

Notice of Meeting



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Dear Elected Member

The next Ordinary meeting of the Shire of Wandering will be held on Thursday 21 July 2022 in Council Chambers commencing at 3.30pm.

Schedule

3.30pm Ordinary Council Meeting

Alan Hart
Chief Executive Officer

14 July 2022

DISCLAIMER

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

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

AGENDA

Shire of Wandering
Ordinary Council Meeting
21 July 2022

OUR VISION

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

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

DISCLAIMER

INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

Please Note:

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

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

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

Meeting Procedures:

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

Council Meeting Information:

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

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

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

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

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

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

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

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

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

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

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

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

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

Public Inspection of Unconfirmed Minutes (Regulation 13).

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

Alan Hart
Chief Executive Officer



SHIRE OF WANDERING - QUESTIONS FROM THE PUBLIC

Name: _____

Residential Address: _____

Phone Number: _____ Meeting Date: _____

Signature: _____

Council Agenda Item Number: _____

*If applicable-see below**

Name of Organisation Representing: _____

If applicable

QUESTION

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

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

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

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



APPLICATION FOR LEAVE OF ABSENCE

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

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

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

Signed: _____ Date: _____



WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL

NOTE: USE ONE FORM PER DECLARATION

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

(5) The nature of my interest is

(6) The extent of my interest is

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

DECLARATION BY:

Signature

Date

RECEIVED BY:

Chief Executive Officer

Date

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

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

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

5.60A – Financial Interest

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

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

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

5.60B – Proximity Interest

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

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

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

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

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

5.61 – Indirect financial interest

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

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

11 – Disclosure of interest

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

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

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

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

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

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

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



Shire of Wandering

Notice of Ordinary Council Meetings

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

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

SHIRE OF WANDERING

Agenda for the Ordinary Meeting of Council to be held at/in Council Chambers on Thursday 21 July 2022 – commencing at 3.30pm.

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1. Declaration of Opening / Announcements of Visitors

The Presiding Member to declare the meeting open.

2. Attendance / Apologies / Approved Leave of Absence

Councillors

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

Staff

Alan Hart (Chief Executive Officer)
Barry Gibbs (Executive Manager Technical Services)

Apologies

Members of the Public

3. Announcements by the Presiding Member

4. Response to Previous Public Questions Taken on Notice

Nil.

5. Public Question Time

6. Petitions / Deputations / Presentations / Submissions

Nil.

7. Applications for Leave of Absence

8. Disclosures of Interest

9. Confirmation of Minutes of Previous Meetings Held 16 June 2022

9.1 Ordinary Council Meeting Minutes 16 June 2022

Statutory Environment:

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

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Ordinary Meeting of Council held in Wandering on 16 June 2022 be confirmed as true and correct.

Moved: _____

Seconded: _____

CARRIED

9.2 Special Council Meeting Minutes 12 July 2022

Statutory Environment:

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

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Special Meeting of Council held in Wandering on 12 July 2022 be confirmed as true and correct.

Moved: _____

Seconded: _____

CARRIED

10. Reports of Committees of Council

Nil

11. Reports from Councillors

Cr Ian Turton (President)

Cr Paul Treasure (Deputy President)

Cr Graeme Parsons

Cr Max Watts

Cr Gary Curtis

Cr Gillian Hansen

Cr Sheryl Little

12. Chief Executive Officer

12.1 – Hotham Williams VROC – Memorandum of Understanding

File Reference: 13.135.13505
Location:
Applicant:
Author: Alan Hart – Chief Executive Officer
Authorising Officer
Date: 14 July 2022
Disclosure of Interest:
Attachments: Hotham Williams VROC Memorandum of Understanding
Previous Reference: OCM 21 October 2021 – Item 12.3

Summary:

The Shires of Boddington, Cuballing, Wandering and Williams have agreed to enter into a Memorandum of Understanding (MOU) to create an alliance to assist the Councils in having a strategic direction for economic development in the Hotham Williams region.

Background:

The Shire of Wandering has agreed to be part of the Hotham Williams Voluntary Regional Organisation of Councils (VROC) for a period of five years from the date of signing by the Local Government.

Comment:

The Memorandum of Understanding is the result of many meetings of the Councils listed in this document, with the exception of the Shire of Cuballing who formally agreed to be part of the VROC in June 2022.

This document is the result of the meetings and will signing the document will formalise the VROC

Consultation:

Not Applicable.

Statutory Environment:

Not Applicable

Policy Implications:

There are no policy implications.

Financial Implications:

The MOU commits Council to provide funding over the life of the Memorandum of Understanding. The Shire's financial commitment is \$5,000 per annum over the life of the Memorandum of Understanding

Strategic Implications:

PROVIDE STRONG LEADERSHIP

Our Goals	Our Strategies
A well informed Community	Foster Opportunities for connectivity between Council and the Community
We plan for the future and are strategically focused	<ul style="list-style-type: none"> • Ensure accountable, ethical and best practice governance • Develop and maintain our Strategic Plan, Corporate Business Plan, Asset Management Plan, Workforce Plan and Long Term Financial Plan • Service Level Plans detail operational roles, responsibilities and resources • Engage with local, regional, state and federal stakeholders to grow mutually beneficial relationships

Sustainability Implications:

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

Risk Implications:

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

Risk Matrix:

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

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

Voting Requirements:
Simple Majority

Officer Recommendation:

That Council:

- Commit to participating in the Hotham Williams VROC
- Allocates \$5,000 per year over the life of the Hotham Williams VROC
- Authorises the Shire President to endorse and execute the Memorandum of Understanding to form the VROC as provided in the attachments.

Moved: _____ Seconded: _____

Boddington, Cuballing, Wandering, Williams

Hotham Williams VROC

Memorandum of Understanding

CERTIFICATE OF AGREEMENT

The Shires of Boddington, Cuballing, Wandering and Williams enter a Memorandum of Understanding (MOU) with the intent of developing an alliance that will assist in providing the group with a clear strategic direction for economic development in the Hotham Williams Region.

The MOU recognises (the group) role as a strategic regional management team represented by appointed elected members and staff.

The MOU has a particular focus to support economic development and sets out commitments by all parties for the timely implementation of initiatives and specific projects agreed to by the parties of the MOU.

As part of this MOU the undersigned agree to abide by the underlying principle and commitments (outlined) on which the agreement are based.

Signed byfor and on behalf of the Shire of Boddington

Name.....Date.....

Signed byfor and on behalf of the Shire of Cuballing

Name.....Date.....

Signed byfor and on behalf of the Shire of Wandering

Name.....Date.....

Signed byfor and on behalf of the Shire of Williams

Name.....Date.....

NAME

The name of the voluntary regional organisation of councils is the Hotham Williams Voluntary Organisation of Councils (Hotham Williams VROC). It is recognised that the Hotham Williams VROC has been established to continue the work of the Hotham Williams Economic Development Alliance (HWEDA) that was established as part of the Boddington SuperTown Economic Development Strategy. HWEDA was a collaborative sub-regional group made up of the three communities of Boddington, Wandering and Williams.

PURPOSE

A Memorandum of Understanding between the Shires of Boddington, Cuballing, Wandering and Williams is to establish a working partnership: -

- To achieve recognition of the Hotham Williams area as a viable, political, social and economic region;
- To enhance service delivery and infrastructure for the collective and individual communities;
- To achieve a sustainable, cost effective model for the sharing of resources.

PARTIES TO THE MOU

The Shires of Boddington, Cuballing, Wandering and Williams.

OBJECTIVES

The objectives of the Hotham Williams VROC as follows:

1. To initiate, facilitate and coordinate activities to meet the business development needs and interests of:
 - a. Existing corporations and other business enterprises operating in the Hotham Williams area; and
 - b. Corporations and other business enterprises investing in or considering investment in the area;
2. Provide assistance to investors and potential investors through strategic introductions and non-financial assistance to appropriate sources of advice to encourage the economic development and promotion of the area;
3. Lobby government at all levels for the provision of government services, infrastructure, concessions and incentives which encourage and facilitate economic development;
4. Strengthen the local government / business interface;
5. Market and promote the Hotham Williams area as a destination to commercial/industry visitors and recreation visitors;
6. Generally conduct activities identified by the group from time to time that meet the aims of regional economic development; and
7. Promote sustainable development through a balance between economic, environment and quality of life.

PRINCIPLES

In entering this MOU all the parties agree to abide by the following principles, as established between the local governments.

OVERARCHING PRINCIPLE

To promote and expand the economy of the Hotham Williams area by undertaking purposeful and agreed joint initiatives and projects.

GENERAL PRINCIPLES

1. Partnerships

- a. Recognise that partnerships between the local governments in the MOU are essential to achieve social, environmental and economic development of the Hotham Williams area.
- b. Be flexible and open to new approaches to service delivery and funding.
- c. Recognise and acknowledge the needs and constraints of all spheres of government, community and stakeholders.
- d. Recognise that new partnership agreements may be considered if initiated by either state or local government.
- e. Invite participation from key business, industry and community groups where appropriate.

2. Roles and Responsibilities

- a. Identify, understand and respect the roles and responsibilities of all parties.
- b. Ensure that these roles and responsibilities are considered and respected in all decision making.
- c. Recognise and respect the role that each plays in enhancing sustainable social, environmental and economic development.

3. Communication

- a. Open and timely communication on issues of relevance to the group.
- b. Meet at least twice in any financial year.
- c. Recognise the need to confidentiality of discussion until a mutually agreed time.

4. Consultation

- a. Appropriate consultation to facilitate understanding and consensus.

5. Outcomes

- a. Well defined and agreed outcomes and performance measures for all projects and activities.
- b. Adopt a realistic approach to funding and resource issues, including opportunities for development of local assets for the benefit of the people of the area.
- c. Commitment to contribute resources and expertise to the partnership process.

6. Accountability

- a. A transparent approach where changes to roles, responsibilities and budgets are negotiated and agreed and resources necessary to implement changes are identified.
- b. Undertake open assessments of the effectiveness of agreements.
- c. Have clearly defined reporting, dispute resolution and review mechanisms.

MEMBERSHIP COMMITTEE

Appointment of Committee

- a. Each local government is to have two representative voting members, being an elected member and CEO.
- b. Non-voting elected members and officers of each local government may participate in meetings.

Chairperson and Executive/Financial Management Support

The Chairperson will be elected for a two-year term that aligns with the Local Government Electoral cycle. Executive support and financial management support will be determined by resolution of the VROC.

Role of representative of Hotham Williams VROC

- a. Represent the interests of the individual local governments, ratepayers and residents of the region;
- b. Facilitate communication between the community of the region and Hotham Williams VROC;
- c. Participate in the decision-making processes at meetings of Hotham Williams VROC and its committees (if formed); and
- d. Represents and undertakes actions on behalf of Hotham Williams VROC as authorised by the VROC.

Decision making process

- a. In all strategic planning issues, consensus will be reached to make recommendations back to individual MOU local governments for ratification.
- b. Where voting is required on approved operational issues a simple majority prevails.
- c. In relation to membership of Hotham Williams VROC any decision must be absolute.

FINANCIAL CONTRIBUTIONS

Annual contributions

Each local government will contribute \$5,000 per annum to meet project and executive/secretarial financial needs.

Manner of Payment

The contributions shall be paid by each party to the Hotham Williams VROC in a manner determined by the VROC.

PROJECTS

Requirements

Hotham Williams VROC shall only undertake a project once it is satisfied that any services and facilities will: -

- a. Integrate and coordinate, so far as practical, with any provided by the Commonwealth, State or any public body;
- b. Within the district of a local government do not duplicate, to an extent that the party consider inappropriate, services or facilities provided by the Commonwealth, State or any other body or person, whether public or private; and
- c. Are managed efficiently and effectively.

Project plan to be prepared

Where the Hotham Williams VROC is considering a proposed project, it shall prepare a project plan.

Contents of a project plan

Project plan can include:-

- a. Clearly identified project purpose, objectives and outcomes;
- b. Cost benefit analysis;
- c. A project action plan with clear timelines and performance milestones clearly outlined; and
- d. A project budget which includes the following:-
 - Grant or other funding
 - Local Government contributions
 - Project expenses
 - Administrative expenditure
 - Human resource cost
 - A dollar cost of in-kind contributionsRecurrent budget if required which includes:
 - Revenue
 - Expenditure
 - Human Resource Cost
 - Program maintenance and asset management costs

Parties to be given a project plan

Upon completion of the project plan the Hotham Williams VROC shall give a copy of the plan to each of the member local governments.

Election to participate in a project

Each local government shall, within a reasonable period determined by the Hotham Williams VROC, elect whether to participate in the project by giving notice of its election to the Hotham Williams VROC.

Review of project plan

As soon as practicable after the period referred to in the project plan:-

- a. Review the project plan and its viability having regard to the number of local governments that elected to participate;
- b. Decide whether to proceed with the project; and give notice to each of the project parties of its decision.

Project parties to be bound

Where the Hotham Williams VROC decides to proceed with a project and gives notice of its decision to each of the local governments then each of the parties shall be bound by the terms of the project plan in a new project agreement.

Winding up the project

The Hotham Williams VROC may resolve to wind up the project. An absolute majority vote will be required by the Hotham Williams VROC to resolve to wind up any project.

Division of assets

If a project is to be wound up and there remains after satisfaction of all its debts and liabilities, any property and assets of the project then the property and assets shall be realised and the proceeds along with any surplus funds shall be divided among the project parties in the proportions referred to in the project plan.

Division of liabilities

If a project is wound up and there remains any liability or debt in excess of the realised property and assets of the project plan then the liability or debt is to be met by the project parties in the proportions referred to in the project plan.

Indemnification by project parties of Hotham Williams VROC

If a project is wound up, then the project parties shall indemnify the Hotham Williams VROC (in the proportions referred to in the project plan) with respect to that liability or project.

TERM AND TERMINATION

Term of agreement

Unless wound up, this agreement shall remain in place, for five (5) years from the date of signing by the local government representatives.

Winding up by agreement

The parties may, by agreement, wind up the Hotham Williams VROC.

Division of assets

If the Hotham Williams VROC is wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of Hotham Williams VROC then the property and assets shall be realised and the proceeds along with any surplus funds shall be divided among the parties in the proportions referred to in the agreement.

Division of liabilities

If the Hotham Williams VROC is wound up and there remains any liability or debt in excess of the realised property and assets of the Hotham Williams VROC then the liability or debt is to be met by each of the parties in the proportions referred to in the agreement.

WITHDRAWAL OF A PARTY

Withdrawal

Parties may at any time may advise the Hotham Williams VROC of their intent to withdraw from Hotham Williams VROC.

When withdrawal to take effect

Withdrawal will take effect as from the end of the relevant financial year with a minimum of three (3) months' notice.

Entitlement or liability of withdrawing party

As soon as practicable following withdrawal taking effect the Hotham Williams VROC shall: -

- a. Distribute to the party an amount equal to the proceeds and any surplus funds which would have been payable if the Hotham Williams VROC was wound up; or
- b. Be entitled to recover from the party an amount equal to the liability or debt which would have been payable by the party if Hotham Williams VROC was wound up.

Parties may be required to pay distribution

If the Hotham Williams VROC is unable to meet the distribution referred to above from funds on hand then, unless the Hotham Williams VROC decides otherwise, the parties (other than the party that has withdrawn) shall pay the distribution in the proportions equal to their respective equities in the Hotham Williams VROC.

ADMITTING NEW MEMBERS

Prospective new members may only be admitted by full agreement of all parties and shall be required to contribute to Hotham Williams VROC a sum equal to the current year's contribution schedule or a discretionary sum agreed to by the Hotham Williams VROC.

DISPUTE RESOLUTION

Dispute

In the event of any dispute or difference arising between the parties or any matter or thing arising under in connection with the Memorandum of Understanding, then notice in writing may be given adequately identifying the matters, the subject of the dispute.

Arbitration

The party or Hotham Williams VROC may refer the matter to arbitration under and in accordance with the provisions of the *Commercial Arbitration Act 1985*.

Legal representation

For the purposes of the *Commercial Arbitration Act 1985*, the parties' consent to each other and the Hotham Williams VROC being legally represented at any such arbitration.

Memorandum of Understanding in Good Faith

Despite anything expressed or implied to the contract in this Memorandum of Understanding (MOU) or anywhere else, this MOU is a mere non-justiciable statement of current intent, and is neither intended to be, nor is it, (a) legally binding, or (b) creative of legal relations between the parties to it. No legal rights or obligations will come into existence unless or until one or more legally enforceable written agreements are entered into.

12.2 – Peel Harvey Catchment Council – Memorandum of Understanding

File Reference: 1.10.6
Location:
Applicant:
Author: Alan Hart – Chief Executive Officer
Authorising Officer
Date: 14 July 2022
Disclosure of Interest:
Attachments: PHCC Memorandum of Understanding 2017-2022
Previous Reference: OCM February 2018 - Item 10.1.3

Summary:

The Peel Harvey Catchment Council Inc (PHCC) have requested that the Shires of Boddington, Cuballing, Wandering and Williams extend the Memorandum of Understanding which formalises the partnership to provide natural resource management/landcare support to the landowners and community of the Hotham–Williams catchment. This request is to extend the MOU for a further five years, expiring in 2027.

Background:

The PHCC, through funding from the Australian Government and State Natural Resource Management Program, have been providing on ground support to landowners across the Hotham-Williams catchment for a number of years. The PHCC has delivered on the ground projects such as fencing of rivers and bushland, revegetation, feral animal control support, weed removal and investment in community groups.

The Shire of Wandering has little discretionary funds or resources to spend or direct towards to the area of environmental management and biodiversity and is heavily reliant on the work that the PHCC does to ensure that sound land care management is being undertaken in the Shire.

Comment:

The PHCC have requested that the MOU be extended by a further five years to enable a continuation of the works that they currently do within the district and an annual financial commitment to the PHCC. The commitment for the last five years has been \$2,500 per annum.

The funding from the Councils assists the PHCC in providing seed funding to attract other Government funding which is used to fund projects and programs within the Hotham-Williams catchment.

The PHCC have requested an increase on the annual commitment but have left it to Council's discretion as to the amount. If the average CPI increase had been applied to this contribution annually, the contribution for the 2021/22 year would have been approximately \$2,800.

It is recommended that Council extend the MOU for a further five years and make a financial contribution to the PHCC. Whilst it is acknowledged that the Shire has very little discretionary funds, it is recommended that the Council increase this commitment in 2022/23 to take into account the effects of CPI over the last five years. It is recommended that the contribution increase to \$3,000 per annum over five years.

Consultation:

In April 2022, Council received a presentation from the PHCC about their achievements over the last five years.

Statutory Environment:

Not Applicable

Policy Implications:

There are no policy implications.

Financial Implications:

The MOU commits Council to provide funding to the PHCC over the life of the MOU. Based on the officers recommendation, the commitment over the life of the MOU will be \$15,000

Strategic Implications:

PROVIDE STRONG LEADERSHIP

Our Goals	Our Strategies
A well informed Community	Foster Opportunities for connectivity between Council and the Community
We plan for the future and are strategically focused	<ul style="list-style-type: none"> • Ensure accountable, ethical and best practice governance • Develop and maintain our Strategic Plan, Corporate Business Plan, Asset Management Plan, Workforce Plan and Long Term Financial Plan • Service Level Plans detail operational roles, responsibilities and resources • Engage with local, regional, state and federal stakeholders to grow mutually beneficial relationships

Sustainability Implications:

- **Environmental:** PHCC run programs and events in the Shire to enhance and restore the natural environment within the Hotham – Williams catchment including the Wandering District.
- **Economic:** There are no known significant economic considerations
- **Social:** There are no known significant social considerations

Risk Implications:

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

Risk Matrix:

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

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

Voting Requirements:

Simple Majority

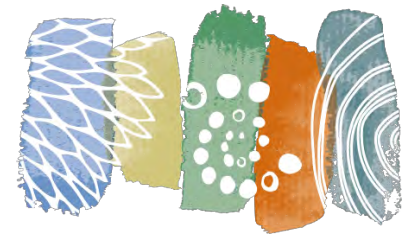
Officer Recommendation:

That Council

- Extend the Memorandum of Understanding with the Peel Harvey Catchment Council together with the Shires of Cuballing, Williams and Boddington for five years from July 2022 to June 2027.
- Provides an annual commitment of \$3,000 year over the life of the new Memorandum of Understanding

Moved: _____ Seconded: _____

Enquiries: Mel Durack
Our Ref: 040_2022_0614
File No.: BU_A_400



PHCC Working Together
Peel-Harvey Catchment Council

14 June 2022

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

Dear Ian

Memorandum of Understanding (MOU) – Hotham-Williams Shires & PHCC Partnership

Thank you for your commitment to provide funding towards our staff being located in Boddington, to assist with natural resource management/landcare support for the landowners and community of the Hotham-Williams catchment, as defined within the Hotham-Williams Natural Resource Management (NRM) Plan 2015-2025. Your support has contributed towards the reinvigoration of NRM in the upper catchment.

As presented by our Operations Manager, Land Conservation & Agriculture Mel Durack at your Council meeting in April some of the major achievements since the commencement of the current MOU include:

- Enabling leveraging of funding from the Australian Government's National Landcare Program to secure the Numbat Neighbourhood, Greening Farms and Black Cockatoo projects as well as funding for a Regional Agriculture Landcare Facilitator.
- Development of a dedicated River Action Plan and River Health Assessments for the Hotham-Williams subcatchment.
- Preparation of restoration plans for eight sites on the Hotham and Williams Rivers, including Pumphreys Bridge.
- Four Community Environmental Grant rounds delivered to the community since 2018/19 with PHCC cash contribution of \$750,000, leading to 94 projects which have protected 2000 ha vegetation through 144 km fencing installed and large scale feral animal and weed control.
- 50 capacity building workshops/events delivered across the Hotham-Williams sub-catchment.
- Monthly editions of the Hotham-Williams landcare matters across 4 community newsletters.

As 2021/22 is the last financial year stated within the MOU, we seek the Shire of Wandering's support to enter into a five year extension of this agreement commencing July 2022 along with the Shire's of Boddington, Cuballing and Williams to continue to support NRM activities within the

58 Sutton Street, Mandurah
Western Australia 6210
T: +61 8 6369 8800

www.peel-harvey.org.au

*We acknowledge the Noongar people as Traditional Custodians
of this land and pay our respects to all Elders past and present*

Hotham-Williams subcatchment. The purpose of the new MOU is to continue to define the relationships between the Shires and the PHCC, and secondly to demonstrate a commitment to continue to work together to deliver these important community services (as defined in the Hotham-Williams NRM Plan) through cash funding and/or other support.

The PHCC is committed to NRM in the upper catchment and will continue to deliver projects with current and hopefully future funding to ensure NRM human resources are available in Hotham-Williams, as well as funding to deliver on-ground outcomes, wherever possible. The MOU with the upper catchment Local Governments is very valuable when we apply for state and federal funding, as it demonstrates the commitment of the local governments to our shared outcomes.

We would appreciate an ongoing contribution of at least your current amount of \$2,500 but would welcome an increase if possible. Subject to being advised the Council meeting outcome, PHCC would then be able to provide a 5 year MOU (July 2022 to June 2027) for the Shire's review.

Thank you again for your support, we look forward to hearing the outcome of this proposal at your Council meeting. Should you require any further information please contact Mel Durack on (08) 6369 8801 or melanie.durack@peel-harvey.org.au.

Yours sincerely



Jane O'Malley
Chief Executive Officer

Encl: Current MOU

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into between:

Peel-Harvey Catchment Council Inc.

and

The Shires of Boddington, Williams, Wandering and Cuballing

August, 2018 to August, 2023 (5 years)

(funding commencing 2017/18)

1 Purpose of the MOU

The purpose of the MOU is to formalise the partnership between the Peel-Harvey Catchment Council (PHCC) and the Shires of Boddington, Williams, Wandering and Cuballing to provide natural resource management/landcare support to the landowners and community of the Hotham-Williams catchment, as defined within the Hotham-Williams NRM Plan 2015-2025. The footprint of the works/support will extend to include those portions of the Shires of Pingelly, Collie, Narrogin and Wickiepin, within the surface water catchment of the Peel-Harvey.

The PHCC, through funding from the Australian Government and State NRM Program have been providing on-ground support to landowners across the Hotham-Williams catchment for a number of years. This support has been able to be increased in the last four years, thanks to funding received through the Australian Government via the "Rivers 2 Ramsar" project, and more recently through the National Landcare Programme. Via the PHCC approximately \$700,000 has been invested in the Hotham Williams since 2013 for on-ground projects such as fencing of rivers and bushland, revegetation, feral animal control support, weed removal and investment in community groups. It has also enabled the development of the Hotham-Williams NRM Plan, with the community, to provide a framework to implement community priorities.

A collaborative arrangement is required to continue to build the capacity of the Hotham-Williams community for ongoing natural resource management/landcare activities. The uptake and involvement of the community currently relies on the support provided by the PHCC via a locally placed NRM Officer, supported by the governance and supporting frameworks of the PHCC. Approximately \$145,000 is required per annum to continue this and this MOU defines the intended contributions of each organisation, noting that, in accordance with governance processes, each Local Government's contribution will be subject to an annual budget endorsement of that Local Government and as such the amounts shown are an intended, but non-binding contribution.

The Shires of Boddington, Williams, Wandering and Cuballing are important delivery partners and their collaborative roles with the PHCC in reinvigorating NRM in the Hotham-Williams since 2013 is acknowledged.

This MoU has two primary purposes, the first is to solidify and define the relationships between the Shires and the PHCC, and secondly to demonstrate a commitment to continue to work together to deliver these important community services (as defined in the NRM Plan) through cash funding and/or other support. The PHCC will continue to provide funding as is available to ensuring there are NRM human resources available in Hotham-Williams, as well as funding to deliver on-ground outcomes, wherever possible.

2 Roles and Responsibilities

The PHCC will be responsible for providing a NRM Officer/s (based in Boddington) to provide the knowledge, skills and resources to landowners to facilitate on ground and engagement activities. Funding will also be directed to the Hotham-Williams catchment to ensure on-ground activities can be undertaken. The PHCC will facilitate regular meetings of a steering committee, made up of community representatives from the PHCC Board, including representatives from both within and outside of the Hotham-Williams. Community representatives will also be invited, where and when appropriate, to help provide community input into the direction of NRM activities that are undertaken and ensure projects are consistent with the Hotham-Williams NRM Plan. The PHCC will ensure regular communication to the Shires on proposed activities as well as any achievements that are completed via this MoU and ongoing partnership, on a minimum of an annual basis.

The Shires commit to providing funding to help cover the cost of the gap that exists in the NRM services costs to enable the NRM officer/s to effectively provide NRM support in Hotham-Williams as outlined in the table below. The Shire will also commit to providing a Senior Staff member, or Councillor to attend at least one Steering Committee meeting each year, to provide the Shire's input into the prioritisation of activities as per the Hotham-Williams NRM Plan.

3 Funding

The below table outlines the financial needs of the position to effectively provide NRM support to the Hotham-Williams Community, and defines the agreed financial contributions of each. This funding will provide for 1 x full time equivalent officer (over 1 or more persons); Supervision and Administration; Vehicle lease and running costs; Governance, supervision and Steering Committee support.

	2017/18	2018/19	2019/20	2020/21	2021/22
Total cost of NRM Support	\$145,000	\$145,000	\$148,000	\$148,000	\$150,000
PHCC Contribution	\$105,000	\$105,000	\$108,000	\$108,000	\$110,000
Funding Gap	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Shire of Boddington Contribution	\$25,000	\$25,000*	\$25,000*	\$25,000*	\$25,000*
Shire of Williams Contribution	\$10,000	\$5,000*	\$5,000*	TBD*	TBD*
Shire of Cuballing Contribution	\$2,500	\$5,000*	\$5,000*	\$5,000*	\$5,000*
Shire of Wandering Contribution	\$2,500	\$2,500*	\$2,500*	\$2,500*	\$2,500*
Total Funding	\$40,000	\$37,500*	\$37,500*	\$32,500*	\$32,500
Remaining Gap	\$0	\$2,500*	\$2,500*	\$7,500*	\$7,500*

*Subject to Council Approval (Annual Budget Approval Process)

4 Timeframe

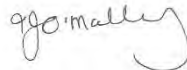
This MOU will be effective from 1 March 2018 and will be expire no later than 1 August 2023.

This Memorandum of Understanding is the complete agreement between Peel-Harvey Catchment Council and the Shires of Boddington, Williams, Wandering and Cuballing, and may only be amended by written agreement signed by each of the parties involved. The memorandum of understanding can be cancelled by either party at any time by writing to the other party and conveying their desire to exit the agreement.

The MOU to be executed by the PHCC and Shires of Boddington, Williams, Wandering and Cuballing.

PHCC

Authorised Signature:



Name and Title (Printed):

Jane O'Malley, CEO

Date:

16 February, 2018

Phone: 63698800

Email: jane.omalley@peel-harvey.org.au

Shire of Boddington

Authorised Signature:



Name and Title (Printed):

Grant Bartle, Acting CEO

Date:

16 February, 2018

Phone: 9883 4999

Email: ceo@boddington.wa.gov.au

Shire of Williams

Authorised Signature:



Name (Printed):

Geoff McKeown, CEO

Date:

16 February 2018

Phone: 9885 1005

Email: ceo@williams.wa.gov.au

Shire of Wandering

Authorised Signature:



Name and Title (Printed):

Amanda O'Halloran, CEO

Date:

16 February, 2018

Phone: 9884 1056

Email: ceo@wandering.wa.gov.au

Shire of Cuballing

Authorised Signature:



Name and Title (Printed):

Gary Sherry, CEO

Date:

16 February, 2018

Phone: 08 9883 6031

Email: ceo@cuballing.wa.gov.au

13. Finance

13.1 - Financial Reports - May 2022

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Moore Australia
Authorising Officer	Alan Hart – Chief Executive Officer
Date:	14 July 2022
Disclosure of Interest:	N/A
Attachments:	Financial Reports – 30 June 2022
Previous Reference:	Nil

Summary:

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

Background:

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

Comment:

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

Consultation:

Not applicable.

Statutory Environment:

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

Policy Implications:

Not applicable.

Financial Implications:

Not applicable.

Strategic Implications:

Not applicable.

Sustainability Implications:

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

Risk Implications:

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

Risk Matrix:

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Simple majority

Officer Recommendation:

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

Moved: _____ Seconded: _____

14 July 2022

Mr Alan Hart
Chief Executive Officer
Shire of Wandering
22 Watts Street
WANDERING WA 6308

Dear Alan,

ACCOUNTING SERVICE INFORMATION REPORT FOR THE PERIOD ENDED 30 JUNE 2022

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

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

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

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

COMMENTS/SUGGESTIONS

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

MATTERS FOR MANAGEMENT ATTENTION:

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

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

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

Yours sincerely




Russell Barnes
Director

Moore Australia (WA) Pty Ltd

Shire of Wandering Management Information Report

Period Ending
30 June 2022

Topic	Item	First Identified	Explanation	Action Required	Priority
Payroll	Reconciliations	April 2022	Payroll reconciliations have not been received.	As an essential control payroll reconciliations should be prepared routinely and be signed and dated by the preparer and a reviewer independent of the preparation process.	High
Operating expenditure	Allocations	June 2022	Plant Operating Costs have been under allocated by \$21,415. Public Works Overheads have been over allocated by \$23,539. Administration expenditure has been under allocated by \$41,790. Salaries and Wages have been over allocated by \$26,201. Housing has been under allocated by \$55,989.	We recommend the allocations be reviewed and adjusted (where appropriate) and ensure recoveries of plant operating costs, public works overheads, administration and housing.	Medium
Journals	Profit on asset disposal	June 2022	A journal was raised for proceeds from sale of asset incorrectly. Note the Monthly Financial Statements have been adjusted to reflect the correct treatment of the journal.	We recommend the journal be reversed and a correct journal for sale of asset be raised.	Medium
Funding statements	Net current assets	June 2022	We note the closing funding position of \$234,447 includes the early receipt of the 2022/2023 Financial Assistance Grant allocation of \$467,787. Without this early payment the closing funding position would be a deficit of \$123,016.	For information purposes.	

Approval:  Russell Barnes, Director

14 July 2022

Mr Alan Hart
Chief Executive Officer
Shire of Wandering
22 Watts Street
WANDERING WA 6308

Dear Alan,

COMPILATION REPORT TO THE SHIRE OF WANDERING

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

THE RESPONSIBILITY OF THE SHIRE OF WANDERING

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

OUR RESPONSIBILITY

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

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

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



Russell Barnes
Director
Moore Australia (WA) Pty Ltd

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

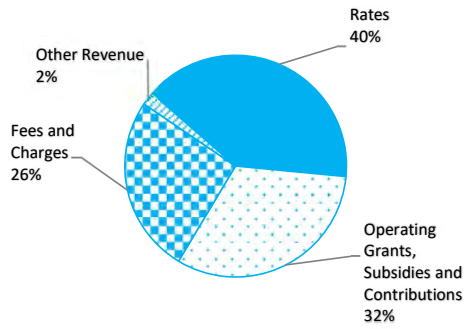
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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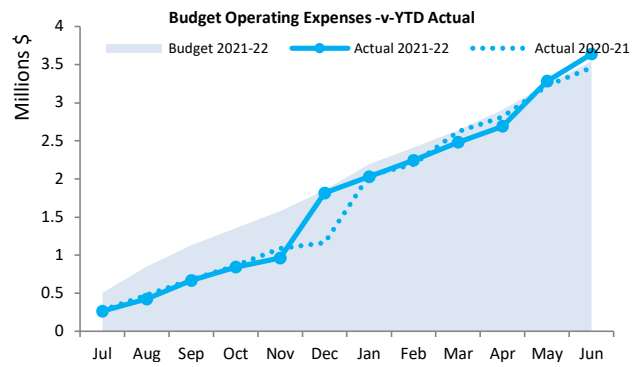
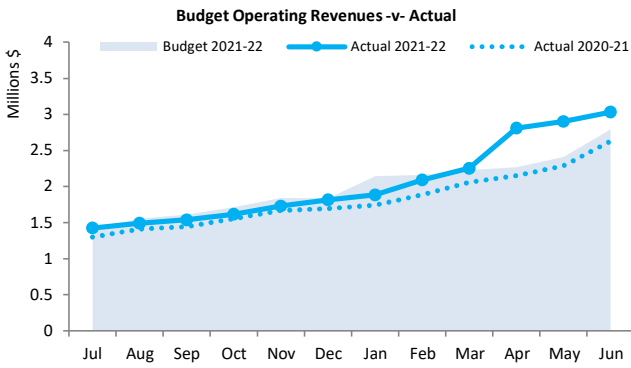
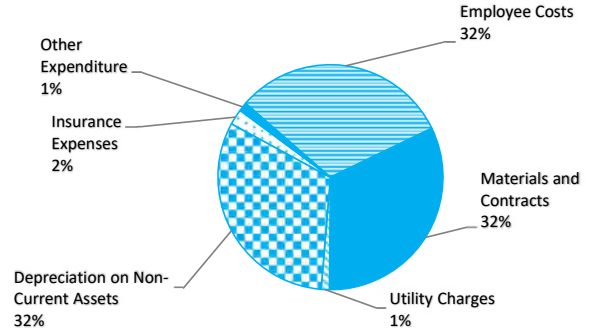
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OPERATING ACTIVITIES

OPERATING REVENUE

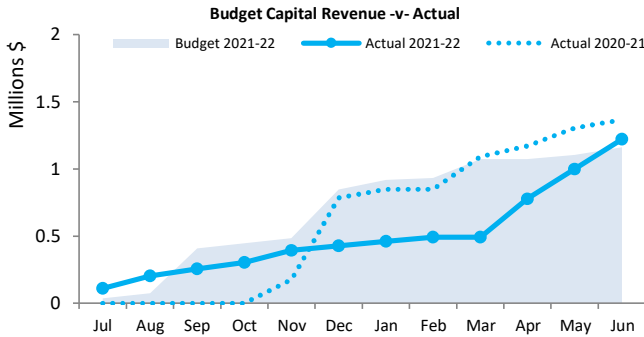


OPERATING EXPENSES

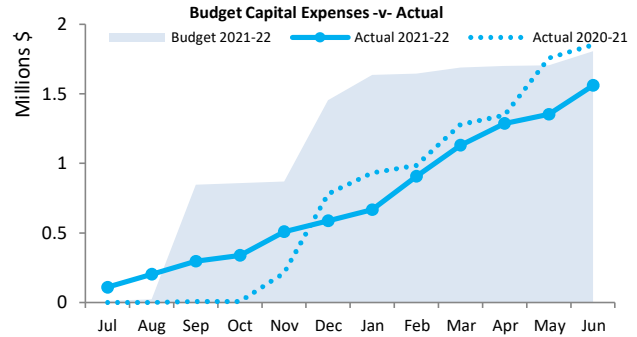


INVESTING ACTIVITIES

CAPITAL REVENUE

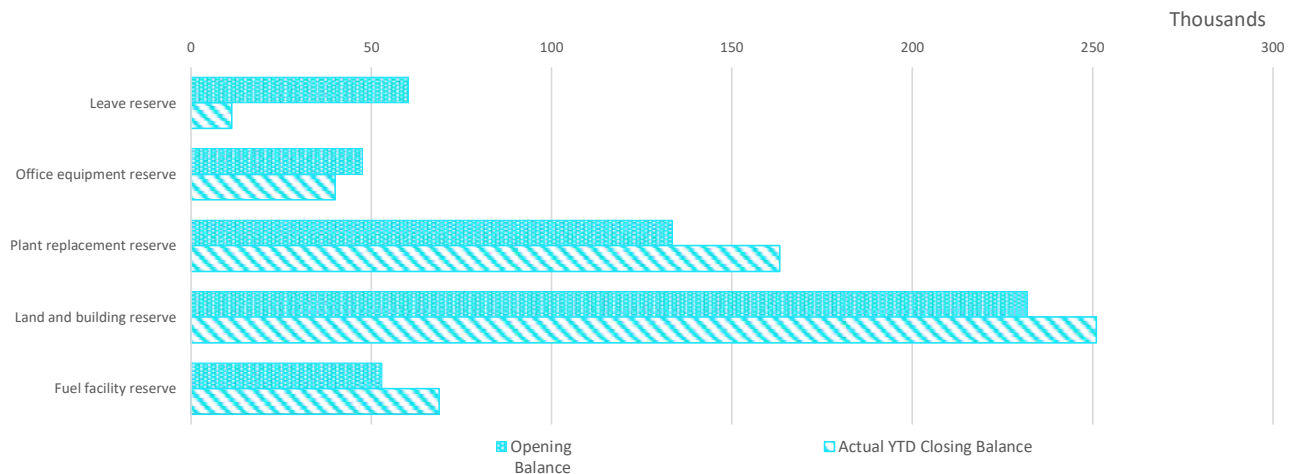


CAPITAL EXPENSES



FINANCING ACTIVITIES

RESERVES



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.02 M	\$0.02 M	\$0.02 M	\$0.00 M
Closing	\$0.00 M	\$0.00 M	\$0.23 M	\$0.23 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$0.51 M	48.9%
Restricted Cash	\$0.53 M	51.1%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.04 M	
0 to 30 Days		91.1%
30 to 90 Days		8.9%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.05 M	95.7%
Trade Receivable	\$0.11 M	
30 to 90 Days		46.6%
Over 90 Days		5.5%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.34 M	\$0.34 M	\$0.49 M	\$0.14 M

Refer to Statement of Financial Activity

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

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.97 M	
YTD Budget	\$0.79 M	22.4%

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.78 M	
YTD Budget	\$0.70 M	11.7%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.55 M)	(\$0.55 M)	(\$0.26 M)	\$0.29 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.08 M	
Amended Budget	\$0.09 M	87.0%

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$1.56 M	
Amended Budget	\$1.81 M	86.4%

Refer to Note 8 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$1.22 M	
Amended Budget	\$1.16 M	105.2%

Refer to Note 8 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.19 M	\$0.19 M	(\$0.01 M)	(\$0.20 M)

Refer to Statement of Financial Activity

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

Refer to Note 9 - Borrowings

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

Refer to Note 10 - Cash Reserves

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

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 JUNE 2022

STATUTORY REPORTING PROGRAMS

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

PROGRAM NAME AND OBJECTIVES
GOVERNANCE

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

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

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.

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

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

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

HEALTH

To provide services for community and environmental health.

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

EDUCATION AND WELFARE

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

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

HOUSING

Provision of shire housing and privately rented accommodation.

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

COMMUNITY AMENITIES

To provide amenities required by the community.

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

RECREATION AND CULTURE

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

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

TRANSPORT

To provide safe and effective transport services to the community.

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

ECONOMIC SERVICES

To help promote Wandering and its economic wellbeing.

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

OTHER PROPERTY AND SERVICES

To monitor and control operating accounts.

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2022

STATUTORY REPORTING PROGRAMS

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	15,352	15,352	15,352	0	0.00%	
Operating Activities							
Revenue from operating activities							
Governance		1,500	1,500	0	(1,500)	(100.00%)	
General purpose funding - general rates	6	1,204,854	1,204,854	1,208,286	3,432	0.28%	
General purpose funding - other		596,417	596,417	765,864	169,447	28.41%	▲
Law, order and public safety		39,190	39,190	36,946	(2,244)	(5.73%)	
Health		3,500	3,500	2,886	(614)	(17.54%)	
Housing		46,800	46,800	38,306	(8,494)	(18.15%)	▼
Community amenities		51,680	51,680	51,129	(551)	(1.07%)	
Recreation and culture		1,820	1,820	37,486	35,666	1959.67%	▲
Transport		110,930	110,930	72,228	(38,702)	(34.89%)	▼
Economic services		686,720	686,720	777,092	90,372	13.16%	▲
Other property and services		45,750	45,750	42,577	(3,173)	(6.94%)	
		2,789,161	2,789,161	3,032,800	243,639		
Expenditure from operating activities							
Governance		(188,390)	(188,390)	(118,334)	70,056	37.19%	▲
General purpose funding		(85,000)	(85,000)	(128,951)	(43,951)	(51.71%)	▼
Law, order and public safety		(137,340)	(137,340)	(128,609)	8,731	6.36%	▲
Health		(13,030)	(13,030)	(7,686)	5,344	41.01%	▲
Education and welfare		(4,340)	(4,340)	(4,372)	(32)	(0.74%)	
Housing		(43,940)	(43,940)	(55,989)	(12,049)	(27.42%)	▼
Community amenities		(222,620)	(222,620)	(200,241)	22,379	10.05%	▲
Recreation and culture		(231,460)	(231,460)	(232,929)	(1,469)	(0.63%)	
Transport		(1,717,908)	(1,717,908)	(1,798,325)	(80,417)	(4.68%)	
Economic services		(765,460)	(765,460)	(906,093)	(140,633)	(18.37%)	▼
Other property and services		(135,760)	(135,760)	(58,523)	77,237	56.89%	▲
		(3,545,248)	(3,545,248)	(3,640,052)	(94,804)		
Non-cash amounts excluded from operating activities	1(a)	1,099,880	1,099,880	1,092,636	(7,244)	(0.66%)	
Amount attributable to operating activities		343,793	343,793	485,384	141,591		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	13	1,161,778	1,161,778	1,221,612	59,834	5.15%	▲
Proceeds from disposal of assets	7	92,700	92,700	80,687	(12,013)	(12.96%)	▼
Payments for property, plant and equipment and infrastructure	8	(1,805,455)	(1,805,455)	(1,560,200)	245,255	13.58%	▲
Amount attributable to investing activities		(550,977)	(550,977)	(257,901)	293,076		
Financing Activities							
Proceeds from new debentures	9	200,000	200,000	0	(200,000)	(100.00%)	▼
Transfer from reserves	10	165,820	165,820	165,820	0	0.00%	
Transfer to reserves	10	(173,988)	(173,988)	(174,208)	(220)	(0.13%)	
Amount attributable to financing activities		191,832	191,832	(8,388)	(200,220)		
Closing funding surplus / (deficit)	1(c)	0	0	234,447			

KEY INFORMATION

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

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

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

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

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 JUNE 2022

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

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

BY NATURE OR TYPE

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	15,352	15,352	15,352	0	0.00%	
Operating Activities							
Revenue from operating activities							
Rates	6	1,204,854	1,204,854	1,208,286	3,432	0.28%	
Rates other than general rates		3,200	3,200	3,327	127	3.97%	
Operating grants, subsidies and contributions	12	789,867	789,867	967,069	177,202	22.43%	▲
Fees and charges		697,530	697,530	778,992	81,462	11.68%	▲
Interest earnings		12,700	12,700	8,045	(4,655)	(36.65%)	
Other revenue		71,810	71,810	57,483	(14,327)	(19.95%)	▼
Profit on disposal of assets	7	9,200	9,200	9,598	398	4.33%	
		2,789,161	2,789,161	3,032,800	243,639		
Expenditure from operating activities							
Employee costs		(1,302,545)	(1,302,545)	(1,143,237)	159,308	12.23%	▲
Materials and contracts		(945,983)	(945,983)	(1,175,857)	(229,874)	(24.30%)	▼
Utility charges		(50,120)	(50,120)	(42,416)	7,704	15.37%	▲
Depreciation on non-current assets		(1,123,080)	(1,123,080)	(1,146,893)	(23,813)	(2.12%)	
Insurance expenses		(84,120)	(84,120)	(80,661)	3,459	4.11%	
Other expenditure		(39,400)	(39,400)	(46,672)	(7,272)	(18.46%)	▼
Loss on disposal of assets	7	0	0	(4,316)	(4,316)	0.00%	
		(3,545,248)	(3,545,248)	(3,640,052)	(94,804)		
Non-cash amounts excluded from operating activities	1(a)	1,099,880	1,099,880	1,092,636	(7,244)	(0.66%)	
Amount attributable to operating activities		343,793	343,793	485,384	141,591		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	1,161,778	1,161,778	1,221,612	59,834	5.15%	▲
Proceeds from disposal of assets	7	92,700	92,700	80,687	(12,013)	(12.96%)	▼
Payments for property, plant and equipment	8	(1,805,455)	(1,805,455)	(1,560,200)	245,255	13.58%	▲
Amount attributable to investing activities		(550,977)	(550,977)	(257,901)	293,076		
Financing Activities							
Proceeds from new debentures	9	200,000	200,000	0	(200,000)	(100.00%)	▼
Transfer from reserves	10	165,820	165,820	165,820	0	0.00%	
Transfer to reserves	10	(173,988)	(173,988)	(174,208)	(220)	(0.13%)	
Amount attributable to financing activities		191,832	191,832	(8,388)	(200,220)		
Closing funding surplus / (deficit)	1(c)	0	0	234,447			

KEY INFORMATION

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

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

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

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

BASIS OF PREPARATION

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

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

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

All monies held in the Trust Fund are excluded from the financial statements.

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

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

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

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 08 July 2022

(a) Non-cash items excluded from operating activities

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

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(9,200)	(9,200)	(9,598)
Less: Movement in liabilities associated with restricted cash		(14,000)	(14,000)	(48,975)
Add: Loss on asset disposals	7	0	0	4,316
Add: Depreciation on assets		1,123,080	1,123,080	1,146,893
Total non-cash items excluded from operating activities		1,099,880	1,099,880	1,092,636

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

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

		Last Year Closing 30 June 2021	This Time Last Year 30 June 2021	Year to Date 30 June 2022
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(525,967)	(525,967)	(534,355)
Add: Provisions - employee	11	60,244	60,244	11,269
Total adjustments to net current assets		(465,723)	(465,723)	(523,086)

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

Current assets

Cash and cash equivalents	2	841,093	841,093	1,045,796
Rates receivables	3	39,167	39,167	53,490
Receivables	3	28,476	28,476	108,751
Other current assets	4	74,270	74,270	72,372
Less: Current liabilities				
Payables	5	(203,312)	(203,312)	(127,214)
Contract liabilities	11	(21,113)	(21,113)	(19,949)
Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity	11	(196,326)	(196,326)	(261,148)
Provisions	11	(81,180)	(81,180)	(114,565)
Less: Total adjustments to net current assets	1(b)	(465,723)	(465,723)	(523,086)
Closing funding surplus / (deficit)		15,352	15,352	234,447

CURRENT AND NON-CURRENT CLASSIFICATION

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

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Institution	Interest Rate	Maturity Date
Cash on hand							
Municipal cash at bank	Cash and cash equivalents	510,341	0	510,341	BankWest	0.00%	n/a
Reserves Fund Bank	Cash and cash equivalents	0	534,355	534,355	Bankwest	0.00%	n/a
Petty cash/ cash on hand	Cash and cash equivalents	1,100	0	1,100	n/a	0.00%	n/a
Total		511,441	534,355	1,045,796			
Comprising							
Cash and cash equivalents		511,441	534,355	1,045,796			
		511,441	534,355	1,045,796			

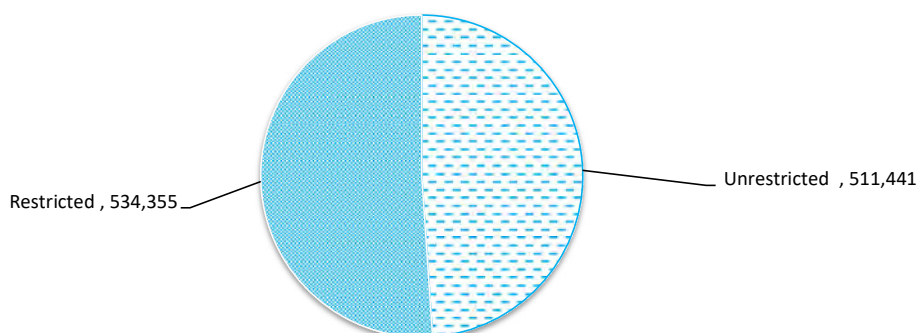
KEY INFORMATION

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

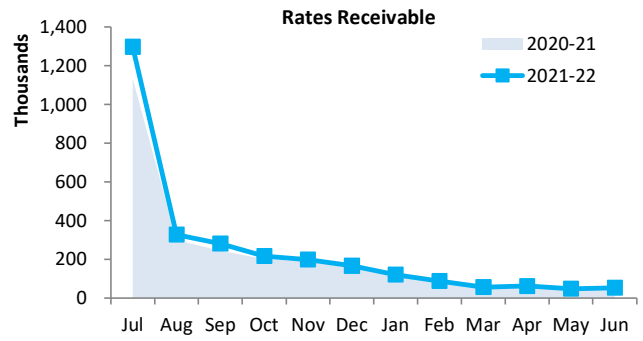
The local government classifies financial assets at amortised cost if both of the following criteria are met:

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

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



Rates receivable	30 June 2021	30 Jun 2022
	\$	\$
Gross rates in arrears previous year	23,174	39,167
Levied this year	1,101,109	1,211,613
Less - collections to date	(1,085,116)	(1,197,290)
Net rates collectable	39,167	53,490
% Collected	96.5%	95.7%

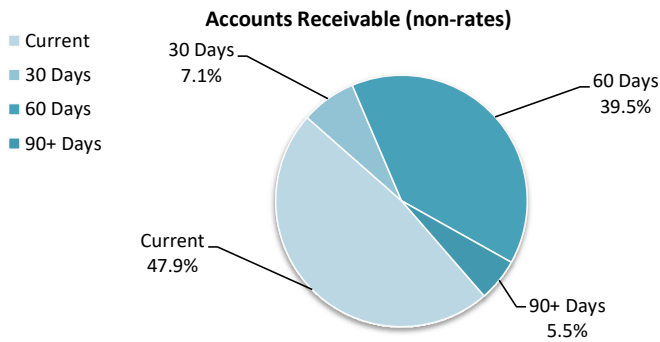


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	38,651	5,722	31,860	4,429	80,662
Percentage		47.9%	7.1%	39.5%	5.5%	
Balance per trial balance						
Sundry receivable						80,662
GST receivable						21,228
Other receivables						6,861
Total receivables general outstanding						108,751

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



	Opening Balance 1 July 2021	Asset Increase	Asset Reduction	Closing Balance 30 June 2022
	\$	\$	\$	\$
Other current assets				
Inventory				
Fuel, oil and materials	74,270	446,441	(448,344)	72,367
Other current assets				
Prepayments	0	5	0	5
Total other current assets	74,270	446,446	(448,344)	72,372
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

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

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

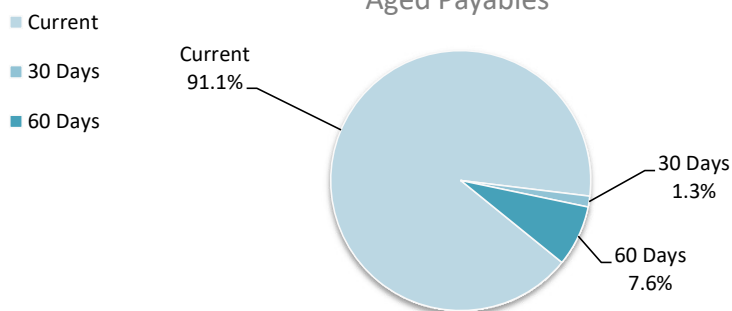
Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	40,129	590	3,340	0	44,059
Percentage		91.1%	1.3%	7.6%	0%	
Balance per trial balance						
Sundry creditors						44,059
ATO liabilities						26,377
Accrued expenses						1,250
Payroll creditors						28,345
Bonds and Deposits						16,950
Prepaid Excess Rates						10,233
Total payables general outstanding						127,214

Amounts shown above include GST (where applicable)

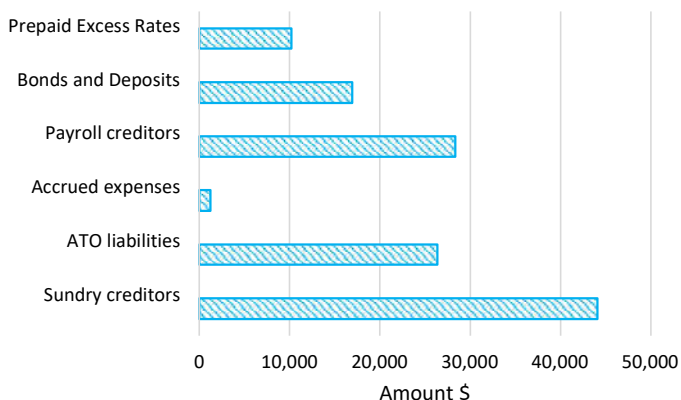
KEY INFORMATION

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

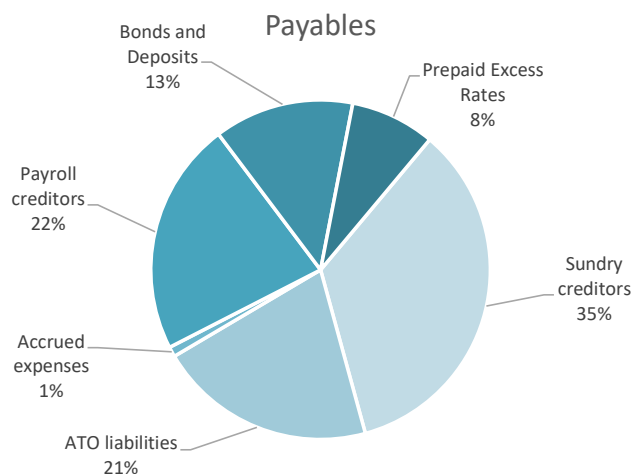
Aged Payables



Payables



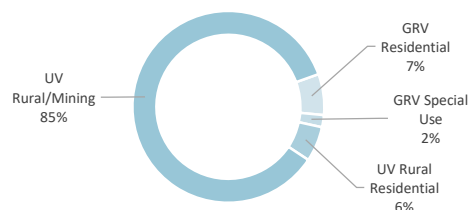
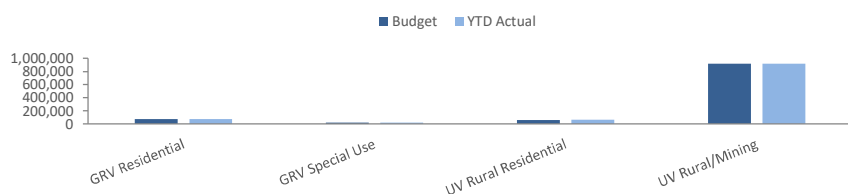
Payables



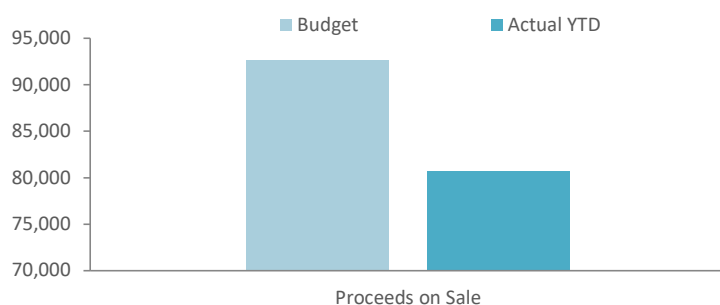
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV Residential	0.12531	53	595,192	74,583	0	0	74,583	74,583	0	0	74,583
GRV Special Use	0.14192	3	157,820	22,398	0	0	22,398	22,398	0	0	22,398
Unimproved value											
UV Rural Residential	0.01597	53	3,871,000	61,820	0	0	61,820	61,820	1,307	920	64,047
UV Rural/Mining	0.00669	140	137,339,000	918,798	0	0	918,798	918,798	0	0	918,798
Sub-Total		249	141,963,012	1,077,599	0	0	1,077,599	1,077,599	1,307	920	1,079,826
Minimum payment	Minimum \$										
Gross rental value											
GRV Residential	1,100	27	64,134	29,700	0	0	29,700	29,700	0	0	29,700
GRV Special Use	1,100	1	4,508	1,100	0	0	1,100	1,100	0	0	1,100
Unimproved value											
UV Rural Residential	1,100	51	3,051,500	56,100	0	0	56,100	56,100	0	0	56,100
UV Rural/Mining	1,100	81	8,662,483	89,100	0	0	89,100	89,100	0	0	89,100
Sub-total		160	11,782,625	176,000	0	0	176,000	176,000	0	0	176,000
Discount							(48,745)				(47,540)
Amount from general rates							1,204,854				1,208,286
Ex-gratia rates							3,200				3,327
Total general rates							1,208,054				1,211,613

KEY INFORMATION

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



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
	Isuzu Giga Prime Mover	60,000	65,700	5,700	0	57,548	53,232	0	(4,316)
	QE Pajero Sports GLX	23,500	27,000	3,500	0	17,857	27,455	9,598	0
		83,500	92,700	9,200	0	75,405	80,687	9,598	(4,316)



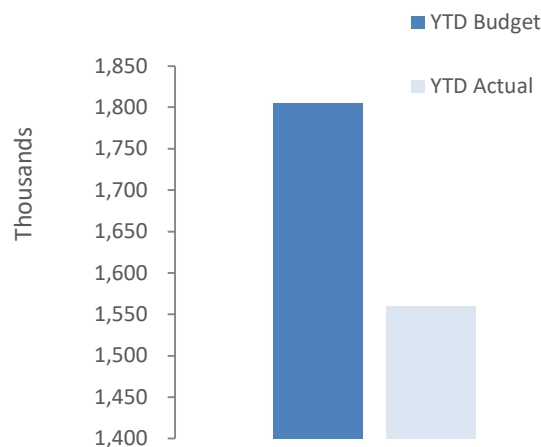
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2022**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land Held For Resale Non Current	206,000	206,000	10,884	(195,116)
Buildings	322,245	322,245	330,794	8,549
Furniture & Equipment	14,500	14,500	10,548	(3,952)
Plant & Equipment	214,350	214,350	199,759	(14,591)
Roads	1,048,360	1,048,360	1,008,215	(40,145)
Payments for Capital Acquisitions	1,805,455	1,805,455	1,560,200	(245,255)
Total Capital Acquisitions	1,805,455	1,805,455	1,560,200	(245,255)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,161,778	1,161,778	1,221,612	59,834
Borrowings	200,000	200,000	0	(200,000)
Other (disposals & C/Fwd)	92,700	92,700	80,687	(12,013)
Cash backed reserves				
Office equipment reserve	7,500	75,000	7,500	(67,500)
Land and building reserve	109,320	109,320	109,320	0
Contribution - operations	234,157	166,657	141,081	(25,576)
Capital funding total	1,805,455	1,805,455	1,560,200	(245,255)

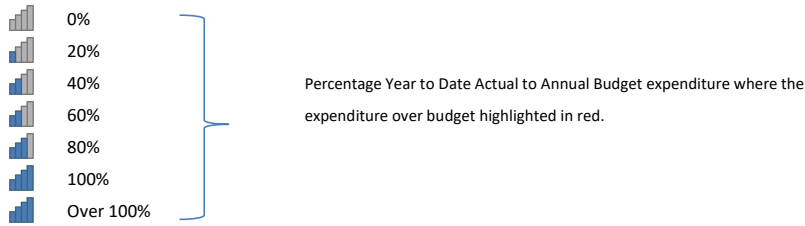
SIGNIFICANT ACCOUNTING POLICIES

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



Capital expenditure total

Level of completion indicators



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

Account Description		Amended		Year to Date Actual	Variance (Under)/Over	
		Current Budget	Year to Date Budget			
Capital Expenditure						
Land Held For Resale Non Current						
	E14761	Land Held for Resale - Industrial Estate & Lot 801	206,000	206,000	10,884	(195,116)
	Land Held For Resale Non Current Total		206,000	206,000	10,884	(195,116)
Buildings						
	E05109	LGGS - Purchase Buildings	189,305	189,305	67,458	(121,847)
	E13260	Purchase Buildings	132,940	132,940	263,336	130,396
	Buildings Total		322,245	322,245	330,794	8,549
Furniture & Equipment						
	E13450	CRC - Purchase Furniture & Equipment	5,000	5,000	1,507	(3,493)
	E14560	Purchase Furniture & Equipment	9,500	9,500	9,041	(459)
	Furniture & Equipment Total		14,500	14,500	10,548	(3,952)
Plant & Equipment						
	E12360	Purchase Plant & Equipment	214,350	214,350	199,759	(14,591)
	Plant & Equipment Total		214,350	214,350	199,759	(14,591)
Roads						
	E12101	Road Construction - Other - Expenses	276,000	276,000	365,802	89,802
	E12102	Road Construction Regional Road Group Expenses	546,485	546,485	359,199	(187,286)
	E12103	Road Construction Roads to Recovery Expenses	145,875	145,875	190,323	44,448
	E12104	Road Construction Blackspot Expenses	80,000	80,000	92,891	12,891
	Roads Total		1,048,360	1,048,360	1,008,215	(40,145)
	Grand Total		1,805,455	1,805,455	1,560,200	(245,255)

Repayments - borrowings

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

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave reserve	60,244	0	25	0	0	(49,000)	(49,000)	11,244	11,269
Office equipment reserve	47,482	0	20	0	0	(7,500)	(7,500)	39,982	40,002
Plant replacement reserve	133,449	0	56	29,725	29,725	0	0	163,174	163,230
Land and building reserve	231,859	0	97	128,438	128,438	(109,320)	(109,320)	250,977	251,074
Fuel facility reserve	52,933	0	22	15,825	15,825	0	0	68,758	68,780
	525,967	0	220	173,988	173,988	(165,820)	(165,820)	534,135	534,355

	Opening Balance	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance
Other current liabilities	1 July 2021				30 June 2022
	\$		\$	\$	\$
Other liabilities					
- Contract liabilities	21,113	0	8,489	(9,653)	19,949
- Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity	196,326	0	1,135,601	(1,070,779)	261,148
Total other liabilities	217,439	0	1,144,090	(1,080,432)	281,097
Provisions					
Provision for annual leave	65,168	0	0	0	65,168
Provision for long service leave	16,012	0	33,385	0	49,397
Total Provisions	81,180	0	33,385	0	114,565
Total other current liabilities	298,619	0	1,177,475	(1,080,432)	395,662
Amounts shown above include GST (where applicable)					

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

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2021	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Jun 2022	Current Liability 30 Jun 2022	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
Governance								
Grants Commission - General	0	0	0	0	0	320,606	320,606	429,784
Grants Commission - Roads	0	0	0	0	0	254,711	254,711	322,118
Law, order, public safety								
LGGs Grant Income (ESL)	4,703	0	(4,703)	0	0	36,440	36,440	34,157
Transport								
Grant Income - MRWA Direct	0	0	0	0	0	61,230	61,230	61,230
Economic services								
CRC - Centrelink Income	0	0	0	0	0	8,640	8,640	8,640
CRC - Community Programs Grant Income	0	0	0	0	0	4,590	4,590	0
CRC - Operating Grants Income	16,410	45,718	(41,184)	20,944	20,944	99,550	99,550	105,865
	21,113	45,718	(45,887)	20,944	20,944	785,767	785,767	961,794
Operating contributions								
Recreation and culture								
Movie Screen Hire Income	0	0	0	0	0	100	100	0
Other property and services								
Admin - Other Income	0	0	0	0	0	4,000	4,000	5,275
	0	0	0	0	0	4,100	4,100	5,275
TOTALS	21,113	45,718	(45,887)	20,944	20,944	789,867	789,867	967,069

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Amended Budget	YTD Budget	YTD Revenue
	1 July 2021		(As revenue)	30 Jun 2022	30 Jun 2022	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
General purpose funding								
Other Grants Income	0	0	0	0	0	0	0	3,991
Law, order, public safety								
DFES Capital Grant Income	0	0	0	0	0	189,305	189,305	95,803
Transport								
Grant Income - Regional Road Group	0	518,652	(492,318)	26,334	26,334	364,325	364,325	284,139
Grant Income - Roads to Recovery	0	189,685	(189,685)	0	0	145,875	145,875	189,685
Grant Income - Blackspot	0	0	0	0	0	53,333	53,333	0
RRSP Project Income	0	116,000	(116,000)	0	0	276,000	276,000	347,721
Grant Income - Storm & Flood Damage	0	0	0	0	0	0	0	36,938
Economic services								
Caravan Park Grants Income	196,326	274,035	(245,030)	225,331	225,331	132,940	132,940	263,335
	196,326	1,098,372	(1,043,033)	251,665	251,665	1,161,778	1,161,778	1,221,612

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

**NOTE 14
BUDGET AMENDMENTS**

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

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

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

**NOTE 15
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.
The material variance adopted by Council for the 2021-22 year is \$5,000 or 5.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
General purpose funding - other	169,447	28.41%	▲	Grants received in advance		
Housing	(8,494)	(18.15%)	▼			Rent recorded differently
Recreation and culture	35,666	1959.67%	▲	Insurance claim		
Transport	(38,702)	(34.89%)	▼			Grant not received
Economic services	90,372	13.16%	▲	Chalet Income Higher than budget		
Expenditure from operating activities						
Governance	70,056	37.19%	▲	over allocation of admin costs		
General purpose funding	(43,951)	(51.71%)	▼			Councillor Payments not madev EOY Invoices still to be paid
Law, order and public safety	8,731	6.36%	▲	ESL Expenditure Higher than Budget		
Health	5,344	30.30%	▲	Contract EHO expenses Higher than Budget		
Housing	(12,049)	(27.42%)	▼			Under allocation of Housing costs
Community amenities	22,379	10.05%	▲	Town Planning Consultants higher than budget		
Economic services	(140,633)	(18.37%)	▼			Under allocation of Admin costs
Other property and services	77,237	56.89%	▲	Overhead recoveries higher than budget		
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	59,834	5.15%	▲	Grant funding higher than budget due to final expenditure on projects		
Proceeds from disposal of assets	(12,013)	(12.96%)	▼			Sale proceeds higher than budget
Payments for property, plant and equipment and infrastructure	(245,255)	13.58%	▼			Planned expenditure on the development of the industrial estate has not yet occurred
Financing activities						
Proceeds from new debentures	(200,000)	(100.00%)	▼			Planned expenditure on the development of the industrial estate has not yet occurred -Borrowings have not yet been taken out

13.2 - Accounts for Payment June 2022

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	Sophie Marinoni – Finance Officer
Authorising Officer	Alan Hart – Chief Executive Officer
Date:	14 July 2022
Disclosure of Interest:	N/A
Attachments:	Payment Listing and Credit Card Statement – June 2022
Previous Reference:	Nil

Summary:

Council to note payments of accounts as presented.

Background:

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

Comment:

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

Consultation:

There has been no consultation.

Statutory Environment:

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

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

Policy Implications:

There are no policy implications.

Financial Implications:

There are no financial implications.

Strategic Implications:

There are no strategic implications.

Sustainability Implications:

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

Risk Implications:

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

Risk Matrix:

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Simple majority

Shire of Wandering

Certificate of Expenditure – 30 June 2022

This Schedule of Accounts to be passed for payment covering:

Payment Method	Cheque/EFT/DD Number	Amount
Municipal Fund:		
Electronic Funds Transfers	EFT7455 – EFT7539	\$357,770.35
Cheque	Cheque 1000009	\$ 6379.26
Direct Debits	DD3950.8 – DD3975.2	\$ 20,316.87
	TOTAL	\$384,466.48

to the Municipal and Trust Accounts, totalling \$384,466.48 which were submitted to each member of the Council on 21st July 2022, have been checked and fully supported by vouchers and invoices which are submitted herewith, have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings.

Alan Hart
Chief Executive Officer

Officer Recommendation:

That in accordance with section 13 of the Financial Management Regulations of the *Local Government Act 1995* and in accordance with delegation, payment of Municipal Fund vouchers, Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$384,466,48 (attached) be noted as approved for payment and credit card statement be noted.

Moved: _____ Seconded: _____

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
EFT7455	07/06/2022	AMPAC			\$ (269.50)
	12/05/2022		Debt collections costs <i>Skip trace</i>	\$ 269.50	
EFT7456	07/06/2022	Altus Planning			\$ (2,431.00)
	01/06/2022		Planning services <i>May 2022</i>	\$ 2,431.00	
EFT7457	07/06/2022	Avant Edge Consulting			\$ (4,331.25)
	18/05/2022		Financial Management Review - 2021/22 <i>Labour</i>	\$ 4,331.25	
EFT7458	07/06/2022	BMD Constructions			\$ (1,056.00)
	16/05/2022		Refund <i>Caravan park cabin booking</i>	\$ 1,056.00	
EFT7459	07/06/2022	Best Office Systems			\$ (593.21)
	26/05/2022		Copier contract - Shire <i>B&W copies, Colour copies</i>	\$ 265.93	
	31/05/2022		Copier contract - CRC <i>B&W Copies, Colour Copies, Echo</i>	\$ 327.28	
EFT7460	07/06/2022	Bob Waddell & Associates			\$ (14,808.75)
	16/05/2022		Prepare Budget - 2022/23 <i>Labour</i>	\$ 1,567.50	
	23/05/2022		Prepare Budget - 2022/23 <i>Labour</i>	\$ 4,207.50	
	30/05/2022		Prepare Budget - 2022/23 <i>Labour</i>	\$ 4,702.50	
	07/06/2022		Prepare Budget - 2022/23 <i>Labour</i>	\$ 4,331.25	
EFT7461	07/06/2022	Boddington News			\$ (9.00)
	20/05/2022		Boddington News <i>Edition 688</i>	\$ 9.00	
EFT7462	07/06/2022	Child Support Agency			\$ (129.44)
	25/05/2022		Payroll deductions	\$ 129.44	
EFT7463	07/06/2022	City of Kalamunda			\$ (224.40)
	12/05/2022		Building & Planning <i>Building services, Planning services</i>	\$ 224.40	
EFT7464	07/06/2022	Jozef Majko			\$ (650.19)
	06/05/2022		Water usage <i>20 Down St</i>	\$ 50.19	
	25/05/2022		Rent - 20 Down St	\$ 600.00	
EFT7465	07/06/2022	Landgate			\$ (19,715.59)
	04/04/2022		Consultancy Services <i>Rate Review Revaluation</i>	\$ 13,311.64	
	17/05/2022		Valuation Services <i>General revaluation</i>	\$ 6,403.95	
EFT7466	07/06/2022	Leaf Bean Machine			\$ (576.14)
	11/05/2022		Service - CRC Coffee machine <i>Labour, Parts, Travel</i>	\$ 576.14	
EFT7467	07/06/2022	Major Motors			\$ (486.97)
	09/05/2022		Plant parts <i>Air filters inner, Air Filters outer</i>	\$ 486.97	
EFT7468	07/06/2022	Mcpest Pest Control			\$ (3,586.00)
	11/05/2022		Tank pad treatment <i>Labour & materials</i>	\$ 1,760.00	
	11/05/2022		Termite inspection - Bridges <i>North Bannister Rd, Wandering Pingelly Rd, Wandering Pingelly Rd, Wandering Pingelly Rd, Wandering Pingelly Rd, Wandering Pingelly Rd, Narrogin Rd, Crossman Dwarda Rd, Carabin Rd, Carabin Rd, Fourteen Mile Brook Rd, Wandering Narrogin Rd, Dwarda East Rd</i>	\$ 1,826.00	

EFT7469	07/06/2022 Moore Australia		\$	(2,310.00)
	31/05/2022	Monthly Financial Preparation & Review <i>Apr 2022</i>	\$ 2,310.00	
EFT7470	07/06/2022 Norrine Farms		\$	(416.86)
	26/04/2022	Gravel royalties <i>Dwarda East Rd</i>	\$ 416.86	
EFT7471	07/06/2022 Perfect Computer Solutions		\$	(425.00)
	31/05/2022	Monthly IT maintenance <i>Labour, Monthly fee</i>	\$ 425.00	
EFT7472	07/06/2022 Price's Fabrication & Steel		\$	(15,998.04)
	24/05/2022	Water tanks - Fire fighting <i>Final payment</i>	\$ 15,998.04	
EFT7473	07/06/2022 Quest Payment Systems		\$	(418.00)
	24/05/2022	Monthly maintenance fee - Fuel Facility <i>May 2022</i>	\$ 418.00	
EFT7474	07/06/2022 Shire of Wandering Christmas Club		\$	(550.00)
	25/05/2022	Payroll deductions	\$ 550.00	
EFT7475	07/06/2022 Shire of Wandering Staff Lotto		\$	(65.00)
	25/05/2022	Payroll deductions	\$ 65.00	
EFT7476	07/06/2022 TK Price & Co		\$	(1,409.28)
	26/04/2022	Gravel royalties <i>York Williams Rd</i>	\$ 1,409.28	
EFT7477	07/06/2022 Volt Air		\$	(1,777.38)
	25/05/2022	RCD & smoke alarm testing <i>Admin building, CRC, Depot, Fire shed, Community Centre, Fuel facility, Caravan Park, Watts St public toilet, 13 Dunmall Dr, 5 Dunmall Dr, 19 Humes Wy, 14 Down St, 1 Dowsett St,</i>	\$ 1,777.38	
EFT7478	07/06/2022 WALGA		\$	(429.00)
	17/05/2022	Training - Understanding Local Government <i>Cr Gillian Hansen</i>	\$ 214.50	
	17/05/2022	Training - Understanding Local Government <i>Cr Sheryl Little</i>	\$ 214.50	
EFT7479	07/06/2022 WD Auto Repairs		\$	(1,027.82)
	02/05/2022	Service - WD.458 <i>Labour, Parts, Consumables</i>	\$ 1,027.82	
EFT7480	28/06/2022 AMPAC		\$	(153.18)
	31/01/2022	Debt collections costs <i>Claim service fee</i>	\$ 153.18	
EFT7481	28/06/2022 Armadale Lock & Key Service		\$	(1,683.00)
	20/06/2022	Restricted keys & padlocks <i>Fire fighting tanks, Fire shed keys, Postage</i>	\$ 1,683.00	
EFT7482	28/06/2022 Armadale Mower World & Service Co		\$	(425.00)
	12/05/2022	Parts - Depot <i>Auger</i>	\$ 425.00	
EFT7483	28/06/2022 Australasian Performing Right Association		\$	(88.22)
	12/06/2022	Annual licence fee <i>Community Centre</i>	\$ 88.22	
EFT7484	28/06/2022 Australian Taxation Office		\$	(12,511.54)
	31/05/2022	BAS - May 2022 <i>GST on Sales, Group Tax Clearing, GST on Purchases, Fuel Credits, Rounding</i>	\$ 11,327.00	
	17/06/2022	FBT Instalment <i>Apr 2021 - May 2022</i>	\$ 1,184.54	

EFT7485	28/06/2022 Avon Waste		\$	(3,679.10)
	31/05/2022	General waste services <i>Domestic & commercial general waste services, Fuel facility bin, North Bannister bins, General waste to landfill gate fee, Recycling Services, Recycle processing fee, Transfer Station general waste bins, General waste to landfill gate fee, Transfer Station recycle bins, Recycle processing fee, Building waste bin hire, Incorrect charge credit Jan, Incorrect charge credit Feb, Incorrect charge credit Mar</i>	\$	3,679.10
EFT7486	28/06/2022 BMD Constructions		\$	(8,316.00)
	26/05/2022	Refund <i>Caravan Park booking</i>	\$	528.00
	07/06/2022	Accommodation refund - Caravan Park Cabin 2 <i>07/06/2022 - 16/06/2022</i>	\$	924.00
	10/06/2022	Accommodation refund - Caravan Park Cabin 1 <i>13/06/2022 - 28/07/2022</i>	\$	3,696.00
	13/06/2022	Accommodation refund - Caravan Park Cabin 2 <i>20/06/2022 - 28/07/2022</i>	\$	3,168.00
EFT7487	28/06/2022 BOC		\$	(85.24)
	29/05/2022	Container Service <i>Container Service, Oxygen, Acetylene, Argoshield, Medical Oxygen</i>	\$	85.24
EFT7488	28/06/2022 Bob Waddell & Associates		\$	(4,826.25)
	13/06/2022	Prepare Budget - 2022/23 <i>Labour</i>	\$	1,237.50
	20/06/2022	Prepare Budget - 2022/23 <i>Labour</i>	\$	2,722.50
	27/06/2022	Prepare Budget - 2022/23 <i>Labour</i>	\$	866.25
EFT7489	28/06/2022 Boddington Hardware & Newsagency		\$	(1,324.20)
	25/05/2022	Supplies - Road maintenance <i>Metsulfuron, Ammonium Sulphate, Glyphosate, Wetter</i>	\$	1,280.00
	14/06/2022	Materials - Depot <i>Assorted hardware</i>	\$	44.20
EFT7490	28/06/2022 Boddington IGA		\$	(66.48)
	17/06/2022	Catering <i>Volunteer lunch</i>	\$	66.48
EFT7491	28/06/2022 Boddington News		\$	(18.00)
	04/06/2022	Boddington News <i>Edition 689</i>	\$	9.00
	17/06/2022	Boddington News <i>Edition 690</i>	\$	9.00
EFT7492	28/06/2022 Boral Construction Materials		\$	(2,200.00)
	17/06/2022	Materials - General road maintenance <i>Coldmix, Emulsion</i>	\$	2,200.00
EFT7493	28/06/2022 Brookton Tyre Service		\$	(1,600.00)
	22/06/2022	Uniforms <i>Wandering Bushfire Brigade</i>	\$	1,600.00
EFT7494	28/06/2022 Child Support Agency		\$	(258.88)
	08/06/2022	Payroll deductions	\$	129.44
	22/06/2022	Payroll deductions	\$	129.44

EFT7495	28/06/2022	Corsign WA		\$	(4,374.70)
	09/05/2022	Materials - Signs <i>Caravan Park</i>	\$ 66.00		
	11/05/2022	Materials - Signs <i>Corner, Part Road Closed, Crest, Intersection, Reid Rd, Joe Kelly Ln, Steel posts, WD.1142 signs, Bolts</i>	\$ 3,887.40		
	11/05/2022	Materials - Signs <i>York Williams & Carabin Rd intersection, York Williams Rd</i>	\$ 352.00		
	20/06/2022	Materials - Community Centre <i>Snap lock frame, Freight</i>	\$ 69.30		
EFT7496	28/06/2022	Crossman Hot Water & Plumbing		\$	(660.00)
	31/05/2022	Install waste water pump - Bowling green <i>Labour & materials</i>	\$ 660.00		
EFT7497	28/06/2022	DBS Fencing		\$	(13,167.00)
	14/06/2022	Install security fencing - Fire fighting tanks <i>Schorer Rd, Moramocking Rd</i>	\$ 13,167.00		
EFT7498	28/06/2022	Delnorth		\$	(2,088.90)
	13/05/2022	Materials - York Williams Rd <i>Guide posts, Freight</i>	\$ 2,088.90		
EFT7499	28/06/2022	Dunnings Fuel		\$	(67,722.97)
	10/06/2022	Fuels - Fuel facility <i>Diesel, ULP</i>	\$ 67,722.97		
EFT7500	28/06/2022	Ecowater Services		\$	(213.60)
	02/06/2022	Aquarius Quarterly Service - 19 Humes Wy <i>Labour, Chlorine, Air filter</i>	\$ 213.60		
EFT7501	28/06/2022	Fire and Safety WA		\$	(13,925.75)
	31/05/2022	PPE - Wandering Bushfire Brigade <i>Safety boots, Gear stowage bag, Bush fire kit, Nomex trousers, P2 Disposable mask, Fairair mask, Face mask, Bushfire Foam, Nozzle, First aid vehicle kit, First aid vehicle kit burns</i>	\$ 13,925.75		
EFT7502	28/06/2022	Fuel Distributors of WA		\$	(31,817.76)
	23/05/2022	Fuels - Fuel facility <i>ULP, Diesel</i>	\$ 31,817.76		
EFT7503	28/06/2022	Fulton Hogan Industries		\$	(34,503.12)
	08/06/2022	Bitumen sealing <i>York Williams Rd, Community Centre carpark</i>	\$ 33,500.45		
	08/06/2022	Seal carpark - Community Centre <i>Labour & materials</i>	\$ 1,002.67		
EFT7504	28/06/2022	G Carstairs & Co		\$	(1,320.00)
	13/06/2022	Supply concrete <i>George Rd culverts</i>	\$ 1,320.00		
EFT7505	28/06/2022	Great Southern Fuel Supplies		\$	(179.12)
	31/05/2022	Fuel card purchases <i>0.WD, WD.001</i>	\$ 176.37		
	03/06/2022	Distributor card <i>Alan Hart</i>	\$ 2.75		
EFT7506	28/06/2022	IT Vision		\$	(4,658.50)
	31/05/2022	Rates Service 2021-2022 <i>May 2022</i>	\$ 2,329.25		
	20/06/2022	Rates Service 2021-2022 <i>Jun 2022</i>	\$ 2,329.25		
EFT7507	28/06/2022	Jozef Majko		\$	(1,200.00)
	08/06/2022	Rent - 20 Down St	\$ 600.00		
	22/06/2022	Rent - 20 Down St	\$ 600.00		

EFT7508	28/06/2022	Kelmscott Work Clobber		\$	(470.00)
	26/05/2022	PPE - Depot <i>Rain set, Safety gumboots, Freight</i>	\$	470.00	
EFT7509	28/06/2022	Kim Harris		\$	(2,800.00)
	03/06/2022	Design drawings - Community Centre <i>Labour</i>	\$	2,800.00	
EFT7510	28/06/2022	LGISWA		\$	(140.54)
	12/05/2022	Audiometric testing <i>Reimbursement</i>	\$	791.63	
	16/05/2022	Audiometric testing <i>Reimbursement</i>	\$	412.50	
	09/06/2022	Insurance excess <i>Motor vehicle claim</i>	\$	300.00	
	05/10/2021	Membership contribution credit <i>2021/22</i>	\$	(1,363.59)	
EFT7511	28/06/2022	Landgate		\$	(210.40)
	20/05/2022	Valuation services <i>Valuation rolls, Mining tenements</i>	\$	210.40	
EFT7512	28/06/2022	Leaf Bean Machine		\$	(205.72)
	19/05/2022	Supplies - CRC Café <i>Coffee, Freight</i>	\$	205.72	
EFT7513	28/06/2022	Les Brown		\$	(730.00)
	25/05/2022	Flue cleaning <i>13 Dunmall Dr, 19 Humes Wy, 1 Dowsett St, 14 Down St, Install baffle plate</i>	\$	730.00	
EFT7514	28/06/2022	Lucinda's Everlastings		\$	(370.00)
	29/05/2022	Materials - Parks & gardens <i>Everlasting seeds, Freight</i>	\$	370.00	
EFT7515	28/06/2022	Narrogin Carpet Court		\$	(13,530.00)
	17/06/2022	Replace flooring - 13 Dunmall Dr <i>Floor planks, Carpet</i>	\$	13,530.00	
EFT7516	28/06/2022	Narrogin Quarry Operations		\$	(2,701.90)
	31/05/2022	Supplies - George Rd culvert <i>Rip rap, Cracker dust</i>	\$	2,701.90	
EFT7517	28/06/2022	Office of the Auditor General		\$	(2,640.00)
	30/05/2022	Certification of Local Roads & Community Infrastructure Program <i>2020/21</i>	\$	1,320.00	
	30/05/2022	Certification of Roads to Recovery funding <i>2020/21</i>	\$	1,320.00	
EFT7518	28/06/2022	Officeworks		\$	(1,089.18)
	04/05/2022	Office supplies <i>Hand towel, Toilet paper, Sugar, Tea bags, Blu tack, Permanent markers, Garbage bags, Dishwashing, Hand wash, Sugar sticks, A4 paper, A4 paper, Batteries AA, Delivery</i>	\$	797.41	
	21/06/2022	Office supplies <i>Glass cleaner, Hand wash, Milk, Milk, Tea bags, Hinged rings, Wooden forks, Toilet rolls, Office pads, Stick-it notes, Webcam, Teabags, Wooden spoons, Delivery fee, Stick- it notes</i>	\$	291.77	
EFT7519	28/06/2022	Perfect Computer Solutions		\$	(722.50)
	24/06/2022	Monthly IT maintenance <i>Labour</i>	\$	722.50	

EFT7520	28/06/2022	Pingelly IGA		\$	(589.60)
	18/05/2022	Purchase of The West Australian Feb 2022, Mar 2022, Apr 2022, Council meeting catering	\$	589.60	
EFT7521	28/06/2022	Publik Group		\$	(833.25)
	21/06/2022	Sikh memorial panels 50% balance	\$	833.25	
EFT7522	28/06/2022	Quest Payment Systems		\$	(380.25)
	10/06/2022	Materials - Fuel facility Payment machine paper roll, Freight	\$	380.25	
EFT7523	28/06/2022	Quickfit Windscreens & Narrogin Glass		\$	(176.15)
	10/06/2022	Keys - CRC Keys, Freight	\$	176.15	
EFT7524	28/06/2022	Resonline		\$	(220.00)
	31/05/2022	Online booking system fee - Caravan Park May 2022	\$	220.00	
EFT7525	28/06/2022	Rhonie's Wandering Mop & Bucket		\$	(6,749.60)
	10/06/2022	Cleaning contract Public conveniences - Watts St, Caravan Park, Administration Office, CRC, Depot, Public conveniences - Codjatotine, Public conveniences - Pumphreys Bridge, Community Centre, Travel, Caravan park cabins	\$	3,634.40	
	10/06/2022	Cleaning contract Public conveniences - Watts St, Caravan Park, Administration Office, CRC, Depot, Public conveniences - Codjatotine, Public conveniences - Pumphreys Bridge, Community Centre, Travel, Caravan park cabins	\$	3,115.20	
EFT7526	28/06/2022	SJR Civil Consulting		\$	(1,584.00)
	27/05/2022	Road design York Williams Rd slk 21.24 - slk 21.75	\$	1,584.00	
EFT7527	28/06/2022	Sherrin Rentals		\$	(8,239.83)
	31/05/2022	Dry hire - Vibe roller 01/05/2022 - 31/05/2022	\$	5,989.50	
	13/06/2022	Dry hire - Vibe roller 01/06/2022 - 08/06/2022, Fuel	\$	2,250.33	
EFT7528	28/06/2022	Shire of Narrogin		\$	(803.00)
	27/05/2022	Materials - COVID Rapid antigen tests	\$	803.00	
EFT7529	28/06/2022	Shire of Wandering Christmas Club		\$	(1,120.00)
	08/06/2022	Payroll deductions	\$	550.00	
	22/06/2022	Payroll deductions	\$	570.00	
EFT7530	28/06/2022	Shire of Wandering Staff Lotto		\$	(125.00)
	08/06/2022	Payroll deductions	\$	65.00	
	22/06/2022	Payroll deductions	\$	60.00	
EFT7531	28/06/2022	Simoco Wireless Solutions		\$	(4,180.90)
	31/05/2022	Install DMR radios WD.920, WD.422, WD.300, WD.1827, WD.0, WD.458	\$	4,180.90	
EFT7532	28/06/2022	Southside Autos		\$	(14,327.04)
	16/05/2022	Plant purchase Purchase - Pajero, Trade - Pajero	\$	14,327.04	
EFT7533	28/06/2022	The Lock Man Security		\$	(191.00)
	10/06/2022	Repair lock - Fire shed Labour	\$	191.00	

EFT7534	28/06/2022	The Workwear Group		\$	(850.82)
	01/06/2022	Uniforms <i>Alan Hart</i>	\$	54.95	
	06/06/2022	Uniforms <i>Alan Hart</i>	\$	71.50	
	07/06/2022	Uniforms <i>Jenni Curtis</i>	\$	265.35	
	07/06/2022	Uniforms <i>Maureen Mertyn</i>	\$	95.21	
	07/06/2022	Uniforms <i>Lisa Boddy</i>	\$	185.36	
	07/06/2022	Uniforms <i>Adrienne Yzerman</i>	\$	167.20	
	14/06/2022	Uniforms <i>Annette Hardie</i>	\$	176.10	
	25/05/2022	Credit Note <i>Alan Hart</i>	\$	(164.85)	
EFT7535	28/06/2022	Volt Air		\$	(2,407.59)
	01/06/2022	Install air con timer - Caravan Park <i>Labour & materials</i>	\$	420.00	
	01/06/2022	Label RCDs <i>Admin Office, RCD labelling</i>	\$	987.25	
	02/06/2022	Supply vast box <i>19 Humes Wy</i>	\$	350.00	
	09/06/2022	Repair phone plug - Admin office <i>Labour</i>	\$	143.00	
	18/06/2022	Extend pump cable - Bowling green <i>Labour, Parts</i>	\$	507.34	
EFT7536	28/06/2022	WA Contract Ranger Services		\$	(594.00)
	12/06/2022	Contract Ranger Service <i>Labour & travel</i>	\$	594.00	
EFT7537	28/06/2022	WALGA		\$	(858.00)
	21/06/2022	Training - Conflicts of Interest <i>Cr Sheryl Little</i>	\$	214.50	
	21/06/2022	Training - Serving on Council <i>Cr Sheryl Little</i>	\$	214.50	
	21/06/2022	Training - Serving on Council <i>Cr Sheryl Little</i>	\$	214.50	
	21/06/2022	Training - Understanding Financial Reports & Budgets <i>Cr Sheryl Little</i>	\$	214.50	
EFT7538	28/06/2022	WD Auto Repairs		\$	(398.75)
	10/05/2022	Plant repairs <i>Repair fuel trailer tyre, Fit new tyre road broom</i>	\$	110.00	
	08/06/2022	Tyre repair - WD.270 <i>Labour</i>	\$	115.50	
	15/06/2022	Tyre repair - WD.229 <i>Labour & parts</i>	\$	173.25	
EFT7539	28/06/2022	Wandering Tavern		\$	(771.00)
	01/05/2022	Catering & office supplies <i>Milk, Catering bushfire training</i>	\$	463.50	
	21/06/2022	Gas bottles <i>Caravan Park, Community Centre, General road maintenance</i>	\$	127.50	
	21/06/2022	Catering <i>Pilot training course</i>	\$	180.00	

DD3950.8	02/06/2022	Telstra		\$	(1,307.83)
	18/05/2022	Phone charges	\$ 1,307.83		
		<i>Admin office, Harvest ban, Admin office, Fuel facility, CRC, Admin office, Admin office, CRC, CRC, Admin office, Consulting room, Admin iPad, Caravan Park, Supervisor, Remote Internet, Fuel Facility, Fuel Facility, Fuel Facility, CRC Internet Connection, Office Internet Connection, Phone plan, Rounding, CEO mobile, Internet 13 Dunmall Dr</i>			
DD3950.9	01/06/2022	Pivotel		\$	(60.00)
	15/05/2022	Satellite Sleeves	\$ 60.00		
		<i>Bushfire radios</i>			
DD3956.1	22/06/2022	Synergy		\$	(743.62)
	01/06/2022	Street lighting	\$ 743.62		
		<i>Usage</i>			
DD3961.1	08/06/2022	Aware Super		\$	(5,385.57)
	08/06/2022	Payroll deductions	\$ 4,289.58		
	08/06/2022	Payroll deductions	\$ 1,095.99		
DD3961.2	08/06/2022	ANZ OnePath Masterfund		\$	(255.84)
	08/06/2022	Payroll deductions	\$ 63.96		
	08/06/2022	Payroll deductions	\$ 191.88		
DD3961.3	08/06/2022	HostPlus Super Fund		\$	(711.84)
	08/06/2022	Payroll deductions	\$ 177.96		
	08/06/2022	Payroll deductions	\$ 533.88		
DD3961.4	08/06/2022	Australian Super		\$	(578.08)
	08/06/2022	Payroll deductions	\$ 144.52		
	08/06/2022	Payroll deductions	\$ 433.56		
DD3961.5	08/06/2022	SuperWrap Personal Super Plan		\$	(97.14)
	08/06/2022	Payroll deductions	\$ 97.14		
DD3961.6	08/06/2022	CBUS		\$	(186.98)
	08/06/2022	Payroll deductions	\$ 186.98		
DD3961.7	08/06/2022	Prime Super		\$	(215.76)
	08/06/2022	Payroll deductions	\$ 215.76		
DD3965.1	01/06/2022	Bankwest		\$	(1,291.78)
	16/05/2022	Credit card purchases	\$ 1,291.78		
		<i>Caravan park advertising, Bulk post ANZAC Day flyer, Council meeting catering, Phone covers, Business cards, Fuel O.WD, Smartburn, Bulk post CRC, Survey Monkey subscription, Adobe, Adobe, Bank fee, International bank fee</i>			
DD3965.2	01/06/2022	St.George Bank		\$	(438.96)
	31/05/2022	Merchant fees - Fuel Facility	\$ 438.96		
		<i>May 2022</i>			
DD3968.1	22/06/2022	Aware Super		\$	(5,963.82)
	22/06/2022	Payroll deductions	\$ 4,728.86		
	22/06/2022	Payroll deductions	\$ 1,234.96		
DD3968.2	22/06/2022	ANZ OnePath Masterfund		\$	(282.37)
	22/06/2022	Payroll deductions	\$ 70.59		
	22/06/2022	Payroll deductions	\$ 211.78		
DD3968.3	22/06/2022	HostPlus Super Fund		\$	(711.84)
	22/06/2022	Payroll deductions	\$ 177.96		
	22/06/2022	Payroll deductions	\$ 533.88		
DD3968.4	22/06/2022	Australian Super		\$	(578.08)
	22/06/2022	Payroll deductions	\$ 144.52		
	22/06/2022	Payroll deductions	\$ 433.56		
DD3968.5	22/06/2022	Macquarie Super		\$	(97.14)
	22/06/2022	Payroll deductions	\$ 97.14		

DD3968.6	22/06/2022	CBUS			\$	(153.74)
	22/06/2022		Payroll deductions	\$	153.74	
DD3968.7	22/06/2022	Prime Super			\$	(259.64)
	22/06/2022		Payroll deductions	\$	259.64	
DD3975.1	08/06/2022	Aware Super			\$	(384.75)
	22/06/2022		Payroll deductions	\$	384.75	
DD3975.2	22/06/2022	Aware Super			\$	(128.25)
	22/06/2022		Payroll deductions	\$	128.25	
DD3950.10	17/06/2022	Water Corporation			\$	(483.84)
	20/05/2022		Standpipe	\$	483.84	
			<i>Water use</i>			
1000009	28/06/2022	Water Corporation			\$	(6,379.26)
	07/06/2022		Install water meter	\$	6,379.26	
			<i>Reserve 28526</i>			
				Total	\$	(384,466.48)

Credit Card Breakdown -April to May 2022			
Date	Supplier	Description	Amount
13/04/2022	Microsoft	Wiki Camps Advertising for Caravan Park	\$ 7.95
14/04/2022	Aus Post	Bulk Postage- ANZAC Day Flyer	\$ 38.70
23/04/2022	Coles	Council Members Catering for OCM	\$ 83.07
27/04/2022	Next-Tel	Mobile Phone Covers	\$ 189.97
28/04/2022	Vistaprint	Business Cards Printing	\$ 41.98
29/04/2022	Puma	Fuel OWD	\$ 98.75
30/04/2022	Bunnings	Maintenance 13 Dunmall Street	\$ 49.00
12/05/2022	Aus Post	Bulk Postage for CRC	\$ 36.55
22/04/2022	Survey Monkey	Survey Monkey Subscription	\$ 384.00
06/05/2022	Adobe	Adobe Licencing	\$ 279.90
06/05/2022	Adobe	Adobe Licencing	\$ 69.98
16/05/2022	Fee	Bank Fee	\$ 0.60
22/04/2022	International fee	Bank Fee	\$ 11.33
		TOTAL	\$ 1,291.78

14 Planning and Technical Services

14.1 – Application for Development Approval – Lot 12 (7841) Albany Highway, Bannister

File Reference:	PA281
Location:	Lot 12 (No. 7841) Albany Highway, Bannister
Applicant:	Glenn Burke
Author:	Cody Meyer c/- Altus Planning (Shire’s Town Planning Consultant)
Authorising Officer:	Barry Gibbs – Executive Manager Technical Services
Date:	19 May 2022
Disclosure of Interest:	Nil
Attachments:	Development Application Form Certificate of Title Proposed Development Plans Main Roads WA Referral Response Bushfire Attack Level Assessment
Previous Reference:	Nil

Summary:

The Shire has received a development application seeking approval for a ‘Use Not Listed’, being a Tourist Facility and associated signage at Lot 12 (No. 7841) Albany Highway, Bannister (the ‘subject site’ or ‘site’).

The application requires development approval as a land use that is not listed within the zoning table under Town Planning Scheme No. 3 (‘TPS3’ or ‘Scheme’) has no permissibility assigned to it. As such, and in accordance with subclause 4.4.2 the Scheme, the application is to be assessed against the objectives of the zone within which the site is situated and is to be referred to Council for determination.

This report recommends the application be approved.

Background:

The application proposes to utilise an existing colorbond shed structure on the property to facilitate the offering of tourist related activities and associated amenities. Specifically, the applicant proposes to undertake the production and sale of rustic timber and metal furniture and artworks, locally produced arts and crafts and other local products, bric-a-brac, and gold panning. Signage is also proposed as part of the application for the purpose of wayfinding and the advertising of the proposed amenities that are offered.

The subject site is located approximately 14.5km to the west of the Wandering Town Site and measures a total of 2,003sqm in area. The subject site is bound by Albany Highway to the west, Bannister Road to the south, and a similarly sized battle-axe lot to the north and west. Vehicular access to the site is provided via two (2) separate crossovers; one providing access to the site from Bannister Road via the leg of the adjacent battle-axe lot, while the other from Albany Highway. It is noted that the applicant also owns the battle-axe lot.

The subject site and surrounding lots within the immediate locality are generally zoned Rural under TPS3 with the exception of a Special Use zoned lot approximately 50m to the east.

The subject site accommodates for an existing colorbond shed, water tank, and associated on-site effluent and stormwater disposal facilities. It is noted that in recent years, the culvert on the subject site adjacent to Albany Highway has been significantly upgraded.

North of the subject site is the 'Riverside Roadhouse' which offers services typically associated with the 'Roadhouse' land use as defined within TPS3. Existing development on nearby lots is typically characterised by agricultural and farming land, with associated outbuildings and singular dwellings. Please refer to the image below for mapping of the subject site in its local context.



Figure 1: Local Context of the Subject Land

Comment:

Town Planning Scheme No. 3

The subject site is zoned 'Rural' under TPS3. The objectives for the 'Rural' zone are provided at Clause 4.2(5) of the Scheme and state 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.*

As discussed in preceding sections of this report, the application has been determined as a 'Use Not Listed' in accordance with Clause 4.4 of the Scheme. This determination has been made following a review of Table 1 - Zoning table under Part 4 of the Scheme, which concluded that the activities proposed are not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type or class of activity of any other use.

With respect to Clause 4.4 it is maintained that the application aligns with the provisions of Subclause 4.4.2, which provides that the Local Government may:

- *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.*

Given that the proposal seeks approval for a 'Use Not Listed', and in accordance with Clause 4.4.2 of the Scheme, the application will be assessed against the above objectives to determine the suitability of the proposal at the subject site. Refer to the table below.

Objective	Comment
a) To ensure the continuation of broad-hectare agriculture in the district encouraging where appropriate the retention and expansion of agricultural activities.	The subject site has not previously been used for agricultural purposes and the current site characteristics make it unviable to do so. The proposed use of the land will also not pose a risk to the continuation of broad-hectare agriculture upon other lots within the locality.
b) To provide for diversification and intensive agricultural uses in suitable areas.	N/A – application does not propose agricultural uses.
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.	<p>The proposed 'Use Not Listed' can be most appropriately categorised as a Tourist-Based land use, which is not inherently non-rural in nature. Notwithstanding, it is deemed that the proposed use can be shown to be of benefit to the district as it will facilitate increased tourist activity and an aggregation of similar amenities within the immediate surrounds.</p> <p>It is acknowledged that production of waste is expected through the furniture manufacturing process. In order to ensure that existing environmental values within the locality are preserved, it is recommended that a Waste Management Plan is submitted as a condition of approval within a set time as determined by Council, that provides details on the quantity, capacity and location of bin storage as well as waste disposal method and frequency.</p>

Objective	Comment
d) To allow for facilities for tourists and travellers, and for recreation uses.	The application directly addresses and achieves this objective as it proposes to provide tourist activities and facilities in the form of local furniture and arts and craft sales, and gold-panning tours.
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.	N/A – all adjoining land is also zoned Rural (with the exception of Albany Highway which is not zoned under TPS3). It is noted that a property zoned ‘Special Use’ is located approximately 50m east of the subject site however the provisions of this zone predominantly provide for uses akin to those of a rural nature and therefore no adverse effects are expected.

As per the above commentary and assessment in the above table, it is maintained that the proposed activities are generally consistent with the objectives of the ‘Rural’ zone, in particular objective d).

Clause 5.17 of the Scheme prescribes various standards for development in the ‘Rural’ zone. Of the provided requirements, only subclause 5.17.3 is applicable as the proposal seeks approval for a change of use, whereby Subclauses 5.17.1 and 5.17.2 relate to proposals involving construction of new buildings, and agroforestry/plantations, respectively.

While it is acknowledged the proposal incorporates a ‘works’ component by way of the proposed signage, the Scheme does not provide development requirements which relate to such works and subsequently, the proposed signage will be assessed against the provisions of the *Stock on Road Signs* document, produced by Main Roads Western Australia (MRWA) and adopted by the Shire per the Shire of Wandering Policy Manual (2020); the *Guidelines for Sign Standards* prepared by MRWA; and with respect to comments provided to the Shire by MRWA following the referral of the application. This will be discussed in later sections of this report.

An assessment of the proposal against the provisions of Subclause 5.17.3 is provided within the table below.

Subclause 5.17.3 - General Development Requirements	
In considering an application for planning approval the Local Government will have due regard for the following, in addition to the provisions of the Scheme.	
Provision	Comment
a) Any sensitive or incompatible uses which may require buffer separation from the proposed use;	<p>It is understood that the production of the rustic furniture will require the use of power tools. The materials used to construct the furniture are either metal or wood, and as such it can be reasonably concluded that there will be significant noise generation during the manufacturing process.</p> <p>Notwithstanding this fact it is also understood that the production of furniture will be by the applicant only, and therefore can be considered a small-scale manufacturing process without the use of commercial machinery. Further, there is only one (1) residence within a 400m radius of the subject site being the Riverside Roadhouse, of which a review of Shire records confirms the roadhouse has been previously approved to allow for residential use by the owner/operator.</p> <p>In order to mitigate any potential adverse impacts upon the owner/operator of the roadhouse, it is recommended that a condition of approval is imposed limiting the hours of furniture manufacturing from 7am – 7pm Monday to Saturday.</p>
b) Evidence of a sustainable water supply that does not rely on catchment outside the lot, or damming of a stream that will impact on the water availability for another lot or lots;	The subject site has a large water tank which has been constructed prior to the lodgement of this application. It is maintained that the water tank is able to provide for a sufficient and sustainable water supply and does not pose any impact upon water availability for other lots.
c) Soil conditions, slope, soil type, rock, potential for water logging, foundation stability, and how the application has addressed these site characteristics;	As the application proposes a change to the use of the land only, there is no impact upon site characteristics with respect to soil, rock or foundation conditions.

Provision	Comment
d) Proposals for treatment and disposal of waste products.	The applicant claims that a pre-existing on-site effluent disposal system has previously been installed at the subject site. A review of Shire records by the Shire’s Health Officer confirmed that the existing system is adequate, and the proposal is not expected to generate increased waste disposal that would exceed the capacity of the system. The applicant is required to submit a septic application and to pay the relevant application fee for approval.

Having regard to the above assessment, the activities proposed to be undertaken at the subject site are considered acceptable and are supported.

Public Notice of Development Application

In accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 (‘Regulations’), the proposal is considered a ‘Complex’ application as the proposed use of the land is not specifically referred to in the zoning table for this Scheme in respect of the zone in which the development is located. Clause 64 of the Regulations states that the Local Government must advertise a complex application in accordance with subclause (3).

Consistent with the above and in accordance with Clause 4.4 and 9.4 of TPS3, the application was advertised to surrounding landowners and referred to MRWA for comment given the proximity of the site to Albany Highway.

Landowners notified were those within a 200m radius of the subject site, as per subclause 64(3)(b)(ii) of the Regulations. Additional landowners slightly outside of the 200m radius were also notified in accordance with subclause 64(3)(b)(i), which provides that the Shire may advertise the application to any other owners of land who, in the opinion of the Shire, have the potential to become impacted by the granting of development approval.

Surrounding landowners were issued letters with details of the proposal, and in accordance with the Regulations, were given a period of 28 days to make comment on the application. The advertising commenced on 27 May 2022 and concluded 24 June 2022. Upon conclusion of the advertisement period, a total of zero (0) submissions were received.

In addition to surrounding landowners, the application was referred to MRWA due to the proximity of the subject site to Albany Highway, which is a Primary Distributor Road under the Western Australian Road Hierarchy and therefore managed by MRWA.

The application was referred to MRWA on 27 May 2022. On 5 July 2022 MRWA provided their response (see attachment) which advised of no objections to the proposal subject to the following conditions being imposed:

1. Suitable arrangements being made with Main Roads WA for the upgrade of the direct vehicular access onto the Main Roads network.
2. Suitable arrangements being made with Main Roads WA for the approval of signage is visible from the Main Roads network.

MRWA added to the above by way of the following advice notes:

- The applicant is encouraged to contact the Main Roads WA Wheatbelt Region for advice in relation to vehicular access and signage.
- The applicant is required to submit an Application for Advertising Signs within and beyond State Road Reserves and receive approval prior to the installation of signage.
- The applicant is required to submit an Application for Highway Access and Application to Undertake Works within the Road Reserve, and receive approval, prior to undertaking any works within the road reserve.

In relation to vehicular access, MRWA voiced concerns that there is no formal, structured access to the site and that vehicles can enter and exit the site onto Albany Highway along a wide informal section. MRWA also wants to protect the highway from mud and debris on the pavement, which could be tracked from vehicles using the subject site which does not have constructed parking areas.

It is recommended therefore that the above conditions are imposed within the determination of this application.

Proposed Signage

The application proposes the erection of signage at the subject site which pertains to the proposed activities to be carried out. The Shire's planning framework does not provide development requirements in relation to signage and therefore no assessment can be undertaken on this basis.

In absence of any development requirements relating to signage, a holistic review indicates that the proposed signage is not of an unreasonable scale or quantity, and subsequently, it is not expected that the signage would negatively impact the existing visual amenity of the site and surrounds. The signage can therefore be supported at officer level.

With respect to comments provided to the Shire by MRWA and as discussed above, it is recommended that a condition is imposed which requires the applicant to submit an 'Application for Advertising Signs' to MRWA and receive approval prior to installation of the signage. This will further ensure appropriateness of the signage prior to installation at the site.

Car Parking

The application proposes a total of three (3) formal car parking spaces for customers. The car parking area is accessed from the east of the site and provides an adequate manoeuvring area for vehicles. Given the small-scale nature of the proposal, it is deemed that the provision of three (3) car parking bays is sufficient. Further, it is not unreasonable to expect that some customers will initially park at the Riverside Roadhouse and walk to the subject site, given the aggregate of similar amenities.

State Planning Policy 3.7 - Planning in Bushfire Prone Areas

State Planning Policy 3.7 - Planning in Bushfire Prone Areas (SPP3.7) has been prepared by the Western Australian Planning Commission (WAPC) to implement effective, risk-based land use planning and development to preserve life and reduce the impact of bushfire on property and infrastructure.

The subject site is designated as a 'Bushfire Prone Area' as per the Department of Fire and Emergency Services Map of Bushfire Prone Areas (2022), refer Figure 2 below. Given this designation, the applicant engaged a suitable Bushfire Practitioner to prepare a Bushfire Attack Level (BAL) Assessment to determine the level of risk which exists.



Figure 2: Map of Bushfire Prone Area

A copy of the BAL Assessment is included as an attachment. The assessment was undertaken on 14 June 2022 by Preplan Consulting in accordance with AS 3959 – 2018. The determined BAL for the site/proposal is **BAL-12.5** which is considered low and does not pose a risk to the development.

Notwithstanding the above, Clause 6.6 of SPP3.7 provides detail on procedures when dealing with a 'vulnerable' or 'high-risk' land use. Given that the application proposes a 'Use Not Listed', an evaluation must occur to determine whether the proposed use could be considered a 'vulnerable' use. SPP3.7 considers tourist-based land uses as a 'vulnerable' use and as such the same is applied to this application. Subclause 6.6.1 of SPP3.7 requires that a vulnerable land use cannot be supported unless accompanied by a Bushfire Management Plan (BMP). It is recommended therefore that a BMP is submitted by the applicant and approved by the Shire as a condition of approval, and that the use is not commenced until this time.

Planning and Development (Local Planning Schemes) Regulations 2015

Deemed Provisions – CI 67 Matters to be considered by local Government

Deemed Provisions – CI 67 Matters to be Considered by Local Government	
Provision	Comment
(a) the aims and provisions of the Scheme and any other relevant town planning scheme operating within the Scheme Area;	The proposal is consistent with the objectives of the 'Rural' zone under TPS3.
(c) any approved Statement of Planning Policy of the Commission;	The proposal is consistent with SPP3.7 subject to the submission of a Bushfire Management Plan as a condition of approval.
(i) the compatibility of a use or development within its setting;	The proposal has been determined as principally a tourist-based development and is deemed compatible within the context of the locality for the reasons provided in previous sections of this assessment.
(l) the likely effect of the proposal on the natural environment and any means that are proposed to protect or to mitigate impacts on the natural environment;	The proposal has a negligible impact upon the natural environment with the exception of waste generation, which is accounted for by the recommendation for a Waste Management Plan to be submitted as a condition of approval.
(m) whether the land to which that application relates is unsuitable for the proposal by reason of it being, or likely to be, subject to flooding, tidal inundation, subsidence, landslip, bush fire or any other risk;	The application underwent a BAL Assessment to determine risk, given the site's status as Bushfire Prone. The BAL Assessment confirmed a BAL of 12.5 which is considered acceptable for development.
(n) the preservation of the amenity of the locality;	The proposal will not result in an adverse impact upon the existing amenity of the locality and will add to the existing amenities offered by the nearby roadhouse.
(p) whether the proposed means of access to and egress from the site are adequate and whether adequate provision has been made for the loading, unloading, manoeuvring and parking of vehicles;	The proposed car parking, access and manoeuvrability for vehicles has been assessed and is considered appropriate for the proposed development.
(q) the amount of traffic likely to be generated by the proposal, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;	There is no expected negative impact upon the ability of Albany Highway or Bannister Road to accommodate traffic generated by the development as a result of the proposal.
(z) the comments or submissions received from any authority consulted under clause 10.1.1;	The assessment has considered the comments received from MRWA with respect to vehicular access and signage.

Consultation:

In accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 ('Regulations'), the proposal is considered a 'Complex' application and as such was advertised to surrounding landowners for a period of 28 days as per subclause 64(3). The application was also referred to MRWA for comment as the subject site proposes access via Albany Highway and signage that is visible from Albany Highway.

Statutory Environment:

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

Policy Implications:

Nil

Financial Implications:

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

Strategic Implications:

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

Sustainability Implications:

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

Risk Implications:

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

Risk Matrix:

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it.

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

Voting Requirements:

Simple Majority

Officer Recommendation:

That Council approves the application for development approval, submitted by Glenn Burke to commence a 'Use Not Listed' at Lot 12 (No. 7841) Albany Highway, Bannister, subject to the following conditions:

- The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Council.
- Manufacturing of furniture and art to be undertaken between the hours of 7:00 and 19:00 Monday to Saturday. Manufacturing of furniture is not permitted outside of these hours.
- The applicant, within 30 days of the date of approval or whichever time period is deemed as appropriate by Council, is to submit a Waste Management Plan to the satisfaction of the Shire which provides detail on the size, quantity, type and location of bin storage as well as the method and frequency of disposal, prior to commencement of the use.
- The applicant, within 30 days of the date of approval or whichever time period is deemed as appropriate by Council, is to submit a Bushfire Management Plan to the satisfaction of the Shire and in accordance with the provisions of State Planning Policy 3.7, prior to commencement of the use.
- The applicant, within 30 days of the date of approval or whichever time period is deemed as appropriate by Council, is required to submit a septic application and to pay the relevant application fee for approval.
- Suitable arrangements being made with Main Roads WA for the upgrade of the direct vehicular access onto the Main Roads network.
- Suitable arrangements being made with Main Roads WA for the approval of signage is visible from the Main Roads network.

Advice Notes:

With respect to Conditions 1, 5 and 6:

- The applicant is encouraged to contact the Main Roads WA Wheatbelt Region for advice in relation to vehicular access and signage.
- The applicant is required to submit an Application for Advertising Signs within and beyond State Road Reserves and receive approval prior to the installation of signage.
- The applicant is required to submit an Application for Highway Access and Application to Undertake Works within the Road Reserve, and receive approval, prior to undertaking any works within the road reserve.
- Your attention is drawn to that fact that this consent constitutes development approval under the Planning and Development Act 2005 only and that a Building Permit may be required to be obtained prior to commencement of the land use that demonstrates compliance with the Building Code of Australia. It is the responsibility of the applicant to liaise with the Shire obtain any other necessary approvals, consents and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.

Moved: _____ Seconded: _____

14.2 – Application for Development Approval – Lot 64 (818) Moramocking Road, Wandering

File Reference:	PA288
Location:	Lot 64 (No. 818) Moramocking Road, Wandering
Applicant:	Stephen Bullock
Author:	Ben Laycock c/- Altus Planning (Shire Consultant Planner)
Authorising Officer:	Barry Gibbs – Executive Manager Technical Services
Date:	27 June 2022
Disclosure of Interest:	Nil
Attachments:	Development Plans / Blackboy Springs Estate Building Envelope
Previous Reference:	Nil

Summary:

The Shire has received an application for development approval to construct a 31.5m² 'lean-to' to the existing shed at Lot 64 (No. 818) Moramocking Road, Wandering ('subject site' or 'site'). The application requires development approval as the location of the proposed lean-to is located outside of the prescribed building envelope for the site.

As outlined in this report, conditional approval is recommended as:

- The proposed lean-to is located within the existing development cluster on-site.
- The structure is not readily visible from the street or the closest adjoining neighbour due to distance and existing vegetation.
- Being non-habitable, the structure is exempt from any bushfire planning considerations.

Background:

The subject site is located approximately 6km to the south-west of the Wandering Town Site, within the 'Blackboy Springs Estate' and measures 5.0437ha. The site is located within a street block that is broadly bound by O'Connell Road to the north, Moramocking Road to the east, Reid Road to the south and Blackboy Gully Road to the west.

The site is currently developed for rural-residential purposes and comprises of an existing single storey dwelling, a shed and several water tanks which are accessed via a driveway extending from the south-eastern corner. The property boundaries are, for the most part, lined with mature vegetation.

In terms of the surrounding area, the lands to the north, south and west are similarly sized (approximately 5ha) and have been developed for similar rural-residential purposes. The land immediately on the eastern side of Moramocking Road is zoned 'Rural' and consists of much larger lot sizes. Refer to Figure 1.

The proposed lean-to measures 3.5m (w) x 9.0m (l) and is to be located on the eastern side of the existing shed which the Applicant states is to be used for storage. The proposed development plans are provided as an attachment.



Figure 1: Locality aerial (Source: Landgate 2022)

Comment:

Town Planning Scheme No. 3

The subject site is zoned 'Rural Residential' pursuant to the *Shire of Wandering Town Planning Scheme No. 3* ('TPS3' or 'Scheme'). The objectives for the Rural Residential zone are provided at clause 4.2 of the Scheme and state as follows:

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

With respect to the above, only objective c) is considered relevant to this application and is discussed further within this Report.

The Blackboy Springs Estate is otherwise referred to as 'Rural Residential Zone No. 2' and pursuant to Schedule 11 of TPS3, building envelopes were prescribed for all of the Rural Residential lots at the time of the original subdivision. Schedule 1 of TPS3 defines 'building envelope' as follows:

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 applicable building envelope for the subject site is provided as an attachment. As the existing shed has been constructed along the south-eastern edge of the prescribed building envelope, the proposed lean-to will be located outside of the building envelope and therefore requires planning approval. Clause 5.5.1 of TPS3 provides Council with the discretion to approve an application that does not comply with a standard or requirement of the Scheme.

Clause 5.16 of TPS3 prescribes various standards for development in the Rural Residential zone. An assessment of the proposed lean-to against these standards is provided in the following table.

Scheme Requirement	Assessment Comments
<p><u>Clause 5.16.1</u> Minimum building setback:</p> <ul style="list-style-type: none"> • Front - 30m • Rear - 10m • Side - 10m 	<p>The prescribed building envelope for the site overrides the setback requirements of Clause 5.16.1. Notwithstanding, they provide guidance in the exercise of discretion when considering the appropriateness of the proposed lean-to, which are as follows:</p> <ul style="list-style-type: none"> • Front - Approximately 94m • Rear - Approximately 133m • Side - Approximately 90m <p>In this regard, the setbacks are considered acceptable due to the following:</p> <ul style="list-style-type: none"> • The nearest dwelling is approximately 132m to the north-east of the proposed lean-to and due to the shed being located on the southern side of the existing dwelling, there is no direct line of site towards the proposal due to the existing development and mature vegetation. • The proposed lean-to will be orientated at an angle to the street and neighbour lot boundaries, consistent with the existing development on-site, which reduces the visibility of the structure. • The proposed lean-to will be located within the main “development cluster” for the site which assists in minimising any visual impacts.
<p><u>Clause 5.16.2</u> Development to be in accordance with Schedule 11, No. 2 and the associated plan of subdivision</p>	<p>Only sub-provisions 4 and 5 are relevant to the proposal. These are as follows:</p> <p><u>Provision 4 (20m low fuel radius maintained around all buildings)</u></p> <ul style="list-style-type: none"> • The proposal is a non-habitable structure and will be constructed of non-combustible materials (Trimdek roof sheeting and steel frame). • The proposal will abut an existing non-habitable structure (outbuilding), which contributes towards this radius. • Whilst not specifically referenced in the application, the southern side of the existing shed is lined with vegetation which will need to be removed as part of the application.

Scheme Requirement	Assessment Comments
	<p>The Applicant has advised that this vegetation is a Grevillea Bush and historical aerial imagery on Landgate would suggest it was planted circa 2003.</p> <ul style="list-style-type: none"> • It should also be noted that the proposal is exempt under planning legislation from requiring any accompanying Bushfire Management Plan ('BMP') or Bushfire Attack Level ('BAL') Assessment as the siting of the development is outside a designated bushfire prone area and furthermore, a shed is not a habitable building. <p><u>Provision 5 (Shire may require planting of 50 trees and maintenance for 2 year period)</u> Having regard to the abovementioned low fuel area requirements and considering the proposed lean-to is located within the existing development cluster on-site, as well as the extent of vegetation already on-site, further planting is not considered necessary.</p>
<p><u>Clause 5.16.3</u></p> <ul style="list-style-type: none"> a) Development approval required for all development in Rural-Residential zone. b) Maximum one dwelling per lot. c) All trees shall be retained unless otherwise approved by the Shire. d) If the land is considered deficient, the Shire may require replanting of the site as a condition of any approval. e) Appropriate measures must take place to prevent noise, odour or dust from the keeping of animals. f) The Shire may take any action to prevent detrimental impacts such as overstocking or erosion due to the keeping of animals. g) The Shire may require provision for bush fire control measures in accordance with an adopted local planning policy. 	<ul style="list-style-type: none"> a) A development application has been submitted seeking approval for the proposed lean-to. b) There is one existing dwelling on the subject site. c) The proposal will not result in the removal of any existing significant trees on the site. d) See above assessment comments for Clause 5.16.2, Provision 5. e) N/A f) N/A g) See above assessment comments for Clause 5.16.2, Provision 5. Notwithstanding, the Shire does not have a separate adopted local planning policy regarding bushfire.

Scheme Requirement	Assessment Comments
<p>Clause 5.16.4 When considering an application, the Shire will also have regard to the following:</p> <ul style="list-style-type: none"> a) the colour and texture of external building materials; b) building size, height, bulk, roof pitch; c) setback and location of the building on its lot; d) architectural style and design details of the building; e) relationship to surrounding development; f) other characteristics considered by the local government to be relevant. 	<ul style="list-style-type: none"> a) Materials of construction comprise of Trimdek roof sheeting and steel frame which are considered consistent with the rural character. b) The proposed lean-to will result in 31.5m² of additional floor area, taking the overall floor area of development on site to approximately 257m² which equates to 0.5% of the total lot area. Being a lean-to, the proposal will have a maximum height of 3.3m where it adjoins the existing structure and will slope down to a height of 2.9m, creating a continuous roof form. c) As previously mentioned, the location of the proposed lean-to at the southern end of the existing development cluster and the existing vegetation that lines the property boundaries is such that visibility of the structure from adjoining properties and the street will be minimal. d) The proposed structure will form a continuation of the roofline for the existing shed. e) As previously mentioned, the proposed is to be located within the established development footprint of the site. f) The Applicant has advised that the lean-to is for storage purposes which is consistent with the Rural Residential character of the locality.

State Planning Policy 3.7 – Planning in Bushfire Prone Areas

The south-western corner of the subject site is mapped as falling within a designated bushfire prone area, however all of the existing development on-site and the proposed lean-to are located well clear of the designated area by some 147m.

Section 1.2 of the *Guidelines for Planning in Bushfire Prone Areas Version 1.4* clarifies that:

For development applications where only part of a lot is designated as bushfire prone and the proposed development site is wholly outside of the designated area, the development application will not need to address SPP 3.7 or these Guidelines.

Consultation:

The proposal’s non-compliance with the Scheme requirement (i.e. building envelope) is considered to be of minor nature that will not adversely impact on the surrounding properties. Public advertising is therefore not considered necessary pursuant to Clause 64(2) of the Deemed Provisions contained in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Statutory Environment:

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

Policy Implications:

Nil

Financial Implications:

Costs may be incurred by the Shire if the landowner requests a review of the determination by the State Administrative Tribunal.

Strategic Implications:

The recommendations of this report are consistent with the following strategy of the Shire's Strategic Community Plan 2018 – 2028:

- 4.2 *Ensure our planning framework & environment supports nimble decision making and gives confidence to developers*

Sustainability Implications:

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

Risk Implications:

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

Risk Matrix:

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

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

Voting Requirements:

Simple Majority

Officer Recommendation:

That Council approves the application for development approval, submitted by Stephen Bullock, to construct a lean-to to the existing shed at Lot 64 (No. 818) Moramocking Road, Wandering, subject to the following conditions:

Conditions:

1. The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Council.
2. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Wandering.
3. Satisfactory buildings plans being approved by the Shire of Wandering.
4. The existing shed/garage and new lean-to is not to be used for industrial or commercial purposes and is not to be used for human habitation.

Moved: _____ Seconded: _____

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

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

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

16.1 Elected Members

16.2 Officers

17. Matters Behind Closed Doors

18. Closure of Meeting

The Presiding Member to declare the meeting closed.