques	N/A	\$ 0
	TOTAL	\$341,941.59

to the Municipal and Trust Accounts, totalling \$341,941.59 which were submitted to each member of the Council on 19 September 2024, have been checked and fully supported by vouchers and invoices which are submitted herewith, have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings.

Alan Hart
Chief Executive Officer

080924 Moved: Cr R Cowan Seconded: Cr G Hansen

Recommendation and Council Decision:

That in accordance with section 13 of the Financial Management Regulations of the *Local Government Act 1995* and in accordance with delegation, payment of Municipal Fund vouchers, Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$341,941.59 (attached) be noted as approved for payment and credit card statement be noted.

Carried 7/0

For: Cr Turton, Cr Little, Cr Cowan, Cr Jennings, Cr Price, Cr Watts. Cr Hansen

Against: Nil

Shire of Wandering
List of Accounts for Payments for August 2024

Chq/EFT	Date	Name	Description	Amount	Amount
EFT9477	07/08/2024	De Lage Landen Pty Ltd	Loan No. JCB Lease Payment	-	4,660.94
JCB Lease	01/08/2024	De Lage Landen Pty Ltd	Loan No. JCB Lease Principal payment	4,660.94	
EFT9478	07/08/2024	Allwest Plant Hire	Multi Roller Hire	-	1,650.00
37526	31/07/2024	Allwest Plant Hire	Machinery Hire,	1,650.00	
EFT9479	07/08/2024	Altus Planning	Town Planning July 2024	-	1,225.13
AP3589	31/07/2024	Altus Planning	Town Planning July 2024	1,225.13	
EFT9480	07/08/2024	Avon Waste	Domestic & commercial Waste Services	-	6,684.96
00063996	31/07/2024	Avon Waste	Domestic & commercial general waste services	6,684.96	
EFT9481	07/08/2024	BOC	Bottle Hire Fees	-	32.77
5006430376	29/07/2024	BOC	Container Service, Oxygen, Acetylene, Argoshield, Medical Oxygen	32.77	
EFT9482	07/08/2024	Benara Nurseries	Community Center Construction	-	1,369.10
561728	29/07/2024	Benara Nurseries	Various Plants	1,130.51	
561741	29/07/2024	Benara Nurseries	Snow white stones 18 bags	88.00	
562414	01/08/2024	Benara Nurseries	Plants for Cemetry	150.59	
EFT9483	07/08/2024	Best Office Systems	Printing Colour and B & white Shire	-	1,038.23
634291	25/07/2024	Best Office Systems	Copier Contract - Shire , B&W copies, Colour copies	679.50	
634536	29/07/2024	Best Office Systems	Copier contract - CRC, B&W Copies, Colour Copies, Echo - 75% of colour	358.73	
EFT9484	07/08/2024	Bob Waddell & Associates	Accounting Services	-	2,112.00
4071	05/08/2024	Bob Waddell & Associates	Accounting Services provided	2,112.00	
EFT9485	07/08/2024	Boddington Hardware & Newsagency	Hardware Supplies	-	336.05
102004905	31/05/2024	Boddington Hardware & Newsagency	Trap comn S and P 50mm- - Caravan Park	19.45	
101009278	08/07/2024	Boddington Hardware & Newsagency	Cutting Disk & Level Shock	61.10	
102009520	24/07/2024	Boddington Hardware & Newsagency	Assorted Materials	233.00	
102009589	25/07/2024	Boddington Hardware & Newsagency	Wire trailer 7 core X 30M- Karl WD001	22.50	

EFT9486	07/08/2024 Boddington IGA	Councilors Supplies	-	23.19
016914	31/07/2024 Boddington IGA	Councilors Supplies	23.19	
EFT9487	07/08/2024 Boddington News	Boddington News	-	9.00
INV288	26/07/2024 Boddington News	Boddington News, Edition #288	9.00	
EFT9488	07/08/2024 Corsign WA	Signage	-	412.50
00087680	26/07/2024 Corsign WA	Box of brackets, Freight	412.50	
EFT9489	07/08/2024 Daniels Printing Craftsmen	150th Celebrations	-	7,491.00
90829	23/07/2024 Daniels Printing Craftsmen	Book order - the Horses Came First	7,491.00	
EFT9490	07/08/2024 Ecowater Services	Routine Maintenance Service	-	403.00
J2954	04/07/2024 Ecowater Services	Routine maintenance service of water fountain- 19 Humes Way	201.50	
J2953	04/07/2024 Ecowater Services	Routine maintenance service of water fountain- 15 Dunmall Drive	201.50	
EFT9491	07/08/2024 Great Southern Fuel Supplies	Fuel Purchases	-	472.26
WANDERJULY 204	31/07/2024 Great Southern Fuel Supplies	Fuel card purchases, 0.WD, WD.001	472.26	
EFT9492	07/08/2024 LG Best Practices	Payroll Services	-	9,196.00
22538	31/07/2024 LG Best Practices	Training and Rates Support 2023/24 Financial Year	1,188.00	
22550	31/07/2024 LG Best Practices	Payroll Services from PPE 9/4/24-31/07/24	6,864.00	
22539	31/07/2024 LG Best Practices	End of Year Payroll Services from 01/07/2024-01/08/2024	1,144.00	
EFT9493	07/08/2024 Local Health Authorities Analytical Committee	Annual Analytical Expenses	-	409.20
MA2024 123	22/07/2024 Local Health Authorities Analytical Committee	Annual Analytical Expenses	409.20	
EFT9494	07/08/2024 Marketforce	Advertisement	-	986.14
1763034	31/07/2024 Marketforce	Cleaning Services Quote Advertisement	640.41	
1763033	31/07/2024 Marketforce	Cleaning Services Quote Advertisement- Regional Press & National Press	345.73	
EFT9495	07/08/2024 Resonline	Online booking system fee - July 2024	-	242.00
00166779	31/07/2024 Resonline	Online booking system fee - Caravan Park, July 2024	242.00	
EFT9496	07/08/2024 Sherrin Rentals	Machine Hire	-	5,112.80
5205809	25/07/2024 Sherrin Rentals	Roller Hire, Roller Hire, Roller Hire, Roller Hire	5,112.80	

EFT9497	07/08/2024 Shire of Wandering Petty Cash	August Petty Cash	-	423.30
AUGUST 2024	06/08/2024 Shire of Wandering Petty Cash	Milk, CRC, Postage / Stamps, Refreshments, Depot Items	423.30	
EFT9498	07/08/2024 WA Reticulation Supplies	Community Center Maintenance	-	5,466.35
O7756	27/05/2024 WA Reticulation Supplies	Storm Water pipes and fittings- Community Center	5,466.35	
EFT9499	07/08/2024 WALGA	Training	-	8,592.10
SI-011468	25/07/2024 WALGA	Central Country Zone Annual Subscription 24/25	1,100.00	
LGC24-180	26/07/2024 WALGA	Shire President and Deputy President LG Convention 2024 registration	2,591.60	
SI-011527	30/07/2024 WALGA	Cr Cowan - Understanding Reports and Budgets / Serving on Council Training	1,633.50	
SI-011536	30/07/2024 WALGA	Cr Jennings & Cr Price - Serving on Council / Understanding Financial Reports and Budgets	3,267.00	
EFT9500	07/08/2024 WD Auto Repairs	JCB Service	-	2,464.13
00001797	05/06/2024 WD Auto Repairs	JCB Service - Excavator Hydrodig	1,804.13	
00001802	12/06/2024 WD Auto Repairs	Hydraulic hose fix - Excavator	660.00	
EFT9501	07/08/2024 Western Australian Treasury Corporation	Loan Guarantee Fee on Loan 10	-	250.47
GFEE JUN24	30/06/2024 Western Australian Treasury Corporation	Loan Guarantee Fee on Loan 10	250.47	
EFT9502	14/08/2024 Local Government Professionals Australia WA	Staff Training	-	155.00
40936	12/08/2024 Local Government Professionals Australia WA	ESP Network Event - EA - Using AI in the office	155.00	
EFT9503	14/08/2024 Narrogin Elders Rural Services	Garden Maintenance	-	583.29
CB84404	07/08/2024 Narrogin Elders Rural Services	various fertilisers and weed killer for oval	352.00	
CB84407	07/08/2024 Narrogin Elders Rural Services	various fertilisers and weed killer for oval	231.29	
EFT9504	14/08/2024 Officeworks	Stationary Order	-	651.19
615679999	30/07/2024 Officeworks	Toilet Paper / Hand towel, Toilet Paper / Hand towel, Toilet Paper / Hand towel / Copy Paper, Paper	651.19	
EFT9505	14/08/2024 Payless Promotions Pty LTD	150th Celebration	-	1,405.58
155933	08/08/2024 Payless Promotions Pty LTD	Pens and Mugs with engraving	1,405.58	
EFT9506	14/08/2024 Startrack Express	Freight	-	1,676.75
2000430821	25/07/2024 Startrack Express	Freight for signs	1,616.64	
2000439921	01/08/2024 Startrack Express	freight For signs	60.11	

EFT9507	14/08/2024 WD Auto Repairs	Truck Service	-	945.71
00001911	05/08/2024 WD Auto Repairs	Truck Service Isuzu Tipper - WD000	945.71	
EFT9508	14/08/2024 Westrac	Machine Service	-	6,768.96
SI1782248	30/06/2024 Westrac	3000 hour service-Grader	4,894.71	
SI1782247	11/08/2024 Westrac	Grader Service	1,874.25	
EFT9509	15/08/2024 Bankwest	LGIS GOLF Day Prizes	-	7,151.42
GOLF DAY	15/08/2024 Bankwest	Golf Purchases - Prizes	7,151.42	
EFT9510	20/08/2024 Shire of Wandering Christmas Club	Payroll deductions	-	95.00
DEDUCTION	13/08/2024 Shire of Wandering Christmas Club	Payroll Deduction	95.00	
EFT9511	20/08/2024 Shire of Wandering Staff Lotto	Payroll deductions	-	70.00
DEDUCTION	13/08/2024 Shire of Wandering Staff Lotto	Payroll Deduction	70.00	
EFT9512	20/08/2024 Wandering Smash Repairs	Payroll deductions	-	600.00
DEDUCTION	13/08/2024 Wandering Smash Repairs	Payroll Deduction	600.00	
EFT9513	21/08/2024 Australian Taxation Office	BAS	-	21,362.00
JULY BAS	19/08/2024 Australian Taxation Office	GST on Sales, Group Tax Clearing, Quarterly FBT Instalment, GST on Purchases, Fuel Credits, Rounding, Tax Withheld	21,362.00	
EFT9514	21/08/2024 Bob Waddell & Associates	Accounting Services	-	1,672.00
4078	12/08/2024 Bob Waddell & Associates	Accounting Services provided to the Shire of Wandering JULY	1,672.00	
EFT9515	21/08/2024 Boddington Hardware & Newsagency	Maintenance Material & Grounds Items	-	49.40
101011005	08/08/2024 Boddington Hardware & Newsagency	Boddington Hardware Monthly Expenditure	49.40	
EFT9516	21/08/2024 Boddington IGA	Councillar Supplies	-	50.69
01/6914	31/07/2024 Boddington IGA	Councilors Supplies	23.19	
01/4226	13/08/2024 Boddington IGA	Councilors Supplies	27.50	
EFT9517	21/08/2024 Boddington News	Boddington News	-	9.00
302	09/08/2024 Boddington News	Boddington News, Edition #741	9.00	
EFT9518	21/08/2024 CCW (WA) PTY LTD	Industral Area	-	81,070.00
INV-0060	11/08/2024 CCW (WA) PTY LTD	Underground power to 6 blocks in light industrial area as per UPD 9461-R3	81,070.00	

EFT9520	21/08/2024	Ecowater Services	Maintenance at Community Centre	-	6,467.80
INV0645	13/08/2024	Ecowater Services	Evacuation of System at Community Centre (including Mobilisation of Mini excavator	2,941.40	
INV0646	13/08/2024	Ecowater Services	Total System Pump Out - recommended after servicing 04/07/2024	1,740.00	
INV0650	19/08/2024	Ecowater Services	Evacuation of 2 tank septic systems	1,786.40	
EFT9521	21/08/2024	Focus Networks	Managed Computer /Server Services and Support	-	3,667.68
MPSD-14156	07/08/2024	Focus Networks	Server Services and Support-Rates Services	3,062.40	
SAAS-14178	09/08/2024	Focus Networks	Monthly Managed Services (SAAS)	605.28	
EFT9522	21/08/2024	Fuel Distributors of WA	Fuel Purchases	-	63,568.15
63103757	14/08/2024	Fuel Distributors of WA	Diesel for order, ULP for order	63,568.15	
EFT9523	21/08/2024	Herseys Safety Pty Ltd"	Equipment Purchase	-	6,112.18
INV3156	16/07/2024	Herseys Safety Pty Ltd"	450 Ltr Fuel Pod For Grader Ute	1,982.78	
INV3157	16/07/2024	Herseys Safety Pty Ltd"	1000 Ltr Fuel Pod for Truck	4,129.40	
EFT9524	21/08/2024	ITR Pacific	Equipment/Machine Purchase	-	4,009.57
712222	15/08/2024	ITR Pacific	Cutting Edge for batter bucket on excavator,	4,009.57	
EFT9525	21/08/2024	Kelmscott Work Clobber	Staff Uniforms	-	5,023.40
WH789094	19/08/2024	Kelmscott Work Clobber	Outside Staff Uniforms	5,023.40	
EFT9526	21/08/2024	Mandurah Hip Pocket Workwear & Safety	LGIS Golf Tournament	-	4,731.41
159477	25/07/2024	Mandurah Hip Pocket Workwear & Safety	Golf Tournament shirts with embroidery.	4,731.41	
EFT9527	21/08/2024	Narrogin Elders Rural Services	Garden Maintenance	-	284.97
CB84527	16/08/2024	Narrogin Elders Rural Services	various fertilisers and weed killer for oval	284.97	
EFT9528	21/08/2024	Quest Payment Systems	Monthly maintenance fee	-	418.00
49288	09/08/2024	Quest Payment Systems	Monthly maintenance fee - Fual Facility, August 2024	418.00	
EFT9529	21/08/2024	ReadyTech User Group WA	2024/2025 Membersdhip Fee	-	847.00
00001010	07/08/2024	ReadyTech User Group WA	2024/2025 Membersdhip Fee'd ReadyTech User Group	847.00	
EFT9530	21/08/2024	Regional Development Australia Wheatbelt	Grant Guru Subscription- Shire	-	550.00
WANDERING	20/05/2024	Regional Development Australia Wheatbelt	Grant Guru Subscription- Shire	550.00	

EFT9531	21/08/2024 RingCentral	Phone system Administration	-	662.00
CD_000884421	06/08/2024 RingCentral	Phone system Administration, Phone system Harvest Ban Line, Phone system Council Chambers, Phone system Engineering and Works, Phone system CRC	662.00	
EFT9532	21/08/2024 Sharon McNeill	Refund of Housing Bond	-	500.00
REFUND OF BOND	20/08/2024 Sharon McNeill	Refund of Housing Bond	500.00	
EFT9533	21/08/2024 WA Contract Ranger Services	Phone system Administration	-	750.75
00005726	18/08/2024 WA Contract Ranger Services	Contract Ranger Service, Labour & travel	750.75	
EFT9534	21/08/2024 Steven Duncan McLure	Rates Refund	-	6.17
A263	19/08/2024 Steven Duncan McLure	Rates refund for assessment A263 110 BLACKBOY GULLY ROAD WANDERING WA 6308	6.17	
EFT9535	28/08/2024 Cemeteries & Crematoria Association of WA	CCAWA membership 24/25	-	130.00
1712	06/08/2024 Cemeteries & Crematoria Association of WA	CCAWA membership 24/25	130.00	
EFT9536	28/08/2024 Jon Hardie Pty Ltd	Rates Refund	-	10,999.57
A496	27/08/2024 Jon Hardie Pty Ltd	Rates refund for assessment A496 North Wandering Rd WANDERING 6308	10,999.57	
EFT9537	28/08/2024 De Lage Landen Pty Ltd	Loan No. JCB Lease Interest payment -	-	4,660.94
JCB Lease	28/08/2024 De Lage Landen Pty Ltd	Loan No. JCB Lease Principal payment	4,660.94	
EFT9538	30/08/2024 ClickSuper	Transaction fee July 2024	-	21.34
DD24070696	08/08/2024 ClickSuper	Transaction fee, July 2024	21.34	
EFT9539	30/08/2024 DOT Licencing	Transport WADO- August	-	8,265.20
DOT AUGUST	30/08/2024 DOT Licencing	Transport WADO	8,265.20	
EFT9540	30/08/2024 Easi Fleet PTY LTD-DD	Novated Lease Payments	-	1,611.22
203300	01/08/2024 Easi Fleet PTY LTD-DD	Novated Lease Payments	1,611.22	

EFT9541	30/08/2024 Synergy	Synergy - Power Usage	-	6,271.05
2066166508	22/07/2024 Synergy	Fuel facility, Usage	295.64	
2042170840	22/07/2024 Synergy	Administration Office, Usage	860.99	
2062159468	22/07/2024 Synergy	CRC & public conveniences, CRC, Public conveniences	722.15	
2042170699	22/07/2024 Synergy	Depot, Usage	400.97	
2070165392	26/07/2024 Synergy	Caravan Park & Fire Station, Caravan Park, Fire Station	1,600.79	
2014200702	26/07/2024 Synergy	Community Centre, Usage	275.96	
2070165514	29/07/2024 Synergy	19 Humes Wy, Usage	471.92	
2018202381	29/07/2024 Synergy	31 Dunmall Dr, Usage	703.68	
2070169749	01/08/2024 Synergy	Street lighting, Usage	828.53	
2074180702	20/08/2024 Synergy	Electricity Usage- 1 Dowsett Street	110.42	
EFT9542	30/08/2024 Telstra	Telstra Account	-	1,101.57
K072795041-3	18/07/2024 Telstra	Administration Phone/Internet, Operations Phone, Fire Station Internet, CRC Phone/Internet, Community Centre Internet, Fuel Facility Internet, Depot Internet, Telstra Credit	1,101.57	
EFT9543	30/08/2024 Bankwest	Credit Card	-	4,858.11
195302132	17/07/2024 Bankwest	cafe supplies, council supplies	183.60	
BURKFUEL	21/07/2024 Bankwest	Fuel Cost for Acting CEO hire Car	89.38	
CON112914	23/07/2024 Bankwest	Hire Car I Fitzgerald Additional Days for A/CEO Hire Car	104.04	
DOTX3	24/07/2024 Bankwest	DOT Payment - Fleet Schedule	113.50	
20729303-1	26/07/2024 Bankwest	Accommodation for Depty Shire President - :LG Convention	706.00	
8739120	30/07/2024 Bankwest	Aussie Broadband -Administration Internet	79.00	
56778	01/08/2024 Bankwest	LGIS Golf Giveaway Towels	1,645.83	
211702157678	01/08/2024 Bankwest	150th Celebrations Torch Keyring	1,099.19	
7105.873911	05/08/2024 Bankwest	Get well Flowers for CEO's Wife	100.95	
CON112914	05/08/2024 Bankwest	Hire Car I Fitzgerald June to August 2024	156.06	
2839060871	06/08/2024 Bankwest	Abobe Subscription	579.86	
17/07-15/06/24	28/08/2024 Bankwest	Bankwest Credit Card Fees	0.70	

DD4965.1	13/08/2024 Australian Super	Payroll deductions	-	1,796.03
SUPER	13/08/2024 Australian Super	Payroll Deduction	1,407.53	
DEDUCTION	13/08/2024 Australian Super	Payroll Deduction	81.84	
DEDUCTION	13/08/2024 Australian Super	Payroll Deduction	306.66	
DD4965.2	13/08/2024 Aware Super	Superannuation contributions	-	7,496.97
DEDUCTION	13/08/2024 Aware Super	Payroll Deduction	1,371.31	
SUPER	13/08/2024 Aware Super	Payroll Deduction	6,125.66	
DD4965.3	13/08/2024 HostPlus Super Fund	Superannuation contributions	-	299.10
DEDUCTION	13/08/2024 HostPlus Super Fund	Payroll Deduction	69.56	
SUPER	13/08/2024 HostPlus Super Fund	Payroll Deduction	229.54	
DD4965.4	13/08/2024 MLC Masterkey	Superannuation contributions	-	312.05
DEDUCTION	13/08/2024 MLC Masterkey	Payroll Deduction	72.57	
SUPER	13/08/2024 MLC Masterkey	Payroll Deduction	239.48	
DD4965.5	13/08/2024 HESTA	Superannuation contributions	-	208.51
DEDUCTION	13/08/2024 HESTA	Payroll Deduction	48.49	
SUPER	13/08/2024 HESTA	Payroll Deduction	160.02	
DD4965.6	13/08/2024 Macquarie Super	Superannuation contributions	-	128.65
SUPER	13/08/2024 Macquarie Super	Payroll Deduction	128.65	
DD4965.7	13/08/2024 Prime Super	Superannuation contributions	-	315.39
SUPER	13/08/2024 Prime Super	Payroll Deduction	315.39	
DD4965.8	13/08/2024 Australian Retirement Trust Super Savings	Superannuation contributions	-	216.55
SUPER	13/08/2024 Australian Retirement Trust Super Savings	Payroll Deduction	216.55	
DD4965.9	13/08/2024 HUB24 Super Fund	Superannuation contributions	-	255.43
SUPER	13/08/2024 HUB24 Super Fund	Payroll Deduction	255.43	
DD4979.1	27/08/2024 Australian Super	Superannuation contributions	-	1,770.90
SUPER	27/08/2024 Australian Super	Payroll Deduction	1,386.31	
DEDUCTION	27/08/2024 Australian Super	Payroll Deduction	76.42	
DEDUCTION	27/08/2024 Australian Super	Payroll Deduction	308.17	
DD4979.2	27/08/2024 ANZ OnePath Masterfund	Payroll deductions	-	102.05
SUPER	27/08/2024 ANZ OnePath Masterfund	Payroll Deduction	78.32	
DEDUCTION	27/08/2024 ANZ OnePath Masterfund	Payroll Deduction	23.73	

DD4979.3	27/08/2024 Aware Super	Superannuation contributions	-	6,354.91
DEDUCTION	27/08/2024 Aware Super	Payroll Deduction	1,130.77	
SUPER	27/08/2024 Aware Super	Payroll Deduction	5,224.14	
DD4979.4	27/08/2024 HostPlus Super Fund	Superannuation contributions	-	299.10
DEDUCTION	27/08/2024 HostPlus Super Fund	Payroll Deduction	69.56	
SUPER	27/08/2024 HostPlus Super Fund	Payroll Deduction	229.54	
DD4979.5	27/08/2024 MLC Masterkey	Superannuation contributions	-	312.05
DEDUCTION	27/08/2024 MLC Masterkey	Payroll Deduction	72.57	
SUPER	27/08/2024 MLC Masterkey	Payroll Deduction	239.48	
DD4979.6	27/08/2024 HESTA	Superannuation contributions	-	208.51
DEDUCTION	27/08/2024 HESTA	Payroll Deduction	48.49	
SUPER	27/08/2024 HESTA	Payroll Deduction	160.02	
DD4979.7	27/08/2024 Macquarie Super	Superannuation contributions	-	155.06
SUPER	27/08/2024 Macquarie Super	Payroll Deduction	155.06	
DD4979.8	27/08/2024 Prime Super	Superannuation contributions	-	309.41
SUPER	27/08/2024 Prime Super	Payroll Deduction	309.41	
DD4979.9	27/08/2024 Australian Retirement Trust Super Savings	Superannuation contributions	-	242.42
SUPER	27/08/2024 Australian Retirement Trust Super Savings	Payroll Deduction	242.42	
DD4979.10	27/08/2024 HUB24 Super Fund	Superannuation contributions	-	261.81
SUPER	27/08/2024 HUB24 Super Fund	Payroll Deduction	261.81	
TOTAL			-\$	341,941.59

Credit Card Breakdown -17 July to 15 August

Date	Supplier	Description	Amount	GST
17/07/2024	Coles Online	CRC Milk, Event Food	\$ 183.60	
21/07/2024	Burk Williams	Acting CEO Fuel	\$ 89.38	
23/07/2024	Northside Rentals	Additional days for A/CEO Hire card	\$ 104.04	
24/07/2024	DOT	DOT Fleet Schdule WD011/WD300/WD422	\$ 113.50	
26/07/2024	Fraser Suits	Accomdatation for Deputy Shire	\$ 706.00	
30/07/2024	Aussie Broadband	Wire Internet	\$ 79.00	
01/08/2024	Promotions Only	Keyrings -150th	\$ 1,099.19	
05/08/2024	The Flower Company	Flower for CEO wife	\$ 100.95	
05/08/2024	Northside Rentals	Additional days for A/CEO Hire card	\$ 156.06	
05/08/2024	Bright Promotional	Golf Towel - LGIS GOLF	\$ 1,645.83	
07/08/2024	Adobe	Monthly Subscription	\$ 579.86	
				\$ -
	Bankwest	Bank Fee	\$ 0.70	
		TOTAL	\$ 4,858.11	\$ -

14 Planning and Technical Services

14.1 Bitumen Pricing

File Reference:	N/A
Location:	N/A
Applicant:	Shire of Wandering
Author:	Karl Mickle, Operations Manager
Authorising Officer	Alan Hart Chief Executive Officer
Date:	13 September 2024
Disclosure of Interest:	Nil
Attachments:	Pricing Schedule
Previous Reference:	Nil

Summary:

The purpose of this report is to provide sufficient information summarising the results of the quotes called for bitumen in this financial year and to enable Council to award the contract for this service.

Background:

As the Shire's proposed bitumen sealing programme for the 2024/25 financial year exceeds \$100,000.00 it was necessary to call tenders for the service.

This process was done with WALGA preferred supplier-e-Quotes which allows us to submit tender requirements online.

The submission called for a complete bitumen service, which included the supply/spray of bitumen, and the supply/spread of aggregate, rolling, sweeping and traffic management within the Shire of Wandering

Submission was called for bitumen seal for the Shire on 5 July and closed on 6 September 2024.

Comment:

Six submissions were received.

SCHEDULE OF RATES

Please refer to the attachment.

The included table shows the quoted figures from the (6) suppliers, as well as the Budget figures. In all cases, variations are noted between both the total tender price and the variance between the "fixed" price and the "rise & fall" price.

There were six submissions received.

Bitutek Pty Ltd -Fulton Hogan Pty Ltd – Boral Pty Ltd – Colas-Formally known as R&R Downers & Bitumen Surfacing

The tenders called for both a "fixed" and a "rise & fall" price per square metre (m²) rate.

Some vendors prefer the "rise and fall" option as it allows them to shift the "risk" to the purchaser and tends to make their tender look more attractive.

The “rise & fall” option applies a variation from the nominated Guaranteed Maximum Price (GMP) at the time of the tender.

In the event of the “rise & fall” adjustment being applied, the difference between the current price and the tender price is used to vary the actual price. ie: if the GMP of bitumen (currently \$1355.6 / tonne increases by \$10.00 per tonne, an additional \$0.01 per litre would be charged).

At an average application rate of 2.0 litres / m² every \$10.00 per tonne increase in the GMP of bitumen could increase the application rate by \$0.02 m².

Most of the bitumen stock originates out of Singapore and is linked both to the American dollar and world oil prices.

As with fuel prices, customers do not always benefit from daily / weekly fluctuations in pricing as it may depend on the level of “stockpiling” or contract arrangements that occur.

However, if there was a negative shift in either commodity, Council could be “out of pocket” if it were to choose the “rise & fall” option.

The risk of a “rise & fall” contract is that the increase (or decrease) is undeterminable until the time of service, which could be up to six (6) months away for the majority of the contract.

Alternatively, there is nothing to say that the price will not remain static for some time, or in fact decrease.

Under the terms of the tender, Council is not bound to accept the lowest, or any tender.

As can be seen, there is a significant variation between the (6) tenderers, both in relation to the total tender price and the variance between the “fixed” price and the “rise & fall” price.

Boral’s rise & fall prices are significantly lower than other competitors, unfortunately they declined to submit fixed pricing.

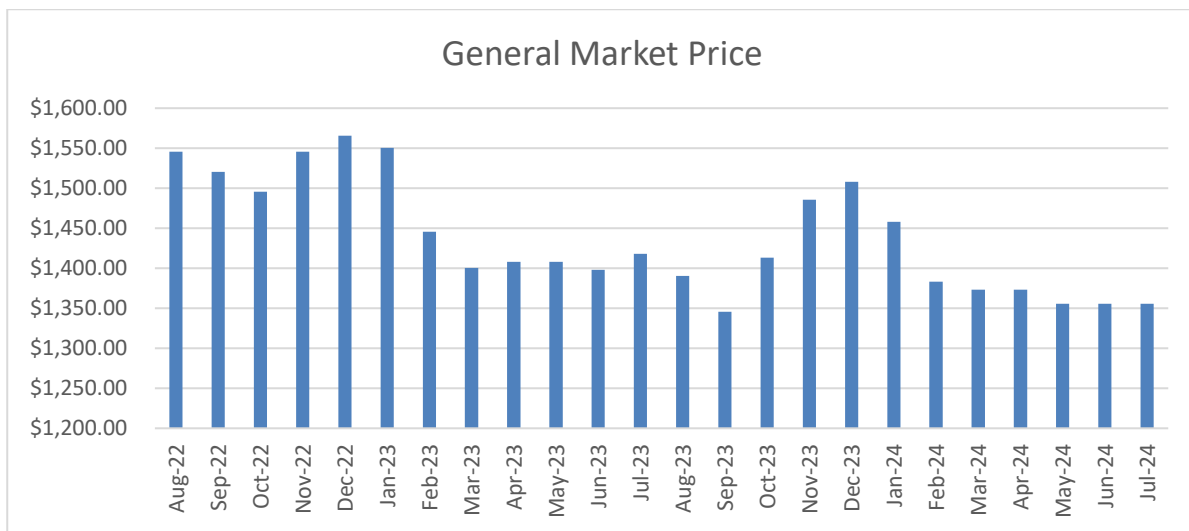
They have been able to reduce their costs by working close beside us. For example, they will do our prime seals and all our reseals in one trip, which reduces their cost immensely.

They have built a good working relationship with us over the past few years, and they are very keen to keep our business.

Boral has been around for 50 years with a proven track record.

With relation to the pricing options, Council has two choices. The first is to eliminate any risk associated with bitumen price fluctuations (GMP) and choose the “fixed” tender price, whilst the second is to take the risk and chose the “rise & fall” price

Bitumen prices have decrease from \$1418.10 to \$1355.60 per tonne over the last 12 months, representing a 5. % decrease.



However, if Council were to select the “rise & fall” option, it risks significantly eroding this saving if the bitumen price (GMP) increases over the next 6 months at an accelerated rate above those trends shown previously. The worst-case scenario would be for the bitumen price (GMP) to exceed the current trend and thus create a deficit.

Based on the above information, the staff recommendation would be to accept the tender from Boral Pty Ltd for a rise & fall price contract to supply and lay bitumen products within the Shire of Wandering for 2024/2025.

Consultation:

Council
Works Staff

Statutory Environment:

Nil

Policy Implications:

Purchasing and Procurement Policy – to deliver a best practice approach and procedures for the internal purchasing of the Local Government.

Financial Implications:

This has been included in budget 2024-25 budget.

Strategic Implications:

This purchase complements Council’s strategy of ensuring that existing infrastructure is maintained and renewed to meet identified service and amenity levels.

Sustainability Implications:

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

Risk Implications:

Potential budget overspend if bitumen pricing exceeds expectations

Voting Requirements:

Simple Majority

090924 Moved: Cr R Cowan Seconded: Cr D Jennings

Recommendation and Council Decision:

That Council approve the quotation from Boral Pty Ltd for rise & fall pricing to supply and lay bitumen products within the Shire of Wandering for 2024/25 in accordance with the attached pricing structure.

Carried 7/0

For: Cr Turton, Cr Little, Cr Cowan, Cr Jennings, Cr Price, Cr Watts. Cr Hansen

Against: Nil

Bitutek

			CRMB	CRMB	C170	C170	CRMB	CRMB	C170	C170	
Job Location	sqm	Treatment	Fixed	Rise & Fall	Fixed	Rise & Fall	Total Fixed	Total Rise	Total Fixed	Total Rise	Budget
York Williams Road	35,000	10mm Final Seal	\$ 7.12	\$ 6.71	\$ 6.50	\$ 6.09	\$ 249,200	\$ 234,850	\$ 227,500	\$ 213,150	\$ 168,000
York Williams Road	21,500	Prime & 14mm prime seal	\$ 11.62	\$ 10.90	\$ 10.79	\$ 10.05	\$ 249,830	\$ 234,350	\$ 231,985	\$ 216,075	\$ 170,500
Bannister Road	1,400	Two coat 14mm & 7mm	\$ 18.43	\$ 17.71	\$ 17.84	\$ 17.10	\$ 25,802	\$ 24,794	\$ 24,976	\$ 23,940	\$ 20,174
Crossman Dwarda	700	Two coat 14mm & 7mm	\$ 18.43	\$ 17.71	\$ 17.84	\$ 17.10	\$ 12,901	\$ 12,397	\$ 12,488	\$ 11,970	\$ 7,000
Cheetaning Street	3800	Two coat 10mm & 7mm	\$ 18.95	\$ 18.34	\$ 18.50	\$ 17.87	\$ 72,010	\$ 69,692	\$ 70,300	\$ 67,906	\$ 40,500
Gnowing Street	1800	Two coat 10mm & 7mm	\$ 18.95	\$ 18.34	\$ 18.50	\$ 17.87	\$ 34,110	\$ 33,012	\$ 33,300	\$ 32,166	\$ 20,000
Caravan park	2200	Two coat 10mm & 7mm	\$ 18.95	\$ 18.34	\$ 18.50	\$ 17.87	\$ 41,690	\$ 40,348	\$ 40,700	\$ 39,314	\$ 25,413
							\$ 685,543	\$ 649,443	\$ 641,249	\$ 604,521	\$ 451,587

Boral

			CRMB	CRMB	C170	C170	CRMB	CRMB	C170	C170	
Job Location	sqm	Treatment	Fixed	Rise & Fall	Fixed	Rise & Fall	Total Fixed	Total Rise	Total Fixed	Total Rise	Budget
York Williams Road	35,000	10mm Final Seal	N/A	\$ 4.99	N/A	\$ 4.56	N/A	\$ 174,650	N/A	\$ 159,600	\$ 168,000
York Williams Road	21,500	Prime & 14mm prime	N/A	\$ 7.59	N/A	\$ 7.03	N/A	\$ 163,185	N/A	\$ 151,145	\$ 170,500
Bannister Road	1,400	Two coat 14mm & 7r	N/A	\$ 17.84	N/A	\$ 17.12	N/A	\$ 24,976	N/A	\$ 23,968	\$ 20,174
Crossman Dwarda	700	Two coat 14mm & 7r	N/A	\$ 17.84	N/A	\$ 17.12	N/A	\$ 12,488	N/A	\$ 11,984	\$ 7,000
Cheetaning Street	3800	Two coat 10mm & 7r	N/A	\$ 8.59	N/A	\$ 8.07	N/A	\$ 32,642	N/A	\$ 30,666	\$ 40,500
Gnowing Street	1800	Two coat 10mm & 7r	N/A	\$ 8.59	N/A	\$ 8.07	N/A	\$ 15,462	N/A	\$ 14,526	\$ 20,000
Caravan park	2200	Two coat 10mm & 7r	N/A	\$ 8.59	N/A	\$ 8.07	N/A	\$ 18,898	N/A	\$ 17,754	\$ 25,413
								\$ 442,301.00		\$ 409,643.00	\$ 451,587.00

Colas		CRMB	CRMB	C170	C170	CRMB	CRMB	C170	C170	Budget	
Job Location	sqm	Treatment	Fixed	Rise & Fall	Fixed	Rise & Fall	Total Fixed	Total Rise	Total Fixed	Total Rise	Budget
York Williams Road	35,000	10mm Final Seal	\$ 6.67	\$ 6.35	\$ 6.05	\$ 5.72	\$ 233,450	\$ 222,250	\$ 211,750	\$ 200,200	\$ 168,000
York Williams Road	21,500	Prime & 14mm prime	\$ 8.73	\$ 8.26	\$ 8.01	\$ 7.55	\$ 187,695	\$ 177,590	\$ 172,215	\$ 162,325	\$ 170,500
Bannister Road	1,400	Two coat 14mm & 7r	\$ 22.28	\$ 21.90	\$ 21.56	\$ 21.18	\$ 31,192	\$ 30,660	\$ 30,184	\$ 29,652	\$ 20,174
Crossman Dwarda	700	Two coat 14mm & 7r	\$ 22.28	\$ 21.90	\$ 21.56	\$ 21.18	\$ 15,596	\$ 15,330	\$ 15,092	\$ 14,826	\$ 7,000
Cheetaning Street	3800	Two coat 10mm & 7r	\$ 13.29	\$ 12.87	\$ 12.50	\$ 12.08	\$ 50,502	\$ 48,906	\$ 47,500	\$ 45,904	\$ 40,500
Gnowing Street	1800	Two coat 10mm & 7r	\$ 13.29	\$ 12.87	\$ 12.50	\$ 12.08	\$ 23,922	\$ 23,166	\$ 22,500	\$ 21,744	\$ 20,000
Caravan park	2200	Two coat 10mm & 7r	\$ 13.29	\$ 12.87	\$ 12.50	\$ 12.08	\$ 29,238	\$ 28,314	\$ 27,500	\$ 26,576	\$ 25,413
							\$ 571,595	\$ 546,216	\$ 526,741	\$ 501,227	\$ 451,587

Downers

			CRMB	CRMB	C170	C170	CRMB	CRMB	C170	C170	
Job Location	sqm	Treatment	Fixed	Rise & Fall	Fixed	Rise & Fall	Total Fixed	Total Rise	Total Fixed	Total Rise	Budget
York Williams Road	35,000	10mm Final Seal	\$ 6.00	\$ 5.60	\$ 5.30	\$ 4.91	\$ 210,000	\$ 196,000	\$ 185,500	\$ 171,850	\$ 168,000
York Williams Road	21,500	Prime & 14mm prime	\$ 4.40	\$ 7.78	\$ 7.70	\$ 7.09	\$ 94,600	\$ 167,270	\$ 165,550	\$ 152,435	\$ 170,500
Bannister Road	1,400	Two coat 14mm & 7r	\$ 19.70	\$ 18.26	\$ 18.40	\$ 17.05	\$ 27,580	\$ 25,564	\$ 25,760	\$ 23,870	\$ 20,174
Crossman Dwarda	700	Two coat 14mm & 7r	\$ 30.80	\$ 28.51	\$ 29.50	\$ 27.30	\$ 21,560	\$ 19,957	\$ 20,650	\$ 19,110	\$ 7,000
Cheetaning Street	3800	Two coat 10mm & 7r	\$ 12.40	\$ 11.44	\$ 11.00	\$ 10.23	\$ 47,120	\$ 43,472	\$ 41,800	\$ 38,874	\$ 40,500
Gnowing Street	1800	Two coat 10mm & 7r	\$ 16.70	\$ 15.43	\$ 15.40	\$ 14.22	\$ 30,060	\$ 27,774	\$ 27,720	\$ 25,596	\$ 20,000
Caravan park	2200	Two coat 10mm & 7r	\$ 22.70	\$ 21.03	\$ 21.40	\$ 19.82	\$ 49,940	\$ 46,266	\$ 47,080	\$ 43,604	\$ 25,413
							\$ 480,860	\$ 526,303	\$ 514,060	\$ 475,339	\$ 451,587

Fulton Hogan

			CRMB	CRMB	C170	C170	CRMB	CRMB	C170	C170	
Job Location	sqm	Treatment	Fixed	Rise & Fall	Fixed	Rise & Fall	Total Fixed	Total Rise	Total Fixed	Total Rise	Budget
York Williams Road	35,000	10mm Final Seal	\$ 6.00	\$ 5.69	\$ 5.16	\$ 4.85	\$ 210,000	\$ 199,150	\$ 180,600	\$ 169,750	\$ 168,000
York Williams Road	21,500	Prime & 14mm prime	\$ 8.92	\$ 8.92	\$ 7.94	\$ 7.51	\$ 191,780	\$ 191,780	\$ 170,710	\$ 161,465	\$ 170,500
Bannister Road	1,400	Two coat 14mm & 7r	\$ 19.40	\$ 19.40	\$ 17.88	\$ 17.33	\$ 27,160	\$ 27,160	\$ 25,032	\$ 24,262	\$ 20,174
Crossman Dwarda	700	Two coat 14mm & 7r	\$ 28.89	\$ 28.89	\$ 27.35	\$ 26.81	\$ 20,223	\$ 20,223	\$ 19,145	\$ 18,767	\$ 7,000
Cheetaning Street	3800	Two coat 10mm & 7r	\$ 13.32	\$ 12.79	\$ 11.23	\$ 10.76	\$ 50,616	\$ 48,602	\$ 42,674	\$ 40,888	\$ 40,500
Gnowing Street	1800	Two coat 10mm & 7r	\$ 19.21	\$ 18.69	\$ 17.13	\$ 16.65	\$ 34,578	\$ 33,642	\$ 30,834	\$ 29,970	\$ 20,000
Caravan park	2200	Two coat 10mm & 7r	\$ 17.01	\$ 16.49	\$ 14.93	\$ 14.45	\$ 37,422	\$ 36,278	\$ 32,846	\$ 31,790	\$ 25,413
							\$ 571,779	\$ 556,835	\$ 501,841	\$ 476,892	\$ 451,587

Bitumen Surfacing

Job Location	sqm	Treatment	CRMB	CRMB	C170	C170	CRMB	CRMB	C170	C170	Budget
			Fixed	Rise & Fall	Fixed	Rise & Fall	Total Fixed	Total Rise	Total Fixed	Total Rise	
York Williams Road	35,000	10mm Final Seal	\$ 9.49	\$ 8.94	\$ 8.97	\$ 8.42	\$ 332,150	\$ 312,900	\$ 313,950	\$ 294,700	\$ 168,000
York Williams Road	21,500	Prime & 14mm prime	\$ 12.63	\$ 12.04	\$ 12.12	\$ 11.53	\$ 271,545	\$ 258,860	\$ 260,580	\$ 247,895	\$ 170,500
Bannister Road	1,400	Two coat 14mm & 7r	\$ 25.63	\$ 24.85	\$ 24.35	\$ 23.64	\$ 35,882	\$ 34,790	\$ 34,090	\$ 33,096	\$ 20,174
Crossman Dwarda	700	Two coat 14mm & 7r	\$ 47.23	\$ 45.67	\$ 39.51	\$ 38.80	\$ 33,061	\$ 31,969	\$ 27,657	\$ 27,160	\$ 7,000
Cheetaning Street	3800	Two coat 10mm & 7r	\$ 19.56	\$ 18.91	\$ 18.99	\$ 18.34	\$ 74,328	\$ 71,858	\$ 72,162	\$ 69,692	\$ 40,500
Gnowing Street	1800	Two coat 10mm & 7r	\$ 29.07	\$ 28.41	\$ 28.48	\$ 27.85	\$ 52,326	\$ 51,138	\$ 51,264	\$ 50,130	\$ 20,000
Caravan park	2200	Two coat 10mm & 7r	\$ 25.67	\$ 25.02	\$ 25.10	\$ 24.45	\$ 56,474	\$ 55,044	\$ 55,220	\$ 53,790	\$ 25,413
							\$ 855,766	\$ 816,559	\$ 814,923	\$ 776,463	\$ 451,587

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

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

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

16.1 Elected Members

16.2 Officers

17. Matters Behind Closed Doors

18. Closure of Meeting

The Presiding Member declared the meeting closed at 5.32pm.