



SHIRE OF WANDERING

Local Government Purchasing and Tender Policy

1.1 OBJECTIVES

- To provide compliance with the Local Government Act, 1995 and the Local Government Act (Functions and General) Regulations, 1996 (as amended in March 2007).
- To ensure openness, transparency, fairness and equity through the purchasing process to all potential suppliers
- To ensure consistency and best practice for all purchasing activities that integrate within all the Shire of Wandering operational areas.
- To provide a local price preference of up to 15% (excluding GST) for local suppliers of goods and services.
- To undertake purchasing processes that ensures value for money for the Shire of Wandering by delivering the most advantageous outcome possible.

1.2 WHY DO WE NEED A PURCHASING POLICY?

The Shire of Wandering is committed to setting up efficient, effective, economical and sustainable procedures in all purchasing activities. This policy:

- Provides the Shire of Wandering with a more effective way of purchasing goods and services.
- Ensures that purchasing transactions are carried out in a fair and equitable manner.
- Strengthens integrity and confidence in the purchasing system.
- Ensures that the Shire of Wandering receives value for money in its purchasing.
- Ensures that the Shire of Wandering considers the environmental impact of the procurement process across the life cycle of goods and services.
 - Ensures the Shire of Wandering is compliant with all regulatory obligations.
 - Promotes effective governance and definition of roles and responsibilities.
 - Upholds respect from the public and industry for the Shire of Wandering purchasing practices that withstands probity.

1.3 ETHICS & INTEGRITY

All officers and employees of the Shire of Wandering shall observe the highest standards of ethics and integrity in undertaking purchasing activity and act in an honest and professional manner that supports the standing of the local government and the Shires Code of Conduct.

Levels of expenditure restrictions imposed upon individual staff with sub-delegated purchasing authority are to be at the discretion of the Chief Executive Officer.

The following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties:

- full accountability shall be taken for all purchasing decisions and the efficient, effective and proper expenditure of public monies based on achieving value for money;
- all purchasing practices shall comply with relevant legislation, regulations, and requirements consistent with the local government policies and the Shire's code of conduct;
- purchasing is to be undertaken on a competitive basis in which all potential suppliers are treated impartially, honestly and consistently;
- all processes, evaluations and decisions shall be transparent, free from bias and fully documented in accordance with applicable policies and audit requirements;
- any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed; and
- any information provided to the Shire of Wandering by a supplier shall be treated as commercial-in-confidence and should not be released unless authorised by the supplier or relevant legislation.

1.4 VALUE FOR MONEY

Value for money is an overarching principle governing purchasing that allows the best possible outcome to be achieved for the Shire of Wandering. It is important to note that compliance with the specification is more important than obtaining the lowest price, particularly taking into account user requirements, quality standards, sustainability, life cycle costing, and service benchmarks.

An assessment of the best value for money outcome for any purchasing should consider:

- all relevant whole-of-life costs and benefits whole of life cycle costs (for goods) and whole of contract life costs (for services) including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, maintenance and disposal.
- the technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality;
- financial viability and capacity to supply without risk of default. (Competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history); and
- a strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable. Where a higher priced conforming offer is recommended, there should be clear and demonstrable benefits over and above the lowest total priced, conforming offer.

1.5 SUSTAINABLE PROCUREMENT

Sustainable Procurement is defined as the procurement of goods and services that have less environmental and social impacts than competing products and services.

The Shire of Wandering is committed to sustainable procurement and where appropriate shall endeavour to design quotations and tenders to provide an advantage to goods, services and/or processes that minimise environmental and negative social impacts. Sustainable considerations must be balanced against value for money outcomes in accordance with the Shire of Wandering's sustainability objectives.

Practically, sustainable procurement means the Shire of Wandering shall endeavour at all times to identify and procure products and services that:

- Have been determined as necessary;
- Demonstrate environmental best practice in energy efficiency and/or consumption which can be demonstrated through suitable rating systems and eco-labelling.
- Demonstrate environmental best practice in water efficiency.
- Are environmentally sound in manufacture, use, and disposal with a specific preference for products made using the minimum amount of raw materials from a sustainable resource, that are free of toxic or polluting materials and that consume minimal energy during the production stage;
- Products that can be refurbished, reused, recycled or reclaimed shall be given priority, and those that are designed for ease of recycling, re-manufacture or otherwise to minimise waste.
- For motor vehicles – select vehicles featuring the highest fuel efficiency available, based on vehicle type and within the designated price range;
- For new buildings and refurbishments – where available use renewable energy and technologies.

1.6 Buy Local Initiative

The Council is committed to backing local businesses to create jobs and stimulate the local economy to deliver growth.

- Request for Quotation should be offered to local business in the first instance, ensuring that the Policy requirements are adhered to and value for money is achieved.
- Buy Local suggests businesses within the Shire of Wandering in the first instance, Regional (excluding Perth) within 100km's of Wandering in the next instance and then the open market from there on.

1.7 PURCHASING THRESHOLDS

Where the value of procurement (excluding GST) for the value of the contract over the full contract period (including options to extend) is, or is expected to be:-

Amount of Purchase	Model Policy
Up to \$1,000 ex GST	<p>No quotations are required prior to purchase IF expenditure is approved in the Council Budget; verbal or written quotes may be sought to ensure the approved Council Budget is spent according to value for money principals applied. The verbal quotation form 051 must be used for verbal quotations.</p> <p><i>All purchases must be authorised according to delegated authority.</i></p>
\$1,001 – \$5,000 ex GST	<p>Seek two (2) written quotes. – Two (2) written quotes to be attached to the requisition.</p> <p><i>All purchases must be authorised according to delegated authority.</i></p>
\$5,001 - \$40,000 ex GST	<p>Seek three (3) written quotations containing price and specification of goods and services (with procurement decision based on all value for money considerations). All quotes must be attached to the requisition.</p> <p>Or</p> <p>Seek three (3) quotations directly from a prequalified panel of suppliers which include WALGA preferred supply contracts.</p> <p><i>All purchases must be authorised according to delegated authority.</i></p>
\$40,000 – \$99,999	<p>Seek three (3) written quotations containing price and specification of goods and services (with procurement decision based on all value for money considerations).</p> <p><i>All purchases within this range must be countersigned by the CEO</i></p>
\$100,000 and above	<p>Conduct a public tender process in accordance with this policy and the WALGA Procurement Handbook. The procurement decision is to be based on value for money considerations in accordance with the definition stated within this Policy.</p> <p>Or</p> <p>Seek quotations directly from a Tender exempt and pre-qualified panel of suppliers which include WALGA preferred Supply Contracts. It is recommended that wherever possible, the Local Government source multiple competitive quotations (at least three (3) preferred suppliers) using a formal Request for Quotation process either through equotes or directly in writing.</p> <p>Legislative compliance requirements must be adhered to .</p>

Exemptions

Exemption – Live Shows, Artistic Performances, Digital Movies:

For the procurement of live shows, artistic performances and digital movies a requisition is required to be raised, however, only one quotation needs to be obtained due to there being only one supplier.

Exemption – Staff Corporate Uniforms:

The staff corporate uniform is exempt from seeking quotations.

Exemption – All Freight:

All freight is exempt from seeking quotations but where possible attain the best price for the best required freight service.

Exemption – Travel/Airfares:

The procurement of airfares for travel purposes is exempt from seeking quotations but the Shire must be equitable in procuring this service from all local travel suppliers if and when the pricing is comparable.

Exemption – Staff Housing (Leasing of Property):

Leasing property for the purpose of providing staff housing is exempt from seeking quotations but the Shire must be equitable in procuring this service from all local suppliers if and when the pricing is comparable, taking into consideration what housing is required to accommodate staff needs and what is available on the rental market at that time.

Exemptions for Local Purchases –

The below list of individualised purchases from local suppliers are exempt from quotations but purchases need to be alternated between those local suppliers in respect to each individualised purchase. Comparing price, quality and service factors must be taken into account; should purchase items be of the same quality and service, then the lowest priced local supplier should be engaged for the purchase:

1. Newspaper, Books and Periodical Deliveries
Newspaper, books and periodical deliveries purchased locally for in-house provision and for the Shire of Wandering Library are exempt from seeking quotations.
2. Catering of Food
Catering of food from local suppliers for in-house meetings (not external meetings or events) are exempt from seeking quotations.
3. Catering of Alcoholic and Non-Alcoholic Drinks
Catering of alcoholic and non-alcoholic drinks including milk and water from local suppliers for in-house provision and for the Shires events/functions are exempt from seeking quotations.

Tenders - Where it is considered beneficial, tenders may be called in lieu of seeking quotations for purchases under the \$100,000 threshold (excluding GST). This decision should be made after considering the benefits of this approach in comparison with the costs, risks, timeliness and compliance requirements and also whether the purchasing requirement can be met through pre-qualified State Government suppliers or WALGA Preferred Supply Contracts. If a decision is made to seek public tenders for Contracts of less than \$100,000, a Request for Tender process that entails all the procedures for tendering outlined in this Policy and the WALGA Procurement Handbook must be followed in full.

When making a decision about whether to conduct a public Tender or utilise a Tender exempt arrangement, the Local Government should compare the cost and benefits of both processes. The compliance requirements, time constraints, costs and risks associated with a public Tender should be evaluated against the value delivered by such a process. This should then be compared with the cost and benefits of using a Tender exempt arrangement which include direct access to pre-qualified suppliers, full regulatory compliance, risk mitigation, administrative efficiencies and cost savings.

1.7 Purchasing Procedures

Tender or Request for Quotation through Tender Exempt Panels (\$100,000 Excl GST or over in value)

For the procurement of goods, services or works where the value exceeds \$100,000 Excl; GST, Legislative compliance requirements must be adhered to; the Shire of Wandering must either undertake:

- A public Tender process; or
- A Request for Quotation process from a Tender exempt panel of pre-qualified State Government suppliers or WALGA Preferred Supply Contracts (which are specifically designed around Local Government requirements) or State Government Common Use Arrangements (where Local Government access is permitted).

Using a Tender Exempt Panel of Pre-Qualified State Government or WALGA Preferred Suppliers

When accessing Tender exempt pre-qualified State Government suppliers, or a WALGA Preferred Supply Contract, the Local Government must utilise a Request for Quotation process through eQuotes or in writing direct with the Preferred Suppliers.

In undertaking a Request for Quotation, the Local Government does not need to request that pre-qualified suppliers provide the type of information that is normally provided in a public Tender. The fact that WALGA has already undertaken a public procurement process and has pre-qualified each Preferred Supplier, means that this information has already been obtained and validated.

Additionally, the Local Government does not need to use its own contractual terms and conditions given that WALGA has already developed best practice contractual terms and conditions which have been accepted by every Preferred Supplier. These contractual terms and conditions ensure that the interests of the Local Government are fully protected.

Keeping the scope of the Request for Quotation focused on the Specification and the Selection Criteria that will be utilised by the Local Government to assess different quotations, will ensure that only the required information is sought from Preferred Suppliers and the response process is streamlined.

Responses from Preferred Suppliers should be in writing and contain the price and a sufficient amount of information that addresses the Specification and Selection Criteria provided by the Local Government.

eQuotes

eQuotes is a secure, web-based procurement tool that streamlines and simplifies the Request for Quotation process with WALGA Preferred Suppliers, in addition to facilitating purchasing compliance, probity and control over all aspects of purchasing.

All WALGA Preferred Supply Contracts are available on eQuotes and all necessary contract information is preloaded to enable informed procurement choices, including contract details, insurances, pricing (where applicable) etc. Local Governments can also upgrade eQuotes to include their local suppliers.

Request for Quotation Process

In the event that a Local Government elects to call a Request for Quotation, the following process should be followed:

- The Request for Quotation documentation must include:
 - Written Specification that communicates the requirement (s) in a clear, concise and logical fashion;
 - Selection criteria to be applied;
 - Price schedule ;
 - Validity period of offer.
- Invitations to quote must be issued simultaneously to ensure that all parties receive an equal opportunity to respond. This can be done through eQuotes or directly to suppliers.
- New information that is likely to change the requirements must be offered to all prospective suppliers at the same time.
- Written responses must be assessed for compliance, then against the selection criteria, and then value for money. All evaluations must be documented.
- Respondents must be advised in writing as soon as possible after the final determination is made and approved.

For this procurement range, selection must be based on value for money (in accordance with the definition stated within this Policy) and which quotation would be most advantageous to the Local Government.

The evaluation process should include an assessment of qualitative factors such as quality, stock availability, and accreditation, time for completion or delivery, warranty conditions, technology, maintenance requirements, organisation's capability, previous relevant experience, environmental and social impacts, corporate social responsibility and any other relevant factors as part of the assessment of the supplier's response.

The Local Government can utilise the flexible nature of WALGA Preferred Supply Contracts to leverage optimal value for money through the competitive nature of the quotation process and based on their purchasing intent (eg volume or value of items to be purchased, period of contract etc).

The responsible Officer is expected to demonstrate due diligence when conducting a Request for Quotation process and must comply with any record keeping and audit requirements. Record keeping requirements must be maintained in accordance with record keeping policies.

Verbal Requests for Quotations –\$0 to \$1000,(Excl GST)

For the procurement of goods or services where the value is \$0 to \$999(Excl GST) no quotations are required prior to purchase if expenditure is approved in the Council Budget; verbal or written quotes may be sought to ensure the approved Council Budget is spent with value for money. The F022 Verbal Quotation Form may be used for verbal quotes.

- The F022 Verbal Quotation Form may be used for verbal quotes.

The responsible Officer is expected to demonstrate due diligence seeking quotes and to comply with any record keeping and audit requirements.

Request for Quotation \$1,000 - \$5,000 (Excl GST)

For the procurement of goods and services where the value is \$1,000 to \$4,999 Excl GST, two (2) written quotes are to be sought and these quotes are to be attached to the Requisition together with the completed Check List form and signed by the Authorising Officer. The Procurement Officer will attach all relevant documents received from the Authorising Officer to the Shire's duplicate copy of the Purchase Order. This process is to provide a detailed specification that communicates the requirements(s) in a clear, concise and logical fashion.

Request for Quotation \$5,000 - \$40,000 (Excl GST)

For the procurement of goods or services where the value is \$5,000 - \$39,999 Excl GST, at least three (3) written quotations be sought from the market, or from pre-qualified Local Government panel of suppliers, or WALGA Preferred Supply Contracts. The sought three (3) written quotations, the completed Check List form, all signed by the Authorising Officer, are to be attached to the Requisition; the Procurement Officer will attach all relevant documents received from the Authorising Officer to the Shire's duplicate copy of the Purchase Order.

In the event that a Local Government elects to call a Request for Quotation, the following process should be followed:

- Provide a simple Request for Quotation document that outlines the key elements of the process and requires written quotations.
- Provide an appropriately detailed written Specification that communicates the requirements(s) in a clear, concise and logical fashion.
- Invitations to quote must be issued simultaneously to ensure that all parties receive an equal opportunity to respond. This can be done through eQuotes or directly to suppliers.
- New information, that is likely to change the requirements, must be offered to all prospective suppliers at the same time.
 - Written responses must be assessed for compliance, against the selection criteria, and against value for money. All evaluations must be documented.
 - Respondents must be advised in writing as soon as possible after the final determination is made and approved.

Requests for Quotation to a panel of pre-qualified Local Government suppliers, or a WALGA Preferred Supply Contract, should be undertaken through eQuotes or in writing directly with the Preferred Suppliers. Responses from Preferred Suppliers should be in writing and contain the price and a sufficient amount of information that addresses the Specification and Selection Criteria provided by the Local Government.

The responsible Officer is expected to demonstrate due diligence seeking quotes and to comply with any record keeping and audit requirements.

Request for Quotation (\$40,000 or over to \$99,999 in value Excl GST)

For the procurement of goods or services where the value is or exceeds \$40,000 but is less

than

\$99,999 (Excl GST), at least three (3) **written** quotations must be sought from the market or from pre-qualified Local Government suppliers or WALGA Preferred Supply Contracts.

All purchases in this range must be countersigned by the Purchasing Officer's Manager/Departmental Head. The sought (3) **written** quotations to be attached to the Requisition; the Check List form completed and signed by the Authorising Officer, are attached to the Requisition. The Procurement Officer will attach all relevant documents received, to the Shire's duplicate copy of the Purchase Order. In the event that a Local Government elects to call a Request for Quotation, the following process should be followed:

- Provide a Request for Quotation that includes as a minimum:
 - Written Specification that communicates the requirement(s) in a clear, concise and logical fashion;
 - Selection Criteria to be applied;
 - Price Schedule;
 - Conditions of responding; and
 - Validity period of offer.
- Invitations to quote must be issued simultaneously, to ensure that all parties receive an equal opportunity to respond. This can be done through eQuotes or directly to suppliers.
- New information that is likely to change the requirements must be offered to all prospective suppliers at the same time.
- Written responses must be assessed for compliance, then against the Selection Criteria, and then value for money. All evaluations must be documented.
- Respondents must be advised in writing as soon as possible after the final determination is made and approved.

Requests for Quotation to pre-qualified Local Government suppliers, or WALGA Preferred Supply Contracts, should be undertaken through eQuotes or in writing directly with the Preferred Suppliers. Responses from Preferred Suppliers should be in writing and contain the price and a sufficient amount of information that addresses the Specification and Selection Criteria provided by the Local Government.

For this procurement range, selection of supplier should be based on value for money (in accordance with the definition stated within this Policy) and the response which would be most advantageous to the Local Government.

The evaluation of quotations should consider qualitative factors such as quality, stock availability, accreditation, time for completion or delivery, warranty conditions, technology, maintenance requirements, organisation's capability, previous relevant experience, environmental and social impacts, corporate social responsibility and any other relevant factors as part of the assessment of the quote.

The Local Government can utilise the flexible nature of WALGA Preferred Supply Contracts to leverage optimal value for money through the competitive nature of the quotation process and based on their purchasing intent (eg volume or value of items to be purchased, period of Contract etc). Additionally, when using a WALGA Preferred Supply Contract the Local Government may negotiate with the highest rated supplier from the evaluation process. This does not rule out the other suppliers until successful conclusion of negotiations via award of Contract.

The responsible Officer is expected to demonstrate due diligence seeking quotes and to comply with any record keeping and audit requirements. Record keeping requirements must be maintained in accordance with record keeping policies.

Public Tender

In the event that a Local Government elects to call a public Tender:

- Before Tenders are publicly invited, the Local Government must record the decision to invite Tenders (which is to be recorded in the Tender Register) and must determine in writing the criteria for deciding which tender should be accepted.
- The Evaluation Panel must be established prior to the advertising of the Tender and include a mix of skills and experience relevant to the nature of the purchase. For Tenders with a total estimated value (ex GST) of between \$40,000 and \$99,999, the Evaluation Panel must contain a minimum of two (2) members. For Tenders with a total estimated value (ex GST) of \$100,000 and above, the Evaluation Panel must contain a minimum of three (3) members.
- A Tender Notice must be advertised in a State wide publication e.g. "The West Australian" newspaper (Local Government Tenders section), preferably on a Wednesday or Saturday.
- The Tender must remain open for at least 14 days after the date the Tender is advertised. Care must be taken to ensure that 14 full days are provided as a minimum.
- The Tender Notice must include:
 - A brief description of the goods or services required;
 - Information as to where and how Tenders may be submitted;
 - The date and time after which Tenders cannot be submitted; and
 - A contact person to supply more detailed information if required. Detailed information must include:
 - Such information as the Local Government decides should be disclosed to those interested in submitting a Tender response;
 - Detailed specifications of the goods or services required;
 - The criteria for deciding which Tender response should be accepted;
 - Whether or not Tender responses can be submitted by facsimile or other electronic means, and if so, how Tenders may so be submitted.
- Tenders must not be made available (counter, mail, internet, referral, or other means) without a robust process to ensure the recording of details of all parties who acquire the documentation. If clarifications, addendums or further communication are required prior to the close of Tenders, all potential Tenderers must have equal access to this information in order for the Local Government not to compromise its duty to be fair.
- If, after the Tender has been publicly advertised, any changes, variations or adjustments to the Tender document and/or the Conditions of Tender are required, the Local Government may vary the initial information by taking reasonable steps to give each person, who sought copies of the Tender documents, notice of the variation.
- A Tender response that is not received in full in the required format by the advertised Tender Deadline must be rejected.
- No tenders are to be removed from the Tender Box or opened (read or evaluated) prior to the Tender Deadline.
- Tenders are to be opened in the presence of the Chief Executive Officer's delegated nominee and preferably at least one other Local Government Officer. The details of all Tender responses received and opened must be recorded in the Tenders Register. Tender responses are to be opened in accordance with the advertised time and place. There is no obligation to disclose or record tendered prices at the Tender opening, and price information should be regarded as *commercial-in-confidence* to the Local

- Government. Members of the public are entitled to be present.
- The Tenderer's offer form, price schedule and other appropriate pages from each Tender shall be date stamped and initialled by at least two (2) Local Government Officers present at the opening of Tender responses.
 - Where the Local Government has invited Tender responses and no compliant submissions have been received; direct purchases can be arranged on the basis of the following:
 - A sufficient number of quotations are obtained;
 - The process follows the guidelines for seeking quotations;
 - The specification for goods and/or services remains unchanged; and
 - Purchasing is arranged within six (6) months of the closing date of the lapsed Tender;
 - Tender responses that have not been rejected must be assessed by the Local Government by means of a written evaluation against the pre-determined criteria. The Evaluation Panel must assess each Tender response that has not been rejected to determine which response is most advantageous.
 - If after the Tender has been publicly advertised and a successful Tenderer has been chosen, and before the Local Government and Tenderer have entered into a contract, a minor variation may be made by Local Government. A minor variation may **not** alter the nature of the goods and/or services procured, nor may it materially alter the specification or structure provided for by the initial Tender.
 - Each Tenderer shall be notified of the outcome of the Tender following Council resolution or appropriate delegated authority. Notification must include:
 - The name of the successful Tenderer.
 - The total value of consideration of the winning offer.
 - The details and total value of consideration for the winning offer must be entered into the Tenders Register at the conclusion of the Tender process.

For this procurement range, selection of Tenderer **must** be based on value for money (in accordance with the definition stated within this Policy) and which Tender response would be most advantageous to the Local Government.

To comply with the requirements of Regulation 18(4) of the *Local Government (Functions and General) Regulations 1996*, the Tender evaluation process must provide a written assessment of the extent that each Tender evaluation process must provide a written assessment of the extent that each Tender response satisfies the criteria which was set prior to advertising the Tender. This should include an assessment of qualitative factors such as quality, stock availability, accreditation, time for completion or delivery, warranty conditions, technology, maintenance requirements, organisation's capability, previous relevant experience, environmental and social impacts, corporate social responsibility and any other relevant factors as part of the assessment of the Tender response. The responsible Officer is expected to demonstrate due diligence when conducting a public Tender and must comply with any record keeping and audit requirements.

1.8 Tender and Quotation Exemptions

In the following instances, public tenders or quotation procedures are not required (regardless of the value of expenditure):

- (a) An emergency situation as defined by the Local Government Act 1995;
- (b) The purchase is under a contract of WALGA (Preferred Supplier Arrangements), Department of Treasury and Finance (permitted Common Use Arrangements), Regional Local Government, or another Local Government;
- (c) The purchase is under auction which has been authorised by Council;
- (d) The contract is for petrol, oil, or other liquid or gas used for internal combustion engines; or

- (e) Any of the other exclusions under Regulation 11 of the Local Government (Functions and General) Regulations 1996 apply.

1.9 Regulatory Compliance Requirements

- Sole Source of Supply (Monopoly Suppliers)

The procurement of goods and/or services available from only one private sector source of supply, (i.e. manufacturer, supplier or agency) is permitted without the need to call competitive quotations, provided that there must genuinely be only one source of supply. Every endeavour to find alternative sources must be made. Written confirmation of this must be kept on file for later audit.

Note: The application of provision "sole source of supply" should only occur in limited cases and procurement experience indicates that generally more than one supplier is able to provide the requirements.

Anti-Avoidance

The Shire of Wandering shall not enter into two or more contracts of a similar nature for the purpose of splitting the value of the contracts to take the value of consideration below the level of \$100,000, thereby avoiding the need to publicly tender.

Tender Criteria

- The Shire of Wandering shall, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.
- An evaluation panel shall be established prior to the advertising of a tender and include a mix of skills and experience relevant to the nature of the purchase.
- For Requests with a total estimated (Excl GST) price of:
 - Between \$40,000 and \$99,999 (Excl GST), the panel must contain a minimum of two (2) members; and
 - \$100,000 and above (Excl GST), the panel must contain a minimum of three (3) members.
- The relevant Manager is to make a recommendation to the Chief Executive Officer for appointment of people to the evaluation panel to assess tenders \$100,000 and above (Excl GST).

Advertising Tenders

Tenders are to be advertised in a state wide publication e.g. "The West Australian" newspaper, Local Government Tenders' section, preferably on a Wednesday or Saturday.

The tender must remain open for at least fourteen (14) days after the date the tender is advertised. Care must be taken to ensure that fourteen (14) full days are provided as a minimum.

The notice must include:

- (a) a brief description of the goods or services required;
- (b) information as to where and how tenders may be submitted;
- (c) the date and time after which tenders cannot be submitted;
- (d) particulars identifying a person from who more detailed information as to tendering may be obtained;
- (e) detailed information shall include:
 - (i) such information as the Shire of Wandering decides should be disclosed to those interested in submitting a tender;
 - (ii) detailed specifications of the goods or services required;

- (iii) the criteria for deciding which tender should be accepted;
- (iv) whether or not the Shire of Wandering has decided to submit a tender; and
- (v) whether or not tenders can be submitted by facsimile or other electronic means, and if so, how tenders may so be submitted.

Issuing Tender Documentation

Tenders will not be made available (counter, mail, internet, referral, or other means) without a robust process to ensure the recording of details of all parties who acquire the documentation. This is essential if clarifications, addendums or further communication is required prior to the close of tenders; all potential tenderers must have equal access to this information in order for the Local Government not to compromise its duty to be fair.

Tender Deadline

A tender that is not received in full in the required format by the advertised Tender Deadline shall be rejected.

Opening of Tenders

No tenders are to be removed from the tender box, or opened (read or evaluated) prior to the Tender Deadline.

Tenders are to be opened in the presence of a minimum of three (3) Shire Officers. The details of all tenders received and opened shall be recorded in the Tenders Register.

Tenders are to be opened in accordance with the advertised time and place. There is no obligation to disclose or record tendered prices at the tender opening, and price information should be regarded as *commercial-in-confidence* to the Shire of Wandering. Members of the public are entitled to be present.

The Tenderer's Offer form, Price Schedule and other appropriate pages from each tender shall be date stamped and initialled by at least two (2) Shire of Wandering Officers present at the opening of tenders.

No Tenders Received Where:

the Shire of Wandering has invited tenders, however no compliant submissions have been received; direct purchases can be arranged on the basis of the following:

- (a) a sufficient number of quotations are obtained;
- (b) the process follows the guidelines for seeking quotations between \$40,000 & \$99,999 (Excl GST) listed above;
- (c) the specification for goods and/or services remains unchanged;
- (d) purchasing is arranged within six (6) months of the closing date of the lapsed tender.

Tender Evaluation

Tenders that have not been rejected shall be assessed by the Shire of Wandering by means of a written evaluation against the pre-determined criteria. The tender evaluation panel shall assess each tender that has not been rejected to determine which tender is most advantageous.

Addendum to Tender

If, after the tender has been publicly advertised, any changes, variations or adjustments to the tender document and/or the conditions of tender are required, the Shire of Wandering may vary the initial information by taking reasonable steps to give each

person who has sought copies of the tender documents notice of the variation.

Minor Variation

If, after the tender has been publicly advertised and a successful tenderer has been chosen but before the Shire of Wandering and tenderer have entered into a Contract, a minor variation may be made by the Shire of Wandering. A minor variation will not alter the nature of the goods and/or services procured, nor will it materially alter the specification or structure provided for by the initial tender.

Notification of Outcome

Each tenderer shall be notified of the outcome of the tender following Council resolution. Notification shall include:

- (a) The name of the successful tenderer;
- (b) The total value of consideration of the winning offer.

The details and total value of consideration for the winning offer must also be entered into the Tenders' Register at the conclusion of the tender process.

2.0 **Records Management**

Records of all Tenders and Requests for Quotation must be retained in compliance with the State Records Act 2000 (WA) and the Shire of Wandering's internal Records Management Policy.

All records associated with the Tender or Request for Quotation process must be recorded and retained.

2.1.1 Tender Process and Requirements

For a tender process, the following records must be recorded and retained:

- Tender documentation;
- Internal documentation;
- Evaluation documentation;
- Enquiry and response documentation;
- Approval documentation;
- Notification and award documentation.

2.1.2 Request for Quotation Process and Requirements (Direct Purchasing) for a Request for Quotation Process and Requirements (Direct Purchasing) the following records must be recorded and retained:

- Quotation documentation;
- Internal documentation;
- Approval documentation;
- Order forms and requisitions.

8.1 **Purchasing from WA Disability Enterprises**

Pursuant to State Government policy, Local Governments are encouraged to consider the option of purchasing goods and services from registered WA Disability Enterprises. This is contingent on the provision of fair value and quality.

Application

Local Governments are encouraged to invite relevant WA Disability Enterprises to respond to a Request for Quotation or Tender for goods or services. Determining the purchasing process to be followed is based on the actual or expected value of each purchase by the Local

Government as outlined above in Section 5 (Purchasing Thresholds and Processes) of this Policy. There are seven (7) Disability Enterprises registered in Western Australia. A complete list of approved organisations is available from the following website: www.wade.org.au



SHIRE OF WANDERING

VERBAL & WRITTEN QUOTATION FORM

Procurement Description

Description of purchase/service

Job #, GL _____

Quotation and Evaluation

Selection Criteria (Note – at this level, it may be sufficient to just quote 'value for money')

.....

The following suppliers were asked to quote as per Council policy

Date	Company/Contact Name/Contact Number	Amount Quoted
		\$
		\$
		\$
		\$

The recommended quote is from _____ For an amount of \$ _____

Justification: _____

Signed _____ Date / /

Contract Award

Purchase Order Issued. (Goods/minor services only) or Purchase Order Number: _____

Letter of Appointment (Services) Acknowledged by Contractor & filed) or Yes

Letter of Engagement (Consultancy) (Acknowledged by Consultant & filed). Yes

Is the Contractor a local business? Yes/No

Other _____

Signed _____ Date / /

Approving Officer



Shire of Wandering

Policy 02 Compliment and Complaint Handling

PURPOSE STATEMENT:

To assist staff and councillors with the timely and effective management of compliments and complaints.

POLICY:

It is our policy to enable residents, rate payers, their families and representatives, visitors, staff and volunteers to provide feedback or raise a complaint about any aspect of our service, or the operation of our facilities.

The aim of this policy is to improve the quality of operations and services provided by adopting a positive, blame-free approach to resolving complaints.

Compliments received by the Shire tell us what we're doing right. Complaints received by the shire are seen as an opportunity for improvement. All feedback is taken seriously.

We will make all reasonable efforts to understand issues or concerns, and resolve complaints within the Shire when they arise.

The timely and efficient management of complaints fosters a positive, cooperative attitude with residents, rate payers, visitors, volunteers and staff.

Complaints will be addressed promptly with the aim of providing a formal response within 3 working days. We will communicate with you openly and regularly while we work to resolve your complaint. Where appropriate, the complainant will be actively involved in resolving the issue. Once a resolution has been reached, we will communicate with you to make sure you're satisfied with the outcome of your complaint.

If you are not happy with the outcome of your complaint, you can ask us for an internal reconsideration of our decision. We can also assist you in accessing external complaint resolution mechanisms.

PROCEDURE:

- Our *Compliments and Complaint Handling Policy* is promoted widely by advertising 6 monthly in local publications and by mail out in an endeavour to ensure that all residents and rate payers are informed about the process for lodging a compliment or complaint.
- Our *Compliments and Complaint Handling Policy* is promoted widely within our service. Copies of our policy, procedures and relevant forms are available from reception and via the website.
- A *Compliments and Complaints Support Statement* outlining our service's commitment to a welcoming environment for compliments and complaints is clearly displayed at our facilities.

- Staff and volunteers have an understanding of our *Compliments and Complaint Handling Policy* and are available to assist residents, rate payers, visitors, volunteers and Staff in providing feedback to the service.
- Compliments and complaints can be provided:
 - in writing by dropping a completed *Compliments and Complaints Form* in at the Shire Office Reception.
 - in person, verbally to Reception Staff or by approaching a member of staff for assistance. They can help you fill out a compliment and Complaints form.
 - in writing by email to reception@wandering.wa.gov.au
 - by telephone on (08) 9884 1056
 - in writing by mail to CEO, 22 Watts Street Wandering WA 6308.
- Complainants are encouraged to lodge their complaint in writing. This will assist with understanding the nature of the complaint and ensure that the facts provided are correct.
- The complaint is to be referred to the relevant staff member for registration on the *Complaints Tracker*.
- Complainants have the right to ask us for an internal reconsideration of decisions we have made in relation to their complaint.
- Options for internal reconsideration of decisions and external complaint resolution are offered to any complainant who is not satisfied with the resolution of their complaint within the service.
- Complainants have the right to seek assistance from the WA Ombudsman or the Department of Local Government and Communities in raising a complaint.
- If someone gives a verbal compliment or complaint, they should be encouraged to complete a *Compliments and Complaints Form* to facilitate the tracking of feedback by the Shire. Alternately, staff will use the form to record verbal feedback to facilitate tracking by the Shire and inform ongoing improvement activities.
- Any staff member can be approached to provide compliments, to raise a concern or make a complaint. Where a staff member is not empowered to handle or resolve complaints on behalf of the Shire, the staff member will be able to refer the complaint to other staff and/or act as an advocate for the complainant and assist with completing forms for them.
- Any complaints received by the Shire are registered on the *Compliment and Complaint Tracker*, acknowledged, and investigated where required. Feedback on how the complaint was managed and resolved is sent to the complainant once the complaint is closed.

ACCOUNTABILITIES:

- Staff are responsible for reporting compliments and complaints to their supervisor before the end of their work day.
- Managers are responsible for the management of the compliments and complaints process and informing the relevant staff member of any feedback received.
- Managers are responsible for ensuring that compliments and complaints are entered into the *Compliments and Complaints Tracker* to inform ongoing improvement activities within the Shire.
- The CEO and Councillors are responsible for analysing feedback trends for the purposes of informing ongoing improvement activities within the Shire.

CONFIDENTIALITY:

- All information regarding complaints will be kept confidential amongst the staff concerned with its resolution.
- Complaint documentation will be kept in a safe, locked place and accessible only to staff handling the complaint.
- Compliment and complaint information will be forwarded to the Council and Management team as part of ongoing improvement activities within the Shire.
- Statistics on all types of compliments and complaints will be recorded and used to inform ongoing improvement activities within the Shire. For this purpose, compliment and complaint information may be disseminated to management and other staff. However, the identity of the complainant or persons named in the feedback will not be disclosed.

ASSOCIATED DOCUMENTS:

- FRM 02.1 Compliments and Complaints Register
- FRM 02.2 Feedback Form
- FRM 02.3 Acknowledgement of Compliment/ Complaint

Policy Number:	W – Admin - 02
Previous Policy Number:	N/A
Resolution Numbers:	
Last Reviewed:	
Next Reviewed:	May 2016
Responsible Officer:	Manager Finance & Administration

 [Signature]
 Signed

 [Print Name]
 Shire President

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



Shire of Wandering Compliment & Complaints Tracker FRM 02.1

[Service Name]

File Ref #	Date received	Complaint Type	Complainant Type	Main Issue	Resolution Approach	Complaint Outcome	Actions taken	Policy / Procedures affected	Date closed	External referrals made
	21.2.12	Works	Resident	Tree over Road	Immediate Action	Tree removed from Road	Tree couldn't be moved until next day – signage installed till action taken	Nil	28.2.15	None
	21.2.12	Building	Visitor	Public toilet basin Cracked	Notified Works supervisor for Review	Basin Repaired within 2 weeks	Plumber booked to carry out works	Nil	3.3.15	None
	15.3.15	Works	Resident	Noise from Gravel pit works	Investigate and review	Works ceased day of complaint, procedure review needs to be undertaken	Procedure review next time – should have better communicated with residents within 500metres of works	Yes	20.3.15	None



Shire of Wandering

We welcome your feedback. FRM 02.2

Your Shire is committed to providing high quality services and operations endeavouring to meet the needs of the community.
We value your feedback – including complaints.
Please let us know what we do well and where we can improve our services.

This is a compliment complaint comment

I am a resident rate payer visitor
 staff member councillor
 other: _____

Feedback

Follow up (optional)

Please provide your details if you would like us to contact you about your feedback.

Name: _____

Phone / email: _____

**Thank you for taking the time to provide
feedback about our service.**

Please return completed form to the Shire of Wandering Reception
22 Watts Street Wandering 6308

Shire of Wandering



Acknowledgement of Complaint FRM 02.3

To:

Address:

Date: XXXXX

Dear XXXXX,

We have received a copy of your complaint relating to the following issue(s):

XXXXXXXXXX

We are sorry that you experienced dissatisfaction with our operations.

We are committed to delivering quality operations and services and we can assure you that your feedback will be taken on board and ensure that due consideration is given to this issue in future planning of works such as these. We plan to review what has happened in this instance, why it happened and what we can do to prevent it from happening again.

I will ensure that your complaint is registered in our compliments and complaints register which is reviewed by our coordination team monthly and measures are taken to prevent incidents occurring again. The matter will also be forwarded to our Councillors for their information. Thank you again for bringing it directly to our attention. My sincere apologies again for your inconvenience.

If you have any further concerns or would like to discuss any of these matters, please contact me on phone: 9884 1056.

Yours sincerely,

Amanda O'Halloran
CEO Shire of Wandering



WHEATBELT SOUTH AGED HOUSING OPPORTUNITIES

MINUTES

Date/Time: Wednesday 15 April 2015 from 10am – 11am
Venue: Wickepin Community Centre, Campbell Street, Wickepin

1. OPENING

2. RECORD OF ATTENDANCE AND APOLOGIES

2.2 Attendees:	Cr. Steve Martin (Chair)	Shire President, Shire of Wickepin
	Mark Hook	CEO, Shire of Wickepin
	Gary Sherry	CEO, Shire of Cuballing
	Amanda O'Halloran	CEO, Shire of Wandering
	Aaron Cook	CEO, Town of Narrogin
	Geoff McKeown	CEO, Shire of Narrogin
	Lauren Clarke	Research & Project Officer, WDC

2.3 Apologies: Julian Murphy CEO, Shire of Corrigin

3. CONFIRMATION OF PREVIOUS MINUTES

4. BUSINESS OF THE MEETING

4.2 Welcome – Shire of Wickepin

OVERVIEW

- Cr Steve Martin welcomed the CEO's to the meeting and thanked them for their attendance.
- Cr Steve Martin provided an overview of the Shire of Wickepin's intentions to improve aged accommodation within the community.
- Through his discussions with Wendy Newman, CEO, WDC and Hon. Terry Waldron MLA, he was advised to look at working with neighbour Local Governments and hence the Shires of Corrigin, Wandering, Cuballing and Town and Shire of Narrogin were contacted to convene a meeting.
- All Shires agreed that it was imperative that they worked together as an Alliance to manage the development of Aged Accommodation across the sub-region.
- It was agreed the Local Governments would be the key drivers and leaders of the Alliance and that any relevant stakeholders would be consulted as needed.

CURRENT SITUATION

- Each CEO provided a brief overview of the current situation in each of the communities;

Shire of Wickepin

- Land identified
- \$1.2 Million Bank loan is in the adopted 2014/2015 Budget Estimates
- High priority for Wickepin Shire Council

Shire of Wandering

- Land identified
- High priority for Wandering Shire Council
- Funding priority for 16/17 Financial Year

Shire of Cuballing

- Land identified
- High priority for Cuballing Shire Council
- Funding priority for 16/17 Financial Year

Shire and Town of Narrogin

- Aged Housing to date largely supplied through Narrogin Cottage Homes
- Although there is no immediate need for Housing in Narrogin, it has been identified as a future need and some potential land has been identified
- The Town supports the Alliance as the key service hub for the Sub-Region.
- Current and future service providers based in the town and their model/s of care delivery will be integral to the success of the Alliance and the ability to enable older residents to remain in their community of choice for as long as possible
- All the Alliance members recognise that Narrogin is and will be the sub-regions key service centre providing higher level health and aged care services.

Shire of Corrigin (as provided by Mark Hook)

- Corrigin currently have an application for WRGS funding for the development of additional aged housing.
- Regardless of the outcome of funding application, the Shire are keen to be involved in the housing alliance.

IDENTIFYING THE CONCEPT

- Each of the Local Governments agreed that a 'cluster' style housing model would be most appropriate.
- Housing would need to be built to both Universal and Dementia design principles.
- Contemporary design including a minimum of 2 bedrooms, a small alfresco/outdoor area and the utilisation of modern technologies would be integral to the design principles.
- The location of housing would be within easy pedestrian access to the towns key services/shopping precinct
- The delivery of Home Care services and where/how this will be delivered will need to form an integral part of the planning.

4.3 Overview of steps to creating a Housing Alliance – Lauren Clarke

ESTABLISHING APPROPRIATE PROJECT MANAGEMENT

- Lauren Clarke highlighted the need for the Alliance to nominate a Project Manager to the Project (similar to the role of Shire of Williams for 4WDL). The Project Manager would likely be responsible for the following tasks;
 - Overall Project Planning and Coordination
 - Management of a dedicated bank account for the sole purpose of the Project
 - Reviewing and balancing the collective project budget
 - Financial record keeping for the purposes of reporting as required
 - Completion of all progress, annual and financial reports on behalf of the Alliance
 - Financial acquittals and auditing as required

- Processing financial claims from partner organisations in the Alliance.
- The Project Alliance would also need to identify the responsibilities of all partners and establish MOU.

IDENTIFYING THE HOUSING NEEDS IN THE SUB-REGION

- Town of Narrogin with the Shire of Narrogin and Shire of Wickepin have put in an application to the Department of Local Government and Communities for funding to develop an age friendly community plan.
- It was suggested that as part of the analysis required, the housing needs of the sub-region would be undertaken.
- The Alliance agreed that it would be beneficial for the Shires of Wandering, Corrigin and Cuballing to contribute to the cost of the analysis to gain a good understanding of the Housing Needs of the sub-region.

ESTABLISHING A GOVERNANCE PROCESS

- It was agreed monthly Meetings would be held to ensure progression of key actions.
- CEO's to appoint a Council representative to attend each of the Alliance Meetings
- Lauren Clarke indicated that Heidi Cowcher (Shire of Williams) had offered to provide the Alliance with an overview of the 4WDL experience
- It was agreed that it would be beneficial to the Alliance to have Heidi Cowcher present at the next meeting.

4.4 Next Steps/Key Actions

- Lauren Clarke to speak to Heidi Cowcher about presenting at next meeting and arrange date and venue
- Alliance CEOs to nominate and appoint Project Manager
- Steve Martin to provide update to Hon. Terry Waldron MLA
- Lauren Clarke to obtain information on R4R Funding Opportunities
- Shires of Wandering, Corrigin and Cuballing to set aside funding (max \$3000 for Housing Needs analysis)

5. NEXT MEETING

Date:

Time:

Location:

**Minutes of the Bush Fire Advisory Meeting held at the
Shire of Wandering Council Chambers
on Wednesday 9 April 2015**

1. **DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS**

Amanda O'Halloran, CEO welcomed all present and declared the meeting open at 7:35pm.

2. **RECORD OF ATTENDANCE, APOLOGIES & LEAVE OF ABSENCE**

Present: Melvin Schorer, Peter Monk, Tim Hardie, Graeme Kerr, Graeme Parsons, Brendan Whitely, Dean Warburton, Bruce Dowsett, Paul Blechynden (FESA)

Guests: Paul Blechynden (FESA)

Apologies: Bruce Penny, Andrew Carstairs

3. **ELECTION OF CHAIRMAN**

Nominations are required for the position of Chairman of the Committee.

Cr Graeme Kerr nominated by Graeme Parsons and Seconded by Melvin Schorer.

Cr Graeme Kerr accepted the nominated and chaired the meeting.

4. **CONFIRMATION OF MINUTES**

4.1 **Bush Fire Advisory Committee Meeting – 9 April 2014**

Minutes from the previous meeting have been circulated to the Brigade Secretaries.

Moved Peter Monk, seconded Tim Hardie that the minutes of the Bush Fire Advisory Committee meeting held on 9 April 2014 be confirmed as a true and correct record.

Carried

There were no matters arising for discussion from the previous minutes.

5. **REPORTS**

5.1 **Chief Bush Fire Control Officer**

Fire Control Officers & Volunteers

Peter Monk thanked all fire control officers and volunteers for their efforts throughout the year, most especially the Christmas Day fire – great support was received.

Fire Incident Report

Had a reasonably busy year with 14 fires throughout the year.

7.2.1 **Appointment of Fire Control Officers**

7.2.1.1 **Chief Fire Control Officer**

An appointment for the 2015/16 fire season is required.

Moved Graeme Parsons, seconded Melvin Schorer that Council be requested to appoint Peter Monk as Chief Bush Fire Control Officer for the 2015/16 fire season.

Carried

7.2.1.2 **Deputy Chief Fire Control Officer**

An appointment for the 2015/16 fire season is required.

Moved Tim Hardie, seconded Peter Monk that Council be requested to appoint Melvin Schorer as Deputy Chief Bush Fire Control Officer for the 2015/16 fire season.

Carried

7.2.1.3 **Vehicle Movement Ban Officers (Fire Weather Officers)**

Appointments for the 2015/16 fire season are required.

Moved Dean Warburton, seconded Melvin Schorer that Council be requested to appoint Peter Monk, Graeme Parsons and Tim Treasure as the Chief Fire Weather Officers with Bruce Dowsett, Greg Parsons and Amanda O'Halloran as their deputies for the 2015/16 fire season.

Carried

7.2.1.4 **Clover Burning Permit Officers**

Appointments for the 2015/16 fire season are required.

Moved Bruce Dowsett, seconded Graeme Parsons that Council be requested to appoint Peter Monk and Anthony Turton as Clover Burning Permit Officers for the 2015/16 fire season.

Carried

7.2.1.5 **Fire Control Officers**

Appointments for the 2015/16 fire season are required.

Moved Peter Monk, seconded Brendon Whitely that Council be requested to appoint the following as Fire Control Officers Dual Fire Control Officers the 2015/16 fire season.

Hastings

GR Parsons
GH Parsons
C Ferguson
R Bostock
A Turton

Wandering

T Hardie
T Treasure
G White
S Watts
BG Hardie

Codjatonine

P Monk
M Schorer
D Warburton
B Penny

Wandering Town

B Whitely

Dual Appointments

Brookton – GR Parsons
Brookton – P Monk
Pingelly – R Bostock
Pingelly – P Monk
Cuballing – B Penny
Cuballing – P Monk
Boddington – T Hardie
Boddington – P Monk
Williams – T Hardie
Williams – P Monk

Carried

7.2.2 **Fire Break Order**

There was general discussion regarding the Fire Control Notice for the 2015/16 and it was noted that there was no need to make any significant changes to the Fire Control Notice that was distributed for the 2014/15 season. It was however noted that a reminder does need to go out just before the season with a further request to consider a fridge magnet.

The Committee AGREED for Council to adopt the 2014/15 Fire Control Notice Order as required.

7.3 BRIGADE REPORTS

7.3.1 WANDERING VOLUNTEER BUSH FIRE BRIGADE

Please refer to the attached minutes supplied by the brigade from their 2015 Annual General Meeting held on Thursday 26 March 2015. Combined Meeting with Wandering Town Brigade.

7.3.2 WANDERING TOWN VOLUNTEER BUSH FIRE BRIGADE

Please refer to the attached minutes supplied by the brigade from their 2015 Annual General Meeting held on Thursday 26 March 2015.

7.3.3 CODJATOTINE VOLUNTEER BUSH FIRE BRIGADE

Please refer to the attached minutes supplied by the brigade from their 2015 Annual General Meeting. Peter and Melvin requested answers to the letter sent to the CEO on the 1 April 2014. The Key Issues are Kelly Road, Easter Break Burning and approval to burn Pumphreys and Codjatotine reserves – ***Amanda to chase up and get back to Melvin and Peter at earliest convenience.***

7.3.4 HASTINGS VOLUNTEER BUSH FIRE BRIGADE

Minutes of the Meeting not forwarded at time of meeting. Graeme gave a quick over view – meeting was held on the 24 March 2015 – 10 attended.

7.3 FESA AREA MANAGER'S REPORT

Paul Blechynden – DFES Area Officer

Paul introduced himself and explained the changes to support from Narrogin. Paul's role is a new role and Paul is new to DEFES and the role.

Paul Briefed the meeting on the following issues –

- WAYERN RADIO's – review of allocation to Shires
- Debrief on the Boddington Fire – occurred this week and all feedback will be circulated. Concerns raised have been clearly identified and tabled. These will be circulated. The table will be an appropriate tool that will support the monitoring of outcomes required.
- SEMC – a review will be undertaken by the State Committee.

8. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

10. GENERAL BUSINESS

Issues with new Fire truck

Concerns raised by Brigades regarding the Direct Drive and feel it is more designed for stationary fires, further concerns raised included the noise it makes and the petrol pump.

Andrew Carstairs is doing an email to Ross McDougall regarding safety issues, Paul stated that it would be helpful to back up email to include comparisons of Yearling truck utilised during Boddington Fire.

Paul stated that he would look into getting the truck reviewed in Perth or arrange to have someone come out and have a look at it.

Paul discussed Pathways Program

- DFES have designed a clearer pathway and training structure for volunteers, they can opt in or out.
- An extensive review of documents needs to be undertaken to check the status of records.
- Paul advised that there is a mechanism for recognising prior learning and that Council will need to support brigades to undertake the process.
- Amanda to review process and devise a strategy.
- A thorough check of the training documents is required to check for any gaps between what DFES has on record and what may actually be the case.

Requirement to have beacons on all vehicles

- The Town Brigade requested that the Committee endorse the requirement for all vehicles on the fire ground to have a working beacon displayed.

All members were in agreement – carried

Concerns raised over use of Drum Fires in Caravan and Camping areas.

- It was raised that apparently there are designated areas where there is approval to use a drum fire, during the fire season. Members questioned legalities of this.
- Peter Monk stated that in a number of Caravan and Camping publications Pymphreys Bridge is nominated as such a site.
- Recommendation to install signs indicating no fires during fire season
- CEO to review and have strategy prior to Fire Season

Graeme Parsons questioned right to back burn at fires?

- Graeme raised concerns that back burning practices were no longer being supported?
- Paul stated that it is a valid tool and if supported by Fire Ground Control then appropriate to use it.
- Legislation supports its use and as long as appropriate channels of command have authorised then it's a supported activity.
- There were issues at the Boddington Fire that prevented its use –
 - Approvals took too long
 - Opportunity had passed by time approval was received
 - Opportunity wasn't clear in all circumstances

Issue of insurance for Dual Fire Control Officers was raised

- A question was raised about insurance for Dual Officers and if we need to insure them for decisions etc in other shires.
- CEO to investigate and report back.

Applications for Capital Equipment

- Peter Monk raised need for a fast attack vehicle – Paul will help with application and business case.
- Decisions are made regarding these items in August.

Fire Infringement Notices

No infringements were issued this financial year.

Current Fire Ban

- Discussion was had regarding recent rain and reduction in fire risk decision to lift current fire ban.
- Committee was unsure of legalities of this, but proceeded to authorise the Shire to advertise the lifting of The Ban effective the 10 April 2015.

Request from Members for CEO to follow up issues requested at last meeting

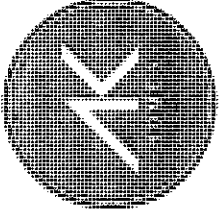
- Burning of Council reserves and authorisation for Brigades to proceed with fuel reduction burns.
- Itemisation of funding and allocations to Brigades
- CEO to follow up and report back ASAP

11. **MEETING CLOSURE**

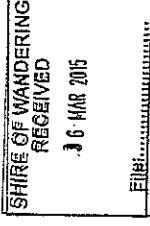
There being no further business the Chairman closed the meeting at 9:28pm.

Tabled before the Ordinary Council Meeting on 21 May 2015.

CR GG KERR, Chairman



32 Wellington Street
Bunbury WA 6230
Phone: (08) 9721 7425
Fax: (08)9791 5651



12 March 2015

Shire of Wandering
22 Watts Street,
Wandering WA 6308

Attention: Planning Department

Dear Sirs,

LORRAINE LEE HALL
PROPOSED RESIDENCE - LOT 21 MELLOWS ROAD, WANDERING WA 6308

As per Shire Requirements please find enclosed the following in support of Planning Assessment for above address.

1. Planning Assessment Sheet
2. 2 x Copies of Working Drawings
3. Copy of current Certificate of Title

For payment please contact the owner:
Lorraine Hall
Ph. 0439 095 502

If you require anything further to assess please contact our office.

When Issuing the Approval please post to:
AK Homes Construction Pty Ltd
32 Wellington Street
Bunbury WA 6230

Should you have any further queries, please do not hesitate to contact our office.

Yours faithfully

AK HOMES CONSTRUCTION (PTY) LIMITED



WESTERN AUSTRALIA

REGISTRATION NUMBER	21/DP-54330
PREPARATIVE SHEET NO.	2
DATE OF REGISTRATION	9/7/2014

VALUE 2655

RECORD OF CERTIFICATE OF TITLE UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and modifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 21 ON DEPOSITED PLAN 54330

REGISTERED PROPRIETOR: (FIRST SCHEDULE)

LORRAHNE LEE HALL OF 1964 WANNEROO ROAD, NEERABUP (T M693785) REGISTERED 3 JULY 2014

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS: (SECOND SCHEDULE)

1. M693786 MORTGAGE TO WESTPAC BANKING CORPORATION REGISTERED 3.7.2014.

Warning: A current search of the deeds of the land should be obtained where detail of position, dimensions or area of the lot is required. Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title. Lot as described in the Land Description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

This statement set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP-54330. PREVIOUS TITLE: 2224-22. PROPERTY STREET ADDRESS: LOT 21 MELLOWS RD, WANDERING. LOCAL GOVERNMENT AREA: SHIRE OF WANDERING.



Schedule 6 -- Form of Application for Planning Approval
Application for Planning Approval

[cl. 9.1.1.]

Owner details

Name: Loraine Lee Hall
 Address: 1964 Wanneroo Road, Neerabup WA Postcode: 6031
 Phone: (home) _____ (work) _____ e-mail: lorainejennings551@gmail.com
 (mobile) 0439 095 502
 Contact person: Loraine Hall Date: 12/03/2015
 Signature: _____ Date: _____
 Signature: _____

The signature of the owner(s) is required on all applications. This application will not proceed without that signature.

Applicant details

Name: AK Homes Construction / Yaha Somariba
 Address: 32 Wellington Street, Bursbury Postcode: 6230
 Phone: (home) _____ (work) (08)9721 2925 e-mail: yoha@akhomes.com.au
 (mobile) _____
 Contact person for correspondence: Yaha Somariba
 Signature: _____ Date: 9/03/2015

Property details

Lot No:	<u>21</u>	House/Street No:		Location No:	
Diagram or Plan No:	<u>54330</u>	Certificate of Title Vol. No:	<u>2655</u>	Folio:	<u>956</u>

Title encumbrances (e.g. easements, restrictive covenants):

Street name: Mallows Road Suburb: Wandering
 Nearest street intersection: N Bannister Wandering Road

Existing building/land use:

Description of proposed development and/or use:	<u>Residential</u>
Nature of any existing buildings and/or use:	
Approximate cost of proposed development:	<u>\$268,697.00</u>
Estimated time of completion:	<u>22/09/2015</u>

OFFICE USE ONLY

Acceptance Officer's initials: _____ Date received: _____
 Local government reference no: _____

HEALTH ACT 1911
HEALTH (TREATMENT OF SEWAGE AND DISPOSAL OF EFFLUENT AND LIQUID WASTE) REGULATIONS 1974
**APPLICATION TO CONSTRUCT OR INSTALL AN APPARATUS
FOR THE TREATMENT OF SEWAGE**

1. Application Details

Read the application instructions in Appendix 1 before filling in this form.
Referring to Figure 1 in the Appendix 1, this is an application to the:

- Local Government → Proceed to Section 2
- Executive Director of Public Health → Receipt number required for the payment of \$38.50 BEFORE this application is forwarded to the Department of Health WA. Refer to Appendix 2 for payment instructions.

Receipt Number for the payment of \$38.50: _____
Note: Applications without a receipt number will be returned to applicant.

Proceed to Section 2

2. Location of System

Lot Number	21	House Number
Street Name	Mallows Road,	
Town or Suburb	Wandering	
Nearest crossroad	Banister Wandering Road	
Local Government (City/Town/Shire)	Shire of Wandering	
Minesite (Include Minesite name, GPS coordinates and sub-locations)	(If applicable)	

Proceed to Section 3

3. Owner / Applicant Details

Owner's Name	Lorraine Lee Hall		
Applicant's Name	AK Homes Construction / Yoha Somariba		
Applicant's Postal Address	32 Wellington Street		
Suburb	Bunbury WA	Postcode	6230
Applicant's Phone Number	(08) 9721 7425		

Proceed to Section 4

4. Premises Details

Residential Premises → Proceed to Section 4.1

Non-Residential Premises → Proceed to Section 4.2

4.1 Residential Premises

▪ Number of bedrooms 3 ▪ Number of persons on premises 1

▪ Number of other dwellings on the lot _____

▪ Is this an ancillary accommodation? No Yes → LG Planning approval required

▪ Spa(s) on premises? No Yes: Volume _____ Litres

▪ Note: _____

Proceed to Section 5

4.2 Non-Residential Premises

▪ Please give details of the premises and the nature of use.

▪ Number of persons on premises and/or any other volumes of liquid waste generated onsite:

If there are different uses of the premises (eg. Office, workshop, visitors, washdown), please indicate the number of persons and/or volumes of liquid waste for each category of use. Refer to DOH factsheet: "Supplement to Regulation 29 – Wastewater system loading rates" for details on calculating daily wastewater volumes.

▪ Expected Daily Wastewater Volume: _____ Litres / Day

▪ Note: _____

Proceed to Section 5

5. Treatment System Details

Standard Septic Tank to Leach Drains or Evaporation Ponds → Proceed to Section 5.1

Aerobic Treatment Unit (Listed on DOH website's approved list) → Proceed to Section 5.2

Wastewater Treatment Plants (includes Commercial ATUs) → Proceed to Section 5.3

Greywater Reuse System → Proceed to Section 5.4

Alternative Wastewater Treatment Systems → Proceed to Section 5.5

5.1 Standard Septic Tanks to Leach Drains or Evaporation Ponds

Septic Tank Sizes 1.5 B 1.2

Septic Tank Manufacturer Australind Premix Concrete

Leach Drain Lengths 12m

Leach Drain Manufacturer Australind Premix Concrete

Is it an alternating system? Yes No

Evaporation ponds require an engineer's certification, certifying the evaporation ponds are capable of disposing the total wastewater volumes that is being fed into the ponds. Please provide details and specifications of ponds with application.

Proceed to Section 6

5.2 Aerobic Treatment Unit

Name and Model of Aerobic Treatment Unit _____

Disposal Area _____ m²

Disposal Method:

Surface Irrigation Subsurface Irrigation Substrata Irrigation

Copy of maintenance agreement attached? Yes No → Required.

If leach drains are used for disposal, please complete dot point 3-5 in Section 5.1.

Proceed to Section 6

5.3 Wastewater Treatment Plants

- Please attach technical details and plant specifications with application. The following must be covered:
 - Capacity
 - Volume of treatment tanks
 - Buffer tank(s) volume(s)
 - Treatment train details
 - Water quality objectives
 - Maintenance
 - Alarms
 - Technical drawings of system

▪ Disposal Method:

- Surface Irrigation Subsurface Irrigation Substrata Irrigation

Disposal Area Size: _____ m²

- Evaporation ponds: require an engineer's certification, certifying the evaporation ponds are capable of disposing the total wastewater volumes that is being fed into the ponds. Please provide details and specifications of ponds with application.

▪ Note: _____

Proceed to Section 6

5.4 Greywater Reuse System

- Name and Model of Greywater Reuse System _____

▪ Disposal Method:

- Surface Irrigation Subsurface Irrigation Substrata Irrigation

Disposal Area Size: _____ m²

- If leach drains are used for disposal, please complete dot point 3-5 in Section 5.1.

▪ Note: _____

Proceed to Section 6

5.5 Alternative Wastewater Treatment Systems

Attach system's technical specifications from the manufacturer with application.

Proceed to Section 6

8. Declaration and Signature of Applicant

I hereby apply as the owner, or the person authorised to act on behalf of the owner, for approval to construct or install the apparatus as referred to above. I have completed Section 1-6 of this application form and provided plans that meet the requirements detailed in Section 7.

Also attached (if required) is a local government report for an application to the Executive Director Public Health.

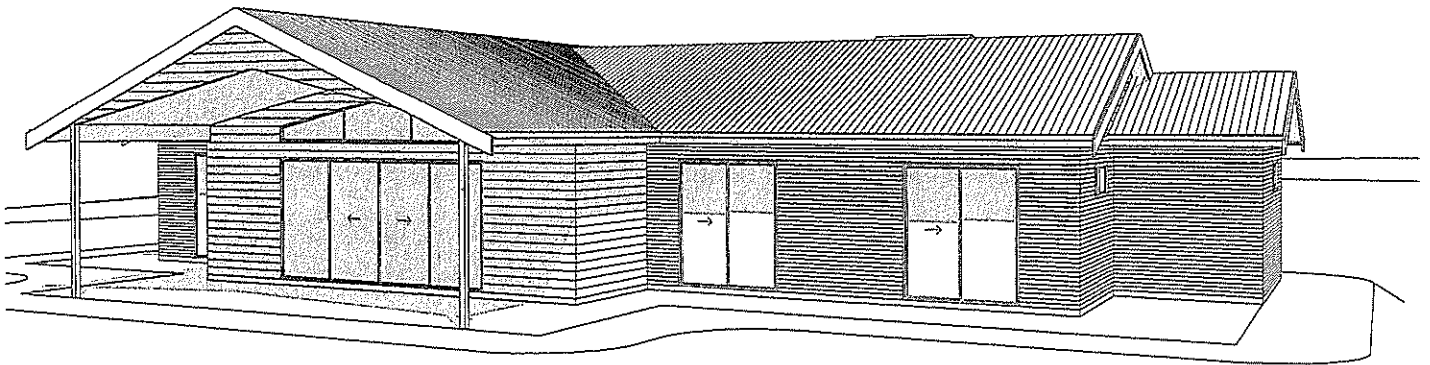
Applicants Signature:  Date: 12/03/2015

Please print name: Yoha Somariba

Proposed HALL Residence

Lot 21
MELLOWS ROAD,
WANDERING.

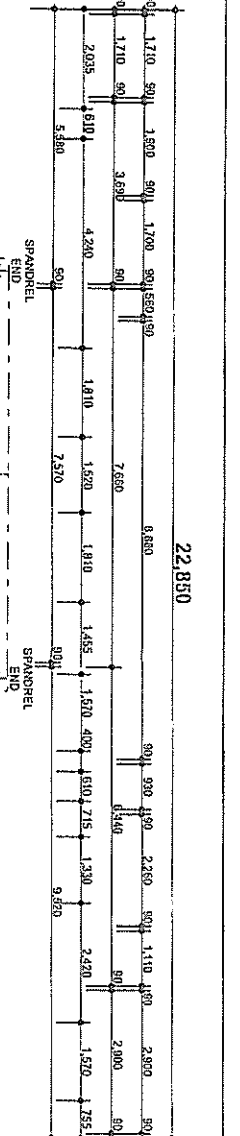
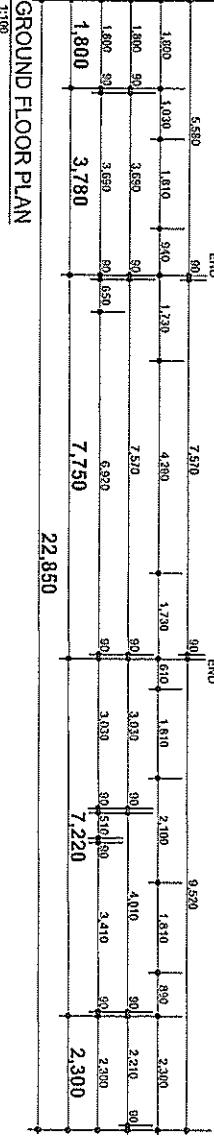
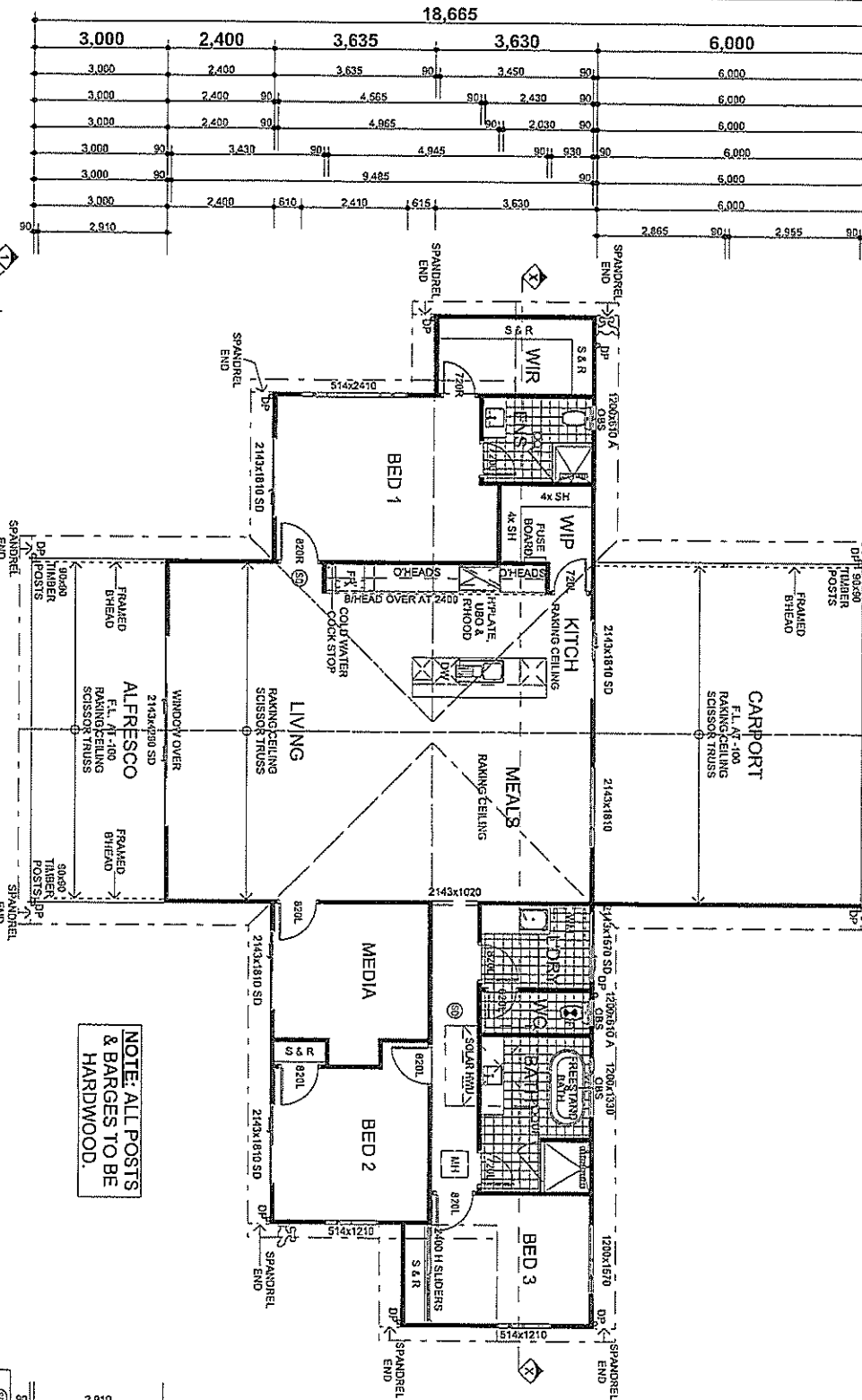
WA482



AK HOMES Pty Ltd

ENERGY EFFICIENCY NOTES
 1) ALL ENERGY EFFICIENCY REQUIREMENTS TO NCC VOLUME 2 PART 3.12.
 2) R13 GLASSWool WITH REFLECTIVE THERMO-FIL FACING TO ROOF AREA.
 3) R13 GLASSWool WALL BATTIS AND WALL WRAP FACING TO ROOF AREA.
 4) R20 GLASSWool WALL BATTIS TO INTERNAL WALLS.
 5) R10 GLASSWool CEILING BATTIS TO ALL INTERNAL CEILING (INCLUDING GARAGE).
 6) WEATHERSEALS TO ALL EXTERNAL DOORS & WINDOWS.
 7) SELF-CLOSING DAMPERS TO ALL EXHAUST FANS.
 8) 1.6m MINIMUM FRAMES WITH SINGLE CLEAR GLAZING SHGC = 0.73

GENERAL NOTES
 ALL EXTERNAL AND INTERNAL ENGINEERED PRE-FABRICATED WALL FRAMES TO BE 90mm KSP10 TREATED TIMBER.
 ALL ENGINEERED PRE-FABRICATED ROOF TRUSSES TO BE KSP10 TREATED TIMBER.
ROOF MANUFACTURER NOTES
 KEEP ALL ROOF TRUSSES AND MEMBERS OF RESISTION LOCATIONS FOR RANGEROOD, REAR PORCH AND FRONT FIELDS WHERE APPLICABLE



NOTE: ALL POSTS & BARGES TO BE HARDWOOD.

PRELAYS NOTES
 PROVIDE ELECTRICAL & PLUMBING PRELAY TO SITE AND BENCH. REFER ELECTRICAL PLAN

☉	SMOKE DETECTOR TO AS 3785
☐	EXHAUST FAN (RUMED)
☐	FAN / LIGHT / HEATER (RUMED)
☐	FAN / LIGHT / HEATER (UNRUMED)
☐	EXTERNAL GARDEN TP
☐	GAS POINT
☐	LIFT OFF HINGES
☐	DOUBLE REDUATE FRAME
☐	SINGLE REDUATE FRAME

2,910	3,000	2,400	1,217	1,210	528	2,150	1,210	950
3,000	3,000	2,400	9,485	3,465	90	1,020	90	2,420
3,000	3,000	2,400	5,400	1,130	1,125	1,030	90	2,420
3,000	3,000	2,400	3,465	90	1,020	90	1,320	1,100
3,000	3,000	2,400	2,955	90	510	90	3,530	90
3,000	2,400	2,955	4,310					



AK Homes
 Construction Pty Ltd
 32 Wellington Street,
 Bursary WA 6230 PO Box 6191,
 South Bursary, WA 6230, 9721 7425

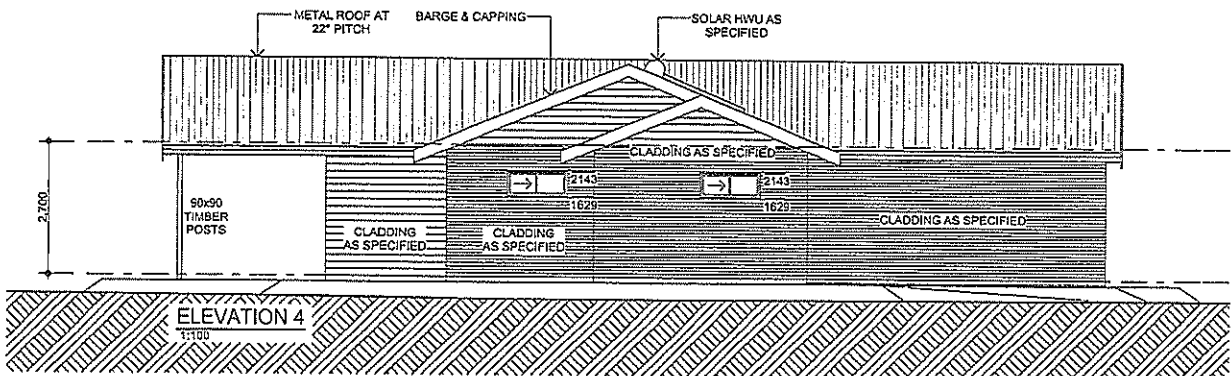
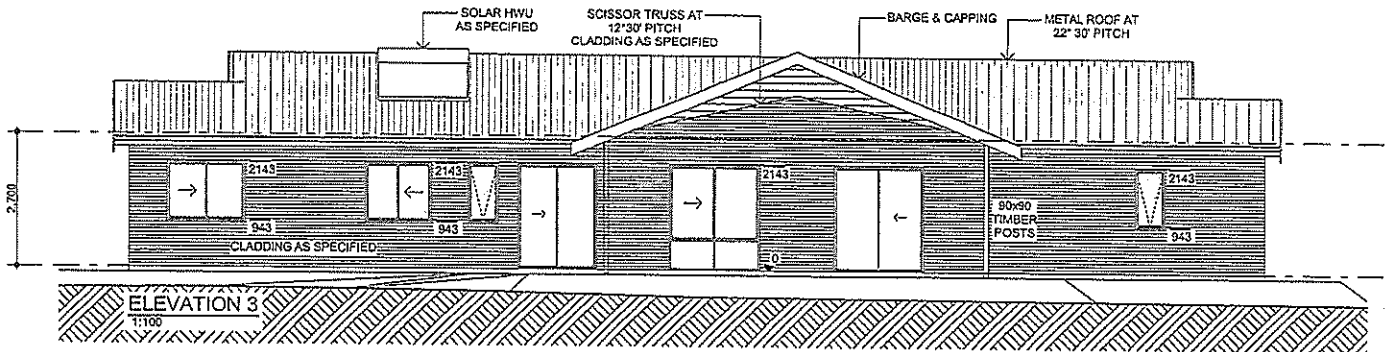
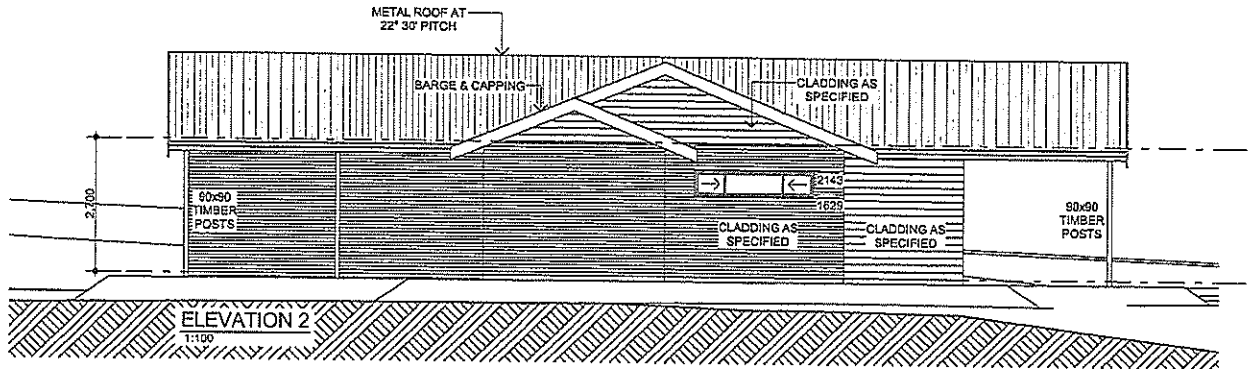
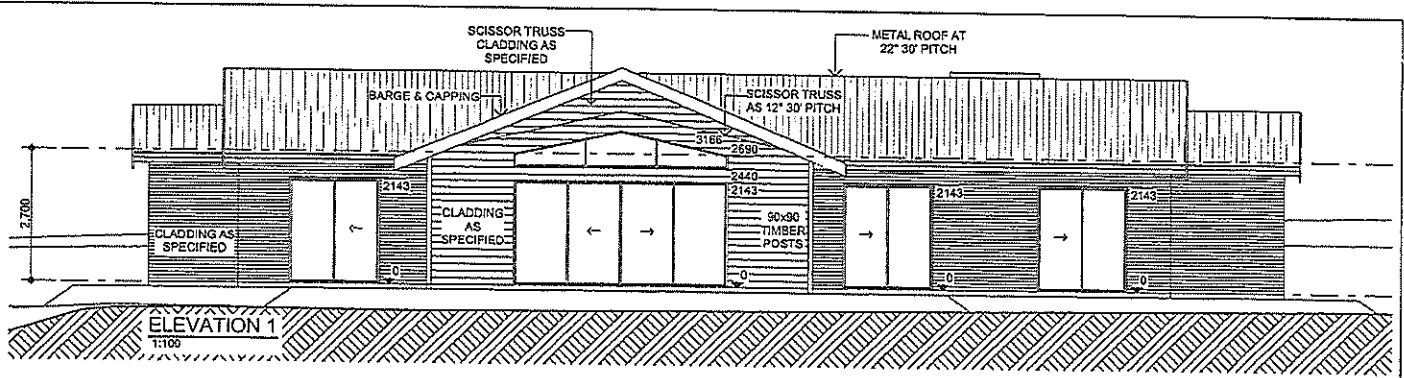
CLIENT : HALL
 DATE : 16/12/14
 REVISION : WDS
 10/02/15 VC - 01
 23/02/15 VC - 03

GENERAL NOTES
 1) DO NOT SCALE FROM DRAWINGS.
 2) REFER TO ENGINEERS DRAWINGS, ALL ENGINEERING TAKES PRECEDENCE.
 3) ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE NATIONAL CONSTRUCTION CODE AND AUSTRALIAN STANDARDS.
 4) ALL DIMENSIONS SHOWN ARE TO FRAMES NOT FINISHED SIZES.
 5) ALL DIMENSIONS TO BE CHECKED ON SITE.

ALFRESCO	PER.	AREA
CARPORT	21.47	23.13
HOUSE	27.50	46.50
	65.03	171.27
		240.50 m ²
ROOF AREA		300.99

DRAWN BY: BM
 JOB No: WA482
 SHEET No: 2 of 6

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CLIENT: HALL

SITE:
Lot 21
MELLOWS ROAD,
WANDERING.

DRAWN: BM

JOB No:

WA482

SHEET No.

3 of 6

DATE

16/12/14

10/02/15

23/02/15

REVISION

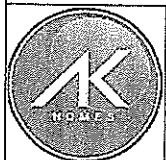
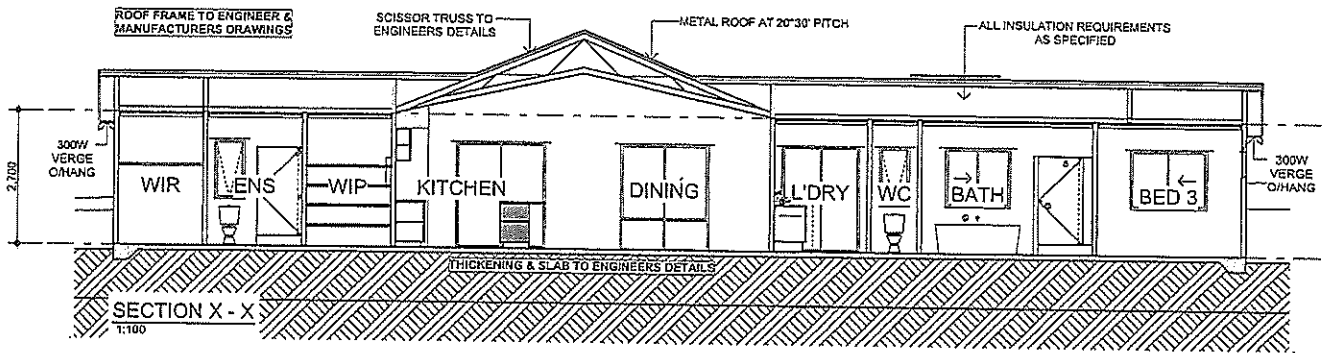
WDS

VC - 01

VC - 03

GENERAL NOTES

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CLIENT: HALL

SITE:
Lot 21
MELLOWS ROAD,
WANDERING.

DRAWN: BM

JOB No:

WA482

SHEET No.

4 of 6

DATE

16/12/14

REVISION

WDS

10/02/15

VC - 01

23/02/15

VC - 03

GENERAL NOTES

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ELECTRICAL LEGEND

Ground Floor

Qty	Sym.	Description	Wells	Penetrations
3	10 15w	WALL LIGHT @ 1800x450mm (Lighting)	45"	*
2	15w	CEILING LIGHT (15w) Pendant Lighting	38"	*
12	15w	CEILING LIGHT (15w)	180	0.000

*NOT INC. IN CLASS 1 CALC. SEE PLAN FOR MORE INFO.
PERIMETER LIGHTING MIN. 40 LUMENS/W.

Total Class 1 Waftage = 180

Wattle Calculations (Class 1)	Allowed Waftage	Actual Waftage
2 Ceased Floor	155.45 sqm	150 w
	155.45 sqm	150 w
	827 w	150 w
	827 w	150 w
	PASS	PASS

Recessed Filling Penetrations (Class 1)	Maximum Penetrations	Actual Penetrations
Story Name	Area	Area
Total Insulation Area	155.45 sqm	0.827 sqm
Vent/ang/bobbed	155.45 sqm	0.031 sqm
	0.031 sqm	0.031 sqm
	0.05 % R4.0 Insulation Adjustment Not Required	PASS

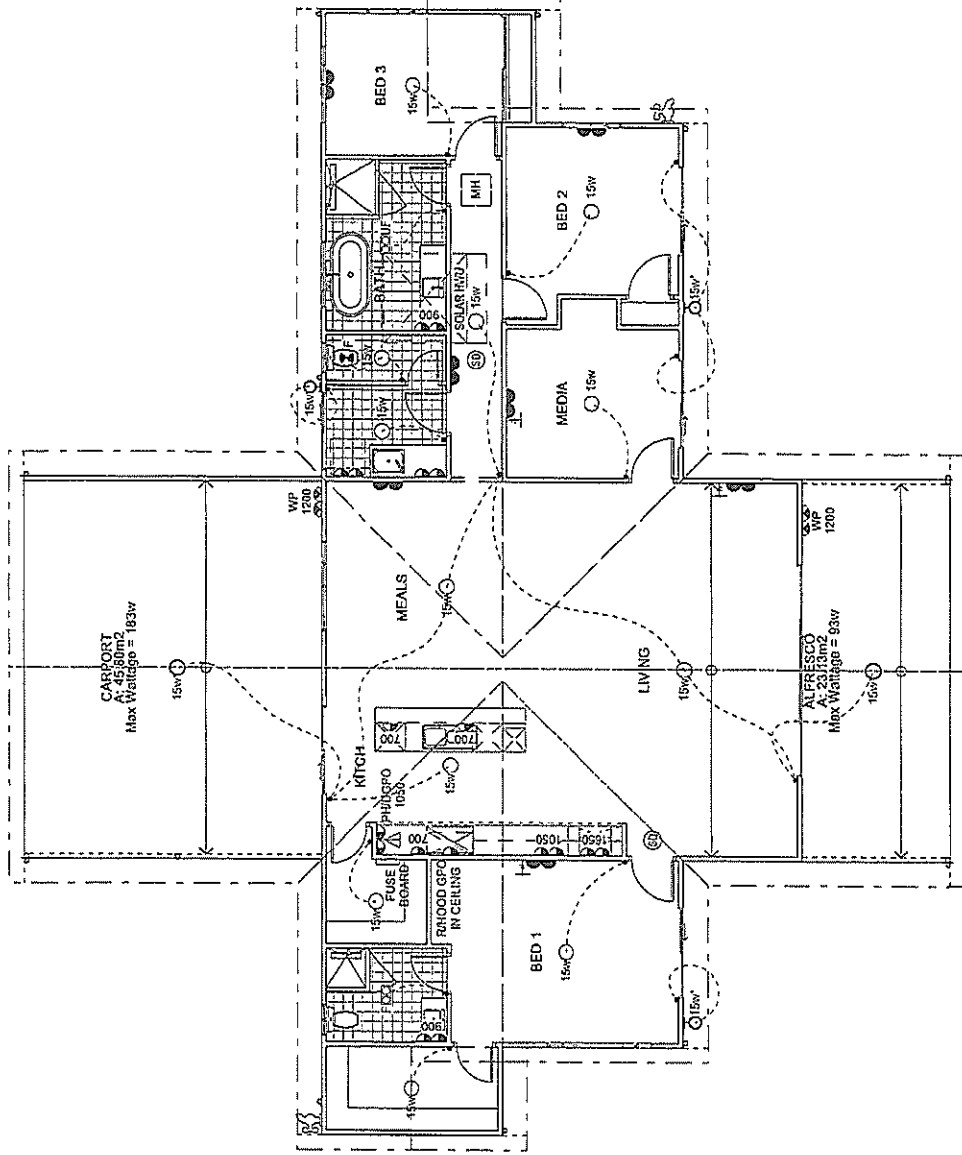
LIGHT AND VENTILATION CALCULATIONS

Room Name	Area	Light	Vent
1 BED 3	0.7m x 1.5m		Vent
Area: 1.05m ² Max Vent Area: 0.24m ² Total Area: 0.24m ²			
21 Sliding	50 %	1.81 m ²	0.94 m ²
19 Sliding	50 %	0.62 m ²	0.31 m ²
Totals		Light 2.43 m ²	Vent 1.25 m ²
4 BED 2	0.827m x 1.5m		Vent
Area: 1.24m ² Max Vent Area: 0.24m ² Total Area: 0.24m ²			
20 Sliding Door	50 %	3.88 m ²	1.91 m ²
19 Sliding	50 %	0.62 m ²	0.31 m ²
Totals		Light 4.50 m ²	Vent 2.25 m ²
3 MEDIA	0.827m x 1.5m		Vent
Area: 1.24m ² Max Vent Area: 0.24m ² Total Area: 0.24m ²			
20 Sliding Door	50 %	3.88 m ²	1.91 m ²
Totals		Light 3.88 m ²	Vent 1.91 m ²
2 MEALS LIVING KITCH	3.81m x 3.81m		Vent
Area: 14.51m ² Max Vent Area: 7.16m ² Total Area: 7.16m ²			
22 Sliding Door	50 %	3.88 m ²	1.91 m ²
21 Sliding	36 %	3.88 m ²	1.40 m ²
20 Sliding Door	50 %	0.19 m ²	4.00 m ²
Totals		Light 16.95 m ²	Vent 7.33 m ²
1 BED 1	1.5m x 1.5m		Vent
Area: 2.25m ² Max Vent Area: 0.24m ² Total Area: 0.24m ²			
19 Sliding	50 %	1.24 m ²	0.62 m ²
15 Sliding Door	50 %	3.88 m ²	1.91 m ²
Totals		Light 5.12 m ²	Vent 2.55 m ²

Inputs for Allowment and Light are Valid

GROUND FLOOR ELECTRICAL PLAN

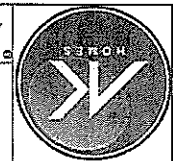
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Symbol	Legend	Notes
	CEILING FAN	
	INTERNAL WALL LIGHT - 1800 ABOVE F.L. (OR AS NOTED)	
	CEILING LIGHT / BAYONET	
	LED DOWNLIGHT	
	PENDANT LIGHT	
	DIRECT WIRED SMOKE DETECTOR TO AS 3786	
	EXHAUST FAN (FLUMED)	
	CEILING FAN / LIGHT	
	WEATHERPROOF SINGLE GPO 900 ABOVE F.L. (OR AS NOTED)	
	WEATHERPROOF DOUBLE GPO 900 ABOVE F.L. (OR AS NOTED)	
	15 AMP SINGLE GPO 800 ABOVE F.L. (OR AS NOTED)	
	15 AMP DOUBLE GPO 800 ABOVE F.L. (OR AS NOTED)	
	PHONE POINT 200 ABOVE F.L. (OR AS NOTED)	
	TV POINT 200 ABOVE F.L. (OR AS NOTED)	
	DOUBLE GPO 900 ABOVE F.L. (OR AS NOTED)	
	SINGLE GPO 900 ABOVE F.L. (OR AS NOTED)	
	QUAD GPO 200 ABOVE F.L.	
	DOUBLE GPO 800 ABOVE F.L. (OR AS NOTED)	

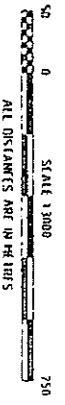
DATE	REVISION	GENERAL NOTES
16/12/14	WDS	(1) DO NOT SCALE FROM DRAWINGS.
10/02/15	VC - 01	(2) REFER TO ENGINEERS DRAWINGS. ALL ENGINEERING TAKES PRECEDENCE.
23/02/15	VC - 03	(3) ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE NATIONAL CONSTRUCTION CODE AND AS13100.12 (2014/15).
		(4) ALL DIMENSIONS SHOWN ARE TO FRAMES.
		(5) ALL DIMENSIONS TO BE CHECKED ON SITE.

CLIENT: HALL
 SITE: L61 21
 MELLOWS ROAD,
 WANDERING,
 Bunbury WA 6230 PO Box 6191,
 32 Watlington Street,
 South Bunbury, WA 6230, 8172, 7425
 Construction Pty Ltd
 AK Homes



JOB No: WMA482
 SHEET No: 5 of 6
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ENVELOPE	APPROVED BY	DATE



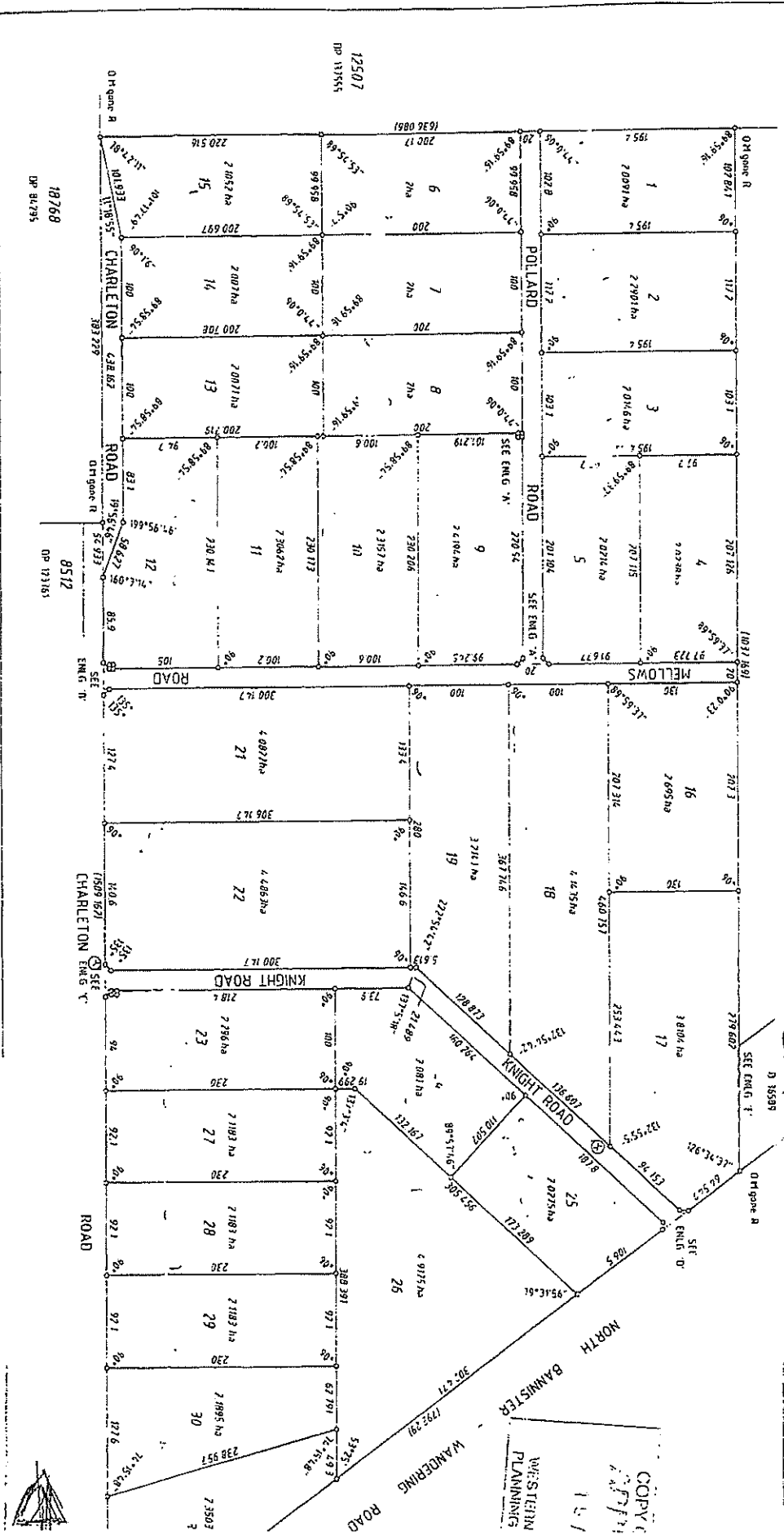
300
DP 31358

FOR ALL ENLARGEMENTS
SEE SHEET 2

LIMITED IN DEPTH TO 60-96 METRES

SURVEY CARRIED OUT UNDER REGULATION 10
SPECIAL SURVEY AREA GUIDELINE
FOR INTERESTS AND NOTIFICATION
SEE SHEET 2

SPECIAL SURVEY AREA SUBDIVISION



COPY
WESTERN
PLANNING



Wandering CRC “Action Plan on a Page” 2015/2016

	July	August	September
Quarter 1 Business Development Activity – 1 General Community Activity – 3 Community Info – 1	<ul style="list-style-type: none"> - Women Who Work - School Holiday Activity - Crop & Cards (held monthly – report once per quarterly) - Wandering Echo 	<ul style="list-style-type: none"> - Skate is Gr8t - Cardio Circuit Classes (held term time – report once per quarterly) - After School Sports (held term time – report once per quarterly) 	<ul style="list-style-type: none"> - Snazzy Seniors (held monthly – report once per quarterly)
Quarter 2 Business Development Activity – 1 General Community Activity – 3 Community Info – 1	<ul style="list-style-type: none"> - Business After Hours - School Holiday Activity - Crop & Cards (held monthly – report once per quarterly) - After School Sports (held term time – report once per quarterly) - International Rural Women’s Day - Wandering Echo 	<ul style="list-style-type: none"> - Pop Up Shop - Summertime Movies - Cardio Circuit Classes (held term time – report once per quarterly) - Seniors Out & About 	<ul style="list-style-type: none"> - School Holiday Activity - Snazzy Seniors (held monthly – report once per quarterly)
Quarter 3 Business Development Activity – 1 General Community Activity – 3 Community Info – 1	<ul style="list-style-type: none"> - Crop & Cards (held monthly – report once per quarterly) - Wandering Echo 	<ul style="list-style-type: none"> - Business After Hours - Cardio Circuit Classes (held term time – report once per quarterly) - After School Sports (held term time – report once per quarterly) 	<ul style="list-style-type: none"> - Summer Community BBQ - Snazzy Seniors (held monthly – report once per quarterly)
Quarter 4 Business Development Activity – 1 General Community Activity – 3 Community Info – 1	<ul style="list-style-type: none"> - Taxing Time - Crop & Cards (held monthly – report once per quarterly) - After School Sports (held term time – report once per quarterly) - Youth Week - Wandering Echo 	<ul style="list-style-type: none"> - Business After Hours - Cardio Circuit Classes (held term time – report once per quarterly) 	<ul style="list-style-type: none"> - Seniors Out & About - Men’s Health Night

Wandering CRC Action Plan 2015/2016

Output Area 2 - Providing community members with access to government and community information and services - Standard B				
Outcome Area	Projects/Tasks and brief description	Purpose/aims of activity	Key person responsible	Timeframe
<p>Government Access Point</p> <p>12 community members use the CRC Government Access Point per quarter</p>	<p>Maintain and Promote Government Access Area to the standard outlined in the Guidelines in the Support Manual</p> <ul style="list-style-type: none"> ➢ Refresh brochure display monthly and maintain area with dedicated signage, computer and printer. ➢ Promotion of the services via the Wandering Echo ➢ Promote to CRC users as appropriate ➢ Maintain statistical records of use. 	<ul style="list-style-type: none"> - Provide local community to easy access to Government information in a professional and helpful environment. - Promote service to local community to meet outcomes of a minimum of 12 patrons accessing the service each quarter. 	Coordinator	<ul style="list-style-type: none"> • Monthly refresh of brochures • Monthly item for community newspaper • Annually complete DRD training material • Quarterly order of fresh materials from Quickmail
<p>CRC website</p> <p>CRC adds 5 calendar events to the CRC site website per quarter</p> <p>CRC adds 6 content items to the CRC site website per quarter</p>	<p>Website Updates</p> <ul style="list-style-type: none"> ➢ Update website with at least 5 calendar events for all planned activities each quarter (as well as other community events as appropriate) ➢ Update website with 6 news items per quarter. 	<ul style="list-style-type: none"> - Promote CRC and community events / initiatives. - Showcase events / initiatives / services offered by the CRC. 	Coordinator	<ul style="list-style-type: none"> • Update calendar quarterly (plus other items as arising) • Complete news items after each event of initiative.
<p>Westlink</p> <p>CRC advertises 1 Westlink broadcast screenings per quarter</p>	<p>Westlink Access</p> <ul style="list-style-type: none"> ➢ Promote Westlink program guide and special events via the monthly newspaper. ➢ Check Westlink is being received and that all staff know how to use service and record programs ➢ Promote 1 Westlink program each quarter as an event ➢ Maintain statistical records of use for reporting purposes to DRD. 	<ul style="list-style-type: none"> - Provide access to Westlink broadcast service in a professional environment. - Promote the service to the local community. 	Coordinator	<ul style="list-style-type: none"> • Monthly item for community newspaper • Access whenever required • Promote and run one event linked to Westlink screening quarterly

Wandering Community Resource Centre
Business Plan 2015-2016

Output Area 3 - Economic and business development initiatives - Standard B

Outcome Area	Projects/Tasks and brief description	Purpose/Aims of activity	Key person responsible	Timeframe
Employment Pathway Development CRC employs 3 trainees over the life of the contract	Traineeship Employment ➤ Employ a trainee for the year within the CRC and Shire of Wandering. ➤ Advertise for trainee on CRC website and local newspaper. ➤ Register trainee with appropriate government bodies. ➤ Provide trainee with opportunities to undertake meaningful work that relates to their certificate qualifications. ➤ Monitor completion of study materials / assessment.	- Provide opportunity for meaningful entry level employment for the local community. - Increase the capacity of the CRC to deliver a range of services and events.	Coordinator	<ul style="list-style-type: none"> • New Trainee to commence January 2016 • Advertise November 2015
Employment Pathway Development CRC maintains 2 active referral relationships per quarter	Active Referral Relationships – WCRC will maintain 2 active referral relationships per quarter ➤ Identify appropriate service providers to provide referrals to ie: Challenger Tafe, The Apprenticeship & Trainee Centre, CY O'Connor ➤ Make contact and establish their organisational focus and contact information ➤ Include information in operations manual for reference of all staff	- Provide current and relevant information regarding Employment Pathway service providers	Coordinator	<ul style="list-style-type: none"> • Maintain contacts • Revise currency on a quarterly basis
Business Development Referral Relationships CRC maintains 2 active referral relationships per	Active Referral Relationships – Business Development – WCRC to maintain 2 active referral relationships per quarter ➤ Identify appropriate service providers to provide referrals to	Provide current and relevant information regarding Business Development service providers.	Coordinator	<ul style="list-style-type: none"> • Maintain contacts throughout the year

**Wandering Community Resource Centre
Business Plan 2015-2016**

<p>quarter</p>	<ul style="list-style-type: none"> ➤ Make contact and establish their organisational focus and contact information ➤ Include information in operations manual for reference for all staff 			
<p>Business Development Activities</p> <p>CRC facilitates 1 Business Development Initiative or Seminar per quarter</p>	<p><u>Business Development – Initiatives/Seminars</u></p> <p><u>Activity 1</u> Project Title. Pop Up Shop</p> <p>Project Description/Tasks. WCRC will host a "Pop Up" Shop for the month of November to enable home base businesses and community members to showcase their wares in a 'shop' like environment. It is tapping into the Christmas shopping time to enable the best showcase and opportunity for business.</p> <ul style="list-style-type: none"> ➤ WCRC will liaise with local home based businesses to develop the concept. ➤ Provide the venue and area for optimum display visibility with an opening 'VIP' night ➤ Organise the stock inventory for each seller ➤ Take payment for items and keep tally of items sold ➤ Complete summary of feedback from participants <p>Other Funding.</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> • Foster a 'buy local' culture • Provide an opportunity for local businesses to develop their business and 'test' their customer base • Provide an opportunity for home based businesses to develop a focused marketing campaign for a specific period 	<p>Key Person. Coordinator</p>	<p>Timeframe.</p> <ul style="list-style-type: none"> • Expressions of interest advertised July / August 2015 • Shop to run November 2015 • Direct marketing with business owners September 2015 • VIP Open Night

Wandering Community Resource Centre
Business Plan 2015-2016

	<p>Activity 2 Project Title. Women Who Work Project Description/Tasks. The WCRC will host a breakfast for the women in the district who work. ➢ Community building and support network for women who work but don't get an opportunity to socialize with other women. ➢ Support network for women and an opportunity for workshops and talks for economic development. Other Funding.</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - Provide women who work a forum to network. - Build and further business opportunities. - Enable the community to be kept up to date with the happenings of Wandering 	<p>Key Person. Coordinator</p>	<p>Timeframe. July 2015</p>
<p>Activity 3 Project Title. Business After Hours Project Description/Tasks. WCRC to host a Sundowner for business owners within the district. It will be an opportunity for businesses to network. The Wheatbelt Business Network will be invited to attend to address the business owners and it will also be an opportunity to engage business owners in looking at further professional development for business owners. Other Funding. Wheatbelt Business Network joint funding opportunities.</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> • Provide an opportunity for local business owners to network • Provide an opportunity for local business owners to see what the SBC can offer and workshops that they would like to see in Wandering 	<p>Key Person. Coordinator</p>	<p>Timeframe.</p> <ul style="list-style-type: none"> • October 2015 • February 2016 • May 2016 	

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	<p>Activity 4 Project Title. Taxing Time</p> <p>Project Description/Tasks.</p> <p>The WCRC will host a workshop for the local businesses and farmers to coincide with the end of the financial year.</p> <ul style="list-style-type: none"> ➤ The WCRC will partner with an outside organisation to support the event <p>Other Funding.</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - Support businesses in their broadening their knowledge and keeping up to date with changes in taxation. - Provide an opportunity for businesses to access professional development locally. - 	<p>Key Person. Coordinator</p>	<p>Timeframe. April 2016</p>
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Wandering Community Resource Centre
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Output Area 4 - Social development initiatives - Standard B

Outcome Area	Projects/Tasks and brief description	Purpose/Aims of activity	Key person responsible	Timeframe
<p>Social Development Referral Relationships</p> <p>CRC maintains 5 active referral relationships (as per Guidelines in the Support Manual) per quarter</p>	<p><u>Active Referral Relationships – Social Development Services. The WCRC will maintain 5 active referral relationships per quarter</u></p> <ul style="list-style-type: none"> ➤ Identify appropriate service providers to provide referrals to ie: Rural in Reach ➤ HACC ➤ Rural Regional Remote Women's Network ➤ Boddington Medical Centre ➤ Make contact and establish their organisation focus and contact information ➤ Revise on a quarterly basis to ensure currency. 	<ul style="list-style-type: none"> - Provide current and relevant information regarding Social Development service providers 	<p>Coordinator</p>	<ul style="list-style-type: none"> • Establish initial contacts prior to end July 2014 • Revise currency on a quarterly basis
<p>Social Development Activities</p> <p>CRC facilitates 3 General Community Initiatives or Events (as per Guidelines in the Support Manual) per quarter</p>	<p>Activity 1 Project Title. School Holiday</p> <p>Project Description/Tasks.</p> <p>Provide activities for 3 to 13 year old children in the community during school holidays to encourage social and healthy wellbeing.</p> <p>Other Funding. Cost recovery</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - Provides a meeting space and support in learning a new craft - Encourages social skills for the children and a community - Provides a low cost activity / outing for families during school holidays 	<p>Key Person. Coordinator</p>	<p>Timeframe. July 2015 October 2015 December 2015</p>

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	<p>Activity 2 Project Title. Skate is Gr8t</p> <p>Project Description/Tasks. Provide a fun filled family event utilising the town's skate park. This will also build on the previous financial years skateboarding workshop. It will conclude with some prizes and a bite to eat.</p> <p>Other Funding. Coles voucher donation</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - Provides a meeting space and support in learning a new craft - Encourages social skills for the children and a community - Provides a low cost activity / families during school holidays 	<p>Key Person. Coordinator</p>	<p>Timeframe. August 2015</p>
<p>Activity 3 Project Title. Snazzy Seniors</p> <p>Project Description/Tasks. To offer short courses on new and old computer technology. These will be 30 minute session followed by morning tea.</p> <p>Other Funding. Cost recovery</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - Provide an opportunity for community members to further their knowledge on IT. - Provide an opportunity to know what courses the community would like to see. - Provides a meeting place for the seniors 	<p>Key Person. Coordinator Trainee</p>	<p>Timeframe. First Tuesday of the Month, Starting September 2015</p>	
<p>Activity 4 Project Title. Summertime Movies</p> <p>Project Description/Tasks. A community event on the grassed town oval, utilising the Shire of Wandering's outdoor cinema</p> <p>Other Funding. Shire of Wandering hire of Outdoor Cinema in kind</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - Provide an opportunity for community members to socialise - Encourages strong, positive bonds between the CRC and the community. 	<p>Key Person. Coordinator</p>	<p>Timeframe. November 2015</p>	

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<p><u>Activity 5</u> Project Title: Summer Community BBQ</p> <p>Project Description/Tasks To provide a community BBQ that brings the whole community together to share, celebrate and connect together.</p> <p>Other Funding Department of Communities – Volunteer Grant</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - It provides an opportunity for the community to meet with their shire councillors and share ideas in a relaxed informal evening. - The evening will enable new members of the community to connect with others and also older members in the community to reconnect. - It is also an opportunity for the WCRC to showcase to the community and to encourage members to participate in further events in the coming year. 	<p>Key Person.</p> <p>Coordinator</p>	<p>Timeframe.</p> <ul style="list-style-type: none"> • March 2016
<p><u>Activity 6</u> Project Title: Crop & Cards</p> <p>Project Description/Tasks Provides a meeting space for community member to work on their scrapbooking project every third Wednesday during the term.</p> <p>Other Funding Cost recovery</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - It provides an outing for women in the community to come together regardless of barriers - Promotes healthy relationships between people - Encourages growth of trying new skills in a stimulating environment. 	<p>Key Person.</p> <p>Coordinator</p>	<p>Timeframe.</p> <ul style="list-style-type: none"> • Every third Wednesday of the month
<p><u>Activity 7</u> Project Title: Seniors Out & About</p> <p>Project Description/Tasks Two outings will be held, one during Seniors Week and the other in the latter half of 2016. Both events will be outing together and engage seniors in a variety of different activities.</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - to recognise seniors and their contribution to the community - to promote intergenerational activities linking seniors to the community 	<p>Key Person.</p> <p>Coordinator</p>	<p>Timeframe.</p> <ul style="list-style-type: none"> • Senior's Week • June 2016

**Wandering Community Resource Centre
Business Plan 2015-2016**

	<p>Other Funding Proposed Seniors Week Grant Cost recovery</p>	<ul style="list-style-type: none"> - to facilitate artistic, cultural and celebratory expression within the community - To engage seniors in a variety of activities and initiatives that encourages active ageing. 		
<p>Activity 8 Project Title: Cardio Circuit Classes Project Description/Tasks Exercise class in the Wandering Community Centre run by a qualified instructor. Designed from beginners to experienced participants. Advertise, promote through the community for each eight week set.</p> <p>Other Funding Participants charged \$10 per session</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - Opportunity to engage in an exercise class run by a qualified instructor - Promote a healthy lifestyle 	<p>Key Person. Coordinator</p>	<p>Timeframe.</p> <ul style="list-style-type: none"> • 8 week set during school term time, Tuesday evening 	
<p>Activity 9 Project Title: After School Sports Project Description/Tasks Sport classes run after school for the primary school age children. Two different sports to run each term, and to follow the same format, warm – up, skill development and a part game. Advertise through the school and community newspaper</p> <p>Other Funding Charge cost recovery</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - Develop skills using a variety of drills and practice. - Offer sport for children enabling a high participation rate within the community. 	<p>Key Person. Coordinator</p>	<p>Timeframe.</p> <ul style="list-style-type: none"> • School Term time, 8 sessions per term 	

Wandering Community Resource Centre
Business Plan 2015-2016

<p><u>Activity 10</u> Project Title: International Rural Women's Day Project Description/Tasks To provide a meeting place for all women of the community to celebrate International Rural Women's Day 2015. Other Funding Cost recovery</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - It provides an outing for women in the community to come together regardless of barriers - Promotes healthy relationships between people - Encourages growth of trying new skills in a stimulating environment. 	<p>Key Person. Coordinator</p>	<p>Timeframe.</p> <ul style="list-style-type: none"> • October 2015
<p><u>Activity 11</u> Project Title: Youth Week Project Description/Tasks An event to celebrate youth week will be conducted and run during Youth Week 2016. The youth will be involved in deportment and a gaming event. It will be promoted directly to the youth in the community and through the Wandering Echo. Other Funding Youth Week Grant, proposed</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - Encourage each other during the event - Support others who aren't as 'outgoing' and include them - Help set up and pack away during the event 	<p>Key Person. Coordinator</p>	<p>Timeframe.</p> <ul style="list-style-type: none"> • April 2016
<p><u>Activity 12</u> Project Title: Men's Health Night Project Description/Tasks The WCRC will host a Men's Health Night to raise awareness of the health of men in our community and to health</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - To provide health checks for men in our community by the Boddington Medical Centre - To raise awareness of men's health issues 	<p>Key Person. Coordinator</p>	<p>Timeframe.</p> <ul style="list-style-type: none"> • June 2016 during Men's Health Week

Wandering Community Resource Centre
Business Plan 2015-2016

<p>Local Community Information Activities</p> <p><small>CRC facilitates 1 Community Information Activity per quarter</small></p>	<p>educate men about their health and well-being. The men will participate in a health check with the local doctor followed by presentations by health professionals. It will conclude with a knife sharpening demonstration and dinner.</p> <p>Other Funding Cost recovery</p>	<ul style="list-style-type: none"> - Know where to access further services after the evening - Have an understanding of their physical wellbeing - Develop relationships with their local doctor and associated health professionals. 		
<p>Local Community Information Activities</p> <p><small>CRC facilitates 1 Community Information Activity per quarter</small></p>	<p><u>Local Community Information Activity</u></p> <p>Activity 1 Project Title. Wandering Echo</p> <p>Project Description/Tasks. Monthly newsletter that is distributed free of charge electronically and in hard copy. It will highlight the events in the community and celebrate past events.</p> <p>Other Funding. Advertising</p>	<p>Purpose/Aim.</p> <ul style="list-style-type: none"> - Provide timely and professionally presented listings of information relevant to local community members - Provide a central place for distribution of information for the community - Opportunity to engage in meaningful volunteers activity 	<p>Key Person. Coordinator</p>	<p>Timeframe. Monthly apart from January 2016</p>

Wandering Community Resource Centre
Business Plan 2015-2016

Other Projects/Service Offerings			
Projects/Tasks and brief description	Purpose/aims of activity	Key person responsible	Timeframe
Centrelink Access Point <ul style="list-style-type: none"> ➢ Maintain Centrelink Access Point to a professional standard ➢ Assist clients with use of equipment and authorising of documents as per contract requirements 	<ul style="list-style-type: none"> - Provide access to basic Centrelink services to the Wandering community 	Coordinator	<ul style="list-style-type: none"> • Check Centrelink area daily – trainee to complete Mon / Tues
Library Services <ul style="list-style-type: none"> ➢ Deliver library service as required by the Shire of Wandering 	<ul style="list-style-type: none"> - Provide the Wandering community with access to a well resource library - Promote library services including inter library exchange and other programs that are required 	Coordinator	<ul style="list-style-type: none"> • Check condition / return books daily – trainee on Mon / Tues • Stock control and customer service on day-to-day service – trainee on Mon / Tues • Monthly exchange of books
Department of Transport <ul style="list-style-type: none"> ➢ Provide transport licencing services as per the Department of Transport ➢ Maintain the DOT computer and upgrades as per DOT 	<ul style="list-style-type: none"> - Provide the Wandering community with access to the Department of Transport services including firearm, vehicle, drivers and marine licencing services 	Coordinator	<ul style="list-style-type: none"> • Update the DOT computer as per instructed by DOT • Maintain all services as per contract with DOT by trainee and coordinator

Shire of Wandering
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015



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Shire of Wandering
STATEMENT OF FINANCIAL ACTIVITY
(Nature & Type)
For the Period Ended 30 April 2015

FM Reg 34(1)(a) FM Reg 34(1)(b) FM Reg 34(1)(c) FM Reg 34(1)(d)
 FM Reg 34(5)

	Note	Current Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	
Operating Revenues		\$	\$	\$	\$	%	
Grants, Subsidies and Contributions	5.1	577,873	460,014	452,209	(7,805)	(1.7%)	▼
Profit on Asset Disposal		181,779	0	0	0		
Fees and Charges	5.1	728,066	604,588	598,360	(6,228)	(1.0%)	▼
Service Charges		0	0	0	0		
Interest Earnings		18,448	15,550	15,821	271	1.7%	▲
Other Revenue		139,188	120,297	98,416	(21,880)	(22.2%)	▼
Total (Excluding Rates)		1,645,354	1,200,449	1,164,807			
Operating Expense							
Employee Costs	5.2	(896,466)	(739,478)	(662,926)	76,552	11.5%	▼
Materials and Contracts	5.2	(1,057,888)	(891,006)	(618,632)	272,373	44.0%	▼
Utilities Charges	5.2	(66,415)	(55,610)	(54,050)	1,560	2.9%	▼
Depreciation (Non-Current Assets)	5.2	(772,529)	(649,810)	(629,142)	20,668	3.3%	▼
Interest Expenses	5.2	(2,929)	(976)	0	976	100.0%	▼
Insurance Expenses	5.2	(111,117)	(105,711)	(106,785)	(1,074)	(1.0%)	▲
Loss on Asset Disposal		0	0	0	0		
Other Expenditure	5.2	(16,488)	(12,488)	(15,638)	(3,150)	(20.1%)	▲
Total		(2,923,830)	(2,455,078)	(2,087,186)			
Funding Balance Adjustment							
Add Back Depreciation		772,529	649,810	629,142	(20,668)	(3.3%)	▼
Adjust (Profit)/Loss on Asset Disposal		(181,779)	0	0	0		
Adjust Provisions and Accruals		0	0	0	0		
Net Operating (Ex. Rates)		(687,726)	(604,820)	(293,238)			
Capital Revenues							
Grants, Subsidies and Contributions		552,952	552,952	236,799	(316,153)	(133.5%)	▼
Proceeds from Disposal of Assets		200,000	0	0	0		
Proceeds from New Debentures		350,000	350,000	350,000	0	0.0%	
Transfer from Reserves		0	0	0	0		
Self Supporting Loan Repayment		2,500	0	1,250			
Total		1,105,452	902,952	588,049			
Capital Expenses							
Land Held for Resale	5.4	0	0	0	0		
Land and Buildings	5.4	(368,990)	(345,650)	(302,528)	43,122	14.3%	▼
Plant and Equipment	5.4	(12,000)	(10,000)	(6,955)	3,045	43.8%	▼
Furniture and Equipment	5.4	(5,368)	(4,470)	(6,881)	(2,411)	(35.0%)	▲
Infrastructure Assets - Roads	5.4	(971,167)	(935,161)	(448,278)	486,883	108.6%	▼
Infrastructure Assets - Other	5.4	(453,279)	(453,279)	(439,080)	14,199	3.2%	▼
Purchase of Investments		0	0	0	0		
Repayment of Debentures		(21,956)	0	0	0		
Advances to Community Groups		0	0	0	0		
Transfer to Reserves		0	(3,140)	(6,972)	(3,832)	(55.0%)	▼
Total		(1,832,760)	(1,751,700)	(1,210,694)			
Net Capital		(727,308)	(848,748)	(622,645)	0		
Total Net Operating + Capital		(1,415,034)	(1,453,568)	(915,882)			
Rate Revenue		706,456	706,456	706,478	22	0.0%	▲
Opening Funding Surplus(Deficit)		281,090	281,090	281,090	0	0.0%	
Closing Funding Surplus(Deficit)		(427,488)	(466,022)	71,686			

Shire of Wandering
STATEMENT OF FINANCIAL ACTIVITY
(By Function & Activity)
For the Period Ended 30 April 2015

FM Reg 34(1)(a) FM Reg 34(1)(b) FM Reg 34(1)(c) FM Reg 34(1)(d)
 FM Reg 34(5)

	FM Reg 34(1)(a)	FM Reg 34(1)(b)	FM Reg 34(1)(c)	FM Reg 34(1)(d)	FM Reg 34(5)	
Note	Current Budget Note 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) Note 3	Var. % (b)-(a)/(b) Note 3	Var.
Operating Revenues	\$	\$	\$	\$	%	
Governance	0	0	0	0		
General Purpose Funding	534,547	413,390	404,486	(8,904)	(2.20%)	▼
Law, Order and Public Safety	31,304	28,437	23,639	(4,798)	(20.30%)	▼
Health	0	0	0	0		
Education and Welfare	0	0	0	0		
Housing	204,757	17,134	17,278	144	0.84%	▲
Community Amenities	28,925	24,820	21,346	(3,474)	(16.28%)	▼
Recreation and Culture	2,141	1,941	2,055	114	5.53%	▲
Transport	44,066	44,010	45,543	1,533	3.37%	▲
Economic Services	671,555	563,550	555,432	(8,117)	(1.46%)	▼
Other Property and Services	128,059	107,167	94,506	(12,661)	(13.40%)	▼
Total (Excluding Rates)	1,645,354	1,200,449	1,164,807			
Operating Expense						
Governance	(96,709)	(81,074)	(81,878)	(804)	(0.98%)	▲
General Purpose Funding	(71,341)	(60,168)	(29,367)	30,801	104.88%	▼
Law, Order and Public Safety	(97,487)	(87,450)	(57,326)	30,124	52.55%	▼
Health	(26,307)	(22,084)	(21,068)	1,016	4.82%	▼
Education and Welfare	(4,752)	(4,070)	(2,953)	1,117	37.82%	▼
Housing	(62,886)	(53,498)	(33,876)	19,622	57.92%	▼
Community Amenities	(162,518)	(126,453)	(99,052)	27,401	27.66%	▼
Recreation and Culture	(164,308)	(140,161)	(135,538)	4,623	3.41%	▼
Transport	(1,183,917)	(986,890)	(1,025,405)	(38,515)	(3.76%)	▲
Economic Services	(866,799)	(731,965)	(597,873)	134,092	22.43%	▼
Other Property and Services	(186,806)	(161,266)	(2,852)	158,415	5555.48%	▼
Total	(2,923,830)	(2,455,078)	(2,087,186)			
Funding Balance Adjustment						
Add back Depreciation	772,529	649,810	629,142	(20,668)	(3.29%)	▼
Adjust (Profit)/Loss on Asset Disposal	(181,779)	0	0	0		
Adjust Provisions and Accruals	0	0	0	0		
Net Operating (Ex. Rates)	(687,726)	(604,820)	(293,237)			
Capital Revenues						
Grants, Subsidies and Contributions	552,952	552,952	236,799	(316,153)	(133.51%)	▼
Proceeds from Disposal of Assets	200,000	0	0	0		
Proceeds from New Debentures	350,000	350,000	350,000	0		
Transfer from Reserves	0	0	0	0		
Self Supporting Loan Repayment	2,500	0	1,250	1,250	100.00%	▲
Total	1,105,452	902,952	588,049			
Capital Expenses						
Land Held for Resale	0	0	0	0		
Land and Buildings	(368,990)	(345,650)	(302,528)	43,122	14.25%	▼
Plant and Equipment	(12,000)	(10,000)	(6,955)	3,045	43.79%	▼
Furniture and Equipment	(5,368)	(4,470)	(6,881)	(2,411)	(35.04%)	▲
Infrastructure Assets - Roads	(971,167)	(935,161)	(448,278)	486,883	108.61%	▲
Infrastructure Assets - Other	(453,279)	(453,279)	(439,080)	14,199	3.23%	▼
Purchase of Investments	0	0	0	0		
Repayment of Debentures	(21,956)	0	0	0		
Transfer to Reserves	0	(3,140)	(6,972)	(3,832)	(54.97%)	▼
Total	(1,832,760)	(1,751,700)	(1,210,694)			
Net Capital	(727,308)	(848,748)	(622,645)			
Total Net Operating + Capital	(1,415,034)	(1,453,568)	(915,882)	0		
Rate Revenue	706,456	706,456	706,478	22	0.00%	▲
Opening Funding Surplus(Deficit)	281,090	281,090	281,090	0	0.00%	
Closing Funding Surplus(Deficit)	(427,488)	(466,022)	71,686			

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Basis of Accounting

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

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

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

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

months.

Land Held for Resale

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

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

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

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	2%
Furniture and Equipment	10-25%
Plant and Equipment	15-25%
Motor Vehicles	25%
Roads - Aggregate	25 years
Roads - Unsealed - Gravel	35 years
Drains and Sewers	75 years
Airfield - Runways	12 years

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the local government prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) **Annual Leave and Long Service Leave (Long-term Benefits)**

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) **Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) **Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) **Current and Non-Current Classification**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

**Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) **Nature or Type Classifications**

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**(q) Nature or Type Classifications (Continued)****Insurance**

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Details of expenses related to Councils eight councillors, who normally meet the third Wednesday of each month, make policy decisions, review Councils operations, plan for current and future service provision requirements and undertake necessary appropriate training and attend conferences.

GENERAL PURPOSE FUNDING

Rates - the amount raised is determined by Councils budget "shortfall" that is known income and desired expenditure.

General purpose grants - are the grant amounts paid to the shire from Federal Government funding as determined by and via the Western Australian Local Government Grants Commission.

Interest - interest earned on monies invested or deposited by Council.

LAW, ORDER, PUBLIC SAFETY

Supervision of by-laws, fire prevention and animal control.
Requirements that Council carries out by statute.

HEALTH

Food quality control, immunisation, contributions to medical, health and operation of the child health clinic.

Council is a member of a group health scheme North Eastern Wheatbelt Health Scheme. Monitors food quality and caters for health requirements for the broader community.

**Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**(r) STATEMENT OF OBJECTIVE (Continued)****EDUCATION AND WELFARE**

Assists in the provision of the Home and Community Care services, Seniors and Pensioner requirements.

HOUSING

Provides and maintains housing rented to staff and non-staff. Council is a major landlord, providing accommodation for aged, pensioner, single, married and Government Employees.

COMMUNITY AMENITIES

Operation and control of cemeteries, public conveniences and sanitation service. Provides public amenities. Owns and operates the town site deep sewerage service. Controls and maintains one rubbish disposal site.

RECREATION AND CULTURE

Maintenance of hall, the aquatic centre, library and various reserves.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works and cleaning of streets. Provision of infrastructure necessary to ensure adequate transport, communication, freight, social access routes and environmental enhancement within the shire.

ECONOMIC SERVICES

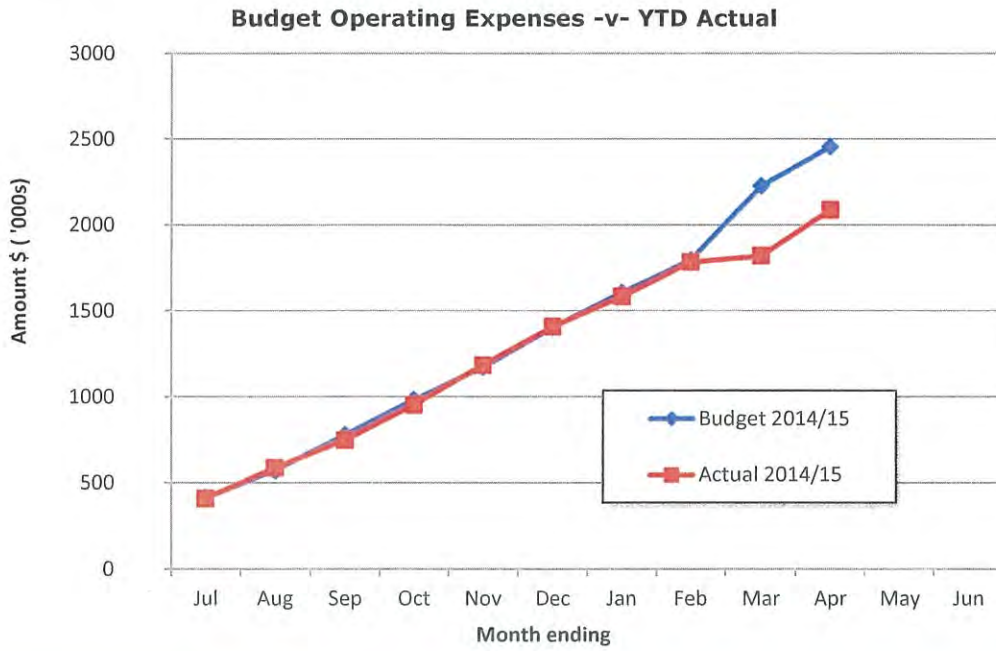
Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

OTHER PROPERTY & SERVICES

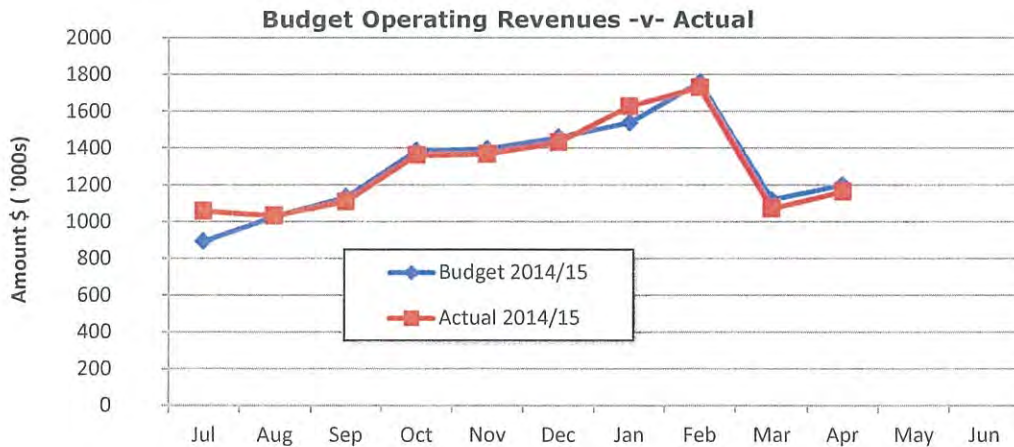
Private works carried out by council and indirect cost allocation pools. Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015

Note 2 - Graphical Representation - Source Statement of Financial Activity



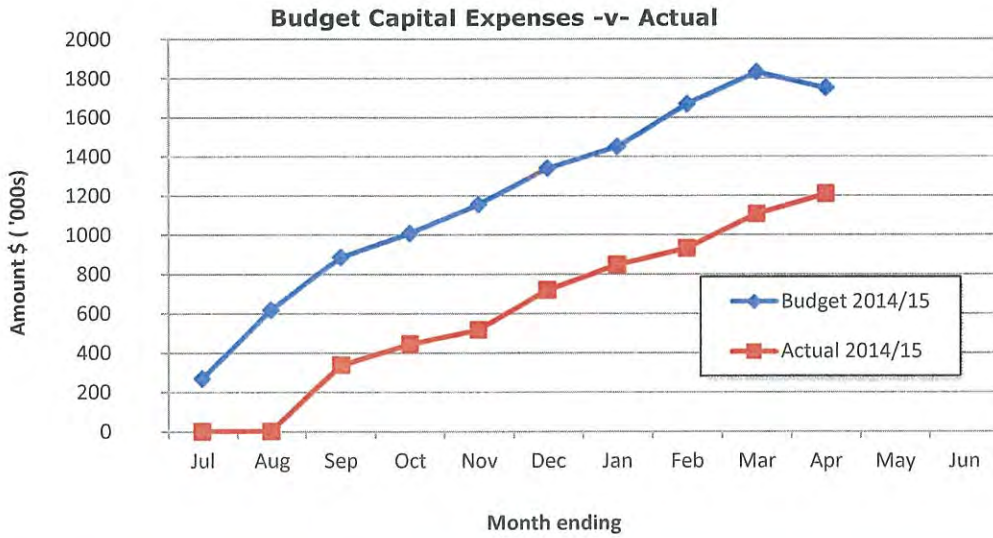
Comments/Notes - Operating Expenses



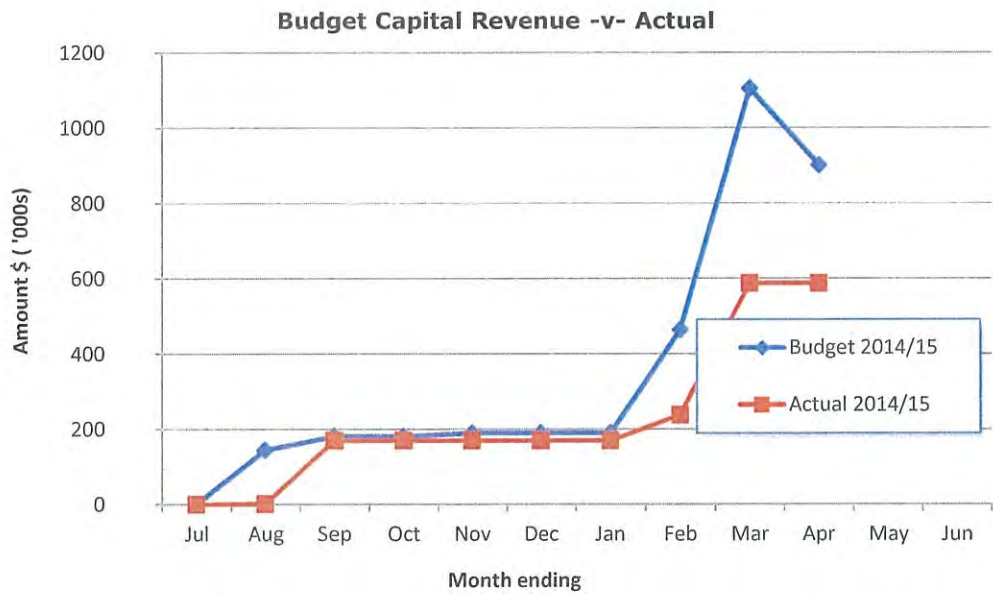
Comments/Notes - Operating Revenues

For the Period Ended 30 April 2015

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses

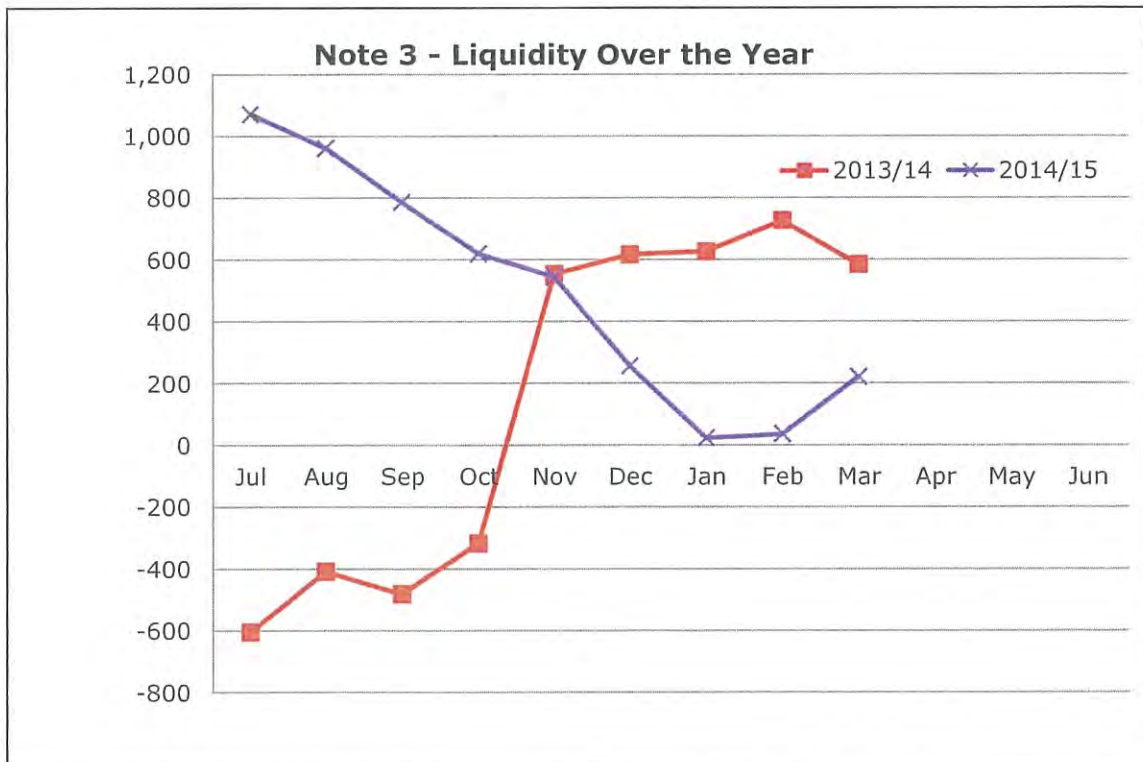


Comments/Notes - Capital Revenues

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015

Note 3: NET CURRENT FUNDING POSITION

	Positive=Surplus (Negative=Deficit)			
	2014/15			
	Note	This Period	Last Period	Same Period Last Year
		\$	\$	\$
Current Assets				
Cash Unrestricted		104,529	85,947	482,992
Cash Restricted		360,896	359,267	351,603
Receivables - Rates and Rubbish		28,610	40,700	48,537
Receivables -Other		91,678	61,811	109,599
		44,987		
		585,713	550,873	1,037,718
Less: Current Liabilities				
Payables		(140,393)	(208,062)	(94,640)
Provisions		0	0	(62,498)
		(140,393)	(208,062)	(157,138)
Less: Cash Restricted		(360,896)	359,267	(351,603)
				56,149
Net Current Funding Position		71,686	37,235	585,126



Shire of Wandering
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 April 2015

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Transport \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
	2.10%	0		11,226	0	11,226	WPAC	
		104,529	360,896		0	465,425	WPAC	
(b) Term Deposits								
Nil								
Nil								
Total		104,529	360,896	11,226	0	476,651		

Comments/Notes - Investments

Shire of Wandering
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015

Note 5: MAJOR VARIANCES (By programme)

Comments/Reason for Variance	Variance	
	Timing	Permanent
5.6 OPERATING REVENUE (EXCLUDING RATES)		
GENERAL PURPOSE FUNDING		
Last Quarter of FAG Grants still to be received under Bridge Programme	\$9,830	
Ex Gratia rates have not been levied yet	\$2,080	
LAW, ORDER & PUBLIC SAFETY		
DFES Grant is less than expected	\$3,600	
Fine and Penalties Fire prevention have not been received yet		\$1,300
HOUSING		
Nil		
COMMUNITIES AMENITIES		
Commercial waste fees and charges are less than budgeted	\$1,960	
RECREATION & CULTURE		
Nil		
TRANSPORT		
Nil		
Economics Services		
Fuel sales are less than expected due to fuel price fluctuation		\$22,878
Other Property & Services		
Workers Compensation Payment has not been received yet	\$16,186	
5.7 OPERATING EXPENSES		
GOVERNANCE		
Nil		
GENERAL PURPOSE FUNDING EXPENSES		
Minor rates expenses	\$15,183	
Other General Purpose expenses	\$18,248	
LAW, ORDER PUBLIC SAFETY		
Fire prevention expenses and vehicle maintenance expenses are less than expected	\$26,209	
HOUSING		
Reallocation of staff housing Expenditures are more than budgeted	\$25,603	

Shire of Wandering
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015

Note 5: MAJOR VARIANCES (By programme)

Comments/Reason for Variance	Variance	
	Timing	Permanent
COMMUNITIES AMENITIES		
Town planning consultant costs are less than expected	\$6,003	
Refuse collection cost is less than expected	\$16,452	
RECREATION AND CULTURE		
Wandering Community Centre maintenance costs are more than expected		\$6,540
TRANSPORT		
Rural Road Maintenance expenses are more than budgeted		\$14,454
ECONOMIC SERVICES		
Fuel Purchases are less than expected		\$53,305
Other CRC Expenses are less than expected	\$27,693	
OTHER PROPERTIES & SERVICES		
Private Works Expenses are more than expected	\$6,280	
Administration Allocated	\$16,846	
Works - Annual, LSL, Public Holiday & Sick Leave are more than expected		\$29,579
PWOH allocated to Works & Services is over allocated to programme	\$63,937	
Plant - Fuel & Oils are less than expected due to April fuel allocation which has not been processed yet	\$28,642	
Plant - Depreciation less than expected	\$19,173	
Plant Operation Costs allocated to Works & Services is over allocated to programme	\$38,982	
Admin - Salaries are less than expected	\$13,303	
Consultancy Fees are less than expected	\$10,750	
Depreciation is less than expected	\$12,377	
Admin Cost allocated to Programs is more than forecasted	\$24,476	

**Shire of Wandering
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015**

Note 5: MAJOR VARIANCES

Comments/Reason for Variance	Variance	
	Timing	Permanent
5.1 OPERATING REVENUE (EXCLUDING RATES)		
GRANTS, SUBSIDIES AND CONTRIBUTIONS		
Last Quarter of FAG Grants still to be received under Bridge Programme	\$9,830	
FEES AND CHARGES		
Fuel Sales are less than expected		\$22,878
Fees(CRC)-Govt. Service Delivery income is more than forecasted	\$10,000	
Other Administration Income is more than expected	\$10,851	
INTEREST		
Nil		
OTHER REVENUE		
Worker Compensation Payment has not been received yet	\$16,186	
Insurance reimbursement	\$3,422	
Other Administration Income is less than budgeted	\$8,475	
5.2 OPERATING EXPENSES		
EMPLOYEE COSTS		
Rural Road Maintenance is less than expected	\$9,009	
CRC Salaries are less than expected	\$5,161	
Private Works Expenses are less than forecasted	\$7,393	
Works - Administration Expenses are less than expected	\$5,757	
Plant - Internal Repair Wages are more than budgeted	\$4,120	
Over allocation of public works overhead	\$63,997	
Admin - Training Expenses are less than budgeted	\$6,497	
Town Street Maintenance cost is more than expected	\$1,326	
Wandering Community Centre expenses are more than expected	\$4,018	
Works - Annual, LSL, Public Holiday & Sick Leave is more than expected	\$29,579	
MATERIAL AND CONTRACTS		
Minor Rates Expenses are less than budgeted	\$15,183	
Other General Purpose Funding Expenses are less than expected	\$18,248	
Planning Consultant cost is less than expected	\$6,003	
Other Goods and Services are less than expected	\$9,760	
Consultant Building Surveyor cost is less than expected	\$7,850	
Rual Road Maintenance is more than expected		\$23,463
Fuel Purchase is less than expected		\$53,305
Plant fuel and oil allocation is less than expected	\$28,642	
Over allocation of Plant of cost to the programme	\$38,982	
Other CRC Expenses is less than expected	\$27,693	
Consultancy costs are less than expected	\$10,750	
Feral Pigs costs are less than expected	\$5,203	
Area Promotion costs are less than expected	\$7,876	
UTILITY CHARGES		
Administration Utilites & Street Lighting is more than expected	\$1,556	
DEPRECIATION (NON CURRENT ASSETS)		
Various Assets have not been completed timing issue in relation	\$20,668	

**Shire of Wandering
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015**

Note 5: MAJOR VARIANCES

Comments/Reason for Variance	Variance	
	Timing	Permanent
to run the depreciation		
INTEREST EXPENSES		
Loan for the 5 Dunmall Drive House has been received however the repayment will not be incurred until 30 Spetmeber 2015	\$976	
INSURANCE EXPENSES		
Nil		
OTHER EXPENSES		
Nil		
5.3 CAPITAL REVENUE		
GRANTS, SUBSIDIES AND CONTRIBUTIONS		
Recreation & Sport Grants have not been received yet	\$36,857	
Grant - Regional Road Group have not been received yet	\$130,200	
Grant - Roads to Recovery have been applied and due to be received in May 2015	\$100,995	
Grant - Blackspot has not been applied yet as work yet to be finished	\$48,000	
PROCEEDS FROM NEW DEBENTURES		
Nil		
SELF-SUPPORTING LOAN PRINCIPAL		
Nil		
TRANSFER FROM RESERVES (RESTRICTED ASSETS)		
Nil		
5.4 CAPITAL EXPENSES		
LAND HELD FOR RESALE		
LAND& BUIDLING		
Caravan Park Ablution has not been purchased yet	\$62,500	
PLANT AND EQUIPMENT		
Sundry Plant is less than expected	\$2,045	
FURNITURE AND EQUIPMENT		
Purchase of computers for councillors are more than budgeted		\$2,411
INFRASTRUCTURE ASSETS - ROADS		
Regional Road Group Construction is still in progress and has not been completed yet	\$168,642	
Roads to Recovery Construction was only commenced in May 2015	\$101,995	
Blackspot funding Construction still to be completed	\$95,639	
Bridge Construction is still to be completed	\$124,312	
INFRASTRUCTURE ASSETS - OTHER		
Transfer Station Construction yet to be completed	\$4,328	
Beautification of Skate park yet to be completed as at 30/4/2015	\$9,870	

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 April 2015

Note 6: BUDGET AMENDMENTS
 Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
Closing Funding Surplus (Deficit)				0	0	0	0

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 April 2015

Note 7 - RECEIVABLES

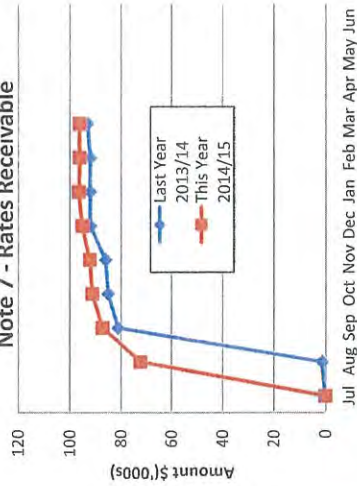
Receivables - Rates and Rubbish

	Current period 2014/15	Same Period Last Year
Opening Arrears Previous Years	\$ 30,720	\$ 16,431
Rates Levied	777,606	700,522
Discount Given	(54,444)	0
Less Collections to date	(727,061)	(684,870)
Equals Current Outstanding	26,821	32,083
Net Rates Collectable	26,821	32,083
% Collected	96.44%	95.53%

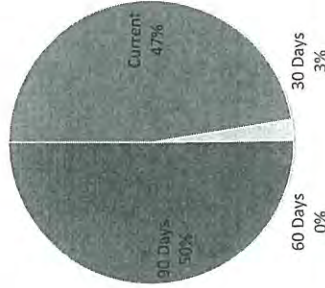
Receivables - General	Current	30 Days	60 Days	90 Days	90+Days
Total Outstanding	1,913	97	0	2,026	4,036

Amounts shown above include GST (where applicable)

Note 7 - Rates Receivable



Note 7 - Accounts Receivable (non-rates)



Comments/Notes - Receivables Rates and Rubbish

Comments/Notes - Receivables General

Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015

Note 8: GRANTS AND CONTRIBUTIONS

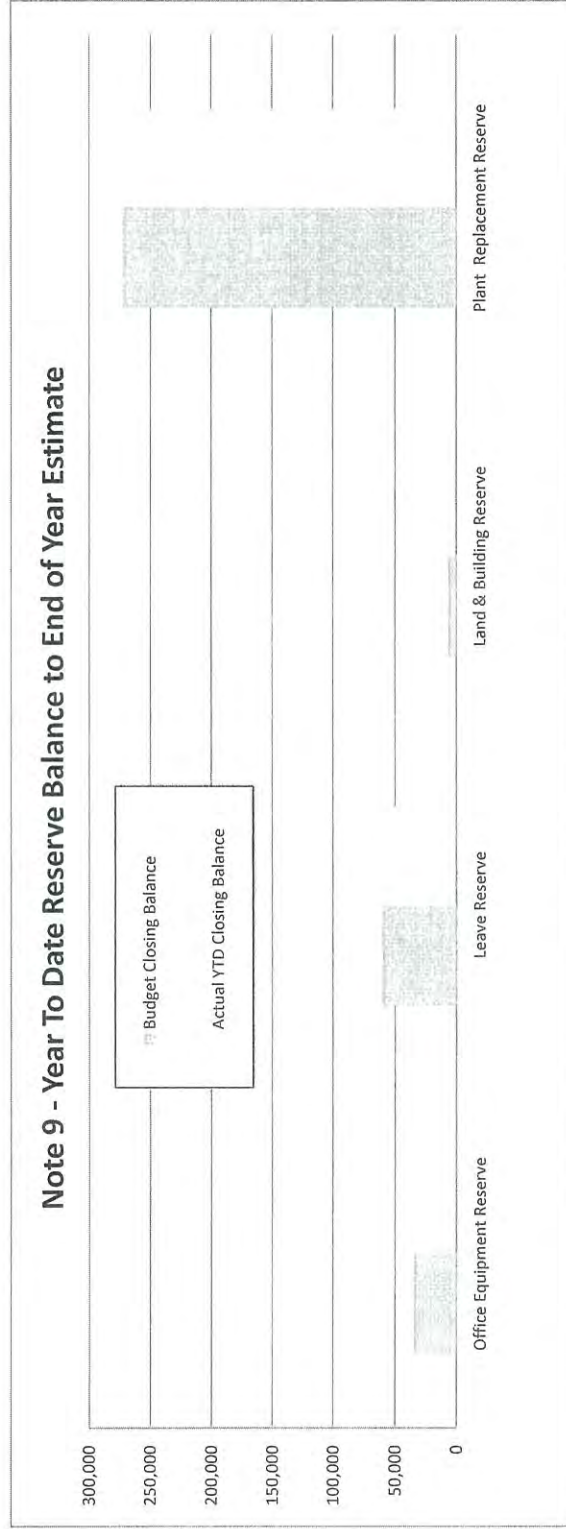
Program/Details GL	Provider	Approval (Yes/No)	2014/15 Budget	Variations Additions (Deletions)	Capital	Operating	Revised Grant	Recoup Status	
								Received	Not Received
GENERAL PURPOSE GRANTS			\$	\$	\$	\$	\$	\$	\$
Grants Commission	FAG's - Roads	Yes	217,705	0	0	217,705	217,705	164,205	(53,500)
Grants Commission	FAG's - General	Yes	253,245	0	0	253,245	253,245	191,011	(62,234)
	FAG's -Bridges	Yes	40,000	0	0	40,000	40,000	30,170	(12,266)
LAW, ORDER, PUBLIC SAFETY									
RECREATION AND CULTURE									
Bowling Green	CSRFF	Yes	36,857	0	36,857	0	36,857	0	(36,857)
Other Grants	Volunteer Day	Yes	0	0	0	1,750	1,750	1,750	
TRANSPORT									
Project Grants	MRWA	Yes	335,000	0	335,000	0	335,000	138,128	(196,872)
Direct Grants	MRWA	Yes	42,000	0	0	42,000	42,000	43,800	1,800
Black Spot	MRWA	Yes	80,000	0	80,000	0	80,000	32,000	(48,000)
Roads To Recovery	Dep't Trans & Reg Serv.	Yes	101,095	0	101,095	0	101,095	0	(101,095)
ECONOMIC SERVICES									
CRC Grants	Dept. Regl. Development	Yes	108,000	0	0	108,000	108,000	108,000	0
TOTALS			1,213,902	0	552,952	662,700	1,215,652	708,408	(509,024)

Comments - Grants and Contributions

Shire of Wandering
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 April 2015

Note 9: Cash Backed Reserve.

2014/15		Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
Office Equipment Reserve	\$	33,120	843	652	\$ 843	0	\$ 0	0		34,806	33,772
Leave Reserve		56,520	1,688	1,113	1,688	0	0	0		59,895	57,633
Land & Building Reserve		5,201	609	102	609	0	0	0		6,419	5,303
Plant Replacement Reserve		259,083		5,104	12,566	0	0	0		271,649	264,187
		353,924	3,140	6,972	15,706	0	0	0		372,769	360,896



Shire of Wandering
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2015

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Profit(Loss) of Asset Disposal				Disposals	Current Budget			
Cost	Accum Depr	Proceeds	Profit (Loss)		Replacement			
					Budget	Actual	Variance	
\$	\$	\$	\$	\$	\$	\$		
33,600	15,379	200,000	181,779	Housing 7 Gnowing Street	200,000	0	(200,000)	▼
0	0	0	0	Plant & Property Works Supervisor Hi-Lux	0	0	0	▲
		200,000	181,779					

Comments - Capital Disposal

Contributions Information				Summary Acquisitions	Current Budget			
Grants	Reserves	Borrowing	Total		Replacement			
					Budget	Actual	Variance	
\$	\$	\$	\$	\$	\$	\$		
75,000	0	350,000	425,000	Property, Plant & Equipment				
0	0	0	0	Buildings	345,650	302,528	(43,122)	▼
0	0	0	0	Plant & Property	10,000	6,955	(3,045)	▼
0	0	0	0	Furniture & Equipment	4,470	6,881	2,411	▲
516,095	0	0	516,095	Infrastructure				
0	0	0	0	Roadworks	722,590	359,789	(362,801)	▼
40,000	0	0	40,000	Drainage	37,572	37,801	229	▲
0	0	0	0	Bridges	175,000	50,688	(124,312)	▼
36,857	0	0	36,857	Footpath & Cycleways	0	0	0	
0	0	0	0	Parks, Gardens & Reserves	295,393	285,523	(9,870)	▼
0	0	0	0	Airports	0	0	0	
0	0	0	0	Sewerage	0	0	0	
0	0	0	0	Other Infrastructure	157,886	153,558	(4,328)	▼
667,952	0	350,000	1,017,952	Capital Totals	1,748,561	1,203,722	(544,839)	

Comments - Capital Acquisitions

Contributions				Land	Current Budget			
Grants	Reserves	Borrowing	Total		This Year			
					Budget	Actual	Variance	
\$	\$	\$	\$	\$	\$	\$		
0	0	0	0	Mill St Residential Development	0	0	0	
0	0	0	0	Turton Drive Development	0	0	0	
Contributions				Buildings	Current Budget			
Grants	Reserves	Borrowing	Total		This Year			
					Budget	Actual	Variance	
\$	\$	\$	\$	\$	\$	\$		
0	0	350,000	350,000	Residence - Humes Way	82,490	84,021	1,531	▲
75,000	0	0	75,000	Residence - Dunmall Drive	195,342	213,189	17,848	▲
0	0	0	0	Caravan Park Ablutions	62,500	0	0	▼
0	0	0	0	Community Centre Brick Paving	0	0	0	
0	0	0	0	Admin. Office Refurbishment	5,318	5,318	0	
75,000	0	350,000	425,000	Capital Totals	345,650	302,528	19,378	

Contributions				Plant & Equipment	Current Budget			
Grants	Reserves	Borrowing	Total		This Year			
					Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$	\$	\$		
0	0	0	0	Works Supervisor Vehicle	0	0	0	
0	0	0	0	Sundry Plant	12,000	6,955	(3,045)	▼
0	0	0	0	Capital Totals	12,000	6,955	(3,045)	

Contributions				Furniture & Equipment	Current Budget			
Grants	Reserves	Borrowing	Total		This Year			
					Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$	\$	\$		
0	0	0	0	Laptops & iPads	4,470	6,881	2,411	▲
0	0	0	0	Capital Totals	4,470	6,881	2,411	

Contributions				Roads	Current Budget			
					This Year			
					Budget	Actual	Variance	

Shire of Wandering
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 April 2015

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Grants	Reserves	Borrowing	Total		Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$		\$	\$	\$	
			0	Municipal Funded				
				Own Resources	0	0	0	
				Regional Road Group				
166,678			166,678	Crossman/Dwarda Rd	250,017	190,952	(59,065)	▼
168,322			168,322	York Williams Road	252,483	205,193	(47,290)	▼
				Black Spot				
80,000			80,000	Codjatotine Mooterdine Road	120,000	24,361	(95,639)	▼
				Roads to Recovery				
101,095			101,095	York Williams Road	101,095	0	(101,095)	▼
516,095	0	0	516,095	Capital Totals	723,595	420,506	(303,089)	

Contributions				Drainage	Current Budget			
Grants	Reserves	Borrowing	Total		This Year		Variance (Under)Over	
					Budget	Actual		
\$	\$	\$	\$					
			0	Dunmall Drive Drainage	37,572	37,801	229	▲
0	0	0	0	Capital Totals	37,572	37,801	229	

Contributions				Bridges	Current Budget			
Grants	Reserves	Borrowing	Total		This Year		Variance (Under)Over	
					Budget	Actual		
\$	\$	\$	\$					
40,000	0		40,000	Special Bridge Grant Various as per Main Roads	210,000	50,688	(159,312)	▼
40,000	0	0	40,000	Capital Totals	210,000	50,688	(159,312)	

Contributions				Footpaths & Cycleways	Current Budget			
Grants	Reserves	Borrowing	Total		This Year		Variance (Under)Over	
					Budget	Actual		
\$	\$	\$	\$					
			0				0	
0	0	0	0	Capital Totals	0	0	0	

Contributions				Parks, Gardens & Reserves	Current Budget			
Grants	Reserves	Borrowing	Total		This Year		Variance (Under)Over	
					Budget	Actual		
\$	\$	\$	\$					
36,857			36,857	Bowling Green	235,393	235,393	(0)	▼
			0	Recreation Park	60,000	50,130	(9,870)	▼
36,857	0	0	36,857	Capital Totals	295,393	285,523	(9,870)	

Contributions				Airports	Current Budget			
Grants	Reserves	Borrowing	Total		This Year		Variance (Under)Over	
					Budget	Actual		
\$	\$	\$	\$					
			0				0	
0	0	0	0	Capital Totals	0	0	0	

Contributions				Sewerage	Current Budget			
Grants	Reserves	Borrowing	Total		This Year		Variance (Under)Over	
					Budget	Actual		
\$	\$	\$	\$					
			0				0	
0	0	0	0	Capital Totals	0	0	0	

Contributions				Other Infrastructure	Current Budget			
Grants	Reserves	Borrowing	Total		This Year		Variance (Under)Over	
					Budget	Actual		
\$	\$	\$	\$					
			0	Waste Transfer Station	157,886	153,558	(4,328)	▼
0	0	0	0	Capital Totals	157,886	153,558	(4,328)	

Shire of Wandering
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 April 2015

Note 11: TRUST FUND

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

Description	Opening Balance 1-Jul-14	Amount Received	Amount Paid	Closing Balance 28-Feb-15
Housing Bonds	600	3,860	(4,460)	0
Cleaning Bonds	1,400	2,800	(3,700)	500
Town Planning Bonds	6,000	1,386		7,386
Fire Brigade Donations	3,340			3,340
	11,340	8,046	(8,160)	11,226

Trust Bank Reconciliation 30 April 2015


Balance as per Bank Statements	\$11,332.93
Bank Interest	-\$6.98
Outstanding Deposits	-\$500.00
Unpresented Cheque	\$400.00
Total as per Bank Statements	\$11,225.95

Balance as per GL	\$11,225.95
Total as per General Ledger	\$11,225.95

Difference \$0.00

* 

Finance Officer



Manager Finance & Administration

Unpresented Cheques

Bond Administrator - B.Hunt	\$200.00
Lions Club of Wandering-Refund of Hall Hire Bond CHQ # 18	\$200.00
Total	\$400.00

Outstanding Deposits

Bond - Denise Clarke	\$200
Bond Nichola Kelliher	\$300
Total	<u>\$500.00</u>

Investment Bank Reconciliation 30 April 2015

Balance as per Bank Statements	367439.93
Total as per Bank Statement	\$367,439.93
Balance as per GL	367439.93
Total As per General Ledger	367439.93
Difference	\$0.00

Finance Officer

Manager Finance & Administration

1A301020 - Municipal Investment Account GEN (14/15)

Date	Code	Description	IE	Debit
30.04.2015	BFWD	Interest Received for the month of April 2015	00	512.69

Bank Reconciliation 30/04/2015

Balance as per Bank Statement	\$93,919.58
Add Outstanding Deposits	\$5,839.07
Less unpresented Cheques	-\$18,488.36
Total as per Bank Statement	\$81,270.29
<hr/>	
Balance as per GL	\$82,453.22
Debit Appearing in the GL	-\$882.93
Bond to be transferred to Trust	-\$300.00
Total As per General Ledger	\$81,270.29
<hr/>	
Differences	\$0.00

Finance Officer

Manager of Finance & Administration



Westpac Community Solutions Cash Reserve

Branch Name and Address

Narrogin
38 Fortune Street
Narrogin WA 6312

BSB Account Number

036-167 21-4822

Account name

SHIRE OF WANDERING

Customer Number

19308463 SHIRE OF WANDERING

Account enquiries

Call Westpac Telephone Banking
132 032 within Australia
+61 2 9293 9270 if calling from overseas

Account Summary

Opening Balance	+ \$526,966.88
Total credits	+ \$1,960.36
Total debits	- \$162,000.00
Closing Balance	+ \$366,927.24

Details of your account

From Last Statement Dated 31 Dec 2014 to 31 Mar 2015

Date	Description of transaction	Debit	Credit	Balance
2015	STATEMENT OPENING BALANCE			526,966.88
14 Jan	Withdrawal - Internet Online Banking 1615388 Fnds Tfr Fund Trf 14-Jan	80,000.00		446,966.88
21 Jan	Withdrawal - Internet Online Banking 1275450 Fnds Tfr Fund Trf 21-Jan	50,000.00		396,966.88
30 Jan	Interest Paid		810.02	397,776.90
02 Feb	Withdrawal - Internet Online Banking 1421616 Fnds Tfr Trf 02-Feb	32,000.00		365,776.90
27 Feb	Interest Paid		577.23	366,354.13
31 Mar	Interest Paid		573.11	366,927.24
31 Mar	CLOSING BALANCE			366,927.24

Further information in relation to your account, including details of product benefits and applicable fees and charges, is available on request. That information is also contained in the Product Disclosure Statement (PDS) or other disclosure document for your account. For a copy of that document, or if you have any other enquiries, you can call Telephone Banking on 132 032 from Australia or +61 2 9293 9270 from overseas.

The above Closing Balance amount may not be the same as the balance payable to you on closure of your account

Please check all entries on this statement and promptly inform the Bank of any possible error or unauthorised transaction.

Statement No. 25 Page 1 of 3



Westpac Community Solutions Cash Reserve

Account name

SHIRE OF WANDERING

036-167 21-4822

(the 'termination value'). Details of the termination value can be obtained by calling Telephone Banking on the numbers quoted above. Further information on how to close accounts, including calculation of the termination value, is contained in the Product Disclosure Statement (PDS) booklet or other disclosure document for your account.

We have an internal process for handling and resolving any problem you may have with, or complaints relating to, your account or this product. Information about this process can be found in the Product Disclosure Statement (PDS) or other disclosure document for your account, or you can contact us on 1300 130 467.

Convenience at your fingertips!

Use Online, Mobile or Tablet Banking to pay bills, transfer funds, check your account balances and much more

OTHER INFORMATION ABOUT YOUR ACCOUNT

Transaction Fee Summary

Fee charged on 02 JAN 2015 to account 036-167 21-4822.

To reconcile your Transaction Fee Summary you may need to refer to transactions listed on your previous statement(s).

	Volume	Free	Unit Price	Fee
Non-internet/electronic tele-banking withdrawals	0	0	\$5.00	\$0.00
Total	0	0		\$0.00

Fee charged on 02 FEB 2015 to account 036-167 21-4822.

To reconcile your Transaction Fee Summary you may need to refer to transactions listed on your previous statement(s).

	Volume	Free	Unit Price	Fee
Non-internet/electronic tele-banking withdrawals	0	0	\$5.00	\$0.00
Total	0	0		\$0.00

Fee charged on 02 MAR 2015 to account 036-167 21-4822.

To reconcile your Transaction Fee Summary you may need to refer to transactions listed on your previous statement(s).

	Volume	Free	Unit Price	Fee
Non-internet/electronic tele-banking withdrawals	0	0	\$5.00	\$0.00
Total	0	0		\$0.00



Westpac Community Solutions Cash Reserve

Account name
SHIRE OF WANDERING

036-167 21-4822

Interest Rates (per annum) on Credit Balances

Effective Date	\$0 to \$9999	Over \$9999 to \$19999	Over \$19999 to \$49999	Over \$49999 to \$99999
01 Dec 2014	1.85 %	2.10 %	2.10 %	2.10 %
20 Feb 2015	1.60 %	1.85 %	1.85 %	1.85 %
17 Mar 2015	1.45 %	1.70 %	1.70 %	1.70 %

Effective Date	Over \$99999 to \$499999	Over \$499999
01 Dec 2014	2.10 %	2.10 %
20 Feb 2015	1.85 %	1.85 %
17 Mar 2015	1.70 %	1.70 %

THANK YOU FOR BANKING WITH WESTPAC

Statement No. 25 Page 3 of 3



Community Solutions Cheque Account

Branch Name and Address

Narrogin
38 Fortune Street
Narrogin WA 6312

BSB Account Number

036-170 00-0091

Account name

**SHIRE OF WANDERING
MUNICIPAL ACCOUNT**

Customer Number

19308463 SHIRE OF WANDERING

Account enquiries

Call Westpac Telephone Banking
132 142 within Australia
+61 2 9293 9262 if calling from overseas

Account Summary

Opening Balance	+ \$219,243.01
Total credits	+ \$104,841.89
Total debits	- \$230,165.32
Closing Balance	+ \$93,919.58

Details of your account

From Last Statement Dated 31 Mar 2015 to 30 Apr 2015

Date	Description of transaction	Debit	Credit	Balance
2015	STATEMENT OPENING BALANCE			219,243.01
01 Apr	Deposit Bank Of QLD A405		188.30	219,431.31
01 Apr	Deposit Bwams Payment 42298585287407		1,260.73	220,692.04
01 Apr	Deposit Drd 14879		29,700.00	250,392.04
01 Apr	Internet Online Banking Transaction Fee	22.00		250,370.04
01 Apr	Withdrawal Westpac Merchant Fees 24215998Fee 001556	41.80		250,328.24
01 Apr	Withdrawal Westpac Merchant Fees 23253198Fee 001556	59.97		250,268.27
01 Apr	Payment By Authority To Bwams Fee 42298585287407	130.07		250,138.20
01 Apr	Payment By Authority To Haynes Chiroprac Merch Fee005128473	5.38		250,132.82
01 Apr	Payment By Authority To Transport Wado20150330	96.00		250,036.82
01 Apr	Payment By Authority To Shire Of Wanderi Merchant Fee	25.00		250,011.82

Please check all entries on this statement and promptly inform the Bank of any possible error or unauthorised transaction.

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Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 Mar 2015 to 30 Apr 2015

Date	Description of transaction	Debit	Credit	Balance
02 Apr	Deposit Online 2382767 Pymt Evelyn Hou A383		10.00	250,021.82
02 Apr	Deposit Narrogin WA		2,592.45	252,614.27
02 Apr	Deposit Bwams Payment 42298585287407		1,574.26	254,188.53
02 Apr	Deposit Department Of Tr Payment:39274		2,444.53	256,633.06
02 Apr	Merchant Settlement 0970001 Shire Of Wandering 0001 Wandering		378.00	257,011.06
02 Apr	Merchant Settlement 0970002 Shire Of Wandering 0002 Wandering		61.90	257,072.96
02 Apr	Withdrawal - Internet Online Banking 1204599 Fnds Tfr Bond Recpt-Eftpos 02-Apr	200.00		256,872.96
02 Apr	Withdrawal - Internet Online Banking 1326148 Payment Cred02042015 02-Apr	1,201.00		255,671.96
02 Apr	Payment By Authority To Transport Wado20150331	92.10		255,579.86
02 Apr	Withdrawal/Cheque 013779	3,878.59		251,701.27
02 Apr	Withdrawal/Cheque 013780	115.00		251,586.27
02 Apr	Withdrawal/Cheque 013781	1,349.97		250,236.30
02 Apr	Withdrawal/Cheque 013782	496.70		249,739.60
02 Apr	Withdrawal/Cheque 013783	315.73		249,423.87
07 Apr	Deposit Online 2619904 Pymt Betts 4131		31.00	249,454.87
07 Apr	Deposit Landgate Eas2 Payment Mar-2		130.00	249,584.87
07 Apr	Deposit Inv 4129 Mayencl Inv 4129 Mayenclan		186.00	249,770.87
07 Apr	Deposit Bwams Payment 42298585287407		203.46	249,974.33
07 Apr	Deposit Bwams Payment 42298585287407		749.80	250,724.13
07 Apr	Deposit Bwams Payment 42298585287407		1,046.44	251,770.57
07 Apr	Deposit Katie Cook A424		1,214.83	252,985.40
07 Apr	Deposit Bwams Payment 42298585287407		1,402.72	254,388.12
07 Apr	Deposit Bwams Payment 42298585287407		1,585.76	255,973.88
07 Apr	Payment By Authority To Transport Wado20150401	3,643.35		252,330.53
07 Apr	Withdrawal/Cheque 013784	556.60		251,773.93
08 Apr	Deposit Bwams Payment 42298585287407		201.48	251,975.41
08 Apr	Merchant Settlement 0960001 Shire Of Wandering 0001 Wandering		171.80	252,147.21

Statement No. 700 Page 2 of 7



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 Mar 2015 to 30 Apr 2015

Date	Description of transaction	Debit	Credit	Balance
08 Apr	Merchant Settlement 0960002 Shire Of Wandering 0002 Wandering		363.85	252,511.06
08 Apr	Payment By Authority To Transport Wado20150402	61.90		252,449.16
09 Apr	Deposit J W Killick & N A254 Killick		80.00	252,529.16
09 Apr	Deposit Bwams Payment 42298585287407		1,133.80	253,662.96
09 Apr	Merchant Settlement 0970001 Shire Of Wandering 0001 Wandering		597.21	254,260.17
09 Apr	Withdrawal - Internet Online Banking 1541060 Payment Ppe 08042015 09-Apr	30,158.23		224,101.94
09 Apr	Withdrawal/Cheque 013785	96.59		224,005.35
10 Apr	Deposit Bwams Payment 42298585287407		1,069.08	225,074.43
10 Apr	Merchant Settlement 0910001 Shire Of Wandering 0001 Wandering		60.00	225,134.43
10 Apr	Withdrawal - Internet Online Banking 1269098 Payment Stripey's Services 10-Apr	350.00		224,784.43
10 Apr	Payment By Authority To Transport Wado20150408	1,926.10		222,858.33
10 Apr	Withdrawal/Cheque 013786	218.00		222,640.33
13 Apr	Deposit - Internet Online Banking 2228483 Payment Debtor#19 12-Apr		80.60	222,720.93
13 Apr	Deposit Bwams Payment 42298585287407		921.53	223,642.46
13 Apr	Deposit Bwams Payment 42298585287407		1,139.19	224,781.65
13 Apr	Deposit Bwams Payment 42298585287407		1,589.15	226,370.80
13 Apr	Merchant Settlement 0940001 Shire Of Wandering 0001 Wandering		351.00	226,721.80
13 Apr	Withdrawal - Internet Online Banking 1715280 Payment Chad Ferguson 13-Apr	285.00		226,436.80
13 Apr	Payment By Authority To Transport Wado20150409	24.00		226,412.80
14 Apr	Deposit K. Vaughan Rates No.466		30.00	226,442.80
14 Apr	Deposit Bwams Payment 42298585287407		1,086.18	227,528.98
14 Apr	Merchant Settlement 0950001 Shire Of Wandering 0001 Wandering		564.25	228,093.23
14 Apr	Merchant Settlement 0950002 Shire Of Wandering 0002 Wandering		720.30	228,813.53



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 Mar 2015 to 30 Apr 2015

Date	Description of transaction	Debit	Credit	Balance
14 Apr	Withdrawal/Cheque 013787	127.00		228,686.53
14 Apr	Withdrawal/Cheque 013788	532.21		228,154.32
15 Apr	Deposit Bwams Payment 42298585287407		1,055.31	229,209.63
15 Apr	Merchant Settlement 0960001 Shire Of Wandering 0001 Wandering		263.70	229,473.33
15 Apr	Withdrawal - Internet Online Banking 1082990 Payment 15-Apr	400.00		229,073.33
15 Apr	Payment By Authority To Transport Wado20150413	52.00		229,021.33
16 Apr	Deposit - Internet Online Banking 2021928 Payment Inv 4122 15-Apr		15.00	229,036.33
16 Apr	Deposit - Internet Online Banking 2061724 Payment Inv 4117 15-Apr		15.00	229,051.33
16 Apr	Deposit - Internet Online Banking 2098010 Payment Inv 4125 15-Apr		10.00	229,061.33
16 Apr	Deposit Narrogin WA		6,196.20	235,257.53
16 Apr	Deposit Bwams Payment 42298585287407		1,277.66	236,535.19
16 Apr	Deposit Department Hous Ip00801397-2161282		2,657.14	239,192.33
16 Apr	Merchant Settlement 0970001 Shire Of Wandering 0001 Wandering		142.20	239,334.53
16 Apr	Merchant Settlement 0970002 Shire Of Wandering 0002 Wandering		134.85	239,469.38
16 Apr	Payment By Authority To Transport Wado20150414	720.30		238,749.08
17 Apr	Deposit Bwams Payment 42298585287407		1,970.14	240,719.22
17 Apr	Withdrawal - Internet Online Banking 1805144 Payment EFT 17/4/2015 17-Apr	36,399.81		204,319.41
17 Apr	Withdrawal - Internet Online Banking 1805289 Payment EFT 17/4/2015 17-Apr	125.07		204,194.34
17 Apr	Withdrawal - Internet Online Banking 1805474 Payment Creditors 17/4/2015 17-Apr	20,452.28		183,742.06
17 Apr	Payment By Authority To Transport Wado20150415	733.35		183,008.71
17 Apr	Withdrawal/Cheque 013789	73.00		182,935.71
20 Apr	Deposit Online 2739469 Pymt Evelyn Hou		10.00	182,945.71

Community Solutions Cheque Account

Account name
SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 Mar 2015 to 30 Apr 2015

Date	Description of transaction	Debit	Credit	Balance
20 Apr	Deposit Bwams Payment 42298585287407		1,000.64	183,946.35
20 Apr	Deposit Halfway House 10		1,140.50	185,086.85
20 Apr	Deposit Bwams Payment 42298585287407		1,269.81	186,356.66
20 Apr	Deposit Bwams Payment 42298585287407		1,763.90	188,120.56
20 Apr	Merchant Settlement 0940001 Shire Of Wandering 0001 Wandering		56.85	188,177.41
20 Apr	Withdrawal - Internet Online Banking 1667139 Payment EFT 20/04/2015 20-Apr	2,497.00		185,680.41
20 Apr	Withdrawal - Internet Online Banking 1667264 Fnds Tfr Gowland Bond Trans 20-Apr	300.00		185,380.41
20 Apr	Withdrawal - Internet Online Banking 4887696 Bpay To Water Corporation WA	43.25		185,337.16
20 Apr	Payment By Authority To Transport Wado20150416	332.85		185,004.31
20 Apr	Withdrawal/Cheque 013790	119.25		184,885.06
21 Apr	Deposit Bwams Payment 42298585287407		1,118.37	186,003.43
21 Apr	Merchant Settlement 0950001 Shire Of Wandering 0001 Wandering		435.85	186,439.28
21 Apr	Withdrawal - Internet Online Banking 1851664 Payment Bas 31 March 2015 21-Apr	4,388.00		182,051.28
21 Apr	Withdrawal/Cheque 013791	211.00		181,840.28
22 Apr	Deposit K. Vaughan Rates No.466		30.00	181,870.28
22 Apr	Deposit Bwams Payment 42298585287407		1,733.56	183,603.84
22 Apr	Merchant Settlement 0960001 Shire Of Wandering 0001 Wandering		1,682.85	185,286.69
22 Apr	Merchant Settlement 0960002 Shire Of Wandering 0002 Wandering		133.30	185,419.99
22 Apr	Withdrawal/Cheque 013792	142.20		185,277.79
22 Apr	Withdrawal/Cheque 013794	1,435.90		183,841.89
22 Apr	Withdrawal/Cheque 013795	1,881.33		181,960.56
23 Apr	Deposit J W Killick & N A254 Killick		80.00	182,040.56
23 Apr	Deposit Matthew Grenfell A465		495.00	182,535.56
23 Apr	Deposit Bwams Payment 42298585287407		1,105.43	183,640.99
23 Apr	Deposit Dept Of Fire & E 416986		8,360.00	192,000.99



Community Solutions Cheque Account

Account name

SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 Mar 2015 to 30 Apr 2015

Date	Description of transaction	Debit	Credit	Balance
23 Apr	Merchant Settlement 0970001 Shire Of Wandering 0001 Wandering		153.65	192,154.64
23 Apr	Merchant Settlement 0970002 Shire Of Wandering 0002 Wandering		24.00	192,178.64
23 Apr	Withdrawal - Internet Online Banking 1683054 Payment Ppe 23042015 23-Apr	29,376.22		162,802.42
23 Apr	Payment By Authority To Transport Wado20150421	118.40		162,684.02
23 Apr	Withdrawal/Cheque 013793	1,696.20		160,987.82
24 Apr	Deposit Bwams Payment 42298585287407		1,741.48	162,729.30
24 Apr	Withdrawal - Internet Online Banking 1362008 Payment EFT Stripeys 24-Apr	420.00		162,309.30
24 Apr	Payment By Authority To Transport Wado20150422	505.20		161,804.10
24 Apr	Withdrawal/Cheque 013796	32.85		161,771.25
27 Apr	Deposit Bwams Payment 42298585287407		1,091.02	162,862.27
27 Apr	Deposit Bwams Payment 42298585287407		1,304.86	164,167.13
27 Apr	Deposit Bwams Payment 42298585287407		2,438.58	166,605.71
27 Apr	Payment By Authority To Cc Payment Cc0005336810000001	3,280.40		163,325.31
27 Apr	Withdrawal/Cheque 013797	420.85		162,904.46
27 Apr	Withdrawal/Cheque 013798	1,647.50		161,256.96
28 Apr	Deposit Department Of Tr Payment:40299		573.00	161,829.96
28 Apr	Deposit Bwams Payment 42298585287407		1,189.24	163,019.20
28 Apr	Merchant Settlement 0950001 Shire Of Wandering 0001 Wandering		85.00	163,104.20
28 Apr	Merchant Settlement 0950002 Shire Of Wandering 0002 Wandering		959.75	164,063.95
28 Apr	Payment By Authority To Transport Wado20150423	116.00		163,947.95
29 Apr	Deposit Online 2897797 Pymt Evelyn Hou A383		10.00	163,957.95
29 Apr	Deposit Bwams Payment 42298585287407		1,378.57	165,336.52
29 Apr	Deposit Australia Post Lip150428520217		1,785.71	167,122.23
29 Apr	Merchant Settlement 0960001 Shire Of Wandering 0001 Wandering		432.92	167,555.15

Statement No. 700 Page 6 of 7



Community Solutions Cheque Account

Account name
SHIRE OF WANDERING

036-170 00-0091

Details of your account

From Last Statement Dated 31 Mar 2015 to 30 Apr 2015

Date	Description of transaction	Debit	Credit	Balance
29 Apr	Merchant Settlement 0960002 Shire Of Wandering 0002 Wandering		360.85	167,916.00
29 Apr	Withdrawal - Internet Online Banking 1854107 Payment Creditors 29042015 29-Apr	40,238.68		127,677.32
30 Apr	Interest Paid		34.14	127,711.46
30 Apr	Deposit Bwams Payment 42298585287407		1,000.56	128,712.02
30 Apr	Merchant Settlement 0970001 Shire Of Wandering 0001 Wandering		1,205.70	129,917.72
30 Apr	Withdrawal - Internet Online Banking 1939042 Payment Creditors 30/4/15 30-Apr	258.71		129,659.01
30 Apr	Withdrawal - Internet Online Banking 1939202 Payment Creditors 30/4/15 30-Apr	60.00		129,599.01
30 Apr	Payment By Authority To Transport Wado20150428	959.75		128,639.26
30 Apr	Payment By Authority To Clicksuper Clicksuper	34,719.68		93,919.58
30 Apr	CLOSING BALANCE			93,919.58

Further information in relation to your account, including details of product benefits and applicable fees and charges, is available on request. That information is also contained in the Product Disclosure Statement (PDS) or other disclosure document for your account. For a copy of that document, or if you have any other enquiries, you can call Telephone Banking on 132 142 from Australia or +61 2 9293 9262 from overseas.

The above Closing Balance amount may not be the same as the balance payable to you on closure of your account (the 'termination value'). Details of the termination value can be obtained by calling Telephone Banking on the numbers quoted above. Further information on how to close accounts, including calculation of the termination value, is contained in the Product Disclosure Statement (PDS) booklet or other disclosure document for your account.

We have an internal process for handling and resolving any problem you may have with, or complaints relating to, your account or this product. Information about this process can be found in the Product Disclosure Statement (PDS) or other disclosure document for your account, or you can contact us on 1300 130 467.

Convenience at your fingertips!

Use Online, Mobile or Tablet Banking to pay bills, transfer funds, check your account balances and much more

THANK YOU FOR BANKING WITH WESTPAC

Statement No. 700 Page 7 of 7



Community Solutions Cheque Account

Branch Name and Address

Narrogin
38 Fortune Street
Narrogin WA 6312

BSB Account Number

036-170 00-0120

Account name

**SHIRE OF WANDERING
TRUST ACCOUNT**

Customer Number

19308463 SHIRE OF WANDERING

Account enquiries 
Call Westpac Telephone Banking
132 032 within Australia
+61 2 9293 9270 if calling from overseas

Account Summary

Opening Balance	+ \$10,732.93
Total credits	+ \$900.00
Total debits	- \$300.00
Closing Balance	+ \$11,332.93

Details of your account

From Last Statement Dated 31 Mar 2015 to 30 Apr 2015

Date	Description of transaction	Debit	Credit	Balance
2015	STATEMENT OPENING BALANCE			10,732.93
02 Apr	Deposit - Internet Online Banking 2204605 Fnds Tfr Bond Rcpt-Eftpos 02-Apr		200.00	10,932.93
15 Apr	Deposit - Internet Online Banking 2083000 Payment Bradley Hunt Bond 15-Apr		200.00	11,132.93
15 Apr	Deposit - Internet Online Banking 2083010 Payment A. Leitis Bond 15-Apr		200.00	11,332.93
20 Apr	Deposit - Internet Online Banking 2667273 Fnds Tfr Gowland Bond Trans 20-Apr		300.00	11,632.93
24 Apr	Withdrawal - Internet Online Banking 1361865 Payment Bond - Gowland 24-Apr	300.00		11,332.93
30 Apr	CLOSING BALANCE			11,332.93

Further information in relation to your account, including details of product benefits and applicable fees and charges, is available on request. That information is also contained in the Product Disclosure Statement (PDS) or other disclosure document for your account. For a copy of that document, or if you have any other enquiries, you can call Telephone Banking on 132 032 from Australia or +61 2 9293 9270 from overseas.

Please check all entries on this statement and promptly inform the Bank of any possible error or unauthorised transaction.

Statement No. 459 Page 1 of 2

Shire of Wandering

Payment Listing for the period ending 30 April 2015

Chq/EFT No	Date	Description	Amount
Municipal Bank Account			
EFT1503	02/04/2015	Stripey's Services Cleaning of Public Toilets x 10 days fixed rate 12/03/2015 to 25/03/2015	350.00
EFT1504	02/04/2015	Rob Curtis Management of Waste Station - 22/3 & 23/3 = 18hrs & 29/3 & 30/3 = 18hrs + Drum Muster Returns - 1hr	851.00
EFT1505	10/04/2015	Stripey's Services Cleaning of Public Toilets x 10 days @ fixed rate 26/03/2015 to 08/04/2015	350.00
EFT1506	13/04/2015	Chad Ferguson Refund of Receipt 37465/Payment of 3 x Rubbish Bins - Customer already paid Avon Waste - Invoice 15575	285.00
EFT1507	17/04/2015	Tanglefoot Winery Community BBQ Salads March 5th 2015	638.00
EFT1508	17/04/2015	Monica Beth Treasure Return Travel to AGM for Association & Photoshop Training @ 75c/km x 240 km	318.65
EFT1509	17/04/2015	Best Office Systems CPC Black Copy Unit/CPC Colour Copy Unit	1,820.29
EFT1510	17/04/2015	Landgate 169541 GRV Interim Vals Country Full Value \$12001-\$100,000	84.75
EFT1511	17/04/2015	WALGA Marketforce Advertising CEO Position - West Australian	93.06
EFT1512	17/04/2015	Avon Waste 72 x Recycling Services	1,376.52
EFT1513	17/04/2015	Hotham Mechanical Battery - Exide N100 - PT3	638.00
EFT1514	17/04/2015	Perfect Computer Solutions Computer adjustments - set up Tecra Notebook, New email setup Durga	680.00
EFT1515	17/04/2015	Country Sparky Services Conduct Essential Electrical Testing - Council Chambers	4,004.00
EFT1516	17/04/2015	Protector Fire Services Pty Ltd Service Fire Extinguishers/Fire Blankets - Replace unservicable fire equipment - 32 Watts Street	2,769.36
EFT1517	17/04/2015	G Carstairs & Co 10 Cubic Metres of Concrete @ \$270 per cubic metre	2,970.00
EFT1518	17/04/2015	Wandering Smash Repairs Remove & Refit Isuzu Giga Prime Mover	160.00
EFT1519	17/04/2015	Wandering Plumbing and Gas Plumbing Supplies - Water Leak at Community Centre	1,688.78
EFT1520	17/04/2015	T-Quip Repairs to Toro Reel Mower - Repair stalling	1,910.70
EFT1521	17/04/2015	ASB Marketing Ladies Alba Polo - Wandering Shire Council Logo embroidered	274.73
EFT1522	17/04/2015	Durga Ojha Purchase of Acer Laptop Charger	144.44
EFT1523	17/04/2015	Rob Curtis Managing Waste Transfer Station 5th/6th March x 18 hrs & 12th/13th x 18 hrs	828.00
EFT1524	17/04/2015	Boyup Brook Community Resource Centre	53.00

1/3 Share Accommodation for AWA CRC AGM - M Treasure

EFT1525	17/04/2015	Great Southern Fuels BP 10 PPM Diesel	36,399.81
EFT1526	17/04/2015	Startrack Express Freight costs for plant parts - PEX1 - Volvo Excavator	125.07
EFT1527	20/04/2015	Wandering Annual Fair Reimbursement of Costs for 2015 Wandering Annual Fair - Central Axemen's Association - Exhibition Log Chop/Balloon Artistry/Squiggles & Giggles Face Painting/Department of Racing, Gaming & Liquor - Occasional Liquor Application and Lottery/Raffle - September 13th 2014	2,497.00
EFT1528	21/04/2015	Australian Taxation Office BAS 31/03/2015 - PAYG Withholding	4,388.00
EFT1530	24/04/2015	Stripey's Services Wandering Main Public Toilets 09/04/2015 to 22/04/2015	420.00
EFT1531	29/04/2015	Shire of Wagin Recoup of EHO costs to 25/03/2015	2,795.12
EFT1532	29/04/2015	Best Office Systems CPC Black Unit Copy 7119 units @ 1.3922c plus CPC Colour Copy Unit 151416 units @ 16.7063c	459.47
EFT1533	29/04/2015	Avon Waste 73 x Dom Rubbish x 5 Weeks, 73 x Recycling, Bulk Recycling March 2015	1,948.92
EFT1534	29/04/2015	The Workwear Group Uniform for Tricia Brown	149.65
EFT1535	29/04/2015	Gilbarco Australia Pty Ltd General Service Labour - Contract Hours - Repair card reader HCR2	1,440.47
EFT1536	29/04/2015	ENZED Fremantle Supply of Hose 16/03/2015 - PG2 Grader	163.90
EFT1537	29/04/2015	Butler Settineri Fees relating to grant acquittals: National Building Program, Country LG Fund - Rnd 4 and 5	1,210.00
EFT1538	29/04/2015	JR & A Hersey Pty Ltd Supply of 100 x Guide Posts	935.00
EFT1539	29/04/2015	Jason Signmakers Supply of eyewash/shower unit for Depot	1,331.00
EFT1540	29/04/2015	Quickfit Windscreens & Narrogin Glass Reglaze Window with 6mm Clear Laminated Safety Glass & Scotchtint - CRC	1,070.96
EFT1541	29/04/2015	Mcleods Barristers & Solicitors M.Conway - Lot 99 Echidna Close - Unlawful Structures	2,401.48
EFT1542	29/04/2015	LGIS Risk Management Regional Risk Co-Ordinator Program Jan to Jun 15	1,364.00
EFT1543	29/04/2015	Work Clobber Various Items Clothing Order - Outside Employees	2,656.85
EFT1544	29/04/2015	Narrogin Quarry Operations Aggregate - 300MM	3,865.36
EFT1545	29/04/2015	Greenacres Turf Group 121 Sqm Winter Green Instant Lawn - Humes Way	983.95
EFT1546	29/04/2015	Rob Curtis Managing Waste Transfer Station - 19/20 April - 18hrs & 26/27 April - 18hrs - Total 36 hours	828.00
EFT1547	29/04/2015	Ashley Blyth Tree Lopping Grinding of large stump including travel - 19 Humes Way	550.00
EFT1548	29/04/2015	Phil Watts Bulldozing 5000 Cubic Metres Gravel, York/Williams Road, Road reconstruction	15,455.00
EFT1549	29/04/2015	Perthwaste Green Recycling Commerical Waste Disposal - Per Tonne x 2 Tonne	153.56

EFT1550	29/04/2015	Snap Osborne Park Tip Pass Printing - Waste Transfer Station	475.99
EFT1551	30/04/2015	Boddington Tyre Service 1 x Multi Wheel Roller Tyre - Replace Tube	77.00
EFT1552	30/04/2015	Major Motors Pty Ltd Isuzu Truck - PT1 - Windscreen Glass	181.71
EFT1553	30/04/2015	Shire of Wandering Staff Social Club Payroll deductions	60.00
13785	01/04/2015	Australia Post - Western Processing Daily Takings 31/03/2015	96.59
13786	08/04/2015	Australia Post - Western Processing Daily Takings 02/04/2015	218.00
13787	10/04/2015	Australia Post - Western Processing Daily Takings 08/04/2015	127.00
13788	10/04/2015	Australia Post - Western Processing Daily Takings 09/04/2015	532.21
13789	14/04/2015	Australia Post - Western Processing Daily Takings 13/04/2015	73.00
13790	15/04/2015	Australia Post - Western Processing Daily Takings 14/04/2015	119.25
13791	16/04/2015	Australia Post - Western Processing Daily Takings 15/04/2015	211.00
13792	17/04/2015	Australia Post - Western Processing Daily Takings 16/04/2015	142.20
13793	17/04/2015	City Of Swan Long Service Leave Liability - Gillian Davies	1,696.20
13794	17/04/2015	Synergy Street Lighting 25 Jan 15 to 24 Feb 2015	1,435.90
13795	17/04/2015	Water Corporation Standpipe Usage Down Street 26/2/15 to 25/3/15	1,881.33
13796	21/04/2015	Australia Post - Western Processing Daily Takings 20/04/2015	32.85
13797	22/04/2015	Australia Post - Western Processing Daily Takings 21/04/2015	420.85
13798	23/04/2015	Australia Post - Western Processing Daily Takings 22/04/2015	1,647.50
13799	30/04/2015	Australia Post - Western Processing Daily Takings 29/04/2015	344.77
13800	30/04/2015	Telstra Tims Messaging for the month of March 2015	501.15
DD1494.1	08/04/2015	WA SUPER Plan Payroll deductions	4,800.13
DD1494.2	08/04/2015	& T Brown Family Super Fund Payroll deductions	114.76
DD1494.3	08/04/2015	Hostplus Superannuation contributions	190.46
DD1494.4	08/04/2015	Superwrap Personal Super Plan (annette Hardie) Superannuation contributions	55.97
DD1494.5	08/04/2015	Rod Evenis Superannuation Fund Pty Ltd Payroll deductions	753.85
DD1494.6	08/04/2015	AMP Super (C.T. Whitmore) Superannuation contributions	96.13
DD1494.7	08/04/2015	I & T Brown Family Super Fund	332.80

		Superannuation contributions	
DD1529.1	22/04/2015	WA SUPER Plan	4,262.43
		Payroll deductions	
DD1529.2	22/04/2015	I & T Brown Family Super Fund	114.76
		Payroll deductions	
DD1529.3	22/04/2015	Hostplus	190.46
		Superannuation contributions	
DD1529.4	22/04/2015	Superwrap Personal Super Plan (annette Hardie)	74.62
		Superannuation contributions	
DD1529.5	22/04/2015	Rod Evenis Superannuation Fund Pty Ltd	753.85
		Payroll deductions	
DD1529.6	22/04/2015	I & T Brown Family Super Fund	332.80
		Superannuation contributions	
DD1554.2	15/04/2015	Westpac Credit Card	1,313.21
		Impact Wrench - Toolmart	
DD1554.3	19/04/2015	Westpac Credit Card	75.00
		Westpac Credit Card Fee	
DD1554.6	01/04/2015	Westpac Credit Card	360.47
		Final Maintenance/Repairs - 19 Humes Way	
DD1554.7	09/04/2015	Westpac Credit Card	84.16
		Refreshments for Youth Week Events - Boddington IGA	
DD1554.8	12/04/2015	Westpac Credit Card	799.30
		Bowls for Council Chambers	
DD1561.1	18/04/2015	Telstra	1,947.68
		Office Administration Building - Telephone/Fax Lines	

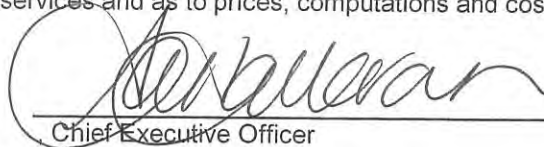
Trust Bank Account

EFT1529	24/04/2015	Janet & Wade Gowland	300.00
		REFUND OF BOND - COMMUNITY CENTRE HIRE & BOUNCY CASTLE - 15/04/2015	
200024	24/04/2015	Department of Commerce - Bond Administration	200.00
		BOND TRANSFER TO BOND ADMINISTRATOR - B HUNT	

Total Payments for Month Ending 30 April 2015: 133,308.19

CERTIFICATION OF CHIEF EXECUTIVE OFFICER

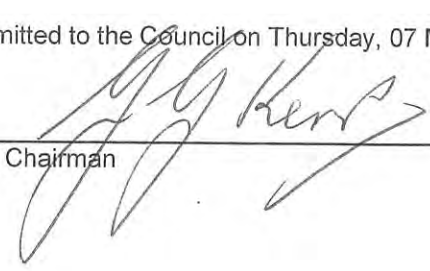
This schedule of accounts to be passed for payment was submitted to each member of the Council on Thursday, 07 May 2015 and has been checked and is fully supported by vouchers and invoices which are sub certified as to the receipt of goods and services and as to prices, computations and costings and the amounts shown are due for payment.



Chief Executive Officer

CERTIFICATION OF CHAIRMAN

I hereby certify this schedule of accounts was submitted to the Council on Thursday, 07 May 2015 and that the amounts were approved for payment.


Cr, Chairman

LOCAL ROAD PROJECT FUNDING SUBMISSION HEADER FORM

LOCAL GOVERNMENT	Shire of Wandering		FIN' YEAR	2015/16
ROAD NAME	Fourteen Mile Brook Rd		ROAD No.	4
PROJECT TOTAL COST ESTIMATE	\$203,770	1/3 LG \$67,923	2/3 RRG	\$135,847

ROAD & PROJECT CATEGORISATION Reference MCA User Manual, Section 2.2, page 4 **Score**

1.1 Work Description as per standard road treatment descriptions as shown in User Manual, Table 2

Resheeting including widening of various sections, drainage improvements and drainage maintenance

1.2	Project Length	Start SLK:	3.36	End SLK:	10.78	Job Length:	7.42	If insufficient space eg. Reseals, then please attach a list of road sections for audit purposes
	If Various Sections	Start SLK:		End SLK:		Section Length:	0.00	
		Start SLK:		End SLK:		Section Length:	0.00	
		Start SLK:		End SLK:		Section Length:	0.00	

1.3 Locality Plan of Road & Project Section Attached (mandatory) Y No Score

1.5 Project Section - ENTER (P) for Preservation or C for Improvement works P 20

TRAFFIC DATA (Attachment 1) **Score**

A1.2 Average Daily Traffic (ADT)	<input type="text" value="31"/>	5.58
A1.3 Average Daily Equivalent Standard Axle (ESA)	<input type="text" value="6.7"/>	4.26
A1.4 Project Section - School Bus Route	<input type="checkbox"/> Y	5
A1.5 Project Section - Approved Heavy Vehicle Permitted Route	<input type="checkbox"/> Y	5

IMPROVEMENT TREATMENT DETAILS (Attachment 2) also, see A2.4 below **Score**

Designated Road Standard Warrant (Type 2, 3, 4, 5, 6 or 7)	<input type="text" value="0"/>	No Score
A2.1 Existing Road Standard (Type 2, 3, 4, 5, 6 or 7)	<input type="text" value="3"/>	0
Road Type Standard to be Delivered this Project (Type 2, 3, 4, 5, 6 or 7)	<input type="text" value="3"/>	0
A2.2 Horizontal & Vertical Alignment Improvements (0-5)	<input type="text" value="3"/>	3
A2.3 Drainage Improvements (0-2)	<input type="text" value="2"/>	2
A2.4 Treatment Safety Devices Incorporated (0-3) (FOR BOTH IMP' & PRES')	<input type="text" value="12"/>	12
A2.5 Environmental Management Improvements (0-2)	<input type="text" value="0"/>	0

GENERAL DETAILS (Attachment 3) **Score**

A3.1 Has a Two to Five Year Programme Been Submitted? (ENTER Y or N)	<input type="checkbox"/> Y	2
Is this road an approved Roads 2025 Road of Regional Significance	<input type="checkbox"/> Y	No Score
Has Appropriate Clearance Permits been Obtained for this Project	<input type="checkbox"/> N	No Score
A3.2 Impact on Ongoing Project (0-2)	<input type="text" value="2"/>	2
A3.3 Impact on Ongoing Maintenance (0-3)	<input type="text" value="2"/>	2
A3.4 Impact On Regional Development (0-3)	<input type="text" value="2"/>	2

TOTAL PROJECT SCORE

I certify that, to the best of the applicant's knowledge, the details herein are accurately represented.

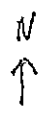
.....
Chief Executive Officer

.....
Date

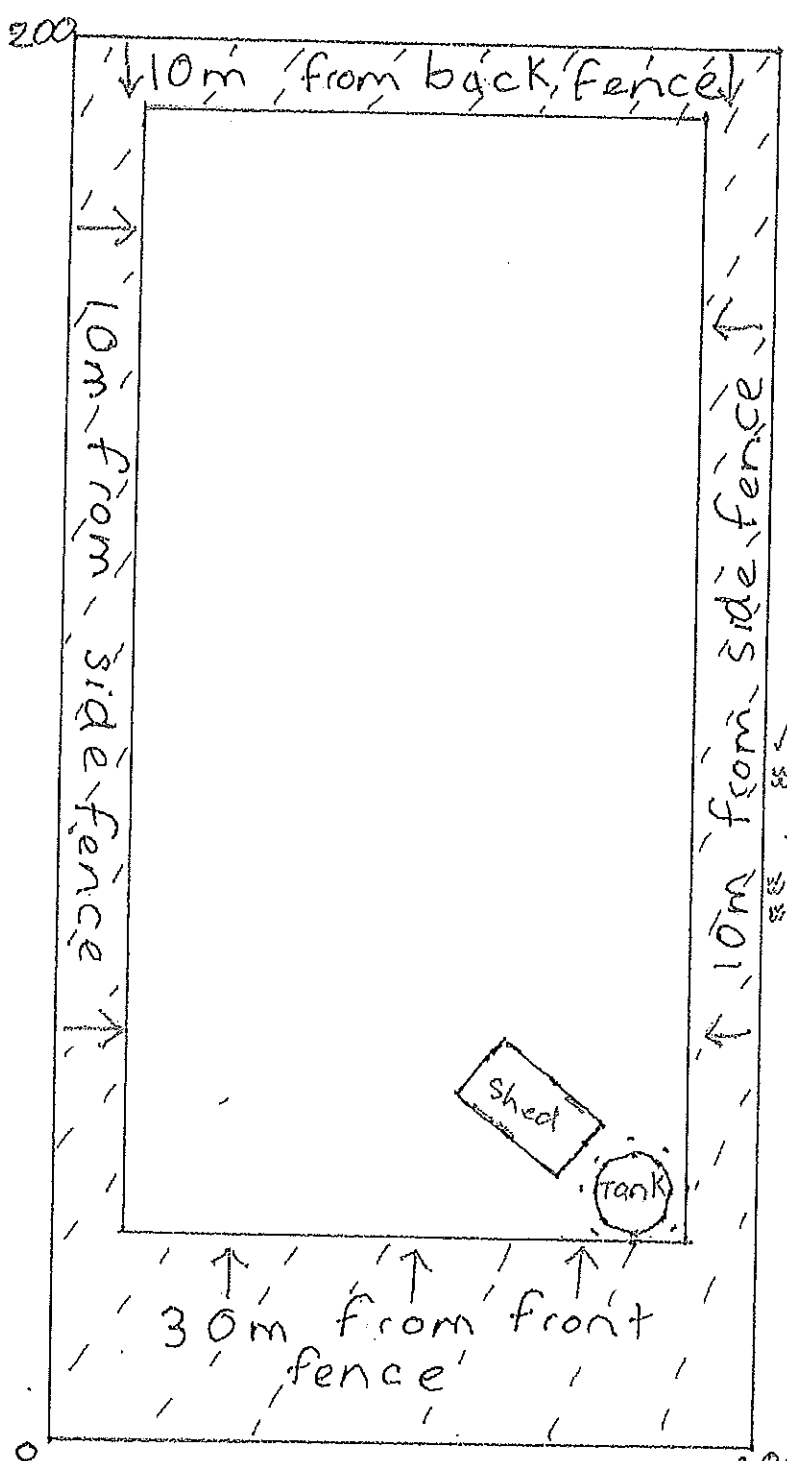
I certify that this project submission has been compiled in accordance with the provisions of the Wheatbelt South RRG MCA User Manual, and assessed and approved by the Sub Group for funding allocated in accordance with the provisions of the Wheatbelt South RRG Policy and Procedure Manual

.....
Secretary, Sub Group

.....
Date



200 -
170 -
150 -
100 -
50 -
30 -
0 -



200
190

Shed
 span 9.4m
 length 17.5m
 Concrete Floor
 Apex height 4.0m
 Corner distances
 from fence.

South-East Front
 corner
 √ 28.5m from East side
 √ 38.5m from Front - 100

South-West Front
 corner
 √ 42.5m from East side
 √ 50m from Front

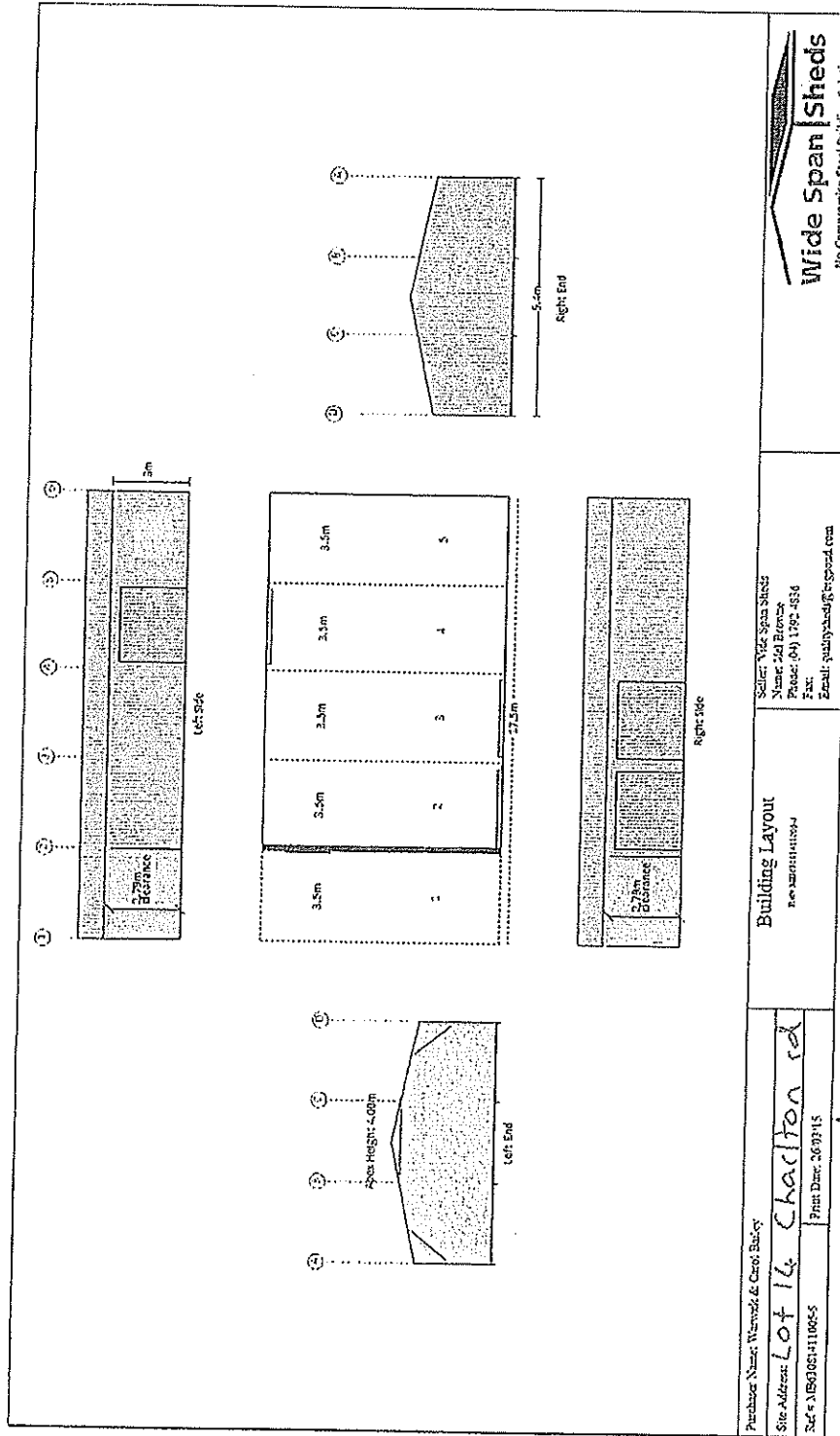
Tank -50
 10.99m
 Diameter
 Sand Pad -30
 13m Diameter

Carol and Warwick Bailey

100 -0
 Mid point
 of tank
 from fences
 (East) side √ 17.5m
 front √ 37.5m
 (South)

Lot 14 Charlton rd
Wandering Downs Estate.

Building Layout

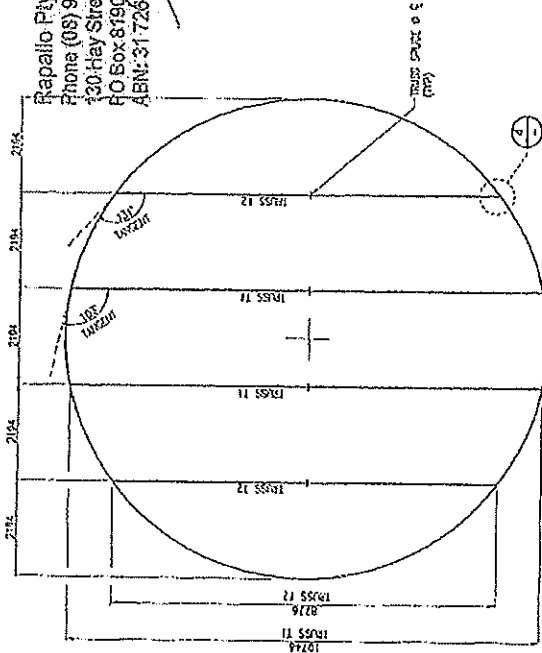


Purchase Name: Warwick & Cecil Boney Site Address: Lot 14 Charlton rd Ref: N1601051110055 Print Date: 26/07/15	Building Layout No: 201501110004	Seller: Wide Span Sheds Name: AD Brown Phone: (04) 1792 4334 Fax: Email: sales@widespansheds.com.au	Wide Span Sheds No Compromise Steel Building Solutions.
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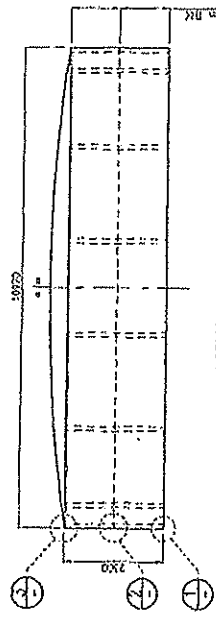
Wandering

TRUSS SCHEDULE	
ELEMENT	DESCRIPTION
MEMBER 1	ROOF TRUSS
MEMBER 2	ROOF TRUSS
MEMBER 3	ROOF TRUSS
MEMBER 4	ROOF TRUSS
MEMBER 5	ROOF TRUSS
MEMBER 6	ROOF TRUSS
MEMBER 7	ROOF TRUSS
MEMBER 8	ROOF TRUSS
MEMBER 9	ROOF TRUSS
MEMBER 10	ROOF TRUSS
MEMBER 11	ROOF TRUSS
MEMBER 12	ROOF TRUSS
MEMBER 13	ROOF TRUSS
MEMBER 14	ROOF TRUSS
MEMBER 15	ROOF TRUSS
MEMBER 16	ROOF TRUSS
MEMBER 17	ROOF TRUSS
MEMBER 18	ROOF TRUSS
MEMBER 19	ROOF TRUSS
MEMBER 20	ROOF TRUSS
MEMBER 21	ROOF TRUSS
MEMBER 22	ROOF TRUSS
MEMBER 23	ROOF TRUSS
MEMBER 24	ROOF TRUSS
MEMBER 25	ROOF TRUSS
MEMBER 26	ROOF TRUSS
MEMBER 27	ROOF TRUSS
MEMBER 28	ROOF TRUSS
MEMBER 29	ROOF TRUSS
MEMBER 30	ROOF TRUSS
MEMBER 31	ROOF TRUSS
MEMBER 32	ROOF TRUSS
MEMBER 33	ROOF TRUSS
MEMBER 34	ROOF TRUSS
MEMBER 35	ROOF TRUSS
MEMBER 36	ROOF TRUSS
MEMBER 37	ROOF TRUSS
MEMBER 38	ROOF TRUSS
MEMBER 39	ROOF TRUSS
MEMBER 40	ROOF TRUSS
MEMBER 41	ROOF TRUSS
MEMBER 42	ROOF TRUSS
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MEMBER 91	ROOF TRUSS
MEMBER 92	ROOF TRUSS
MEMBER 93	ROOF TRUSS
MEMBER 94	ROOF TRUSS
MEMBER 95	ROOF TRUSS
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MEMBER 97	ROOF TRUSS
MEMBER 98	ROOF TRUSS
MEMBER 99	ROOF TRUSS
MEMBER 100	ROOF TRUSS

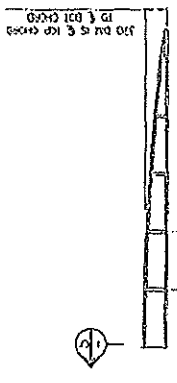
Rapallo Pty Ltd
 Phone (08) 9460-4300 Fax (08) 9226-2388
 130 Hay Street, Subiaco WA 6008
 PO Box 8790, Subiaco East WA 6008
 ABN: 31726-50529D-ACN: 009 257 836



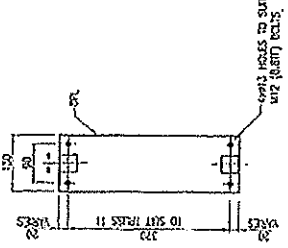
H0220 - PLAN VIEW
 1100mm TANK x 23m HIGH
 SCALE 1:10



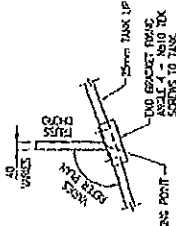
H0220 - ELEVATION
 SCALE 1:10



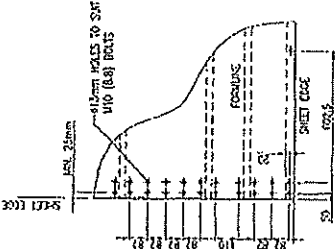
VERTICAL TRUSS - 1. ELEVATION
 (UNDER TRUSSES SHOWN)
 SCALE 1:10



SECTION 1:10



DETAIL 1:20



DETAIL 1:20

DESIGN CRITERIA
 AS/NZS 1170:2.2002 (WIND ACTIONS)
 RECORD A & B
 WINDWAVE CATEGORY 2
 WINDWAVE WIND 2



NOTES:
 1. WALL SHEET STILL GRADE CH09
 2. ROOF SHEETING GRADE "CUSTOM ORG" WITH 5 TDS PDS
 CONDITIONS FOR SHEET & EQUIPMENT FIXING
 TO BE PROVIDED AT THE TIME OF JOB
 3. ALL BRACKETS AND WELDS TO BE PROVIDED AT THE TIME OF JOB
 4. ROOF TRUSS STEEL GRADE CH30
 5. WIND FLUET WELD SIZE BY 4mm

CONCRETE RAIL / IN-SITU
 BUT NOT ALLOWABLE
 BEARING CAPACITY OF TOWER

TANK WALL
 25mm UP
 CIRCUMFERENTIAL BRACE
 POST-TENSIONED WITH 500mm

VERTICAL BOLTING ARRANGEMENT
 SCALE 1:20

HERITAGE TANKS AUSTRALIA PTY LTD
 130 HAY STREET, SUBIACO WA 6008
 PHONE (08) 9460 4300 FAX (08) 9226 2388
 WWW.HERITAGETANKS.COM.AU
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PROJECT		SCALE		DATE	
NO.	DESCRIPTION	DATE	SCALE	DATE	SCALE
1	PRELIMINARY DESIGN				
2	FINAL DESIGN				
3	CONSTRUCTION				
4	AS-BUILT				
5	REVISION				
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Shire of Wandering

5 Year Road Replacement Program - Regional Road Group

Name of Road	Description	SLK	SLK	Total	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	TOTAL
North Bannister-Wandering Rd	Recon, widen & two coat seal	1.00	2.00	1.00			125,000				
North Bannister-Wandering Rd	Recon, widen & two coat seal	2.00	4.00	2.00		291,250					
North Bannister-Wandering Rd	Reconstruction various 2km section	7.60	9.60	2.00							
North Bannister-Wandering Rd	Recon, widen & two coat seal	8.00	8.40	0.40					50,000		
North Bannister-Wandering Rd	Recon, widen & two coat seal	10.50	12.00	1.50					225,000		
North Bannister-Wandering Rd	Recon, widen & two coat seal	13.50	13.90	0.40					50,000		
North Bannister-Wandering Rd	Minor reconstruction & seal (various 2km section)	8.50	12.50	2.00							
North Bannister-Wandering Rd	Recon, widen & two coat seal	20.00	22.20	2.20			212,500				
				12		291,250	337,500		325,000		953,750
Wandering Pingelly Rd	Reconstruct, widen & seal (Various SLK)			0.00							
Wandering Pingelly Rd	Reconstruct, widen & seal	0.00	3.70	3.70					162,500		
Wandering Pingelly Rd	Recon, widen & two coat seal (various 1km sections)	5.00	20.43	1.00							
Wandering Pingelly Rd	Reconstruct, widen & seal	15.10	16.30	1.20				150,000			
Wandering Pingelly Rd	Reconstruct, widen & seal	various		2.00							
Wandering Pingelly Rd	Recon, widen & two coat seal (various 1km sections)	20.43	27.81	1.00					300,000		
				9				312,500	300,000		612,500
Wandering Narrogin Rd	Recon, widen & two coat seal							30,000			
York - Williams Rd	2 coat seal	67.79	73.45	-			424,500	30,000			30,000
York - Williams Rd	2 coat seal									350,000	
York - Williams Rd	Resheeting including widening various sections	73.50	85.10	-	252,483		424,500			350,000	1,026,983
Pumphreys Rd	Recon, widen & two coat seal Various sections	3.70	4.90					137,500			
								150,000			
								287,500			287,500
Fourteen Mile Brook Rd	Clear vegetation and reseal	0.00	3.36	3.36							
Fourteen Mile Brook Rd	Re-Sheeting and Drainage Improvements	3.36	10.78	7.42		203,770					
Fourteen Mile Brook Rd	Construct, remove vegetation & 2 coat seal	7.90	11.00	3.10						325,000	
Fourteen Mile Brook Rd	Construct, remove vegetation & 2 coat seal	11.00	13.78	2.78		203,770				325,000	528,770
				17							
Crossman Dwards Rd	Recon, widen & two coat seal	0.00	3.00	3.00							
Crossman Dwards Rd	Recon, widen & two coat seal	3.00	6.00	3.00							
Crossman Dwards Rd	Recon, widen & two coat seal	6.00	8.00	2.00	250,017						
Crossman Dwards Rd	Recon, widen & two coat seal	8.00	10.00	2.00	250,017						
				3							250,017
PROJECT ALLOCATIONS					502,500	495,020	762,000	630,000	625,000	675,000	3,372,020

