

SHIRE OF WANDERING

MINUTES OF THE ORDINARY COUNCIL MEETING

Wandering Shire Council Chambers, 22 Watts Street, Wandering

21 July 2016
1.30pm

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SHIRE OF WANDERING
ORDINARY MEETING OF
COUNCIL

Dear Councillor

Notice is hereby given that an Ordinary Meeting of Council of the Shire of Wandering will be held on 21 July 2016 at Shire of Wandering Council Chambers, 22 Watts Street, Wandering. Commencing at 1.30 pm

The business to be transacted is shown in the Agenda.

Amanda O'Halloran
CHIEF EXECUTIVE OFFICER

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Wandering warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Wandering for any act, omission or statement or intimation occurring during a Council meeting.

Ordinary Council Meeting

1. **DECLARATION OF OPENING /ANNOUNCEMENT OF VISITORS**
The Shire President, Cr B Whitely declared the meeting open at 1:33pm

2. **RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

Councillors:

Cr B Whitely	President
Cr B Dowsett	Deputy President
Cr W Gowland	
Cr C Ferguson	
Cr J Price	

Staff:

Ms A O'Halloran	Chief Executive Officer
Mr Durga Ojha	Manager of Administration and Finance
Mrs H Mark	Administration Officer

Visitors:

Apologies:

Nil

On Leave of Absence:

Nil

3. **DISCLOSURE OF INTERESTS**

- 3.1 Cr Dowsett declared a Proximity Interest at item 10.2.1 Proposed relocation of building envelope and construction of an outbuilding – Lot 89 Redgum Court, Wandering.
- 3.2 Cr Whitely declared a Proximity Interest at Item 10.1.4 Wandering Boddington Clay Target Club Donation.

DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE) (updated 13 March 2000)

A member who has a Financial Interest in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest:

- (a) In a written notice given to the Chief Executive Officer before the Meeting or;
- (b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- (c) Preside at the part of the Meeting, relating to the matter or;
- (d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have a Financial Interest in a matter. I intend to include these notes in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measured in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it MUST be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The only exceptions are:
 - 6.1 Where the Councillor discloses the extent of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
 - 6.2 Where the Minister allows the Councillor to participate under s5.69 (3) of the Local Government Act, with or without conditions.

INTERESTS AFFECTING IMPARTIALITY

DEFINITION: An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'.

A member who has an Interest Affecting Impartiality in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- (a) in a written notice given to the Chief Executive Officer before the Meeting; or
- (b) at the Meeting, immediately before the matter is discussed.

IMPACT OF AN IMPARTIALITY CLOSURE

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote. With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

4. PUBLIC QUESTION TIME

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL – 16 June 2016

ATTACHMENT 6.1.1

COUNCIL DECISION – ITEM 6.1

MOVED: Cr Price

SECONDED: Cr Dowsett

That the minutes of the Ordinary Meeting of Council held on 16 June 2016, be confirmed as a true and accurate record, subject to the Minutes being amended on Page 6 regarding Item 9 (Councillor Dowsett's report from South 32 Liaison Committee) with respect to the courtesy bus replacing the word "Pingelly" with "Pinjarra" and on Page 12 regarding Item 10.1.3 (Request for Contiguous Valuation Assessment from GH & JL Parsons), replacing "Me Graeme Parsons" with "Mr Graeme Parsons".

CARRIED 5/0

7. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

9. REPORTS OF COUNCILLORS/COMMITTEES

Amanda O'Halloran, CEO, Cr Brendan Whitely and Cr Judith Price attended the Popanyinning - Central Country Zone Meeting

The Shire's Item regarding the future of CBH Bins in Rural Communities has stimulated much discussion and WALGA have agreed to undertake a review of the CBH ex-gratia agreement.

The Shire will write a letter to WALGA with their issues highlighted to contribute to the review.

Brendan has nominated as Deputy Delegate to WALGA Board

- Will raise Wandering's profile.
- Will be presented for ratification at the next meeting.
- Positive we are getting good representation.

Amanda O'Halloran, CEO and Cr Brendan Whitely attended the Regional Road Sub Group Hotham Dale Meeting in Pingelly – Main Roads requested input regarding freight routes and in particular secondary freight route thoughts from member Councils. We presented the Shire of Wandering's case and the complexities regarding having a Shire with very limited Main Road routes and the impost on Council to maintain all routes in the Shire. All information received is now being reviewed by Main Roads.

10. REPORTS OF OFFICERS

10.1 CHIEF EXECUTIVE OFFICER

10.1.1 USE OF COMMON SEAL AND ACTIONS PERFORMED UNDER DELEGATED AUTHORITY FOR THE MONTH OF JUNE 2016

FILE REFERENCE: 1.1.29.1

PROPOSERS: Nil

DISCLOSURE OF INTEREST: Nil

DATE: 6 July 2016

PREVIOUSLY BEFORE COUNCIL: N/A

AUTHORS NAME & POSITION: Amanda O'Halloran CEO

NATURE OF COUNCIL'S ROLE IN THE MATTER: Legislative

PURPOSE OF THE REPORT
 The purpose of this agenda item is to report to Council for information, Use of the Common Seal and actions performed under delegated authority requiring referral to Council, for the month of 30 June 2016.

BACKGROUND

Council has authorised the updated delegations register at the July 2015 Ordinary Meeting of Council. The procedure associated with the register is to report to Council the activities or actions that have been performed under the Delegated Authority. A report will be completed for Council at each meeting that identifies (1) use of the Common Seal, and (2) actions performed under the Delegated Authority requiring referral to Council as per the Shire of Wandering Delegated Authority Register 2015.

COMMENT/ DETAILS

Actions performed under delegation during June 2016 are provided below:

- **Food Stall Holders Licence:**
Nil
- **Building Licenses Issued:**
 - A#466/BL 142, S&V MacDonald - Lot 107 Moramocking Road, Wandering 21/06/2016 for new building work (shed and water tank)
 - A#242/BL 156; G&C Ryan - Lot 22 O'Connell Road, Wandering 22/06/2016 for new building work (shed).
- **Planning Approval:**
 - A#366, R&C Marwick – Lot 12140 (983) Codjatotine Road, Wandering 29/06/2016 for an application for a front fence
- **Payments:** Payments made from the Municipal Account as per financial report attached at 10.4.1 of this Agenda.

CONSULTATION

Relevant Officers and Managers of the Shire

STATUTORY/ LEGAL ENVIRONMENT

Local Government Act 1995 Section 9.49A

POLICY IMPLICATIONS

Affixing the Shire of Wandering Common Seal Policy
Shire of Wandering Delegations Register 2015
Purchasing and Tendering Policy

FINANCIAL IMPLICATIONS

Nil – all payments have been approved in the 2015/16 Annual Budget.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance.

Strategy 5.2.1: Ensure the Council's decision making process is effective and transparent.

Strategy 5.2.2: Ensure that the organisation's governance structure, policies and procedures are current and relevant.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council **ACCEPT** the report "Use of Common Seal and Actions Performed under Delegated Authority" for 30 June 2016.

COUNCIL DECISION – ITEM 10.1.1

MOVED: Cr Gowland

SECONDED: Cr Price

That Council **ACCEPT** the report "Use of Common Seal and Actions Performed under Delegated Authority" for 30 June 2016.

CARRIED 5/0

10.1.2 ANNUAL REVIEW AND ENDORSEMENT OF DELEGATED AUTHORITY REGISTER & COUNCIL APPROVED AUTHORISATIONS

FILE REFERENCE: 1.1.29

PROPOSERS: Nil

DISCLOSURE OF INTEREST: Nil

DATE OF REPORT: 6 July 2016

PREVIOUSLY BEFORE COUNCIL: Nil

AUTHORS NAME & POSITION: Amanda O'Halloran, Chief Executive Officer

NATURE OF COUNCIL'S ROLE IN THE MATTER: Legislative

PURPOSE OF THE REPORT

The Delegations and Council Approved Authorisations Register is required to be reviewed once each financial year to comply with the Local Government Act 1995. The Shire of Wandering Administration team have reviewed the registers and minor amendments are proposed. The Registers are presented to Council for formal approval.

BACKGROUND

The aim of delegated authority is to assist with improving the time taken to make decisions within the constraints allowed by relevant legislation.

Without delegated authority, most decisions of the Shire would need to be made by Council at its ordinary meetings. Having appropriate delegations in place allow day to day decisions to be made by the Chief Executive Officer, who in turn can sub – delegate these to other staff if appropriate.

The Act requires local government to keep a register of its delegations and review this register once every financial year. A review is due now.

COMMENT/DETAILS

All delegations made by Council must be by an absolute majority as prescribed by sections 5.42 and 5.44 of the Act that legislates Council's ability to delegate functions to the Chief Executive Officer.

Under the Act, a local government may delegate to the Chief Executive Officer any of its powers or the discharge of any of its duties under the Act, other than those prescribed under section 5.43 of the Act.

In turn, the Act allows the Chief Executive Officer to delegate to any employee or contractor the exercise of any of the Chief Executive Officers powers or discharge of duties, in accordance with section 5.44 of the Act.

A review has been undertaken in consultation with relevant staff and the following changes and additions are proposed:

Delegation	Proposed Changes
DA08-2	Removal of Delegation, Authority to Approve Donations – Currently most Donations are approved by Council and this works well.

The following Council authorisation is proposed for inclusion

Delegation	Description
DA01-2 Electoral Roll	Determine Eligibility for enrolment on the Shires Owner/ Occupier roll

DA01-3 Powers of Entry	Authorisation to enter land as required in the course of carrying out duties under the relevant Acts.
DA06-1 Authorised Officers	Authority to appoint persons as authorised officers for the purpose of fulfilling prescribed functions within relevant legislation
DA06-2 Prosecutions	Authority to approve the prosecution of any person and act as prosecution officer when the Shire approves the prosecution of any person that is considered to be liable for committing an offence under the relevant Acts.
DA06-23 Public Disclosures	Authority to be the designated officer of the Shire to receive public Interest disclosures
DA06-24 CCTV Management	Authority to Monitor and access CCTV data and respond to enquiries or complaints.

ATTACHMENTS 10.1.2.1 & 10.1.2.2

CONSULTATION

Relevant Staff and Contractors reviewed their respective delegations and each was checked for accuracy.

STATUTORY/ LEGAL IMPLICATIONS

The following section of the *Local Government Act 1995* applies:

Section 5.42 Delegation of some powers and duties to the CEO

(1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under –

- a. this Act other than those referred to in section 5.43; or
- b. the Planning and Development Act section 214(2), (3) or (5).

*Absolute Majority required.

Section 5.43 Limits on delegations to CEO

Section 5.44 CEO may delegate powers and duties to other employees

Section 5.46. Register of, and records relevant to, delegations to CEO and employees

(2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and Effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance

Strategy 5.2.1: Ensure the Council's decision making process is effective and transparent

Strategy 5.2.2: Ensure that the organisation's governance structure, policies and procedures are current and relevant

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That Council adopt the Delegations Register as per **ATTACHMENT 10.1.2.1** and the Council Approved Authorisations Register as per **ATTACHMENT 10.1.2.2** of this agenda and minutes.

COUNCIL DECISION – ITEM 10.1.2

MOVED: Cr Price

SECONDED: Cr Gowland

That Council adopt the Delegations Register as per **ATTACHMENT 10.1.2.1** and the Council Approved Authorisations Register as per **ATTACHMENT 10.1.2.2** of this agenda and minutes.

CARRIED 5/0

10.1.3 APPROVAL OF CONTIGUOUS VALUATION POLICY

FILE REFERENCE: 23.1.1/23.1.1

PROponents: Nil

DISCLOSURE OF INTEREST: Nil

DATE: 5 July 2016

PREVIOUSLY BEFORE COUNCIL: 16 June 2016 Item 10.1.3

AUTHORS NAME & POSITION: Amanda O'Halloran, CEO

NATURE OF COUNCIL'S ROLE IN THE MATTER: Legislative

PURPOSE OF THE REPORT

At the June 2016 Ordinary Meeting of Council it was recommended that the CEO formulate a Policy that gives guidance to requests for contiguous valuations. The Policy is presented for Council's consideration.

BACKGROUND

At the 16 June 2016 Ordinary Meeting of Council it was recommended that the CEO formulate a Policy that gives operational guidance to requests for contiguous valuations by land owners. The Administration has consulted neighbouring Shires and the Valuer General's Office to inform the compilation of the presented Policy.

COMMENT/ DETAILS

Council had a request for a contiguous valuation presented to the June 2016 Ordinary Meeting of Council. This highlighted the need for a policy that gave clear direction for the CEO to be able to correspond directly with land owners in cases not requesting an exemption or exceptional circumstance.

The Policy is aimed at being simple and straight to the point to service the community clearly and provide operational direction.

The Policy complies with the relevant legislation and policies of the Valuer Generals Office.

ATTACHMENT 10.1.3.1

CONSULTATION

Williams Shire
Cuballing Shire

STATUTORY/ LEGAL ENVIRONMENT

Land Valuations Act 1978, Sections 4(1), 18, 23

Local Government Act 1995, Section 1.4

Local Government Act 1995, Section 2.7(2)(b)

POLICY IMPLICATIONS

The Shire's administration presents the attached Policy as directed by Council at the 16 June Ordinary Meeting of Council.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance

Strategy 5.2.1: Ensure the Council's decision making process is effective and transparent

Strategy 5.2.3: Ensure appropriate funds are available to implement current and future action plans

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council adopt Policy CP038 Contiguous Valuations – Shire of Wandering Policy as a finalised formal policy of Council as included as **ATTACHMENT 10.1.3.1** of this agenda and minutes.

COUNCIL DECISION – ITEM 10.1.3

MOVED: Cr Ferguson

SECONDED: Cr Dowsett

That Council:

That Council adopt Policy CP038 Contiguous Valuations – Shire of Wandering Policy as a finalised formal policy of Council as included as **ATTACHMENT 10.1.3.1** of this agenda and minutes.

CARRIED 5/0

COUNCIL DECISION – Cr Whitely's declared interest at Item 10.1.4

Councillors voted on whether Cr Whitely's interest was trivial in nature and whether it was appropriate to be included in the item discussion and vote.

MOVED: Cr Dowsett

SECONDED: Cr Gowland

The remaining Councillors agreed that Cr Whitely's interest was trivial in nature and agreed that Cr Whitely could partake in discussion and vote.

CARRIED 4/0

10.1.4 WANDERING BODDINGTON CLAY TARGET CLUB DONATION

FILE REFERENCE: 18.1.40
PROponents: Nil
DISCLOSURE OF INTEREST: Cr Whitely
DATE: 5 July 2016
PREVIOUSLY BEFORE COUNCIL: Nil
AUTHORS NAME & POSITION: Amanda O'Halloran, CEO
NATURE OF COUNCIL'S ROLE IN THE MATTER: Advocacy

PURPOSE OF THE REPORT

Council has been requested to support the Wandering Boddington Clay Target Club (WBCTC) by providing the use of the excavator for a day to support their planned expansion. This item supports the request and seeks endorsement from Council.

BACKGROUND

On the 25 May the Council received formal correspondence requesting the provision of the excavator for a day to support the WBCTC in its proposed expansion into Skeet Shooting. The Club feel that the expansion will further enhance member's skills, encourage new shooters and increase visitors to town.

The excavation required to be undertaken will involve loading clean gravel into a tipper to be removed from the site.

ATTACHMENT 10.1.4.1

COMMENT/ DETAILS

The Shire is keen to support the ongoing development of local clubs. The WBCTC's proposed expansion is particularly important as the Club has the potential to increase visitors to the town exponentially. The Club is the only club outside of Perth and Geraldton with certain shooting facilities and the expansion into Skeet Shooting will open up the opportunities for the club considerably.

It is important that requests such as these which are over \$500.00 are formalised into a financial amount and reported on within the budget process to ensure transparency and accountability.

The Shire administration requests Council authorisation to support he WBCTC with this request.

CONSULTATION

John Gentle Club Captain

STATUTORY/ LEGAL ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Use of the excavator with an operator for the day under the Shire's private works arrangements is costed out at \$170.00/per hour. The Gun Club have requested the use of the excavator for one day which would amount to \$1360.00. Council has capacity within the budget to support minor requests of this nature by local clubs in the Shire.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance

Strategy 5.2.1: Ensure the Council's decision making process is effective and transparent

Strategy 5.2.3: Ensure appropriate funds are available to implement current and future action plans

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council authorise the wet hire of the excavator as a donation to the Wandering Boddington Clay Target Club to the value of \$1360.00 (one days hire).

COUNCIL DECISION – ITEM 10.1.4

MOVED: Cr Dowsett
Gowland

SECONDED: Cr

That Council authorise the wet hire of the excavator as a donation to the Wandering Boddington Clay Target Club to the value of \$1360.00 (one days hire).

CARRIED 5/0

10.2 BUILDING AND PLANNING REPORTS

COUNCIL DECISION – Cr Dowsett's Interest in Item 10.2

Councillors voted on whether Cr Dowsett's interest was trivial in nature and whether it was appropriate to be included in the item discussion and vote.

MOVED: Cr Gowland

SECONDED: Cr Price

The remaining Councillors agreed that Cr Dowsett's interest was trivial in nature and agreed that Cr Dowsett could partake in discussion and vote.

CARRIED 4/0

10.2.1 PROPOSED RELOCATION OF BUILDING ENVELOPE AND CONSTRUCTION OF AN OUTBUILDING – LOT 89 REDGUM COURT, WANDERING

FILE REFERENCE:	A448
PROponents:	Jarrold and Theresa Wigham (Landowners)
DISCLOSURE OF INTEREST:	Cr Dowsett
DATE:	11/07/2016
PREVIOUSLY BEFORE COUNCIL:	N/A
AUTHORS NAME & POSITION:	Christopher Lodge (Senior Town Planner, Shire of Kalamunda)
ATTACHMENTS:	Attachment 1 – Site/Location Plans Attachment 2 – Floor Plan and Elevations
NATURE OF COUNCIL'S ROLE IN THE MATTER:	Legislative

PURPOSE OF THE REPORT

This report recommends that a planning application submitted by Jarrod and Theresa Wigham (Landowners) to relocate a building envelope and construct an outbuilding at Lot 89 Redgum Court, Wandering, be approved subject to appropriate conditions.

BACKGROUND

Site Location and Context

The subject site is located within the Blackboy Springs subdivision, which is approximately 7km southwest of the Wandering Townsite. The site is zoned Rural Residential under the Shire's Town Planning Scheme No. 3 (TPS 3). The property is approximately 5 hectares in size and currently does not contain any buildings. Some mature vegetation exists in the north-west (rear) part of the lot.

Details of the Application

Based on the information and plans provided in support of the application, planning approval is sought for the following:

1. Relocation of an existing 1,606m² building envelope, as follows:
 - a. The existing building envelope is located in a central location at the front of the property.

- b. The proposed new building envelope location is to the rear of the property, setback 20m from the west (rear) and south (side) boundaries.
2. The construction of a 167.5m² outbuilding with the following characteristics:
 - a. Proposed floor plan dimensions are 15.3m long by 10.95m wide;
 - b. A maximum wall height of 4.15 metres and ridge height of 5.61 metres;
 - c. An approximate setback of 25 metres from the west (rear) boundary and 40 metres from the south (side) boundary;
 - d. Located within the proposed new building envelope location;
 - e. Sliding door on each of the longer sides; and
 - f. Constructed of steel frame and sheeting.

COMMENT/DETAILS

Town Planning Scheme No. 3

The subject site is zoned 'Rural Residential' under the Shire of Wandering's TPS 3. The objectives outlined under TPS 3 for Rural Residential zoned land is as follows:

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

Building Envelope

A building envelope is defined under TPS 3 as follows:

"building envelope: means an area of land within a lot marked on a plan approved by the local government within which all buildings and effluent disposal facilities on the lot must be contained."

The existing building envelope is located in a central location at the front of the property and the proposed new building envelope location is to the rear of the property, setback 20m from the west (rear) and south (side) boundaries (refer to Attachment 1).

The relocation of the building envelope will not result in any clearing of vegetation on the lot and is not considered to result in an adverse amenity impact from a planning perspective. However it is important to note that the relocation of the building envelope may result in bushfire risk implications for the development of habitable buildings in the new building envelope location, given the site is located in a Bushfire Prone Area. While the development of an outbuilding does not in itself require consideration of the bushfire risk, any future dwelling will need to be assessed for its Bushfire Attack Level and may require additional construction standards or siting requirements.

In view of the above, no objection is raised to the relocation of the building envelope, however an advice note should be applied to the approval which makes the applicant/owner aware of the potential future bushfire risk implications of the new building envelope, and in the event that new habitable buildings are required to be sited outside of the new building envelope area, this will require planning approval from the Shire.

Outbuilding

The development of an outbuilding, where the site does not contain any development of a single house or other use class, is appropriately defined as 'Storage'. Under the terms of LPS No.3, the use class Storage is not listed. Pursuant to clause 4.4.2 of TPS 3, where a land use is not specifically mentioned in the Zoning Table, the Shire may:

- a) *determine that the use is consistent with the objectives of the particular zone and is therefore permitted; or*
- b) *determine that the proposed use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or*
- c) *determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.*

In this instance, the outbuilding is proposed to be used for storage only, which is not in itself considered to be contrary to the general objectives of TPS 3. It is common for outbuilding developments to precede the construction of a development on rural land. There is no reason to consider that the application is not bona fide in this respect. For this reason, it is considered appropriate that the use is consistent with the objectives of the Rural Residential zone and is therefore permitted. It is also considered that the nature of the application does not necessitate advertising under TPS 3.

It is considered appropriate that a condition be applied to the development approval to ensure that the colour of the outbuilding is consistent with the styles and colours of other buildings in the area.

Town Planning Policy – Outbuildings; Residential and Rural Residential Zones

Under the provisions of the outbuildings policy, based on a lot size of 5 hectares, the subject site is permitted an outbuilding with an area of 150m², wall height of 3 metres and maximum height of 4 metres. The proposed outbuilding exceeds these requirements with an area of 167.5m², wall height of 4.15m and maximum height of 5.61m. Accordingly, a performance-based assessment has been undertaken against the general objectives of the outbuildings policy, as follows:

- **To provide clear standards as to what constitutes an acceptable type of outbuilding on certain land types.**

As discussed above, the outbuilding is not considered to be inconsistent with the objectives of the Rural Residential zone. Therefore consideration should primarily relate to the design and siting of the building to ensure an appropriate visual amenity outcome.

- **To ensure that the style, materials, condition and design of an outbuilding are acceptable and in keeping with community standards.**

The footprint of the proposed outbuilding is 17.5m² greater than what is ordinarily permitted and the height is 1.15m – 1.61m greater than the allowable heights under the outbuildings policy. In respect to the visual impact of the proposed outbuilding, its location is approximately 200 metres from Redgum Court, 25 metres from the west (rear) boundary and 40 metres from the south (side) boundary. Furthermore, the outbuilding will be over 150m away from the nearest residence to the south of the site. The proposed outbuilding complies with the site requirements under clause 5.16.1 of TPS 3.

In the context of the size of the lot, the relatively minor nature of the size variation to that permitted, and the significant distances from the road and surrounding dwellings, the size of the outbuilding is not considered to unduly impact on the amenity of the area. In this respect, the proposed outbuilding is supported in terms of its size and location.

- **To provide a process for approving outbuildings.**

It is noted that an outbuilding can be considered under the provisions of TPS 3 and the outbuildings policy.

CONCLUSION

Following assessment of the application, the proposal is supported for the following reasons:

- The proposed building envelope is not considered to result in any adverse amenity impacts; and
- The outbuilding is not considered to unduly impact on the amenity of the area.

As such, it is recommended that Council approve the application subject to the imposition of conditions to ensure the development proceeds in a proper and orderly manner.

CONSULTATION

Not required

STATUTORY & LEGAL ENVIRONMENT

Planning & Development Act (2005)

Shire of Wandering Town Planning Scheme No.3

POLICY IMPLICATIONS

Shire of Wandering Town Planning Policy - 'Outbuildings; Residential and Rural Residential Zones'

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 3 – Development that is in keeping with the Rural Landscape

Outcome 3.1: Vibrant Rural Planning and Development

Strategy 3.1.1: Promote and encourage variety in land use planning

Strategy 3.1.4: Promote diversity in residential and commercial developments

Goal 5 – A strong and Effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance.

Strategy 5.2.1: Ensure Council's decision making process is effective and transparent

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council **APPROVE** the application for planning approval submitted by Jarrod and Theresa Wigham (Landowners) to relocate a building envelope and construct an outbuilding at Lot 89 Redgum Court, Wandering, in accordance with the information and plans submitted in support of the application subject to compliance with the following conditions and advice notes:

Conditions

1. The development is to be undertaken in a manner consistent with the information and plans submitted in support of the application.
2. A site plan to scale shall be submitted and approved by the Shire of Wandering prior to the commencement of building works, clearly showing the following:
 - a. Dimensions of the proposed building envelope; and
 - b. Setbacks of the building envelope to all boundaries and vegetation.
3. The approved outbuilding shall not be used for commercial, industrial or habitable purposes. Prior to the commencement of building works, the applicant(s)/owner(s) shall provide the Local Government with a written undertaking that the outbuilding constructed will only be used for the purpose permitted by this approval and within the zone in which it is located, under the provisions of the Scheme.
4. The exterior of the outbuilding shall be finished in a manner that is consistent with the colours and styles of the surrounding buildings to the satisfaction of the Shire of Wandering. Details shall be submitted to and approved by the Shire of Wandering, prior to the submission of a building permit application.
5. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Wandering.

Advice Notes

1. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Wandering having first been sought and obtained.
2. The applicant(s)/owner(s) are advised that a Bushfire Attack Level assessment will be required to be prepared and submitted to the Shire of Wandering for any habitable buildings on the subject site. Where a habitable building is required to be located outside of the designated building envelope as a result of bushfire risk, the applicant is r

3. required to seek the Shire's planning approval for the development.
4. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or erection on the land.
5. No construction works shall commence on the land prior to 7am without the Shire's written approval.
6. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Wandering Town Planning Scheme No.3 and may result in legal action being initiated by the local government.

COUNCIL DECISION – ITEM 10.2.1

MOVED: Cr Gowland

SECONDED: Cr Ferguson

That Council **APPROVE** the application for planning approval submitted by Jarrod and Theresa Wigham (Landowners) to relocate a building envelope and construct an outbuilding at Lot 89 Redgum Court, Wandering, in accordance with the information and plans submitted in support of the application subject to compliance with the following conditions and advice notes:

Conditions

6. The development is to be undertaken in a manner consistent with the information and plans submitted in support of the application.
7. A site plan to scale shall be submitted and approved by the Shire of Wandering prior to the commencement of building works, clearly showing the following:
 - a. Dimensions of the proposed building envelope; and
 - b. Setbacks of the building envelope to all boundaries and vegetation.
8. The approved outbuilding shall not be used for commercial, industrial or habitable purposes. Prior to the commencement of building works, the applicant(s)/owner(s) shall provide the Local Government with a written undertaking that the outbuilding constructed will only be used for the purpose permitted by this approval and within the zone in which it is located, under the provisions of the Scheme.
9. The exterior of the outbuilding shall be finished in a manner that is consistent with the colours and styles of the surrounding buildings to the satisfaction of the Shire of Wandering. Details shall be submitted to and approved by the Shire of Wandering, prior to the submission of a building permit application.
10. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Wandering.

Advice Notes

7. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Wandering having first been sought and obtained.
8. The applicant(s)/owner(s) are advised that a Bushfire Attack Level assessment will be required to be prepared and submitted to the Shire of Wandering for any habitable buildings on the subject site. Where a habitable building is required to be located outside of the designated building envelope as a result of bushfire risk, the applicant is required to seek the Shire's planning approval for the development.
9. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or erection on the land.
10. No construction works shall commence on the land prior to 7am without the Shire's written approval.
11. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Wandering Town Planning Scheme No.3 and may result in legal action being initiated by the local government.

**** Building envelope was previously approved at the December 2015 meeting**

10.3 COMMUNITY SERVICES REPORTS

Nil

10.4 CORPORATE SERVICES

10.4.1 FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 June 2016

FILE REFERENCE:	10.1.16
PROPOSERS:	Nil
DISCLOSURE OF INTEREST:	Nil
DATE:	11 July 2016
PREVIOUSLY BEFORE COUNCIL:	N/A
AUTHORS NAME & POSITION:	Durga Ojha, Manager Finance & Administration
NATURE OF COUNCIL'S ROLE IN THE MATTER:	Legislative

PURPOSE OF THE REPORT

In accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Shire is to prepare a monthly Statement of Financial Activity for consideration by Council.

The monthly financials for the month of June 2016 are presented for Council's consideration.

BACKGROUND

In accordance with Local Government (Financial Management) Regulation 1996 34(1), local governments are required to prepare, each month, a statement of financial activity reporting on revenue and expenditure for the month in question.

The statement of financial activity is to be presented at an ordinary meeting of Council within two (2) months after the end of the month to which the statement relates.

The statement of financial activity for the period ending 30 June 2016, financial statements, bank reconciliations, list of accounts paid for the periods ending 30 June 2016 are hereby presented for Council's information.

COMMENT/ DETAILS

Council is requested to accept the Monthly Financial Report for the period ended 30 June 2016, Bank Reconciliations and List of Payments 30 June 2016, as presented.

Monthly Financial Report for the period ending 30 June 2016.

[ATTACHMENT 10.4.1](#)

List of Payments 30 June 2016.

[ATTACHMENT 10.4.1.1](#)

Bank Reconciliations & Bank Statements (Muni A/C) 30 June 2016.

[ATTACHMENT 10.4.1.2](#)

Bank Reconciliations & Bank Statements (Investment A/C) 30 June 2016.

[ATTACHMENT 10.4.1.3](#)

Bank Reconciliations & Bank Statements (Trust A/C) 30 June 2016.

[ATTACHMENT 10.4.1.4](#)

CONSULTATION

Chief Executive Officer
Finance Officer

STATUTORY/ LEGAL ENVIRONMENT

Section 6.4 Local Government Act 1995, Part 6 – Financial Management, and regulation 34 Local Government (Financial Management) Regulation 1996.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Financial implications and performance to budget are reported to Council on a monthly basis.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and Effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance.

Strategy 5.2.1: Ensure Council's decision making process is effective and transparent

Strategy 5.2.3: Ensure appropriate funds are available to implement current and future action plans

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council

1. Endorse all cheque, EFT, BPay, salary & wages, transport payments, transfers to investments, credit card payments and other direct debits and transfers as listed from the Municipal and Trust Fund totalling \$317,724.31 for the period ending 30 June 2016.
2. Receive the bank reconciliations & bank statements for the period ended 30 June 2016.
3. Receive the financial statements for the period ended 30 June 2016.

COUNCIL DECISION – ITEM 10.4.1

MOVED: Cr Dowsett

SECONDED: Cr Price

That Council

1. Endorse all cheque, EFT, BPay, salary & wages, transport payments, transfers to investments, credit card payments and other direct debits and transfers as listed from the Municipal and Trust Fund totalling \$317,724.31 for the period ending 30 June 2016.
2. Receive the bank reconciliations & bank statements for the period ended 30 June 2016.
3. Receive the financial statements for the period ended 30 June 2016.

CARRIED 5/0

10.4.2 ADOPTION OF THE 2016/17 BUDGET

FILE REFERENCE: 10.4.1.1

PROPOSERS: Nil

DISCLOSURE OF INTEREST: Nil

DATE: 12 July 2016

PREVIOUSLY BEFORE COUNCIL: N/A

AUTHORS NAME & POSITION: Amanda O'Halloran, CEO & Durga Ojha, Manager Finance & Administration

NATURE OF COUNCIL'S ROLE IN THE MATTER: Legislative

PURPOSE OF THE REPORT

To consider and adopt the Municipal Fund Budget for the 2016/17 financial year together with supporting schedules, including imposition of rates and minimum payments, adoption of fees and charges and other consequential matters arising from the budget papers.

BACKGROUND

The draft 2016/17 budget has been compiled based on the principles contained within the Strategic Community Plan and the Long Term Financial Plan. The 2016/17 draft budget has been prepared in accordance with the presentations made to Councillors at the 3 budget workshops held between April and July 2016.

The proposed differential rates were approved by Council on the 16 June 2016 and advertised for the public to comment by 4.30 pm on 13 July 2016. No submissions were received when the public comment period closed.

COMMENT/ DETAILS

ATTACHMENT 10.4.2 & 10.4.2.1

The budget has been prepared to include information required by the *Local Government Act 1995, Local Government (Financial Management) Regulations 1996* and the Australian Accounting Standards. The main features of the draft budget include:

- The budget has been prepared with a 7% rate increase in line with financial plans contained within the Long Term Financial Plan and operational requirements pertinent to the financial climate and Council's current financial position. This increase applies to all differential general rate categories.

• Rating Category	Rates in a Dollar	Minimum Rates Payment
GRV - Special Use	0.10186	\$1019
GRV- Residential	0.08453	\$835
UV- Rural Residential	0.00916	\$1019
UV- Rural Mining	0.00622	\$1007
UV - Rural	0.00622	\$1007

- Fees and Charges have been reviewed and where increases have occurred these have generally increased up to 5% and are itemised in the draft budget. There is the inclusion of a number of new items
 - Equipment Hire
 - Re-Opening of Grave
 - Application of Keeping more than 2 dogs at the property
 - Treatment Room Hire
 - Group Caravan Park Booking
 - Low Loader Hire
 - Casual Commercial Venue Hire
 - New Food Business Registration fees
 - New Fees and Charges under the Building Act

- Household and commercial waste charges and charges for depositing at the Wandering Waste Transfer Station are proposed to increase up 1.3%.

- The recurrent operating budget included an overall increase of 5% (although individual line items may vary from this based on specific factors affecting each of these) and continues the focus on improved service delivery to the community. There is no increase in staff numbers planned in this budget, numbers have decreased by 2.0 FTE.

- A capital works programme totalling \$1,671,863 is included. Expenditure on road & bridge infrastructure is the major component of the capital budget (\$1,338,714) in line with Council's strategy to increase the investment in road and associated assets.

- A calculated surplus of \$47,733 is anticipated to be brought forward from 30 June 2016. However this is unaudited and may change. Any change will be addressed as part of a future budget review. The surplus comprises of grants that were received early but are actually for expenditure in the 2016/17 budget.
 - CRC Network Branding Grants of \$140,000 – received 15 June 2016
 - DFES (Bush Fire Brigade Grant) \$7,375 – first instalment received 30 June 2015

- Principal additional grant funding for the year is estimated from:

▪ Financial Assistance Grant	\$477,214.00
▪ Additional Financial Assistance Grants for Bridges	\$138,000.00
▪ Additional Grants for Bridges from Main Roads WA	\$ 69,000.00
▪ Regional Road Group	\$234,432.00
▪ Roads to Recovery	\$342,000.00
▪ Black Spot Funding	\$295,275.00
▪ DFES Bush Fire Brigade Grant	\$ 22,125.00
• Department for Regional Development, CRC Service Grant	\$113,574.00

CONSULTATION

Councillors
Chief Executive Officer

While no specific consultation has occurred on the draft 2016/17 budget, community consultation and engagement has previously occurred during the development of the Community Strategic Plan from which other plans and direction have been formulated. In addition, the proposed differential rates were advertised in the West Australian on the 18 June 2016 and the Wandering Echo on the 1 July 2016.

Extensive internal consultation has occurred through briefings and workshops with elected members.

STATUTORY/ LEGAL ENVIRONMENT

Section 6.2 of the *Local Government Act 1995* requires that not later than the 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending the following 30 June.

Division 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2016/17 budget as presented is considered to meet statutory requirements.

POLICY IMPLICATIONS

The Budget is based on the principals contained within the Strategic Community Plan, Corporate Business Plan and Long Term Financial Plan.

FINANCIAL IMPLICATIONS

Specific financial implications are outlined in the detailed section of this report and as itemised in the draft 2016/17 budget attached for adoption.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance

Strategy 5.2.1: Ensure the Council's decision making process is effective and transparent

Strategy 5.2.3: Ensure appropriate funds are available to implement current and future action plans

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council:

PART A – MUNICIPAL FUND BUDGET FOR 2016/17

Pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, the Council adopt the Municipal Fund budget as contained in **ATTACHMENT 10.4.2** of this agenda for the Shire of Wandering for the 2016/17 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page (2) shows a net result for that year of \$396,644.00
- Statement of Comprehensive Income by Program on page (3) shows a net result for that year of \$396,644.00
- Statement of Cash Flows on page (5) shows the closing cash balance for that year of \$187,566
- Rate Setting Statement on page (6) shows an amount required to be raised from general rates of \$863,148
- Notes to and Forming Part of the Budget on pages (7 to 34)
- Transfers to and from Reserves as detailed in page (30)

ABSOLUTE MAJORITY REQUIRED

COUNCIL DECISION – ITEM 10.4.1 – PART A

MOVED: Cr Gowland

SECONDED: Cr Ferguson

Pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, the Council adopt the Municipal Fund budget as contained in **ATTACHMENT 10.4.2** of this agenda for the Shire of Wandering for the 2016/17 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page (2) shows a net result for that year of \$396,644.00
- Statement of Comprehensive Income by Program on page (3) shows a net result for that year of \$396,644.00
- Statement of Cash Flows on page (5) shows the closing cash balance for that year of \$187,566
- Rate Setting Statement on page (6) shows an amount required to be raised from general rates of \$863,148
- Notes to and Forming Part of the Budget on pages (7 to 34)
- Transfers to and from Reserves as detailed in page (30)

CARRIED 5/0

PART B – DIFFERENTIAL RATES, INSTALLMENT PAYMENT ARRANGEMENTS

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following differential general rates and minimum payments on Gross Rental and Unimproved Values.

1.1 Differential Rates

- GRV- Special Use 10.186 cents in the dollar
- GRV- Residential 8.453 cents in the dollar
- UV – Rural Residential 0.916 cents in the dollar
- UV – Rural Mining 0.622 cents in the dollar
- UV – Rural 0.622 cents in the dollar

1.2 Minimum Payments

- GRV- Special Use \$1019
- GRV- Residential \$835
- UV – Rural Residential \$1019
- UV – Rural Mining \$1007
- UV – Rural \$1007

2. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, council nominates the following due dates for the payment in full by instalments:
 - Full Payment and 1st instalment due date 31 August 2016
 - 2nd quarterly instalment due date 31 October 2016
 - 3rd quarterly instalment due date 31 December 2016
 - 4th quarterly instalment due date 1 March 2017
3. Pursuant to Section 6.46 of the *Local Government Act 1995*, council offers a discount of 5% to ratepayers who have paid their rates in full, including arrears, waste and service charges, on or before the 31 August 2016
4. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, council adopts an instalment administration charge of \$30.00 per instalment option.
5. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.
6. Pursuant to section 6.51(1) and subject to section 6.51(4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, Council adopts an interest rate of 11% for rates (and service charges) and costs of proceeding to recover such charges that remains unpaid after becoming due and payable.

ABSOLUTE MAJORITY REQUIRED

COUNCIL DECISION – ITEM 10.4.1 – PART B
MOVED: Cr Dowsett SECONDED: Cr Ferguson

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following differential general rates and minimum payments on Gross Rental and Unimproved Values.

1.1 Differential Rates

- GRV- Special Use 10.186 cents in the dollar
- GRV- Residential 8.453 cents in the dollar

UV – Rural Residential	0.916 cents in the dollar
UV – Rural Mining	0.622 cents in the dollar
UV – Rural	0.622 cents in the dollar

- 1.2 Minimum Payments
- | | |
|------------------------|--------|
| GRV- Special Use | \$1019 |
| GRV- Residential | \$835 |
| UV – Rural Residential | \$1019 |
| UV – Rural Mining | \$1007 |
| UV – Rural | \$1007 |
2. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, council nominates the following due dates for the payment in full by instalments:
 - Full Payment and 1st instalment due date 31 August 2016
 - 2nd quarterly instalment due date 31 October 2016
 - 3rd quarterly instalment due date 31 December 2016
 - 4th quarterly instalment due date 1 March 2017
 3. Pursuant to Section 6.46 of the *Local Government Act 1995*, council offers a discount of 5% to ratepayers who have paid their rates in full, including arrears, waste and service charges, on or before the 31 August 2016
 4. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, council adopts an instalment administration charge of \$30.00 per instalment option.
 5. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.
 6. Pursuant to section 6.51(1) and subject to section 6.51(4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, Council adopts an interest rate of 11% for rates (and service charges) and costs of proceeding to recover such charges that remains unpaid after becoming due and payable.

CARRIED 5/0

PART C – GENERAL FEES AND CHARGES FOR 2016/17

Pursuant to section 6.16 of the *Local Government Act 1995*, council adopts the Fees and Charges included at pages 1 to 9 inclusive of the fees & Charges 2016/17 included as **ATTACHMENT 10.4.2 .1** of this agenda and minutes.

ABSOLUTE MAJORITY REQUIRED

COUNCIL DECISION – ITEM 10.4.1 – PART C

MOVED: Cr Price

SECONDED: Cr Dowsett

Pursuant to section 6.16 of the *Local Government Act 1995*, council adopts the Fees and Charges included at pages 1 to 9 inclusive of the fees & Charges 2016/17 included as **ATTACHMENT 10.4.2 .1** of this agenda and minutes.

CARRIED 5/0

PART D – OTHER STATUTORY FEES FOR 2016/17

1. Pursuant to section 53 of the *Cemeteries Act 1986* the council adopts the Fees and Charges for the Wandering Cemetery included at page 3 of the draft fees and Charges included as **ATTACHMENT 10.4.2.1** of this agenda and minutes.
2. Pursuant to section 245A(8) of the *Local Government (Miscellaneous Provisions) Act 1960* the council adopts a swimming pool inspection fee of \$57.45 included at page 7 of the draft 2016/17 fees and charges included as **ATTACHMENT 10.4.2.1** of this agenda and minutes.

3. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, Council adopt the following charges for the removal and deposit of domestic and commercial waste:

3.1. Residential Premises (including recycling) Wandering Town Site and Wandering Downs

2.1.1 240 litre bin service - per annum - weekly removal of one 240 litre mobile garbage bin and fortnightly removal of one 240 litre mobile recycling bin + 1 tip pass pa (disposal of one trailer 6x4)
\$ 385.00pa

2.2 Commercial Premises Wandering Town Site and Industrial Area

2.1.2 240 litre bin service - per annum - weekly removal of one 240 litre mobile garbage bin and fortnightly removal of one 240 litre mobile recycling bin + 1 tip pass pa (disposal of one trailer 6x4)
\$ 385.00pa

4. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, and section 6.16 of the *Local Government Act 1995* council adopt the following charges for the deposit of domestic and commercial waste:

Charge	Description	Price
Call out Fee	Opening of Transfer Station out of Hours	\$110.00
Seasons Pass	Rural rubbish pass - for those properties that do not have a weekly 240 litre mobile bin service - includes 52 standard 240 litre bin drop offs per year of either Household Waste or Recycling ** Does not have to be weekly **	\$130.00
Household Waste	per 240 litre bin	\$15.00
Household Waste	per cubic metre	\$40.00
Household Waste	per trailer 6x4	\$40.00
Household Waste	per tonne	\$120.00
Building Site Refuse Disposal	per building licence issued - for dwellings only	\$500.00
Commercial Refuse Disposal	disposal of commercial waste	\$330.00
Vehicle Body Dumping	disposal of car bodies at tip - per car	\$165.00
Recycling	per 240 litre bin	\$15.00
Recycling	per cubic metre	\$40.00
Recycling	per trailer 6x4	\$40.00
Animal Carcasses	small domestic - per carcase	\$20.00
Animal Carcasses	large - cattle, sheep, horse - per carcase	\$40.00
White goods - fridge, freezer, stoves, washing machine etc...	per item	\$22.00
Mattresses	per item	\$38.50
Car Tyre	per tyre	\$10.00
4WD Tyre	per tyre	\$15.00
Car / 4WD tyre on rim	per tyre	\$23.00
10 Litre waste oil and units thereafter	3.30 per 10 litres	\$3.30
Green Waste	<i>Must be separated from other waste or household waste charges apply</i>	No Charge
Clean fill	Clean sand etc, where it can be used on site	No Charge

ABSOLUTE MAJORITY REQUIRED

COUNCIL DECISION – ITEM 10.4.1 – PART D

MOVED: Cr Ferguson

SECONDED: Cr Gowland

1. Pursuant to section 53 of the *Cemeteries Act 1986* the council adopts the Fees and Charges for the Wandering Cemetery included at page 3 of the draft fees and Charges included as **ATTACHMENT 10.4.2.1** of this agenda and minutes.
2. Pursuant to section 245A(8) of the *Local Government (Miscellaneous Provisions) Act 1960* the council adopts a swimming pool inspection fee of \$57.45 included at page 7 of the draft 2016/17 fees and charges included as **ATTACHMENT 10.4.2.1** of this agenda and minutes.
3. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, Council adopt the following charges for the removal and deposit of domestic and commercial waste:
 - 3.1 Residential Premises (including recycling) Wandering Town Site and Wandering Downs**
 - 2.1.1 240 litre bin service - per annum - weekly removal of one 240 litre mobile garbage bin and fortnightly removal of one 240 litre mobile recycling bin + 1 tip pass pa (disposal of one trailer 6x4)
\$ 385.00pa
 - 3.2 Commercial Premises Wandering Town Site and Industrial Area**
 - a. 2.1.2 240 litre bin service - per annum - weekly removal of one 240 litre mobile garbage bin and fortnightly removal of one 240 litre mobile recycling bin + 1 tip pass pa (disposal of one trailer 6x4)
 - b. \$ 385.00pa
4. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, and section 6.16 of the *Local Government Act 1995* council adopt the following charges for the deposit of domestic and commercial waste:

Charge	Description	Price
Call out Fee	Opening of Transfer Station out of Hours	\$110.00
Seasons Pass	Rural rubbish pass - for those properties that do not have a weekly 240 litre mobile bin service - includes 52 standard 240 litre bin drop offs per year of either Household Waste or Recycling ** Does not have to be weekly **	\$130.00
Household Waste	per 240 litre bin	\$15.00
Household Waste	per cubic metre	\$40.00
Household Waste	per trailer 6x4	\$40.00
Household Waste	per tonne	\$120.00
Building Site Refuse Disposal	per building licence issued - for dwellings only	\$500.00
Commercial Refuse Disposal	disposal of commercial waste	\$330.00
Vehicle Body Dumping	disposal of car bodies at tip - per car	\$165.00
Recycling	per 240 litre bin	\$15.00
Recycling	per cubic metre	\$40.00
Recycling	per trailer 6x4	\$40.00
Animal Carcasses	small domestic - per carcass	\$20.00
Animal Carcasses	large - cattle, sheep, horse - per carcass	\$40.00
White goods - fridge, freezer, stoves, washing machine etc...	per item	\$22.00
Mattresses	per item	\$38.50

Car Tyre	per tyre	\$10.00
4WD Tyre	per tyre	\$15.00
Car / 4WD tyre on rim	per tyre	\$23.00
10 Litre waste oil and units thereafter	3.30 per 10 litres	\$3.30
Green Waste	<i>Must be separated from other waste or household waste charges apply</i>	No Charge
Clean fill	Clean sand etc, where it can be used on site	No Charge

CARRIED 5/0

PART E – ELECTED MEMBERS' FEES AND ALLOWANCES FOR 2016/17

Pursuant to section 5.99 of the *Local Government Act 1995* and regulation 34 of the *Local Government (Administration) Regulations 1996*, council adopts the following annual fee for payment of elected members in lieu of individual meeting attendance fees:

- Shire President \$4,000.00

ABSOLUTE MAJORITY REQUIRED**COUNCIL DECISION – ITEM 10.4.1 – PART E**

MOVED: Cr Gowland

SECONDED: Cr Price

Pursuant to section 5.99 of the *Local Government Act 1995* and regulation 34 of the *Local Government (Administration) Regulations 1996*, council adopts the following annual fee for payment of elected members in lieu of individual meeting attendance fees:

- Shire President \$4,000.00

CARRIED 5/0

PART F - MATERIAL VARIANCE REPORTING FOR 2016/17

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and AASB 1031 *Materiality*, the level to be used in statements of financial activity in 2016/17 for reporting material variances shall be 10% or 5,000 whichever is the greater.

Simple Majority**COUNCIL DECISION – ITEM 10.4.1 – PART F**

MOVED: Cr Dowsett

SECONDED: Cr Price

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and AASB 1031 *Materiality*, the level to be used in statements of financial activity in 2016/17 for reporting material variances shall be 10% or 5,000 whichever is the greater.

CARRIED 5/0

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

COUNCIL DECISION – ITEM 12.1

MOVED: Cr Dowsett

SECONDED: Cr Gowland

That Council considers the following Item as new business of an urgent nature

CARRIED 5/0

COUNCIL Resolution to break for Afternoon Tea

MOVED: Cr Gowland

SECONDED: Cr Ferguson

That the Meeting be adjourned for afternoon tea at 2.02 pm

CARRIED 5/0

The meeting resumed at 2.26 pm

MOVED: Cr Ferguson

SECONDED: Cr Gowland

CARRIED 5/0

12.1.1 PROPOSED SHIRE OF WANDERING'S DOGS LOCAL LAW

FILE REFERENCE:	16.1.3
PROPOSERS:	Nil
DISCLOSURE OF INTEREST:	Nil
DATE:	21 July 2016
PREVIOUSLY BEFORE COUNCIL:	N/A
AUTHORS NAME & POSITION:	Amanda O'Halloran, CEO
NATURE OF COUNCIL'S ROLE IN THE MATTER:	Legislative

PURPOSE OF THE REPORT

To obtain Council's approval for a proposed Dog Local Law and authorisation to proceed with the necessary procedure.

BACKGROUND

It has come to Council's attention it does not have a current Local Law relating to the control of dogs in its area and relies instead on the provisions contained within the Dog Act 1976. In particular, there is no ability to limit the number of dogs on a property. Council currently gives permission to residents requesting more than 2 dogs in a residential area, however without a current gazetted local law, residents are able to have up to six dogs under the Dog Act 1976, and the same applies to rural residential areas.

Key areas that require specific attention in the Local Law relate to:

- The ability to set up a pound
- Areas where dogs are prohibited
- Fencing requirements
- Limitation of dog numbers

- The establishment of kennels
- Fines and penalties

Council has recently had difficulty dealing with occupiers and residents in relation to these matters given the broad nature of the Act. A dog Local Law helps the Council and Ranger Services to provide controls and enforcement provisions to ensure that dog owners must take all measures for their dogs not to be a nuisance to the community and cause harm to children and people in public places, and for the safety and good governance of people in the area.

A draft for a Local Dog Law has been produced for Council's consideration, the purpose of the Dog Local Law is control dogs within the Wandering town site and rural residential areas of the Shire, resulting in the affective and fair control of dogs in the area.

COMMENT/ DETAILS

Dog Pounds

Whilst the draft local law contains provisions for the establishment of a dog pound, the inclusion of the provisions does not require the council to establish a pound.

Including these provisions within the local law would allow the council to establish a pound should it chose to do so at some future point.

Dog Fouling

The draft local law creates an offence whereby the owner of the dog fails to remove dog excrement from a street or public place.

Fencing Requirements

The Dog Act does not contain provisions to define the standard of fencing on properties that contain dogs. The draft local law sets out detailed provisions for the containment of dogs on properties.

Limitation of Dog Numbers

The Dog Act allows a local government to limit the number of dogs over three months of age that are kept on a premises. The draft local law seeks to limit the maximum number of dogs on premises within the Wandering town site to two. This provision would take effect shortly after the gazettal of the local law and any person with more than two dogs at that time would need to seek an exemption from the provisions of the local law. Council would be able to grant exemptions and these exemptions can be subject to conditions.

Kennels

The draft local law defines in some detail the conditions for the creation of kennels. Under the current Town Planning Scheme commercial kennels are not permitted within the Wandering Town site. Outside of this area kennels are a permitted use and would be subject to a planning approval being granted.

Fines and Penalties

The maximum penalty allowed under the Dog Act is \$2,000 and for the purposes of the local law this sum has been reduced to \$500. Persons committing an offence under the local law can opt to pay a modified penalty instead of attending a court hearing. The modified penalty cannot be more than 20% of the maximum penalty, making the penalty in the draft local law \$100. The offences to which a penalty would apply are detailed in Schedule 2 of the draft local law.

Next Steps

The draft local law will be publicised for public consultation for a period of six weeks by the Shire administration placing public notices and details in local Shire of Wandering's Ordinary Council Meeting Minutes, on the Shire of Wandering website and information being available at the Shire office. Once the consultation period has closed Council will consider the comments received and decide whether to proceed with the gazettal of the Local Dog Law, with or without modifications.

ATTACHMENT 12.1.1.1

Legislation

Section 49 of the Dog Act specifies that local laws to regulate dogs are to be made in accordance with the process set out by sections 3.11 to 3.17 of the Local Government Act 1995.

The Act requires the person presiding at a Council meeting to give notice of the purpose and effect of the proposed local law by ensuring that the purpose and effect is included in the agenda for the meeting and that the minutes of the meeting include the purpose and effect of the proposed local law.

Purpose

The purpose of the proposed Dog Local Law is to make provisions about the impounding of dogs, to control the number of dogs that can be kept on the premises and the manner of keeping of those dogs, and to prescribe areas in which dogs are prohibited and dog exercise areas.

Effect

The effect of the proposed Local Law is to extend the controls over dogs which exist under the Dog Act 1976 and Regulations.

CONSULTATION

WA Contract Ranger Services, Shires of Pingelly, Northam, Cuballing and Merredin.

STATUTORY/ LEGAL ENVIRONMENT

Local Government Act 1995 Sections 3.11 -3.17

Dog Act 1976

POLICY IMPLICATIONS

Affixing the Shire of Wandering Common Seal Policy

FINANCIAL IMPLICATIONS

90% of the cost involved are covered in the 2016/2017 budget should the Dogs Local Law proceed. However, there will be a cost associated with the prescribed advertising in the *Gazette*.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance.

Strategy 5.2.1: Ensure the Council's decision making process is effective and transparent.

Strategy 5.2.2: Ensure that the organisation's governance structure, policies and procedures are current and relevant.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council:

1. Support the public release of draft Local Dog Law, outlined in Attachment 12.1.1.1, and require the document to be publicly advertised for a period of six (6) weeks.
2. In accordance with s3.12(3)(c) of the Act, a copy of the proposed local law be supplied to any person requesting it; and
3. The results be presented to Council for consideration of any submissions received.

COUNCIL DECISION – ITEM 12.1.1

MOVED: Cr Dowsett

SECONDED: Cr Ferguson

That Council:

1. Support the public release of draft Local Dog Law, outlined in Attachment 12.1.1.1, and require the document to be publicly advertised for a period of six (6) weeks.
2. In accordance with s3.12(3)(c) of the Act, a copy of the proposed local law be supplied to any person requesting it; and
3. The results be presented to Council for consideration of any submissions received.

Carried 5/0

13 CONFIDENTIAL ITEMS


Nil

14 TIME AND DATE OF NEXT MEETING

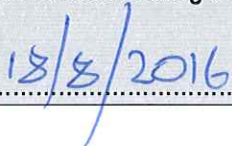
Next Ordinary Council meeting to be held on 18 August 2016 at 1:30pm.

15 CLOSURE OF MEETING 2.45 pm

**These Minutes were confirmed at the Ordinary Council Meeting
on Thursday 18 August 2016.**

Signed: 

Presiding Person at the meeting at which the minutes were confirmed

Date: 

MINUTES FOR THE MEETING HELD 16 June 2016



**SHIRE OF WANDERING
MINUTES OF THE ORDINARY COUNCIL MEETING**

Wandering Shire Council Chambers, 22 Watts Street, Wandering

**16 June 2016
1.30pm**

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SHIRE OF WANDERING
ORDINARY MEETING OF
COUNCIL

Dear Councillor

Notice is hereby given that an Ordinary Meeting of Council of the Shire of Wandering will be held on 16 June 2016 at Shire of Wandering Council Chambers, 22 Watts Street, Wandering. Commencing at 1.30 pm

The business to be transacted is shown in the Agenda.

Amanda O'Halloran
CHIEF EXECUTIVE OFFICER

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Wandering warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Wandering for any act, omission or statement or intimation occurring during a Council meeting.

Ordinary Council Meeting

1. DECLARATION OF OPENING /ANNOUNCEMENT OF VISITORS

The Shire President, Cr B Whitely declared the meeting open at 1.35pm

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillors:

Cr B Whitely	President
Cr B Dowsett	Deputy President
Cr W Gowland	
Cr C Ferguson	
Cr J Price	
Cr K Stripe	

Staff:

Ms A O'Halloran	Chief Executive Officer
Mr Durga Ojha	Manager of Administration and Finance
Mrs H Mark	Administration Officer

Visitors:

Apologies:

Cr Jim McNeil has resigned

On Leave of Absence:

3. DISCLOSURE OF INTERESTS

Nil

DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE) (updated 13 March 2000)

A member who has a Financial Interest in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest:

- (a) In a written notice given to the Chief Executive Officer before the Meeting or;
- (b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- (c) Preside at the part of the Meeting, relating to the matter or;
- (d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have a Financial Interest in a matter. I intend to include these notes in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The only exceptions are:
 - 6.1 Where the Councillor discloses the extent of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
 - 6.2 Where the Minister allows the Councillor to participate under s5.69 (3) of the Local Government Act, with or without conditions.

INTERESTS AFFECTING IMPARTIALITY

DEFINITION: An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'.

A member who has an Interest Affecting Impartiality in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- (a) in a written notice given to the Chief Executive Officer before the Meeting; or
- (b) at the Meeting, immediately before the matter is discussed.

IMPACT OF AN IMPARTIALITY CLOSURE

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote. With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

4. **PUBLIC QUESTION TIME**
Nil

5. **APPLICATIONS FOR LEAVE OF ABSENCE**
Nil

6. **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

6.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL – 19 May 2016

ATTACHMENT 6.1.1

COUNCIL DECISION – ITEM 6.1

MOVED: Cr Price

SECONDED: Cr Stripe

That the minutes of the Ordinary Meeting of Council held on 19 May 2016, be confirmed as a true and accurate record.

CARRIED 6/0

7. **ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**
Nil

8. **PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**
Nil

9. **REPORTS OF COUNCILLORS/COMMITTEES**

South 32 Liaison Committee – Cr Dowsett

Cr Dowsett attended the recent meeting.

- Alumina is currently at a reasonable price and is trading well with the value of the Australian dollar; the Operation does not therefore anticipate any further redundancies or terminations from the mine. There was not as many people impacted as first thought. The outlook is positive
- There is no longer a courtesy bus from Pingelly to South 32. This may encourage more employees to live locally.
- Main Roads have been contacted to ask to improve the road safety conditions around the site, post the serious accident on Marradong Road recently.

WALGA – President Whitely

The President of WALGA Lynne Craigie and the Director of Environmental Services at WALGA visited Wandering for a meeting and lunch – it was a good meeting and productive conversation was had. Key topics of discussion included –

- Environmental biosecurity. State Government have pushed this onto Local Government to manage. Issues associated and how this impacts locally.
- Management of Road Reserves, fire control, road funding etc
- Training of Councillors (WALGA to help with funding) – Webinars being an option for elected members to be able to undertake training locally.
- Significant amount of compliance – impact on smaller Councils
- IPR impost and impact on small Councils - ?? Whether WALGA could support with Templates and the like.

10. REPORTS OF OFFICERS

10.1 CHIEF EXECUTIVE OFFICER

10.1.1 USE OF COMMON SEAL AND ACTIONS PERFORMED UNDER DELEGATED AUTHORITY FOR THE MONTHS OF MAY 2016

FILE REFERENCE: 1.1.29.1

PROponents: Nil

DISCLOSURE OF INTEREST: Nil

DATE: 9 June 2016

PREVIOUSLY BEFORE COUNCIL: N/A

AUTHORS NAME & POSITION: Amanda O'Halloran CEO

NATURE OF COUNCILS ROLE IN THE MATTER: Legislative

PURPOSE OF THE REPORT

The purpose of this agenda item is to report to Council for information, Use of the Common Seal and actions performed under delegated authority requiring referral to Council, for the month of 31 May 2016.

BACKGROUND

Council has authorised the updated delegations register at the July 2015 Ordinary Meeting of Council. The procedure associated with the register is to report to Council the activities or actions that have been performed under the Delegated Authority. A report will be completed for Council at each meeting that identifies (1) use of the Common Seal, and (2) actions performed under the Delegated Authority requiring referral to Council as per the Shire of Wandering Delegated Authority Register 2015.

COMMENT/ DETAILS

Actions performed under delegation during May 2016 are provided below:

- **Food Stall Holders Licence:**
 - Endurance Ride – Wandering Fair Inc. – 02/05/2016
 - Wandering Fair – Pickled Partners – 02/05/2016
 - Camp Committee – School Canteen 2nd Term – 02/05/2016
 - Trash and Treasure – Wandering Fair Inc. – 16/05/2016
 - Australia's Biggest Morning Tea – Wandering CWA – 16/05/2016

- **Building Licenses Issued:**
 - A# 376/ BL 155; I & K Price - Lot 1 Pollard Road, Wandering 20/05/2016 for remedial measures and unauthorised works to proposed residential dwelling along with aesthetic measures and alterations to ensure compliance with BCA.
 - BL 152; Wandering Caravan Park - Lot 9000 Moramocking Road, Wandering 2/5/2016 for additions to ablution facility to incorporate an accessible facility and to modernise the existing facility.
 - A#283/ BL 149, RC Hewton & JL Ferguson - Lot 104 Hotham Street, Wandering 26/5/2016 alterations and additions (amendment to building Permit 139).

- **Payments:** Payments made from the Municipal Account as per financial report attached at 10.4.1 of this Agenda.

CONSULTATION

Relevant Officers and Managers of the Shire

STATUTORY/ LEGAL ENVIRONMENT

Local Government Act 1995 Section 9.49A

POLICY IMPLICATIONS

Affixing the Shire of Wandering Common Seal Policy
Shire of Wandering Delegations Register 2015
Purchasing and Tendering Policy

FINANCIAL IMPLICATIONS

Nil – all payments have been approved in the 2015/16 Annual Budget.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance.

Strategy 5.2.1: Ensure the Council's decision making process is effective and transparent.

Strategy 5.2.2: Ensure that the organisation's governance structure, policies and procedures are current and relevant.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council **ACCEPT** the report "Use of Common Seal and Actions Performed under Delegated Authority" for May 2016.

COUNCIL DECISION – ITEM 10.1.1

MOVED: Cr Dowsett

SECONDED: Cr Gowland

That Council **ACCEPT** the report "Use of Common Seal and Actions Performed under Delegated Authority" for May 2016.

CARRIED 6/0

10.1.2 OUTCOME OF RFT 01/16 SALE OF 7 GNOWING STREET, WANDERING

FILE REFERENCE:	RFT 01/16, 2.1.2
PROPONENTS:	Nil
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	24 May 2016
PREVIOUSLY BEFORE COUNCIL:	Nil
AUTHORS NAME & POSITION:	Amanda O'Halloran, Chief Executive Officer
NATURE OF COUNCILS ROLE IN THE MATTER:	Legislative

PURPOSE OF THE REPORT

A request for tender (RFT) for the Sale of 7 Gnowing Street, Wandering was advertised from the 7 May to the 23 May 2016. One complaint submission was received in response to the RFT. An evaluation of the submission received has been undertaken, and a recommendation to reject the submission received is put to Council for a decision.

BACKGROUND

The Shire of Wandering has budgeted to sell the 7 Gnowing Street house for the last 2 years. The property consists of a 3 x 1 dwelling on 840sqm block. The house is estimated to have been built in the mid 1970's and has had minimal improvements during this time. The house is valued "as is" at approximately \$225,000.00 as at the 20 April 2016.

ATTACHMENT 10.1.2.1

Council has endeavoured to sell the property through listing with local agents, private negotiation and has not been successful to date to secure a satisfactory price.

COMMENT/DETAILS

Extensive advertising of the RFT has been undertaken in the following manner:

- West Australian – Tenders and Real Estate sections – 7 May 2016
- Advertised in the Classifieds, Real Estate Section in the Narrogin Observer, Mandurah Mail and the Bunbury South Western Times.
- Listed on realestate.com and For Sale by Owner web pages.
- Listed various Facebook Buy, Swap & Sell sites: Great Southern, Boddington, Wandering, Narrogin, Dumbleyung / Kukerin, Pingelly, Wagin, Katanning, Brookton.
- It has been advertised on Gumtree, and
- Forwarded to 100 CRC's across the State requesting to put on their notice boards (unpaid advertising).

Copies of the Tender were requested by 13 interested parties. 2 people viewed the house.

The Tender opening occurred at 4pm on Monday 23 May 2016, one tender was received from Catherine and Peter Bradbury for the amount of \$10,000 ex GST.

The tender complied with the relevant criteria set within the tender document, however the amount offered is not considered acceptable for consideration by Council as it \$215,000.00 below the current valuation.

Section eight of the Tender particulars and conditions states:

8.1 The seller is not obliged to accept the highest or any tender offer.

Council is therefore recommended not to accept the offer received. Officers of the Shire will submit a revised sale plan for the 2016/17 budget.

CONSULTATION

Department of Local Government and Communities
Local Real Estate Agencies
Aon Valuation Services

STATUTORY/ LEGAL IMPLICATIONS

Local Government Act 1995, Sections 3.57 tender for providing goods or services and 3.58 Disposing of Property.

Part 4 of the Local Government (Functions and General) Regulations

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The 2015/16 Annual Budget is likely to incur a substantial deficit if the house is not sold in this financial year. Staff and Officers have worked to lessen the impact and have looked for initiatives to lessen the deficit where possible. There are strategic implications to carrying over a deficit that will continue until the house is sold.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and Effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance.

Strategy 5.2.1: Ensure Council's decision making process is effective and transparent

Strategy 5.2.3: Ensure appropriate funds are available to implement current and future action plans

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council **DECLINE** the offer received from Catherine and Peter Bradbury for \$10,000.00 for the Sale of 7 Gnowing Street, Wandering as it is \$215,000.00 less than the current valuation.

COUNCIL DECISION – ITEM 10.1.2

MOVED: Cr Gowland

SECONDED: Cr Price

That Council **DECLINE** the offer received from Catherine and Peter Bradbury for \$10,000.00 for the Sale of 7 Gnowing Street, Wandering as it is \$215,000.00 less than the current valuation.

CARRIED 6/0

10.1.3 REQUEST FOR CONTIGUOUS VALUATION ASSESSMENT FROM GH & JL PARSONS

FILE REFERENCE:

PROPONENTS: GH & JL PARSONS

DISCLOSURE OF INTEREST: Nil

DATE: 1 June 2016

PREVIOUSLY BEFORE COUNCIL: N/A

AUTHORS NAME & POSITION: Amanda O'Halloran, CEO and Monica Treasure, Manager of Communities

NATURE OF COUNCILS ROLE IN THE MATTER: Legislative

PURPOSE OF THE REPORT

That Council consider the request from GH & JL Parsons to amalgamate recently acquired Lots 1030 and 1058 together with all other location numbers on Assessment A509. A detailed assessment is presented for Council's consideration.

BACKGROUND

GH (Greg) & JL (Joanne) Parsons recently acquired Location 1030 and 1058 from Greg's parents, GR (Graeme) and B (Barbara) Parsons. At the time of transferring they were unaware of the Land Valuations Act 1978, ruling on blocks that do not join in assessing rates.

Graeme and Barbara Parsons still own Location 9821 (A510), which is the block that adjoins Location 1030 and 1058. Greg and Joanne Parsons lease Location 9821 and pay the rates.

Greg and Joanne Parsons have requested Council to consider requesting the Valuer General's Office to grant an exception and assess their rates on Locations 1030 and 1058 together with all other location numbers on Assessment A509.

The Valuer General's Office will consider requests from Council to group value rural land held in common ownership comprising one or more lots or parcels of land. Where lots adjoin, the Valuer General must determine whether a group valuation is to apply.

Unimproved Values – Rural Valuation Policy 4.310 directs the Valuer General's Office in regards to Group Valuations – Unimproved Values in rural areas. The Policy states for land to be considered applicable for a group valuation then it will be considered if the following apply:

- The lots are contiguous and in common ownership
- The lots are used and occupied as one holding and would normally be expected to sell as one holding
- The current conjoint use will continue into the foreseeable future
- The basis of the valuation is supported by sales evidence

ATTACHMENT 10.1.3.1, 2 & 3

COMMENT/ DETAILS

The key issues to be determined when assessing the Parsons' case is:

- Are the properties contiguous?
- Same ownership?

The definition of "Contiguous" states –

Case law has generally applied a strict definition of "contiguous" or "adjoining" that requires land to physically abut or touch. However for the purposes of determining the unimproved value of land in rural areas, a wider interpretation which acknowledges the practical aspects of land utilisation and farming operations applies:

- a) Where survey boundaries abut or adjoin.
- b) Where locations or lots are separated by a road, drain, or watercourse reserve, they may be deemed contiguous.
- c) Where property is actively used as one and would reasonably be expected to sell as one holding, even though boundaries do not strictly adjoin, the property may be deemed contiguous.

The definition of "Same Ownership" states –

- a) Identical names as per Certificate of Title
- b) Common owner or occupier as per definition under the Local Government Act 1995 at section 1.4
- c) Where names on the Certificate of Titles for contiguous lots have common, however not identical parties, the local government authority may endorse specific family names as being the "owner" for entry in the rate record and these will apply for entries on the valuation roll.

On reviewing these matters the Parsons case is not clear cut and will require an exemption from Council if Council was to endorse the request. On further review of the region and discussions with other Shires, who have policies to cover these matters, in most instances the determining factor is demonstration that the properties are contiguous, and that the blocks being considered are under a common ownership.

The Shire of Wandering administration has made the following determination for Council to consider.

The Locations 1058 & 1030, which are requested to be group valued, do not abut or adjoin the land owned in Assessment 509. Whilst the owners of the Locations 1058 & 1030 and Assessment 509 are currently utilising and leasing land that does abut and adjoin, both the parcels in question are separated by land that is not commonly owned and would not be expected to sell as one holding.

CONSULTATION

Mrs Barbara Parsons
Mrs Joanne Parsons
Me Graeme Parsons
Williams Shire
Cuballing Shire
Narrogin Shire
Finance and Administration Manager
Chief Executive Officer
Manager Communities

STATUTORY/ LEGAL ENVIRONMENT

Land Valuations Act 1978, Sections 4(1), 18, 23

Local Government Act 1995, Section 1.4

POLICY IMPLICATIONS

Nil, however the Shire Administration will develop a Policy regarding this matter for presentation at the July 2016 Ordinary Meeting of Council

FINANCIAL IMPLICATIONS

Advice from the Valuer General's Office is in cases like these there is generally a loss of revenue to the Shire. The two lots being individually rated generally results in higher rates received.

A rough calculation based on 2015/16 valuations and rate in the dollar figures estimated that there is an approximate reduction in rates by \$449.64 (10.75%).

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance

Strategy 5.2.1: Ensure the Council's decision making process is effective and transparent

Strategy 5.2.3: Ensure appropriate funds are available to implement current and future action plans

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council:

1. Refuse the application for an exemption in regards to the request by GH and JL Parsons to group value lots 1030 and 1058 into Assessment 509.
2. Direct the CEO to formulate a policy that permits contiguous valuation of properties where properties:
 - a. Are contiguous (touching); and
 - b. Are used for one purpose; and
 - c. Are under the same ownership.to provide formal guidance to such requests in the future.

COUNCIL DECISION – ITEM 10.1.3

MOVED: Cr Price

SECONDED: Cr Dowsett

That Council:

1. Refuse the application for an exemption in regards to the request by GH and JL Parsons to group value lots 1030 and 1058 into Assessment 509.
2. Direct the CEO to formulate a policy that permits contiguous valuation of properties where properties:
 - a. Are contiguous (touching); and
 - b. Are used for one purpose; and
 - c. Are under the same ownership.to provide formal guidance to such requests in the future.

CARRIED 6/0

10.2 BUILDING AND PLANNING REPORTS

10.2.1 RETROSPECTIVE PLANNING APPLICATION – LOT 103 (12) CHEETANING STREET, WANDERING – RELOCATED/TRANSPORTABLE SINGLE HOUSE AND PERIMETER FENCE

FILE REFERENCE:	A14
PROponents:	Malcolm Field (Landowner)
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	8 June 2016
AUTHORS NAME & POSITION:	Christopher Lodge (Senior Town Planner, Shire of Kalamunda)
ATTACHMENTS:	<u>Attachment 10.2.1.1 Site Plan</u> <u>Attachment 10.2.1.2 Floor plan</u> <u>Attachment 10.2.1.3 Height Elevations and Photos of Prefabricated Single House</u>
NATURE OF COUNCILS ROLE IN THE MATTER:	Statutory

SUMMARY

This report recommends that a retrospective planning application submitted by Malcolm Field (Landowner) to relocate a prefabricated dwelling and development of a front fence at Lot 103 (12) Cheetaning Street, Wandering, be approved subject to appropriate conditions.

BACKGROUND

The application seeks planning approval for a prefabricated single house and front fence on Lot 103 (No. 12) Cheetaning Street, Wandering.

The subject site is within the Wandering Town Site, located on a corner with access to Cheetaning Street and Hotham Street. The site and surrounding lots comprise a total area of approximately 2000m² and are zoned Residential R10; the property is the last on the block (bound by Cheetaning Street, Hotham Street, Michibin Street, and Down Street) to be developed.

Based on the information and plans provided in support of the application, planning approval is sought for the following:

1. Retrospective approval for the placement of a 36m² single storey prefabricated dwelling with the following characteristics:
 - a. A maximum wall height of 3m metres (Attachment 3);
 - b. A minimum setback of six (6) metres from the north (rear) boundary and 6m from the west (secondary street, Hotham Street) boundary;
 - c. The finished floor level of the dwelling raised 0.48m above the natural ground level;
 - d. A proposed attached veranda measuring 28.8m² on the south-western side of the prefabricated dwelling (Attachments 1 and 2);
2. Construction of a new crossover to the Shire's specifications and standards on the south boundary leading into the lot; and
3. 2.1m colourbond fence around perimeter of the property with gate facing Cheetaning Street.

COMMENT

Town Planning Scheme No. 3

The subject site is zoned 'Residential' under the Shire of Wandering's Town Planning Scheme No. 3 (TPS No.3). The objectives outlined under TPS No. 3 for Residential zoned land is as follows:

- a) To provide for the predominant form of residential development to be single houses.
- b) To provide for diversity of lifestyle choice with a range of residential densities where possible;
- c) To achieve a high standard of residential development having regard to the economic importance of tourism to the district.
- d) To allow for the establishment of non-residential uses which are compatible with the predominant residential use and which will not adversely affect local amenities.

Under the terms of TPS No.3 the development of a 'single house' is a permitted "P" use within the Residential zone. However, clause 5.9 of the TPS No. 3 requires planning approval to be obtained prior to the development of 'transported dwellings', and specific regard must be given to whether the proposal:

- a) Complies with the provisions of the Scheme, the Residential Planning Codes, and any Local Laws applicable both to the transported building and the land on which it is to be situated; and
- b) is, in the opinion of the local government, in a satisfactory condition and will not detrimentally affect the amenity of the locality.

In determining compliance with the TPS No. 3 'transportable dwellings' provisions, it is considered appropriate to consider the proposal against the following:

- a) Compliance with the Residential Design Codes (R-Codes);
- b) Compliance with Clause 5.10 if the TPS No. 3; and
- c) Determine whether the proposal does or can achieve a high standard of development, which is consistent with the prevailing residential character of the area.

In this respect, the proposal is considered to generally address the requirements of the R-Codes, however the following assessment is provided against Clause 5.10 of TPS No. 3:

- a) Dwellings shall comply in all respects with the Building Code of Australia;
The Shire is yet to receive a building permit application for the development. In the event that Council resolves to approve the application, the applicant/owner will be required to lodge an application demonstrating compliance with the Building Code.
- b) Transportable dwellings may be approved pursuant to clause 5.9 of the Scheme subject to the buildings being designed as a transportable single house (mining camp type transportable accommodation units shall not be permitted);
Noting that the application for approval is retrospective (i.e. the dwelling is already on the site), an inspection has been carried out of the property (see Attachment 3) to ascertain the visual standard of the building. In this respect, while the building is a simple rectangular transportable dwelling, it is in good repair and is capable of being upgraded to an appropriate residential standard. It is however noted that the development is similar to the type of accommodation that is found in a mining camp.
- c) All dwellings shall contain at least one separate bedroom, a dining/living room and kitchen with separate toilet, bathroom and laundry facility in accordance with the Building Code of Australia; No bedroom is shown on the submitted floor plan however a habitable space is provided which could act as a bedroom (Attachment 2).

- d) Dwellings shall be constructed as a single unit with compatible external materials;
The building currently does not have an external material which is sympathetic or in keeping with the materials used on dwellings in the area. In the event that Council resolves to approve the application, a condition should be included requiring the applicant/owner to upgrade the external appearance of the building, in accordance with the Relocated Dwellings policy.
- e) All floors shall be sealed with suitable impervious materials, and all walls and ceilings lined in a finished workmanlike manner; and
- f) All window openings are to be glazed to the requirements of the Building Code of Australia and fitted with effective insect screens.
The requirements of (e) and (f) above can form a condition of planning approval in the event that Council resolves to approve the application.

Town Planning Policy – Relocated Dwellings

Noting that the application does incorporate a transportable/relocated dwelling, it is required to be assessed under the Shire's 'Relocated Dwellings' town planning policy. The following 'acceptable development' standards apply under the policy:

- ☐ The submission of all details as required above together with the application and appropriate fee.

The application is considered to have provided sufficient detail of the proposal to be assessed.

- ☐ The dwelling meets the 'Class 1 building' requirements of the Building Code of Australia, including the energy efficiency requirements.

The associated building license has not been submitted however it will be required to comply with all building requirements under the BCA when the application for a building license is lodged to the Shire. As such, advice notes should be included to notify the applicant that they are required to meet such standards.

- ☐ The dwelling contains at least one (1) bedroom separate from the other rooms in the dwelling, a lounge/dining area, a kitchen and a separate toilet, bathroom & laundry facility.

No bedroom is shown on the submitted floor plan however a habitable space is provided which could act as a bedroom (Attachment 2).

- ☐ The design, scale, standard and appearance of the proposed building is compatible with the type of dwellings that exist in the locality in which it is to be located.

The scale and size of the dwelling in relation to the lot size and surrounding properties is considered minimal with a total footprint of 64.8m² including the veranda (Attachment 1). The scale of the dwelling will have a negligible impact on surrounding landowners as the dwelling location complies with the required setbacks stipulated within the R-Codes.

- ☐ The dwelling's visual appearance is to be enhanced by the addition of verandas (if required) or through screening and/or landscaping.

A hardwood framed veranda and balcony with one (1) metre high balustrades are to attach to the dwelling enhancing the visual aesthetics of the proposal (Attachment 3).

- ☐ The condition and appearance of the roof and wall clad materials are to be in as new condition, or are proposed to be painted or rendered and repaired to bring up to the standard of a new dwelling.

The applicant has agreed to comply with the requirement to upgrade the external appearance of the dwelling. Currently the dwelling does not satisfy this requirement however conditions relating to additional cladding or rendering to improve the external faces of the demountable is to be undertaken to the satisfaction of the Shire of Wandering.

- The dwelling is to be located (setback) on the site so as to minimise the visual impact from public areas and neighbouring properties.

The dwelling is setback in accordance with the requirements under the R-Codes.

- The dwelling does not contain asbestos.

The applicant has not shown any material that is to be used in the construction of the proposal to be asbestos, however if any asbestos is to be found it would be dealt with under relevant Building and Health legislation.

In regard to the proposed front fence, the R-Codes deemed-to-comply requirements stipulate that front fences within the front setback area should be visually permeable above 1.2m of natural ground level. In this respect, a 2.1m solid steel fence is not considered to address the deemed to comply requirements of the R-Codes. Furthermore, a fence of this nature is not considered to be appropriate in a residential context, particularly given the character of surrounding streetscapes is predominantly open without solid front fencing. In the event that Council resolves to approve the application, it is recommended that solid fencing be permitted only behind the front setback area (7.5m from the front boundary) to a maximum height of 1.8m only.

CONCLUSION

It is concluded from an assessment of the retrospective application that the transportable/relocated single house at Lot 103 (12) Cheetaning Street, Wandering, if the development is upgraded in accordance with the Relocated Dwellings Policy, is unlikely to have an undue impact on the surrounding residential area. It is considered that the development can be brought up to a standard that is consistent and/or sympathetic with the character of the area.

As such, the application may be approved by Council subject to the imposition of a number of conditions to ensure the development proceeds in a proper and orderly manner. In accordance with the Relocated Dwelling Policy, a deposit of \$5,000 is required to be paid by the applicant, which is to be refunded upon the full and satisfactory completion of the dwelling, including all conditions imposed by Council on the dwelling. In order to clear these conditions and the refund of the bond, a final inspection of the building will be required.

In regard to fencing, it is recommended that a condition be included requiring that fencing within the front setback area shall be visually permeable above a height of 1.2m above natural ground level and a maximum height of 1.8m, and solid fencing is only permitted behind the front setback area (7.5m from the front boundary) to a maximum height of 1.8m.

STATUTORY & TOWN PLANNING

- Planning & Development Act (2005)
- Shire of Wandering Town Planning Scheme No.3

POLICY IMPLICATIONS

- Shire of Wandering Town Planning Policy - 'Relocated Dwellings'

FINANCIAL IMPLICATIONS

- Nil

COMMUNITY CONSULTATION

- Not required.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 3 – Development that is in keeping with the Rural Landscape

Outcome 3.1: Vibrant Rural Planning and Development

Strategy 3.1.1: Promote and encourage variety in land use planning

Strategy 3.1.4: Promote diversity in residential and commercial developments

Goal 5 – A strong and Effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance.

Strategy 5.2.1: Ensure Council's decision making process is effective and transparent

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council **APPROVE** the retrospective application for planning approval submitted by Malcolm Field (Landowner) to relocate a prefabricated dwelling and a perimeter fence at Lot 103 (12) Cheetaning Street, Wandering, in accordance with the information and plans submitted in support of the application subject to compliance with the following conditions and advice notes:

Conditions

1. The dwelling meets 'Class 1 building' requirements of the Building Code of Australia, including the energy efficiency requirements.
2. The development is to be undertaken in a manner consistent with the information and plans submitted in support of the application.
3. In accordance with the Shires 'Relocated Dwellings' Town Planning Policy, a deposit of \$5,000 is required to be paid by the applicant, which is to be refunded upon the full and satisfactory completion of the dwelling, including all conditions imposed by Council on the dwelling. In order to clear these conditions and the refund of the bond, a final inspection of the building will be required.
4. Prior to the occupation of the development, the exterior of the building shall be finished in a manner that is consistent with the colours and styles of the surrounding buildings to the satisfaction of the Shire of Wandering. Details shall be submitted to and approved by the Shire of Wandering, prior to the submission of a building permit application.
5. All floors shall be sealed with suitable impervious materials, and all walls and ceilings lined in a finished workmanlike manner.
6. All window openings are to be glazed to the requirements of the Building Code of Australia and fitted with effective insect screens.
7. Prior to the occupation of the development, the proposed crossover and all on-site vehicle access ways shall be constructed and maintained to the specifications and satisfaction of the Shire of Wandering.
8. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Wandering.

9. Prior to the occupation of the development, the development shall be provided with an adequate on-site effluent disposal system constructed and maintained to the specifications and satisfaction of the Shire of Wandering.
10. The gap between the ground level and the house floor is to be screened to the satisfaction of the Shire of Wandering.
11. A detailed landscape plan shall be submitted to and approved by the Shire of Wandering, prior to the submission of a building permit application. For the purpose of this condition, the plan shall be drawn with a view of ensuring that the development looks established, enhances the residential amenity of the site, and provides filtered screening of the dwelling, and show the following:
 - a) The location and species of all trees and shrubs proposed, to be retained and/or removed.
 - b) The location of any lawn areas to be established.
 - c) Those areas to be reticulated or irrigated.

Landscaping and reticulation shall be completed in accordance with the approved detailed landscape plan prior to occupation of the development and thereafter maintained to the satisfaction of the Shire of Wandering.
12. Fencing within the front setback area shall be visually permeable above a height of 1.2m above natural ground level and a maximum height of 1.8m, to the satisfaction of the Shire of Wandering. Solid fencing is only permitted behind the front setback area (7.5m from the front boundary) to a maximum height of 1.8m.

Advice Notes

1. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Wandering having first been sought and obtained.
2. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or erection on the land.
3. The new dwelling and water tanks are required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building permit application.
4. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
5. No construction works shall commence on the land prior to 7am without the Shire's written approval.
6. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Wandering Town Planning Scheme No.3 and may result in legal action being initiated by the local government.

COUNCIL DECISION – ITEM 10.2.1

MOVED: Cr Stripe

SECONDED: Cr Price

That Council **APPROVE** the retrospective application for planning approval submitted by Malcolm Field (Landowner) to relocate a prefabricated dwelling and a perimeter fence at Lot 103 (12) Cheetaning Street, Wandering, in accordance with the information and plans submitted in support of the application subject to compliance with the following conditions and advice notes:

Conditions

1. The dwelling meets 'Class 1 building' requirements of the Building Code of Australia, including the energy efficiency requirements.
2. The development is to be undertaken in a manner consistent with the information and plans submitted in support of the application.
3. In accordance with the Shires 'Relocated Dwellings' Town Planning Policy, a deposit of \$5,000 is required to be paid by the applicant, which is to be refunded upon the full and satisfactory completion of the dwelling, including all conditions imposed by Council on the dwelling. In order to clear these conditions and the refund of the bond, a final inspection of the building will be required.
4. Prior to the occupation of the development, the exterior of the building shall be finished in a manner that is consistent with the colours and styles of the surrounding buildings to the satisfaction of the Shire of Wandering. Details shall be submitted to and approved by the Shire of Wandering, prior to the submission of a building permit application.
5. All floors shall be sealed with suitable impervious materials, and all walls and ceilings lined in a finished workmanlike manner.
6. All window openings are to be glazed to the requirements of the Building Code of Australia and fitted with effective insect screens.
7. Prior to the occupation of the development, the proposed crossover and all on-site vehicle access ways shall be constructed and maintained to the specifications and satisfaction of the Shire of Wandering.
8. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Wandering.
9. Prior to the occupation of the development, the development shall be provided with an adequate on-site effluent disposal system constructed and maintained to the specifications and satisfaction of the Shire of Wandering.
10. The gap between the ground level and the house floor is to be screened to the satisfaction of the Shire of Wandering.
11. A detailed landscape plan shall be submitted to and approved by the Shire of Wandering, prior to the submission of a building permit application. For the purpose of this condition, the plan shall be drawn with a view of ensuring that the development looks established, enhances the residential amenity of the site, and provides filtered screening of the dwelling, and show the following:
 - a) The location and species of all trees and shrubs proposed, to be retained and/or removed.
 - b) The location of any lawn areas to be established.
 - c) Those areas to be reticulated or irrigated.

Landscaping and reticulation shall be completed in accordance with the approved detailed landscape plan prior to occupation of the development and thereafter maintained to the satisfaction of the Shire of Wandering.

12. Fencing within the front setback area shall be visually permeable above a height of 1.2m above natural ground level and a maximum height of 1.8m, to the satisfaction of the Shire of Wandering. Solid fencing is only permitted behind the front setback area (7.5m from the front boundary) to a maximum height of 1.8m.

Advice Notes

1. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Wandering having first been sought and obtained.
2. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or erection on the land.
3. The new dwelling and water tanks are required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building permit application.
4. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
5. No construction works shall commence on the land prior to 7am without the Shire's written approval.
6. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Wandering Town Planning Scheme No.3 and may result in legal action being initiated by the local government.

CARRIED 6/0

10.2.2 PROPOSED STORAGE SHED (RURAL INDUSTRY) – LOT 802 (128) PENNINGTON ROAD, WANDERING

FILE REFERENCE:	A278
PROPONENTS:	Premium Grain Handlers P/L
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	8 June 2016
AUTHORS NAME & POSITION:	Christopher Lodge (Senior Town Planner - Shire of Kalamunda)
ATTACHMENTS:	<u>Attachment 10.2.2.1 – Site Plan</u> <u>Attachment 10.2.2.2 – Elevations</u>
NATURE OF COUNCILS ROLE IN THE MATTER:	Statutory

SUMMARY

This report recommends that a planning application, submitted by Premium Grain Handlers, to construct a new storage shed (Rural Industry) at Lot 802 (128) Pennington Road, Wandering, be approved subject to appropriate conditions.

BACKGROUND

The applicant is seeking Council's planning approval for a storage shed (Rural Industry) at Lot 802 (128) Pennington Road, Wandering.

The subject site located approximately 6km south-east of Wandering town site. Lot 802 is located on the corner of Wandering Pingelly Road and Pennington Road. The subject site is the southern portion of the lot. The site has a total area of approximately 40 hectares. Access to the property is obtained via two (2) gravel access tracks from Pennington Road.

The site incorporates four (4) existing buildings and contains patches of vegetation throughout and along property boundaries.

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

1. A storage shed with the following characteristics:
 - a. 80.47m x 37.91m (3,050.62m²) shed located in the centre of the site, approximately 220m from Pennington Road.
 - b. Approximate 7m wall height and 14m ridge height.
 - c. Open on one side and one end of the building (enclosed on the other side and end).
 - d. Zinalume finish of the building.
2. The area where the shed is proposed is already cleared and no vegetation is required to be removed to facilitate the proposed development.
3. An existing access track exists from Pennington Road to facilitate access to the property.
4. The proposed shed will be used to store grain.

COMMENT

Town Planning Scheme No. 3 – Proposed Land Use and Permissibility

Lot 802 is zoned 'Rural' under the Shire of Wandering's Town Planning Scheme No.3 (TPS No.3).

The objectives outlined under TPS No. 3 for Rural zoned land is as follows:

- a) to ensure the continuation of broad-hectare agriculture in the district encouraging where appropriate the retention and expansion of agricultural activities.
- b) to provide for diversification and intensive agricultural uses in suitable areas.
- c) to consider non-rural uses where they can be shown to be of benefit to the district and not detrimental to the natural resources or the environment.
- d) to allow for facilities for tourists and travellers, and for recreation uses.
- e) to have regard to use of adjoining land at the interface of the Rural zone with other zones to avoid adverse effects on local amenities.

The proposed storage shed is considered to be appropriately classified as 'Industry-Rural' under TPS No. 3, which is defined as follows:

"industry - rural: means an industry handling, treating, processing, or packing rural products and a workshop servicing plant or equipment used for rural purposes."

Industry-Rural is a 'D' (Discretionary) use under TPS No. 3, which means that the use is not permitted unless the Shire has exercised its discretion by granting planning approval.

Compliance with TPS No. 3 Development Standards

After completing an assessment of the proposal against the development standards prescribed in TPS No. 3, the proposal complies with the specific minimum site requirements (setbacks) under Clause 5.17.1 and general development requirements under Clause 5.17.3. Additionally, the proposed development is consistent with the objectives of the Rural zone under TPS No. 3, as it encourages the retention and expansion of agricultural activities.

The proposal has not been assessed against the 'Town Planning Policy – Outbuildings; Residential and Rural Residential Areas', given that the proposed storage shed is classified as Industry-Rural, as discussed above, and is not associated with residential development or domestic storage.

Giving regard to the visual impact of the proposal, it is acknowledged that the size of the structure is significant, however the location of the development is approximately 220m from Pennington Road, and will be located behind mature vegetation. Therefore it is not considered that the proposal will be directly visible from the street or adjoining properties and will not unduly impact on the rural amenity of the area.

CONCLUSION

Based on an assessment of the application against the relevant requirements of TPS No. 3, the proposed storage shed (Rural Industry) at Lot 802 (128) Pennington Road, Wandering, is not considered to have an undue impact on the general amenity, character, functionality and safety of the immediate locality. The proposal is considered to be consistent with the objectives of TPS No. 3. Therefore, the application is able to be approved by Council subject to the imposition of appropriate conditions.

STATUTORY & TOWN PLANNING

- Planning and Development Act 2005
- Shire of Wandering Town Planning Scheme No.3

POLICY IMPLICATIONS

- Nil

FINANCIAL IMPLICATIONS

- Nil

COMMUNITY CONSULTATION

- Not required under TPS No. 3.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 2 – A Robust and Diverse Rural Economy

Outcome 2.2 Sustain and grow our business and industry sector

Outcome 2.3: A strong and resilient agricultural sector

Strategy 2.3.1: Promote the Wandering region as a significant agricultural region

Goal 3 – Development that is in keeping with the Rural Landscape

Outcome 3.1: Vibrant Rural Planning and Development

Strategy 3.1.1: Promote and encourage variety in land use planning

Strategy 3.1.4: Promote diversity in residential and commercial developments

Goal 5 – A strong and Effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance.

Strategy 5.2.1: Ensure Council's decision making process is effective and transparent

VOTING REQUIREMENTS

Simple majority required.

OFFICER RECOMMENDATION

That Council **APPROVE** the application for planning approval submitted by Premium Grain Handlers for a storage shed (Rural Industry) at Lot 802 (128) Pennington Road, Wandering, in accordance with the information and plans submitted in support of the application subject to compliance with the following conditions and advice notes:

Conditions

1. The development shall be carried out only in accordance with the terms of the application as approved herein, and any approved plan.
2. On completion of construction, all excess articles, equipment, rubbish and materials being removed from the site and the site left in an orderly and tidy condition, to the satisfaction of the Shire of Wandering.
3. Only vegetation required to be removed to facilitate the construction of the storage shed and any vehicle parking, manoeuvring and circulation areas is permitted to be removed by this approval. All other trees and other vegetation shall be retained unless otherwise approved by the Shire of Wandering.

Advice Notes

1. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Wandering having first been sought and obtained.

2. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction on the land.
3. No construction works shall commence on the land prior to 7am without the Shire's written approval.
4. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Wandering Town Planning Scheme No.3 and may result in legal action being initiated by the local government.

COUNCIL DECISION – ITEM 10.2.2

MOVED: Cr Gowland

SECONDED: Cr Dowsett

That Council **APPROVE** the application for planning approval submitted by Premium Grain Handlers for a storage shed (Rural Industry) at Lot 802 (128) Pennington Road, Wandering, in accordance with the information and plans submitted in support of the application subject to compliance with the following conditions and advice notes:

Conditions

1. The development shall be carried out only in accordance with the terms of the application as approved herein, and any approved plan.
2. On completion of construction, all excess articles, equipment, rubbish and materials being removed from the site and the site left in an orderly and tidy condition, to the satisfaction of the Shire of Wandering.
3. Only vegetation required to be removed to facilitate the construction of the storage shed and any vehicle parking, manoeuvring and circulation areas is permitted to be removed by this approval. All other trees and other vegetation shall be retained unless otherwise approved by the Shire of Wandering.

Advice Notes

1. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Wandering having first been sought and obtained.
2. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction on the land.
3. No construction works shall commence on the land prior to 7am without the Shire's written approval.
4. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Wandering Town Planning Scheme No.3 and may result in legal action being initiated by the local government.

CARRIED 6/0

10.3 COMMUNITY SERVICES REPORTS

Nil

10.4 CORPORATE SERVICES

10.4.1 FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 May 2016

FILE REFERENCE:	10.1.16
PROPOSERS:	Nil
DISCLOSURE OF INTEREST:	Nil
DATE:	8 June 2016
PREVIOUSLY BEFORE COUNCIL:	N/A
AUTHORS NAME & POSITION:	Durga Ojha, Manager Finance & Administration
NATURE OF COUNCIL'S ROLE IN THE MATTER:	Legislative

PURPOSE OF THE REPORT

In accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Shire is to prepare a monthly Statement of Financial Activity for consideration by Council.

The monthly financials for the month of May 2016 are presented for Council's consideration.

BACKGROUND

In accordance with Local Government (Financial Management) Regulation 1996 34(1), local governments are required to prepare, each month, a statement of financial activity reporting on revenue and expenditure for the month in question.

The statement of financial activity is to be presented at an ordinary meeting of Council within two (2) months after the end of the month to which the statement relates.

The statement of financial activity for the period ending May 2016, financial statements, bank reconciliations, list of accounts paid for the periods ending May 2016 are hereby presented for Council's information.

COMMENT/ DETAILS

Council is requested to accept the Monthly Financial Report for the period ended 31 May 2016, Bank Reconciliations and List of Payments 31 May 2016, as presented.

Monthly Financial Report for the period ending 31 May 2016.	<u>ATTACHMENT 10.4.1</u>
List of Payments 31 May 2016	<u>ATTACHMENT 10.4.1.1</u>
Bank Reconciliations & Bank Statements (Muni A/C) 31 May 2016	<u>ATTACHMENT 10.4.1.2</u>
Bank Reconciliations & Bank Statements (Investment A/C) 31 May 2016	<u>ATTACHMENT 10.4.1.3</u>
Bank Reconciliations & Bank Statements (Trust A/C) 31 May 2016	<u>ATTACHMENT 10.4.1.4</u>

CONSULTATION

Chief Executive Officer
Finance Officer

STATUTORY/ LEGAL ENVIRONMENT

Section 6.4 Local Government Act 1995, Part 6 – Financial Management, and regulation 34 Local Government (Financial Management) Regulation 1996.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Financial implications and performance to budget are reported to Council on a monthly basis.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and Effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance.

Strategy 5.2.1: Ensure Council's decision making process is effective and transparent

Strategy 5.2.3: Ensure appropriate funds are available to implement current and future action plans

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council

1. Endorse all cheque, EFT, BPay, salary & wages, transport payments, transfers to investments, credit card payments and other direct debits and transfers as listed from the Municipal and Trust Fund totalling \$495,068.44 for the period ending 31 May 2016.
2. Receive the bank reconciliations & bank statements for the period ended 31 May 2016.
3. Receive the financial statements for the period ended 31 May 2016.

COUNCIL DECISION – ITEM 10.4.1

MOVED: Cr Ferguson

SECONDED: Cr Gowland

That Council

1. Endorse all cheque, EFT, BPay, salary & wages, transport payments, transfers to investments, credit card payments and other direct debits and transfers as listed from the Municipal and Trust Fund totalling \$495,068.44 for the period ending 31 May 2016.
2. Receive the bank reconciliations & bank statements for the period ended 31 May 2016.
3. Receive the financial statements for the period ended 31 May 2016.

CARRIED 6/0

10.4.2 DIFFERENTIAL GENERAL RATES 2016/17

FILE REFERENCE:	10.1.18
PROPOSERS:	Nil
DISCLOSURE OF INTEREST:	Nil
DATE:	8 June 2016
PREVIOUSLY BEFORE COUNCIL:	N/A
AUTHORS NAME & POSITION:	Amanda O'Halloran Chief Executive Officer & Durga Ojha, Manager Finance & Administration
NATURE OF COUNCILS ROLE IN THE MATTER:	Statutory

PURPOSE OF THE REPORT

That Council consider and adopt the level of Rates to be imposed on the Wandering ratepayers for the 2016/17 financial year.

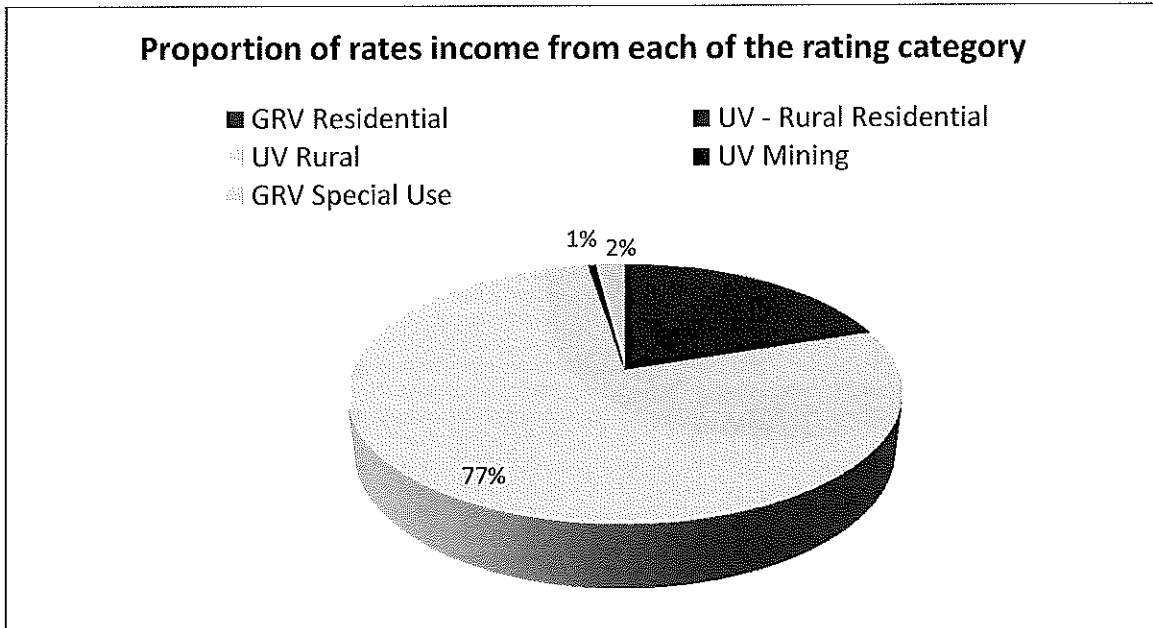
BACKGROUND

The Local Government Act 1995 provides for Councils to levy rates to fund the estimated annual budget deficiency for forthcoming financial year after taking into account all other forms of revenue. Rating income is one of the principal sources of revenue for the Shire and will contribute approximately 30% of the total revenue.

Rates are determined by multiplying a rate in the dollar to the valuation of that property. Valuations are categorised as Gross Rental Value (GRV) and Unimproved Value (UV) and are supplied by the Valuer General, the WA State Government independent body. A revaluation occurs every year for the UV properties, whereas GRV properties are only valued every five years.

The entire Wandering town site is considered as GRV Residential. Road Houses and Taverns are considered as commercial use therefore categorised as Special Use GRV. Similarly, Wandering Downs and Black Boy Springs are considered as Rural Residential as per the land usage. All farming properties are considered as UV Rural and Mining Tenement are considered as UV Mining.

The Shire of Wandering has 394 rateable properties and the following graph shows rates income to be contributed by each of the following rating categories.



COMMENT/ DETAILS

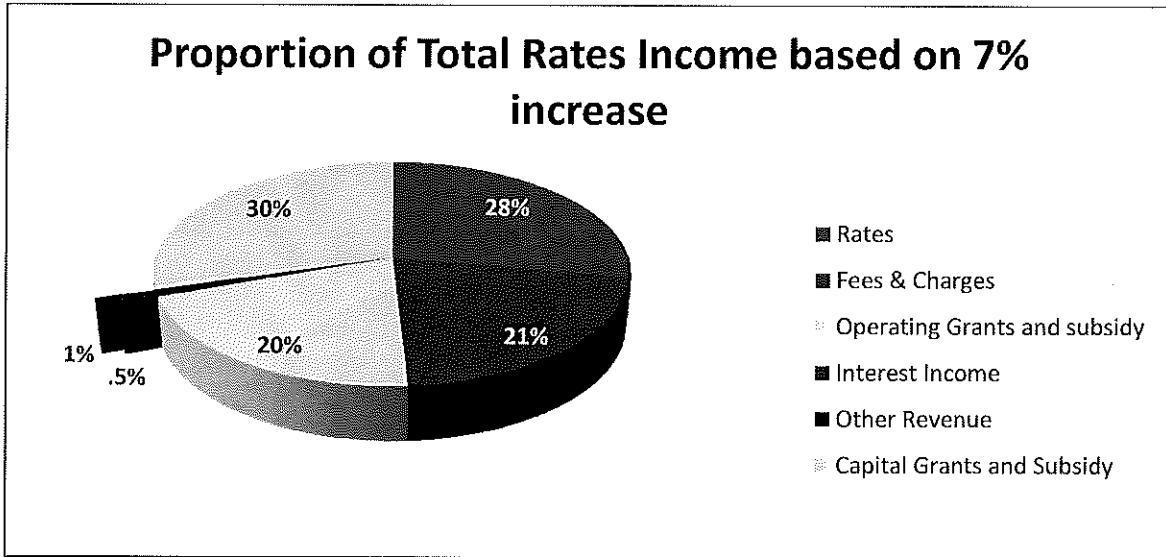
The following principles will be observed as per the Department of Local Government Rating Guidelines in making the decision to impose the differential general rates and minimum payment:

- **Objectivity:** The basis of imposing differential rate is by land use. Land held for residential purposes in UV will be rated UV Rural Residential and land held for business purposes in GRV categories will be rated GRV Special Use.
- **Fairness and equity:** In some cases the level of benefits provided to some ratepayers is used to justify the imposition of differential rates. In this case a more equitable distribution of the rate burden to those who consume the benefits is being achieved.
- **Consistency:** The properties used for similar purposes are being rated the same rate based on their valuations. All GRV Residential properties are being charged the same rate and all UV Rural Residential properties also being charged the same rate.
- **Transparency:** Transparency is achieved by the Council discussing the proposal, advertising differential rates, seeking and considering public comment before making a decision.
- **Administrative efficiency:** Council needs to consider the most efficient way to achieve the required revenue with less administrative cost.

Councillors have been very involved in budget planning for the coming financial year. 2 workshops have been held to enable Councillors to set a budget that meets the diverse needs of the Wandering Community.

During the workshops Councillors were encouraged to consider a range of rate increases. The increases were applied to support the projected budget deficit of the 2016/17 financial year. Councillors were asked to consider a potential increase of 12%, 9%, 7% and 5% with a corresponding discount scenario. The range in increase influenced the available funds and therefore impacted on what services and road works were achievable in the budget. Councillors have worked hard to try and get equitable outcomes for all residents of the Shire.

Taking into consideration the guiding principles mentioned above it is proposed that a 7.05% increase with a 5% discount be applied to the 2016/17 financial year. A discount of 10% has been applied in previous years, however, given the current financial climate and the financial pressures of the Council, it is considered best practice to reduce this by 5% for this financial year.



The proposed direct total rate increase includes 7.05% rates increase with 5% discount, with an assumption that 85% of total ratepayers will take the discount option. The 7.05% rates increment represents \$863,148 total rates revenue including discount, which is \$87,989 more than last year rates income.

ATTACHMENT10.4.2

Considering the proposed direct rate increase of 7.05% with 5% discount, the following differential general rates are proposed for Financial Year 2016/17

Rating Category	Rates in a Dollar	Minimum Rates Payment
GRV - Special Use	0.10186	\$1019
GRV- Residential	0.08453	\$835
UV- Rural Residential	0.00916	\$1019
UV- Rural Mining	0.00622	\$1007
UV - Rural	0.00622	\$1007

The Shire of Wandering has been applying a differential general rating model to levy fair and equitable rates to its ratepayers for a number of years. In order to levy differential general rates, the Council has to give local public notice of, 21 days (Local Government act 1995 (6.36), of the intention to do so.

ATTACHMENT

10.4.2.1

The increase in rates proposed will support Council in dealing with the financial shortfall anticipated in the Annual Budget for 2016/17 financial year. Council budgets are coming under increased pressure as more and more statutory compliance comes at a considerable cost. The proposed rate increase will support Council to provide for:

- continued tree pruning along North Bannister Wandering, Pingelly Road
- substantial road construction and maintenance program,
- purchase of plant to support Council's Asset Management Program
- continued delivery of essential services and facility maintenance.

CONSULTATION

Councillors
Chief Executive Officer

STATUTORY/ LEGAL ENVIRONMENT

The following sections of the Local Government Act 1995 are applicable to differential general rates and minimum payment:

- **Section 6.32** of the Local Government Act 1995 provides Council with the power to impose rates and service charges to properties.
- **Section 6.33** of the Local Government Act 1995 provides Council with the power to impose differential general rates
- **Section 6.35** of the Local Government Act 1995 provides Council with the power to impose minimum payments.
- **Section 6.36** of the Local Government Act 1995 requires Council to give local Public notice of its intention to levy differential general rates and invite public submission by giving a local public notice of minimum of 21 days. Council is also required to consider any submissions received, prior to imposing the proposed differential general rates and minimum payment.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Income generated from rates will be included in the 2016/17 Budget and is estimated to be \$863,148 (an increase of \$87,989) including rate discount.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance

Strategy 5.2.1: Ensure the Council's decision making process is effective and transparent

Strategy 5.2.3: Ensure appropriate funds are available to implement current and future action plans

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council:

1. Adopt the differential general rates based on following rate in the dollar and minimum rates proposed.

Rating Category	Rates in a Dollar	Minimum Rates Payment
GRV - Special Use	0.10186	\$1019
GRV- Residential	0.08453	\$835
UV- Rural Residential	0.00916	\$1019
UV- Rural Mining	0.00622	\$1007
UV - Rural	0.00622	\$1007

2. Endorse the Chief Executive Officer to advertise and call for public submissions by 4:30 PM Wednesday, the 13 July 2016.

ATTACHMENT 10.4.2.1

3. Should no comment be received in response to the public advertisement of the proposed differential rates, delegated authority to the CEO to proceed with formulation of the 2016/17 annual budget.

COUNCIL DECISION – ITEM 10.4.2

MOVED: Cr Stripe

SECONDED: Cr Price

That Council:

1. Adopt the differential general rates based on following rate in the dollar and minimum rates proposed.

Rating Category	Rates in a Dollar	Minimum Rates Payment
GRV - Special Use	0.10186	\$1019
GRV- Residential	0.08453	\$835
UV- Rural Residential	0.00916	\$1019
UV- Rural Mining	0.00622	\$1007
UV - Rural	0.00622	\$1007

2. Endorse the Chief Executive Officer to advertise and call for public submissions by 4:30 PM Wednesday, the 13 July 2016.

ATTACHMENT 10.4.2.1

3. Should no comment be received in response to the public advertisement of the proposed differential rates, delegated authority to the CEO to proceed with formulation of the 2016/17 annual budget.

CARRIED 6/0

1.50 pm Council voted to close the meeting to the public and move to the Confidential items as the Consultant related to Item 13.1 had arrived.

MOVED: Cr Gowland

SECONDED: Cr Dowsett

CARRIED 6/0

2.57 pm Council recommended to re-open the meeting to the Public

MOVED: Cr Dowsett

SECONDED: Cr Ferguson

CARRIED 6/0

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
Nil

12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

COUNCIL DECISION – ITEM 12.1

MOVED: Cr Stripe

SECONDED: Cr Dowsett

That Council considers the following Items as new business of an urgent nature

CARRIED 6/0

12.2 NOMINATION OF EXTRAORDINARY ELECTION DATE

FILE REFERENCE:	9.1.1
PROPONENTS:	Nil
DISCLOSURE OF INTEREST:	Nil
DATE:	15 June 2016
PREVIOUSLY BEFORE COUNCIL:	N/A
AUTHOR'S NAME & POSITION:	Amanda O'Halloran CEO
NATURE OF COUNCIL'S ROLE IN THE MATTER:	Legislative

PURPOSE OF THE REPORT

The Shire of Wandering has received resignations from two Councillors to date. This triggers the requirement for an extraordinary election to be held. Council is required to nominate the date it intends to hold an extraordinary election for the vacated positions within one month of the resignations received as well as appoint the Chief Executive Officer as the returning Officer.

BACKGROUND

Council has received resignations from Cr Jim McNeil and Cr Kim Stripe.

Cr McNeil resigned effective 14 June 2016 due to health reasons after 15 years of service. Cr Kim Stripe resigned effective the 17 June 2016 due to personal circumstances after 8 months of service.

It is in the best interests of Council to facilitate an extraordinary election at the earliest possible convenience in the interests of good governance and best practice.

The Shire needs to conduct the election according to strict guidelines and requires at least 2 months lead time to meet the statutory requirements and timelines.

COMMENT/ DETAILS

As per the requirements of the Local Government Act 1995, Council needs to nominate a date for the extraordinary election to occur and to appoint the Chief Executive Officer as the returning officer.

The Shire administration has nominated a date that facilitates due process but allows the election to be held at the earliest possible time to ensure good governance. Council will be operating with only 5 Councillors until the extraordinary election is held.

Friday 2 September 2016 is the preferred date for Council to consider.

ATTACHMENT 12.2.1

CONSULTATION

Department of Local Government Representatives
Shire of Pingelly
Manager of Administration and Finance

STATUTORY/ LEGAL ENVIRONMENT

Local Government Act 1995, Section 39

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Expenses will be allocated for in the 2016/17 Annual Budget.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance

Strategy 5.2.1: Ensure the Council's decision making process is effective and transparent

Strategy 5.2.2: Ensure that the organisation's governance structure, policies and procedures are current and relevant

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council:

1. Endorse the attached extraordinary election timetable with the election date set as Friday the 2 September 2016.
2. Appoint the Chief Executive Officer as the returning officer.

COUNCIL DECISION – ITEM 12.2

MOVED: Cr Ferguson

SECONDED: Cr Gowland

That Council approve the date of the Extraordinary Election as **Friday 2nd September 2016.**

CARRIED 6/0

12.3 ENDORSEMENT OF 2016/17 BUSH FIRE NOTICE

FILE REFERENCE:	4.1.3
PROponents:	Nil
DISCLOSURE OF INTEREST:	Nil
DATE:	15 June 2016
PREVIOUSLY BEFORE COUNCIL:	N/A
AUTHOR'S NAME & POSITION:	Amanda O'Halloran CEO
NATURE OF COUNCIL'S ROLE IN THE MATTER:	Legislative

PURPOSE OF THE REPORT

The Shire of Wandering produces the annual Bush Fire Notice for the community each year. The notice is sent out with the rate notices at the end of July to trigger landowners and occupiers to have breaks ready and in place for the coming fire season. Council is requested to review and endorse the notice for distribution to the community.

BACKGROUND

Council has responsibilities under the Bush Fire Act 1954 to ensure that landowners have cleared firebreaks and removed flammable materials from their land according to the instructions outlined in the Shires Fire Notice. The Bush Fire Notice is reviewed each year for relevance and adherence to the Bush Fires Act 1954 and best practice fire prevention.

The requirements of the notice are considered the minimum standard for fire prevention, not only to protect individual properties but the district in general. The requirements of the notice are in addition to and do not derogate or detract from any other requirement under any other written law or legislation.

COMMENT/ DETAILS

The Shire's Bush Fire Advisory Committee, which is comprised of representatives of the local Bush Fire Brigades and the nominated Chief and Deputy Bush Fire Control Officers, have reviewed and recommend that the following changes take place:

- Fire breaks are increased to 3 metres and are clarified as bare mineral earth.
- Further attention is drawn to the requirement of asset protection around buildings and include the requirement of a 3 meter fire break around all buildings.
- Truck call signs are included

The Shire also recommends after considerable consultation with key industry advisors that the following statement be included for the Black Boy and Wandering Downs rural residential estates;

Whilst it is not a requirement for perimeter firebreaks to be installed, the Shire of Wandering recommends that this best practice be undertaken by landowners.

Council is requested to endorse the attached Bush Fire Notice with the changes above included and delegate the Chief Executive Officer to distribute to the community accordingly.

ATTACHMENT 12.3.1

CONSULTATION

Shire of Wandering Bush Fire Advisory Committee
WA Contract Ranger Services
Department of Fire and Emergency Services Representatives

STATUTORY/ LEGAL ENVIRONMENT

Bush Fire Act 1954 Section 33

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Expenses will be allocated for in the 2016/17 Annual Budget.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

Goal 5 – A strong and effective Organisation

Outcome 5.2: Accountable decision making and resource allocation through effective governance

Strategy 5.2.1: Ensure the Council's decision making process is effective and transparent

Strategy 5.2.2: Ensure that the organisation's governance structure, policies and procedures are current and relevant

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council:

3. Endorse the attached Bush Fire Notice for the 2016 – 2017 Fire Season; and
4. Delegate the Chief Executive Officer to distribute the Notice accordingly.

COUNCIL DECISION – ITEM 12.3

MOVED: Cr Stripe

SECONDED: Cr Price

CARRIED 6/0

That Council:

5. Endorse the attached Bush Fire Notice for the 2016 – 2017 Fire Season; and
6. Delegate the Chief Executive Officer to distribute the Notice accordingly.

13 CONFIDENTIAL ITEMS

13.1 CHIEF EXECUTIVE OFFICER ANNUAL PERFORMANCE REVIEW

FILE REFERENCE: 1.2.1.31

PROPOSERS: Nil

DISCLOSURE OF INTEREST: Nil

DATE: 8 June 2016

PREVIOUSLY BEFORE COUNCIL: N/A

AUTHOR'S NAME & POSITION: Gary Martin Local Government Consultant

NATURE OF COUNCIL'S ROLE IN THE MATTER: Executive

PURPOSE OF THE REPORT

The Chief Executive Officers Annual Performance Review was due in February 2016. Local Government Consultant Gary Martin has been employed by Council to undertake the review. The Review is presented for Council's consideration.

COUNCIL DECISION – ITEM 13.1

MOVED: Cr Gowland
Dowsett

SECONDED: Cr

That the Council:

1. Consider this confidential report and note the satisfactory nature of the CEO performance review outcome;
2. Resolve to adopt the report and that the CEO's performance review for the period resulted in a high level of satisfactory performance that exceeded the job requirement.

CARRIED 6/0

13.2. AMENDMENT TO EMPLOYMENT CONDITIONS OF MANAGEMENT EMPLOYEES

FILE REFERENCE: 1.1.9

PROPOSERS: Nil

DISCLOSURE OF INTEREST: Nil

DATE: 6 June 2016

PREVIOUSLY BEFORE COUNCIL: N/A

AUTHOR'S NAME & POSITION: Amanda O'Halloran Chief Executive Officer

NATURE OF COUNCIL'S ROLE IN THE MATTER: Executive

PURPOSE OF THE REPORT
To seek Council's support for the inclusion of a utilities subsidy into the Management contracts of the Shire of Wandering Management Staff. The utilities subsidy will only apply to staff residing in Council Housing.

COUNCIL DECISION – ITEM 13.2

MOVED: Cr Ferguson **SECONDED:** Cr Gowland

CARRIED 6/0

That Council endorse the Chief Executive Officers recommendation to include a utilities subsidy of up to \$1,500 in the contracts of Senior Management Employees who are living in Council housing.

14 TIME AND DATE OF NEXT MEETING
Next Ordinary Council meeting to be held on 21 July 2016 at 1:30pm.

15 CLOSURE OF MEETING
The Shire President declared the meeting closed at 3.16 pm

**These Minutes were confirmed at the Ordinary Council Meeting
on Thursday 21 July 2016.**

Signed:

Presiding Person at the meeting at which the minutes were confirmed

Date:

Delegated Authority Register 2016

Shire of Wandering



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Introduction

Purpose of Delegating Authority

The aim of delegated authority is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the Shire's commitment to a strong customer service focus. The register details the related document(s) where the power to delegate is derived from, including legislation and policies of the Council. This enables easier cross-referencing. This delegated authority register will be reviewed in accordance with the Local Government Act 1995 (the Act) on an annual basis. The co-ordination of the review will be performed through the Office of the CEO.

Legislation

The Local Government Act 1995 allows for a local government to delegate to the Chief Executive Officer (CEO) the exercise of any of its powers or the discharge of any of its duties under the Act except those listed in section 5.43. All delegations made by the Council must be by absolute majority decision. {S5.42 (1)}.

Associated Legislation

Legislation other than the *Local Government Act 1995*, its regulations and the local government's local laws created under the Act where delegations or authorisations may occur are as follows:-

- Planning and Development Act 2005 including regulations, and adopted policies;
- Dog Act 1976 and regulations;
- Cat Act 2011 and regulations;
- Bush Fires Act 1954, regulations and local laws created under that Act;
- Health Act 1911 (as amended) regulations and local law created under that Act;
- Freedom of Information Act 1992;
- Land Administration Act 1997, as amended and regulations;
- Litter Act 1979 and regulations;
- Local Government (Miscellaneous Provisions) Act 1960 as amended;
- Caravan Parks and Camping Grounds Act 1995;
- Control of Vehicles (Off-Road Areas) Act 1978 and regulations;
- Strata Titles Act 1985;
- Food Act 2008;
- Environmental Protection Act 2005;
- Building Act 2011 and Building Regulations 2012

Some legislation provides for authorisation of Local Government officers to have powers as are necessary in order for them to perform their required duties as a specific function of the local government. These duties are carried out as "acting through" functions under s.5.45(2) of the *Local Government Act 1995*

The *Planning and Development Act 2005* recognises the WA Planning Commission to delegate under section 16(1) and (3)(e) "any function of the Commission under this Act or any other written law, except this power of delegation, a local government, a committee established under the *Local Government Act 1995*, or an employee of a local government."

Section 14(a)(iii) "Functions" of the *Planning and Development Act* recognises the functions of the Commission to advise the Minister on legislation and delegations associated with local planning schemes. This includes Council's Town Planning Scheme No.3.

Delegation by the Chief Executive Officer

The Act allows for the CEO to delegate any of the powers to another Employee.

{S5.44 (1)}. This must be done in writing. {S5.44 (2)} The Act allows for the CEO to place conditions on any delegations if desired. {S 5.44 (4)}

A register of delegations relevant to the CEO and other employees is to be kept and reviewed at least once every financial year. {S.5.46(1) and (2)}. If a person is exercising a power or duty that they have been delegated, the Act requires that records be kept whenever the delegated authority is used. {S 5.46 (3)}

The record is to contain the following information:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty. {Local Government (Administration) Regulations 1996 Regulation 19.}

Departments responsible for a work process are to ensure that data is captured and records managed in accordance with all legislation, as well as preparing reports to Council where required under a specific delegation. This includes recording of delegated authority of the CEO where applicable, once approved through a signed authority by the CEO.

A person to whom a power is delegated under the Act is considered to be a 'designated employee' under S 5.74(b) of the Act and is required to complete a primary and annual return each year.

There is no power for a person other than the CEO to delegate a power. {S 5.44 (1)}.

Acting through another person

Local Government Act 1995 – Section 5.45 (2)

Nothing in this Division (Division 4 - Local Government Employees) is to be read as preventing –

- a) a local government from performing any of its functions by acting through a person other than the CEO; or
- b) a CEO from performing any of his or her functions by acting through another person.

The key difference between a delegation and "acting through" is that a delegate exercises the delegated decision making function in his or her own right.

The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the "acting through" concept. Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority.

The difference between a delegated authority to exercise a discretion on behalf of the Shire and acting through another person to undertake a function on behalf of the Shire where no discretion exists is reinforced by Section 56 of the Interpretation Act 1984 which states –

56. "May" imports a discretion, "shall" is imperative

- (1) Where in a written law the word "may" is used in conferring a power, such word shall be interpreted to imply that the power so conferred may be exercised or not, at discretion.
- (2) Where in a written law the word "shall" is used in conferring a function, such word shall be interpreted to mean that the function so conferred must be performed.

Note:

The reporting system implemented has two denotable levels which are:

1. Formally reported to Council via the agenda Section 10.2 Actions Performed Under Delegated Authority For The Month of _____
2. Information recorded in the appropriate file

PART 1
FUNCTIONS OF LOCAL GOVERNMENTS

PART 3 & 4 OF THE LOCAL GOVERNMENT
ACT 1995

DA01-1

CLOSING CERTAIN THOROUGHFARES TO VEHICLES (EXCEEDING 4 WEEKS)

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power inclusive of conditions [see below].</i>	A local government may, after providing public notice of its intentions and reasons, inviting submissions and then considering submissions, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding 4 weeks.
Legislative Power or duty delegated:	Section 3.50(1a) and 3.50(4) Local Government Act 1995
Legislative power to delegate	Section 5.42 and Section 5.44 Local Government Act 1995
Policy	ENG06 Road Closures
Delegation to:	Chief Executive Officer
Delegation:	The CEO is delegated the power to close a thoroughfare, wholly or partially, subject to Section 3.50 of the Local Government Act 1995.
Conditions and Exceptions:	The permanent closure of thoroughfares to be referred to Council for determination
Chief Executive Officer delegates to:	Works Manager
Delegation delegated by the CEO	The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.
Reporting Requirements:	Action taken to close thoroughfares must be recorded in the appropriate record to meet legislative requirements and elected members informed at the next ordinary meeting of Council. <i>Financial Interest Return Required - Yes</i>
Details of Review:	Review Date July 2017

DA01-2**ELECTORAL ROLL – ELIGIBILITY CLAIMS PROCESSING****Function to be performed:**

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power inclusive of conditions [see below].*

Determine:

1. Eligibility claims for enrolment on the Shire's Owner / Occupier Electoral Roll [s4.32];
2. and maintain the accuracy of the Shire's Owner / Occupier Electoral Roll [s4.34];
3. that a person is no longer eligible to be enrolled on the Shire's Owner / Occupier Electoral Roll [s4.35].

**Legislative Power or
duty delegated:****Local Government Act 1995:**

Section 4.32 Eligibility to enrol under s4.30, how to claim
Section 4.34 Accuracy of enrolment details to be maintained
Section 4.35 Decision that eligibility to enrol under s4.30 has ended

Legislative power to delegate

Section 5.42 and Section 5.44 Local Government Act
1995

Policy

Nil

Delegation to:

Chief Executive Officer

Delegation:**Conditions and Exceptions:**

Nil

**Chief Executive Officer
delegates to:**

Nil

**Delegation delegated
by the CEO**

Nil

**Reporting
Requirements:**

Details recorded to meet legislative requirements and elected members informed at the next ordinary meeting of Council

Financial Interest Return Required - Yes

Details of Review:

New Delegation July 2016

Review Date July 2017

DA01-3

POWERS OF ENTRY

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power inclusive of conditions [see below].*

Authority to:

1. Enter on to land to perform any function the local government under the Act. – s3.28
2. Give notice of entry s3.32
3. Seek and execute an entry under warrant – s3.36
4. Execute entry in an emergency – s3.34
5. Give notice and effect entry by opening a fence – s 3.36

Legislative Power or
duty delegated:

Local Government Act 1995 Part 3, Division 3, Subdivision 3 – Powers of Entry
Section 3.13 – General Procedure for entering property

Policy

Nil

Delegation to:

Chief Executive Officer

Sub Delegation:

Environmental Health Officer
Works Manager
Shire of Wandering Contract Ranger
Shire of Wandering Contract Building Surveyor

Conditions and Exceptions:

Shire of Wandering needs to be informed and aware of circumstances at all times.
Section 3.13 – General procedure for entering a property

Reporting
Requirements:

Details recorded to meet legislative requirements and elected members informed at the next ordinary meeting of Council

Details of Review:

New Delegation July 2016
Review Date July 2017

PART 2 ADMINISTRATION

PART 5 OF THE LOCAL GOVERNMENT ACT 1995

DA02-1

APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER (FOR PERIODS OF 10 DAYS OR LESS)

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Appointment of Acting Chief Executive Officer (for periods of 10 days or less) to undertake the CEO's functions.
Legislative Power or duty delegated:	Section 5.36(1)(a) of the Local Government Act 1995
Legislative power to delegate	Section 5.41 and 5.42 of the Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	To undertake the CEO's functions.
Conditions and Exceptions:	Delegated authority is only granted for appointments to the position of Acting Chief Executive Officer covering a period of 10 days or less. In instances where an appointment is required for a period exceeding 10 days, then that proposed appointment must be presented to Council for determination prior to the appointment taking effect.
Delegation delegated by the CEO	The Chief Executive Officer is delegated the power to make appointments to the position of Acting Chief Executive Officer (for periods of 10 days or less).
Reporting Requirements:	<p>The Chief Executive Officer must advise Elected Members, upon use of the delegation, of any appointments which are made to the position of Acting Chief Executive Officer under delegated authority.</p> <p>Details of the appointments must be recorded in the appropriate record to meet legislative requirements (including personal file).</p> <p><i>Financial Interest Returns Required - Yes</i></p>
Details of Review:	Review Date July 2017

DA02-2

LEGAL PROCEEDINGS – LOCAL GOVERNMENT ACT 1995

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

To allow the Chief Executive Officer to authorise legal expenses for Elected Members and Officers where a report cannot be presented to Council for approval and the expenses do not exceed \$1,000.

**Legislative Power or
duty delegated:**

Section 6.7(2) of the Local Government Act 1995

Legislative power to delegate

Section 5.42 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to authorise legal expenses for Elected Members and Officers where a report cannot be presented to Council for approval subject to the Local Government Act 1995.

Conditions and Exceptions:

Subject to -

- Funds being available in the Shire's Annual Budget.
- Legal expenses do not exceed \$5,000 in respect of each application.

**Chief Executive Officer
delegates to:**

N/A

**Delegation delegated
by the CEO**

N/A

**Reporting
Requirements:**

Details of applications must be recorded in the appropriate record to meet legislative requirements and elected members informed of approved applications at the next ordinary meeting of Council.

Financial Interest Returns Required - Yes

Details of Review:

Review Date July 2017

DA02-3

DELEGATION OF POWERS AND DUTIES OF THE LOCAL GOVERNMENT ACT TO THE CEO

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	The CEO's functions to be performed shall encompass all parliamentary legislation. As such, it is necessary for the Chief Executive Officer to hold those powers necessary for them to perform the functions required of them in an expeditious and competent manner.
Legislative Power or duty delegated:	Section 5.42 of the Local Government Act 1995
Legislative power to delegate	Section 5.41(i) of the Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	Council delegates to the Chief Executive Officer all of the delegable functions of the local government under all parliamentary legislation for the effective management of the Shire of Wandering. This delegation is supplementary to the prescribed delegations in the Delegated Authority Register 2013.
Conditions and Exceptions:	The delegation takes into account s5.43 of the Local Government Act. The delegation shall only be used when; an urgent operational function needs to be implemented and is not already prescribed as a delegated function; or, it is problematic for Council to convene to otherwise make the decision. Elected members will where possible be given at least 24 hours' notice via email of the CEO's intent to use this delegated authority.
Specification:	<p>This delegation is limited only to the extent that a constraint is outlined by the statute within which the Chief Executive Officer is operating, to any Council resolutions in effect, and the following limitations and clarifications:</p> <p>LIMITATIONS – The CEO's delegated authority is subject to the following limitations:-</p> <ol style="list-style-type: none">State Administrative Tribunals (SAT) negotiations and mediations up to a value of \$20,000.00 where there is a budget provision approved.For the purposes of the administration of leases, acquire or dispose of any property lease valued at an amount not exceeding \$20,000.00 per annum.Dispose of minor plant and equipment with a depreciated value of not more than \$20,000.00 without the requirement of Council approval.Authorise a waiver, grant a concession, or write off an amount of money, not including a rate or service charge, owed to Council that does not exceed \$1,000.00.
Reporting Requirements:	<p>Details of transactions must be recorded in the appropriate record to meet legislative requirements and elected members informed at the next ordinary meeting of Council.</p> <p><i>Financial Interest Returns Required - Yes</i></p>
Details of Review:	Review Date July 2017

DA02-4**GIFT FOR ALL RETIRED COUNCILLORS**

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Council delegates the function of authorising gifts for all retired Councillors as prescribed in 34AC of the Local Government Act
Legislative Power or duty delegated:	Section 5.100A of the Local Government Act 1995
Legislative power to delegate	Section 5.100A and 34AC of the Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	Council delegates to the Chief Executive Officer the delegable function of authorising gifts for all retired Councillors.
Conditions and Exceptions:	<ol style="list-style-type: none">1. The retirement of a council member who has served at least one full 4 year term of office is prescribed under s5.100A(a) as circumstances in which a gift can be given to the Council member.2. The amount as prescribed under section 5.100A(b) in respect of a gift given to a council member in the circumstances set out in sub-regulation (1).
Chief Executive Officer delegates to:	N/A
Delegation delegated by the CEO	N/A
Reporting Requirements:	Details recorded to meet legislative requirements and elected members informed at the next ordinary meeting of Council <i>Financial Interest Returns Required - Yes</i>
Details of Review:	Review Date July 2017

DA02-5

DESIGNATE SENIOR EMPLOYEES

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	That Council delegate to the Chief Executive Officer the authority to designate other employees as Senior Employees, to whom the provisions of employment by written contract will apply.
Legislative Power or duty delegated:	Section 5.37(2) Local Government Act 1995
Legislative power to delegate	Section 5.42, Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	The CEO to determine if designated employees are to be senior employees as defined in Section 5.37 of the Local Government Act 1995.
Conditions and Exceptions:	The CEO is to inform the council of each proposal to employ or dismiss a designated senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so. If the position of a senior employee of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.
Chief Executive Officer delegates to:	Nil
Delegation delegated by the CEO	Nil
Reporting Requirements:	If Senior Employees are to be designated within the Shire of Wandering then a policy will be adopted as defined in Section 5.37 of the Local Government Act 1995. <i>Financial Interest Returns Required - Yes</i>
Details of Review:	Review Date July 2017

PART 3
FINANCIAL MANAGEMENT

PART 6 OF THE LOCAL GOVERNMENT
ACT 1995

DA03-1

PAYMENTS FROM MUNICIPAL FUND AND TRUST FUND

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, each payment from the municipal fund or the trust fund is to be noted on a list compiled for each month which is to be presented to the next ordinary meeting of council.
Legislative Power or duty delegated:	Regulation 12(1)(a) of the Local Government (Financial Management) Regulations 1996
Legislative power to delegate	Section 5.42 and Section 5.44 Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer is delegated the power to make payments from the municipal fund or the trust fund, subject to Regulation 12(1) of the Local Government (Financial Management) Regulations 1996 and Council's Accounting Policy.
Conditions and Exceptions:	Subject to the requirements of Regulation 13 of the Local Government (Financial Management) Regulations 1996.
Chief Executive Officer delegates to:	Finance & Administration Manager
Delegation delegated by the CEO	The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.
Reporting Requirements:	Details of transactions must be recorded in the appropriate record to meet legislative requirements and elected members informed at the next ordinary meeting of Council. <i>Financial Interest Returns Required - Yes</i>
Details of Review:	Review Date July 2017

DA03-2

WRITE OFF OF MONIES OWNING (NOT RATES OR SERVICE CHARGES)

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may waive or grant concessions in relation to any amount of money or write off any amount of money that it is owed to the local government
Legislative Power or duty delegated:	Section 6.12(1)(c) Local Government Act 1995
Legislative power to delegate	Section 5.42 and Section 5.44 Local Government Act 1995.
Delegation to:	Chief Executive Officer
Delegation:	The CEO is delegated the power to waive, grant concessions or write off any amount of money owed to the Shire, subject to section 6.12(2) of the Local Government Act 1995.
Conditions and Exceptions:	<ul style="list-style-type: none">• CEO authorisation shall apply to an amount up to a value of \$500.00 per debtor; Authorised staff will need to take into consideration when making such decisions include: <ul style="list-style-type: none">• The amount involved;• Impact of the writing off of the debt will have on the Council's finances and the debtor;• The likelihood of ever recovering the debt.
Chief Executive Officer delegates to:	N/A
Delegation delegated by the CEO	N/A
Reporting Requirements:	Details of waiver, concession or write off must be recorded in the appropriate record to meet legislative requirements and elected members informed at the next ordinary meeting of Council <i>Financial Interest Returns Required - Yes</i>
Details of Review:	Review Date July 2017

DA03-3

CONSIDER OBJECTION TO THE RATE RECORD

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	The local government is to promptly consider any objection to the rate record and may either disallow it or allow it, wholly or in part.
Legislative Power or duty delegated:	Section 6.76(5) Local Government Act 1995
Legislative power to delegate	Section 5.42 and Section 5.44 Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	The CEO is delegated the power to consider any objection to the rate record and may either disallow it or allow it, wholly or in part, subject to section 6.76(5) of the Local Government Act 1995.
Conditions and Exceptions:	Nil
Chief Executive Officer delegates to:	N/A
Delegation delegated by the CEO	N/A
Reporting Requirements:	Details of the determination must be recorded in the appropriate record to meet legislative requirements. <i>Financial Interest Returns Required - Yes</i>
Details of Review:	Review Date July 2017

DA03-4

CONCESSION FOR MINOR CHARGES

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may approve the waiving or granting concessions in relation to any amount of money but shall not apply to an amount of money owing in respect of rates and service charges.
Legislative Power or duty delegated:	Section 6.12(1)(b) and 6.12(2) and (3) of the Local Government Act 1995
Legislative power to delegate	Section 5.42 of the Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer is delegated the power to approval concessions for minor charges where appropriate.
Conditions and Exceptions:	Authorisation only applies to charges less than \$1000. The delegate has the authority to deal with such matters relevant to the declaration.
Chief Executive Officer delegates to:	N/A
Delegation delegated by the CEO	N/A
Reporting Requirements:	Details of minor variation must be recorded in the appropriate record to meet legislative requirements. <i>Financial Interest Returns Required - Yes</i>
Details of Review:	Review Date July 2017

PART 4
LOCAL GOVERNMENT (UNIFORM LOCAL
PROVISION) REGULATIONS 1996

DA04-1

PRIVATE WORKS ON, OVER OR UNDER PUBLIC PLACES

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may grant permission to a person to construct anything on, over or under a public thoroughfare or other public place that is local government property.
Legislative Power or duty delegated:	Regulation 17(2) of the Local Government (Uniform Local Provisions) Regulations 1996.
Legislative power to delegate	Section 5.42 and Section 5.44, Local Government Act 1995
Policy:	N/A – To be provided
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer is delegated the power to grant permission to a person to construct anything on, over or under a public thoroughfare or other public place that is local government property, subject to Regulation 17 of the Local Government (Uniform Local Provisions) Regulations 1996 and Schedule 3.1, Division 2, item 3 and section 3.25(1)(b) of the Local Government Act 1995.
Conditions and Exceptions:	That due process for the issuing of a notice under section 3.25 of the Act is followed.
Chief Executive Officer delegates to:	N/A
Delegation delegated by the CEO	N/A
Reporting Requirements:	Details recorded to meet legislative requirements and elected members informed at the next ordinary meeting of Council Financial Interest Return Required - Yes
Details of Review:	Review Date July 2017

PART 5
LOCAL GOVERNMENT (FUNCTION AND
GENERAL) REGULATIONS 1996

DA05-1

DETERMINING THAT TENDERS DO NOT HAVE TO BE INVITED FOR THE SUPPLY OF GOODS AND SERVICES

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government does not have to publicly invite tenders before it enters into a contract for the supply of goods or services even though the consideration under the contract is, or is expected to be, worth more than \$150,000 if it has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier.
Legislative Power or duty delegated:	Section 3.57(1) of the Local Government Act 1995 and Regulation 11(2)(f) of the Local Government (Function and General) Regulations 1996.
Legislative power to delegate	Section 5.42 and Section 5.44 Local Government Act 1995
Policy:	Purchasing and Tender Policy
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer is delegated the power to determine that the Shire has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier and not publicly invite tenders before the Shire enters into a contract for the supply of goods or services even though the consideration under the contract is, or is expected to be, worth more than \$150,000.
Conditions and Exceptions:	The determination is to be supported by a detailed report and subject to the requirements and conditions of Council's Purchasing and Tender Policy.
Chief Executive Officer delegates to:	N/A
Delegation delegated by the CEO	N/A
Reporting Requirements:	Details of the determination must be recorded in the appropriate record to meet legislative requirements. <i>Financial Interest Returns Required - Yes</i>
Details of Review:	Review Date July 2017

DA05-2

TENDERS EVALUATION CRITERIA

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	The local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.
Legislative Power or duty delegated:	Regulation 14(1), (2), (3), (4) or (5) of the Local Government (Function and General) Regulations 1996.
Legislative power to delegate	Section 5.42 and Section 5.44 Local Government Act 1995
Policy:	Purchasing and Tender Policy
Delegation to:	Chief Executive officer
Delegation:	The Chief Executive Officer is delegated the power to determine in writing the tender evaluation criteria prior to tenders being advertised.
Conditions and Exceptions:	Nil
Chief Executive Officer delegates to:	Finance & Administration Manager
Delegation delegated by the CEO	The CEO authorises the Finance & Administration Manager to determine in writing the tender evaluation criteria prior to tenders being advertised.
Reporting Requirements:	Details of the determination must be recorded in the appropriate record to meet legislative requirements. After a notice has been given under the Local Government (Function and General) Regulations 1996 14(1) or (2), a local government may vary the information referred to in (3) by taking reasonable steps to give each person who has sought copies of the tender documents or each acceptable tenderer, as the case may be, notice of the variation. <i>Financial Interest Returns Required - Yes</i>
Details of Review:	Review Date July 2017

DA05-3**MINOR VARIATION FOR GOODS OR SERVICES**

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may, with the approval of the tenderer, make a minor variation in a contract for goods or services before it enters the contract with the successful tenderer.
Legislative Power or duty delegated:	Regulation 20(1) of the Local Government (Function and General) Regulations 1996.
Legislative power to delegate	Section 5.42 and Section 5.44 Local Government Act 1995
Delegation to:	Chief Executive Officer
Policy:	Purchasing and Tender Policy
Delegation:	The Chief Executive Officer is delegated the power, with the approval of the tenderer, to make a minor variation in a contract for goods or services before the Shire enters the contract with the successful tenderer, subject to Regulation 20(1) of the Local Government (Functions and General) Regulations 1996.
Conditions and Exceptions:	That the variation is minor having regard to the total goods or services that tenderers were invited to supply
Chief Executive Officer delegates to:	N/A
Delegation delegated by the CEO	N/A
Reporting Requirements:	Details of the minor variation must be recorded in the appropriate record to meet legislative requirements. <i>Financial Interest Returns Required - Yes</i>
Details of Review:	Review Date July 2017

DA05-4

EXPRESSIONS OF INTEREST

Function to be performed:

This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power inclusive of conditions [see below].

Determine:

1. When to call tenders or not to call tenders [s3.57(1), F&G Reg.11]
2. The circumstances to invite tenders, though not required to do so [F&G Reg.13]
3. Selection criteria for the acceptance of tenders [F&G Reg.14(2a)]
4. The information to be disclosed to those interested in submitting a tender [F&G Reg.14(4)(a)]
5. Minor variations before entering into a contract [F&G Reg.20]
6. Appropriate circumstances (for application of the Expression of interest process) and to call for Expressions of Interest [F&G Reg.21]

Legislative Power or duty delegated:

S3.57 of the Local Government Act 1995
Local Government (Function and General) Regulations 1996

- Reg 11 Tenders to be invited for certain contracts
- Reg 13 Procedure when local government invites tenders though not required to do so
- Reg 14 (2a), (4)(a) and (5) Requirements for publicly inviting tenders
- Reg 20 Variation of requirements before entry into contract
- Reg 21 Limitation may be placed on who can tender

Legislative power to delegate

s5.42 Delegation of some powers or duties to the CEO and
s5.43 Limitations on delegations to the CEO of the Local Government Act 1995

Policy:

Purchasing and Tender Policy

Delegation to:

Chief Executive Officer

Delegation:

Authorisation is given to call for Expressions of Interest for the supply of goods or services where appropriate.

Conditions and Exceptions:

The delegate has the authority to deal with such matters relevant to this declaration.

Details of the expression of interest sought must be recorded in the appropriate record and in the Tender Register as required by the Local Government (Functions and General) Regulations 1996, Regulation 17.

A determination to call a tender must only occur where the procurement or disposal is identified in Annual Budget allocations.

Minor variations before entering a contract are limited to a maximum value of aggregated variations which remain under 10% of the total contract value and remain within the relevant adopted Budget allocation.

Chief Executive Officer delegates to:

N/A

Reporting Requirements:

Tender Closing Checklist to be completed and the delegations of authority used to be recorded in the appropriate record to meet legislative requirements.

Details of Review:

Review Date July 2017

DA05-5

CHOICE OF ACCEPTABLE TENDERS FROM AN EXPRESSION OF INTEREST

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government must consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services.
Legislative Power or duty delegated:	Regulation 23(3) of the Local Government (Function and General) Regulations 1996.
Legislative power to delegate	Section 5.42 and Section 5.44, Local Government Act 1995
Delegation to:	Chief Executive Officer
Policy:	Purchasing and Tender Policy
Delegation:	The Chief Executive Officer is delegated the power to consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services, subject to Regulation 23(3) of the Local Government (Functions and General) Regulations 1996.
Conditions and Exceptions:	Subject to Regulation 14(2), 15(2), 17(2)(c) and 18(3) of the Local Government (Functions and General) Regulations 1996.
Chief Executive Officer delegates to:	Nil
Delegation delegated by the CEO	Nil
Reporting Requirements:	Details of the expression of interest sought must be recorded in the appropriate record to meet legislative requirements and in the Tender Register as required by Regulation 17 of the Local Government (Functions and General) Regulations 1996. <i>Financial Interest Returns Required - Yes</i>
Details of Review:	Review Date July 2017

DA05-6

TENDERS

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government must consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services. The local government may then execute the associated contract.
Legislative Power or duty delegated:	S3.57 of the Local Government Act 1995 and Part 4 of the Local Government (Functions and General Regulations) 1996.
Legislative power to delegate	Local Government Act 1995 and Local Government (Functions and General Regulations) 1996
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer is authorised to accept the tenders and execute the associated contacts.
Policy:	Purchasing and Tender Policy
Conditions and Exceptions:	<p>For tender categories established under Council Policy ie Plant, Services or Infrastructure the following limits will apply:</p> <ul style="list-style-type: none">• Plant – each item of plant up to \$300,000.00• Services – for each item up to \$300,000.00 and multi-year contracts up to \$1,000,000• Infrastructure – for each item up to \$300,000.00 <p>In order for the CEO to exercise this delegation provision must be provided for in Council's Annual Budget.</p>
Chief Executive Officer delegates to:	Nil
Delegation delegated by the CEO	Nil
Reporting Requirements:	<p>Details recorded in the Tender Register to meet legislative requirements and elected members informed via an information bulletin.</p> <p><i>Financial Interest Returns Required - Yes</i></p>
Details of Review:	Review Date July 2017

DA05-7

STAFF AND EMPLOYEE PROPERTY LEASES CONTRACTS

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	The local government — (a) may lease the land for such term, not exceeding 7 years at one time, as it thinks fit; and (b) may make such reservations and such exceptions, covenants and conditions in the lease, except a covenant for renewal of the term of the lease if the renewal would extend the term beyond 7 years, as it thinks fit.
Legislative Power or duty delegated:	6.65 Power to lease procedure of the Local Government Act. Schedule 6.2 has effect in relation to the exercise of a power under section 6.64(1)(a).
Legislative power to delegate	Section 5.42 and Section 5.44, Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	The authorisation is given for the acquisition of property by way of leases for the purpose of staff housing and employee accommodation up to a total value of \$50,000.00 per annum.
Conditions and Exceptions:	Subject to Schedule 6.2 in relation to the exercise of a power under section 6.64(1)(a).
Chief Executive Officer delegates to:	Nil
Delegation delegated by the CEO	Nil
Reporting Requirements:	Details of outcomes must be recorded in Lease Register and appropriate record to meet legislative requirements and elected members informed at the next ordinary meeting of Council. <i>Financial Interest Returns Required - Yes</i>
Details of Review:	Review Date July 2017

PART 6

OTHER LEGISLATION

The Local Government may delegate, appoint and authorise Shire staff directly under the following Acts:

Building Act 2011

Bush Fires Act 1985

Cat Act 2011

Dog Act 1976

Food Act 2008

Liquor Control Act 1988

Residential Tenancy Act 1997

Strata Titles Act 1985

Miscellaneous Acts

DA06-1

AUTHORISED OFFICERS

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

Authority to appoint persons or classes of persons as authorised officers for the purpose of fulfilling prescribed functions within the relevant legislation.

Legislative Power or
duty delegated:

Local Government Act 1995
s3.24 Authorising Officers under Part 3, Division3, Subdivision 2 – (certain provisions about land)
s9.10 Appointment of authorised officers
Food Act 2008
S122 Appointment of authorised officers
Dog Act 1976
S11 Staff and services
Caravan Parks and Camping Ground Regulations 1997
S6 Local Government
Cat Act 2011
S48 Authorised persons
Control of Vehicles (off-Road Areas) Act 1978
S38(3) Appointment of authorised officers
Freedom of Information Act 1992
Bush Fire Act 1954
Part 2,s14B powers of authorised persons and Police Officers
Part 4, Division 1 s38 Local Government may appoint Bush Fire Control Officer
Part 5, s48 Delegations by Local Governments

Legislative power to delegate

S5.41 and 5.42 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Sub Delegation:

Nil

Conditions and Exceptions:

Nil

Reporting

Requirements:

Appoint authorised Officers in writing and issue certificates of authorisation and shall produce such certificate on being required to do so by a person in respect of whom they exercise, have exercised, or are about to exercise any such power.
Local Government ACT 1995 – s5.46(3)
Local Government (Administration) Regulations 1996 – Regulation 19
Details of the action must be recorded in the appropriate record to meet legislative requirements.

Details of Review:

Review Date July 2017

Miscellaneous Acts

DA06-2

PROSECUTIONS

Function to be performed:

This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].

Authority to approve the prosecution of any person and to act as a prosecution Officer when the Shire approves the prosecution of any person that is considered to be liable for committing an offence under the provisions of the *Dog Act 1976, Cat Act 2011, Bush Fires Act 1954, Local Government Act 1995*, Shire of Wandering Local Laws.

Legislative Power or duty delegated:

Local Government Act 1995
Dog Act 1976
Cat Act 2011
Bush Fires Act 1954
S59(3) Prosecution of Offences

Delegation to:

Chief Executive Officer

Sub Delegation:

Shire of Wandering Ranger

Conditions and Exceptions:

Prosecution to be approved by the Shire of Wandering

Reporting Requirements:

Local Government ACT 1995 – s5.46(3)
Local Government (Administration) Regulations 1996 – Regulation 19

Details of the action must be recorded in the appropriate record to meet legislative requirements.

Details of Review:

Review Date July 2017

BUILDING ACT 2011

DA06-3

APPROVE OR REFUSE BUILDING PERMIT

Function to be performed:
*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A permit authority to which a certified application or an uncertified application is made must grant the building permit if it is satisfied that the application is in accordance with subsections 20(1)(a) to (s).

A permit authority to which an application is made must not grant the building permit unless it is satisfied as to each of the matters mentioned in subsection (1)(a) to (s).

A permit authority to which an application is made may refuse to grant the building permit applied for if it appears to the permit authority that there is an error in the information provided for the application or in a document that accompanied the application

A permit authority to which an application is made must not grant a building permit ...if to do so would be inconsistent with subsections (2)(a) and (b).

Legislative Power or
duty delegated:

Section 20 of the Building Act 2011

Legislative power to delegate

Section 127 of the Building Act 2011

Delegation to:

Chief Executive Officer

Delegation:

To approve or refuse to approve plans and specifications submitted under section 20 of the Building Act 2011.

Conditions and Exceptions:

Nil

Reporting
Requirements:

Local Government ACT 1995 – s5.46(3)
Local Government (Administration) Regulations 1996 – Regulation 19

Details of the action must be recorded in the appropriate record to meet legislative requirements.

Details of Review:

Review Date July 2017

DA06-4

APPROVE OR REFUSE DEMOLITION PERMIT

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

The permit authority to which an application for a demolition permit is made must grant the demolition permit if it is satisfied that the permit complies with subsections (1)(a) to (o).

A permit authority to which an application for a demolition permit is made must not grant the demolition permit unless it is satisfied as to each of the matters mentioned in subsection (1)(a) to (o).

Legislative Power or
duty delegated:

Section 21 of the Building Act 2011

Legislative power to delegate

Section 127 of the Building Act 2011

Delegation to:

Chief Executive Officer

Delegation:

To approve or refuse to approve plans and specifications submitted under section 21 of the Building Act 2011.

Conditions and Exceptions:

Delegation does not apply to places listed on the State's Register of Heritage Places or Council's Heritage Register, or to places classified by the National Trust.

Reporting
Requirements:

Details of actions taken under this delegation are to be retained on the appropriate file or record.

Financial Interest Return Required - No

Details of Review:

Review Date July 2017

BUILDING ACT 2011

DA06-5

GRANT OF OCCUPANCY PERMIT OR BUILDING APPROVAL CERTIFICATE

Function to be performed:

This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].

A permit authority to which an application is made must grant or modify the occupancy permit or grant the building approval certificate applied for if it is satisfied that the application is in compliance with subsections 58(1)(a) to (l).

A permit authority to which an application is made must not grant or modify the occupancy permit or grant the building approval certificate applied for unless it is satisfied as to each of the matters mentioned in subsections (1)(a) to (l).

Legislative Power or duty delegated:

Section 58 of the Building Act 2011

Legislative power to delegate

Section 127 of the Building Act 2011

Delegation to:

Chief Executive Officer

Delegation:

To approve, modify or refuse to approve applications submitted under Section 58 of the Building Act 2011.

Conditions and Exceptions:

Nil

Reporting Requirements:

Details of the action must be recorded in the appropriate record to meet legislative requirements.

Financial Interest Return Required - No

Details of Review:

Review Date July 2017

DA06-6

**EXTENSION OF PERIOD OF DURATION OF OCCUPANCY PERMIT OR
BUILDING APPROVAL CERTIFICATE**

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A permit authority to which an application is made may extend the period in which the occupancy permit or modification, or the building approval certificate has effect and may do so even though the application was made after the expiration of the period.

Legislative Power or
duty delegated:

Section 65(4) of the Building Act 2011

Legislative power to delegate

Section 127 of the Building Act 2011

Delegation to:

Chief Executive Officer

Delegation:

To approve, modify or refuse to approve applications submitted under Section 65 of the Building Act 2011.

Conditions and Exceptions:

Nil

Reporting
Requirements:

Details of the action must be recorded in the appropriate record to meet legislative requirements.

Financial Interest Return Required - No

Details of Review:

Review Date July 2017

DA06-7

ISSUE AND REVOCATION OF BUILDING ORDERS

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A permit authority may make an order (a building order) in respect of one or more of the following – (a) particular building work; (b) particular demolition work; (c) a particular building or incidental structure, whether completed before or after commencement day. A permit authority may, but notice in writing, revoke a building order at any time and must serve each person to whom the order is directed with a copy of the notice.
Legislative Power or duty delegated:	Section 110(1) Building Orders and Section 133 Prosecutions of the Building Act 2011
Legislative power to delegate	Section 127 of the Building Act 2011
Delegation to:	Chief Executive Officer
Delegation:	To make building orders pursuant to section 110 and revoke building orders pursuant to section 117 of the Building Act 2011.
Conditions and Exceptions:	Coordinator Building Approvals may: <ul style="list-style-type: none">• Refer notices to the Shire's Lawyer where it is considered appropriate; and• Determine that an order is to remain in effect in accordance with section 117(2) of the Building Act 2011 where it is considered appropriate.
Reporting Requirements:	Details of the action must be recorded in the appropriate record to meet legislative requirements. Financial Interest Return Required - No
Details of Review:	Review Date July 2017

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

As per section 401 of the former provisions of the Local Government (Miscellaneous Provisions) Act 1960 a local government may, during or after the erection of a building in its district, give to the builder or owner of the building, written notice of anything, in the construction of the building —

- which tends to render the building unsafe or prejudicial to the public interest;
- which is not in compliance with, or is a departure from, the plans and specifications for the building, of which plans and specifications the approval of the local government has been obtained as required by this Act;
- which is a contravention of this Act; or
- which, where permission of the local government is required for carrying it out, has been carried out without that permission;

and requiring him to pull down or so alter the building as to remove the cause of the objection and on being served with the notice the builder or owner shall comply with the requisition, unless he applies to the State Administrative Tribunal under subsection (3) for a review of the decision to make the requisition and the State Administrative Tribunal sets aside the decision.

Legislative Power or
duty delegated:

Section 401 of the former provisions of the Local Government (Miscellaneous Provisions) Act 1960

Legislative power to delegate

Section 127 of the Building Act 2011

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the power to serve notice on the builder or owner requiring alterations to a building, subject to Section 190 of the Building Act 2011 and as per the former provisions of Section 401 of the Local Government (Miscellaneous Provisions) Act 1960. The delegation is only for a proceeding prior to the commencement of the Building Act.

Conditions and Exceptions:

Nil

Reporting
Requirements:

Details of notices given must be recorded in the appropriate record to meet legislative requirements.
Financial Interest Returns Required - Yes

Details of Review:

Review Date July 2017

BUILDING ACT 2011

DAR06-9

ENCROACHMENT OVER, ON, OR UNDER STREET

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

Despite the Interpretation Act 1984 section 37(1) if, immediately before commencement day- a notice under section 400(3) of the former provisions was in effect.

Section 400(3) of the Local Government (Miscellaneous Provisions) Act 1960 states:

If, within 35 days after written notice by the local government to remove a building or part of a building or an awning, veranda, or balcony which is not erected, rebuilt, placed, or provided in conformity with the requirements of section 400, or to alter it so that as altered it will conform with those requirements, has been served on the owner or occupier of the building, it is not removed or so altered, the Magistrates Court may grant a warrant to the local government, authorising the local government forthwith to cause the building or the awning, veranda, or balcony, to the extent to which it so encroaches, to be taken down or altered to comply with those requirements and may make such order as to the costs of and incidental to the proceedings as the court thinks fit, and the local government, by its agents, servants and workmen may by authority of a warrant so granted, lawfully enter the land on which it stands and take down, and remove it, accordingly at the expense of the owner or occupier, and the local government may recover the amount of the expense of doing so from the owner or occupier in a court of competent jurisdiction, and a warrant so granted or an order so made is not subject to appeal.

Legislative Power or
duty delegated:

Section 400 of the Local Government (Miscellaneous Provisions) Act 1960.

Legislative power to delegate

Section 127 of the Building Act 2011

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the power to serve notice on the owner or occupier to remove part of a building encroaching over, on or under a street, subject to Section 189(4)(a) of the Building Act 2011 and as per section 400(3) of the former provisions from the Local Government (Miscellaneous Provisions) Act 1960.

Conditions and Exceptions:

Nil

Reporting
Requirements:

Details of all notices issued must be recorded in the appropriate record to meet legislative requirements.
Financial Interest Returns Required - Yes

Details of Review:

Review Date July 2017

APPOINTMENT OF AUTHORISED PERSONS (SWIMMING POOL INSPECTORS)

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions of the Building Act 2011 and the Building Regulations 2012.
Legislative Power or duty delegated:	Section 93 (2)(d) of the Building Act 2011 and s.53 of the Building Regulations 2012.
Legislative power to delegate	Section 5.42 and section 5.44 of the Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	The CEO is delegated the power to appoint authorised persons for the purpose of inspecting private swimming pools and enforcing the provisions of the Act, subject to Regulation 54(2)* of the Building Regulations 2012. <i>*Regulation 52 (2): For the purposes of section 93(2)(d) a person who was an authorised person for the purposes of section 245A of the repealed provisions immediately before repeal day is to be taken to be an authorised person in relation to the inspection of private swimming pool enclosures for the period commencing on repeal day and ending on the day that is 5 years after that day.</i>
Conditions and Exceptions:	Governance to be advised of the appointment of all authorised persons. External authorised organisations to be identified.
Reporting Requirements:	Details of all swimming pools inspected must be recorded in the appropriate record to meet legislative requirements and written authorisations must be given and recorded in the Authorised Officers Register to meet legislative requirements (including personal file). <i>Financial Interest Returns Required - No</i>
Details of Review:	Review Date July 2017

BUILDING ACT 2011

DA06-11

RECOVER THE CHARGE IMPOSED FOR PRIVATE SWIMMING POOL INSPECTION

Function to be performed:
*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A local government may recover the amount of a charge imposed under Regulation 53(2) of the Building Regulations 2012 in a court of competent jurisdiction in association with the previous provisions of the Local Government (Miscellaneous Provisions) Act 1960.

Legislative Power or
duty delegated:

Section 9.71(2)(3) of the Local Government Act 1995 and subject to Regulation 53(2) of the Building Regulations 2012.

Legislative power to delegate

Section 5.42 and section 5.44 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the power to recover the amount of a charge imposed for the inspection of a private swimming pool in a court of competent jurisdiction, subject to Regulation 53(2) of the Building Regulations 2012

Conditions and Exceptions:

Nil

Reporting
Requirements:

Details of the recovery and court action must be recorded in the appropriate record to meet legislative requirements.

Financial Interest Returns Required - No

Details of Review:

Review Date July 2017

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions of the Building Act 2011 and the Building Regulations 2012.
Legislative Power or duty delegated:	Section 96 (3) of the Building Act 2011
Legislative power to delegate	Section 5.42 and section 5.44 of the Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	Authority to appoint authorised persons for the purposes of the Building Act 2011 and the Building Regulations 2012 in relation to buildings and incidental structures located, or proposed to be located in the Shire's district.
Conditions and Exceptions:	<p>The Delegation is subject to <i>section 100(2) of the Building Act 2011:</i></p> <p><i>"The authorised person is not entitled to enter a part of a place in use as a residence, except –</i></p> <ul style="list-style-type: none"><i>a) with the consent of an adult occupier; or</i><i>b) under the authority of an entry warrant; or</i><i>c) to take action under section 118(2) in relation to a building order emergency); and</i> <p><i>Section 127 (3) of the Building Act 2011</i></p> <p><i>(3) A delegation of a local government's powers or duties may be only to a local government employee"</i></p>
Reporting Requirements:	Details of the recovery and court action must be recorded in the appropriate record to meet legislative requirements. <i>Financial Interest Returns Required – No</i>
Details of Review:	Review Date July 2017

BUSH FIRES ACT 1954

DA06-13

POWERS AND DUTIES – BUSH FIRES ACT 1954

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	All powers, duties and functions of the local government under the Bush Fires Act 1954.
Legislative Power or duty delegated:	Bush Fires Act 1954
Legislative power to delegate	Section 48 – Delegation by local governments Bush Fires Act 1954
Delegation to:	Chief Executive Officer
Delegation:	No statutory power provided to sub-delegate s48(3)
Conditions and Exceptions:	Excludes powers and duties that: <ul style="list-style-type: none">• are prescribed in the Act with the requirement for a resolution by the local government• are prescribed in the Act for performance by prescribed offices; or• are subject to separate delegate authority within this register.
Chief Executive Officer delegates to:	N/A
Delegation delegated by the CEO	N/A
Reporting Requirements:	Details of all notices issued must be recorded in the appropriate record to meet legislative requirements. <i>Financial Interest Returns Required - No</i>
Details of Review:	Review Date July 2017

BUSH FIRES ACT 1954

DA06-14

PROHIBITED BURNING TIMES

Function to be performed:

This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].

Determine to vary Prohibited Burning Times, in accordance with s17(7) and (8), regarding:

- shortening, extending, suspending or reimposing a period of prohibited burning times; or
- imposing a further period of prohibited burning times.

Legislative Power or duty delegated:

Bush Fires Act 1954

Legislative power to delegate

Section 17(10), Bush Fires Act 1954

Delegation to:

Chief Executive Officer/Chief Bush Fire Control Officer

Delegation:

No statutory power provided to sub-delegate s48(3)

Conditions and Exceptions:

1. The Minister may, by declaration published in the Gazette, declare the times of the year during which it is unlawful to set fire to the bush within a zone of the State mentioned in the declaration and may, by subsequent declaration so published, vary that declaration or revoke that declaration either absolutely or for the purpose of substituting another declaration for the declaration so revoked.
2. Where by declaration made under subsection (1) prohibited burning times have been declared in respect of a zone of the State then, subject to such variations (if any) as are made under that subsection from time to time, those prohibited burning times shall have effect in respect of that zone in each year until that declaration is revoked.
3. A copy of the Gazette containing a declaration published under subsection (1) shall be received in all courts as evidence of the matters set out in the declaration.
4. Where the FES Commissioner considers that burning should be carried out on any land, the FES Commissioner may suspend the operation of a declaration made under subsection (1), so far as the declaration extends to that land, for such period as the FES Commissioner thinks fit and specifies and subject to such conditions as may be prescribed or as the FES Commissioner thinks fit and specifies.

Reporting Requirements:

Details of all notices issued must be recorded in the appropriate record to meet legislative requirements.

Financial Interest Returns Required - No

Details of Review:

Review Date July 2017

BUSH FIRES ACT 1954

DA06-15

PROSECUTIONS

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

Issue Infringement Notices.

Consider allegations of offences alleged to have been committed against this Act in the district of the local government and, if the delegate thinks fit, to institute and carry on proceedings in the name of the local government against any person alleged to have committed any of those offences in the district.

Note: s59A(3) and Bush Fires (Infringements) Regulations 1958, Reg.4(a) provide that only the President or the Chief Executive Officer may withdraw an infringement notice.

Legislative Power or
duty delegated:

Bush Fires Act 1954
s59(3) Prosecution of Offences
s59A(2) Alternative Procedure – Infringement Notices

Legislative power to delegate

Section 59(3) – Delegation by local governments Bush Fires Act 1954

Delegation to:

Chief Executive Officer
Chief Bush Fire Control Officer
Fire Control Officers

Delegation:

No statutory power provided to sub-delegate s48(3)

Conditions and Exceptions:

Nil

Reporting
Requirements:

Details of all notices issued must be recorded in the appropriate record to meet legislative requirements.

Financial Interest Returns Required - No

Details of Review:

Review Date July 2017

DA06-16

**APPOINTMENT OF NOMINATED SHIRE OFFICERS AS
AUTHORISED OFFICERS UNDER THE FOOD ACT 2008**

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	The Council delegates to the CEO authority to exercise all of the functions conferred or imposed on the Shire, as an enforcement agency, under and subject to s.118(2) of the Food Act.
Legislative Power or duty delegated:	Food Act 2008 s122 Appointment of Authorised Officers and s126 Infringement Notices
Legislative power to delegate	Section 118(2) of the Food Act 2008
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer <ul style="list-style-type: none">• Environmental Health Officers as Authorised Officers for all food premise types and under the Food Act 2008
Conditions and Exceptions:	Powers under the Act limited to the following and the authorisation does not extend to the Financial Provisions of the Act: The Chief Executive Officer and the Environmental Health Officers as the Designated Officer for the purposes of Section 126 of the Food Act 2008: 1) May, in a particular case, extend the period of 28 days within which the modified penalty may be paid, and the extension may be allowed whether or not the period of 28 days has elapsed; 2) May, whether or not the modified penalty has been paid, withdraw an infringement notice by sending the alleged offender a notice in the prescribed form stating that the infringement notice has been withdrawn." Environmental Health Officers: <ul style="list-style-type: none">• Section 38 Entry, inspection and seizure• Section 126(2) Issuing of Infringement notices• Section 62 Issuing of Improvement Notices The power to prosecute any person is only exercised by agreement of the Chief Executive Officer
Reporting Requirements:	Details of all authorised officers appointed must be recorded in the appropriate record to meet legislative requirements. <i>Financial Interest Returns Required - Yes</i>
Details of Review:	Review Date July 2017

FOOD ACT 2008

DA06-17

ISSUE PROHIBITION ORDERS

Function to be performed:
*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

An enforcement agency may serve a prohibition order on the proprietor of a food business if it believes that:

- (a) any of the circumstances specified in section 62(a), (b), (c) or (d) exist; and
- (b)(i) The proprietor of a food business has not complied with an improvement notice within the time required by section 63 for compliance; or
- (b)(ii) the issue of the order is necessary to prevent or mitigate a serious danger to public health.

An enforcement agency may instigate proceedings against an alleged offender for breach of the Food Act 2008. Proceedings for an offence under this Act may only be instituted –

- (a) unless paragraph (b) applies – within 12 months after the date on which the offence is alleged to have been committed; or
- (b) if the proceedings are in respect of a sample of food – within 6 months after the date on which the sample was obtained.

Legislative Power or
duty delegated:

Section 65 of the Food Act 2008
Section 125 of the Food Act 2008

Legislative power to delegate

Section 118 of the Food Act 2008

Delegation to:

Chief Executive Officer
Environmental Health Officers

Delegation:

Environmental Health Officers are delegated the power to issue prohibition orders in accordance with section 65 of the Food Act 2008;

Environmental Health Officers are delegated the power to initiate appropriate legal action in accordance with section 125 of the Food Act 2008.

Conditions and Exceptions:

The power to prosecute any person is only exercised by agreement of Chief Executive Officer in conjunction with advice from the Shire's Lawyer.

Reporting
Requirements:

Details of all prosecutions must be recorded in the appropriate record to meet legislative requirements.

Financial Interest Returns Required - No

Details of Review:

Review Date July 2017

CERTIFICATES OF CLEARANCE

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

An enforcement agency, after making a prohibition order, must give a certificate of clearance if, after an inspection of the premises, part of the premises, vehicle or equipment, or the handling of food in the way or for the purpose, or the activities, specified in the order, the agency finds, by the agency's own inspection or the report of an authorised officer, that –

- (a) the premises are not, or the part of the premises, vehicle or equipment, or the handling of food by the food business in the specified way or for the specified purpose, or the carrying out of the specified activities is not, a serious danger to public health; and
- (b) the person on whom the prohibition order was served has complied with the prohibition order and any improvement notices served on the person.

An enforcement agency must give written notification to the proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection under Section 66 or 67.

Legislative Power or
duty delegated:

Section 65 of the Food Act 2008
Section 67 of the Food Act 2008

Legislative power to delegate

Section 118 of the Food Act 2008

Delegation to:

Chief Executive Officer
Environmental Health Officers

Delegation:

Environmental Health Officers are delegated the power to clear and remove a prohibition order in accordance with section 66 of the Food Act 2008, and to provide written notification as required with respect to any decision made not to issue a certificate of clearance following an inspection under either Section 66 or 67.

Conditions and Exceptions:

The power to prosecute any person is only exercised by agreement of the Chief Executive Officer.

Reporting
Requirements:

Details of all prosecutions must be recorded in the appropriate record to meet legislative requirements.

Financial Interest Returns Required - No

Details of Review:

Review Date July 2017

LIQUOR ACT 1988

DA06-19

**AUTHORITY TO ISSUE CERTIFICATES UNDER SECTION 39 –
LIQUOR ACT 1988**

Function to be performed:
*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

An application made to the licensing authority for the grant or removal of a licence, or for a change in the use or condition of any premises shall be accompanied by a certificate from the local government for the district in which the premises to which the application relates are situated, or are to be situated, unless the licensing authority otherwise determines.

Legislative Power or
duty delegated:

Section 39 of the Liquor Control Act 1988

Legislative power to delegate

Section 39 of the Liquor Control Act 1988

Delegation to:

Chief Executive Officer
Manager Communities

Delegation:

To issue a certificate on behalf of the Shire, subject to section 39 of the Liquor Control Act 1988.

Conditions and Exceptions:

Nil

Reporting
Requirements:

Details of all certificates issued must be recorded in the appropriate record to meet legislative requirements.

Financial Interest Returns Required - No

Details of Review:

Review Date July 2017

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions under the Cat Act 2011.
Legislative Power or duty delegated:	Section 48 of the Cat Act 2011
Legislative power to delegate	Cat Act 2011
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer is delegated the power to appoint authorised persons for the purposes of performing particular functions under the Cat Act 2011.
Conditions and Exceptions:	Nil
Chief Executive Officer delegates to:	Finance and Administration Manager Customer Service Officers WA Contract Ranger Services
Delegation delegated by the CEO	The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.
Reporting Requirements:	Details of all decision made must be recorded in the appropriate record to meet legislative requirements. <i>Financial Interest Returns Required - No</i>
Details of Review:	Review Date July 2017

DOG ACT 1976

DA06-21

APPOINTMENT OF AUTHORISED PERSONS – DOG ACT 1976

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<p>A local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions under the Dog Act 1976.</p> <p>Nothing in section 10AA limits the ability of a local government's chief executive officer to perform a function through an officer or agent.</p>
Legislative Power or duty delegated:	Section 10AA and 10AB of the Dog Act 1976
Legislative power to delegate	Section 10AA and 10AB of the Dog Act 1976
Delegation to:	Executive Officer and nominate authorised officers under this Act.
Delegation:	The Chief Executive Officer is delegated the power to appoint authorised persons for the purposes of performing particular functions under the Dog Act 1976.
Conditions and Exceptions:	<p>Withdrawal of an Infringement Notice can only to be approved by the Chief Executive Officer.</p> <p>The authorised Officers are appointed to undertake the powers of an authorised person under the Dog Act 1976 the Dog Regulations 1976 and the Dog (Restricted Breeds) Regulations No 2 2002. The appointment includes the power of an authorised person to declare a dog to be a dangerous dog under section 33E of the Act.</p>
Chief Executive Officer delegates to:	Finance & Administration Manager Customer Service Officers WA Contract Ranger Services
Delegation delegated by the CEO	The above are authorised for the purposes of performing particular functions under the Dog Act 1976.
Reporting Requirements:	<p>Details of all decision made must be recorded in the appropriate record to meet legislative requirements.</p> <p><i>Financial Interest Returns Required – No</i></p>
Details of Review:	Review Date July 2017

RESIDENTIAL TENANCY ACT 1997

DA06-22

**APPOINTMENT OF AUTHORISED
PERSONS –RESIDENTIAL TENANCY ACT
1997**

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	The Commissioner of the Residential Tenancy Act 1997 may delegate to any person any of his or her powers or functions, other than the power of delegation to exercise functions associated with the Residential Tenancy Act 1997.
Legislative Power or duty delegated:	Section 9 of the Residential Tenancy Act 1997
Legislative power to delegate	Section 9 of the Residential Tenancy Act 1997
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer is delegated the power as authorised persons for the purposes of performing functions under the Residential Tenancy Act 1997.
Conditions and Exceptions:	Nil
Chief Executive Officer delegates to:	Nil
Delegation delegated by the CEO	Nil
Reporting Requirements:	Details of all decision made must be recorded in the appropriate record to meet legislative requirements. <i>Financial Interest Returns Required – Yes</i>
Details of Review:	Review Date July 2017

PUBLIC INTEREST DISCLOSURES ACT 2003

DA06-23

APPOINTMENT OF DESIGNATED OFFICER – PUBLIC INTEREST DISCLOSURES ACT 2003

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	To be the designated officer of the Shire to receive public interest disclosures.- in accordance with the Public Interest Disclosures Act 2003.
Legislative Power or duty delegated:	Part 5, Section 23(1) Public Interest Disclosures Act 2003
Legislative power to delegate	Part 5, Section 23(1) Public Interest Disclosures Act 2003
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer is authorised to act as the designated officer to receive and process public interest disclosures in accordance with the purposes of performing functions under the Public Interest Disclosures Act 2003
Conditions and Exceptions:	Nil
Chief Executive Officer delegates to:	Nil
Delegation delegated by the CEO	Nil
Reporting Requirements:	Details of all decision made must be recorded in the appropriate record to meet legislative requirements. Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
Details of Review:	Review Date July 2017

SURVEILLANCE DEVICES ACT 1998

DA06-24

CCTV MANAGEMENT

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority to monitor and access CCTV data as well as considering and responding to any enquiries or complaints regarding CCTV
Legislative Power or duty delegated:	Part 5, Division2 (s) 27 Surveillance Devices Act 1998
Legislative power to delegate	Part 5, Division2 (s) 27 Surveillance Devices Act 1998
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer is authorised to act as the designated officer to receive and process public interest disclosures in accordance with the purposes of performing functions under the Public Interest Disclosures Act 2003
Conditions and Exceptions:	Nil
Chief Executive Officer delegates to:	Manager of Administration and Finance Manager Communities Works Manager
Delegation delegated by the CEO	The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation
Reporting Requirements:	Details of all decision made must be recorded in the appropriate record to meet legislative requirements. Local Government Act 1995 – Section 5.46(3)
Details of Review:	Review Date July 2017

PART 7
SHIRE OF WANDERING
TOWN PLANNING SCHEME NO.3

PLANNING AND DEVELOPMENT ACT 2005

DA07-1

CERTAIN PLANNING FUNCTIONS RELATING TO SHIRE OF WANDERING TOWN PLANNING SCHEME NO. 3

Function to be performed:

This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].

The Council may require the preparation and presentation as a prerequisite to:

- the Council's support for a proposal to rezone or reclassify land in the District;
- the Council's support for an application to subdivide or amalgamate lots; or
- the Council's consideration of an application for Planning Approval.

Applications for planning approval;

All matters which arise out of the imposition of conditions on planning approvals;

All matters delegated to the Shire under the Planning and Development Act 2005, or functions that the Shire is authorised to exercise under that Act.

Legislative Power or duty delegated:

Clause 11.3. of the text to Shire of Wandering Town Planning Scheme No. 3 and Sections 5.45 and 5.46 of the Local Government Act 1995

Legislative power to delegate

Shire of Wandering Town Planning Scheme No. 3

Delegation to:

Chief Executive Officer

Delegation:

A. Advertising and Determining Applications for Planning Approval

Power/Duty

1. Notification and Advertising of Applications for Planning Consent

In accordance with Clause 9.4 of the Shire of Wandering Local Planning Scheme No 3 determine that a particular application will be advertised and notify the applicant accordingly.

Determine those landowners and occupiers to whom notice of an application for Planning Consent required to be advertised shall be provided pursuant to Clause 9.4.3(b) of Shire of Wandering Local Planning Scheme No. 3.

Determine the requirement for consultation with other of authorities for an application for Planning Approval pursuant to Clause 10.1 of the Shire of Wandering Local Planning Scheme No. 3.

2. Consideration of Applications for Planning Approval

Determine applications for Planning Approval made in accordance with Clause 5.1 of the Shire of Wandering Local Planning Scheme No. 3 and/or Statement of Planning Policy No. 1 – Residential Design Codes irrespective of whether objections have been received and impose conditions or grounds of refusal as required.

3. Determine requests for Amending or Revoking a Planning Approval

Determine requests for Amending or Revoking a Planning Approval a Planning made in accordance with Clause 8.3 of the Shire of Wandering Local Planning Scheme No. 3 where the original permit was issued under delegated authority.

4. Conditions

An officer to whom delegated authority is granted is not to exercise that authority in circumstances where the Chief Executive Officer has received a request from a Councillor that the matter be referred to Council for consideration or determination.

B. Advertising draft Development Plans

Power/Duty

1. Notification and Advertising of Applications for a draft Development Plan/s

Determine the requirement for advertising for public comment a draft Development Plan/s pursuant

to Clause 8.1 of the Shire of Wandering Local Planning Scheme No. 3

2. Consideration of Applications for draft Development Plan/s

Determine applications for adoption or endorsement of Development Plans where no objections have been received and impose conditions or alternatively grounds of refusal as required.

3. Conditions

An officer to whom delegated authority is granted is not to exercise that authority in circumstances where the Chief Executive Officer has received a request from a Councillor that the matter be referred to Council for consideration or determination.

Prior to determining any application adoption or endorsement of a Development Plan, the delegate shall ensure that a copy of the respective Plan has been provided to all Councillors and for Councillors to be given a period of not less than 14 days to request the delegate to refer the respective Plan to Council for determination.

C. Advertising Extension for Town Planning Scheme Amendments and Development Plans
Power/Duty

To extend the advertising period for planning scheme amendments and development plans, where considered necessary to provide for adequate consultation and/or accommodate specific community consultation exercises (e.g. special electors meetings, workshops etc).

Conditions

An officer to whom delegated authority is granted is not to exercise that authority in circumstances where the Chief Executive Officer has received a request from a Councillor that the matter be referred to Council for consideration or determination.

D. Consideration of WAPC Referrals of Applications for Subdivision Approval
Power/Duty

Pursuant to S142 of the Planning and Development Act 2005, provide comment to the Western Australian Planning Commission (WAPC) on matters associated with subdivision applications, proposed development plans (or similar) and licence applications.

E. Clearance of Local Government Conditions associated with Subdivision Approval
Power/Duty

Pursuant to S143 of the Planning and Development Act 2005 and where the WAPC has included conditions on a subdivision approval relevant to the Shire, determine the 'clearance' of a condition designated (LG) in a subdivision approval issued by the WAPC.

F. Clearance of Local Government Conditions associated with Subdivision Approval
Power/Duty

Pursuant to S143 of the Planning and Development Act 2005 and where the WAPC has included conditions on a subdivision approval relevant to the Shire, determine the 'clearance' of a condition designated (LG) in a subdivision approval issued by the WAPC.

G. Issue of Certificates (Strata Titles).

Power/Duty

Pursuant to the provisions of Section 23 of the Strata Titles Act 1985, the Chief Executive Officer is authorized to issue the appropriate certificates in respect to buildings as may be shown on a strata plan to be lodged for registration under the Act, wherein the opinion of the Chief Executive Officer:

The buildings shown on the strata plan are first inspected to ensure compliance with town planning, health and engineering requirements as provided for in the Shire of Wandering Local Planning Scheme No. 3 and Residential Design Codes and Shire Policies; and

The buildings are of sufficient standard and suitable to be divided into lots pursuant to the Strata Titles Act.

H. Directions regarding unauthorized development

Power/Duty

To give directions in relation to unauthorized development and to authorize any action available to the responsible authority under the Planning and Development Act 2005 incidental to such written direction, including but not limited to issuing a notice to correct or amend the development or to commence legal action.

Conditions

An officer to whom delegated authority is granted is not to exercise that authority in circumstances where the Chief Executive Officer has received a request from a Councillor that the matter be referred to Council for consideration or determination.

I. Responsible Authority Reports to the Development Assessment Panel

Power/Duty

To submit Responsible Authority Reports to the Development Assessment Panel pursuant to Regulation 12 of the Planning & Development (Development Assessment Panels) Regulations 2011.

Conditions

The Chief Executive Officer is to advise Councillors of the lodgement of a JDAP application in the 'Councillors Information Bulletin' and report to Council at the earliest opportunity, the outcome of the JDAP decision.

Conditions and Exceptions:

This Delegation does not preclude the Delegate or Sub-Delegate referring the categories of development or legal proceedings outlined above, to Council for determination, after having regard to the circumstances of a particular case.

Reporting Requirements:

Details of all approvals given and actions taken must be recorded in the appropriate record to meet legislative requirements and elected members informed of approved applications at the next ordinary meeting of Council.

Financial Interest Returns Required - No

Details of Review:

Review Date July 2017

PART 8

COMMUNITY RELATIONSHIPS

DA08-1

REQUEST FOR DONATIONS – COMMUNITY GROUPS

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

To approve minor requests for donations or sponsorship from community groups.

Legislative Power or
duty delegated:

Section 6.7(2) of the Local Government Act 1995

Legislative power to delegate

Section 5.42 and Section 5.44, Local Government Act 1995

Policy:

Fees and Charges Schedule

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the power to approve requests for donations or sponsorship from community groups, subject to section 6.7(2) of the Local Government Act 1995.

Conditions and Exceptions:

Subject to –

- Fees and Charges Schedule Policy;
- a value not exceeding \$500.00 per request;
- funding being allocated in the Shire's Annual Budget

Reporting
Requirements:

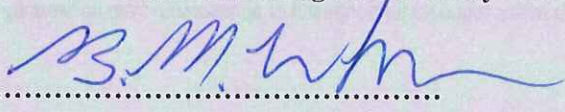
Details of donations and waivers of fees and charges approved under delegated authority must be recorded in the appropriate record to meet legislative requirements and elected members informed of approved applications at the next ordinary meeting of Council.

Financial Interest Returns Required - Yes

Details of Review:

Review Date July 2017

This Delegation of Authority Register was adopted by Council at the Ordinary Council Meeting on Thursday 21 July 2016.

Signed: 

Presiding Person at the meeting at which the Delegations Register was adopted.

Date: 18/8/2016

COUNCIL APPROVED AUTHORISATIONS

Register 2016



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COUNCIL APPROVED AUTHORISATIONS

These Acts do not contain a head of power to **delegate**.

Council **authorises** the appropriate staff to undertake the functions to be performed under each Act.

ABORIGINAL HERITAGE ACT 1972

CARAVAN PARKS AND CAMPING GROUNDS ACT 1995

CEMETERIES ACT 1986

CONTROL OF VEHICLES (OFF-ROAD AREAS) ACT 1978

FINES, PENALTIES AND INFRINGEMENT NOTICES ENFORCEMENT ACT 1994

HEALTH ACT 1911

LITTER ACT 1979

CAA01-1 APPLICATIONS FOR USE OF LAND UNDER SECTION 18 OF THE ABORIGINAL HERITAGE ACT 1972

Function to be performed: Make application to the Aboriginal Cultural Heritage Committee to use land for a purpose which, unless the Minister gives his consent under Section 18 of the Aboriginal Heritage Act 1972 (the Act), would be likely to result in a breach of section 17 of the Act in respect of any Aboriginal site that might be on the land.
This text is provided as a reference only. Authorises shall only act in full understanding of the Authorised statutory power, inclusive of conditions [see below].

Legislative Power or duty Authorised: Section 18 of the Aboriginal Heritage Act 1972

Legislative power to Authorise Section 5.41(i) of the Local Government Act 1995

Authorisation to: Chief Executive Officer

Authorisation: To make applications under section 18 of the Aboriginal Heritage Act 1972 in relation to land owned or managed by the Shire.

Conditions and Exceptions: N/A

Chief Executive Officer Authorises to: N/A

Authorisation Authorised by the CEO N/A

Reporting Requirements: Details of actions taken under this Authorisation are to be retained on the appropriate file or record.

Financial Interest Return Required - No

Details of Review:

**CAA01-2 APPOINTMENT OF AUTHORISED PERSONS –
CARAVAN PARKS AND CAMPING GROUNDS ACT 1995**

Function to be performed: <i>This text is provided as a reference only. Authorises shall only act in full understanding of the Authorised statutory power, inclusive of conditions [see below].</i>	A local government — (a) may appoint such persons to be authorised persons for the purposes of this Act as the local government considers necessary; and (b) must issue each person appointed under paragraph (a) with an identity card, in the prescribed form, certifying that the person is an authorised person under this Act.
Legislative Power or duty Authorised:	The powers of a "authorised person" under the Caravan Parks and Camping Grounds Act 1995 and the Caravan and Camping Grounds Regulations 1997.
Legislative power to Authorise	Section 17(1) of the Caravan Parks and Camping Grounds Act 1995
Appointed as Authorised Person	For the purposes of Division 1 of Part 2 and Sections 22 and 23(5) and (7) of the Caravan Parks and Camping Grounds Act 1995:- <ul style="list-style-type: none">• Chief Executive Officer• Finance & Administration Manager• Environmental Health Officers For the purposes of section 23(2) of the Caravan Parks and Camping Grounds Act 1995:- <ul style="list-style-type: none">• Environmental Health Officers• Building Surveyors• Rangers
Conditions and Exceptions:	The Senior Environmental Health Officers, Environmental Health Officers, Building Surveyors, and Rangers are empowered to sign such documents, issue notices and initiate appropriate legal action on behalf of the Shire when a breach of the said Act and related legislation warrants such action provided that the power to prosecute any person is only exercised by agreement of the Chief Executive Officer.
Reporting Requirements:	Any actions taken or notices issued are to be recorded on the appropriate file or record. Copies of applications, licences and notices are to be recorded on the appropriate file or record. <i>Financial Interest Returns Required – Yes</i>
Details of Review:	

CONTROL OF VEHICLES (OFF-ROAD AREAS) ACT 1978

**CAA01-3 CONTROL OF VEHICLES (OFF-ROAD AREAS) ACT
1978 – APPOINTMENT OF AUTHORISED PERSONS**

Function to be performed: <i>This text is provided as a reference only. Authorises shall only act in full understanding of the Authorised statutory power, inclusive of conditions [see below].</i>	A local government may by resolution appoint — <ul style="list-style-type: none">• any employee of the local government; and• where the Minister by notice published in the <i>Government Gazette</i> authorises the local government to do so, any member of the council of that local government, to be an authorised officer for the purposes of this Act either in respect of the whole of its district or any part thereof defined in the appointment.
Legislative Power or duty of the appointment	Powers of an authorised officer for the purposes of the Control of Vehicles (Off-road Areas) Act 1978 and the Control of Vehicles (Off-road Areas) Regulations 1979 for the whole of the district of the Shire.
Legislative power to Authorise	Section 38(3) of the Control of Vehicles (Off-road Areas) Act 1978
Appointed as Authorised Person	Chief Executive Officer Rangers
Appointment	A person who is appointed as an authorised officer — <ul style="list-style-type: none">(a) has within the area of jurisdiction entrusted to him by the appointment the duties and powers of an authorised officer under this Act, and may exercise such powers within that area;(b) may exercise the powers conferred upon him by this Act in relation to any person or vehicle which he has reason to believe is concerned in a contravention of this Act notwithstanding that such person or vehicle is not then within the area of jurisdiction entrusted to him if that person or vehicle was pursued from that area or is known to have been in that area at the time of the contravention;(c) may, for the purposes of this Act in the course of his duty, enter on any land or, using only such force as is necessary, may enter a vehicle for the purpose of removing it.
Conditions and Exceptions:	Withdrawal of an Infringement Notice can only to be approved by the Chief Executive Officer having regard for the Shire's Withdrawal of Infringement Notice Management Procedure.

Reporting
Requirements:

Register of, and review of, Authorisations

- (1) The chief executive officer of a local government is to keep a register of
 - (a) Authorisations made under section 10AA(1); and
 - (b) further Authorisations made under the authority of an Authorisation made under section 10AA(1).

- (2) At least once every financial year —
 - (a) Authorisations made under section 10AA(1); and
 - (b) further Authorisations made under the authority of an Authorisation made under section 10AA(1), are to be reviewed by the delegator.

Financial Interest Returns Required – Yes

Details of Review:

CAA01-7 FINES, PENALTIES AND INFRINGEMENT NOTICES ENFORCEMENT ACT 1994 – APPOINTMENT OF PROSECUTION OFFICERS

Function to be performed: <i>This text is provided as a reference only. Authorises shall only act in full understanding of the Authorised statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none">(1) For the purposes of this Part, the Registrar may approve a prosecuting authority as a prosecuting authority to which this Part applies.(2) The Registrar is not to approve a prosecuting authority unless the authority gives the Registrar written notice of those officers of the authority that are designated as prosecuting officers for the purposes of and in accordance with sections 16 and 22.(3) A prosecuting authority at any time may amend the written notice of designated prosecuting officers.
Legislative Power or duty Authorised:	Section 13 of the Fines Penalties and Infringement Notices Enforcement Act 1994.
Legislative power to Authorise:	Section 13(2) of the Fines, Penalties and Infringement Notices Enforcement Act 1994.
Appointment of authorised persons:	Chief Executive Officer Finance & Administration Manager Works Manager All Rangers
Appointment:	The CEO is Authorised the power to provide written notice to the Registrar designating those officers that are prosecution officers for the purposes of sections 16 and 22 of the Fines, Penalties and Infringement Notices Enforcement Act 1994.
Conditions and Exceptions:	In relation to local laws the designation allows -Signing of Enforcement Certificates to initiate prosecution(Section 16); Signing of Withdrawal of Proceedings Notices (Section 2) for those matters already registered with Fines Enforcement;
Reporting Requirements:	Details of all decision made must be recorded in the appropriate record to meet legislative requirements. <i>Financial Interest Returns Required - Yes</i>
Details of Review:	

CAA01-8 APPOINTMENT OF AUTHORISED PERSONS – LITTER ACT 1979

Function to be performed: <i>This text is provided as a reference only. Authorises shall only act in full understanding of the Authorised statutory power, inclusive of conditions [see below].</i>	For the purposes of this Act an authorised officer is — (a) any member of the Police Force; (b) any person appointed as such pursuant to subsection (2) within the area of jurisdiction entrusted to him by the appointment; (c) within the district of a local government, any person who is — (i) a member of the council of the local government; (ii) an employee of the local government; or (iii) an honorary inspector appointed by the local government under section 27AA.
Legislative power or duty of appointment	The powers of an authorised officer under the Litter Act 1979 and the Litter Regulations 1981.
Legislative power to Authorise	Section 26 of the Litter Act 1979
Appointed as Authorised Person	All elected members. All shire employees with delegated authority
Conditions and Exceptions:	Those persons appointed do not have the authority to withdraw infringement notices (subject to Authorisation 12.6).
Reporting Requirements:	Details of exercising the Authorisation must be recorded in the appropriate record to meet legislative requirements. <i>Financial Interest Returns Required – No</i>
Details of Review:	<hr/>

CAA01-9 APPOINTMENT OF AUTHORISED PERSONS TO WITHDRAW INFRINGEMENT NOTICES - LITTER ACT 1979

Function to be performed:
*This text is provided as a reference only.
Authorises shall only act in full
understanding of the Authorised statutory
power, inclusive of conditions [see below].*

- (4) An infringement notice may, whether or not the prescribed penalty has been paid, be withdrawn, at any time within 28 days after the service of the notice, by the sending of a notice, in the prescribed form, to the alleged offender at his last known place of residence or business, advising the alleged offender that the infringement notice has been withdrawn, and, in that event, the amount of any prescribed penalty that has been paid shall be refunded.
- (4a) A withdrawal notice sent under subsection (4) shall be signed by a person appointed in writing to withdraw infringement notices by the public authority.

Legislative power or
duty of appointment

To sign withdrawal of infringement notices under section 30(4) of the Litter Act 1979.

Legislative power to
Authorise

To sign withdrawal of infringement notices under section 30(4) of the Litter Act 1979.

Appointed as Authorised
Person

Chief Executive Officer
Finance & Administration Manager

Reporting
Requirements:

Details of withdrawal notices made must be recorded in the appropriate record to meet legislative requirements.

Financial Interest Returns Required – No

Details of Review:

CEMETERIES ACT 1986

**CAA01-10 APPOINTMENT OF AUTHORISED PERSONS –
CEMETERIES ACT 1986**

Function to be performed: A Board means a cemetery board established under Section 7 or deemed to have been established under this Act an in relation to a cemetery means the Board responsible for the care, control and management of that Cemetery.
This text is provided as a reference only. Authorises shall only act in full understanding of the Authorised statutory power, inclusive of conditions [see below].

Legislative Power or duty Authorised: Under Sections 10 and 47 of the Cemeteries Act 1986 –
• A Board may authorise funds to be expended for the performance of any of the functions or any other purpose approved by the Minister;
• A Board may appoint such employees, either full time or part time, as it considers necessary to enable it to carry out its functions; and
• A Board may engage under contract for services such professional and technical and other assistance as it considers necessary to enable it to carry out its functions.

Legislative power to Authorise Section 10 and Section 47 of the Cemeteries Act 1986

Appointed as Authorised Person The Board shall consist of:
• Chief Executive Officer
• Finance & Administration Manager


Conditions and Exceptions: Nil

Reporting Requirements: Any actions taken or notices issued are to be recorded on the appropriate file or record.


Financial Interest Returns Required - No

Details of Review:

This Council Approved Authorisations Register was adopted by Council at the Ordinary Council Meeting on Thursday 21 July 2016.

Signed: 

Presiding Person at the meeting at which the Delegations Register was adopted.

Date: 



RATES – CONTIGUOUS VALUATION POLICY

Document Control Statement – The electronic reference copy of this Policy is maintained by the Finance Department. Any printed copy may not be up to date and you are advised to check the electronic copy at S:\Administration\Policies\2015 to ensure that you have the current version. Alternatively, you may contact the Finance Department.

1. OBJECTIVE

This policy provides guidance and clarity on the treatment of contiguous valuation of land requests for Unimproved Valuations (UV) and Gross Rental Valuations (GRV) of properties made to the Valuer Generals Office.

2. DEFINITIONS

“Contiguous”

- a) Where survey boundaries abut or adjoin
- b) Where locations or lots are separated by a road, drain or watercourse reserve, they may be deemed contiguous
- c) In exceptional circumstances, some properties may be deemed by the Valuer General to be contiguous, even though their boundaries do not strictly adjoin. In such cases the matter should be referred to the Valuer General or appropriate Chief Valuer, who may be guided by advice provided by the local government.

“Same Ownership”

- a) Same names as per Certificate of Title
- b) Ratepayers name for recording on the Valuation Rolls, advised by the local government authority

3. PRINCIPLES

Group Valuations for Contiguous Unimproved Valuation (UV) Properties

That where a ratepayer applies to have their currently separately valued properties assessed for contiguous valuation, application be made to the Valuer Generals Office on land/location/lots that meet all of the following requirements;

1. That land/location/lots are contiguous (touching)
2. That the land/location/lots are used for one purpose
3. That the land/location/lots are under the same ownership/ management

and must provide the following documentation:

1. A statutory declaration detailing the land is used for one purpose, ownership details, and a statement of who the ratepayer will be in the rate book, and
2. Copies of Certificates of Titles, Lease Documents or a statement from all ‘Title Holders’ confirming that the land is under one management.

Group Valuations for Contiguous Gross Rental Valuation (GRV) Properties

That where a ratepayer applies to have their currently separately valued properties assessed for contiguous valuation, application be made to the Valuer Generals Office on land/location/lots that meet all of the following requirements;

1. That land/location/lots are contiguous (touching)
2. That the land/location/lots are used for one purpose



RATES – CONTIGUOUS VALUATION POLICY

3. That the land/location/lots are under the same ownership/ management

And must provide the following documentation:

1. A statutory declaration detailing the land is used for one purpose,
2. Copies of Certificates of Titles,

3. GUIDELINES

To be exercised in accordance with the valuation of Land Act 1978, Sections 4 (1), 18, 23 and that final approval is granted by the CEO.

Policy Number:	CP038
Previous Policy Number:	N/A
Resolution Numbers:	
Last Reviewed:	
Next Reviewed:	August 2017
Responsible Officer:	Shire President and CEO

[Signature]
Signed

B.M. WHITELY

[Print Name]
Shire President

This Policy takes effect from the date of adoption by Council and shall remain valid until it is amended or deleted.

Helen Mark

ATTACHMENT 10.14.1

From: John Gentle <j.gentle@live.com.au>
Sent: Wednesday, 13 July 2016 11:34 AM
To: Amanda O'Halloran
Subject: Fw: WANDERING BODDINGTON CLAY TARGET CLUB INC - SKEET LAYOUT - EARTHWORKS

From: John Gentle <j.gentle@live.com.au>
Sent: Wednesday, 25 May 2016 10:38 PM
To: ceo@wandering.wa.gov.au
Cc: brendanw1970@hotmail.com; norrine@bluemaxx.com.au; jamesmcneil48@bigpond.com; chadferguson@bigpond.com; janetandwade@bigpond.com; jp@wn.com.au; kim.stripe410@virginbroadband.com.au
Subject: WANDERING BODDINGTON CLAY TARGET CLUB INC - SKEET LAYOUT - EARTHWORKS

Chief Executive Office of Wandering Shire

Amanda O'Halloran

Good morning Amanda,

The Wandering Boddington Clay Target Club Inc. which held a general meeting on 21st of May 2016 has passed a resolution to develop our next discipline of skeet on the club grounds.

To achieve this outcome requires earthworks to be completed on the western side of trap no2 layout.

President Murray Cornish has had preliminary talks with Shire President Brendan Whitely and Shire Works Manager Rod Evenis to enquire if the Volvo excavator would be available to assist with the above earthworks for approximately one day of excavation.

This excavation will involve loading clean free gravel into a tipper for the above time frame.

The skeet layout will further enhance members skills in a new discipline, encourage other shooters, new members and visitors to attend.

WBCTC would appreciate if this request could be put to full council for consideration.

For further information and details on the above matter please contact Club President Murray Cornish on 0428857554

Thank you for your consideration on the above request.

Regards,

John Gentle

Club Captain

WBTC

Attachment 1: Site/Location Plans

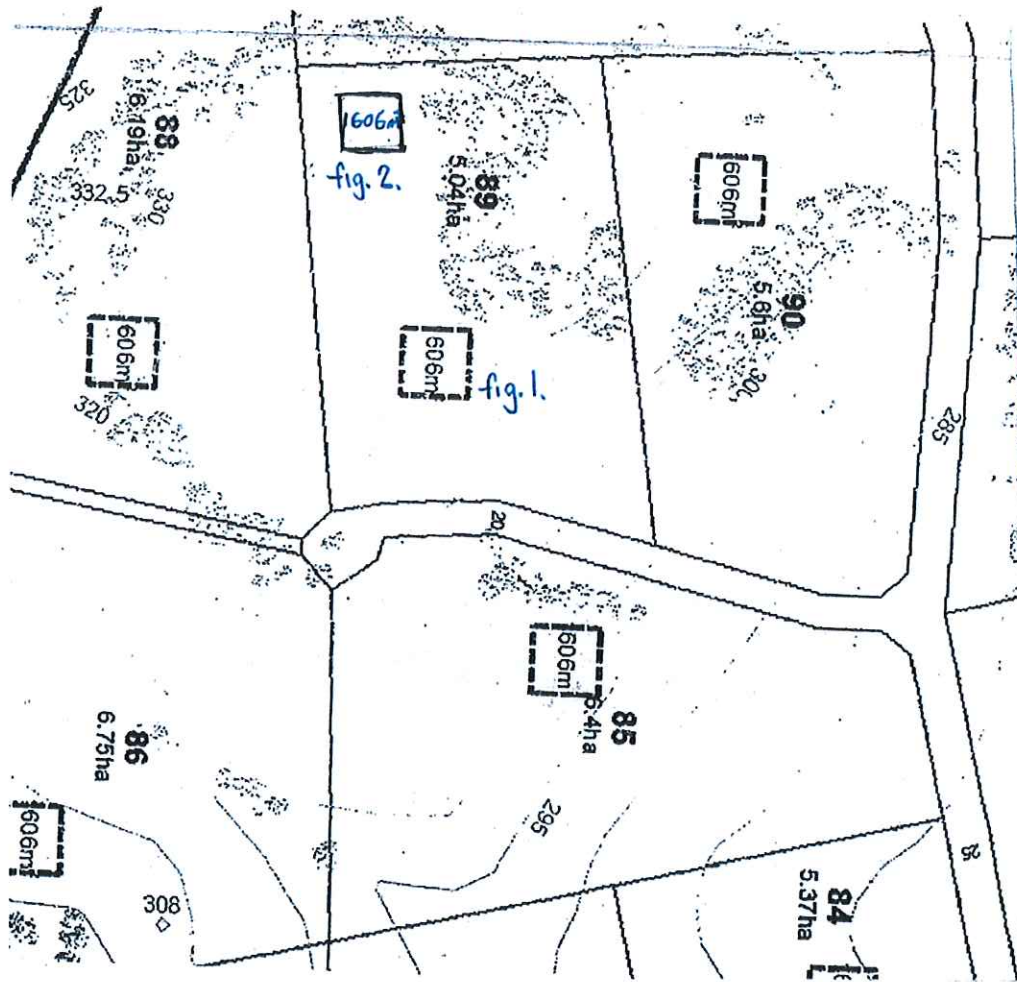
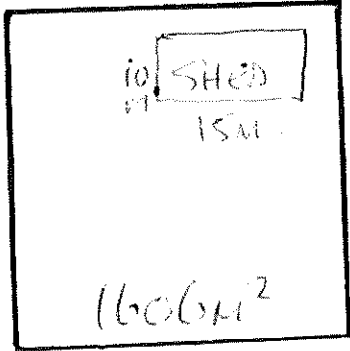


fig.1. Existing Building Envelope Location - 1606 m² in size
fig.2. Proposed/New Building Envelope Location, 20mtrs In from both side and rear Boundary Fence Lines, -1606 m² in size

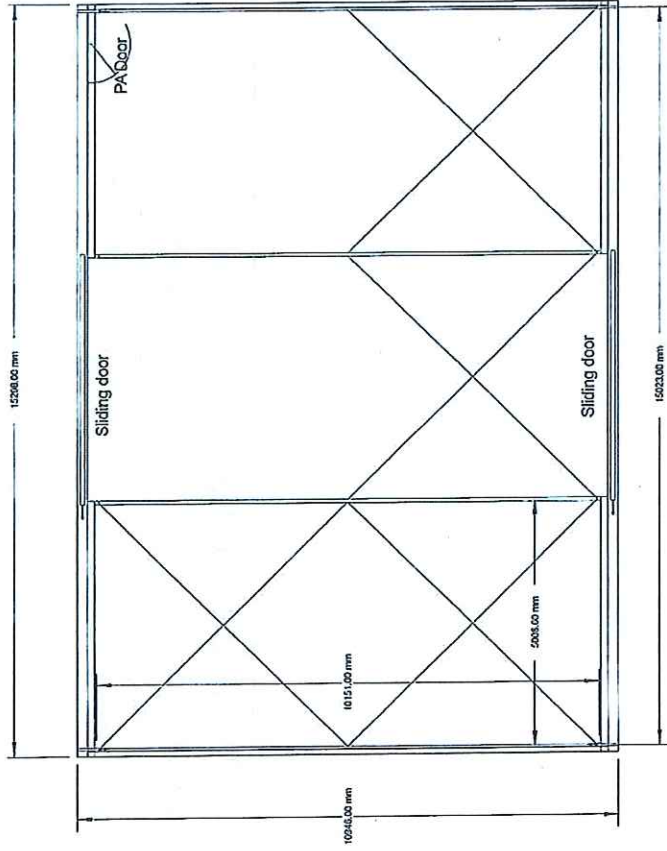


SHED LOCATION
IN ENVELOPE

LOT 89 REDGUM COURT
WANDERING.

Item 10.2.1

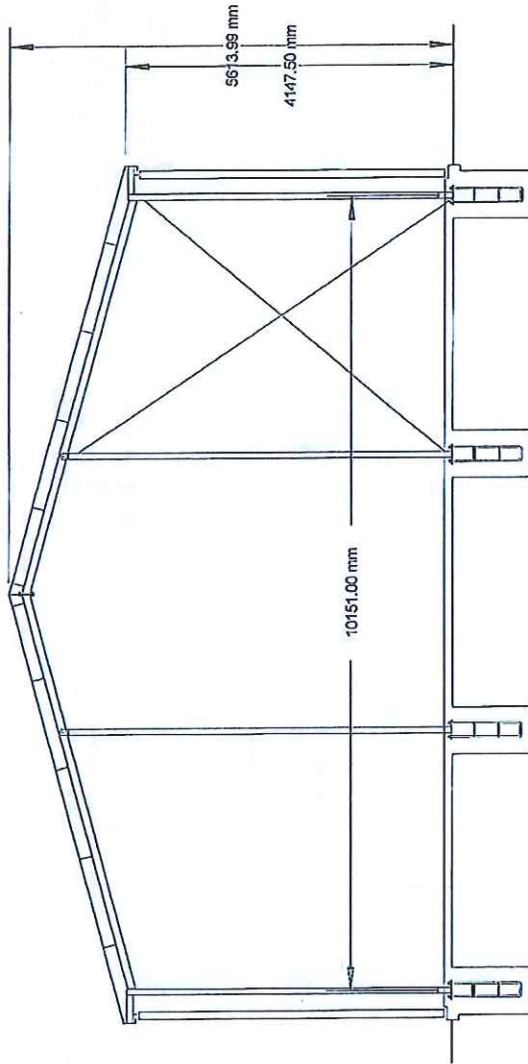
Attachment 2: Floor Plans and Elevations



JAN KUKNER DE [CIVIL] RPEC 05707
Civil, Structural & Project Management
ABN: 37 750 733 802
97 Pelopar St Narrogin WA 6312
Ph: (08) 9883 3218 Mob: 04 0986 7048
Email: dan@bigpond.com

PRICE'S ERECTIONS 15 GROWSE STREET WILLIAMS Phone 98824062 Email: barry@priceserections.com.au	Drawing 2 Scale 1:50	JARRED WIGHAM LOT 89 RED GUM CRT WANDERING 6308
	1/4/2016 ISSUED FOR APPROVAL	

Handwritten blue scribbles and marks.



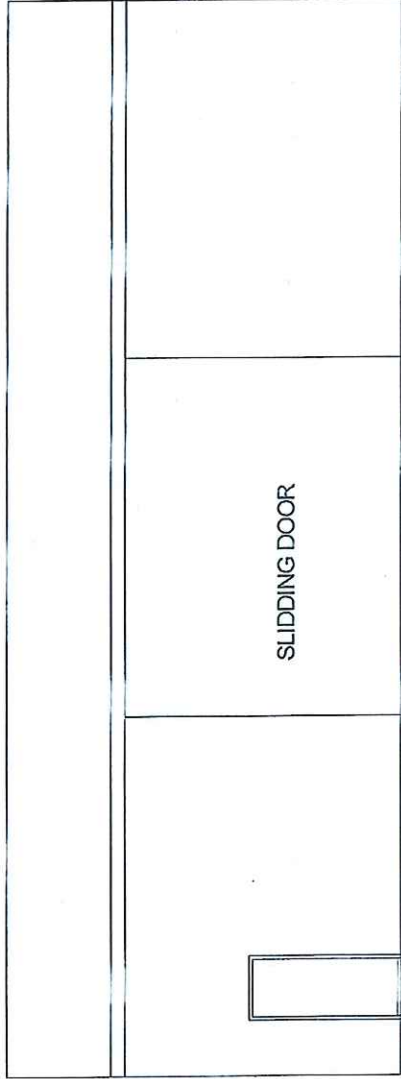
JAN FOTRNEK BE (CIVIL) RPEQ 05707
 Civil, Structural & Project Management
 ABN: 37 730 793 802
 197 Felspar St Narrogin WA 6312
 Ph (08) 9881 3218 Mob 04 0986 7048
 Email: dant34175@bigpond.com

Handwritten blue scribbles and arrows pointing towards the drawing.

PRICE'S ERECTIONS 15 GROWSE STREET WILLIAMS Phone 98824062 Email barry@priceserectons.com.au	Drawing 3 Scale 1:50	JARRED WIGHAM LOT 89 RED GUM CRT WANDERING 6308
	1 / 4 / 2016 ISSUED FOR APPROVAL	

JANET CURRY, DIRECTOR/PROJECT MANAGEMENT
 Civil, Structural & Project Management
 ARN: 37790723 802
 97 Falsgrave St, Marrongin WA 6312
 Ph: (08) 9881 3218 Mob: 04 0986 7048
 Email: em34173@bigpond.com

16

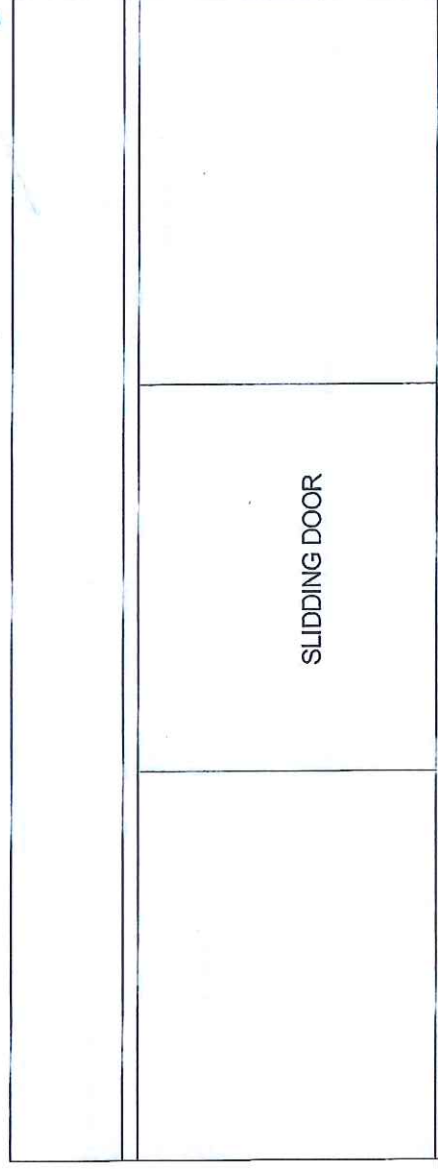


GROUND LEVEL

PRICE'S ERECTIONS 15 GROWSE STREET WILLIAMS Phone 98824062 Email barry@priceserections.com.au	Drawing 9 Scale 1:50	JARRED WIGHAM LOT 89 RED GUM CRT WANDERING 6308
	1 / 4 / 2016 ISSUED FOR APPROVAL	

JAN IJRIKES (CIVIL) P/L Q 05707
Civil, Structural & Project Management
ABN: 37 730 733 802
97 Felspar St Narrogin WA 6312
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Email: dan134175@bigpond.com

Handwritten notes:
1/4/16
1/4/16
1/4/16



GROUND LEVEL

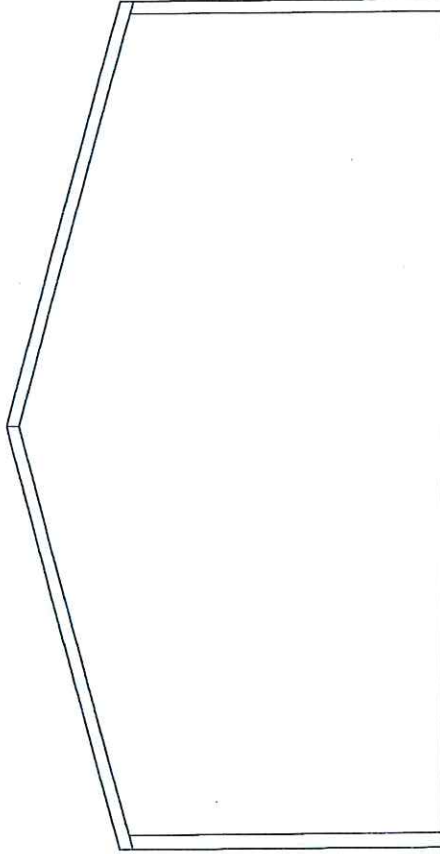
PRICE'S ERECTIONS
15 GROWSE STREET
WILLIAMS
Phone 98824062
Email barry@priceserections.com.au

Drawing 10
Scale 1:50

1 / 4 / 2016 ISSUED FOR APPROVAL

JARRED WIGHAM
LOT 89
RED GUM CRT
WANDERING 6308

DAN FORNIEY BE (CIVIL) RPEQ 05707
Civil, Structural & Project Management
ABN: 37 730 733 802
97 Felspar St Narragin WA 6312
Ph (08) 9881 3218 Mob 04 0986 7046
Email: dan@bigpond.com



GROUND LEVEL

PRICE'S ERECTIONS 15 GROWSE STREET WILLIAMS Phone 98824062 Email barry@priceserections.com.au	Drawing 8 Scale 1:50	JARRED WIGHAM LOT 89 RED GUM CRT WANDERING 6308
	1 / 4 / 2016 ISSUED FOR APPROVAL	

Shire of Wandering
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016



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Note 9	Cash Backed Reserves
Note 10	Capital Disposals and Acquisitions
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Shire of Wandering
STATEMENT OF FINANCIAL ACTIVITY
(Nature & Type)
For the Period Ended 30 June 2016

	FM Reg 34(1)(a)	FM Reg 34(1)(b)	FM Reg 34(1)(c)	FM Reg 34(1)(d) FM Reg 34(5)		
	Current Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	
Note						
Operating Revenues	\$	\$	\$	\$	%	
Grants, Subsidies and Contributions	5.1 393,228	393,228	553,097	159,869	28.9%	▲
Profit on Asset Disposal	145,220	145,220	41	(145,179)	(356793.6%)	▼
Fees and Charges	5.1 603,422	603,422	573,999	(29,423)	(5.1%)	▼
Interest Earnings	12,884	12,884	12,243	(641)	(5.2%)	▼
Other Revenue	118,201	118,201	123,383	5,182	4.2%	▲
Total (Excluding Rates)	1,272,955	1,272,955	1,262,763			
Operating Expense						
Employee Costs	5.2 (757,667)	(757,667)	(742,575)	15,092	2.0%	▼
Materials and Contracts	5.2 (1,014,342)	(1,014,342)	(947,481)	66,861	7.1%	▼
Utilities Charges	5.2 (60,405)	(60,405)	(56,276)	4,129	7.3%	▼
Depreciation (Non-Current Assets)	5.2 (860,304)	(860,304)	(849,520)	10,784	1.3%	▼
Interest Expenses	5.2 (5,901)	(5,901)	(5,902)	(1)	(0.0%)	
Insurance Expenses	5.2 (102,769)	(102,769)	(103,393)	(624)	(0.6%)	▲
Loss on Asset Disposal	(11,073)	(11,073)	(11,073)	0	0.0%	
Other Expenditure	5.2 0	0	0	0		
Total	(2,812,461)	(2,812,461)	(2,716,221)			
Funding Balance Adjustment						
Add Back Depreciation	860,304	860,304	849,520	(10,784)	(1.3%)	▼
Adjust (Profit)/Loss on Asset Disposal	(134,146)	(134,146)	11,032	145,178	1316.0%	▼
				0		
Net Operating (Ex. Rates)	(813,348)	(813,348)	(592,905)			
Capital Revenues						
Grants, Subsidies and Contributions	1,197,560	1,197,560	1,199,960	2,400	0.2%	▲
Proceeds from Disposal of Assets	249,539	249,539	49,534	(200,005)	(403.8%)	▼
Proceeds from New Debentures	0	0	0	0		
Transfer from Reserves	20,000	20,000	20,000	0	0.0%	
Self Supporting Loan Repayment	1,250	1,250	1,250	0		
Total	1,468,349	1,468,349	1,270,744			
Capital Expenses						
Land Held for Resale	5.4 0	0	0	0		
Land and Buildings	5.4 (110,000)	(110,000)	(49,653)	60,347	121.5%	▼
Plant and Equipment	5.4 (81,371)	(81,371)	(80,332)	1,039	1.3%	▼
Furniture and Equipment	5.4 (35,575)	(35,575)	(36,287)	(712)	(2.0%)	▲
Infrastructure Assets - Roads	5.4 (1,315,235)	(1,315,235)	(1,339,456)	(24,221)	(1.8%)	▲
Infrastructure Assets - Other	5.4 (46,700)	(46,700)	(41,179)	5,521	13.4%	▼
Purchase of Investments	0	0	0	0		
Repayment of Debentures	(51,505)	(51,505)	(65,701)	(14,196)	(21.6%)	▼
Advances to Community Groups				0		
Transfer to Reserves	(3,500)	(3,500)	(4,695)	(1,195)	(25.4%)	▼
Total	(1,643,886)	(1,643,886)	(1,617,302)			
Net Capital	(175,537)	(175,537)	(346,558)	0		
Total Net Operating + Capital	(988,885)	(988,885)	(939,464)			
Rate Revenue	778,735	778,735	777,930	(805)	(0.1%)	▼
Opening Funding Surplus(Deficit)	209,724	209,724	209,274	(450)	(0.2%)	▼
Closing Funding Surplus(Deficit)	(426)	(426)	47,740			

Shire of Wandering
STATEMENT OF FINANCIAL ACTIVITY
(By Function & Activity)
For the Period Ended 30 June 2016

	FM Reg 34(1)(a)	FM Reg 34(1)(b)	FM Reg 34(1)(c)	FM Reg 34(1)(d) FM Reg 34(5)		
	Current Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) Note 3	Var. % (b)-(a)/(b) Note 3	Var.
Note						
Operating Revenues						
	\$	\$	\$	\$	%	
Governance	63	63	444	0	0.00%	
General Purpose Funding	248,798	248,798	247,937	(861)	(0.35%)	▼
Law, Order and Public Safety	24,934	24,934	50,243	25,309	50.37%	▲
Health	239	239	239	0	0.00%	
Education and Welfare	0	0	0	0		
Housing	184,786	184,786	34,216	(150,570)	(440.05%)	▼
Community Amenities	40,649	40,648	43,960	3,312	7.53%	▲
Recreation and Culture	17,904	17,904	18,214	310	1.70%	▲
Transport	2,500	2,500	2,867	367	12.80%	▲
Economic Services	628,811	628,813	757,387	128,574	16.98%	▲
Other Property and Services	124,272	124,272	107,256	(17,015)	(15.86%)	▼
Total (Excluding Rates)	1,272,955	1,272,956	1,262,763			
Operating Expense						
Governance	(110,279)	(110,279)	(109,139)	1,140	1.04%	▼
General Purpose Funding	(57,479)	(57,479)	(59,731)	(2,252)	(3.77%)	▲
Law, Order and Public Safety	(113,814)	(113,814)	(122,252)	(8,438)	(6.90%)	▼
Health	(29,312)	(29,312)	(29,172)	140	0.48%	▼
Education and Welfare	(9,283)	(9,283)	(7,465)	1,818	24.35%	▼
Housing	(44,775)	(44,775)	(55,669)	(10,894)	(19.57%)	▲
Community Amenities	(181,895)	(181,895)	(159,966)	21,929	13.71%	▼
Recreation and Culture	(197,695)	(197,695)	(187,519)	10,176	5.43%	▼
Transport	(1,120,867)	(1,120,867)	(1,125,000)	(4,133)	(0.37%)	▼
Economic Services	(780,916)	(780,916)	(749,856)	31,060	4.14%	▼
Other Property and Services	(166,146)	(166,146)	(110,452)	55,694	50.42%	▼
Total	(2,812,461)	(2,812,461)	(2,716,221)			
Funding Balance Adjustment						
Add back Depreciation	860,304	860,304	849,520	(10,784)	(1.27%)	▼
Adjust (Profit)/Loss on Asset Disposal	(134,146)	(134,146)	11,032	145,178	1315.97%	▲
	0	0	0	0		
Net Operating (Ex. Rates)	(813,348)	(813,347)	(592,905)			
Capital Revenues						
Grants, Subsidies and Contributions	1,197,560	1,197,560	1,199,960	2,400	0.20%	▼
Proceeds from Disposal of Assets	249,539	249,539	49,534	(200,005)	(403.77%)	▲
Proceeds from New Debentures	0	0	0	0		
Transfer from Reserves	20,000	20,000	20,000	0	0.00%	
Self Supporting Loan Repayment	1,250	1,250	1,250	0	0.00%	
Total	1,468,349	1,468,349	1,270,744			▼
Capital Expenses						
Land Held for Resale	0	0	0	0		
Land and Buildings	(110,000)	(110,000)	(49,653)	60,347	121.54%	▼
Plant and Equipment	(81,371)	(81,371)	(80,332)	1,039	1.29%	▼
Furniture and Equipment	(35,575)	(35,575)	(36,287)	(712)	(1.96%)	▼
Infrastructure Assets - Roads	(1,315,235)	(1,315,235)	(1,339,456)	(24,221)	(1.81%)	▲
Infrastructure Assets - Other	(46,700)	(46,700)	(41,179)	5,521	13.41%	▼
Purchase of Investments	0	0	0	0		
Repayment of Debentures	(51,505)	(51,505)	(65,701)	(14,196)	(21.61%)	▼
Transfer to Reserves	(3,500)	(3,500)	(4,695)	(1,195)	(25.45%)	▼
Total	(1,643,886)	(1,643,886)	(1,617,302)			▲
Net Capital	(175,537)	(175,537)	(346,558)			▼
Total Net Operating + Capital	(988,885)	(988,884)	(939,464)	0		
Rate Revenue	778,735	778,735	777,930	(805)	(0.10%)	▼
Opening Funding Surplus(Deficit)	209,724	209,724	209,274	(450)	(0.22%)	
Closing Funding Surplus(Deficit)	(426)	(426)	47,740			

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

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

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 11.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

(g) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

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

Inventories held from trading are classified as current even if not expected to be realised in the next 12

months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of the cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

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

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	2%
Furniture and Equipment	10-25%
Plant and Equipment	15-25%
Motor Vehicles	25%
Roads - Aggregate	25 years
Roads - Unsealed - Gravel	35 years
Drains and Sewers	75 years

**Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the local government prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) **Annual Leave and Long Service Leave (Long-term Benefits)**

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) **Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

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.

(n) **Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) **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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

**Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) **Nature or Type Classifications**

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

**Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**(q) Nature or Type Classifications (Continued)****Insurance**

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Details of expenses related to Councils eight councillors, who normally meet the third Wednesday of each month, make policy decisions, review Councils operations, plan for current and future service provision requirements and undertake necessary appropriate training and attend conferences.

GENERAL PURPOSE FUNDING

Rates - the amount raised is determined by Councils budget "shortfall" that is known income and desired expenditure.

General purpose grants - are the grant amounts paid to the shire from Federal Government funding as determined by and via the Western Australian Local Government Grants Commission.

Interest - interest earned on monies invested or deposited by Council.

LAW, ORDER, PUBLIC SAFETY

Supervision of by-laws, fire prevention and animal control.
Requirements that Council carries out by statute.

HEALTH

Food quality control, immunisation, contributions to medical, health and operation of the child health clinic.

Council is a member of a group health scheme North Eastern Wheatbelt Health Scheme. Monitors food quality and caters for health requirements for the broader community.

**Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**(r) STATEMENT OF OBJECTIVE (Continued)****EDUCATION AND WELFARE**

Assists in the provision of the Home and Community Care services, Seniors and Pensioner requirements.

HOUSING

Provides and maintains housing rented to staff and non-staff. Council is a major landlord, providing accommodation for aged, pensioner, single, married and Government Employees.

COMMUNITY AMENITIES

Operation and control of cemeteries, public conveniences and sanitation service. Provides public amenities. Owns and operates the town site deep sewerage service. Controls and maintains one rubbish disposal site.

RECREATION AND CULTURE

Maintenance of hall, the aquatic centre, library and various reserves.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works and cleaning of streets. Provision of infrastructure necessary to ensure adequate transport, communication, freight, social access routes and environmental enhancement within the shire.

ECONOMIC SERVICES

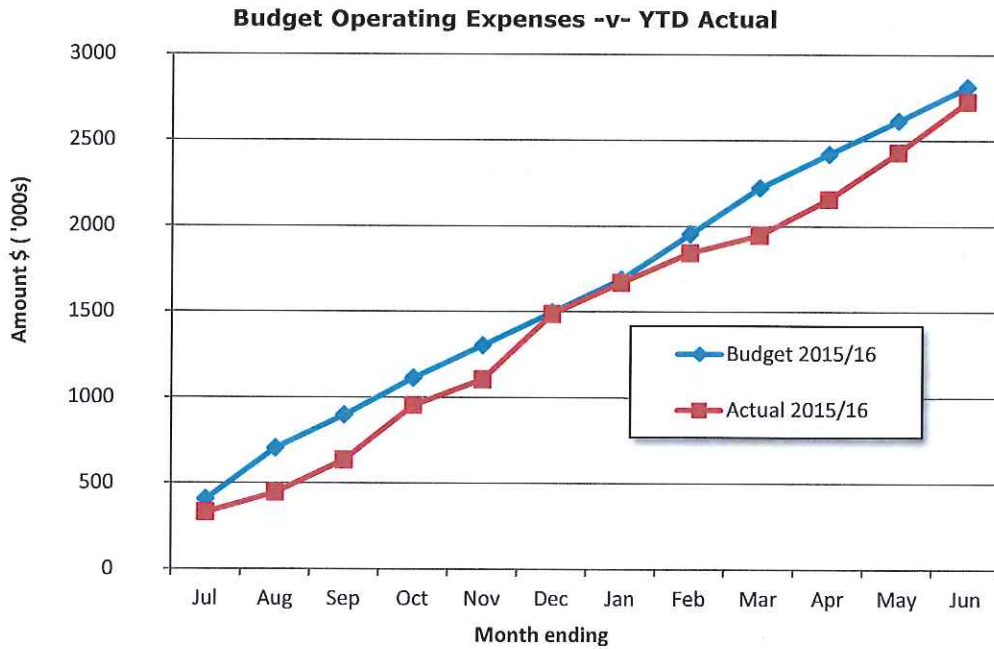
Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

OTHER PROPERTY & SERVICES

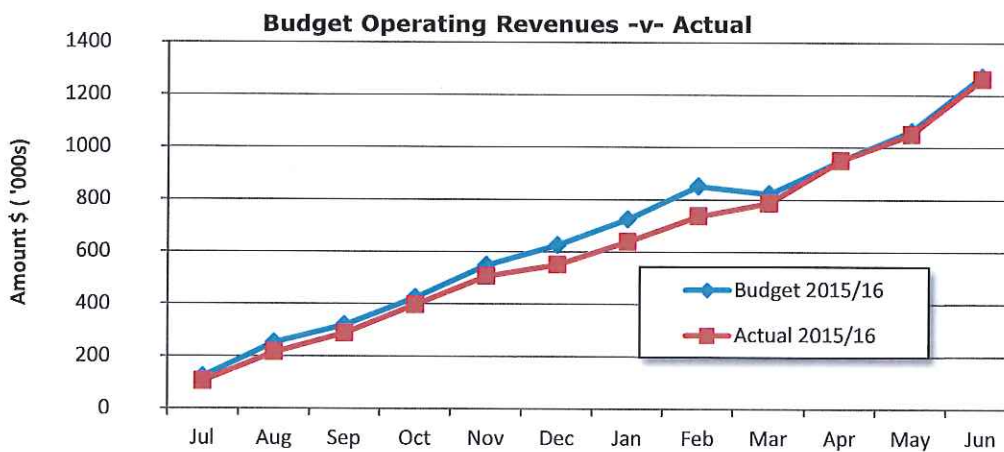
Private works carried out by council and indirect cost allocation pools. Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 2 - Graphical Representation - Source Statement of Financial Activity



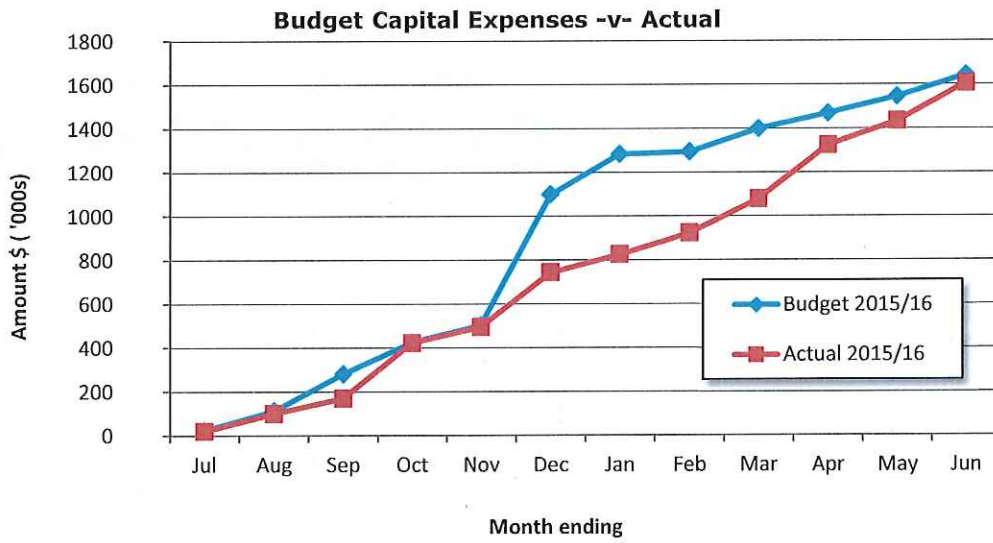
Comments/Notes - Operating Expenses



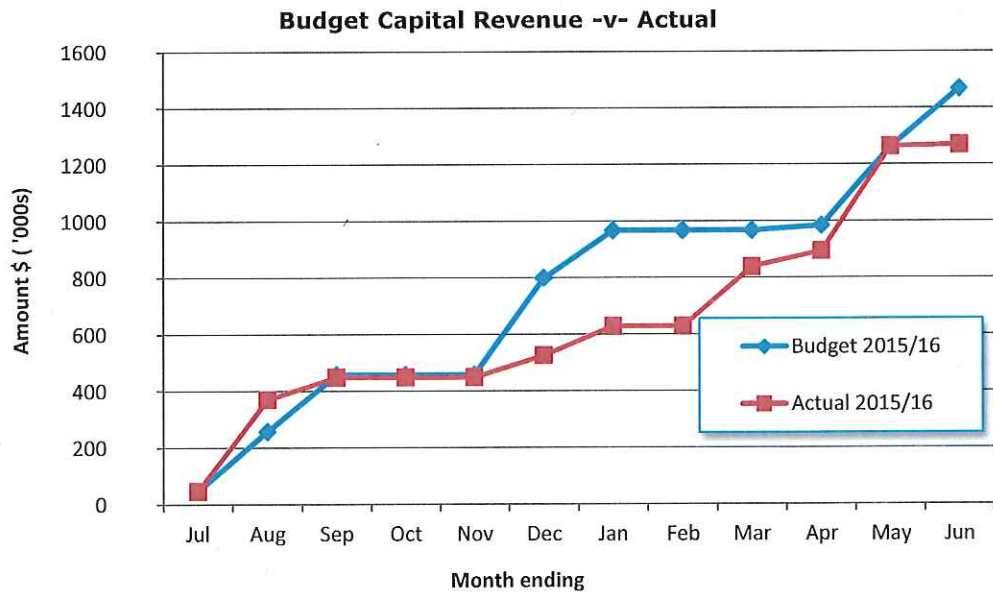
Comments/Notes - Operating Revenues

For the Period Ended 30 June 2016

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses

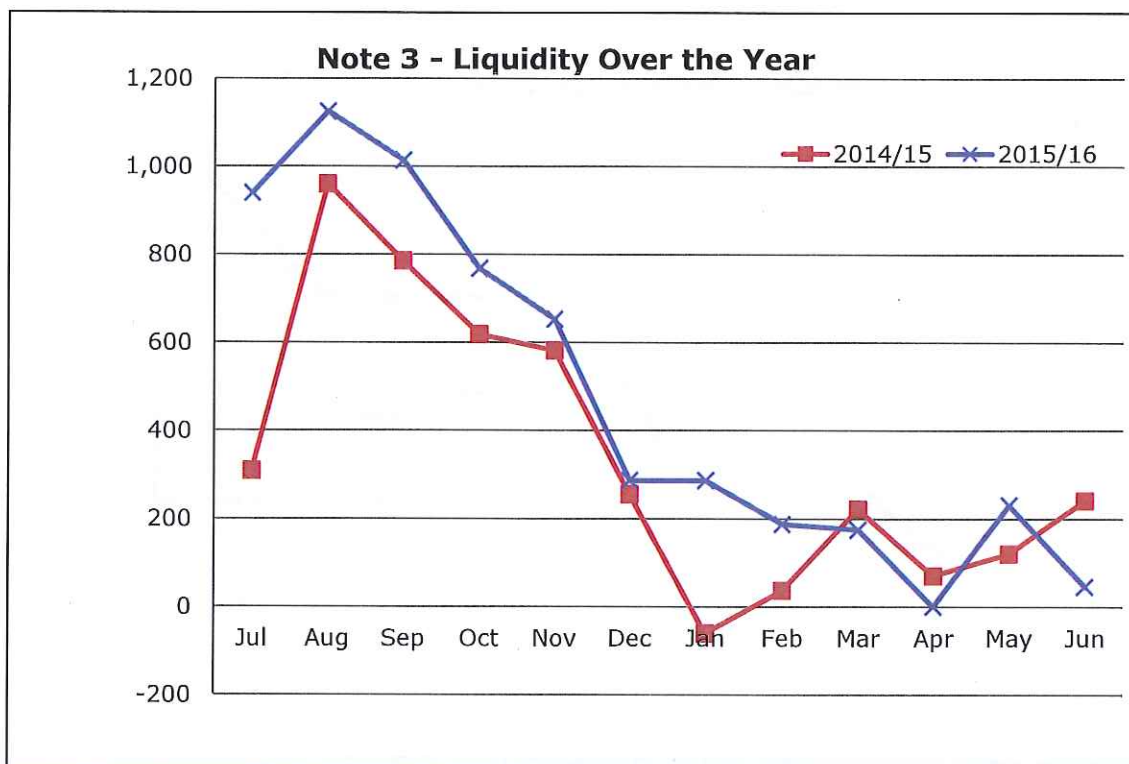


Comments/Notes - Capital Revenues

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 3: NET CURRENT FUNDING POSITION

Note	Positive=Surplus (Negative=Deficit)		
	2015/16		
	This Period	Last Period	Same Period Last Year
	\$	\$	\$
Current Assets			
Cash Unrestricted	35,678	142,901	403,520
Cash Restricted	346,465	346,465	361,770
Receivables - Rates and Rubbish	204,045	24,097	16,096
Receivables -Other	42,420	197,511	199,030
	628,608	710,974	980,416
Less: Current Liabilities			
Payables	(272,882)	(172,255)	(441,918)
Provisions	38,478	42,044	57,773
	(234,404)	(130,212)	(384,145)
Less: Cash Restricted	(346,465)	(346,465)	(361,770)
Net Current Funding Position	47,740	234,298	121,859



Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 June 2016

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Transport \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
	1.50%	35,678	346,465	41,140	0	76,818	WPAC	
					0	346,465		
(b) Term Deposits								
Nil								
Nil								
Total		35,678	346,465	41,140	0	423,283		

Comments/Notes - Investments

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 5: MAJOR VARIANCES (By programme)

Comments/Reason for Variance	Variance	
	Timing	Permanent
<u>5.6 OPERATING REVENUE (EXCLUDING RATES)</u>		
GENERAL PURPOSE FUNDING		
Nil		
LAW, ORDER & PUBLIC SAFETY		
Additional Grants of \$15000 were received from DFES which was not budgeted for in the financial year 2015/16.		\$15,000
1st quarter of DFES Grants for FY 16/17 were received earlier than expected.		\$7,375
HEALTH		
Nil		
HOUSING		
7 Gnowing St house has not been sold yet.		\$145,179
COMMUNITES AMENITIES		
Nil		
RECREATION & CULTURE		
Nil		
TRANSPORT		
Nil		
Economics Services		
Fuel sales are less than expected due to fuel price fluctuations.		\$12,938
Network Branding Grants of \$140,000 was received from DRD on be half of 93 CRC in WA . The funds need to be spent by 30 June 2017.		\$140,000
Other Property & Services		
worker compensation wages reimbursement is less than expected as the worker compensation claim has already been settled as of 23 of March 2016 therefore there won't be any further income realised in future.		\$20,894
Private works fees and charges are less than expected as the income forecasted from Water Corporation for Down ST maintenance will not be incurred until next financial year due to the weather conditions.		\$10,100
<u>5.7 OPERATING EXPENSES</u>		
GOVERNANCE		
Nil		
GENERAL PURPOSE FUNDING EXPENSES		
Nil		

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 5: MAJOR VARIANCES (By programme)

Comments/Reason for Variance	Variance	
	Timing	Permanent
LAW, ORDER PUBLIC SAFETY		
Nil		
HEALTH		
Nil		
EDUCATION AND WELFARE		
Nil		
HOUSING		
Housing allocation is less than expected due to 7 Gnowing St House Maintenance as no staff is living in the house therefore no allocation is required.		\$4,218
Gnowing St House Maintenance cost is more than expected due maintenance, advertising and valuation expenses for the tender.		\$3,056
COMMUNITY AMENITIES		
Transfer station maintenance cost are less than expected as the lesser no of people use the facility resulting lesser amount of expenses to has incurred.		\$21,059
RECREATION & CULTURE		
Community Centre maintenance costs and skate park maintenance costs are less than expected.		\$10,327
TRANSPORT		
Nil		
ECONOMIC SERVICES		
Fuel purchases are less than expected due to lesser amount of fuel being sold.		\$15,841
Timing issue in regards of paying Feral Pig Funding amount to the Feral Pigs Trappers.		\$15,203
OTHER PROPERTIES & SERVICES		
Consultancy Fees are less than expected as Statutory Integrated Planning and Reporting has not been started yet.		\$20,881
Advertising Fees are less than expected.		\$5,680
Administration allocation are more than expected causing the variance in the other property and services.		\$55,402

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 5: MAJOR VARIANCES

Comments/Reason for Variance	Variance	
	Timing	Permanent
<u>5.1 OPERATING REVENUE (EXCLUDING RATES)</u>		
GRANTS, SUBSIDIES AND CONTRIBUTIONS		
Additional Grants of \$15000 were received from DFES which was not budgeted for in the financial year 2015/16.		\$15,000
Ist quarter of DFES Grants for FY 16/17 were received earlier than expected.		\$7,375
Network Branding Grants of \$140,000 was received from DRD on be half of 93 CRC in WA . The funds need to be spent by 30 June 2017.		\$140,000
PROFIT ON ASSETS DISPOSAL		
7 Gnowing St house has not been sold yet.		\$145,179
FEES AND CHARGES		
Fuel sales are less than expected due to fuel price fluctuations.		\$12,789
Private works in relation to patching of Down St will not be incurred until summer therefore income has not been realised as of 30 June 2016.		\$10,100
OTHER REVENUE		
Nil		
<u>5.2 OPERATING EXPENSES</u>		
EMPLOYEE COSTS		
Rural Road Maintenance are less than expected as at 30 June 2016. Capital works programme is lager than previous years therefore lesser resources were spent for Rural Maintenance.		\$11,000
MATERIAL AND CONTRACTS		
Fuel purchases are less than expected due to lesser amount of fuel being sold.		\$15,841
Timing issue in regards of paying Feral Pig Funding amount to the Feral Pigs Trappers.		\$15,203
Consultancy Fees are less than expected as Statutory Integrated Planning and Reporting has not been started yet.		\$21,415
UTILITIES AND CHARGES		
Nil		
LOSS ON DISPOSAL OF ASSETS		
Nil		
DEPRECIATION		
Depreciation expenses are less than expected. While preparing the budget review, the historical figure has been used to calculate depreciation which triggered the variances between YTB Budget and Actual.		\$10,784
<u>5.3 CAPITAL REVENUE</u>		
All the Grants money has already been claimed however the last 20% of the Black Spot Funding (\$104,709) still to be received.		\$104,709
PROCEEDS FROM NEW DEBENTURES		
Nil		
SELF-SUPPORTING LOAN PRINCIPAL		
Nil		

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 5: MAJOR VARIANCES

Comments/Reason for Variance	Variance	
	Timing	Permanent
TRANSFER FROM RESERVES (RESTRICTED ASSETS)		
Nil		
5.4 CAPITAL EXPENSES		
LAND HELD FOR RESALE		
Nil		
LAND & BUILDING		
Caravan Park ablution works has started later expected and it is expected to be finished before the end of August.		\$57,789
PLANT AND EQUIPMENT		
Nil		
FURNITURE AND EQUIPMENT		
Nil		
REPAYMENT OF DEBENTURE		
Internal allocation of Repayment of Debenture paid before 30 June 2015 has affected the entry of the financial year 2015/16 therefore an error has been detected and corrected as part of annual closing.		\$14,196
INFRASTRUCTURE ASSETS - ROADS		
Road construction costing includes the design audit on North Bannister Wandering Road intersection with Ricks Rd for Financial Year 2016/17 Black Spot Funding Programme.		\$8,332
INFRASTRUCTURE ASSETS - OTHER		
Works on Aged Friendly Facilities Construction has already been completed, however the funds will be fully spent with the finalisation of Caravan Park upgrade.		\$5,521
RATES		
Nil		

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 June 2016

Note 6: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption						
R03120	Less Discount on Rates		Opening Surplus(Deficit)			(24,776)	(24,776)
R03105	Penalty Interest Raised on Rates		Operating Revenue			(6,271)	(31,047)
R03108	Instalment Interest Received		Operating Revenue			(2,000)	(33,047)
R03109	Rates Administration Fee Received		Operating Revenue			(16)	(33,063)
R03201	Grants Commission - General		Operating Revenue			(980)	(34,043)
R03202	Grants Commission - Roads		Operating Revenue			(5,574)	(39,617)
R03250	Interest Received - Municipal		Operating Revenue			(5,291)	(44,908)
R03251	Interest Received - Reserve Funds		Operating Revenue			(187)	(45,095)
R03252	Interest Received - Short Term Investments		Operating Revenue			(1,861)	(46,956)
R04190	Other Members of Council Income		Operating Revenue	63		(1,500)	(48,456)
R05102	Fines and Penalties - Fire Prevention		Operating Revenue			(500)	(48,393)
R05201	Fines and Penalties - Animal Control		Operating Revenue		190		(48,893)
R05202	Dog Registration Fees		Operating Revenue		537		(48,703)
R05203	Cat Registration Fees		Operating Revenue				(48,166)
R07701	Income Relating to Other Health		Operating Revenue			(200)	(48,366)
	Insurance Reimbursement		Operating Revenue		1,171	(761)	(49,128)
R10101	Domestic Refuse Collection Fees		Operating Revenue			(3,692)	(47,957)
R10102	Domestic Refuse Collection Fees - Season Pass		Operating Revenue			(14,500)	(51,648)
R10190	Household waste Fees & Charges		Operating Revenue		500		(66,148)
R10201	Commercial Refuse Collection Fees		Operating Revenue			(2,720)	(65,648)
R10204	DrumMuster Fees		Operating Revenue		505		(68,368)
R10290	Commercial waste Fees & Charges		Operating Revenue			(3,000)	(67,863)
R10291	Recycling Waste Fees & Charges		Operating Revenue		55		(70,863)
R10293	White goods waste Fees & Charges		Operating Revenue		32		(70,809)
R10296	Sale of Rubbish Bin		Operating Revenue			(2,000)	(70,777)
R10390	Income Relating to Sewerage		Operating Revenue		800		(72,777)
R10601	Town Planning Fees & Charges		Operating Revenue			(3,500)	(71,977)
R10705	Cemetery Fees & Charges		Operating Revenue			(631)	(75,477)
R11101	Community Centre Fees & Charges		Operating Revenue			(300)	(76,108)
R11301	Recreation & Sport Grants		Operating Revenue		4,000		(76,408)
R11390	Other Recreation Fees & Charges		Operating Revenue		82		(72,408)
R11601	Community Grants		Operating Revenue				(72,326)
R11391	Insurance Reimbursement		Operating Revenue		11,122	(5,750)	(78,076)
R12290	Other Roads Income		Operating Revenue		757		(66,954)
							(66,197)

	Feral Pig Grants					15,000			(51,197)
R13200	Caravan Park Fees & Charges	Operating Revenue						(900)	(52,097)
R13301	Building License Fees & Charges	Operating Revenue				1,100			(50,997)
R13302	BSL Commissions	Operating Revenue				15			(50,982)
R13390	Other Building Control Income	Operating Revenue				1		(500)	(51,482)
R13401	CRC Centrelink	Operating Revenue							(51,481)
R13402	CRC Fees & Charges	Operating Revenue				1,200			(50,281)
R13403	CRC Training Course Fees	Operating Revenue						(1,700)	(51,981)
R13410	CRC Project Grants Income	Operating Revenue						(2,000)	(53,981)
0	Insurance Reimbursement	Operating Revenue				2,273			(51,708)
R13412	Wandering Echo	Operating Revenue				5,000			(46,708)
R13414	Licensing Commissions	Operating Revenue				1,000			(45,708)
R13430	Fees(CRC)-Govt. Service Delivery	Operating Revenue				3,348			(42,360)
R13502	Post Office Fees & Charges	Operating Revenue						(2,530)	(44,890)
R13590	Other Economic Services Income	Operating Revenue						(199)	(45,089)
R13601	Fuel Sales - ULP	Operating Revenue						(58,832)	(103,921)
R13602	Fuel Sales - Diesel	Operating Revenue						(34,836)	(138,757)
R14210	Workers Compensation Reimbursements	Operating Revenue				11,873			(126,884)
R14301	Diesel Fuel Rebate	Operating Revenue				4,754			(122,130)
R14302	Motor Vehicle Policy discount	Operating Revenue						(286)	(122,417)
R14303	Insurance reimbursement	Operating Revenue						(7,200)	(129,617)
R14305	Profit on sale of Assets	Operating Revenue						(2,789)	(129,617)
R14500	Administration Fees & Charges	Operating Revenue						(349)	(129,966)
R14590	Other Administration Income	Operating Revenue				9,025			(120,941)
R14791	Income Relating to Unclassified - GST Free	Operating Revenue				386			(120,555)
E03100	Minor Rate Expenses	Operating Expenses				10,924			(109,631)
E03101	Valuation Expenses and Title Searches	Operating Expenses				1,436			(108,195)
E04102	Council Election Expenses	Operating Expenses				480			(107,715)
E04104	Members Refreshments	Operating Expenses				1,075			(106,640)
E04106	Members - Subscriptions, Donations	Operating Expenses						(4,034)	(110,674)
E04109	Members Sitting Fees	Operating Expenses				2,000			(108,674)
E04198	Depreciation	Operating Expenses					10		(108,674)
E05102	Maintenance of Vehicles/Trailers/Boats	Operating Expenses						(3,600)	(112,274)
E05103	Maintenance of Land and Buildings	Operating Expenses				1,000			(111,274)
E05106	Other Goods and Services	Operating Expenses				1,500			(109,774)
E05107	Insurances	Operating Expenses				2,606			(107,168)
E05190	Other Fire Control Expenses	Operating Expenses						(1,300)	(108,468)
E05198	Depreciation	Non Cash Item						(34,338)	(108,468)
E05290	Other Animal Control Expenses	Operating Expenses						(349)	(108,817)
E07401	Analytical Expenses	Operating Expenses				150			(108,667)
E08690	Aged Housing Assessment	Operating Expenses						(333)	(109,000)
E09101	Maintenance - 13 Dunmall Drive	Operating Expenses						(4,220)	(113,220)
E09102	Maintenance - 19 Humes Way	Operating Expenses				2,121			(111,099)
E09105	Maintenance - 1 Michibin Street	Operating Expenses				830			(110,269)
E09106	Maintenance - 7 Gnowing Street	Operating Expenses						(3,609)	(113,878)
E09198	Depreciation	Non Cash Item						(20,539)	(113,878)
E09202	Interest Charges	Operating Expenses				2490			(111,388)

E10101	Domestic Refuse Collection	Operating Expenses				(634)	(112,022)
E10102	Recycling Service - Domestic	Operating Expenses	7,414				(104,608)
E10103	Refuse Site Maintenance Costs	Operating Expenses	15,136				(89,472)
E10104	Bulk Recycling	Operating Expenses	2,328				(87,144)
E10190	Transfer Station Bin Collections	Operating Expenses	25,802				(61,342)
E10201	Commercial Refuse Collection	Operating Expenses	4,000				(57,342)
E10203	Street Bin Collection Expenses	Operating Expenses				(2,634)	(59,976)
E10204	DrumMuster	Operating Expenses				(692)	(60,668)
E10290	Rehabilitation of Refuse Site	Operating Expenses	10,220				(50,448)
E10298	Depreciation	Non Cash Item		(3,033)			(50,448)
E10390	Expenses Relating to Sewerage	Operating Expenses	2,640				(47,808)
E10490	Expenses Relating to Urban Stormwater Drainage	Operating Expenses	1,700				(46,108)
E10590	Expenses Relating to Protection Of Environment	Operating Expenses	1,500				(44,608)
E10601	Planning Consultant Fees	Operating Expenses	9,500				(35,108)
E10701	Public Conveniences - Watts Street	Operating Expenses				(2,470)	(37,578)
E10702	Public Conveniences - Pumphreys Bridge	Operating Expenses	2,915				(34,663)
E10790	Expenses Relating to Other Community Amenities	Operating Expenses	250				(34,413)
E10798	Depreciation	Non Cash Item		(2,493)			(34,413)
E11198	Depreciation	Non Cash Item		(5,089)			(34,413)
E11301	Community Centre Oval	Operating Expenses				(9,160)	(43,573)
E11302	Cheetaning Street Oval	Operating Expenses				(680)	(44,253)
E11304	Pumphreys Bridge Tennis Courts	Operating Expenses	560				(43,693)
E11305	Bowling Green	Operating Expenses	7,740				(35,953)
E11306	Playgrounds	Operating Expenses				(6,417)	(42,370)
E11308	Cricket Pitch	Operating Expenses				(5,000)	(47,370)
E11390	Other Recreation & Sport Expenses	Operating Expenses	1,500				(45,870)
E11398	Depreciation	Non Cash Item		(5,316)			(45,870)
E11601	Community Events	Operating Expenses	2,000				(43,870)
E11698	Depreciation	Non Cash Item		(777)			(43,870)
E12200	Rural Road Maintenance	Operating Expenses				(19,120)	(62,990)
E12201	Town Street Maintenance	Operating Expenses	3,000				(59,990)
E12202	Mulching/Clearing	Operating Expenses				(6,986)	(66,976)
E12203	Drainage Maintenance/Spraying	Operating Expenses	1,000				(65,976)
E12205	Crossover Maintenance	Operating Expenses	780				(65,196)
E12206	Depot Maintenance	Operating Expenses				(1,636)	(66,832)
E12208	Road & Street Signs	Operating Expenses	3,360				(63,472)
E12298	Depreciation	Non Cash Item		(38,694)			(63,472)
E13101	Noxious Weeds	Operating Expenses	1,000				(62,472)
E13102	Feral Pigs	Operating Expenses	940			(10,000)	(72,472)
E13103	Vermin Control	Operating Expenses	5,616				(71,532)
E13200	Caravan Park	Operating Expenses	1,795				(65,916)
E13203	Vintage Machinery Shed	Operating Expenses	500				(64,121)
E13204	Roadside Parking Bays	Operating Expenses	300				(63,621)
E13290	Other Tourism and Area Promotion	Operating Expenses				(1,802)	(63,321)
E13298	Depreciation	Non Cash Item					(63,321)
E13300	Consultant Building Surveyor	Operating Expenses	6,000				(57,321)
E13401	CRC Salaries	Operating Expenses				(10,000)	(67,321)

E13402	CRC Superannuation	Operating Expenses				(2,609)	(69,930)
E13406	CRC Training Courses	Operating Expenses	1,350				(68,580)
E13407	CRC Printing & Stationery	Operating Expenses	1,635				(66,945)
E13408	CRC Postage & Freight	Operating Expenses	200				(66,745)
E13411	CRC Building Maintenance	Operating Expenses	700			(2,273)	(69,018)
E13412	Wandering Echo	Operating Expenses				(1,100)	(68,318)
E13414	Licensing	Operating Expenses					(69,418)
E13498	Depreciation	Non Cash Item			(6,242)		(69,418)
E13501	Postal Agency Expenses	Operating Expenses	3,000				(66,418)
E13601	Fuel Purchases - ULP	Operating Expenses	26,004				(40,414)
E13602	Fuel Purchases - Diesel	Operating Expenses	10,433				(29,981)
E13610	Fuel Facility Maintenance	Operating Expenses	2,898				(27,083)
E13690	Other Fuel Facility Expenses	Operating Expenses	28				(27,055)
E13698	Depreciation	Non Cash Item			6,179		(27,055)
E14100	Private Works Expenses	Operating Expenses	3,500				(23,555)
E14200	Works - Administration Expenses	Operating Expenses	11,164				(12,391)
E14202	Works - Annual, LSL, Public Holiday & Sick Leave	Operating Expenses				(18,805)	(31,196)
E14203	Works - Health, Safety & Training	Operating Expenses	2,000				(29,196)
E14205	Tools & Consumables	Operating Expenses	3,800				(25,396)
E14210	Workers Compensation Payments	Operating Expenses				(5,598)	(30,994)
E14298	Depreciation	Non Cash Item			537		(30,994)
E14301	Plant - Insurance	Operating Expenses				(5,108)	(36,102)
E14302	Plant - Fuel & Oils	Operating Expenses	23,551				(36,102)
E14304	Plant - Parts & Repairs	Operating Expenses	13,000				(12,551)
E14305	Plant - Internal Repair Wages	Operating Expenses				(1,000)	449
E14306	Plant - Licences	Operating Expenses	248				(551)
E14307	Plant - Depreciation	Operating Expenses			20,076		(303)
E14398	Depreciation - Plant	Non Cash Item			(2,468)		(303)
E14503	Admin - Training Expenses	Operating Expenses	1,000				697
E14504	Admin - Staff Uniforms	Operating Expenses				(950)	(253)
E14505	Admin - Conference Expenses	Operating Expenses	3,700				3,447
E14506	Admin - Building Maintenance	Operating Expenses				(18,064)	(14,617)
E14507	Admin - Utilities	Operating Expenses	3,995				(10,622)
E14508	Admin - Insurance Premiums	Operating Expenses	784				(9,838)
E14509	Admin - Vehicle Running Expenses	Operating Expenses				(1,923)	(11,761)
E14511	IT Licensing & Support	Operating Expenses				(2,123)	(13,884)
E14515	Consultancy Fees	Operating Expenses				(8,953)	(22,836)
E14516	Advertising	Operating Expenses				(2,250)	(25,086)
E14517	Printing, Stationery & Postage	Operating Expenses	2,000				(23,086)
E14590	Other Administration Expenses	Operating Expenses	1,410				(21,676)
E14597	loss on sale of Assets	Operating Expenses			(10,147)		(21,676)
E14598	Depreciation	Non Cash Item			13,463		(21,676)
E09261	Loan Repayment	Capital Expenses	21,014				(662)
E09162	Improvements to 13 Dunmall Drive House	Capital Expenses	1,000				338
E10280	Purchase Land - Reg. Waste Facility	Capital Expenses	300				638
E12355	Plant & Equipment - MWS Utility	Capital Expenses					-\$691.80
E13260	Purchase Plant - Administration	Capital Expenses	20,521				20,392

E14560	Purchase Furniture & Equipment Administration	Capital Expenses			20,392
	Transfer to Reserve	Capital Expenses			16,892
	proceed on sale of assets	Capital Revenue			426
	Amended Budget Cash Position as per Council Resolution		(93,462)	380,131	(379,705)
					426

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 June 2016

Note 7: RECEIVABLES

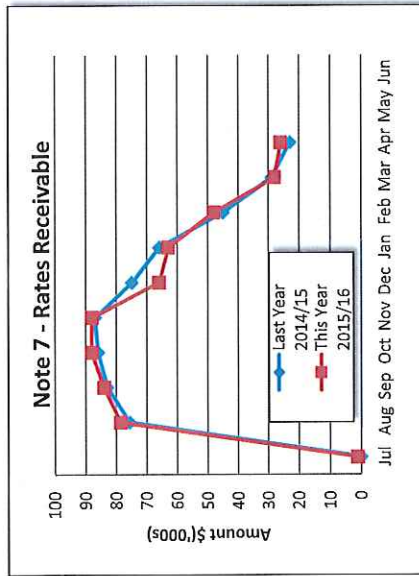
Receivables - Rates and Rubbish

	Current period 2015/16	Same Period Last Year
	\$	\$
Opening Arrears Previous Years	16,096	26,821
Rates Levied	843,162	777,606
Discount Given	(66,597)	(54,444)
Less Collections to date	(772,033)	(733,888)
Equals Current Outstanding	20,627	16,096
Net Rates Collectable	20,627	16,096
% Collected	97.59%	97.85%

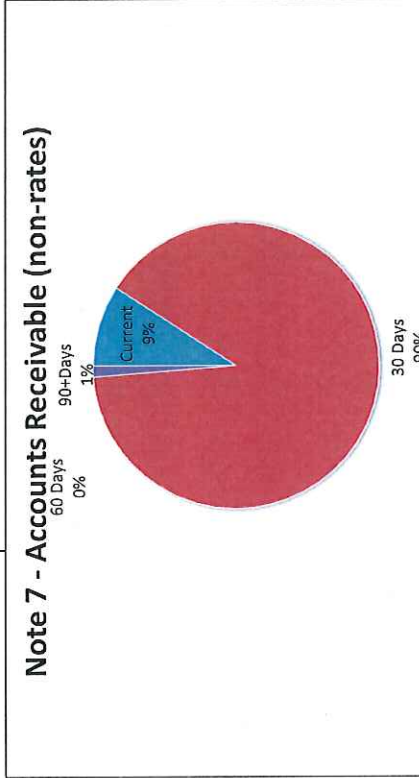
Receivables - General

	Current	30 Days	60 Days	90+Days
Total Outstanding	14,840	145,064	0	2,027
				161,931

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates and Rubbish



Comments/Notes - Receivables General

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 8: GRANTS AND CONTRIBUTIONS

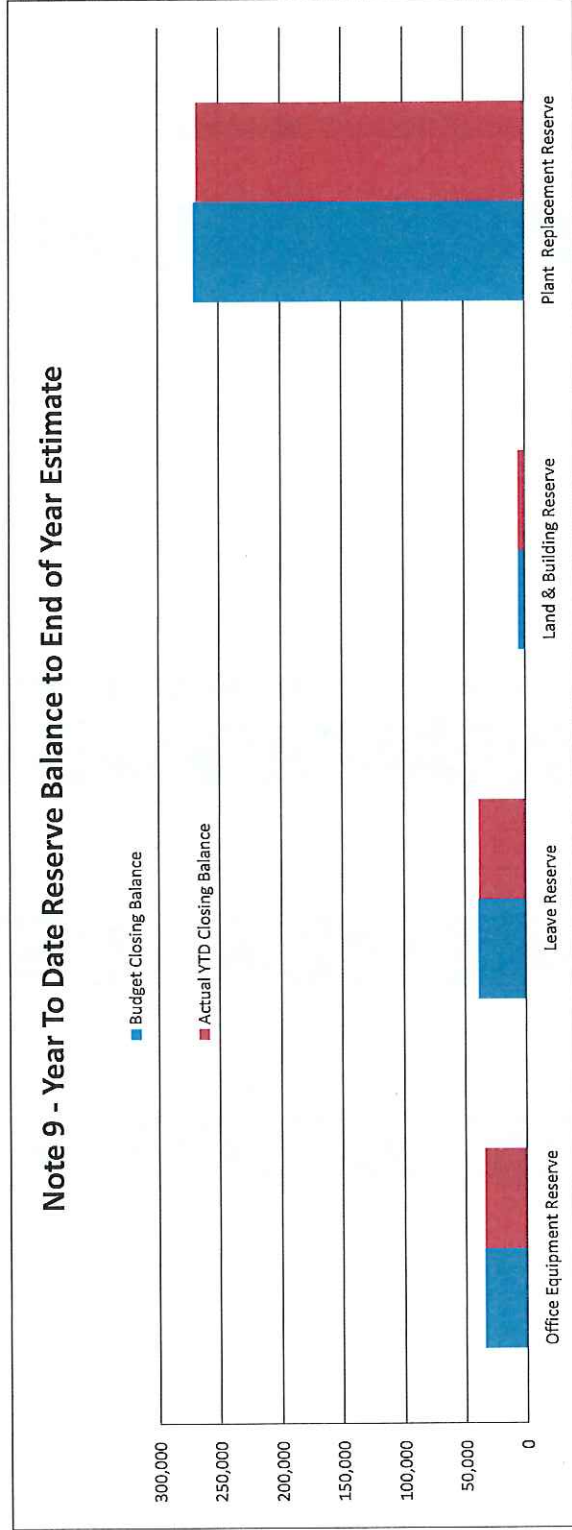
Program/Details GL	Provider	Approval (Yes/No)	2015/16 Budget	Variations Additions (Deletions)	Capital	Operating	Revised Total Grant	Recoup Status	
								Received	Not Received
GENERAL PURPOSE GRANTS			\$	\$	\$	\$	\$	\$	\$
Grants Commission	FAG's - Roads	Yes	117,747	0	0	0	121,718	121,718	0
Grants Commission	FAG's - General	Yes	127,292	0	0	253,245	111,856	111,856	0
LAW, ORDER, PUBLIC SAFETY									
DFES Grants		Yes	18,806			18,806	18,806	18,806	0
RECREATION AND CULTURE									
Recreation & Sports Grants	Others	Yes	1,000	0	0	1,000	1,000	6,000	0
CRC Community Grants	Others	Yes	5,750			5,750	0	0	0
TRANSPORT									
Project Grants	MRWA	Yes	330,000	0	330,000	0	330,000	302,833	(27,167)
Direct Grants	MRWA	Yes	47,600	0	0	47,600	47,600	47,600	0
Black Spot	MRWA	Yes	523,548	0	523,548	0	523,548	418,838	(104,710)
Roads To Recovery	Dep't Trans & Reg Serv.	Yes	296,412	0	296,412	0	296,412	296,412	0
ECONOMIC SERVICES									
CRC Grants	Dept. Regl. Development	Yes	108,000		0	108,000	111,348	111,348	0
CRC Project Grants	Others	Yes	521			521	521	1,000	0
TOTALS			1,576,676	0	1,149,960	652,627	1,562,809	1,314,038	(131,876)

Comments - Grants and Contributions

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 June 2016

Note 9: Cash Backed Reserve.

2015/16		Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
Name		\$	\$	\$	\$	\$	\$	\$		\$	\$
Office Equipment Reserve		33,854	800	444	800	0	0	0		34,654	34,298
Leave Reserve		57,773	1,200	706	1,200	0	(20,000)	(20,000)		38,973	38,478
Land & Building Reserve		5,316	150	70	150	0	0	0		5,466	5,386
Plant Replacement Reserve		284,827	6,000	3,475	6,000	0	0	0		270,827	268,303
		361,770	8,150	4,695	8,150	0	(20,000)	(20,000)	0	349,920	346,465



Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 June 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Profit(Loss) of Asset Disposal				Disposals	Current Budget		
Cost	Accum Depr	Proceeds	Profit (Loss)		Replacement		
					Budget	Actual	Variance
\$	\$	\$	\$		\$	\$	
34,821	20,000	200,000	145,179	Housing 7 Gnowing Street	200,000	0	
33,000	16,636	16,723	41	Plant & Property Works Supervisor Hi-Lux	23,000	16,682	(6,318)
44,170	214	32,852	(11,073)	Holden Caprice 2014	43,000	32,852	(10,148)
111,961	27,384	266,000	147,083		266,000	49,534	(266,000)

Comments - Capital Disposal

Contributions Information				Summary Acquisitions	Current Budget		
Grants	Reserves	Borrowing	Total		Replacement		
					Budget	Actual	Variance
\$	\$	\$	\$		\$	\$	
0	0	0	0	Property, Plant & Equipment Buildings	110,000	49,653	(60,347)
0	0	0	0	Plants & Equipments	81,371	80,332	(1,039)
0	0	0	0	Furniture & Equipment	35,500	35,500	0
516,095	0	0	516,095	Infrastructure Roadworks	1,315,235	1,339,456	24,221
0	0	0	0	Drainage	0	0	0
0	0	0	0	Infrastructure Assets - Other	46,700	41,179	(5,521)
0	0	0	0	Footpath & Cycleways	0	0	0
36,857	0	0	36,857	Parks, Gardens & Reserves	0	0	0
0	0	0	0	Airports	0	0	0
0	0	0	0	Sewerage	0	0	0
0	0	0	0	Other Infrastructure	0	0	0
552,952	0	0	552,952	Capital Totals	1,609,935	1,546,121	5,731

Comments - Capital Acquisitions

Contributions				Buildings	Current Budget		
Grants	Reserves	Borrowing	Total		This Year		
					Budget	Actual	Variance
\$	\$	\$	\$		\$	\$	
0	0	0	0	Residence - 13 Dunmall Drive	11,000	7,443	(3,557)
0	0	0	0	Caravan Park Ablutions	100,000	42,211	(57,789)
0	0	0	0	Capital Totals	111,000	0	(111,000)

Contributions				Plant & Equipment	Current Budget		
Grants	Reserves	Borrowing	Total		This Year		
					Budget	Actual	Variance Under (Over)
\$	\$	\$	\$		\$	\$	
0	0	0	0	Works Supervisor Vehicle	35,000	35,692	(692)
0	0	0	0	Sundry Plant	3,200	2,162	1,038
0	0	0	0	Holder Caprice 2014	42,479	42,479	0
0	0	0	0	Capital Totals	101,200	0	346

Contributions				Furniture & Equipment	Current Budget		
Grants	Reserves	Borrowing	Total		This Year		
					Budget	Actual	Variance Under (Over)
\$	\$	\$	\$		\$	\$	
0	0	0	0	CCTV Camera	25,000	25,000	0
0	0	0	0	Admin Photocopier	7,000	7,000	0
0	0	0	0	Council Chamber Air Conditioner	3,500	2,940	560
0	0	0	0	Capital Totals	35,500	0	560

Shire of Wandering
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 June 2016

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions				Roads	Current Budget			
					This Year		Variance Under (Over)	
Grants	Reserves	Borrowing	Total	Budget	Actual			
\$	\$	\$	\$		\$	\$	\$	
				Regional Road Group				
135,911			166,678	Fourteen Milebrook Road	203,867	204,064	197	▲
194,687			168,322	North Bannister Wandering Road	292,030	299,883	7,853	▲
				Black Spot				
				Moramocking Road	522,926	526,962	4,036	▲
522,926			522,926	Roads to Recovery				
				North Wandering Road	80,000	80,721	721	▲
296,412			296,412	Dwarda East Road	101,129	102,054	925	▼
				Ricks Road	80,000	80,952	952	▼
				Young Road	35,283	35,324	41	▼
1,149,936	0	0	1,154,338	Capital Totals	1,315,235	1,329,960		

Contributions				Bridges	Current Budget			
					This Year		Variance Under (Over)	
Grants	Reserves	Borrowing	Total	Budget	Actual			
\$	\$	\$	\$		\$	\$	\$	
				Special Bridge Grant				
40,000	0		40,000	Various as per Main Roads	0	0	0	
40,000	0	0	40,000	Capital Totals	0	0	0	

Contributions				Footpaths & Cycleways	Current Budget			
					This Year		Variance Under (Over)	
Grants	Reserves	Borrowing	Total	Budget	Actual			
\$	\$	\$	\$		\$	\$	\$	
				Footpath Improvement	44,000	(41,179)	2,821	▼
0	0	0	0	Capital Totals	44,000	0	44,000	

Contributions				Parks, Gardens & Reserves	Current Budget			
					This Year		Variance Under (Over)	
Grants	Reserves	Borrowing	Total	Budget	Actual			

Contributions				Airports	Current Budget			
					This Year		Variance Under (Over)	
Grants	Reserves	Borrowing	Total	Budget	Actual			
\$	\$	\$	\$		\$	\$	\$	
0	0	0	0	Capital Totals	0	0	0	

Contributions				Sewerage	Current Budget			
					This Year		Variance Under (Over)	
Grants	Reserves	Borrowing	Total	Budget	Actual			
\$	\$	\$	\$		\$	\$	\$	
0	0	0	0	Capital Totals	0	0	0	

Contributions				Other Infrastructure	Current Budget			
					This Year		Variance Under (Over)	
Grants	Reserves	Borrowing	Total	Budget	Actual			
\$	\$	\$	\$		\$	\$	\$	
				Waste Transfer Station	2,700	2,283	(417)	▼
0	0	0	0	Capital Totals	0	0	0	

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 11: TRUST FUND

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

Description	Opening Balance 1-Jul-15	Amount Received	Amount Paid	Closing Balance 30-Jun-16
		\$	\$	\$
Councillor Nomination Deposit	0	320	(320)	0
Cleaning Bonds	200	2,400	(1,040)	1,560
Town Planning Bonds	6,000	0		6,000
Fire Brigade Donations	3,340			3,340
Wine Award Bond	0	240	0	240
Declared Species Group	0	30,000		30,000
	9,540	2,960	(1,360)	41,140

Shire of Wandering
Payment Listing for the period ending 30 June 2016

Chq/EFT No	Date	Description	Amount
MUNICIPAL BANK ACCOUNT			
EFT2379	01/06/2016	Stripey's Services Cleaning of public toilets x 10 day fixed rate 19/05/2016 to 01/06/2016	350.00
EFT2380	01/06/2016	Edwards Holden Towball Fitting to new Vehicle - CEO Vehicle	800.00
EFT2381	01/06/2016	Rob Curtis Operating of Waste Transfer Station 22/23rd & 30/31st May 2016 & 13/06/2016 & 21/06/2016 - Clearing of roadside bins, 22/06/2016 - Cleaning of toilets at Pumphrey's Bridge	828.00
EFT2382	01/06/2016	Resumes WA Consultancy Fees in relation to general administration, the sale of 7 Gnowing Street & in the Town Entry Statement	1,480.00
EFT2383	01/06/2016	Spiffy Lawns & Gardens Pruning of Verges in Cheetanning Street, Mitchibin Street, Down Street, Watts St & North Wandering Road, Dowsett Street, Dunmall Drive - Removal of fallen branches - Clean drains in footpath Watts Street Reserve, Mowing of cemetery & town oval with Hustler ride on	700.00
EFT2384	14/06/2016	Shire of Wagin Recoup of EHO costs to PPE 05/05/2016	854.02
EFT2385	14/06/2016	Gilbarco Australia Pty Ltd Purchase of 10 New Datapump cards for shire vehicle use	104.50
EFT2386	14/06/2016	Country Sparky Services Installation of cabling, conduit and poles for new CCTV on main street & Purchase of 2 x Banner Poles - Painted red includes installation in main street	14,652.00
EFT2387	14/06/2016	Greenline Ag Repairs to tractor hydraulic hose, wipe motor, forward & reverse switch - Clean machine, identify location and causes of leaks, make new hose and fit, refit all hoses & covers, wash down machine - Diagnose and carried out electrical tests on wiper switch motor, remove faulty wiper switch & motor and replace, check & clear fault codes, download payloads & reprogramme controllers	1,566.09
EFT2388	14/06/2016	Narrogin Pumps Solar & Spraying Purchase of Nipple, Tees, Ball Valves, Camlocks, clamps, suction hose & footvalves for repairs and maintenance on Water Standpipe for Fire Brigade	1,176.28
EFT2389	14/06/2016	WA Contract Ranger Services 20/05/2016 - Attend shire office, patrol town site and outer estates, door knock for registration checks on White St	374.00
EFT2390	14/06/2016	P & D Sullivan Dry hire prime mover and side tipper 16th to 23rd May 2016 for Ricks Road	4,620.00
EFT2391	14/06/2016	Thompson Building Industries Progress payment for renovations and extensions for caravan toilet block. Frames completed and up for extensions and four septic tanks on site	10,000.00
EFT2392	14/06/2016	Spencer Plumbing & Gas Progress payment for PO 10442 - Sewer & Tube out for Wandering Caravan Ablution Block Alterations and additions	5,054.00
EFT2393	14/06/2016	Civic Legal Preparation of Lease documents for Town Entry Statement - Matter # 150228 - Lease of portion of Avon Location CT 2040/876 on DP 247135	2,501.06
EFT2394	16/06/2016	Monica Beth Treasure Soft cover Diary Blue, Purchase of new Laptop Workstation, Tripod Projector Screen, Wireless Keyboard & mouse, Purchase of new 30cm wall clock, Meals purchased whilst at Indesign Course - Food Monkey Cafe, Chinese Restaurant, Car parking whilst at Indesign Course, Accommodation whilst at Indesign Course - Attika Hotel, Travel reimbursement for Indesign course - 132 km x 2 @ 75 cents per km	1,123.31
EFT2395	16/06/2016	Stripey's Services Cleaning of Watts St Public Conveniences x 10 days fixed rate 02/06/2016 to 15/06/2016	350.00

EFT2396	16/06/2016	Startrack Express Freight for Library Books, Freight for parts for Caterpillar Roller - PR4 from Westrac, Freight for water sampling & CJD Equipment	191.14
EFT2397	16/06/2016	H & I Pubs Pty Ltd T/as Wandering Tavern Supply of Milk for Shire Office & CRC	35.20
EFT2398	16/06/2016	Quick Corporate Australia Purchase of toilet rolls - Jumbo x 2 boxes	68.07
EFT2399	16/06/2016	CJD Equipment Pty Ltd Service kit for Volvo Excavator - PEX1	1,041.66
EFT2400	16/06/2016	Austral Mercantile Collections Pty Ltd Solicitors Professional Fees - Internal 26/04/2016 for A458 Marc Clifford Conway	157.30
EFT2401	16/06/2016	Brendan Whitely Presidents Allowance 01/04/2016 to 30/06/2016	1,000.00
EFT2402	16/06/2016	Country Wide Plumbing & Gas Remove and replace cistern at 1 Michibin St	356.40
EFT2403	16/06/2016	Boddington News Boddington News edition 554	9.00
EFT2404	16/06/2016	Durga Ojha Purchase of new uniform for Durga Ojha from Myer & Alterations	360.45
EFT2405	16/06/2016	Rob Curtis Spraying road verges across Shire	1,932.00
EFT2406	16/06/2016	Resumes WA Consultancy Fees in relation to general administration, Caravan Park Ablution Upgrade and Installation of CCTV	1,740.00
EFT2407	16/06/2016	Spiffy Lawns & Gardens 07/06/2016 - Mow cemetery, 07/06/2016 - Snip Verge in Cheetanning Street, 07/06/2016 - Snip section of verge - Wandering/Bannister Road, 09/06/2016 - Mow community centre oval, weed gardens at community centre, snip outer edge of oval beyond pickets, mow shire office & mow toilet block, 14/06/2016 - Weeding and tilling in garden beds between council office and CRC, Garden pruning & fertilising bulbs	525.00
EFT2408	16/06/2016	Moore Stephens Financial Reporting Workshop - Monday 23 May 2016 for Durga Ojha	1,375.00
EFT2409	16/06/2016	Redfish Technologies Pty Ltd Supply and installation of CCTV cameras in main street - includes configuration of system and project management of electrical sub-contractor.	16,197.50
EFT2410	16/06/2016	Exteria Street & Park Outfitters Purchase of 5 x Amuse seat with composite "walnut" slats and flange mount frames - includes armrests - to be located in various shire areas	6,869.50
EFT2411	21/06/2016	Australian Taxation Office May 2016 BAS Return	19,552.00
EFT2412	29/06/2016	Stripey's Services Cleaning of public toilets x 10 day fixed rate 16/06/2016 to 29/06/2016	350.00
EFT2413	29/06/2016	Great Southern Fuels 26/05/2016 Purchase of Unleaded Petrol x 8150L @ 1.0293 per L & 07/06/2016 Purchase of Unleaded Petrol 91 UNMK - 5000L @ 1.047, GST	14,986.17
EFT2414	29/06/2016	Shire of Wagin Recoup of EHO costs to PPE 19/05/2016	741.65
EFT2415	29/06/2016	Best Office Systems Black & White copying 6843 units used @ \$0.0080, Colour copying 2231 units used @ \$0.080, GST	256.55
EFT2416	29/06/2016	Landgate Rural UV's Interim Schedule	79.00
EFT2417	29/06/2016	Australia Post Purchase of various stamps and postage satchels & stamps	450.21

EFT2418	29/06/2016	Landmark Operations Ltd Purchase of 20L roundup and wetting agent for spraying of weeds throughout shire	797.54
EFT2419	29/06/2016	Hotham Mechanical PT1 - Service, grease and checkover Isuzu Prime Mover. Adjusted clutch, swapped LH rear outer and spare tyres to have correct size on drive axle. Includes engine oil, gear oil, grease and waste disposal - PT2 Service, grease and checkover Isuzu Truck, swapped LHF wheel with spare from primemover - includes labour, engine oil, grease and waste disposal - Investigate coolant leak in PR4 - Caterpillar Roller, pressure test. - PR2 - Volvo Roller - Travel to Dwarda East Road, replace thermostat housing gasket, includes engine oil, Unblock fuel supply line and bleed system, PSST - HP Semi - Replace one tyre with new 11R22.5 including fitting - Labour to fit second hand tyre to rim and 2 x tyre disposal, PU2 - Toyota Hilux - Carry out 20,000 km service as per handbook. Adjust rear brakes - includes oil filter, engine oil and waste disposal	2,230.20
EFT2420	29/06/2016	Road Signs Australia Purchase of new street names - 2 x Herdigan Rd, 1 x Sheoak Road & 1 x Ricks Road	182.60
EFT2421	29/06/2016	Startrack Express Freight for road counter batteries	42.86
EFT2422	29/06/2016	Shire of Kalamunda May 2016 Building Services rendered - 3 Hotham Street & Lot 107 Moramockining Road	210.00
EFT2423	29/06/2016	Country Sparky Services Install automatic dump feature on Evaporative air conditioner including parts & labor at 13 Dunmall Drive	541.42
EFT2424	29/06/2016	H & I Pubs Pty Ltd T/as Wandering Tavern Supply of various alcohol for Dot Nottle leaving drinks - 17/06/2016, Supply of milk for the month of May 2016 for the Shire & CRC, Purchase of Gas bottle for caravan park & bottle for CEO residence	563.00
EFT2425	29/06/2016	Quick Corporate Australia Various stationary items for office, CRC & Depot use - paper, tea bags, biscuits, pens, etc - Purchase of toilet paper, hand towel for use on Watts St, Pumphrey's Bridge, office, depot and Community Centre	1,300.53
EFT2426	29/06/2016	Fuel Distributors Of WA Purchase of 25000L Diesel @ 1.0188 plus GST & Purchase of 1000L Diesel @ 1.0188 plus GST for Depot	29,139.76
EFT2427	29/06/2016	WesTrac Pty Ltd Purchase of Gaskets, Hose & O-rings for PR4 Roller	46.02
EFT2428	29/06/2016	Armadale Mower World & Service Co Purchase of various blades & chains for use at depot	635.40
EFT2429	29/06/2016	A & B Canvas Australia Repairs to Shade sails at Community Centre & Repairs to shade sails at community centre playground	429.00
EFT2430	29/06/2016	Major Motors Pty Ltd Purchase of service kits for Isuzu Giga Truck PT1	667.83
EFT2431	29/06/2016	Wandering Auto Electric's Repairs to Airconditioner in PT2, includes condensor, compressor, evaporator assembly, gas & materials & labour & Install new lights on Toyota Hilux PU2, Repair fuel trailer wiring and car trailer, includes materials & labour, GST	5,484.01
EFT2432	29/06/2016	Wandering Smash Repairs Repairs to Standpipe Trailer - Includes paint, pipework & fittings, blasting, primer coat and top coat	990.00
EFT2433	29/06/2016	Country Wide Plumbing & Gas 14 Down Street - Remove existing fire place and check chimney duct for damage & clean. Install new Jarrahdale Innovator inbuilt with fan and new fascia panels, install flue, capping and flue cowl, Service Fuji Clean Waste Treatment systems at 19 Humes Way, Service Fuji Clean Waste Treatment systems at 5 Dunmall Way & Fix broken tap at the front of the CRC Building	3,595.15
EFT2434	29/06/2016	Pingelly Iga (newsagency) Purchase of West Australians for the month of May 2016	249.20

EFT2435	29/06/2016	Boddington News Boddington News edition 554 & 555	18.00
EFT2436	29/06/2016	Metrocount Purchase of 2 new Welded Battery Packs & 2 x 30 metre road tubes for use on various shire roads	418.00
EFT2437	29/06/2016	Department Of Commerce - Building Commission Shire of Wandering BSL - June 2016	1,275.28
EFT2438	29/06/2016	Boddington Junior Football Club 2016 Auskick Registration for CJ Barry - Kidsport	70.00
EFT2439	29/06/2016	Pingelly Times Purchase and sales of Pingelly Times	26.24
EFT2440	29/06/2016	Lee's Keys Locksmiths Supply & install locks to Treatment Room, Supply & install locks to 1 Dowsett Street, Supply & install padlocks to Depot, Additional keys for Treatment room, Additional keys for Council Chambers, Additional keys for 13 Dunmall Drive, Additional keys for 1 Dowsett Street	2,301.00
EFT2441	29/06/2016	WA Contract Ranger Services 03/06/2016 - Attend shire office, attend complaint at 5 White St regarding dogs and rooster, patrol town site and outer estates, return to shire and update staff outcomes	467.50
EFT2442	29/06/2016	Rob Curtis Operating of Waste Transfer station 19th/20th & 26th/27th June 2016, 13/06/2016 - Clearing of roadside bins, 21/06/2016 - Clearing of roadside bins, 22/06/2016 - Cleaning of toilets at Pumphrey's Bridge	828.00
EFT2443	29/06/2016	Fuji Xerox Colour printing 498 units @ 0.08500 cents and Black & White printing 3884 units @ 0.00850 cents	82.87
EFT2444	29/06/2016	Matt Clarke's Carpentry Renovation of CRC Kitchen inclusive of equipment, fixtures and fittings - Stage 1 and Supply and install 5 concrete slabs 2m x 1m for park benches, includes installing park benches to concrete	10,230.00
EFT2445	29/06/2016	Resumes WA Consultancy Fees in relation to general administration and also in relation to Caravan Park Ablution Upgrade	1,760.00
EFT2446	29/06/2016	Spiffy Lawns & Gardens 16/06/2016 - Mow blocks 115, 116 & 133 Humes Way. Down St block aswell with Hustler. Tidy up creek line at back of blocks, 21/06/2016 - Garden pruning of roses etc. Weeding at council office gardens, 28/06/2016 - Garden pruning and weeding at Community Centre oval	525.00
EFT2447	29/06/2016	P & D Sullivan Side tipper carting gravel on Dwarda East Road Construction 27th, 30th, 31st May and 1st & 2nd June 2016	7,150.00
EFT2448	29/06/2016	Spencer Plumbing & Gas Final Payment for plumbing work in relation to the Wandering Caravan Ablution Block Alterations	5,126.00
EFT2449	29/06/2016	Brooks Hire Service Pty Ltd Hire of Multi Tyre Roller for use during the month of May on Ricks Road & Dwarda East Road	4,884.00
EFT2450	29/06/2016	Narrogin Chamber of Commerce 2016/2017 Annual Membership Fees	165.00
EFT2451	29/06/2016	Marketforce Advertising in the West Australian for Tender of 7 Gnowing Street	1,028.93
EFT2452	29/06/2016	Gary Martin - Local Government Consultant CEO Performance Review 2016 - Analysis of survey forms, attend Council Meeting, prepare report - Includes Travel	2,200.00
EFT2453	29/06/2016	Twin Oaks Farming Co Supply of 1000 cubic metres of gravel @ \$2.20 per m3 for use on Ricks Road	2,200.00
EFT2454	29/06/2016	Wandering Annual Fair Catering costs for June 2016 council meeting	300.00
EFT2455	29/06/2016	Pennant House Banners in the Terrace 3400x1500, finished to Perth Specifications - includes artwork	268.40

13891	14/06/2016	Telstra Usage charges to 10/05/2016 & Service & Equipment Charges to 10/06/2016 for all Shire properties	1,231.77
13892	14/06/2016	Wandering Primary School 21/04/2016 - Shire council meeting catering by parents of Year 6 students for Camp Fundraising, 19/05/2016 - Shire council meeting catering by parents for Year 6 students for Camp Fundraising	600.00
13893	29/06/2016	Synergy Supply charges for 30 days for streetlighting 25/04/2016 to 24/05/2016	773.30
13894	29/06/2016	Telstra SMS Messages for Telstra - 18th May 2016 - Prescribed Burn	84.88
13895	29/06/2016	Water Corporation Water usage for 23/03/2016 to 19/05/2016 - Watering of community centre oval	132.15
13896	30/06/2016	Shire of Wandering - Petty Cash Money Order for Shire Bankings, Bulk Mail Postage - Wandering Echo for June, Key cutting for post office boxes by AP Boddington, Gift card for D Nottle leaving - to be reimbursed by social club, Postage for Book Came First posting to customer - customer paid shire on 22/06/2016 for this service, Bulk Mail postage - Debtor invoices, Purchase of Butter for council chamber meetings, Box of 100 stamps for office daily use	287.15
DD2034.1	01/06/2016	WA SUPER PLAN Payroll deductions	3,492.77
DD2034.2	01/06/2016	Superwrap Personal Super Plan (annette Hardie) Superannuation contributions	71.71
DD2034.3	01/06/2016	Rod Evenis Superannuation Fund Pty Ltd Payroll deductions	864.20
DD2034.4	01/06/2016	I & T Brown Family Super Fund Payroll deductions	472.65
DD2034.5	01/06/2016	Hesta Payroll deductions	528.60
DD2041.1	15/06/2016	WA SUPER PLAN Payroll deductions	3,496.48
DD2041.2	15/06/2016	Hesta Superannuation contributions	526.20
DD2041.3	15/06/2016	ANZ Onepath Masterfund Superannuation contributions	253.46
DD2041.4	15/06/2016	Superwrap Personal Super Plan (annette Hardie) Superannuation contributions	57.36
DD2041.5	15/06/2016	Rod Evenis Superannuation Fund Pty Ltd Payroll deductions	772.68
DD2041.6	15/06/2016	I & T Brown Family Super Fund Payroll deductions	478.37
DD2050.1	29/06/2016	WA SUPER PLAN Payroll deductions	3,474.05
DD2050.2	29/06/2016	I & T Brown Family Super Fund Superannuation contributions	472.65
DD2050.3	29/06/2016	Hesta Superannuation contributions	511.40
DD2050.4	29/06/2016	ANZ Onepath Masterfund Superannuation contributions	638.95
DD2050.5	29/06/2016	Superwrap Personal Super Plan (annette Hardie) Superannuation contributions	76.49
DD2050.6	29/06/2016	Rod Evenis Superannuation Fund Pty Ltd Payroll deductions	772.68
DD2050.7	29/06/2016	Australian Super Superannuation contributions	47.64

CREDIT CARD

DD2047.1	19/06/2016	Westpac Credit Card	5,560.46
Councillor Refreshments - Supplies to get through to August - Coles, Councillor Refreshments - Purchase of A3 paper and Spiral Pad for office use - Narrogin Newsagency, Iphone cover and Ipad attachments, Batteries for torches for fire brigade, Advertising in Narrogin Directory - Shire Pages - 2016-2017, Purchase of Fire Brigade PPE, Purchase of new bowl for Chambers - Big W, Councillor Refreshments, Book Author refreshments - CRC, Luncheon Catering, Catering for Book Author - CRC, Catering for Book Author - CRC, Lunch with WALGA President, Purchase of 10 Warning signs required after installation of CCTV, Purchase of reflex A4 paper - CRC, Admin, Agenda, Purchase of Planex Polyester strips for mapping, Purchase of meat from butcher for Dot Nettle leaving			

LICENSING COLLECTIONS

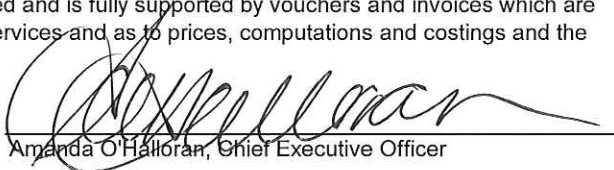
JNL1417	Police Licensing		315.70
		Licensing Collections 01/06/2016	
JNL1426	Police Licensing		5233.10
		Licensing Collections 08/06/2016	
JNL1428	Police Licensing		2695.40
		Licensing Collections 09/06/2016	
JNL1429	Police Licensing		1101.70
		Licensing Collections 13/06/2016	
JNL1430	Police Licensing		773.10
		Licensing Collections 14/06/2016	
JNL1431	Police Licensing		231.15
		Licensing Collections 15/06/2016	
JNL1434	Police Licensing		1489.30
		Licensing Collections 20/06/2016	
JNL1436	Police Licensing		850.55
		Licensing Collections 22/06/2016	
JNL1437	Police Licensing		7130.60
		Licensing Collections 23/06/2016	
JNL1438	Police Licensing		507.55
		Licensing Collections 27/06/2016	
JNL1441	Police Licensing		438.10
		Licensing Collections 28/06/2016	
JNL1446	Police Licensing		50.70
		Licensing Collections 29/06/2016	
JNL1444	Police Licensing		946.80
		Licensing Collections 30/06/2016	

PAYROLL

PPE 02/06/2016	Staff Payroll		26416.88
		PPE 02/06/2016	
PPE 15/06/2016	Staff Payroll		26693.43
		PPE 15/06/2016	
PPE 29/06/2016	Staff Payroll		35700.15
		PPE 29/06/2016 Including Termination Payment	

CERTIFICATION OF CHIEF EXECUTIVE OFFICER

This schedule of accounts to be passed for payment was submitted to each member of the Council on Thursday, 21 July 2016 and has been checked and is fully supported by vouchers and invoices which are sub certified as to the receipt of goods and services and as to prices, computations and costings and the amounts shown are due for payment.



Amanda O'Halloran, Chief Executive Officer

CERTIFICATION OF CHAIRMAN

I hereby certify this schedule of accounts was submitted to the Council on Thursday, 21 July 2016 and that the amounts were approved for payment.




Cr Brendan Whitely, Chairman

ATTACHMENT 10.4.1.2

Municipal Bank Reconciliation 30/06/2016

Balance as per Bank Statement	\$20,248.66
Add Outstanding Deposits	\$14,877.60
Less unpresented Cheques	-\$3,954.78
Total as per Bank Statement	\$31,171.48
Balance as per GL	\$31,171.48
Total As per General Ledger	\$31,171.48
Differences	\$0.00



Finance Officer



Manager of Finance & Administration

Unpresented Cheques 30/06/2016		
Rates refund Cheque no 13760		832.15
Electricity bill payment		47.65
Licensing Collections 29/06/2016		50.70
Licensing Collections 30/06/2016		946.80
Synergy Cheque		773.30
Petty Cash Cheque		287.15
Wandering Annual Fair Bond Deposit to be transferred		200.00
Telstra Cheque		84.88
Water Corporation		132.15
Wandering Primary School Cheque		600.00
	Total	3954.78



Community Solutions Cheque Account

Branch Name and Address

Narrogin
38 Fortune Street
Narrogin WA 6312

BSB Account Number


036-170 00-0091

Account name

**SHIRE OF WANDERING
MUNICIPAL ACCOUNT**

Customer Number

19308463 SHIRE OF WANDERING

Account enquiries 
Call Westpac Telephone Banking
132 142 within Australia
+61 2 9293 9262 if calling from overseas

Account Summary

Opening Balance	+ \$154,490.21
Total credits	+ \$249,934.74
Total debits	-\$384,176.29
Closing Balance	+ \$20,248.66

Details of your account
From Last Statement Dated 31 May 2016 to 30 Jun 2016

Date	Description of transaction	Debit	Credit	Balance
2016	STATEMENT OPENING BALANCE			154,490.21
01 Jun	Deposit Narrogin WA		7,516.35	162,006.56
01 Jun	Deposit Fdmsa Payment 42298585287407		902.97	162,909.53
01 Jun	Merchant Settlement 0960001 Shire Of Wandering 0001 Wandering		101.30	163,010.83
01 Jun	Merchant Settlement 0960002 Shire Of Wandering 0002 Wandering		315.70	163,326.53
01 Jun	Withdrawal Westpac Merchant Fees 23253198Fee 001556	41.80		163,284.73
01 Jun	Withdrawal Westpac Merchant Fees 24215998Fee 001556	41.80		163,242.93
01 Jun	Withdrawal Online Multi 1766684 Pymt WBC.aba Payroll	26,416.88		136,826.05
01 Jun	Withdrawal Online Multi 1779420 Pymt Wbccrs.aba Creditors	4,158.00		132,668.05
01 Jun	Payment By Authority To Transport Wado20160530	305.60		132,362.45

Please check all entries on this statement and promptly inform the Bank of any possible error or unauthorised transaction.

Statement No. 714 Page 1 of 7



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 May 2016 to 30 Jun 2016

Date	Description of transaction	Debit	Credit	Balance
01 Jun	Payment By Authority To Shire Of Wanderi Merchant Fee	25.00		132,337.45
01 Jun	Payment By Authority To Fdmsa Fee 42298585287407	165.09		132,172.36
01 Jun	Withdrawal/Cheque 013890	380.55		131,791.81
02 Jun	Deposit Fdmsa Payment 42298585287407		793.80	132,585.61
02 Jun	Deposit Dept Of Fire & E 427288		2,860.00	135,445.61
02 Jun	Merchant Settlement 0970001 Shire Of Wandering 0001 Wandering		118.00	135,563.61
02 Jun	Payment By Authority To Transport Wado20160531	1,416.90		134,146.71
03 Jun	Deposit Bank Of QLD A218		312.67	134,459.38
03 Jun	Deposit Fdmsa Payment 42298585287407		766.31	135,225.69
03 Jun	Payment By Authority To Transport Wado20160601	315.70		134,909.99
06 Jun	Deposit Online 2097873 Pymt Eula Billett A441		50.00	134,959.99
06 Jun	Deposit Online 2606747 Pymt Bruin Denig Ref A8 8 Watts St		41.53	135,001.52
06 Jun	Deposit Online 2679861 Pymt Hotham Ridge Win Ref A306 Hotham R		285.00	135,286.52
06 Jun	Deposit Online 2690272 Pymt Bruin Denig Ref A7 10 Watts St		1,084.92	136,371.44
06 Jun	Deposit Fdmsa Payment 42298585287407		1,404.91	137,776.35
06 Jun	Deposit Fdmsa Payment 42298585287407		1,772.32	139,548.67
06 Jun	Deposit Fdmsa Payment 42298585287407		1,848.01	141,396.68
07 Jun	Deposit Fdmsa Payment 42298585287407		706.87	142,103.55
07 Jun	Merchant Settlement 0950001 Shire Of Wandering 0001 Wandering		406.00	142,509.55
07 Jun	Withdrawal Online 1873819 Tfr Community S Muni to Trust	30,000.00		112,509.55
08 Jun	Deposit Online 2229945 Pymt Evelyn Houghton		20.00	112,529.55
08 Jun	Deposit Australia Post Lip160608010180		556.47	113,086.02
08 Jun	Deposit Fdmsa Payment 42298585287407		1,481.40	114,567.42
09 Jun	Deposit Fdmsa Payment 42298585287407		1,185.35	115,752.77



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 May 2016 to 30 Jun 2016

Date	Description of transaction	Debit	Credit	Balance
09 Jun	Merchant Settlement 0970002 Shire Of Wandering 0002 Wandering		432.85	116,185.62
10 Jun	Deposit Narrogin WA		2,161.95	118,347.57
10 Jun	Deposit Lgis Lgis		1,840.00	120,187.57
10 Jun	Deposit Fdmsa Payment 42298585287407		1,867.78	122,055.35
10 Jun	Payment By Authority To Transport Wado20160608	5,233.10		116,822.25
13 Jun	Deposit Fdmsa Payment 42298585287407		993.04	117,815.29
13 Jun	Deposit Fdmsa Payment 42298585287407		1,108.10	118,923.39
13 Jun	Deposit Fdmsa Payment 42298585287407		1,469.89	120,393.28
13 Jun	Merchant Settlement 0940001 Shire Of Wandering 0001 Wandering		371.00	120,764.28
13 Jun	Payment By Authority To Transport Wado20160609	2,695.40		118,068.88
14 Jun	Deposit Fdmsa Payment 42298585287407		844.97	118,913.85
14 Jun	Merchant Settlement 0950002 Shire Of Wandering 0002 Wandering		756.10	119,669.95
14 Jun	Withdrawal Online Multi 1601826 Pymt Wbccrs.aba Creditors	40,901.95		78,768.00
15 Jun	Deposit Fdmsa Payment 42298585287407		775.87	79,543.87
15 Jun	Deposit Drd 27012		154,000.00	233,543.87
15 Jun	Payment By Authority To Transport Wado20160613	1,101.70		232,442.17
16 Jun	Deposit Bendigo Bank L M Walsh 245		50.00	232,492.17
16 Jun	Deposit Fdmsa Payment 42298585287407		923.93	233,416.10
16 Jun	Deposit Department Hous Ip00801397-2511447		2,657.14	236,073.24
16 Jun	Withdrawal Online Multi 1472544 Pymt WBC.aba Payroll	26,693.43		209,379.81
16 Jun	Withdrawal Online Multi 1625954 Pymt Wbccrs.aba Creditors	33,331.53		176,048.28
16 Jun	Payment By Authority To Transport Wado20160614	773.10		175,275.18
16 Jun	Withdrawal/Cheque 013891	1,231.77		174,043.41
17 Jun	Deposit Fdmsa Payment 42298585287407		932.38	174,975.79



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 May 2016 to 30 Jun 2016

Date	Description of transaction	Debit	Credit	Balance
17 Jun	Payment By Authority To Transport Wado20160615	231.15		174,744.64
20 Jun	Deposit Fdmsa Payment 42298585287407		1,139.51	175,884.15
20 Jun	Deposit Fdmsa Payment 42298585287407		1,369.06	177,253.21
20 Jun	Deposit Fdmsa Payment 42298585287407		1,497.76	178,750.97
20 Jun	Merchant Settlement 0940001 Shire Of Wandering 0001 Wandering		779.51	179,530.48
20 Jun	Merchant Settlement 0940002 Shire Of Wandering 0002 Wandering		1,165.45	180,695.93
21 Jun	Deposit Fdmsa Payment 42298585287407		1,720.49	182,416.42
21 Jun	Deposit Department Of Tr Payment:61337		2,092.02	184,508.44
21 Jun	Merchant Settlement 0950001 Shire Of Wandering 0001 Wandering		1,217.00	185,725.44
21 Jun	Merchant Settlement 0950002 Shire Of Wandering 0002 Wandering		1,507.70	187,233.14
22 Jun	Deposit Online 2156009 Pymt Evelyn Houghton		20.00	187,253.14
22 Jun	Deposit Online 2335116 Pymt Eula Billett		50.00	187,303.14
22 Jun	Deposit Department Of Tr Payment:61417		679.14	187,982.28
22 Jun	Deposit Fdmsa Payment 42298585287407		1,507.01	189,489.29
22 Jun	Merchant Settlement 0960001 Shire Of Wandering 0001 Wandering		36.10	189,525.39
22 Jun	Merchant Settlement 0960002 Shire Of Wandering 0002 Wandering		850.55	190,375.94
22 Jun	Withdrawal Online 1217022 Pymt Wbccrs.aba Creditors	19,552.00		170,823.94
22 Jun	Payment By Authority To Transport Wado20160620	1,489.30		169,334.64
22 Jun	Payment By Authority To Clicksuper p_vu_cc_0001387861	22,452.53		146,882.11
23 Jun	Deposit Fdmsa Payment 42298585287407		1,277.73	148,159.84
23 Jun	Merchant Settlement 0970002 Shire Of Wandering 0002 Wandering		355.55	148,515.39
23 Jun	Payment By Authority To Transport Wado20160621	1,522.70		146,992.69
24 Jun	Deposit Fdmsa Payment 42298585287407		1,369.29	148,361.98



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 May 2016 to 30 Jun 2016

Date	Description of transaction	Debit	Credit	Balance
24 Jun	Payment By Authority To Transport Wado20160622	850.55		147,511.43
27 Jun	Deposit Narrogin WA		10,025.15	157,536.58
27 Jun	Deposit Wogolin Spring Account 324		200.00	157,736.58
27 Jun	Deposit Fdmsa Payment 42298585287407		1,025.54	158,762.12
27 Jun	Deposit Fdmsa Payment 42298585287407		1,512.80	160,274.92
27 Jun	Deposit Fdmsa Payment 42298585287407		1,767.69	162,042.61
27 Jun	Merchant Settlement 0940002 Shire Of Wandering 0002 Wandering		375.55	162,418.16
27 Jun	Payment By Authority To Cc Payment Cc0005336810000001	5,560.46		156,857.70
27 Jun	Payment By Authority To Transport Wado20160623	7,130.60		149,727.10
28 Jun	Deposit Online 2787738 Tfr Westpac Community Sotrf Fund		3,599.01	153,326.11
28 Jun	Deposit State Revenue De Esl27061600078788R		51.00	153,377.11
28 Jun	Deposit State Revenue De Esl27061600078924R		68.00	153,445.11
28 Jun	Deposit State Revenue De Pen27061600078787R		585.00	154,030.11
28 Jun	Deposit State Revenue De Pen27061600078923R		887.04	154,917.15
28 Jun	Deposit Fdmsa Payment 42298585287407		1,071.26	155,988.41
28 Jun	Merchant Settlement 0950001 Shire Of Wandering 0001 Wandering		21.70	156,010.11
28 Jun	Merchant Settlement 0950002 Shire Of Wandering 0002 Wandering		199.45	156,209.56
29 Jun	Reversal Of Debit Transaction On 290616 Reference 1772464		2,200.00	158,409.56
29 Jun	Deposit Inv4335 photocop Inv4335 photocop		16.00	158,425.56
29 Jun	Deposit State Revenue De Esl28061600078987R		17.00	158,442.56
29 Jun	Deposit Inv 4355 Socialm Inv 4355 Socialmed		50.00	158,492.56
29 Jun	Deposit Inv 4336 photoco Inv 4336 photocop		52.50	158,545.06
29 Jun	Deposit Inv 4360 photoco Inv 4360 photocop		52.50	158,597.56



Community Solutions Cheque Account

Account name
SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 May 2016 to 30 Jun 2016

Date	Description of transaction	Debit	Credit	Balance
29 Jun	Deposit State Revenue De Pen28061600078986R		216.97	158,814.53
29 Jun	Deposit Advantage Settle Lot 3178 & 3182		357.70	159,172.23
29 Jun	Deposit Fdmsa Payment 42298585287407		1,245.89	160,418.12
29 Jun	Merchant Settlement 0960002 Shire Of Wandering 0002 Wandering		230.70	160,648.82
29 Jun	Withdrawal Online Multi 1549050 Pymt WBC.aba Payroll	35,700.15		124,948.67
29 Jun	Withdrawal Online Multi 1772464 Pymt Wbccrs.aba Creditors	104,723.92		20,224.75
29 Jun	Withdrawal Online Multi 1779567 Pymt Wbccrs.aba Creditors	568.40		19,656.35
29 Jun	Payment By Authority To Transport Wado20160627	507.55		19,148.80
30 Jun	Interest Paid		11.55	19,160.35
30 Jun	Deposit Online 2415655 Tr Community Solutions D.Nottle Leaving		366.70	19,527.05
30 Jun	Deposit Ms Adrienne Rae Debtor 91		70.00	19,597.05
30 Jun	Deposit Wagin Community 4354		100.00	19,697.05
30 Jun	Deposit Fdmsa Payment 42298585287407		1,003.14	20,700.19
30 Jun	Deposit Dept Of Fire & E 428172		8,112.50	28,812.69
30 Jun	Merchant Settlement 0970002 Shire Of Wandering 0002 Wandering		93.65	28,906.34
30 Jun	Withdrawal Online 1262237 Pymt Gk & My Ma Reprocessed paymen	2,200.00		26,706.34
30 Jun	Withdrawal Online 1546964 Tr Westpac Bus Transfer Funds	0.72		26,705.62
30 Jun	Payment By Authority To Transport Wado20160628	438.10		26,267.52
30 Jun	Payment By Authority To Shire Of Wanderl Merchant Fee	25.00		26,242.52
30 Jun	Payment By Authority To Clicksuper p_vu_cc_0001454782	5,993.86		20,248.66
30 Jun	CLOSING BALANCE			20,248.66



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Further information in relation to your account, including details of product benefits and applicable fees and charges, is available on request. That information is also contained in the Product Disclosure Statement (PDS) or other disclosure document for your account. For a copy of that document, or if you have any other enquiries, you can call Telephone Banking on 132 142 from Australia or +61 2 9293 9262 from overseas.

The above Closing Balance amount may not be the same as the balance payable to you on closure of your account (the 'termination value'). Details of the termination value can be obtained by calling Telephone Banking on the numbers quoted above. Further information on how to close accounts, including calculation of the termination value, is contained in the Product Disclosure Statement (PDS) booklet or other disclosure document for your account.

We have an internal process for handling and resolving any problem you may have with, or complaints relating to, your account or this product. Information about this process can be found in the Product Disclosure Statement (PDS) or other disclosure document for your account, or you can contact us on 1300 130 467.

Convenience at your fingertips!

Use Online, Mobile or Tablet Banking to pay bills, transfer funds, check your account balances and much more

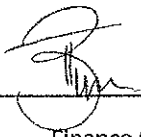
THANK YOU FOR BANKING WITH WESTPAC

Statement No. 714 Page 7 of 7


ATTACHMENT 10.4.1.3

Investment Bank Reconciliation 30 June 2016

Balance as per Bank Statements	\$	346,465.34
Total as per Bank Statement	\$	346,465.34
Balance as per GL	\$	346,465.34
Total As per General Ledger	\$	346,465.34
Difference		\$0.00



Finance Officer



Manager Finance & Administration



Westpac Community Solutions Cash Reserve

Branch Name and Address

Narrogin
38 Fortune Street
Narrogin WA 6312

BSB Account Number

036-167 21-4822

Account name

SHIRE OF WANDERING

Customer Number

19308463 SHIRE OF WANDERING

Account enquiries

Call Westpac Telephone Banking
132 032 within Australia
+61 2 9293 9270 if calling from overseas

Account Summary

Opening Balance	+ \$464,471.98
Total credits	+ \$1,050.78
Total debits	- \$119,057.42
Closing Balance	+ \$346,465.34

Details of your account

From Last Statement Dated 31 Mar 2016 to 30 Jun 2016

Date	Description of transaction	Debit	Credit	Balance
2016	STATEMENT OPENING BALANCE			464,471.98
04 Apr	Withdrawal Online 1581634 Tfr Community S Funds Transfer	90,000.00		374,471.98
07 Apr	Withdrawal Online 1256568 Tfr Community S Trf to Muni	25,458.41		349,013.57
29 Apr	Interest Paid		379.65	349,393.22
31 May	Interest Paid		369.49	349,762.71
28 Jun	Withdrawal Online 1787738 Tfr Community S Trf Fund	3,599.01		346,163.70
30 Jun	Interest Paid		301.64	346,465.34
30 Jun	CLOSING BALANCE			346,465.34

Further information in relation to your account, including details of product benefits and applicable fees and charges, is available on request. That information is also contained in the Product Disclosure Statement (PDS) or other disclosure document for your account. For a copy of that document, or if you have any other enquiries, you can call Telephone Banking on 132 032 from Australia or +61 2 9293 9270 from overseas.

The above Closing Balance amount may not be the same as the balance payable to you on closure of your account

Please check all entries on this statement and promptly inform the Bank of any possible error or unauthorised transaction.

Statement No. 30 Page 1 of 3



Westpac Community Solutions Cash Reserve

Account name

SHIRE OF WANDERING

036-167 21-4822

(the 'termination value'). Details of the termination value can be obtained by calling Telephone Banking on the numbers quoted above. Further information on how to close accounts, including calculation of the termination value, is contained in the Product Disclosure Statement (PDS) booklet or other disclosure document for your account.

We have an internal process for handling and resolving any problem you may have with, or complaints relating to, your account or this product. Information about this process can be found in the Product Disclosure Statement (PDS) or other disclosure document for your account, or you can contact us on 1300 130 467.

Convenience at your fingertips!

Use Online, Mobile or Tablet Banking to pay bills, transfer funds, check your account balances and much more

OTHER INFORMATION ABOUT YOUR ACCOUNT

Transaction Fee Summary

Fee charged on 01 APR 2016 to account 036-167 21-4822.

To reconcile your Transaction Fee Summary you may need to refer to transactions listed on your previous statement(s).

	Volume	Free	Unit Price	Fee
Non-internet/electronic tele-banking withdrawals	0	0	\$5.00	\$0.00
Total	0	0		\$0.00

Fee charged on 02 MAY 2016 to account 036-167 21-4822.

To reconcile your Transaction Fee Summary you may need to refer to transactions listed on your previous statement(s).

	Volume	Free	Unit Price	Fee
Non-internet/electronic tele-banking withdrawals	0	0	\$5.00	\$0.00
Total	0	0		\$0.00

Fee charged on 01 JUN 2016 to account 036-167 21-4822.

To reconcile your Transaction Fee Summary you may need to refer to transactions listed on your previous statement(s).

	Volume	Free	Unit Price	Fee
Non-Internet/electronic tele-banking withdrawals	0	0	\$5.00	\$0.00
Total	0	0		\$0.00



Westpac Community Solutions Cash Reserve

Account name

SHIRE OF WANDERING

036-167 21-4822

Interest Rates (per annum) on Credit Balances

Effective Date	\$0 to \$9999	Over \$9999 to \$19999	Over \$19999 to \$49999	Over \$49999 to \$99999
01 Oct 2015	1.05 %	1.30 %	1.30 %	1.30 %
19 May 2016	0.80 %	1.05 %	1.05 %	1.05 %

Effective Date	Over \$99999 to \$499999	Over \$499999
01 Oct 2015	1.30 %	1.30 %
19 May 2016	1.05 %	1.05 %

THANK YOU FOR BANKING WITH WESTPAC

Statement No. 30 Page 3 of 3

ATTACHMENT 10.4.1.4

Trust Bank Reconciliation 30 June 2016

Balance as per Bank Statements	\$40,942.73
Unpresented Cheque	\$0.00
Outstanding Deposits	\$200.00
Interest to be transferred to Muni	-\$2.73
Total as per Bank Statements	\$41,140.00

Balance as per GL	\$41,140.00
Total as per General Ledger	\$41,140.00

Difference	\$0.00
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Finance Officer



Manager Finance & Administration



Community Solutions Cheque Account

Branch Name and Address

Narrogin
38 Fortune Street
Narrogin WA 6312

BSB Account Number

036-170 00-0120

Account name

**SHIRE OF WANDERING
TRUST ACCOUNT**

Customer Number

19308463 SHIRE OF WANDERING

Account enquiries

Call Westpac Telephone Banking
132 032 within Australia
+61 2 9293 9270 if calling from overseas



Account Summary

Opening Balance	+ \$10,940.00
Total credits	+ \$30,002.73
Total debits	- \$0.00
Closing Balance	+ \$40,942.73

Details of your account

From Last Statement Dated 31 May 2016 to 30 Jun 2016

Date	Description of transaction	Debit	Credit	Balance
2016	STATEMENT OPENING BALANCE			10,940.00
07 Jun	Deposit Online 2873820 Tfr Community Solutions Muni to Trust		30,000.00	40,940.00
30 Jun	Interest Paid		2.73	40,942.73
30 Jun	CLOSING BALANCE			40,942.73

Further information in relation to your account, including details of product benefits and applicable fees and charges, is available on request. That information is also contained in the Product Disclosure Statement (PDS) or other disclosure document for your account. For a copy of that document, or if you have any other enquiries, you can call Telephone Banking on 132 032 from Australia or +61 2 9293 9270 from overseas.

The above Closing Balance amount may not be the same as the balance payable to you on closure of your account (the 'termination value'). Details of the termination value can be obtained by calling Telephone Banking on the numbers quoted above. Further information on how to close accounts, including calculation of the termination value, is contained in the Product Disclosure Statement (PDS) booklet or other disclosure document for your account.

Please check all entries on this statement and promptly inform the Bank of any possible error or unauthorised transaction.

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SHIRE OF WANDERING

BUDGET

FOR THE YEAR ENDED 30 JUNE 2017



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**SHIRE OF WANDERING
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2017**

	NOTE	2016/17 Budget \$	2015/16 Actual \$	2015/16 Budget \$
Revenue				
Rates	8	865,641	777,930	785,006
Operating grants, subsidies and contributions		841,613	553,097	396,186
Fees and charges	14	666,945	573,999	726,205
Interest earnings	2(a)	14,094	12,243	18,948
Other revenue	2(a)	17,500	123,383	75,904
		<u>2,405,793</u>	<u>2,040,652</u>	<u>2,002,249</u>
Expenses				
Employee costs		(806,232)	(742,612)	(767,839)
Materials and contracts		(1,139,609)	(953,736)	(1,101,001)
Utility charges		(43,702)	(56,276)	(63,159)
Depreciation on non-current assets	2(a)	(703,844)	(849,520)	(779,778)
Interest expenses	2(a)	(8,005)	(5,902)	(8,391)
Insurance expenses		(107,155)	(103,393)	(99,838)
Other expenditure		0	(4,428)	0
		<u>(2,808,547)</u>	<u>(2,715,867)</u>	<u>(2,820,006)</u>
		(402,754)	(675,215)	(817,757)
Non-operating grants, subsidies and contributions		923,060	1,199,960	1,197,560
Profit on asset disposals	6	0	41	148,009
Loss on asset disposals	6	(123,662)	(11,073)	(926)
Loss on revaluation of non current assets		0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>
NET RESULT		396,644	513,712	526,886
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		<u>0</u>	<u>0</u>	<u>0</u>
TOTAL COMPREHENSIVE INCOME		<u>396,644</u>	<u>513,712</u>	<u>526,886</u>

Notes:

All fair value adjustments relating to remeasurement of financial assets at fair value through profit or loss (if any) and changes on revaluation of non-current assets are impacted upon by external forces and not able to be reliably estimated at the time of budget adoption.

Fair value adjustments relating to the re-measurement of financial assets at fair value through profit or loss will be assessed at the time they occur with compensating budget amendments made as necessary.

It is anticipated, in all instances, any changes upon revaluation of non-current assets will relate to non-cash transactions and as such, have no impact on this budget document.

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

SHIRE OF WANDERING
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2017

	NOTE	2016/17 Budget \$	2015/16 Actual \$	2015/16 Budget \$
Revenue (Refer Notes 1,2,8,10 to 14)				
Governance		0	444	0
General purpose funding		1,566,350	1,025,867	1,051,213
Law, order, public safety		29,045	50,243	24,906
Health		1,000	239	1,000
Education and welfare		0	0	0
Housing		39,864	34,216	38,436
Community amenities		50,450	43,960	68,800
Recreation and culture		3,200	18,214	8,750
Transport		2,500	2,867	1,743
Economic services		682,435	757,387	701,373
Other property and services		30,950	107,215	106,028
		<u>2,405,794</u>	<u>2,040,652</u>	<u>2,002,249</u>
Expenses Excluding Finance Costs Refer Notes 1, 2 & 15)				
Governance		(193,488)	(109,139)	(109,810)
General purpose funding		(94,645)	(59,731)	(69,839)
Law, order, public safety		(163,568)	(132,972)	(79,333)
Health		(32,702)	(29,172)	(29,462)
Education and welfare		(4,124)	(7,465)	(8,950)
Housing		(31,582)	(48,822)	(27,628)
Community amenities		(243,536)	(159,966)	(253,344)
Recreation and culture		(172,706)	(187,519)	(177,056)
Transport		(898,462)	(1,125,000)	(1,069,510)
Economic services		(954,800)	(749,856)	(802,749)
Other property and services		(12,129)	(99,379)	(192,324)
		<u>(2,801,742)</u>	<u>(2,709,021)</u>	<u>(2,820,005)</u>
Finance Costs (Refer Notes 2 & 9)				
Housing		(6,805)	(6,847)	0
		(6,805)	(6,847)	0
Non-operating Grants, Subsidies and Contributions				
Transport		923,060	1,199,960	1,197,560
Economic services		0	0	0
Other property and services		0	0	0
		<u>923,060</u>	<u>1,199,960</u>	<u>1,197,560</u>
Profit/(Loss) On				
Disposal Of Assets (Refer Note 6)				
Housing		(24,257)	0	145,179
Transport		(83,905)	0	0
Other property and services		(15,500)	(11,032)	1,904
		<u>(123,662)</u>	<u>(11,032)</u>	<u>147,083</u>
Loss on				
Revaluation Of Non Current Assets				
Transport		0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>
NET RESULT		396,644	513,712	526,886
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		<u>0</u>	<u>0</u>	<u>0</u>
TOTAL COMPREHENSIVE INCOME		<u><u>396,644</u></u>	<u><u>513,712</u></u>	<u><u>526,886</u></u>

**SHIRE OF WANDERING
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2017**

Notes:

All fair value adjustments relating to remeasurement of financial assets at fair value through profit or loss (if any) and changes on revaluation of non-current assets are impacted upon by external forces and not able to be reliably estimated at the time of budget adoption.

Fair value adjustments relating to the remeasurement of financial assets at fair value through profit or loss will be assessed at the time they occur with compensating budget amendments made as necessary.

It is anticipated, in all instances, any changes upon revaluation of non-current assets will relate to non-cash transactions and as such, have no impact on this budget document.

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

**SHIRE OF WANDERING
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2017**

	NOTE	2016/17 Budget \$	2015/16 Actual \$	2015/16 Budget \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		860,641	773,399	765,006
Operating grants, subsidies and contributions		1,003,374	523,006	411,186
Fees and charges		666,945	573,999	726,205
Service charges		0	0	
Interest earnings		14,094	12,243	18,948
Goods and services tax		0	32,805	104,000
Other revenue		17,500	131,402	75,904
		<u>2,562,554</u>	<u>2,046,854</u>	<u>2,101,249</u>
Payments				
Employee costs		(845,568)	(794,749)	(767,839)
Materials and contracts		(1,191,259)	(1,103,691)	(1,003,392)
Utility charges		(43,702)	(56,276)	(63,159)
Interest expenses		(8,005)	(5,902)	(8,391)
Insurance expenses		(107,155)	(103,393)	(99,838)
Goods and services tax		0	0	(104,000)
Other expenditure		0	(4,428)	0
		<u>(2,195,689)</u>	<u>(2,068,439)</u>	<u>(2,046,619)</u>
Net cash provided by (used in) operating activities	3(b)	<u>366,864</u>	<u>(21,585)</u>	<u>54,629</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for development of land held for resale	5	0	0	0
Payments for purchase of property, plant & equipment	5	(333,149)	(155,552)	291,700
Payments for construction of infrastructure	5	(1,338,714)	(1,380,635)	1,318,235
Non-operating grants, subsidies and contributions used for the development of assets		923,060	1,199,960	1,197,560
Proceeds from sale of Property, plant & equipment	6	254,360	49,534	266,000
Net cash provided by (used in) investing activities		<u>(494,443)</u>	<u>(286,693)</u>	<u>3,073,495</u>
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of debentures	7	(68,247)	(66,579)	(72,519)
Advances to community groups		0		
Proceeds from self supporting loans		1,250	1,250	1,250
Proceeds from new debentures	7	0	0	0
Net cash provided by (used in) financing activities		<u>(66,997)</u>	<u>(65,329)</u>	<u>(71,269)</u>
Net increase (decrease) in cash held		<u>(194,576)</u>	<u>(373,607)</u>	<u>(163,015)</u>
Cash at beginning of year		<u>382,143</u>	<u>755,750</u>	<u>765,290</u>
Cash and cash equivalents at the end of the year	3(a)	<u><u>187,566</u></u>	<u><u>382,143</u></u>	<u><u>602,275</u></u>

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

**SHIRE OF WANDERING
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2017**

	NOTE	2016/17 Budget \$	2015/16 Actual \$	2015/16 Budget \$
Net current assets at start of financial year - surplus/(deficit)	4	47,733	209,724	234,500
Revenue from operating activities (excluding rates and non-operating grants, subsidies and contributions)	1,2			
Governance		0	444	0
General purpose funding		703,202	247,937	266,207
Law, order, public safety		29,045	50,243	24,906
Health		1,000	239	1,000
Education and welfare		0	0	0
Housing		39,864	34,216	183,615
Community amenities		50,450	43,960	68,800
Recreation and culture		3,200	18,214	8,750
Transport		2,500	2,867	1,743
Economic services		682,435	757,387	701,373
Other property and services		30,950	107,256	108,858
		<u>1,542,646</u>	<u>1,262,763</u>	<u>1,365,252</u>
Expenditure from operating activities	1,2			
Governance		(193,488)	(109,139)	(109,810)
General purpose funding		(94,645)	(59,731)	(69,839)
Law, order, public safety		(163,568)	(132,972)	(79,333)
Health		(32,702)	(29,172)	(29,462)
Education and welfare		(4,124)	(7,465)	(8,950)
Housing		(62,644)	(55,669)	(27,628)
Community amenities		(243,536)	(159,966)	(253,344)
Recreation and culture		(172,706)	(187,519)	(177,056)
Transport		(982,367)	(1,125,000)	(1,069,510)
Economic services		(954,800)	(749,856)	(802,749)
Other property and services		(27,629)	(110,411)	(193,250)
		<u>(2,932,209)</u>	<u>(2,726,900)</u>	<u>(2,820,931)</u>
Operating activities excluded from budget				
(Profit)/Loss on asset disposals	6	123,662	11,032	(147,083)
Loss on revaluation of non current assets		0	0	0
Depreciation on assets	2(a)	703,844	849,520	779,778
Movement in employee benefit provisions (non-current)		0	380	0
Amount attributable to operating activities		<u>(514,324)</u>	<u>(393,481)</u>	<u>(588,484)</u>
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions		923,060	1,199,960	1,197,560
Purchase land held for resale	5	0	0	0
Purchase property, plant and equipment	5	(333,149)	(155,552)	(291,700)
Purchase and construction of infrastructure	5	(1,338,714)	(1,380,635)	(1,318,235)
Proceeds from disposal of assets	6	254,360	49,534	266,000
Amount attributable to investing activities		<u>(494,443)</u>	<u>(286,693)</u>	<u>(146,375)</u>
FINANCING ACTIVITIES				
Repayment of debentures	7	(68,247)	(66,579)	(72,519)
Proceeds from new debentures	7	0	0	0
Proceeds from self supporting loans		1,250	1,250	1,250
Transfers to cash backed reserves (restricted assets)	9	(2,316)	(4,695)	(8,150)
Transfers from cash backed reserves (restricted assets)	9	200,000	20,000	20,000
Amount attributable to financing activities		<u>130,687</u>	<u>(50,024)</u>	<u>(59,419)</u>
Budgeted deficiency before general rates		<u>(878,081)</u>	<u>(730,197)</u>	<u>(794,278)</u>
Estimated amount to be raised from general rates	8	863,148	777,930	785,006
Net current assets at end of financial year - surplus/(deficit)	4	<u>(14,932)</u>	<u>47,733</u>	<u>(9,273)</u>

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

SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Preparation

The budget has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this budget are presented below and have been consistently applied unless stated otherwise.

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

The Local Government Reporting Entity

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

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 16 to this budget document.

(b) 2015/16 Actual Balances

Balances shown in this budget as 2015/16 Actual are as forecast at the time of budget preparation and are subject to final adjustments.

(c) Rounding Off Figures

All figures shown in this budget, other than a rate in the dollar, are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the Shire obtains control over the assets comprising the contributions.

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(f) Superannuation

The Shire contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire contributes are defined contribution plans.

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities in Note 4 - Net Current Assets.

(h) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(i) Inventories

General

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

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

Land Held for Resale

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

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

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

SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets

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

Initial Recognition and Measurement between Mandatory Revaluation Dates

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.

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 no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation of the next anniversary date in accordance with the mandatory measurement framework detailed above.

Revaluation

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land Under Roads

In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Shire

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets (Continued)

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

Major depreciation periods used for each class of depreciable asset are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	20 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

Capitalisation Threshold

Expenditure on items of equipment under \$2,000 is not capitalised. Rather, it is recorded on an asset inventory listing.

(k) Fair Value of Assets and Liabilities

When performing a revaluation, the Shire uses a mix of both independent and management valuations using the following as a guide:

Fair Value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Fair Value of Assets and Liabilities (Continued)

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

Fair Value Hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Fair Value of Assets and Liabilities (Continued)

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

The mandatory measurement framework imposed by the *Local Government (Financial Management) Regulations* requires, as a minimum, all assets to be revalued at least every 3 years. Relevant disclosures, in accordance with the requirements of Australian Accounting Standards have been made in the budget as necessary.

(l) Financial Instruments

Initial Recognition and Measurement

Financial assets and financial liabilities are recognised when the Shire becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Shire commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

Classification and Subsequent Measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.

SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) Financial Instruments (Continued)

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

(i) Financial assets at fair value through profit and loss

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short term profit taking. Assets in this category are classified as current assets. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Shire management has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

(iv) Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available for sale financial assets are classified as non-current.

(v) Financial liabilities

Non-derivative financial liabilities (excl. financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in the profit or loss.

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) Financial Instruments (Continued)

Impairment

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which has an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

Derecognition

Financial assets are derecognised where the contractual rights for receipt of cash flows expire or the asset is transferred to another party, whereby the Shire no longer has any significant continual involvement in the risks and benefits associated with the asset.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

(m) Impairment of Assets

In accordance with Australian Accounting Standards the Shire assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116) whereby any impairment loss of a revaluation decrease in accordance with that other standard.

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Impairment of Assets (Continued)

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of adopting this budget, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2017.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on this budget document.

(n) Trade and Other Payables

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

(o) Employee Benefits

Short-Term Employee Benefits

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

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Other Long-Term Employee Benefits

Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations or service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Borrowing Costs

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.

(q) Provisions

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

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

(r) Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Shire, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

(s) Interests in Joint Arrangements

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method. Refer to note 1(o) for a description of the equity method of accounting.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements. Information about the joint ventures is set out in Note 19.

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(t) 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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Shire's intentions to release for sale.

(u) Comparative Figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current budget year.

(v) Budget Comparative Figures

Unless otherwise stated, the budget comparative figures shown in this budget document relate to the original budget estimate for the relevant item of disclosure.

SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017

	2016/17 Budget \$	2015/16 Actual \$	2015/16 Budget \$
2. REVENUES AND EXPENSES			
(a) Net Result			
The net result includes:			
(i) Charging as an expense:			
Auditors remuneration			
Audit services	13,500	15,904	9,000
Other services	2,000	3,104	2,250
Depreciation By Program			
Governance	90	98	110
General purpose funding	0	0	0
Law, order, public safety	48,702	48,641	14,780
Health	0	0	0
Education and welfare	0	0	0
Housing	57,390	35,343	14,076
Community amenities	11,819	11,805	6,395
Recreation and culture	39,488	39,439	28,642
Transport	347,066	494,197	460,340
Economic services	28,314	28,280	26,690
Other property and services	170,974	191,718	228,745
	<u>703,844</u>	<u>849,520</u>	<u>779,778</u>
Depreciation By Asset Class			
Land and buildings	111,320	110,384	82,172
Furniture and equipment	32,846	35,759	16,841
Plant and equipment	172,612	172,184	235,964
Roads, Bridges Drainages	342,925	483,100	439,026
Footpaths	4,141	4,511	5,776
Recreation Infrastructure	20,760	22,619	0
Infrastructure Other	19,240	20,963	0
	<u>703,844</u>	<u>849,520</u>	<u>779,779</u>
Interest Expenses (Finance Costs)			
- Debentures (<i>refer note 7(a)</i>)	6,805	5,902	8,391
	<u>6,805</u>	<u>5,902</u>	<u>8,391</u>
(ii) Crediting as revenues:			
Interest Earnings			
Investments		2,350	
- Reserve funds	5,000	4,493	10,500
- Other funds	9,094	200	8,000
Other interest revenue (<i>refer note 12</i>)	0	4,887	2,925
	<u>14,094</u>	<u>11,930</u>	<u>21,425</u>
(iii) Other Revenue			
Reimbursements and recoveries			
Other	17,500	123,050	102,360
	<u>17,500</u>	<u>123,050</u>	<u>102,360</u>

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

2. REVENUES AND EXPENSES (Continued)

(b) Statement of Objective

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

COMMUNITY VISION

A healthy, harmonious and progressive community where all people are willing to contribute and enjoy opportunities to be successful

GOVERNANCE

Objective & Activities

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

GENERAL PURPOSE FUNDING

Objective & Activities

Rates and their collection; Financial Assistance Grants from Grants Commission; Interest.

LAW, ORDER, PUBLIC SAFETY

Objective & Activities

Community safety initiatives; fire prevention; and animal control.

HEALTH

Objective & Activities

Food and water quality control; septic system inspection.

EDUCATION AND WELFARE

Objective & Activities

Support of school activities and Aged care

HOUSING

Objective & Activities

Provision of general rental accommodation when buildings not required by Staff.

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

2. REVENUES AND EXPENSES (Continued)

(b) Statement of Objective (Continued)

COMMUNITY AMENITIES

Objective & Activities

Rubbish collection services; operation of waste transfer station; administration of the town planning scheme; maintenance of cemeteries; and public conveniences.

RECREATION AND CULTURE

Objective & Activities

Maintenance of halls; Playgrounds, Playing fields and courts; oval and reserves; heritage and history.

TRANSPORT

Objective & Activities

Construction and maintenance of streets, roads, bridges; street lighting; traffic and directional signs; depot maintenance.

ECONOMIC SERVICES

Objective & Activities

Tourism (including caravan park); implementation of building controls; Australia Post agency; noxious weeds, vermin. Management of Wandering CRC , Motor Vehicle licencing agency. Manage fuel facility.

OTHER PROPERTY & SERVICES

Objective & Activities

Private works operations, plant repairs and operation costs and all administration costs.

SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017

3. NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

For the purposes of the statement of cash flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	2016/17 Budget \$	2015/16 Actual \$	2015/16 Budget \$
Cash - unrestricted	38,785	35,678	252,355
Cash - restricted	148,781	346,465	349,920
	<u>187,566</u>	<u>382,143</u>	<u>602,275</u>

The following restrictions have been imposed by regulation or other externally imposed requirements:

Office Equipment Reserve	34,698	34,298	34,654
Leave Reserve	38,979	38,479	38,973
Land & Building Reserve	5,436	5,386	5,466
Plant Replacement Reserve	69,668	268,302	270,828
	<u>148,781</u>	<u>346,465</u>	<u>349,921</u>

(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result

Net result	396,644	513,712	526,884
Depreciation	703,844	849,520	772,529
(Profit)/loss on sale of asset	123,662	11,032	147,083
Loss on revaluation of non current assets	0	0	0
(Increase)/decrease in receivables	156,761	6,202	10,164
(Increase)/decrease in inventories	0	(3,953)	55,467
Increase/(decrease) in payables	(99,723)	(205,373)	(353,253)
Increase/(decrease) in employee provisions	8,737	7,235	93,315
Grants/contributions for the development of assets	(923,060)	(1,199,960)	(1,197,560)
Net Cash from Operating Activities	<u>366,864</u>	<u>(21,585)</u>	<u>54,629</u>

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

3. NOTES TO THE STATEMENT OF CASH FLOWS (Continued)

	2016/17 Budget \$	2015/16 Actual \$	2015/16 Budget \$
(c) Undrawn Borrowing Facilities			
Credit Standby Arrangements			
Bank overdraft limit	200,000	200,000	200,000
Bank overdraft at balance date	(200,000)	(200,000)	(200,000)
Credit card limit	20,000	20,000	20,000
Credit card balance at balance date	(20,000)	(20,000)	(20,000)
Total Amount of Credit Unused	<u>0</u>	<u>0</u>	<u>0</u>
Loan Facilities			
Loan facilities in use at balance date	<u>215,174</u>	<u>283,421</u>	<u>258,278</u>
Unused loan facilities at balance date	<u>0</u>	<u>0</u>	<u>0</u>

	Note	2016/17 Budget \$	2015/16 Actual \$
4. NET CURRENT ASSETS			
Composition of estimated net current assets			
CURRENT ASSETS			
Cash - unrestricted	3(a)	30,799	35,678
Cash - restricted reserves	3(a)	148,781	346,465
Receivables		46,034	204,045
Inventories		<u>42,420</u>	<u>42,420</u>
		268,034	628,608
LESS: CURRENT LIABILITIES			
Trade and other payables		(56,422)	(156,145)
Short term borrowings		0	0
Long term borrowings		(68,247)	(66,579)
Provisions		<u>(116,736)</u>	<u>(116,737)</u>
		(241,405)	(339,461)
Unadjusted net current assets		26,629	289,141
Differences between the net current assets at the end of each financial year in the rate setting statement and net current assets detailed above arise from amounts which have been excluded when calculating the budget deficiency in accordance with FM Reg 32 as movements for these items have been funded within the budget estimates. These differences are disclosed as adjustments below.			
Adjustments			
Less: Cash - restricted reserves	3(a)	(109,808)	(307,987)
Less: Land held for resale		0	0
Less: Current loans - clubs / institutions			
Add: Current portion of debentures		68,247	66,579
Add: Current liabilities not expected to be cleared at end of year		0	0
		<u>0</u>	<u>0</u>
Adjusted net current assets - surplus/(deficit)		(14,932)	47,733

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

6. DISPOSALS OF ASSETS

The following assets are budgeted to be disposed of during the year.

<u>By Program</u>	2016/17 Budget			
	Net Book Value \$	Sale Proceeds \$	Profit \$	Loss \$
Housing	224,257	200,000	0	(24,257)
Transport	118,265	34,360	0	(83,905)
Other Property and Services	35,500	20,000	0	(15,500)
	378,022	254,360	0	(123,662)

<u>By Class</u>	2016/17 Budget			
	Net Book Value \$	Sale Proceeds \$	Profit \$	Loss \$
Land and Buildings	224,257	200,000	0	(24,257)
Plant and Equipment	153,765	54,360	0	(99,405)
Furniture and Equipment	153,765	54,360	0	(99,405)
	0	0	0	0
	378,022	254,360	0	(123,662)

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

7. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Movement in debentures and interest between the beginning and the end of the current financial year.

Particulars	Principal 1-Jul-16	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2016/17 Budget \$	2015/16 Actual \$	2016/17 Budget \$	2015/16 Actual \$	2016/17 Budget \$	2015/16 Actual \$
Housing	283,421	0	68,247	66,579	215,174	283,421	6,805	5,902
<u>Self Supporting Loans</u>	283,421	0	68,247	66,579	215,174	283,421	6,805	5,902
	0	0	0	0	0	0	0	0
	283,421	0	68,247	66,579	215,174	283,421	6,805	5,902

All debenture repayments will be financed by general purpose revenue.

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

7. INFORMATION ON BORROWINGS (Continued)

- (b) New Debentures - 2016/17
Nil
- (c) Unspent Debentures
Nil
- (d) Overdraft
Council has an overdraft facility of \$200,000
- (e) Credit Card
Council has a credit card facility of \$20000

SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017

8. RATING INFORMATION - 2016/17 FINANCIAL YEAR

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2016/17 Budgeted Rate Revenue \$	2016/17 Budgeted Interim Rates \$	2016/17 Budgeted Back Rates \$	2016/17 Budgeted Total Revenue \$	2015/16 Actual \$
Differential general rate or general rate								
GRV Residential	0.08453	41	468,104	39,569			39,569	36,980
GRV Special Use	0.10186	3	157,820	16,076			16,076	15,024
UV Rural Residential	0.00916	54	6,507,000	59,604			59,604	53,869
UV Rural	0.00622	141	102,259,000	636,051			636,051	604,450
UV Mining	0.00622	0	0	0			0	
Sub-Totals		239	109,391,924	751,299	0	0	751,299	710,323
Minimum payment	Minimum \$							
GRV Residential	835	38	142,932	31,730			31,730	29,640
GRV Special Use	1019	2	6,705	2,038			2,038	1,904
UV Rural Residential	1019	49	4,866,000	49,931			49,931	47,600
UV Rural	1007	61	6,754,500	61,427			61,427	50,456
UV Mining	1007	5	170,186	5,035			5,035	4,758
Sub-Totals		155	11,940,323	150,161	0	0	150,161	134,358
Discounts (Note 13)							(38,311)	(66,751)
Total amount raised from general rates							863,148	777,930
Specified area rates (Note 10)							0	0
Ex Gratia Rates							2,493	
Total Rates							865,641	777,930

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

8(a). RATING INFORMATION - 2016/17 FINANCIAL YEAR (CONTINUED)

All land except exempt land in the Shire of Wandering is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire of Wandering.

The general rates detailed above for the 2016/17 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

OBJECTIVES AND REASONS FOR DIFFERENTIAL RATING

To provide equity in the rating of properties across the Shire the following rate categories have been determined for the implementation of differential rating.

GRV - Residential

Properties within the townsite boundaries with a predominant residential use. This is considered to be the base rate by which all other GRV rated properties are assessed.

GRV Special Use

Properties used for commercial and industrial purposes and non - residential land. The higher rate reflects the additional cost of servicing commercial activity including car parking, landscaping and other amenities.

UV Rural

Consists of properties exclusively for rural use. This is considered the base rate for which all other UV rated properties are assessed.

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

UV Residential Rural

Consists of properties outside the townsite having a commercial use. This category is rated higher to reflect the higher infrastructure maintenance to Council.

UV Mining

Consists of properties outside the townsite having a Mining use. This category is rated higher to reflect the higher infrastructure maintenance to Council.

Differential Minimum Payment

The setting of minimum rates within the categories is an important method of ensuring all properties contribute an equitable rate amount.

SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017

9. CASH BACKED RESERVES

	2016/17 Budget			2015/16 Actual			2015/16 Budget					
	Opening Balance \$	Transfer to \$	Transfer (from) \$	Closing Balance \$	Opening Balance \$	Transfer to \$	Transfer (from) \$	Closing Balance \$	Opening Balance \$	Transfer to \$	Transfer (from) \$	Closing Balance \$
Office Equipment Reserve	34,298	400	0	34,698	33,854	444	0	34,298	33,854	800	0	34,654
Leave Reserve	38,479	500	0	38,979	57,773	706	(20,000)	38,479	57,773	1,200	(20,000)	38,973
Land & Building Reserve	5,386	50	0	5,436	5,316	70	0	5,386	5,316	150	0	5,466
Plant Replacement Reserve	268,302	1,366	(200,000)	69,668	264,827	3,475	0	268,302	264,828	6,000		270,828
	346,465	2,316	(200,000)	148,781	361,770	4,695	(20,000)	346,465	361,771	8,150	(20,000)	349,921

9. CASH BACKED RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

- Purpose of the reserve**
- Office Equipment Reserve For the replacement of Office Equipment
 - Leave Reserve For the payment of long service leave and termination leave
 - Land & Building Reserve For the purchase of land and building and major repairs/upgrading of existing buildings
 - Plant Replacement Reserve For the purchase and replacement of plant and vehicles

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

10. SPECIFIED AREA RATE - 2016/17 FINANCIAL YEAR

There were no specified rates levied during 2016/17

11. SERVICE CHARGES - 2016/17 FINANCIAL YEAR

There were no service charges levied during 2016/17

12. INTEREST CHARGES AND INSTALMENTS - RATES AND SERVICE CHARGES - 2016/17 FINANCIAL YEAR

Simple interest of 11% (accruing on a daily basis) will be levied on all rates & rubbish collection charges outstanding after the due date shown on the rate notice. This charge does not apply to pensioners referred to in Note (12) above. The penalty will also apply to the late payment of any payments when the instalment plan is selected as the method of payment.

Rates paid by instalments are offered for the 2016/17 financial year. A charge of \$30.00 will apply to this option and this amount along with any other charges must be paid in full with the first instalment by the due date 31 August 2016. Three other equal instalments will be payable at (2) monthly intervals as shown on the rate notice and as follows - Second instalment 31 October 2016; Third instalment 31 December 2016; Final instalment 1 March 2017. The penalty as above will apply to any instalments not paid by the due date.

**13. PAYMENT DISCOUNTS, WAIVERS AND CONCESSIONS
- 2016/17 FINANCIAL YEAR**

Rates Discounts

Rate or Fee and Charge to which Discount is Granted	Type	Disc % or Amount (\$)	2016/17 Budget \$	2015/16 Actual \$	Circumstances in which Discount is Granted
Rates	Discount	5%	38,311	66,751	5% discount on current rates is allowed for the 2016/17 financial year if all rates and charges
			38,311	66,751	(including any arrears) are paid in full by the due date shown on the rate notice.

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

14. FEES & CHARGES REVENUE	2016/17 Budget \$	2015/16 Actual \$
Governance	0	
General purpose funding	2,400	900
Law, order, public safety	6,920	6,069
Health	1,000	239
Education and welfare	0	0
Housing	39,864	33,045
Community amenities	50,450	41,921
Recreation and culture	2,200	2,237
Transport	2,500	2,867
Economic services	548,161	481,481
Other property and services	13,450	5,240
	<u>666,945</u>	<u>573,999</u>

15. ELECTED MEMBERS REMUNERATION	2016/17 Budget \$	2015/16 Actual \$
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The following fees, expenses and allowances were paid to council members and/or the Mayor/President.

Meeting fees	2,000	0
Mayor/President's allowance	4,000	4,000
Deputy Mayor/President's allowance	0	0
Travelling expenses	0	0
Telecommunications allowance	0	0
	<u>6,000</u>	<u>4,000</u>

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

16. TRUST FUNDS

Funds held at balance date over which the local government has no control and which are not included in the financial statements are as follows:

Detail	Balance 1-Jul-16 \$	Estimated Amounts Received \$	Estimated Amounts Paid (\$)	Estimated Balance 30-Jun-17 \$
Cleaning Bond	1,800	2,000	(3,800)	0
Town Planning Bond	6,000	2,000	(8,000)	0
Fire Brigade Donation	3,340	0	(3,340)	0
Declared Species Group	30,000	15,000	(15,000)	30,000
	<u>41,140</u>	<u>19,000</u>	<u>(30,140)</u>	<u>30,000</u>

**SHIRE OF WANDERING
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2017**

17. MAJOR LAND TRANSACTIONS

Dunmall Drive Residential Subdivision

(a) Details

This project commenced in 2001/2002 with the release of (7) lots and a further release of 22 lots in 2007/2008. One (1) lot remains unsold at the completion of the 2015/16 financial year.

(b) Current year transactions	2016/17 Budget \$	2015/16 Actual \$
Operating Revenue		
- Profit on sale	0	0
Capital Revenue		
- Sale proceeds	0	0
Capital Expenditure		
- Purchase of land	0	0
- Development costs	0	0
	0	0

(c) Expected Future Cash Flows

	2016/17 \$	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	Total \$
Cash Outflows						
- Development Costs	0	0	0	0	0	0
- Loan Repayments	0	0	0	0	0	0
	0	0	0	0	0	0
Cash Inflows						
- Loan Proceeds	0	0	0	0	0	0
- Sale Proceeds	0	0	0	0	0	0
	0	0	0	0	0	0
Net Cash Flows	0	0	0	0	0	0

18. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

It is not anticipated any trading undertakings or major trading undertakings will occur in 2016/17


19. INTERESTS IN JOINT ARRANGEMENTS

Nil

ATTACHMENT 10.4.2.1

		SHIRE OF WANDERING						
							Updated 13 July 2016	
SCHEDULE OF FEES AND CHARGES								
2016/17								
SERVICE	DESCRIPTION	Charge Type	2014/15	2015/16	Final 2016/17 GST Incl	GST	ACC	
ADMINISTRATION								
Photocopying	A4 - per copy	Council	\$0.27	\$0.27	\$0.35	yes	R14500	
	A4 double sided - per copy	Council	\$0.55	\$0.55	\$0.65	yes	R14500	
	A3 - per copy	Council	\$0.55	\$0.55	\$0.65	yes	R14500	
Photocopying - Colour	1/2 page colour - per copy	Council	\$2.00	\$2.00	\$2.30	yes	R14500	
	1/2 to full page colour - per copy	Council	\$3.00	\$3.00	\$3.45	yes	R14500	
Facsimile	Outgoing within W.A. - first page	Council	\$1.18	\$1.18	\$1.40	yes	R14500	
	Outgoing within W.A. - thereafter	Council	\$0.55	\$0.55	\$0.65	yes	R14500	
	Incoming - per page	Council	\$0.55	\$0.55	\$0.65	yes	R14500	
Electoral Roll	Complete Roll	Council	\$30.00	\$45.00	\$47.25	no	R14500	
Property Register	Complete Register	Council	\$90.91	\$90.91	\$105.00	yes	R14500	
Council Minutes & Agenda	Per page	Council	\$0.30	\$0.30	\$0.35	yes	R14500	
	Complete copy	Council	\$6.00	\$10.00	\$10.50	no	R14500	
	Annual Subscription	Council	\$65.00	\$85.00	\$90.00	no	R14500	
	Disc Copy Monthly	Council	\$6.00	\$6.00	\$6.30	no	R14500	
	Disc Copy Annual	Council	\$60.00	\$80.00	\$84.00	no	R14500	
District Maps	Photocopy only - per page	Council	\$0.91	\$0.91	\$1.05	yes	R14500	
Rates Account Enquiry	Charges per enquiry, per assessment.	Council	\$45.45	\$45.45	\$52.50	yes	R03109	
Property Orders and Requisitions	Issued upon request from Settlement Agent	Council	\$72.73	\$72.73	\$85.00	yes	R03109	
District Number Plates	Purchase \$200, Shire Fee \$52		\$230.00	\$230.00	\$240.00	no	R13414	
Freedom Of Information	Application fee - per enquiry	Statutory		\$30.00	\$30.00	no	R14590	
	Charge for time dealing with application	Council		\$33.00	\$34.65	yes	R14590	
	Photocopying Charges - as per photocopying charges above	Council		actual cost	actual cost	yes	R14590	
	Delivery, packing and postage -	Council		actual cost	actual cost	yes	R14590	
COMMUNITY RESOURCE CENTRE								
Photocopying	A4 - per copy	Council	\$0.27	\$0.27	\$0.35	yes	R13402	
	A4 double sided - per copy	Council	\$0.45	\$0.45	\$0.55	yes	R13402	
	A3 - per copy	Council	\$0.45	\$0.45	\$0.55	yes	R13402	
	A3 double sided - per copy	Council	\$0.73	\$0.73	\$0.85	yes	R13402	
Photocopying - Colour	A4 - per copy	Council	\$0.73	\$0.73	\$0.85	yes	R13402	
	A4 double sided - per copy	Council	\$1.18	\$1.18	\$1.40	yes	R13402	
	A3 - per copy	Council	\$1.09	\$1.09	\$1.30	yes	R13402	
	A3 double sided - per copy	Council	\$1.45	\$1.45	\$1.70	yes	R13402	
Snap Lab	Per copy	Council	\$0.27	\$0.27	\$0.35	yes	R13409	
Facsimile	Outgoing within W.A. - first page	Council	\$1.18	\$1.18	\$1.40	yes	R13402	
	Outgoing within W.A. - thereafter	Council	\$0.45	\$0.45	\$0.55	yes	R13402	
	Incoming - per page	Council	\$0.27	\$0.27	\$0.35	yes	R13402	
Laminating	A4 - per copy	Council	\$1.36	\$1.91	\$2.10	yes	R13402	
	A3 - per copy	Council	\$2.73	\$3.18	\$3.70	yes	R13402	
Computer Use	Per hour or part there of	Council	\$4.55	\$2.91	\$3.20	yes	R13402	
Internet Use	Per hour or part there of	Council	\$4.55	\$2.91	\$3.20	yes	R13402	
Document Scanning	A3 - per copy	Council		\$0.27	\$0.35	yes	R13402	
	A4 - per copy	Council		\$0.27	\$0.35	yes	R13402	
Binding	Each	Council	\$1.82	\$1.82	\$2.10	yes	R13402	
Advertising (Echo)	Business Card - Black & White Monthly Subscription	Council	\$9.09	\$9.09	\$10.50	yes	R13412	
	Quarter Page - Black & White Monthly Subscription	Council	\$13.64	\$13.64	\$15.75	yes	R13412	
	Half Page - Black & White Monthly Subscription	Council	\$27.27	\$27.27	\$31.50	yes	R13412	
	Full Page - Black & White Monthly Subscription	Council	\$31.82	\$31.82	\$36.75	yes	R13412	
	Business Card - Colour Monthly Subscription	Council	\$27.27	\$27.27	\$31.50	yes	R13412	
	Quarter Page - Colour Monthly Subscription	Council	\$45.45	\$45.45	\$52.50	yes	R13412	
	Half Page - Colour Monthly Subscription	Council	\$54.55	\$54.55	\$63.00	yes	R13412	
	Full Page - Colour Monthly Subscription	Council	\$72.73	\$72.73	\$84.00	yes	R13412	
	Business Card - Black & White Annual Subscription	Council	\$63.64	\$63.64	\$73.50	yes	R13412	
	Quarter Page - Black & White Annual Subscription	Council	\$81.82	\$81.82	\$94.50	yes	R13412	
	Half Page - Black & White Annual Subscription	Council	\$181.82	\$181.82	\$210.00	yes	R13412	
	Full Page - Black & White Annual Subscription	Council	\$227.27	\$227.27	\$262.00	yes	R13412	
	Business Card - Colour Annual Subscription	Council	\$290.91	\$290.91	\$336.00	yes	R13412	
	Quarter Page - Colour Annual Subscription	Council	\$363.64	\$363.64	\$420.00	yes	R13412	
	Half Page - Colour Annual Subscription	Council	\$500.00	\$500.00	\$577.50	yes	R13412	
	Full Page - Colour Annual Subscription	Council	\$527.27	\$527.27	\$610.00	yes	R13412	
	Echo Postage Fees for year		Council		New Charge	\$55.00	yes	R13412

SHIRE OF WANDERING								
Updated 13 July 2016								
SCHEDULE OF FEES AND CHARGES								
2016/17								
SERVICE	DESCRIPTION	Charge Type	2014/15	2015/16	Final 2016/17 GST Incl	GST	ACC	
Equipment Hire	Projector - per hour	Council		\$9.55	\$10.50	yes	R13590	
	Projector screen - per hour	Council		\$4.54	\$5.25	yes	R13590	
	Projector - per day	Council		\$27.27	\$31.50	yes	R13590	
	Projector screen - per day	Council		\$18.18	\$21.00	yes	R13590	
Discounts	Community Groups receive 40% discount on all photocopying services							
SALE OF STOCK								
Caps, Stubby Holders	Sale of stock items	Council	\$5.45	\$5.45	\$6.30	yes	R14500	
Book - The Horses Came First	Softcover	Council	\$22.73	\$22.73	\$26.25	yes	R11690	
Book - History of the Pioneer School	Softcover	Council		\$9.09	\$10.50	yes	R11690	
Bags	Green Welcome Bags	Council	\$2.73	\$2.73	\$3.15	yes	R14500	
DOGS								
<i>Fees set by Other Agency</i>								
Working dog	Sterilised - 1 year	Statutory	\$5.00	\$5.00	\$5.00	no	R05202	
	Unsterilised - 1 year	Statutory	\$12.50	\$12.50	\$12.50	no	R05202	
	Sterilised - 3 years	Statutory	\$10.62	\$10.62	\$10.62	no	R05202	
	Unsterilised - 3 years	Statutory	\$30.00	\$30.00	\$30.00	no	R05202	
Non Working dog	Sterilised - 1 year	Statutory	\$20.00	\$20.00	\$20.00	no	R05202	
	Sterilised - 1 year (after 31 May)	Statutory		\$10.00	\$10.00	no	R05202	
	Unsterilised - 1 year	Statutory	\$50.00	\$50.00	\$50.00	no	R05202	
	Unsterilised - 1 year (after 31 May)	Statutory		\$25.00	\$25.00	no	R05202	
	Sterilised - 3 years	Statutory	\$42.50	\$42.50	\$42.50	no	R05202	
	Unsterilised - 3 years	Statutory	\$120.00	\$120.00	\$120.00	no	R05202	
	Replacement of tag - per tag	Council		\$4.55	\$5.00	yes	R05201	
Lifetime Registrations	Sterilised dog or bitch	Statutory	\$100.00	\$100.00	\$100.00	no	R05202	
	Unsterilised dog or bitch	Statutory	\$250.00	\$250.00	\$250.00	no	R05202	
NB- Pensioners entitled to discount of 50% of above charges.								
NB- Fees and Charges set as per Dog Act 1976 Regulations, review Act annually for changes.								
Dog/Animal Control	Seizure and impounding of a dog/cat	Council	\$36.36	\$45.45	\$100.00	no	R05202	
	Cat Trap Hire Bond	Council			\$150.00	yes	R05201	
	Surrender fee	Council			\$50.00	yes	R05201	
	Application to keep more than 2 dogs on a property (per application)	Council			\$50.00	yes	R05201	
	Daily sustenance (per day)	Council	\$13.64	\$27.27	\$25.00	yes	R05201	
CATS								
<i>Fees set by Other Agency</i>								
Annual Registration fee	1 year - No concession for Sterilisation	Statutory	\$20.00	\$20.00	\$20.00	no	R05203	
	1 year (after 31 May)	Statutory		\$10.00	\$10.00	no	R05204	
Concessional Registration Fees	Three-Year registrations	Statutory	\$42.50	\$42.50	\$42.50	no	R05203	
	Pensioners (Three-year registrations)	Statutory	\$21.25	\$21.25	\$21.25	no	R05203	
	Lifetime Registrations	Statutory	\$100.00	\$100.00	\$100.00	no	R05203	
	Pensioners (Lifetime registrations)	Statutory	\$50.00	\$50.00	\$50.00	no	R05203	
NB- Pensioners entitled to discount of 50% of above charges.								
	Replacement Pet Tag	Council			\$5.00	yes	R05201	
HOUSING - STAFF								
Works Staff - All others	Per week rent, deducted from payroll	Council	\$35.00	\$35.00	\$35.00	no	R09125	
Council.								
RUBBISH CHARGES								
Domestic Bin Removal	240 litre bin service - per annum - weekly removal of one 240 litre mobile garbage bin and fortnightly removal of one 240 litre mobile recycling bin + 1 tip pass pa (disposal of one trailer 6x4)	Council	\$240.00	\$380.00	\$385.00	no	R10101	

		SHIRE OF WANDERING					Updated 13 July 2016	
SCHEDULE OF FEES AND CHARGES								
2016/17								
SERVICE	DESCRIPTION	Charge Type	2014/15	2015/16	Final 2016/17 GST Incl	GST	ACC	
Additional Bin Removal	240 litre bin service - per annum - weekly removal of one 240 litre mobile garbage bin and fortnightly removal of one 240 litre mobile recycling bin + 1 tip pass pa (disposal of one trailer 6x4)	Council	\$240.00	\$380.00	\$385.00	yes	R10101	
Commercial Bin Removal	240 litre bin service - per annum - weekly removal of one 240 litre mobile garbage bin and fortnightly removal of one 240 litre mobile recycling bin + 1 tip pass pa (disposal of one trailer 6x4)	Council	\$240.00	\$380.00	\$385.00	no	R10201	
Commercial Bin Removal	Large Bins - Price on Application				POA	no	R10201	
TRANSFER STATION CHARGES								
Call out Fee	Opening of Transfer Station out of Hours			\$100.00	\$110.00	yes		
Seasons Pass	Rural rubbish pass - for those properties that do not have a weekly 240 litre mobile bin service - includes 52 standard 240 Litre bin drop offs per year of either Household Waste or Recycling ** Does not have to be weekly**			\$227.27	\$130.00	yes		
Household Waste	per 240 litre bin	Council		\$13.64	\$15.00	yes		
Household Waste	per cubic metre	Council		\$36.36	\$40.00	yes		
Household Waste	per trailer 6x4	Council		\$36.36	\$40.00	yes		
Household Waste	per tonne	Council		\$109.09	\$120.00	yes		
Building Site Refuse Disposal	per building licence issued - for dwellings only	Council	\$272.73	\$454.55	\$500.00	yes	R10290	
Commercial Refuse Disposal	disposal of commercial waste	Council	\$272.73	\$300.00	\$330.00	yes	R10290	
Vehicle Body Dumping	disposal of car bodies at tip - per car	Council	\$90.91	\$150.00	\$165.00	yes	R10294	
Recycling	per 240 litre bin	Council		\$13.64	\$15.00	yes		
Recycling	per cubic metre	Council		\$36.36	\$40.00	yes		
Recycling	per trailer 6x4	Council		\$36.36	\$40.00	yes		
Animal Carcasses	small domestic - per carcase	Council		\$6.82	\$20.00	yes		
Animal Carcasses	large - cattle, sheep, horse - per carcase	Council		\$9.09	\$40.00	yes		
White goods - fridge, freezer, stoves, mashing machine etc...	per item	Council		\$20.00	\$22.00	yes		
Mattresses	per item	Council		\$35.00	\$38.50	yes		
Car Tyre	per tyre	Council		\$9.09	\$10.00	yes		
4WD Tyre	per tyre	Council		\$13.64	\$15.00	yes		
Car / 4WD tyre on rim	per tyre	Council		\$20.91	\$23.00	yes		
10 Litre waste oil and units thereafter	3.30 per 10 litres			\$3.00	\$3.30	yes		
Green Waste	<i>Must be separated from other waste or household waste charges apply</i>	Council		No Charge	No Charge			
Clean fill	clean sand etc, where it can be used on site	Council		No Charge	No Charge			
CEMETERY								
Burial Sinking Fees	Interment - Adult	Council	\$772.73	\$863.64	\$1,250.00	yes	R10705	
	Interment - Child (under 7)	Council	\$290.91	\$372.73	\$600.00	yes	R10705	
Plot (Right of Burial)	Land for grave site - Single	Council	\$75.00	\$100.00	\$120.00	no	R10705	
	Land for grave site - Double	Council	\$100.00	\$150.00	\$175.00	no	R10705	
Plot Reservation	Reservation of grave site for future use	Council	\$25.00	\$50.00	\$50.00	no	R10705	
Re-opening	Re-opening of an ordinary grave	Council			\$1,250.00	yes	R10705	
	Re-opening of grave interment of ashes	Council			\$250.00	yes	R10705	
Permission to Erect Headstone		Council	\$30.00	\$35.00	\$50.00	no	R10705	
Niche Wall	Single	Council	\$75.00	\$75.00	\$75.00	no	R10705	
	Double	Council	\$100.00	\$100.00	\$100.00	no	R10705	
Niche Wall Reservation	Reservation of niche wall site for future use.	Council	\$25.00	\$25.00	\$25.00	no	R10705	


SHIRE OF WANDERING							
							Updated 13 July 2016
SCHEDULE OF FEES AND CHARGES							
2016/17							
SERVICE	DESCRIPTION	Charge Type	2014/15	2015/16	Final 2016/17 GST Incl	GST	ACC
Single Funeral Permit (Funeral Directors Only)		Council			\$77.00	no	
COMMUNITY FACILITIES							
Chair Hire	per chair	Council	\$1.09	\$1.09	\$1.20	yes	R11101
Table Hire	per table	Council	\$9.09	\$9.09	\$10.00	yes	R11101
Marquee Hire - CORPORATE HIRE ONLY	All marquees			\$1,000.00	\$1,100.00	yes	R11102
	Bond - all marquees			\$250.00	\$250.00	no	TRUST
Movie Screen & Equipment Hire - CORPORATE HIRE ONLY	Movie Screen and Equipment (Corporate)			\$500.00	\$550.00	yes	R11102
	Bond (Corporate)			\$500.00		no	TRUST
	Shire of Wandering Community Clubs	Council			\$0.00	no	R11102
	Neighbouring Not For Profit Community Clubs	Council			\$50.00	yes	R11102
	Bond			\$250.00	\$250.00	no	TRUST
Standpipe Water	per 1,000 litres	Council	\$3.10	\$3.10	\$3.10	no	R12290
	Key Deposit	Council			\$50.00	no	TRUST
Abandoned Vehicles	per vehicle	Council	\$281.82	AT cost + \$50.00 admin fee	AT cost + \$50.00 admin fee	no	R10501
Vehicle Impound Fee	per vehicle/ day	Council	\$281.82	\$10.00	\$10.00	no	R10501
AGRICULTURAL HALL							
Wandering Telecentre	Annual Hire arrangement					no	
Casual Hire	Not applicable					n/a	
Cleaning Deposit	Not applicable					no	
TREATMENT ROOM							
Room Hire	Morning/Afternoon Session	Council			\$30.00	yes	
	Full Day	Council			\$60.00	yes	
	Per Hour	Council			\$7.50	yes	
	Hicaps Terminal Fees	Council			at cost	yes	
	Bond	Council			\$100.00	no	TRUST
	Key Deposit	Council			\$50.00	no	TRUST
COMMUNITY CENTRE							
Day Hire - Foyer Only	Meetings, classes etc - per day	Council	\$27.27	\$27.27	\$30.00	yes	R11101
Day Hire - Foyer & Kitchen	Meetings, classes etc - per day	Council	\$40.91	\$40.91	\$45.00	yes	R11101
Day Hire - All	Meetings, classes etc - per day	Council	\$59.09	\$59.09	\$65.00	yes	R11101
Night Hire - Foyer Only	Meetings, classes etc - per night	Council	\$31.82	\$31.82	\$35.00	yes	R11101
Night Hire - Foyer & Kitchen	Meetings, classes etc - per night	Council	\$50.00	\$50.00	\$55.00	yes	R11101
Night Hire - All	Meetings, classes etc - per night	Council	\$100.00	\$100.00	\$110.00	yes	R11101
Education purposes	Use of Centre for children's education purposes	Council	\$0.00	\$0.00	\$0.00	no	R11101
Private Parties	Includes dances and social events.	Council	\$190.91	\$190.91	\$210.00	yes	R11101
Other Functions - No alcohol	Quiz nights, pensioner functions	Council	\$72.73	\$72.73	\$80.00	yes	R11101
Other Functions - Alcohol	Quiz nights, pensioner functions	Council	\$100.00	\$100.00	\$110.00	yes	R11101
Cleaning Deposit	Applicable to all hire of the Community Centre and Agricultural Hall, unless otherwise negotiated with the Chief Executive Officer.	Council	\$200.00	\$200.00	\$200.00	no	TRUST
Cricket, Bowls, Tennis & Netball Clubs	Annual hire arrangement (all facilities) based on usage of 2 day or night per week	Council	\$190.91	\$190.91	\$210.00	yes	R11390
	Additional day/night usage to annual hire arrangement	Council			\$0.00	yes	R11390
	Key Bond for season	Council			\$50.00	no	TRUST
Tennis Courts Casual Hire	Day Hire - per hour - per court	Council	\$9.09	\$9.09	\$10.00	yes	R11390
	Night Hire - all courts	Council	\$27.27	\$27.27	\$30.00	yes	R11390

SHIRE OF WANDERING								
Updated 13 July 2016								
SCHEDULE OF FEES AND CHARGES								
2016/17								
SERVICE	DESCRIPTION	Charge Type	2014/15	2015/16	Final 2016/17 GST Incl	GST	ACC	
Bowling Green Casual Hire	Day Hire - per hour - per court	Council	\$9.09	\$9.09	\$10.00	yes	R11390	
	Night Hire - all courts	Council	\$27.27	\$27.27	\$30.00	yes	R11390	
Golf Club	Annual lease fee (Peppercom)	Council	\$1.00	\$1.00	\$1.00	no	R11390	
CASUAL COMMERCIAL BUSINESS								
	Site - Full Day	Council			\$60.00	yes		
	Site - Morning/Afternoon	Council			\$30.00	yes		
CARAVAN PARK								
Overnight Stay	2 Adults & 2 Children	Council	\$20.00	\$20.00	\$25.00	yes	R13200	
	Each additional persons	Council	\$10.00	\$10.00	\$11.00	yes	R13200	
Weekly Stay	2 Adults & 2 Children - per week	Council	\$109.09	\$109.09	\$120.00	yes	R13200	
	Each additional persons - per week	Council	\$36.36	\$36.36	\$40.00	yes	R13200	
	Key Bond - Toilets & Campers Kitchen	Council			\$50.00	no	TRUST	
Group Bookings	Large Group Bookings - per day/overnight (for up to 100 people)	Council			\$210.00	yes	R13200	
	** note groups larger than 100 persons will be negotiated	Council				yes	R13200	
Hire of Geoff Marsh Pavillion	Day and or night hire			\$40.91	\$46.00	yes	R13200	
PRIVATE WORKS								
Private works for ratepayers are charged as per the following schedule for small jobs, larger jobs will generally be undertaken on a quotation basis, with the CEO or Leading Hand responsible for the preparation of such quotes.								
PLANT HIRE RATES								
Grader Hire	Normal hours inclusive of labour	Council	\$136.36	\$136.36	\$157.00	yes	R14100	
	Time 1.5 hours inclusive of labour	Council	\$150.00	\$150.00	\$173.00	yes	R14100	
	Double Time hours inclusive of labour	Council	\$203.50	\$203.50	\$235.00	yes	R14100	
Loader Hire	Normal Hours inclusive of labour	Council	\$131.82	\$131.82	\$152.00	yes	R14100	
	Time 1.5 Hours inclusive of labour	Council	\$145.45	\$145.45	\$168.00	yes	R14100	
Truck - Semi	Normal hours inclusive of labour	Council	\$150.00	\$150.00	\$173.00	yes	R14100	
	Time 1.5 hours inclusive of labour	Council	\$163.64	\$163.64	\$189.00	yes	R14100	
Truck Tandem Axle Hire	Normal hours inclusive of labour	Council	\$122.73	\$122.73	\$142.00	yes	R14100	
	Time 1.5 hours inclusive of labour	Council	\$136.36	\$136.36	\$157.00	yes	R14100	
Low Loader Hire	Normal hours inclusive of labour	Council			\$173.00	Yes	R14100	
	Time 1.5 hours inclusive of labour	Council			\$189.00	Yes	R14100	
Tractor Hire	Normal Hours inclusive of labour	Council	\$104.55	\$104.55	\$120.00	yes	R14100	
Bobcat Hire	Normal Hours inclusive of labour	Council	\$104.55	\$104.55	\$120.00	yes	R14100	
Excavator Hire	Normal hours inclusive of labour	Council			\$170.00	yes	R14100	
	Time 1.5 hours inclusive of labour	Council			\$185.00	yes	R14100	
	Double Time hours inclusive of labour	Council			\$200.00	yes	R14100	
Labour Hire	Normal Hours	Council	\$45.45	\$45.45	\$52.00	yes	R14100	
	Time 1.5 hours	Council	\$59.09	\$59.09	\$68.00	yes	R14100	
	Double Time	Council	\$72.73	\$72.73	\$84.00	yes	R14100	
Gravel Delivered	Normal hours inclusive of labour (12 tonne)	Council		\$145.45	\$168.00	yes	R14100	
	Time 1.5 hours inclusive of labour	Council		\$190.90	\$220.00	yes	R14100	
	Normal hours inclusive of labour (18 tonne side tipper)	Council	\$200.00	\$200.00	\$231.00	yes	R14100	
	Time 1.5 hours inclusive of labour	Council	\$245.45	\$245.45	\$283.00	yes	R14100	
Blue Metal Delivered	Normal hours inclusive of labour	Council	\$454.55	\$454.55	\$525.00	yes	R14100	
Self propelled multi tyred roller	Normal hours inclusive of labour	Council	\$136.36	\$136.36	\$157.00	yes	R14100	
	Time 1.5 hours inclusive of labour	Council	\$159.09	\$159.09	\$183.00	yes	R14100	
	Double Time hours inclusive of labour	Council	\$181.82	\$181.82	\$210.00	yes	R14100	
Self propelled steel roller	Normal hours inclusive of labour	Council	\$136.36	\$136.36	\$157.00	yes	R14100	
	Time 1.5 hours inclusive of labour	Council	\$159.09	\$159.09	\$183.00	yes	R14100	
	Double Time hours inclusive of labour	Council	\$181.82	\$181.82	\$210.00	yes	R14100	
72" drawn steel vibrator roller	Normal hours inclusive of labour	Council	\$136.36	\$136.36	\$157.00	yes	R14100	
	Time 1.5 hours inclusive of labour	Council	\$159.09	\$159.09	\$183.00	yes	R14100	
	Double Time hours inclusive of labour	Council	\$181.82	\$181.82	\$210.00	yes	R14100	
Multi tyred drawn roller	Per hours plus Tractor hire above if required	Council	\$27.27	\$27.27	\$31.00	yes	R14100	
Plate Compactor	Per day	Council	\$100.00	\$100.00	\$115.00	yes	R14100	
Small miscellaneous plant	Normal hours inclusive of labour	Council	\$77.27	\$77.27	\$89.00	yes	R14100	

SHIRE OF WANDERING									
						Updated 13 July 2016			
SCHEDULE OF FEES AND CHARGES									
2016/17									
SERVICE	DESCRIPTION	Charge Type	2014/15	2015/16	Final 2016/17 GST Incl	GST	ACC		
(eg Ride-on mower, whippersnipper)	Time 1.5 hours inclusive of labour	Council	\$90.91	\$90.91	\$105.00	yes	R14100		
	Double Time hours inclusive of labour	Council	\$109.09	\$109.09	\$126.00	yes	R14100		
BUILDING & HEALTH									
BUILDING									
<i>Fees set by Other Agency</i>									
Building License Application Fee - Certified applications	Class 1 & 10 buildings or incidental structure	Statutory	0.19% construction value	0.19% construction value	0.19% construction value	no	R13301		
	Class 2 - 9 buildings or incidental structure	Statutory	0.09% construction value	0.09% construction value	0.09% construction value	no	R13301		
	Minimum fee all classes	Statutory	\$90.00	\$95.00	\$96.00	no	R13301		
Building License Application Fee - Uncertified applications	Class 1 to 10 buildings or incidental structure	Statutory	0.32% construction value	0.32% construction value	0.32% construction value	no	R13301		
	Minimum fee all classes	Statutory	\$90.00	\$95.00	\$96.00	no	R13301		
Building Permit Extension	Application to extend the time during which a building or demolition permit has effect	Statutory			\$96.00	no	R13301		
Demolition	Application for Demolition Permit - All classes	Statutory			\$96.00	no	R13301		
Occupancy Permits	Application for an occupancy permit for a completed building	Statutory			\$96.00	no	R13301		
	Application for an occupancy permit for an incomplete building	Statutory			\$96.00	no	R13301		
	Application for a replacement occupancy permit for permanent change of the building's use, classification	Statutory			\$96.00	no	R13301		
	Application for an occupancy permit for a building in respect of which unauthorised work has been done	Statutory			0.18% of the estimated value of the building work but not less than \$96.00	no	R13301		
	Application for a building approval certificate for a building in respect of which unauthorised work has been done	Statutory			0.38% of the estimated value of the building but not less than \$96.00	no	R13301		
	Application for building approval certificate for an existing building where unauthorised work has not been done	Statutory			\$95.00	no	R13301		
	Application to extend the time during which an occupancy permit or building approval certificate has affect	Statutory			\$96.00	no	R13301		
NB - In regards to construction value, the Building Surveyor is to estimate the value, if acceptable evidence is not provided by applicant.									
Construction Training Fund Levy	Minimum building cost \$20,000	Statutory	0.20% construction value	0.20% construction value	0.20% construction value	no	R13303		
Building Services Levy	Building permit - per application	Statutory		0.137% of the estimated value of the building work but not less than \$61.65	0.137% of the estimated value of the building work but not less than \$61.65	no	R13302		

		SHIRE OF WANDERING				Updated 13 July 2016	
SCHEDULE OF FEES AND CHARGES							
2016/17							
SERVICE	DESCRIPTION	Charge Type	2014/15	2015/16	Final 2016/17 GST Incl	GST	ACC
	Demolition Permit - per application	Statutory		0.137% of the estimated value of the building work but not less than \$61.65	0.137% of the estimated value of the building work but not less than \$61.65	no	R13302
	Occupancy permit for approved building work - per application	Statutory		61.65	\$61.65	no	R13302
	Occupancy permit for unauthorised building work	Statutory		0.18% of the estimated value of the building work, but not less than \$123.30	0.274% of the estimated value of the building work, but not less than \$123.30		
Rural Road Number	Green Street sign displaying RRN (inc installation)	Council	\$100.00	\$100.00	\$110.00	yes	R13301
HEALTH							
Food Proprietor Notification Fee	Annual Charge - Food Proprietor Notification to conduct a food business under Section 107 (3) and notification for certain changes to a food business under Section 113	Statutory		\$45.45	\$65.00	no	R07701
Food Business Registration - Application Fee	Registration requirements as per section 110	Statutory			\$180.00	no	R07701
Food Premises Annual Food Safety audit Charge	Low risk business (1 audit per annum)	Council		\$112.50	\$112.50	no	R07701
Food Premises Annual Food Safety audit Charge	Medium risk business (2/3 audits per annum)	Council		\$250.00	\$250.00	no	R07701
Food Premises Annual Food Safety audit Charge	High risk business (4 audits per annum)	Council		\$450.00	\$450.00	no	R07701
Food Premises Annual Food Safety audit Charge	Community Groups / Clubs/ Not for Profit Organisations (per annum)	Council		\$100.00	\$100.00	no	R07701
Inspection on request	per hour	Council		\$155.00	\$155.00	no	R07701
Temporary Food Stall (Commercial)	Application Fee (Temporary Event)	Council			\$50.00	no	R07701
	Application Fee - Not For Profit & Community Groups	Council			\$0.00	no	R07701
	Application Fee - Seasonal Stall	Council			\$150.00		
Swimming Pool Inspection Fee	Mandatory Inspection - (max \$57.45 in total over 4 years)	Statutory	\$56.00	\$57.45	\$57.45	no	R13301
Building Regulations 2012	Additional Pool Inspection up on request	Council		\$63.00	\$63.00	no	R13301
Septic Tank Application Fee	Application Fee	Statutory	\$113.00	\$118.00	\$118.00	no	R10390
	Inspection Fee	Statutory	\$113.00	\$118.00	\$118.00	no	R10390
Local Government Report Fee			\$113.00	\$118.00	\$118.00	no	R10390
Water Sampling	Non Statutory water Sampling fees (Per Water Sampling)			\$70.91	\$78.00	yes	R07701
	Freight cost per sample			\$34.55	\$38.00	yes	R07701
	milage 0.95 per km			at cost	at cost		R07701
Stautory Water Sampling Fee	Cost to apply if Food Business Inspector fees are applicable otherwise Non Statutory Water sampling fees are applicable - per water sampling			\$18.18	\$20.00	yes	R07701
	Freight cost per sample			\$30.91	\$34.00	yes	R07701
TOWN PLANNING							
Building Envelope Relocation Fee	Application for relocation of envelope	Statutory	\$150.00	\$150.00	\$150.00	no	R10601
Subdivision Clearance Fee	Fee charged for clearance of condition						
	per lot - up to five (each lot)	Statutory	\$73.00	\$73.00	\$73.00	no	R10601
	per lot - over five (each lot) \$365 plus \$35 per lot over five	Statutory	\$35.00	\$35.00	\$35.00	no	R10601

SHIRE OF WANDERING							
SCHEDULE OF FEES AND CHARGES							Updated 13 July 2016
2016/17							
SERVICE	DESCRIPTION	Charge Type	2014/15	2015/16	Final 2016/17 GST Incl	GST	ACC
Planning Development Fees	Determination of Development Applications (other than for an extractive industry) where the estimated cost of the development is:						
<i>(Refer to Planning Bulletin 84 - WAPC set by amendment to Planning and development (Local Government Planning Fees) Regulations 2006</i>	a - not more than \$50,000	Statutory	\$147.00	\$147.00	\$147.00	no	R10601
	b - more than \$50,000 but less than \$500,000	Statutory	0.32% of estimated development cost	0.32% of estimated development cost	0.32% of estimated development cost		R10601
	c - more than \$500,000 but less than \$2,500,000	Statutory	\$1,700 plus 0.257% for every \$1 in excess of \$500,000	\$1,700 plus 0.257% for every \$1 in excess of \$500,000	\$1,700 plus 0.257% for every \$1 in excess of \$500,000		R10601
	d - more than \$2,500,000 but less than \$5,000,000	Statutory	\$7,161 plus 0.206% for every \$1 in excess of \$2.5 million	\$7,161 plus 0.206% for every \$1 in excess of \$2.5 million	\$7,161 plus 0.206% for every \$1 in excess of \$2.5 million		R10601
	e - more than \$5,000,000 but less than \$21.5 million	Statutory	\$12,633 plus 0.123% for every \$1 in excess of \$5 million	\$12,633 plus 0.123% for every \$1 in excess of \$5 million	\$12,633 plus 0.123% for every \$1 in excess of \$5 million		R10601
	f - more than \$21.5 million	Statutory	\$34,196.00	\$34,196.00	\$34,196.00	no	R10601
Extractive Industry	Determination of a Development Application for an Extractive Industry						
	Fixed fee (*penalty of \$2,217.00 added if commenced*)	Statutory	\$739.00	\$739.00	\$739.00	no	R10601
Home Occupation License	Application for approval	Statutory	\$222.00	\$222.00	\$222.00	no	R10601
	Penalty if commenced prior to approval	Statutory	\$444.00	\$666.00	\$666.00	no	R10601
	Annual Renewal Fee - per application	Statutory	\$73.00	\$73.00	\$73.00	no	R10601
TOWN PLANNING CONT...							
Non Conforming Use Application	Application for change of use or change or continuation of a non conforming use where development is not occurring.						
	Fixed Fee - per application	Statutory	\$295.00	\$295.00	\$295.00	no	R10601
Issue of Zoning Certificate	Certificate issued upon request to property owner	Statutory	\$73.00	\$73.00	\$73.00	no	R10601
Issue of Written Planning Advice	Issued upon request to property owner - per query	Statutory	\$73.00	\$73.00	\$73.00	no	R10601
	Planning Infringement Notices	Council			\$500.00	no	R10601
Scheme Amendments	Upon lodgement of the Scheme Amendment request with the local government	Council	\$1,350.00	\$1,350.00	\$1,485.00	yes	R10601
	Following initiation of Scheme Amendment by the local government and prior to referral to the EPA for environmental clearance.	Council	\$1,350.00	\$1,350.00	\$1,485.00	yes	R10601
Structure Plans	Upon lodgement of the Structure Plan with the local government	Council	\$1,350.00	\$1,350.00	\$1,485.00	yes	R10601
	Following adoption of the Structure Plan by the local government and prior to public advertising.	Council	\$1,350.00	\$1,350.00	\$1,485.00	yes	R10601
Transportable Housing Deposit	Payable to guarantee compliance with Town Planning Approval conditions, ie painting fencing, etc.						

								
SHIRE OF WANDERING								
							Updated 13 July 2016	
SCHEDULE OF FEES AND CHARGES								
2016/17								
SERVICE	DESCRIPTION	Charge Type	2014/15	2015/16	Final 2016/17 GST Incl	GST	ACC	
	New transportable	Statutory	\$2,000.00	\$2,000.00	\$2,000.00	no	TRUST	
	Second-hand transportable	Statutory	\$5,000.00	\$5,000.00	\$5,000.00	no	TRUST	
Amanda O'Halloran CHIEF EXECUTIVE OFFICER 13 July 2016								
REVIEW DATES The Schedule of Fees and Charges is reviewed on an annual basis at the time of adopting the Municipal Budget for the forthcoming financial year.								



Shire of Wandering
DOGS LOCAL LAW

SHIRE OF WANDERING

DOGS LOCAL LAW

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SCHEDULE 1

SCHEDULE 2

SCHEDULE 3

DRAFT

SHIRE OF WANDERING

DOGS LOCAL LAW

Under the powers conferred by the Dog Act 1976 and under all other powers enabling it, the Council of the Shire of Wandering resolved on the Day Month 2016 to make the following local law.

PART 1 – PRELIMINARY

1.1 Citation

1.1 This local law may be cited as the Shire of Wandering Dogs Local Law.

1.2 Definitions

In this Local Law unless the context otherwise requires-

“Act” means the *Dog Act 1976*;

“authorised person” means a person authorised by the local government to perform all or any of the functions conferred on an authorised person under this local law;

“CEO” means the Chief Executive Officer of the local government;

“district” means an area of the State that has been declared to be a district under the Local Government Act 1960, and includes for certain purposes provided for in this Act other areas which although not being within the boundaries of a district are regarded for those purposes as being part of the district:

“local government” means the Shire of Wandering;

“owner” in relation to a dog means –

- (a) the person by whom the dog is ordinarily kept; or
- (b) a person who is deemed by subsection (2) to be the owner of the dog;

“person liable for the control of the dog” means each of the following –

- (a) the registered owner of the dog;
- (b) the owner of the dog;
- (c) the occupier of any premises where the dog is ordinarily kept or ordinarily permitted to live; or
- (d) a person who has the dog in his possession or under his control, but does not include –
- (e) a registered veterinary surgeon, or a person acting on his behalf, in the course of his professional practice; or
- (f) a police officer or other person acting under statutory duty or in the administration of this Act;

“pound keeper” means a person authorised by the local government to perform all or any of the functions conferred on a “pound keeper” under this local law;

“premises” shall, for the purpose of determining who is the occupier, be taken to refer to any land or building, or part of any land or building, that is or is intended to be occupied as a separate residence from any adjacent tenement;

“Regulations” means the *Dog Regulations 1976*;

“thoroughfare” has the meaning given to it in section 1.4 of the *Local Government Act 1995*; and

“town planning scheme” means a town planning scheme made by the local government under the *Town Planning and Development Act 1928* which applies throughout the whole or a part of the district.

“townsite” means –

DOGS LOCAL LAW

- (a) land constituted, defined, or reserved as the site of a town or village under the Land Administration Act 1997.
- (b) land subdivided or laid out as the site for a townsite, township, or village, in accordance with the subdivisional plan, registered in the Office of Titles or the Department of Land Administration; and
- (c) land within a town or city under the Local Government Act 1960 that is outside the metropolitan region.

1.3 Application

This local law applies throughout the district.

PART 2 - IMPOUNDING OF DOGS

2.1 Charges and costs

The following are to be imposed and determined by the local government under sections 6.16 - 6.19 of the *Local Government Act 1995* -

- (a) the charges to be levied under section 29 (4) of the Act relating to the seizure and impounding of a dog;
- (b) the additional fee payable under section 29 (4) of the Act where a dog is released at a time or on a day other than those determined under clause 2.2; and
- (c) the costs of the destruction and the disposal of a dog referred to in section 29 (15) of the Act. Attendance of pound keeper at pound.

2.2 Attendance of pound keeper at pound

The pound keeper is to be in attendance at the pound for the release of dogs at the times and on the days of the week as are determined by the CEO.

2.3 Release of impounded dog

- (1) A claim for the release of a dog seized and impounded is to be made to the pound keeper or in the absence of the pound keeper, to the CEO.
- (2) The pound keeper is not to release a dog seized and impounded to any person unless that person has produced, to the satisfaction of the pound keeper, satisfactory evidence -
 - (a) of her or his ownership of the dog or of her or his authority to take delivery of it; or
 - (b) that he or she is the person identified as the owner on a microchip implanted in the dog.

2.4 No breaking into or destruction of pound

A person who -

- (a) unless he or she is the pound keeper or a person authorised to do so, releases or attempts to release a dog from a pound; or
- (b) destroys, breaks into, damages or in any way interferes with or renders not dog-proof -
 - (i) any pound; or
 - (ii) any vehicle or container used for the purpose of catching, holding or conveying a seized dog,

commits an offence.

Penalty: Where the dog is a dangerous dog, \$2,000; otherwise \$1,000.

PART 3 - REQUIREMENTS AND LIMITATIONS ON THE KEEPING OF DOGS

3.1 Dogs to be confined

- (1) An occupier of premises on which a dog is kept must -
 - (a) cause a portion of the premises on which the dog is kept to be fenced in a

DOGS LOCAL LAW

- (b) ensure the fence used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;
 - (c) ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises and is fitted with a proper latch or other means of fastening it;
 - (d) maintain the fence and all gates and doors in the fence in good order and condition; and
 - (e) where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.
- (2) Where an occupier fails to comply with subclause (1), he or she commits an offence. Penalty: Where the dog kept is a dangerous dog, \$2,000; otherwise \$1,000.

3.2 Limitation on the number of dogs

- (1) This clause does not apply to premises which have been—
 - (a) licensed under Part 4 as an approved kennel establishment; or
 - (b) granted an exemption under section 26 (3) of the Act.
- (2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26 (4) of the Act—
 - (a) 2 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated within a townsite; or
 - (b) 4 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated outside a townsite.

PART 4 - APPROVED KENNEL ESTABLISHMENTS

4.1 Interpretation

In this Part and in Schedule 2 -

“licence” means a licence to keep an approved kennel establishment on premises;

“licensee” means the holder of a licence;

“premises”, in addition to the meaning given to it in section 3 of the Act, means the premises described in the application for a licence; and

“transferee” means a person who applies for the transfer of a licence to her or him under clause 4.14.

4.2 Application for licence for approved kennel establishment

An application for a licence must be made in the form of that in Schedule 1, and must be lodged with the local government together with -

- (a) plans and specifications of the kennel establishment, including a site plan;
- (b) copies of the notices to be given under clause 4.3;
- (c) written evidence that either the applicant or another person who will have the charge of the dogs, will reside on the premises or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare;
- (d) a written acknowledgement that the applicant has read and agrees to comply with any code of practice relating to the keeping of dogs nominated by the local government; and
- (e) the fee for the application for a licence referred to in clause 4.10(1).

4.3 Notice of proposed use

- (1) An applicant for a licence must give notice of the proposed use of the premises as an approved kennel establishment after the application for a licence has been lodged -

- (a) once in a newspaper circulating in the district; and
 - (b) to the owners and occupiers of any premises adjoining the premises.
- (2) The notices in subclause (1) must specify that -
- (a) any written submissions as to the proposed use are to be lodged with the CEO within 14 days of the date the notice is given; and
 - (b) the application and plans and specifications may be inspected at the offices of the local government.
- (3) Where -
- (a) the notices given under subclause (1) do not clearly identify the premises; or
 - (b) a notice given under subclause (1) (a) is of a size or in a location in the newspaper which, in the opinion of the local government, would fail to serve the purpose of notifying persons of the proposed use of the premises,
- then the local government may refuse to determine the application for a licence until the notices or notice, as the case may be, is given in accordance with its directions.

4.4 Exemption from notice requirements

Where an application for a licence is made in respect of premises on which an approved kennel establishment is either a—

- (a) permitted use; or
 - (b) use which the local government may approve subject to compliance with specified notice requirements,
- under a town planning scheme, then the requirements of clauses 4.2(b), 4.3 and 4.5(a) do not apply in respect of the application for a licence.

4.5 When application can be determined

An application for a licence is not to be determined by the local government until -

- (a) the applicant has complied with clause 4.2;
- (b) the applicant submits proof that the notices referred to in clause 4.3(1) have been given in accordance with that clause; and
- (c) the local government has considered any written submissions received within the time specified in clause 4.3 (2) (a) on the proposed use of the premises.

4.6 Determination of application

In determining an application for a licence, the local government is to have regard to -

- (a) the matters referred to in clause 4.7;
- (b) any written submissions received within the time specified in clause 4.3 (2) (a) on the proposed use of the premises;
- (c) any economic or social benefits which may be derived by any person in the district if the application for a licence is approved;
- (d) the effect which the kennel establishment may have on the environment or amenity of the neighbourhood;
- (e) whether the approved kennel establishment will create a nuisance for the owners and occupiers of adjoining premises; and
- (f) whether or not the imposition of and compliance with appropriate conditions of a licence will mitigate any adverse effects of the approved kennel establishment identified in the preceding paragraphs.

4.7 Where application cannot be approved

The local government cannot approve an application for a licence where -

- (a) an approved kennel establishment cannot be permitted by the local government on the premises under a town planning scheme; or
- (b) an applicant for a licence or another person who will have the charge of the dogs will not reside on the premises, or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare.

4.8 Conditions of approval

- (1) The local government may approve an application for a licence subject to the conditions contained in Schedule 2 and to such other conditions as the local government considers appropriate.
- (2) In respect of a particular application for a licence, the local government may vary any of the conditions contained in Schedule 2.

4.9 Compliance with conditions of approval

A licensee who does not comply with the conditions of a licence commits an offence.

Penalty: Where a dog involved in the contravention is a dangerous dog, \$2,000 and a daily penalty of \$200; otherwise \$1,000 and a daily penalty of \$100.

4.10 Fees

- (1) On lodging an application for a licence, the applicant is to pay a fee to the local government.
- (2) On the issue or renewal of a licence, the licensee is to pay a fee to the local government.
- (3) On lodging an application for the transfer of a valid licence, the transferee is to pay a fee to the local government.
- (4) The fees referred to in subclauses (1) to (3) are to be imposed and determined by the local government under sections 6.16 - 6.19 of the *Local Government Act 1995*.

4.11 Form of licence

The licence is to be in the form determined by the local government and is to be issued to the licensee.

4.12 Period of licence

- (1) The period of effect of a licence is set out in section 27(5) of the Act.
- (2) A licence is to be renewed if the fee referred to in clause 4.10(2) is paid to the local government prior to the expiry of the licence.
- (3) On the renewal of a licence the conditions of the licence at the time of its renewal continue to have effect.

4.13 Variation or cancellation of licence

- (1) The local government may vary the conditions of a licence.
- (2) The local government may cancel a licence –
 - (a) on the request of the licensee;
 - (b) following a breach of the Act, the Regulations or this local law; or (c) if the licensee is not a fit and proper person.
- (3) The date a licence is cancelled is to be, in the case of—
 - (a) paragraph (a) of subclause (2), the date requested by the licensee; or
 - (b) paragraphs (b) and (c) of subclause (2), the date determined under section 27(6) of the Act. (4) If a licence is cancelled the fee paid for that licence is not refundable for the term of the licence that has not yet expired.

4.14 Transfer

- (1) An application for the transfer of a valid licence from the licensee to another person must be –
 - (a) made in the form determined by the local government;
 - (b) made by the transferee;
 - (c) made with the written consent of the licensee; and
 - (d) lodged with the local government together with –
 - (i) written evidence that a person will reside at or within reasonably close proximity to the premises the subject of the licence; and
 - (ii) the fee for the application for the transfer of a licence referred to in clause

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4.10(3).

- (2) The local government is not to determine an application for the transfer of a valid licence until the transferee has complied with subclause (1).
- (3) The local government may approve, whether or not subject to such conditions as it considers appropriate, or refuse to approve an application for the transfer of a valid licence.
- (4) Where the local government approves an application for the transfer of a valid licence, then on the date of approval, unless otherwise specified in the notice issued under clause 4.15(b), the transferee becomes the licensee of the licence for the purposes of this local law.

4.15 Notification

The local government is to give written notice to -

- (a) an applicant for a licence of the local government's decision on her or his application;
- (b) a transferee of the local government's decision on her or his application for the transfer of a valid licence;
- (c) a licensee of any variation made under clause 4.13(1);
- (d) a licensee when her or his licence is due for renewal and the manner in which it may be renewed;
- (e) a licensee when her or his licence is renewed;
- (f) a licensee of the cancellation of a licence under clause 4.13(2)(a); and
- (g) a licensee of the cancellation of a licence under paragraphs (b) or (c) of clause 4.13(2), which notice is to be given in accordance with section 27(6) of the Act.

4.16 Inspection of kennel

With the consent of the occupier, an authorised person may inspect an approved kennel establishment at any time.

PART 5 - DOGS IN PUBLIC PLACES

5.1 Places where dogs are prohibited absolutely

- (1) Dogs are prohibited absolutely from entering or being in any of the following places –
 - (a) a public building, unless permitted by a sign;
 - (b) a theatre or picture gardens;
 - (b) all premises or vehicles classified as food premises or food vehicles under the *Health (Food Hygiene) Regulations 1993*;
 - (c) a public swimming pool.
- (2) If a dog enters or is in a place specified in subclause (1), every person liable for the control of the dog at that time commits an offence.

Penalty: Where the dog is a dangerous dog, \$2,000; otherwise \$1,000.

5.2 Places which are dog exercise areas

- (1) Subject to clause 5.1 and subclause (2) of this clause, for the purposes of sections 31 and 32 of the Act, the following are dog exercise areas –
 - (a) Linear Park Reserve 34570
 - (b) Recreation Reserve 23053 (Old School Oval)
- (2) Subclause (1) does not apply to –
 - (a) land which has been set apart as a children's playground;
 - (b) an area being used for sporting or other activities, as permitted by the local government, during the times of such use; or
 - (c) a car park.

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PART 6 – MISCELLANEOUS

6.1 Offence to excrete

- (1) A dog must not excrete on –
 - (a) any thoroughfare or other public place; or
 - (b) any land which is not a public place without the consent of the occupier.
- (2) Subject to subclause (3), if a dog excretes contrary to subclause (1), every person liable for the control of the dog at that time commits an offence.
Penalty: \$200.
- (3) The person liable for the control of the dog does not commit an offence against subclause (2) if any excreta is removed immediately by that person.

PART 7 – ENFORCEMENT

7.1 Interpretation

In this Part -

“infringement notice” means the notice referred to in clause 7.3; and
“notice of withdrawal” means the notice referred to in clause 7.6(1).

7.2 Modified penalties

- (1) The offences contained in Schedule 3 are offences in relation to which a modified penalty may be imposed.
- (2) The amount appearing in the third column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if -
 - (a) the dog is not a dangerous dog; or
 - (b) the dog is a dangerous dog, but an amount does not appear in the fourth column directly opposite that offence.
- (3) The amount appearing in the fourth column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if the dog is a dangerous dog.

7.3 Issue of infringement notice

Where an authorised person has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person a notice in the form of Form 7 of the First Schedule of the Regulations.

7.4 Failure to pay modified penalty

Where a person who has received an infringement notice fails to pay the modified penalty within the time specified in the notice, or within such further time as may in any particular case be allowed by the CEO, he or she is deemed to have declined to have the offence dealt with by way of a modified penalty.

7.5 Payment of modified penalty

A person who has received an infringement notice may, within the time specified in that notice or within such further time as may in any particular case be allowed by the CEO, send or deliver to the local government the amount of the penalty, with or without a reply as to the circumstances giving rise to the offence, and the local government may appropriate that amount in satisfaction of the penalty and issue an acknowledgment.

7.6 Withdrawal of infringement notice

- (1) Whether or not the modified penalty has been paid, an authorised person may withdraw an infringement notice by sending a notice in the form of Form 8 of the First Schedule of the Regulations.
- (2) A person authorised to issue an infringement notice under clause 7.3 cannot sign or send a notice of withdrawal.

7.7 Service

An infringement notice or a notice of withdrawal may be served on a person personally, or by leaving it at or posting it to her or his address as ascertained from her or him, or as recorded by the local government under the Act, or as ascertained from inquiries made by the local government.

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SCHEDULE 1
(Clause 4.2)

Local laws relating to dogs

APPLICATION FOR A LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT

I/we (full name)

Of (postal address)

(telephone number)

(facsimile number)

(E-mail address)

Apply for a licence for an approved kennel establishment at (address of premises)

For (number and breed of dogs)

* (insert name of person) will be residing at the premises on and from
(insert date)

* (insert name of person) will be residing (sufficiently close to the premises so
as to control the dogs and so as to ensure their health and welfare) at
..... (insert address of residence)

on and from (insert date).

Attached are—

- (a) a site plan of the premises showing the location of the kennels and yards and all other buildings and structures and fences;
- (b) plans and specifications of the kennel establishment;
- (c) copy of notice of proposed use to appear in newspaper;
- (d) copy of notice of proposed use to be given to adjoining premises;
- (e) written evidence that a person will reside—
 - (i) at the premises; or
 - (ii) sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare; and
- (f) if the person in item (e) is not the applicant, written evidence that the person is a person in charge of the dogs.

I confirm that I have read and agree to comply with the Code of Practice known as, in the keeping of dogs at the proposed kennel establishment.

Signature of applicant

Date.....

* delete where inapplicable.

Note: a licence if issued will have effect for a period of 12 months – section 27.5 of the *Dog Act*.

OFFICE USE ONLY

Application fee paid on [insert date].

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SCHEDULE 2 (Clause 4.8(1))

CONDITIONS OF A LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT

An application for a licence for an approved kennel establishment may be approved subject to the following conditions -

- (a) each kennel, unless it is fully enclosed, must have a yard attached to it;
- (b) each kennel and each yard must be at a distance of not less than -
 - (i) 25m from the front boundary of the premises and 5m from any other boundary of the premises;
 - (ii) 10m from any dwelling; and
 - (iii) 25m from any church, school room, hall, factory, dairy or premises where food is manufactured, prepared, packed or stored for human consumption;
- (c) each yard for a kennel must be kept securely fenced with a fence constructed of link mesh or netting or other materials approved by the local government;
- (d) the minimum floor area for each kennel must be calculated at 2.5 times the length of the breed of dog (when it is fully grown), squared, times the number of dogs to be housed in the kennel and the length of the dog is to be determined by measuring from the base of the tail to the front of its shoulder;
- (e) the floor area of the yard attached to any kennel or group of kennels must be at least twice the floor area of the kennel or group of kennels to which it is attached;
- (f) the upper surface of the kennel floor must be -
 - (i) at least 100mm above the surface of the surrounding ground;
 - (ii) smooth so as to facilitate cleaning;
 - (iii) rigid;
 - (iv) durable;
 - (v) slip resistant;
 - (vi) resistant to corrosion;
 - (vii) non-toxic;
 - (viii) impervious;
 - (ix) free from cracks, crevices and other defects; and
 - (x) finished to a surface having a fall of not less than 1 in 100 to a spoon drain which in turn must lead to a suitably sized diameter sewerage pipe which must be properly laid, ventilated and trapped in accordance with the health requirements of the local government;
- (g) all kennel floor washings must pass through the drain in item (f) (x) and must be piped to approved apparatus for the treatment of sewage in accordance with the health requirements of the local government;
- (h) the kennel floor must have a durable upstand rising 75mm above the floor level from the junction of the floor and external and internal walls, or internal walls must be so constructed as to have a minimum clearance of 50mm from the underside of the bottom plate to the floor;
- (i) where a yard is to be floored, the floor must be constructed in the same manner as the floor of any kennel;
- (j) from the floor, the lowest internal height of a kennel must be, whichever is the lesser of -
 - (i) 2m; or
 - (ii) 4 times the height of the breed of dog in the kennel, when it is fully grown, measured from the floor to the uppermost tip of its shoulders while in a stationary upright position;
- (k) the walls of each kennel must be constructed of concrete, brick, stone or framing sheathed internally and externally with good quality new zincalume or new pre-finished colour coated steel sheeting or new fibrous cement sheeting or other durable material approved by the local government;
- (l) all external surfaces of each kennel must be kept in good condition;
- (m) the roof of each kennel must be constructed of impervious material;
- (n) all kennels and yards and drinking vessels must be maintained in a clean condition and

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- (o) must be cleaned and disinfected when so ordered by an authorised person;
- (p) all refuse, faeces and food waste must be disposed of daily into the approved apparatus for the treatment of sewage;
- (q) noise, odours, fleas, flies and other vectors of disease must be effectively controlled;
- (q) suitable water must be available at the kennel via a properly supported standpipe and tap; and
- (r) the licensee or the person nominated in the application for a licence, must, in accordance with the application for the licence, continue to reside -
 - (i) at the premises; or
 - (ii) in the opinion of the local government, sufficiently close to the premises so as to control the dogs, and to ensure their health and welfare.

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SCHEDULE 3

(Clause 7.2)

OFFENCES IN RESPECT OF WHICH MODIFIED PENALTY APPLIES

Offence	Nature of offence	Modified penalty \$	Dangerous Dog Modified Penalty
2.4 (a)	Attempting to or causing the unauthorised release of a dog from a pound	200	400
2.4 (b) & (c)	Interfering with any pound or vehicle used for the purpose of catching, holding or conveying dogs	200	
3.1	Failing to provide means for effectively confining a dog	50	200
4.9	Failing to comply with the conditions of a licence	100	200
5.1 (2)	Dog in place from which prohibited absolutely	200	400
6.1 (2)	Dog excreting in prohibited place	40	

Dated 10th day of June 2003.

The Common Seal of the Shire of Wandering was affixed in the presence of:

B. M. WHITELY, Shire President.

A. J. O'HALLORAN, Chief Executive Officer.